

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

Town of Carbonear  
Council Chambers, July 29, 2025 @ 9:30 am

Present:	Deputy Mayor	Sam Slade
	Councillor	Ray Noel
	Councillor	Malcolm Seymour
	Director of Operations	
	And Public Works	Ian Farrell
	Chief Administrative Officer	Cynthia Davis
	EA	Janice Green

- 
1. Business Arising
    - a) Water Street Phase II – A limited call where the three consultants currently engaged in projects with the town will be invited to assess and design an alternative. The CAO and Director met with a lawyer to discuss the original consultant declining to correct the problem. This was relayed to the committee. Legal action is not recommended at this time.
    - b) 98 White's Road, deadline June 30 to respond - The The property owner was written to provide an update on repairs to the property. A response was requested by June 30. No response was received. *The committee recommends forwarding a reminder letter indicating the Town will be proceeding with court action if repairs or renovations to the dwelling is not completed to the satisfaction of Council.* The correspondence will include a two-week deadline for a response.
    - c) Ditch easement Blueberry Crescent – This is private property where the town has an easement over an underground culvert. Staff investigated the situation and the town or developer did not make any alterations to the property. Any changes to the property in the vicinity of the easement were made by the property owner. There has been no further contact by the complainant. No further action required.
  2. Public Works
    - a) Remembrance Loop, second Lift of asphalt - Only the first lift is completed to date. The second lift will be placed upon completion of the subdivision.
    - b) Highroad South paving – There is a portion of the project not completed to date. Staff will request an update from the contractor.
  3. Capital Works
    - a) Municipal Capital Works Application status  
Per the Department of Transportation and Infrastructure Municipal Information Support Division (MSIS) database, 3 funding applications has been rejected and a fourth application is showing as “submitted”. No projects are labelled

approved. Correspondence has been sent to the MHA. The project upgrading two pumphouses is the most concerning. Staff will inquire if the project labeled “submitted” is approved, if the town can substitute this project for the pumphouse upgrades.

4. Correspondence

- a) 69 Southside Lower Road, Request to replace retaining wall on property  
Further investigation is required to determine if the retaining wall is required to retain Town infrastructure. If so, the town will consider completing repairs, if required; otherwise, repairs/replacement will be the responsibility of the property owner. Deferred for further investigation.
- b) Complaint of littering on Water Street  
This has been forwarded to MEO to investigate.

5. Waste Management

6. MEO Report

No report for discussion at this time.

7. New Business

- a) Water Street - Request to mark driveway accesses with paint  
Two separate requests received. Staff will investigate the requests and if the request is reasonable, the work will proceed by painting two diagonal lines. The situation will be reviewed if required.
- b) Water Supply Status update  
Water levels remain low and the conservation notice is still being advertised. The water used exceeds normal levels and water loss is likely due to leaks in the system. Infrared technology is available to assist in leak detection. *The committee recommends contacting the company that provides this service to obtain a quote for the work.*  
Equipment was used to perform an underwater inspection of the intakes. There is no screen on the end of the pipes which should be installed. The underwater drone is not costly and is recommended for purchase as there are a variety of applications for its use. Quotes will be obtained for recommendation to council.
- c) Fire Ban  
It is recommended that the Town adopt the policy that updates by the Department of Fisheries, Forestry and Agriculture to the fire hazard rating will automatically be accepted within the Town and provincial recommendations will apply. *A draft motion regarding this recommendation will be prepared.*
- d) Red Light – Fire Chief  
The Fire Chief has requested the town sign off on an application for a red light to be installed on his personal vehicle. The CAO will investigate implications further prior to signing as the Town’s insurance will only cover vehicles registered to the Town of Carbonear.

- e) A council member received a complaint of a backyard fire in a residential neighbourhood and was wondering how to respond. Contact should be made with the CVFD who will respond to and put out fires during the fire ban.

8. Ongoing items

- Canada Place – Road Side Ditch Filled, correspondence to be sent
- Water Bottle Filling Station. These should be ordered by the end of the week.  
This item can be removed.
- Snow Clearing Claim Form / Policy / Regulations
- Neils Trail to tunnel
- Sidewalk and curb, Pike's Lane
- Amendment to Driveway Policy
- 52 London Road, installation of water line. Order delivered.

9. Adjournment 11:25 am