

**Town of Carbonear  
Regular Council Meeting, March 10, 2026**  
Minutes of a regular meeting of the Council of the Town of Carbonear held in  
Council Chambers, March 10, 2026 at 5:30pm

**Members Present:** Mayor  
Deputy Mayor  
Councillors

Sam Slade  
Fred Earle  
Malcolm Seymour  
Stephen Penney  
Wendy Penney  
Amanda Dowden  
Peter Snow

**Also Present:**

CAO/Town Clerk/  
Director of Financial Operations Cathy Somers  
Director of Operations &  
Public Works Ian Farrell  
Economic Development &  
Tourism Officer Kerri Abbott  
Executive Assistant Janice Green

1. Calling of Meeting to Order  
Mayor Slade welcomed everyone in attendance and viewing online to the meeting and called the meeting to order at 5:36 pm.  
The Mayor welcomed Olivia Bradbury from the Shoreline.

2. Approval of the Agenda for Regular Meeting, March 10<sup>th</sup>, 2026  
**Motion 26-069**  
**W. Penney / M. Seymour**  
Resolved to adopt the agenda of the March 10<sup>th</sup>, 2026 Regular Meeting of Council as presented to Council.  
Favour 7; Opposed 0; **Carried**

3. Adoption of the Minutes  
a) February 24<sup>th</sup>, 2026 Regular Council Meeting.  
**Motion 26-070**  
**P. Snow / S. Penney**  
Resolved to adopt the minutes of the February 24, 2026 Regular Meeting of Council as presented.  
Favour 7; Opposed 0; **Carried**  
b) March 3<sup>rd</sup>, 2026 Special Council Meeting.  
**Motion 26-071**  
**S. Penney / M. Seymour**  
Resolved to adopt the minutes of the March 3<sup>rd</sup>, 2026 Special Council Meeting of Council as presented.  
Favour 7; Opposed 0; **Carried**

4. Business Arising from Minutes  
No business arising.

Department of Transportation and Infrastructure regarding Multi-Year Capital Works projects and Associated Funding. Copied to the Chief Administrative Officer and the Director of Operations and Public Works

- a) Government NL  
Council reviewed the following correspondence and action taken:
- 6.3 Correspondence received and action taken
- 6.2 Correspondence, requiring Council's decision

The Deputy Mayor noted that the Town is approaching approximately \$1 million in development activity to date. It was also highlighted that, under the new plan, there is an estimated eight-week turnaround time for the issuance of permits.

**Motion 26-073 F. Earle / A. Dowden**  
Resolved to approve permits # 11099 - 11100, as per the applications received and conditional up on the work being completed in accordance with the Town of Carbonar Municipal Plan and Development Regulations and other applicable regulations and policies.  
Favour 7; Opposed 0; Carried

- 6.1 Permit Listing # 11099 - 11100  
Council members were asked to review the list of permits to determine if they have any conflict on any of the permits listed and if so to declare their conflict.
- 6. Permits and Correspondence

**Motion 26-072 F. Earle / S. Penney**  
Whereas Purple Day is a global effort to promote Epilepsy Awareness in countries around the world; and Whereas founded by nine-year-old Cassidy Megan of Nova Scotia, who wanted to let people know that if you have epilepsy you are not alone; and  
Whereas Epilepsy is a chronic neurological disorder, which affects each person differently, estimated to affect more than 10,000 people in Newfoundland and Labrador, over 300,000 people in Canada, and 50 million people worldwide; and  
Whereas One in ten persons will have at least one seizure during their lifetime; and  
Whereas The public is often unable to recognize common seizure types, and unable to respond with appropriate first aid; and  
Whereas Purple Day will be celebrated on March 26th annually to increase understanding, reduce stigma, and improve the quality of life for people living with epilepsy throughout the country and globally  
Therefore, be it resolved that I, Sam Slade, of Carbonar, do hereby proclaim March 26th as Purple Day in an effort to raise awareness and understanding of epilepsy, and to support all those who live with seizures each day.

- a) Epilepsy Newfoundland and Labrador, March 26 - Purple Day.  
Proclamation to be signed.
- 5. Proclamations / Presentations / Delegations

- NL Fire Smart regarding Community Wildfire Prevention and Mitigation program. Copied to the Chief Administrative Officer and the Fire Chief
- Department of Forestry and Agriculture and Lands regarding Fire and Emergency Training Services Training School
- Forwarded to the Chief Administrative Officer and the Fire Chief Department of Municipal and Community Affairs
- Capital Investment Plan Approval, CCBF Water Street Water, Sewer and Street Upgrading, Phase III
- Forwarded to the Chief Administrative Officer and the Director of Operations and Public Works and the Public Works, Waste Management and Community Services committee
- Department of Municipal and Community Affairs regarding Capital Investment Plan Approval. Forwarded to the Chief Administrative Officer and the Director of Operations and Public Works and the Public Works, Waste Management and Community Services committee
- Department of Municipal and Community Affairs regarding Financial and Human Resource Oversight – Role of Council. Copied to the Chief Administrative Officer and the Administration and Finance committee
- Public Procurement Agency regarding amendments to the Public Procurement Framework. Copied to the Chief Administrative Officer and the Administration and Finance committee
- Pool patron regarding pool fees for honorary firefighters. Forwarded to the Recreation, Special Events, Culture and Tourism committee
- NL Health Services, Mental Health and Addictions Services regarding community garden and programming. Forwarded to the Chief Administrative Officer and the Economic Development and Tourism Officer
- Property owner, Connolly's Hill, Snow Clearing Damage Claim - garbage box Forwarded to Public Works, Waste Management and Community Services committee
- Property owner, Highroad South, complaint, contractor snow clearing Operations. Forwarded to Public Works, Waste Management and Community Services committee
- Property owner, Highroad South, complaint, contractor snow clearing Operations. Forwarded to Public Works, Waste Management and Community Services committee
- Property owner, Highroad South, complaint contractor snow clearing Operations. Forwarded to Public Works, Waste Management and Community Services committee

7.

Committee Reports

- a) Public Works, Waste Management & Community Services

Councillor Seymour advised the Committee met on March 3<sup>rd</sup>.

If council has any questions relating to the meeting, the committee can

address those questions.

Councillor Seymour presented the following motions as recommended by

the committee:

**Motion 26-074**

**M. Seymour / W. Penney**

Resolved to contract Viking Fire Protection Services to repair the sprinkler system at the Rorke Store Museum at a cost of \$7,200 + HST and to repair the sprinkler system at the Regional Community Centre at a cost of \$3,300 + HST.

Favour 7; Opposed 0; Carried

**Motion 26-075**

**M. Seymour / A. Dowden**

Resolved that the Town of Carbonear proceed to limited call to purchase an Asphalt Crack Sealer.

Favour 7; Opposed 0; Carried

**Motion 26-076**

**M. Seymour / S. Penney**

Whereas a limited call was completed for the services of a prime consultant for the Garland's Lane Water Sewer Storm Upgrading project; and Whereas Meridian Engineering Inc. was the lowest qualifying bid received, Be it Resolved to award a contract to Meridian Engineering Inc. as the prime consultant for the Garland's Lane Water Sewer Storm Upgrading project for the price of \$119,078.18 HST included.

Favour 7; Opposed 0; Carried

a)

Economic Development, Planning and Land Use Development  
Deputy Mayor Earle advised the committee met on March 5<sup>th</sup>.  
Deputy Mayor Earle presented the following motions:

**Motion 26-077**

**F. Earle / W. Penney**

Resolved to rescind motion **Motion 26-038**  
to approve the following applications in accordance with applications submitted, the Town of Carbonear Municipal Plan and Development Regulations and other conditions as specified:

- to operate a new retail shop at 151 Water Street conditional upon receipt of approval from Service NL and other applicable government departments and agencies;
- to subdivide property at 71 Forest Road;
- to install new digital signage for drive thru on existing base at 100 Columbus Drive per Signage Regulations;
- to allow for accessory dwelling on property 33B O'Driscoll's Lane conditional upon no objections to the discretionary notice; and further conditional upon the application being referred back to committee and council for further review if objections are received.

Favour 7; Opposed 0; Carried

**Motion 26-078**

**F. Earle / A. Dowden**

Resolved to approve the following applications in accordance with

Recreation, Special Events, Culture and Tourism  
 Councilor Wendy Penney extended wishes to fellow Councilor Dowden and staff on the occasion of International Women's Day. She advised that the Committee met on February 25, 2026, and highlighted the following updates: The Decron unit at the pool has been repaired. The Winter Carnival dance

c)

**Motion 26-082 P. Snow / W. Penney**  
 Resolved to appoint Mitchell Moran of MJM Property Consulting as the Assessment Review Commissioner for 2026 to hear all property assessment appeals outstanding for the Town of Carbonear that have been referred for an Assessment Review Commission.  
 Favour 7; Opposed 0; Carried

**Motion 26-081 P. Snow / S. Penney**  
 Resolved to add Pollution Extension Coverage to the Town's general liability insurance coverage through Cal LeGrow Insurance in the amount \$2500.  
 Favour 7; Opposed 0; Carried

Administration and Finance Committee  
 Councilor Snow advised the committee met on February 26<sup>th</sup>, 2026. Council can address any questions to the committee. Councilor Snow noted the following:  
 The 2026 Accounts Receivables are on par with last year.  
 Interest on 2026 taxes will not be charged until March 31, 2026.  
 Councilor Snow presented the following motions:

b)

**Motion 26-080 F. Earle / A. Dowden**  
 To operate a home-based business (home office) from 167 Forest Road, conditional upon the Home-Based Business Regulations; no objections or representations being received from the discretionary use advertisement; and the application being referred back to committee and council for further review if objections are received in response to the discretionary notice advertised.  
 Favour 7; Opposed 0; Carried

**Motion 26-079 F. Earle / S. Penney**  
 Resolved to refuse the application to subdivide the property at 33B O'Driscoll's Lane as the proposed development does not meet the requirements of the backlot development regulations in the Town of Carbonear Municipal Plan and Development Regulations.  
 Favour 7; Opposed 0; Carried

applications submitted, the Town of Carbonear Municipal Plan and Development Regulations and other conditions as specified:  
 • to operate a new retail shop at 151 Water Street conditional upon receipt of approval from Service NL and other applicable government departments and agencies;  
 • to subdivide property at 71 Forest Road;  
 • to install new digital signage for drive thru on existing base at 100 Columbus Drive per Signage Regulations.  
 Favour 7; Opposed 0; Carried

- 12. New Business
  - 11. Notices of Motion
    - 10. Regulations
      - None listed
  - 11. Notices of Motion
    - No notices of motions were filed.
  - 12. New Business
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- 9. Finances
    - a) Operating Invoices over \$2,000.00 in the amount of..... \$ 272,004.71
      - Motion 26-083 P. Snow / A. Dowden**
      - Resolved that the Town of Carbonear approve for payment the list of operating invoices over \$2,000 totalling \$272,004.71 as submitted to Council.
      - Favour 7; Opposed 0; Carried
    - b) Capital Invoices:
      - Grasseys Lane Water Sewer & Storm Upgrade
      - WSP E & I Canada Ltd.....\$9,853.78
      - Motion 26-084 P. Snow / S. Penney**
      - Resolved that the Town of Carbonear approve the payment of the following Capital Invoice:
      - Grasseys Lane Water Sewer & Storm Upgrade
      - WSP E & I Canada Ltd.....\$9,853.78
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- 8. Reports of Chief Administrative Officer and Department Heads
    - a) Director of Operations and Public Works
      - The Director reported the temperatures are fluctuating above and below freezing again, which causes potholes. Public Works staff are addressing as quickly as possible. Residents are encouraged to contact the town to report any potholes.
      - The Town is awaiting approval from the province to call for tenders for the Screenhouse and Chlorine Building Upgrades project.
      - The consultant is finalizing the minor design details and awaiting permit from DOEC for the Water Street Phase III project.
      - The limited call has closed and awaiting Province to award to preferred bidder for the Garland's Lane project.
      - Council inquired on the situation with water runoff and catch basin overflows. The Director reported contractors were on site to try to resolve the issue with the pump house. The Sanitary Sewer Study final report should be received soon and the report will identify areas of infiltration and will include recommendations and options for consideration.
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- was rescheduled to March 21, and tickets are still available. There was an excellent turnout for the community meal held in partnership with the food bank. The Special Events Committee has begun planning for Canada Day festivities. Pool staff are collaborating with the local school on a wellness program. The Committee is also discussing the Stationers Festival, which has been rescheduled to June. A Multicultural event is being planned. The Town is partnering with CAN on the community garden. Councillor Penney further noted that the Special Events Committee was pleased with Council's support and attendance at events this year.

The Mayor reported it was great to have Olivia Bradbury with the Shoreline back attending the meetings. Olivia thanked council for their support.  
The Mayor also reported that Carbonear is hosting the CBN Joint Council Meeting on March 26 at 7 pm.

13.

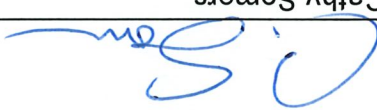
Adjournment

**Motion 26-085**

**S. Penney / W. Penney**

*Resolved that the meeting adjourn at 6:15 pm and that Council meet again for a Regular Council Meeting on Tuesday, March 24, 2026 at 5:30pm.*

  
\_\_\_\_\_  
Mayor Sam Slade

  
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Cathy Somers,  
Chief Administrative Officer