

**RECREATION, SPECIAL EVENTS CULTURE & TOURISM  
COMMITTEE MINUTES**

Town of Carbonear  
Council Chambers, May 6, 2025 @ 9:30 am

<b>Present:</b>	Councillor (Chair)	Malcolm Seymour
	Councillor	Ray Noel
	CAO	Cynthia Davis
	Director or Recreation	Rob Button
	EDTO	Kerri Abbott
<b>Absent:</b>	Deputy Mayor	Sam Slade

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1. Business arising from minutes
  - Land expropriation for recreation purpose – Land can be expropriated for recreation purposes. Legislation outlines the process that is required to be followed. Further discussion with council required on expropriation of property for proposed future recreation facilities.
  
2. Special Events, Culture & Tourism
  - The Special Events Committee will be recommending a new member. The name will be sent along in writing to council for their approval. The committee has also appointed a new chairperson.
  - Organization of a Stationer’s Festival is ongoing, however; there has been little support received to date. A further update will be provided at a later date to identify whether it is feasible to move forward with a festival this year.
  
3. Correspondence
  - a) Service Canada regarding approval and allocation of summer jobs for 2025  
There has been a decrease in the summer job allocation for the town. An increase in the budget for summer student salaries will likely be required in future years.
  - b) Department of Tourism, Culture, Arts and Recreation regarding approval of grant in the amount of \$11,385 under the Active NL Fund.  
This grant will fund supply and install of cooling and heating equipment for the viewing room at the pool.
  
4. New Business
  - a) Bottling Station / Water Fountain  
Installation of a water fill station at the pool will require excavation of the floor at the facility as a drainage line is required in addition to a water supply line. It was identified that bottles can be refilled in the kitchen at the pool. Further investigation into an outdoor fill station will be completed as servicing requirements may be readily available near the outdoor washrooms/canteen area.
  - b) RFP for future facilities at the Recreation Complex – A draft RFP is almost

prepared to provide a layout at the Recreation Complex for a future accessible playground, splashpad and new facility. *The committee recommends to proceed with finalizing and advertising the RFP.* A draft motion will be prepared.

c) Flower supply

Two quotes have been received. A suggestion for a third quote was identified. If obtained prior to the Council Meeting, *the committee will make a recommendation to award to the lowest bidder.* A draft motion will be prepared.

d) Multi-Purpose Room Doors

There was a leak in the doors. The problem has been identified. The plywood on the floor has been replaced with new plywood. Matching floor tiles have been ordered and will be installed when received. A contractor for commercial doors is sourcing replacement parts including hinges and panic hardware and they will make required repairs when supplies received. The aluminum doors are in good condition otherwise.

e) Replacement Slides – Suppliers required the model number of the slides to source replacement slides. It took some time to obtain the model number for the slide at Quinn’s Playground as this unit was not ordered by the town. The model numbers have been identified and provided to a supplier who is sourcing the new slides.

f) Fence, Quinn’s Playground – A matching fence to the existing fence is proposed along the east boundary as there is a new dwelling along this boundary and boulders are proposed along the road with an opening with posts with a chain for equipment access during maintenance.

5. Ongoing items

- Fence, Quinn’s Playground – Spring project
- Trestle
- Accessible playground funding initiatives
- Benches around boardwalk
- Strategic Plan
- Locomotive – It is reported the draft report was forwarded along to Council via Dropbox. It is recommended to present the report on the Locomotive at the next Regular Council meeting. The report will be forwarded along to the Heritage Society as well.
- Cost / design pedestrian bridge – Funding application submitted

6. Adjournment 10:25 am.