

# Public works, waste management & community services committee Minutes

## Town of Carbonear

Council Chambers, April 21, 2026 @ 4 p.m.

Present:	Councillor	Stephen Penney
	Councillor	Amanda Dowden
	Mayor	Sam Slade
	Director of Ops and PW	Ian Farrell
	MEO	Matt Burke
	EA	Janice Green
Absent:	Chair Councillor	Malcolm Seymour
	CAO	Cathy Somers

---

### 1. Municipal Enforcement Report

The report was placed in Dropbox for review. The Municipal Enforcement Officer (MEO) continues to work with residents on property clean-up and reported progress on several properties. Vehicles have been removed from a property on Janes Avenue. There is currently no evidence of a business operating from the location; however, monitoring will continue.

An inquiry regarding repairs to a duplex on Connolly's Hill was discussed following concerns about debris blowing around the area. The MEO will contact the property owner to request clean-up. Furniture may be disposed of during bulk collection.

It was also noted that, effective May 1, 2026, the Eastern Regional Service Board will launch a one-year pilot project allowing residents with double-axle trailers access to Waste Recovery Facilities for residential waste disposal. Vehicles must be registered and cannot be registered to a business.

The MEO left the meeting.

### 2. Business Arising

- a) Access Cards for Heritage Building  
Deferred to the next meeting.

b) Canada Place – Roadside Ditch Filled

A roadside ditch was filled by a resident during home construction several years ago. Council agreed the ditch should be reinstated. Under the Town's updated policy on Driveways and New Accesses, ownership and responsibility for standard culverts and end treatments lies with the Town. However, if a developer applies for and receives approval for special end treatments or wider accesses requiring multiple culverts, responsibility remains with the property owner.

The committee is satisfied to allow the ditch, provided the property owner assumes responsibility for future maintenance. This condition will be communicated to the property owner as part of the permit process.

c) Climate Change Policy

The policy has been placed in Dropbox for committee review and will be revisited at the next meeting.

d) Draft Correspondence to Funding Partners Regarding WSER

Deferred to the next meeting.

3. Public Works

No discussion.

4. Capital Works

No discussion.

5. Correspondence

a) Janes Avenue Property Complaint

The Town has previously received complaints regarding this property, and correspondence was sent requesting the owner's intentions. Further complaints have been received and photos were submitted to the town office for committee review. Based on photos reviewed, the roof appears to be in poor condition; however, staff are not aware of any applicable legislation allowing the Town to act at this time. Further investigation will be undertaken to determine possible next steps. The condition of a property on Water Street was also discussed and will be investigated.

b) Traffic Control Complaint

This item was previously overlooked. The Director has now forwarded the complaint to the Province.

6. Waste Management

No discussion.

## 7. New Business

### a) Fire Department Purchases – Pager Systems & Thermal Imaging Cameras

The Fire Department proposed the purchase of six pager systems, which is included in the 2026 budget. Following review of quotes, the committee recommends purchasing six pager systems from HiTech Communications Ltd at a cost of \$4,485 (HST included). The Fire Department also proposed purchasing thermal imaging camera and pertinences. After reviewing quotes, the committee recommends purchasing from Fire Safe Headquarters at a cost of \$8,389.26 (HST included).

A committee member inquired about responsibility for fire hall inspections and compliance with provincial codes, particularly regarding kitchen facilities. It was noted that the Town conducts maintenance inspections only. The Council Liaison will follow up with the Fire Chief for clarification.

## 8. Ongoing Items

### -LeMarchant Street Extension Project – Change Order

The Town's lawyer has requested additional information. The Director will respond.

### -52 London Road – Installation of Water Line

Staff to follow up with legal counsel.

## 9. Adjournment      5:01 pm