

PUBLIC WORKS, WASTE MANAGEMENT & COMMUNITY SERVICES COMMITTEE

MINUTES

Town of Carbonear
Council Chambers, December 17, 2025 @ 4 p.m.

Present:	Councillor	Stephen Penney (Acting Chair)
	Councillor	Amanda Dowden
	CAO	Cynthia Davis
	Director of Ops and PW	Ian Farrell
	Mayor	Sam Slade
	EA	Janice Green
Absent:	Chair Councillor	Malcolm Seymour

1. Delegation
The Chair welcomed the individual to the Public Works Committee meeting and advised that they had ten minutes to address the Committee. The individual requested reinstatement of the survey pins, which he alleges was in place when the contractor commenced work on Grassey Lane.
The committee thanked the individual for attending the meeting.
The delegation stayed in the gallery for the duration of the meeting.
2. Municipal Enforcement
 - MEO Report
Discussion on two items
Earles Lane, Unsafe Property – Staff to determine next step in the process
Fraize Avenue, Untidy Property – Staff to determine next step in the process
3. Business Arising
 - a) CCBF Funding Projects, (capital projects list provided after last meeting) -
A list of potential capital projects was provided to the Committee for consideration. The list will be presented to Council in the New Year once the budget has been adopted.
 - b) Garbage dumped at Civic Centre – Considering legal advice, the committee is not recommending that the individual be banned from the Conception Bay Regional Community Centre. The committee recommends to proceed to issue the \$25 fine for a first offence to the individual in accordance with Section 23(a) of the Solid Waste Disposal Regulations. The committee also recommends sending correspondence to the individual on the matter.
It was noted the current regulations are required to be revised into by laws, and the fee structure for these offences will be reviewed during that process.
 - c) Replace property pin at 24 Grassey Lane - The committee will recommend reinstatement of the survey pin. A quote was obtained in the amount of \$375 plus the per pin cost of \$66 per pin for two pins. The total cost is estimated to be less than \$600, The committee recommends having the pin re-pegged. A draft motion will be prepared.

- d) Electrical Panel Deficiency on Water Street Phase 2 - The Director reviewed the contractor's response with the committee. The contractor has accepted responsibility and confirmed they will replace the entire enclosure with a new, pre-insulated factory unit. The electrical penetration will be installed underneath rather than on the side. The contractor is coordinating with the electrical consultant to complete the work. The committee was pleased with the response.
It was noted the lights are currently being turned on manually by staff and no changes are recommended at this time as this might void the warranty but the Director will contact the contractor to see if they are okay with making the changes.
- e) Garland's Lane capital works - The town has received verbal confirmation of approval for the Garland's Lane project. A motion will be required to accept the funding and proceed with a limited call for consultants once the official correspondence is received.

4. Public Works

5. Capital Works

- Water Street Phase III – W/S IFA drawing set submitted
A copy of the drawing was submitted for review. Still waiting on landscape design. The process is moving along.
- Cross Roads change order #2 for variances.
The committee recommends to approve the change order for project overages in the amount of \$118,115.19. A draft motion will be prepared.
- CBCL Draft Report Sanitary Sewer System and Effluent Treatment Study.
A draft report was submitted for committee review identifying 4 options for consideration.
The committee recommends accepting the report as presented. A final copy of the report will be sent to Council once received.
- Comprehensive Leak Detection Program
The contractor is completing the final field work. There have been several leaks detected. A final report is expected in the New Year.

6. Correspondence

- a) Property owner Southside Lower Road, Re: Request to rectify the drainage in front of the dwelling
A water main break occurred on Butt's Road, near the intersection with Southside Lower Road, resulting in basement flooding. The works crew repaired the leak. Staff responded promptly to the break and completed the repair. The municipality considers this incident as nuisance under the Act and municipalities are not liable for nuisance. Staff inspected the area since the break and there is no visible water pooling on the roadway. Southside Lower Road is an older street with no curb and gutter or storm water drains/ditches. This may be added to the list for future consideration for capital works to include, curb, gutter and storm sewer upgrades. A

response will be provided the property owner to pertaining to the situation. If the property owner insists that the town is at fault it will be sent to the insurance company for their information and response.

b) Resident request to review current Animal Regulations

The committee reviewed the email. The resident felt the current regulations should be reviewed and updated especially as it relates to the current fines. All regulations are required to be updated to by-laws per the new Act and this will be completed by the town within the time period required. The email does not provide information on the dog owner, the alleged violator or specific circumstances related to the incident, it is difficult to investigate the situation. A response will be sent advising that the regulations will be updated.

c) Interfaith Cemetery Association, Re: Request to continue with the maintenance agreement for the Cemetery Road.

There is no written agreement with the association. The town has a snow clearing policy for outside the municipal boundary. The Cemetery Road is included for grading and snow clearing as required. It does not reference road materials. The committee suggested that the association may want to consider a request for materials for consideration in the spring on a one-time basis.

7. Waste Management

8. New Business

a) Quote, HiTech Communications Geotab Citizen Insights monthly fee (snow plow tracker)

A quote to provide citizen access of snow plowing tracking was reviewed. The Director will discuss lowering the pricing further with HiTech or if the 12-month minimum commitment be removed.

b) Guide Rail, 26 Long's Hill

Guide rail blew down on Long's Hill. Works crew have removed the damaged rail. The property behind the guide rail has been filled since the rail was installed and may no longer be in compliance with policy for re-installation. The policy will be reviewed to determine whether reinstatement is required and if a request is received for reinstatement, the resident will be informed of the policy.

9. Ongoing items

- Change name of Capt Seth Osmond's Lane. Deferred
- Canada Place – Road Side Ditch Filled, correspondence to be sent. Deferred.
- Nells Trail to tunnel – some maintenance completed. Deferred.
- Sidewalk and curb, Pike's Lane. Deferred.
- 52 London Road, installation of water line. Order delivered. Staff is working with the town lawyers and working through the process.

10. Adjournment 5:15 pm