

**PUBLIC WORKS, WASTE MANAGEMENT & COMMUNITY SERVICES COMMITTEE
MINUTES**

Town of Carbonear

Council Chambers, January 8, 2024 @ 10:15am

Present:	Deputy Mayor	Sam Slade
	Councillor	Ray Noel
	CAO	Cynthia Davis
	MEO	Greg Squires
	EA	Janice Green
Absent:	Councillor	Malcolm Seymour
	Dir of Ops & PW	Ian Farrell

1. Business Arising
 - a) Swale, Water Street Project - Deferred pending quote from the contractor to remove. It was suggested to paint the dip in the swale yellow so it is more visible to pedestrians until the swale can be removed.
 - b) Canada Place – Road Side Ditch Filled - Deferred to discuss with Director next meeting.
 - c) Parked Cars Blocking Driveway, Water Street – At the last meeting, the committee recommended the town paint additional lines consistent with where bump outs exist in other areas on Water Street when line painting is completed in the spring. In the interim, the property owner can place a larger no parking sign and suggest to guests that they keep their vehicle as close as possible to the end of the driveway to deter parking in front of the driveway.
 - d) Street Light, St. Clare Avenue - The application for a new street light has been completed for staff review. A draft motion will be prepared to approve the new street light.
 - e) Neils Trail to tunnel – The Director has investigated and will provide further information next meeting. As water from the highway and adjacent land flows along this area, any finer material placed will continue to wash away. This is in the highway reservation and not part of Nell’s Trail. There are repairs required to Nell’s Trail as well due to washouts. This is proposed to be repaired in the spring including raising the level of the trail that has been flooding. Deferred for further review next meeting.
 - f) Cole’s Lane- request for signage – The Town has followed the example of the City of St. John’s with respect to only installing signage in the Canadian Manual of Uniform Traffic Control Devices. Signs pertaining to children that may be in the street are not included in the manual. Transportation experts believe these signs give parents a false sense of security that the sign will protect their children from speeding vehicles. Unfortunately, experience has shown that these signs have very little effect on vehicle speeds. The committee suggested that this information be relayed to the correspondent. The Town does not regulate small portable signs that some residents may place on their lawns identifying children in the area.
 - g) Snow Clearing Claim Form / Policy / Regulations – Research is ongoing into updates for the snow clearing policy, claim form and regulations. One

particular item that the committee wanted reviewed was the section of the policy requiring submission of a claim form within 14 days of the damage. Research has identified that some municipalities include a deadline in the spring for submission of claims. This is the committee's preferred approach. A draft of an amended policy and claim form is being completed. The Town's and Local Service Districts Act (TLSDA) has by-laws and not regulations. A new Snow Clearing By-law will be drafted for the committee's review as well. The TLSDA outlines a procedure to follow for adopting by-laws that will be required to be followed.

h) Refrigeration Truck at Dominion

The unit has been removed from the site. It was identified that the unit was not backed into a loading bay which was understood to be the situation. If a loading bay is not required, in future, the unit can be parked further down the parking lot to minimize any noise to neighbouring residential properties. This will be discussed with management at the store.

2. MEO Report

The following update on violations was reviewed:

- 33B O'Driscoll's Lane – File sent to lawyer for to have charges laid for non-compliance.
- 10 Fraize Avenue – It is understood that there is a sale pending for this property. Clean up has commenced.
- 38 Earle's Lane – No response to letter about violation. Proceeding to the next step which is a clean-up order is recommended. A draft motion will be prepared.
- 39 Adelaide Street - Correspondence has been drafted requesting intent for property clean up.
- 13 Janes Avenue, complaint of rodents on neighbouring property. The Town does not complete rodent control for private property. Rats are pests that are found year-round. They live outdoors and may migrate inside when cool weather approaches. They are found around buildings, in gardens and near garbage or composters. Rodent control on private property is the responsibility of property owners. This will be relayed to the complainant.
- Southside Lower Road, concern with neighbouring garbage. The MEO will investigate.

3. Public Works

- a) Rocks and debris were washed up on SS Lower Road in the area of Taylor's Beach. The Director is completing a draft 5-year capital plan and this area is included on the plan. This will be available for committee's review and recommendation once completed. Recommendations will be obtained on design to address coastal erosion due to climate change once council prioritizes this project. There may be short term solutions that may reduce debris on the road in the interim that can be considered. The committee briefly discussed the amour stone that was placed from excess material during the construction of the long-term care facility and the elementary school and how this has been helpful in protecting the street and private property along the

lower elevations of SS Lower Road where coastal erosion has been the most significant.

4. Capital Works

5. Correspondence

- a) Department of Transportation & Works regarding clean-up of the former Interfaith building on Water Street
The correspondence identified that significant cleaning at the property located at 45 Water Street was completed and they will continue to monitor this site to ensure that garbage and debris are removed accordingly. Concerns with the condition of the building was noted including eavestrough falling off at the rear of the building. The committee recommends the MEO relay the information pertaining to any unsafe conditions to be addressed.
- b) Request for update to an inquiry on property, Fraize Avenue
The Town has been advised that there is a sale pending for this property so this should address the concerns received.
- c) MMSB – 2025 Compost Bin Distribution Program Expression of Interest
This is a routine inquiry so MMSB can determine how many tumblers to include in their tender. Staff will review annual sales and inventory to determine if any additional bins will be required. This information will be provided to MMSB.
- d) Property owner, Southside Lower Road, concern with road traffic and speeds
The speed limit on local streets is 40 km/h unless otherwise posted. The first step that that is taken when speeding complaints are received to determine if traffic calming is required is to place the speed monitoring device to obtain speed data. The device will be scheduled to be located to the street to obtain the data for review.
- e) Property owner Southside Lower Road, complaint of litter from torn garbage bags from neighbouring property
This will be investigated.
- f) Pedestrian concern – walking hazard (photos attached)
Loose debris will be removed and temporary repairs will be made to depressions that may be a hazard. This area will have new sidewalk installed when the Water Street Ph 3 project commences in 2025.
- g) Royal Canadian Legion – Remembrance Crosswalk
This will be reviewed with the Director of Operations and Public Works to inquire about the town completing such a cross walk. Contact to be made with the RCL about the provision of the template for the proposed silhouette to be placed in the red cross walk. Deferred to next meeting.
- h) Property owner, Burnt Head Road, concern with untidy property
The MEO to obtain photos for review.

6. Waste Management

7. New Business

- a) **New Town's Act**
Per the TLSDA, committee meetings are now open to the public. Also, committee meetings must have a quorum. There are currently three council members so two members will be a quorum. The meetings can be closed for items listed in the legislation.
- b) **Draft Policy Guardrail**
A draft policy for the placement of guardrails has been added to Dropbox for the committee's review. Deferred for next meeting.
- c) **Concerns with traffic safety during parades**
Oncoming traffic during the Santa Claus Parade and the RCL Parade on November 11 was identified as a safety concern as there are walkers in the parade. The CAO will contact the Fire Chief about the concern and determine if they have any suggestions to address these concerns. It was suggested that a sign at the beginning and end of the parade stating traffic is to stop and not drive pass the parade could help the situation. The Santa Claus Parade in particular is quite long and if it follows this same route, it is not practical to be able to obtain enough volunteers to be stationed at every street, parking lot and driveways that accesses the street. The MEO worked during the RCL parade in November but he can only be at one location. Deferred for further information.
- d) **Quote for replacement hoist**
A quote for replacement hoists at the depot from Canadian Maritime Engineering is \$42,950 for repairs to both installed and load tested. If purchased and installed separately there would be additional cost for delivery and pick up of the scissor lift and telehandler as well as shipping. A wireless remote control would cost an additional \$2,250 per crane. The CAO will inquire if the Director obtained other quotes for review. *The committee is prepared to approve the purchase of the replacement hoists upon receipt of other quotes not to exceed the quote currently obtained. The committee did not recommend the additional cost of the wireless remote control.*
- e) **Change Order Adelaide Street Upgrades, Phase 2 – Change Order # 3**
The net project cost above the approved funding is \$66,746.84 (HST included). This includes the variations in quantities throughout the project that were not captured in the previous change orders, additional topsoil and sods and culvert repairs at St. Clare Avenue. The committee requested additional specifics on costs which the CAO will have the Director to provide prior to the regular meeting. A draft motion will be prepared.

8. **Ongoing items**

- Sidewalk and curb, Pike's Lane
- Paving program 2024 & 2025
The committee inquired on follow up to the paving list. It is understood that the Director has a draft list completed for 2025. This will be included on the next committee agenda for review.
- Drinking water fountain options
- Amendment to Driveway Policy

- 52 London Road, installation of water line. Order delivered.
- Sidewalk work, wheelchair button, Carbonear Pool.
- The Director has completed the limited call for a consultant. Approval of council is required to proceed. A draft motion will be prepared.

9. Adjournment 12:15 pm