

**Public Works, Waste Management, and Community Services
Minutes
Town of Carbonear
Council Chambers, 7 Apr 2026 @ 4:00pm**

Present:	Mayor	Sam Slade
	Councillor	Malcom Seymour
	Councillor	Stephen Penny
	Councillor	Amanda Dowden
	CAO	Cathy Somers
	Director of PW and Operations	Ian Farrell
Absent:	EA	Janice Green

1. Municipal Enforcement
 - No report this meeting
 - A councillor raised concern over vehicles blocking the driving lane on Janes Lane. To be monitored.
2. Business Arising
 - a. Street Paving 2026
 - Committee recommends planning a meeting with all of council to discuss the Committee's recommended streets. Mayor to arrange.
 - b. Access cards for heritage building
 - The Director advised that HeritageNL indicates that it isn't usual to fit-out heritage structures with access cards, however doing so will not affect Heritage status.
 - Decision deferred to next meeting.
 - c. Cascade system
 - Deferred until response received from the Province regarding the appropriate divestment of Town-owned equipment.
 - d. Lemarchant Street Ext, change order
 - The Director provided an update to committee members regarding the outstanding change order request from the contractor:
 - The Contractor has written the Province with a complaint that the Town is withholding payment. The Province then contacted the Town to ask why the contractor hasn't been paid. The Director responded to the Province to advise that all payment claims have been processed and paid to date. The Director further advised the Province that there is an outstanding change order which is under review.
 - The Committee recommends that vendors be reminded that extra payment will not be made unless change orders and all appropriate documentation are in good order. The Director advised that this is discussed with vendors during kick-off meetings.
 - e. MNL Draft Motion, follow-up

- The Committee recommends that Council resolve to provide the MNL Draft Motion to MNL for consideration.
 - f. Ducks Unlimited, Request for Letter of Support
 - Committee recommends council resolve to send a letter of support to Ducks Unlimited pertaining obtaining funding for studies into wetland ecosystems.

The mayor left the meeting due to other commitment
3. Public Works
- a. Request for additional garbage containers
 - The Committee discussed the possibility of additional garbage containers being placed.
 - The request did not come from the public, but rather a councillor hearing complaints from residents. No requests received from residents.
 - Suggested locations include by mailboxes on Southside Lower Road and at the bus turnaround on Valley Road.
 - Committee discussed these locations.
 - The mailboxes on Southside Lower Road is not town property or a town-maintained park.
 - The bus turnaround is not a town-maintained park. The Director suggested we can place trail cams in this area, as has been done before.
4. Capital Works
- No items discussed
5. Correspondence
- a. Department of Municipal and Community Affairs, Request to complete the Municipal Infrastructure Needs Assessment Questionnaire
 - The Director provided his recommendations to prioritize wastewater, resilience, drinking water, local roads and bridges, and cultural infrastructure.
 - The Committee is in agreement and supports that this questionnaire be responded to with these priorities.
 - b. Department of Forestry, Agriculture and Lands Emergency Services Division Reminder of council's obligation to maintain an emergency management plan Review.
 - The committee was advised that the Emergency Response Planning Committee is currently working on revisions
 - c. CBCL, Final report for Carbonear WWTP Feasibility Report
 - The Committee recommends that council accept the final draft of the report from CBCL.
 - The Committee recommends that the Director revise the Water System Modifications Plan and submit to Environment Canada in keeping with the requirements of the Transitional Authorization.
 - The Committee discussed possible steps to address the issues with runoff entering and overwhelming the sanitary sewer system. The Director advised that inflow/infiltration issues are usually addressed by camera inspection and repairs made or illegal connections removed. The Director also advised that fixing leaks

on the water distribution system, recently identified via leak detection study, might also help with excess amounts of water in the sanitary system.

- The Director also advised the opportunities for delivering regional services. Namely, sewer camera inspection, sludge treatment, and laboratory testing.
- The Committee recommends that staff provide local politicians with updates on Town efforts to gain compliance with the WSER and request a meeting to discuss funding.
 - d. Royal Canadian Legion Branch 23, Request to have road blocks set for the Battle of the Atlantic Ceremony on Sunday May 3, 2026.
- Staff will add to the work order system and will provide and set up barricades for the Legion's use.
 - e. Request for repairs to fire hydrant currently out of service.
- The Director advised that this hydrant is on the current list of repairs to be followed up this Spring. The Director has to order the parts when he finds time to do so.
- The Committee also recommends that the hospital be sent a letter asking their intentions with the out-of-service hydrant on their property.
 - f. 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.
- The Director to review and provide comment.
 - g. Econex, Final Report on Carbonear's Energy Mapping and CEEP Development workshops
- Committee recommends that Council accept the final report.

6. Waste Management

- No items discussed.

7. New Business

- a. Water infiltration issues
 - Discussed under 5c
 - b. Water run-offs during excessive rains and snow melt
 - Discussed under 5c
 - c. Installation of temporary speed cushions
 - A councillor asked if the Town might be interested in installing temporary speed cushions.
 - The Town has a policy for traffic calming which will be forwarded to the councillor asking the question. The policy will also be forwarded to Committee members.
 - d. Town of Carbonear 75 sign
 - The 75 sign installed at the pergola park has been there to celebrate the Town's 75th anniversary, the Province's 75th anniversary joining confederation, and the Royal Canadian Legion's 75th anniversary.
 - The Town is planning to remove this 75 this Spring as it has no immediate use.

- The Committee is recommending that Council be polled to see if there might be any objection to lend the sign to the Town of Clarendville as they celebrate their 75th anniversary this year.
 - The Town of Clarendville hasn't been approached yet, however will be if Council is in agreement.
 - e. Waste Water System Plan
 - Discussed under 5c
 - f. Climate Resilience Policy
 - The Director advised that other communities have developed either policies regarding climate change action or have developed climate change action plans that acknowledge and plan to address climate change.
 - The Director advises that having a policy statement acknowledging climate change and that decisions should consider climate change to the best of our ability should be in place.
 - Committee recommends that the Director draft a policy statement for review.
8. Ongoing items
- The Committee recommends the list of ongoing items be reviewed and any items that are service requests be added to the work order system and be removed from the list.
 - Items include: Bunker Hill drain, Marshall Drive drain, 12 White's Rd water concern, Valley Rd water concern, Clarke's Rd maintenance, Nell's Trail maintenance, Pike's Lane sidewalk and curb.
 - The concerns regarding the property on Canada Place can be reviewed and compared to our new policy regarding driveway culverts. The Director will get pictures for future discussion.
 - The potential name change re Capt Seth Osmond's Lane will be removed as the family hasn't provided written correspondence.
 - 52 London Road water connection. Need to follow up with lawyer.