

Town of Carbonear
AGENDA
Regular Council Meeting, October 15, 2025 @ 5:30 pm
Council Chambers

1. Calling of Meeting to Order
2. Approval of the Agenda for October 15, 2025
3. Adoption of the Minutes
 - a) Regular Meeting - September 23, 2025
 - b) Special Meeting – October 1, 2025
4. Business Arising from the Minutes
5. Committee Reports
 - a) Public Works, Waste Management and Community Services committee
 - b) Recreation, Special Events, Culture and Tourism
 - c) Administration & Finance
 - d) Economic Development, Planning and Land Use Development
6. Transition of the Outgoing Council and Incoming Council.
Conducted by the Town Clerk
 - Thank-you to outgoing Council members
 - Announcement and Introduction of the new Council members elected on October 2, 2025
- 6.1 Oaths of Office for Council members elected on October 2, 2025 to be witnessed by the Returning Officer, Cathy Somers
- 6.2 Election of Deputy Mayor as per Section 28(1)(b) and Section 28(2) of the Towns and Local Service Districts Act to be conducted by the Town Clerk.
- 6.3 Oath of Office for the position of Deputy Mayor
7. Proclamations/Presentations/Delegations
 - a) Newfoundland Labrador Credit Union
Credit Union Day, October 16. Proclamation to be signed.
8. Correspondence, Permits & Development
 - a) Permit Listing # 10997-11017
- 8.1 Correspondence, requiring Council's decision
- 8.2 Correspondence received and action taken:
 - a) Government of Newfoundland and Labrador
 - Department of Municipal Affairs & Community Engagement regarding required forms for election day. Forwarded to the Town Clerk.

- Department of Environment and Climate change regarding Operator Education Seminars. Copied to the Director of Operations and Public Works
- Department of Municipal Affairs and Community Engagement regarding First Meeting and Election of Mayor and Deputy Mayor. Forwarded to the Chief Administrative Officer, Town Clerk and Council.
- Department of Government Services regarding Permit for Highway signage. Expiry August 5, 2028. Placed on file.
- b) Town of Harbour Grace regarding "Let's Build Tomorrow with Innovation" Open House with Shree Hari Nanotech on Friday October 10 @ 12 pm. Copied to Council and Staff
- c) Property owner, Lemarchant Street regarding noise complaint of ATV. Copied to the Director of Operations and Public Works and the Municipal Enforcement Officer
- d) Royal Canadian Legion Branch 23
 - Annual Remembrance Banquet on November 15th starting at 6:30 pm. Initiation for the Mayor and guest to attend. Copied to the Mayor
 - Request for permission to use the Municipal Parking Lot for the Remembrance Day parade and to close Water Street from the parking lot to the War Memorial.
- e) Property owner, Burden's Hill regarding complaint of water flow from neighbouring property owner. Forwarded to the Public Works, Waste Management and Community Services committee
- f) Property owner regarding suggestions for Halloween Night. Forwarded to the Public Works, Waste Management and Community Services committee
- g) Eastern Regional Service Board regarding information package, and nomination form from the Eastern Regional Service Board regarding its current election for a new Board of Directors. Copied to Council and Administration
- h) Eastern Regional Service Board
 - Election Information package on new Board of Directors. Copied to Council. Deadline, November 12 @ 4:30 pm
 - Waste Recovery Facility will be closed between November 9th to December 2nd for substantial site upgrades. Copied to Council and Staff. Placed on the town website and social media. Posted on social media and town website.
- i) The Stewardship Association of Municipalities' NL
RE: Congratulations to new Council and request to designate / nominate a SAM representative. Forwarded to Council.
- j) Municipal Assessment Agency
 - MAA Board of Elections and call for Nominations. Deadline November 6 @ 4 pm. Copied to Council and Administration
 - Call for nominations – Urban and Avalon Regional Director MAA Copied to Council and Administration
- k) Trio Benefits – Newfoundland and Labrador Municipal Employee Benefits
RE: Call for Nominations for the Board Membership Position of Employer Director for a term of three years commencing, November 20, 2025,

Deadline for nominations is Friday, October 31, 2025. Copied to Council and Administration.

- l) Property owner, Irishtown Road regarding request to purchase land. Forwarded to Economic Development, Planning and Land Use Development
 - m) Municipalities NL
 - Introduction to Municipalities NL. Copied to Council
 - Nominations Deadline is Oct. 22 for MNL Board of Directors Positions. Copied to Council
 - 2025 MNL Conference, Trade Show, and AGM in Corner Brook, November 20-22. Copied to Council.
9. Reports of Chief Administrative Officer and Department Heads
- a) Director of Operations and Public Works
10. Finances
- a) List of invoices over \$2,000 in the amount of..... \$154,278.58
 - b) Capital Invoices:
 - Valley Road Phase III, Water Sewer & Street Upgrading (PN 21-102)*
 - Harris & Associates, Engineering Invoice # 7175.....\$5,369.17
 - Powell Drive Street and Storm Upgrades Phase III*
 - Concord Paving, Claim # 3, Release of Holdback.....\$44,178.01
 - Meridian Engineering Inc, Engineering Invoice # CC108962.....\$1,241.55
11. Regulations for Adoption
12. Notices of Motions
13. New Business
- a) Tender Results - Comprehensive Leak Detection
 - b) Fire Chief's Truck Light Bar
14. Adjournment