

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

Town of Carbonear
Council Chambers, August 20, 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

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1. Business Arising
 - a) Water Street Phase II, Limited call - The draft is nearing completion and will be provided to the three consultants.
 - b) 98 White's Road, non compliance to order – A reminder letter that the town will be proceeding to court if no response by September 10 will be sent.
 - c) 69 Southside Lower Road retaining wall on property - Further investigation is required to determine whether the retaining wall is essential to town infrastructure. Deferred
 - d) Highroad South paving, request update from the contractor - The developer delayed a portion of the work as he intended to extend the water and sewer main. Contact will be made with the developer to determine the status of the situation.
 - e) Underwater drone – deferred for quote
 - f) Update on watershed - Water levels continue to decline. Staff reported that development of the contingency plan is underway and the Department of Environment has been informed.
 - g) Department of Justice and Public Safety, Re: Permit for the installation of a Red Light and Siren on Fire Chief Private Vehicle from Fire Commissioner - Provincial approval has been received.
 2. Public Works
 3. Capital Works
 - a) LeMarchant Street Extension Water Sewer Storm and Road Upgrades, RE: Request for change order
Installation of a ditch inlet and 1200mm catch basin at a cost of \$20,572.00.
The committee will recommend. A draft motion will be prepared.
 4. Correspondence
 - a) Department of Transportation and Infrastructure, RE: Open call for applications 2026-2027 funding programs

The deadline for submission is October 6. The committee felt priority should be given to pumphouse repairs. Staff will revise the list of potential projects for further discussion with Council.

- b) Foodcycle Science regarding food recycling program
The committee had previously reviewed the food recycling program and it was not recommended to participate in the program since it was unlikely that residents would be prepared to pay the cost per unit. *The committee is not recommending at this time.*
- c) Property owner, Lemarchant Street Extension, inquiry on scope of project
A response was provided to the property owner explaining the scope of work for the project is limited by the funds approved.
- d) Property owner, Grassey Lane, RE: Concern with driveway and water build up. This concern was forwarded along to the consultant who indicated the driveway was tied in accordingly and within construction tolerance. In the meantime, staff will monitor to see if a serious situation develops that needs to be addressed.
- e) Property owner, Valley Road, RE: Project materials in the neighbourhood. The storage of materials is temporary to supply the capital projects. It is located not to interfere with the dumping station. The property is also owned by the Department of Transportation and Infrastructure.
- f) Property owner, Crossroads, concern with water shut off / road closure
Concern expressed that there was not sufficient notice during a recent water shut off. Email notifications were sent out through Carbonear Connect emails the evening before informing residents of the shut off and a notice placed on the Town's website. Notices are also sent out via the Town's Facebook account but it was learned later there were some technical issues that resulted in the notice not being posted to Facebook the evening before even though the post was prepared and set up to be posted. It was also noted the Contractors are advised to provide as much notice as possible. A response was provided to the property owner.
- g) Department of Fisheries, Forestry and Agriculture, RE: Forest Travel Permit Carbonear Municipal Water Supply
The permit has been placed on file.
- h) Department of Municipal Affairs and Community Engagement, RE: Special Assistance Grant.
A Special Assistance Grant in the amount of \$30,000, designed to provide emergency financial assistance to communities that meet specific criteria. It was noted that communities under a regional state of emergency are eligible to apply for this grant. The committee acknowledged this grant as an opportunity to help offset costs for piping and materials used in the watershed area. The town will submit any costs that are eligible under the grant.
- i) Newfoundland and Labrador Hydro, RE: EV Charging station
NL Hydro is now accepting applications for Site Host to install EV charging stations. Carbonear has been identified as one of the locations. This would be at no cost to the town but the town would have to provide land.

The parking lot has been identified as a possible location. The committee discussed concerns with the loss of two parking spaces. It was noted that there would not be any loss of parking space just parking space for a different type of vehicle. *The committee had no issue with this request; however, recommends having discussion with Council before the next Regular Council Meeting.* A draft motion will be prepared.

- j) Property owner, Cole's Lane, RE: Lemarchant Street Ext Project
The property owner is requesting to relocate the ditch on Cole's Lane while contractors are working in the area. There is an easement on the property for this drain and this is not within project scope.

5. Waste Management

a) Bulk Collection

The booking opens on Monday August 25 for bulk collection. Bulk collection is by appointment only with collection on October 10, 11, 14, 15, 16, 17, & 18. This will be advertised on social media, town website and Carbonear Connect.

6. MEO Report

No report

7. New Business

a) Additional access cards, quote for review

The quote included installation of a swipe card system with access cards for the three museums: Railway Station, Rorke Store and the Old Post Office. This will allow for more control over town buildings and cards can be de-activated when students or other staff finish. The quote received was \$9209.90 plus HST. *The committee recommends to add to the 2026 budget.*

8. Ongoing items

- Canada Place – Road Side Ditch Filled, correspondence to be sent
- Water Fountain
- 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 am.

Draft Motions

Public Works, Waste Management and Community Services committee

September 9, 2025 Regular Council Meeting

Resolution # 1

Lemarchant Street Extension Ditch Inlet and Catch Basin

Whereas a ditch inlet, grate, and catch basin is required to effectively drain stormwater from Lemarchant Street Extension, and

Whereas the consultant has recommended approval of the contractors change order request,

Be it resolved to approve a change order to the contract with Dexter Construction Company Limited in the amount of \$20,572 plus HST

Resolution # 2

Whereas there are over 1700 registered electric vehicles in the province; and

Whereas visitors to the province are also using electric vehicles; and

Whereas EV travellers is an asset (i.e. coffee shops, restaurants, store/mall/shopping/outdoor space/recreation facilities, etc.) ; and

Whereas electric vehicles use and ownership will grow;

Be it resolved to provide an approval in principle to NL Hydro to install two Ultra Fast EV charging stations/parking spaces at the Conception Bay Regional Community Centre per the information provided.