

**Town of Carbonear  
Regular Council Meeting, March 25, 2026**  
Minutes of a regular meeting of the Council of the Town of Carbonear held in  
Council Chambers, March 25, 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 Recreation Rob Button  
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 5:30 pm.

2. Approval of the Agenda for Regular Meeting, March 25<sup>th</sup>, 2026  
**Motion 26-086 F. Earle / W. Penney**  
*Resolved to adopt the agenda of the March 25<sup>th</sup>, 2026 Regular Meeting of Council  
as presented to Council.  
Favour 7; Opposed 0; Carried*

3. Adoption of the Minutes  
a) March 10<sup>th</sup>, 2026 Regular Council Meeting.  
**Motion 26-087 A. Dowden / P. Snow**  
*Resolved to adopt the minutes of the March 10<sup>th</sup>, 2026 Regular Meeting of  
Council as presented.  
Favour 7; Opposed 0; Carried*

4. Business Arising from Minutes  
No business arising.

5. Proclamations / Presentations / Delegations

6. Permits and Correspondence

6.1 Permit Listing # 11101-11104

**Motion 26-088 F. Earle / M. Seymour**

*Resolved to approve permits # 11101-11104, 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*

- 6.2 Correspondence, requiring Council's decision
- a) National Dental Hygienists Week – April 4-10 – Oral Health for Total Health  
Put your purple on campaign.  
In recognition of National Dental Hygienist Week, The Town will light up the  
Town Office Purple from April 4-10, 2026
- 6.3 Correspondence received and action taken
- Council reviewed the following correspondence and action taken:
- a) Government NL  
Department of Municipal and Community Affairs regarding Summer of  
2026/2027 Grant Programs. Forwarded to the Chief Administrative Officer  
- Department of Forestry, Agriculture and Lands (Forestry and Wildlife Branch)  
in the process of developing a new five year plan for Forest Management  
which is scheduled to commence on January 1, 2027 and end on December  
31, 2031. Forwarded to Public Works, Waste Management and Community  
Services committee  
- Department of Government Modernization and Service Delivery,  
Government Health Laboratory, Test  
results of water samples collected on March 17 at Garland's Meat Shoppe;  
North Atlantic, Butt's Esso and Shell Gas Station. All Results marked  
satisfactory. Copied to the Chief Administrative Officer and the Director of  
Operations and Public Works. Placed on file.  
b) Property owner, Water Street, request for third party usage of Town brand  
signature  
Forwarded to Economic Development, Planning and Land Use Development  
committee  
c) Property owner, Tyre's Drung, Snow Clearing Claim, damage to sods  
Forwarded to Public Works, Waste Management and Community Services  
committee  
d) Property owner, English Hill, Snow Clearing Claim, damage to lawn  
Forwarded to Public Works, Waste Management and Community Services  
committee  
e) Property owner, Tyre's Drung, Snow Clearing Claim, damage to hedge  
Forwarded to Public Works, Waste Management and Community Services  
committee  
f) Kiwanis Club of Carbonar  
Invitation for the Mayor or designate to attend the Festival Grand Concert on  
Wednesday, March 25 to present the Town of Carbonar Award. Forwarded  
to the Mayor  
g) Property owner, Chapel Hill, request for additional garbage collection  
Forwarded to Public Works, Waste Management and Community Services  
committee  
h) Property owner Lemarchant Street, blocked driveway and standpipe  
replacement. Forwarded to Public Works, Waste Management and  
Community Services committee

- 175m Valley Road (Valley 4 west of the overpass).....\$201,600
- Accessibility Improvements at the Recreation Complex..... \$100,000

operating budget:  
 Be it Resolved to approve the following streets / sections of streets as per the list and estimates provided for paving upgrades from the 2026 asphalt

**Motion 26-091 M. Seymour / S. Penney**

Councillors W. Penney and Snow did not vote on the motion.  
 and Dowden voted in favour of the motion.  
 Mayor Slade, Deputy Mayor Slade, Councillors Seymour, Stephen Penney,  
 Favour 5; Opposed 0; **Carried**

(end of Valley 4 to west of the overpass).  
 Be it Resolved that Councillors Wendy Penney and Peter Snow are not considered to be in conflict of interest on the 175m paving on Valley Road

**Motion 26-090 F. Earle / S. Penney**

Councillor Snow and Councillor W. Penney asked if the would be in conflict on Valley Road paving section listed.  
 It was noted that this section of Valley Road starts at the end of Valley 4 and ends just past the west end of the tunnel.

Favour 7; Opposed 0; **Carried**

Whereas the town received just one bid, Be it resolved to award the contract to Oliver Controls and Electric in the amount of 19,837.50, HST included.  
 Bay Regional Community Centre and  
 contractor to complete accessible washroom renovations at the Conception  
 Whereas the Limited Call procurement process was followed to obtain a

**Motion 26-089 M. Seymour / S. Penney**

the committee:  
 Councillor Seymour presented the following motions as recommended by  
 address those questions.  
 If council has any questions relating to the meeting, the committee can  
 Councillor Seymour advised the Committee met on March 18<sup>th</sup>

7. Committee Reports  
 a) Public Works, Waste Management & Community Services

- i) Seniors NL – CBN Family Care Team regarding National Social Prescribing Day, March 26. Poster placed in lobby. Forwarded to Council.
- j) Property owner 227-229 Water Street, concerns Forwarded to Public Works, Waste Management and Community Services committee
- k) Violence Prevention Avalon West regarding request to host community info session on intimate partner violence and bystander awareness. Forwarded to the Chief Administrative Officer and the Economic Development and Tourism Officer.
- i) Individual regarding request for information on subdivision of land. Forwarded to the Chief Administrative Officer and the Director of Operations and Public Works.
- m) Freshwater War Memorial Foundation Inc. Invitation for the Mayor to attend the dedication of the new War Memorial ceremony to take place on August 9, 2026 at 2 pm. Forwarded to the Mayor.

- 110m Beach Road.....\$76,032  
 Favour 7; Opposed 0; Carried

**Motion 26-092**  
**M. Seymour / P. Snow**  
 Resolved to approve the quote from Saunders Equipment Ltd to purchase supplies to repair the sweeper at a cost of \$7,061.55 plus HST.  
 Favour 7; Opposed 0; Carried

**Motion 26-093**  
**M. Seymour / S. Penney**  
 Resolved to approve the purchase of a CET Skid Unit for the Volunteer Fire Department at a cost of \$28,633.00 plus HST from Rocky Mountain Phoenix  
 Favour 7; Opposed 0; Carried

- b) Economic Development, Planning and Land Use Development  
 Deputy Mayor Earle advised the committee met on March 19<sup>th</sup>.
- c) Administration and Finance  
 Councillor Snow advised the committee met on March 12<sup>th</sup>.
- d) Recreation, Special Events, Culture and Tourism  
 The Mayor and the Deputy Mayor declared a conflict as they are honorary firefighters and moved to the public gallery. Councillor Seymour assumed the position of Chair.

**Motion 26-094**  
**W. Penney / S. Penney**  
 Resolved to adopt the amended Swimming Pool Fee Exemption for Municipal Staff and Fire Fighters Policy, P.3 as reviewed and recommended by the Recreation, Special Events, Culture and Tourism committee.  
 Favour 5; Opposed 0; Carried

Councillors Seymour, S. Penney, W. Penney, A. Dowden and P. Snow voted in favour of the motion.  
 Mayor Slade and Deputy Mayor Earle returned to their seats at the Council table. Mayor Slade assumed the position of Chair.

- 8. Reports of Chief Administrative Officer and Department Heads
  - a) Director of Recreation  
 The Director of Recreation reviewed the following from his report with Council.

**Pool & Rec Maintenance**  
 1.) Met with Playground/Facility Conceptional Design Team. Presented their findings and three possible Complex design options. Will review and have discussions with management and present to committee.  
 2.) Sauna renovations will begin soon, as well as, wall tile replacement in male locker room. Materials have been sourced and ordered.  
 3.) Looking for approval to proceed with a limited call for the supply and installation of flowers for our parks, greenspaces and streetscapes.  
**Financial & Program Analysis**

2025	2026
Pool Revenue (less HST)	\$71,348.08
Lesson Registration	577
Pool Visitation	6,382
Programs & Grants	5,741
	2025
	\$74,981.75
	648

- 1.) Winter Carnival!!! Finally cued up Saturday past, as we had our Winter Carnival Dance. Well attended and lots of positive feedback on the event.
- 2.) Annual Easter Egg Hunt (Saturday April 4th) – Being organized, registration will be available soon.
- 3.) Special Events has started their planning for all their Summer Events. (Canada Day, Carbonear Days, Summer Concert)

9. Finances

- a) Operating Invoices over \$2,000.00 in the amount of..... \$89,140.18  
**Motion 26-095**  
**P. Snow / M. Seymour**  
 Resolved that the Town of Carbonear approve for payment the list of operating invoices over \$2,000 totaling \$89,140.18 as submitted to Council.  
 Favour 7; Opposed 0; Carried
- b) Capital Invoices:

2024/2025 Paving Program	\$1,115.50
WSP E & I Canada Ltd, Invoice 20355350	\$1,115.50
2023 Paving Program	\$4,652.04
WSP E & I Canada Ltd, Invoice 20353895	\$4,652.04
20356549	\$1,266.72
Gas Tax Project, Beach Road Sewer Sizing	\$43,464.41
Shaw Ventures Company Limited, Claim #3	\$43,464.41
Shaw Ventures Company Limited, Claim #4 (ROH)	\$34,337.39
MCM, Beach Road Sewer Sizing	\$41,798.90
Shaw Ventures Company Limited, Claim #4 (ROH)	\$41,798.90
Grasse Lane Project	\$9,853.78
WSP E & I Canada Ltd, Invoice 20355729	\$9,853.78
Lemarchant Street Extension	\$89,287.79
Dexter Construction Company Ltd (ROH)	\$89,287.79

The list of capital invoices was reviewed by Council for any conflicts. Mayor Slade declared a conflict on Bunker Hill project which is part of the 2023 Paving Program as he owns property on Bunker Hill. Mayor Slade declared a conflict on the 2024 Paving Project as his daughter owns property on the corner of Hiscock's Road. Councilor Stephen Penney declared a conflict of interest on Wareham's Road which is part of the 2023 Paving Program as his mother owns property on that Wareham's Road. Councilor Snow declared a conflict of interest on Mutreysville which is part of the 2023 Paving as his sister owns property on Mutreysville. Councilor Snow declared a conflict of interest on the 2024/2025 Paving Program as he owns property on Newfoundland Drive. Councilor Seymour declared a conflict of interest on the 2024/2025 Paving Program as he owns property on Newfoundland Drive. Councilor Dowden declared a conflict of interest on the 2024/2025 Paving Project as she owns property on LeMarchant Road. Due to conflict of interest, Mayor Slade, Councilor Snow, Councilor Seymour and Councilor Dowden moved to the public gallery for the vote on the 2024/2025 Paving Program invoices.

Deputy Mayor Earle assumed the position of Chair.

**Motion 26-096**

**F. Earle / W. Penney**

2024/2025 Paving Program

WSP E & I Canada Ltd, Invoice 20355350.....\$1,115.50  
WSP E & I Canada Ltd, Invoice 20353895.....\$4,652.04

Favour 3; Opposed 0; **Carried**

Deputy Mayor Earle, Councillor Stephen Penney and Councillor Wendy Penney voted in favour of the motion.

Councillor Seymour and Councillor Dowden returned to their seats at the Council table.

Councillor Stephen Penney moved to the public gallery with Mayor Slade and Councillor Snow for the vote on the 2023 Paving Project invoices.

**Motion 26-097**

**W. Penney / A. Dowden**

Resolved that the Town of Carbonear approve for payment the following capital invoices as included on the agenda:

2023 Paving Program

WSP E & I Canada Ltd, Invoice 20356549.....\$1,266.72

Favour 4; Opposed 0; **Carried**

Deputy Mayor Earle, Councillor Seymour, Councillor Wendy Penney and Councillor Dowden voted in favour of the motion.

Mayor Slade, Councillor Stephen Penney and Councillor Snow returned to their seats at the council table.

Mayor Slade assumed the position of Chair.

**Motion 26-098**

**P. Snow / W. Penney**

Resolved that the Town of Carbonear approve for payment the following capital invoices as included on the agenda:

Gas Tax Project, Beach Road Sewer Sizing

Shaw Ventures Company Limited, Claim #3.....\$43,464.41

Shaw Ventures Company Limited, Claim #4 (ROH).....\$34,337.39

Favour 7; Opposed 0; **Carried**

**Motion 26-099**

**P. Snow / W. Penney**

Resolved that the Town of Carbonear approve for payment the following capital invoices as included on the agenda:

MCW, Beach Road Sewer Sizing

Shaw Ventures Company Limited, Claim #4 (ROH).....\$41,798.90

Favour 7; Opposed 0; **Carried**

**Motion 26-100**

**P. Snow / A. Dowden**

Resolved that the Town of Carbonear approve for payment the following capital invoices as included on the agenda:

Grasseys Lane Project

WSP E & I Canada Ltd, Invoice 20355729.....\$9,853.78

Favour 7; Opposed 0; **Carried**

**Motion 26-101**

**P. Snow / S. Penney**

Resolved that the Town of Carbonear approve for payment the following capital invoices as included on the agenda:

Lemarchant Street Extension  
Dexter Construction Company Ltd (ROH).....\$89,287.79  
Favour 7; Opposed 0; **Carried**

All 7 members of council voted in favour of the motion.

10. Regulations  
None listed.

11. Notices of Motion

No notices of motions were filed.

12. New Business

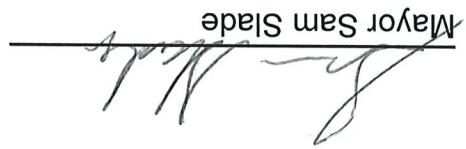
None listed.

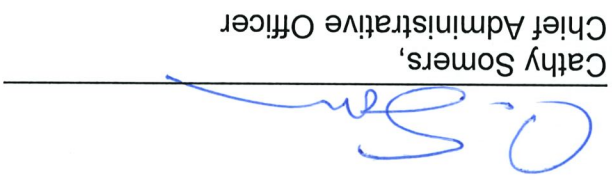
13. Adjournment

**Motion 26-102**

**A. Dowden / W. Penney**

*Resolved that the meeting adjourn at 6:20 pm and that Council meet again for a Regular Council Meeting on Tuesday, April 14, 2026 at 5:30pm.*

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

  
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Cathy Somers,  
Chief Administrative Officer

Janice Green, Executive Assistant