

any conflict on any of the permits listed and if so to declare their conflict.

Motion 25-380 F. Earle / S. Penney

Resolved to approve permits #11070 - 11078, as per the applications received and conditional up on the work being completed in accordance with the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.

Favour 7; Opposed 0; **Carried**

6.2 Correspondence, requiring Council's decision
None listed.

6.3 Correspondence received and action taken
Council reviewed the following correspondence and action taken:

a) Government NL

- Department of Government Modernization and Service Delivery, Government Service Centre regarding - NL Public Health Laboratory, Test results of water samples collected on November 20 at Garland's Meat Shoppe; December 2 at Garland's Meat Shoppe, North Atlantic and Butt's Esso and December 11 at Shell Gas Station. All Results marked satisfactory. Copied to the Chief Administrative Officer and Director of Operations and Public Works. Placed on file.
- Department of Environment & Climate Change, Crown Land Referral Forwarded to Economic Development, Planning and Land Use Development committee
- Department of Justice and Public Safety regarding Fire Smart Canada and the Wildlife Community Preparedness Day. Forwarded to the Chief Administrative Officer and the Fire Department.
- Department of Municipal and Community Affairs regarding Mandatory Orientation training. Copied to Council and Administration.
- Department of Municipal and Community Affairs regarding Long Service Award. Congratulations to Frank Butt, former member of Council or 12 years of municipal service. Mayor Slade has formally presented to Mr. Butt.

b) U-Turn Drop-in Centre, Invitation for Council to attend the Annual Christmas Open House from 12 - 4 pm on December 19. Copied to Council.

c) Interfaith Cemetery Association, request for continued maintenance of the roadway leading to the Interfaith Cemetery. Forwarded to Public Works, Waste Management and Community Services Committee

d) ACOA, Acceptance of Agreement, 227337. Placed on file.

e) Individual concern and request to revisit the Animal Regulations. Forwarded to the Public Works, Waste Management and Community Services committee

f) Art Association of NL. Thank you to Town of Carbonear and local artist for

support during the plein art events.
Placed on file.

7. Committee Reports

a) Public Works, Waste Management & Community Services

Councillor Seymour advised the committee met on December 17th however he noted he was not in attendance at that meeting. He thanked Councillor Stephen Penney and Councillor Dowden for completing that meeting.

Councillor Seymour then presented the following motions:

Motion 25-381 **M. Seymour / P. Snow**

Whereas change order has been submitted for Project 17-GI-00053 Cross Road Water, Sewer, and Storm Upgrades; and

Whereas the change order is to adjust the contract amount due to project overages; and Whereas the consultant is recommending the Town approve the change order;

Be It Resolved to approve Change Order #2 in the amount of \$118,115.19 including HST.

Favour 7; Opposed 0; **Carried**

Motion 25-382 **M. Seymour / S. Penney**

Resolved to proceed to re-peg two survey pins on the property of 24 Grasse Lane.

Favour 7; Opposed 0; **Carried**

Inquiry on Pumphouse projects.

Councillor Snow inquired about the status of the Bunker Hill and Woodwynd Heights Pumphouses that were submitted as Capital Works application Mayor Slade declared a conflict of interest on the Bunker Hill pump house project as he lives on Bunker Hill. Mayor Slade moved to the public gallery. Deputy Mayor Earle assumed the Chair.

CAO noted that the Pumphouse projects were applied for under the 2025/2026 Capital Works program. The town should receive a response in 2026 on the projects submitted.

Mayor Slade returned to his seat at the Council table and assumed the position of Chair.

b) Recreation, Special Events, Culture and Tourism

Councillor Wendy Penney advised the committee met on December 10th.

The committee reviewed the following:

- The option of leaving the waste receptacles in the playgrounds for the winter month will be reviewed in the spring for next fall.
- New sign for Pike's Field will be ordered for installation in the spring.
- Cost of expropriation to acquire property for future recreation facilities to be obtained from the town's lawyer before we proceed with that.
- Locomotive Report was reviewed by the committee and the committee plans to meet with the Heritage Society in February to

review the report with them and prepare a recommendation for Council in March, 2026.

- RFP for Recreation Facilities Site Plan
A recommendation to award will be presented.
- Director of Recreation will provide a copy of the inspection report template used by staff for committee information.
- The Bring the Light parade and Christmas Tree lighting was well attended. Some minor changes being considered for next year. The parade is growing, so a new parking space to line up floats will be reviewed for next year and an earlier start to the concert portion at the Theatre. Any questions on the committee minutes can be addressed to the committee.
- The EDTO will be responding to an inquiry about the Heritage Locomotive and Community Revival Opportunity.
- Under the EDTO Report.
 - QR code was submitted for committee review for launch in the new year.
 - EDTO to pursue a provincial program to promote culture and music.
 - Planning has commenced for International Women's Day in March.
 - The town will host an event in the lobby for Heritage Day the third Monday of February.
- The Director of Recreation reviewed his recommendations for the 2026 Park and Recreation Department Budget with the committee.
- Application being made for a JCP for 2026 in include work at Harbour Rock Hill.

Mayor Slade inquired about the maintenance required for Nell's Trail. Damage has been incurred.

Repairs will not be done until next year. Recreation and Public Works will review further for recommended upgrades.

Councillor Wendy Penney presented the following motion as recommended by the Committee.

Motion 25-383

W. Penney / F. Earle

Whereas the tender call has closed for the RFP – Playground and Recreation Facility Concept Design; and

Whereas the 7 proposals submitted were evaluated;

Be It Resolved to award the Playground and Recreation Facility Concept Design contract to Mills and Wright in the amount of \$64,814 HST included.

Favour 7; Opposed 0; **Carried**

- c) Economic Development, Planning and Land Use Development
Deputy Mayor Earle advised that the committee met on December 18th and any questions on the minutes can be addressed to the chair.

Deputy Mayor Earle thanked fellow councillors and staff for all the work they do and their dedication to the town and look forward to working with them in the new year.

He also wished the citizens of Carbonear a very Merry Christmas and a peaceful time together and a prosperous New Year and encouraged everyone to be emergency prepared for power outages and storms.

All our committee meetings are open to the public. If you are requesting to speak at the meeting, you would need to submit it in writing a few days before the scheduled meeting.

If residents want to relay any concerns or issues, please do so in writing. Council is available by phone as well.

Deputy Mayor Earle presented the following motion recommended by the committee.

Motion 25-384

F. Earle / A. Dowden

Be It Resolved to approve the application to expand an existing business currently operating from 191 Water Street to include spa services and to approve some of the services to be provided at 193 Water Street subject to receipt of appropriate approvals from the Department of Digital Government and Service NL and in accordance with applications submitted and the Town of Carbonear Municipal Plan and Development Regulations.

Favour 7; Opposed 0; **Carried**

Deputy Mayor Earle noted that year to date there has been \$9,500,000 in Development. He thanked the previous council for their work as well on this matter.

d) Administration and Finance

Councillor Snow noted that the committee met on December 11th.

Councillor Snow noted the following from the committee:

- The Towns and Local Service Districts Act require the 2026 budget be adopted by January 1, 2026 and submitted to the Department of Municipal and Community Affairs by January 31, 2026. The committee has been busy working on the 2026 budget.
- The Committee recommends to meet with representatives from the 589 Air Cadets in the new year to discuss their request.
- Autism Society request for donation to fund activities for the TCP area. Motion will be presented on this matter.
- The committee recommends to renew the Town's membership for 2026 with FCM. Motion will be presented on this matter.

Councillor Snow then presented the following motions as recommended by the Committee:

Motion 25-385

P. Snow / S. Penney

Resolved to renew the membership for 2026 with the Federation of Canadian Municipalities at a cost of \$1,517.77 HST included.

Favour 7; Opposed 0; **Carried**

Motion 25-386

P. Snow / M. Seymour

Resolved that the Town of Carbonear donate \$50 towards the cost of a pool rental at the Carbonear Swimming Pool for the Trinity Conception Autism Society.

Favour 7; Opposed 0; **Carried**

Councillor Wendy Penney asked to review the minutes as it relates to the review of the Travel Allowances for Councillors and Staff Policy as it may have been omitted from the minutes. Town Clerk / Director of Financial Operations to check on this matter.

8. Reports of Chief Administrative Officer and Department Heads
None listed.

9. Finances

a) Operating Invoices over \$2,000.00 in the amount of..... \$89,363.98

Motion 25-387

P. Snow / M. Seymour

Resolved that the Town of Carbonear approve for payment the list of operating invoices over \$2,000 totaling \$89,363.98 as submitted to Council.

Favour 7; Opposed 0; **Carried**

b) Capital Invoices:

Cross Roads Upgrading

WSP, Invoice # 20320186.....\$24,411.60

Cougar Engineering & Construction Ltd, Claim # 3.....\$181,841.49

Cougar Engineering & Construction Ltd, Claim #4, ROH.....\$101,585.63

Lemarchant Street Ext, Water Sewer Storm Road Upgrades

Dexter Construction Co. Lt, Claim 1..... \$405,588.41

Grassey Lane Water Storm Upgrades

Cougar Engineering, Change # 7, ROH..... \$34,327.80

2022 Paving Program

Concord Paving, Invoice # 20154 ROH..... \$45,976.57

Total Capital Invoices \$793,731.50

Motion 25-388

P. Snow / S. Penney

Resolved that the Town of Carbonear approve for payment the following capital invoices as presented to Council.

Cross Roads Upgrading

WSP, Invoice # 20320186.....\$24,411.60

Cougar Engineering & Construction Ltd, Claim # 3.....\$181,841.49

Cougar Engineering & Construction Ltd, Claim #4, ROH.....\$101,585.63

Favour 7; Opposed 0; **Carried**

Councillor Dowden noted that she lives on LeMarchant Street
It was noted that LeMarchant Street Extension is a separate street from LeMarchant Street and Council felt that Councillor Dowden would not be in conflict on the matter.

Motion 25-389

P. Snow / S. Penney

Resolved that the Town of Carbonear approve for payment the following capital invoices as presented to Council.

Lemarchant Street Ext, Water Sewer Storm Road Upgrades

Dexter Construction Co. Lt, Claim 1 \$405,588.41

Favour 7; Opposed 0; **Carried**

Motion 25-390

P. Snow / W. Penney

Resolved that the Town of Carbonear approve for payment the following capital invoices as presented to Council.

Grassey Lane Water Storm Upgrades

Cougar Engineering, Change # 7, ROH..... \$34,327.80

Favour 7; Opposed 0; **Carried**

2022 Paving Program

Concord Paving, Invoice # 20154 ROH..... \$45,976.57

Council inquired about the listing of streets included for 2022 Paving Program.

The Town Clerk / Director of Financial Operations advised she would have to obtain that for the next meeting.

The following invoice to be placed on the next council meeting agenda.

2022 Paving Program

Concord Paving, Invoice # 20154 ROH.....\$45,976.57

- 10. Regulations
No regulations listed
- 11. Notices of Motions
No notices of motions were filed.

- 12. New Business
Council liaisons for committees

Motion 25-391

P. Snow / F. Earle

Resolved that the Town of Carbonear appoint the following members of Council as liaison / representative to the following committees and/or organizations:

- *Councillor Amanda Dowden - Liaison to the Princess Sheila Nageira Theatre Board*
- *Councillor Peter Snow – Chair Accessibility Advisory Committee*
- *Councillor Wendy Penney - Liaison to the Special Events Committee*
- *Deputy Mayor Fred Earle – Liaison to the Carbonear Heritage Society*
- *Deputy Mayor Fred Earle and Councillor Malcolm Seymour - CBN Joint Councils Voting Members*

- Councillor Stephen Penney - Emergency Management Plan Committee
- Mayor Sam Slade - Urban Municipalities Committee Representative
- Deputy Mayor Fred Earle - Urban Municipalities Committee Alternate

Favour 7; Opposed 0; **Carried**

CAO advised this was discussed some time ago with everyone, but a motion is required for the appointments.

Functions Attended

Mayor Slade advised he attended the Legion function for the Veterans Christmas Party & Poppy Campaign comrades Councillor Dowden was there as well.

Mayor Slade advised he attended the Charwood Legion Manor annual Christmas party.

Mayor Slade thanked Councillor Dowden for attending the Carbonear Collegiate Awards Night representing the Town.

Mayor Slade noted that he helped out with the Fire Department fundraising at the TC Square.

Mayor Slade advised he attended the SSVP community meal as well. It was very well attended.

Mayor Slade wished the residents of Carbonear on behalf of all council a very Merry Christmas and a healthy, happy and prosperous new year.

13. Adjournment

Motion 25-392

W. Penney / S. Penney

Resolved that the meeting adjourn at 5:05 pm and that Council meet again for a Regular Council Meeting on Tuesday, January 13, 2026 at 5:30pm.

Mayor Sam Slade

Cathy Somers,
Town Clerk/Director of Financial Operations