

**PUBLIC WORKS, WASTE MANAGEMENT & COMMUNITY SERVICES COMMITTEE  
MINUTES**

Town of Carbonear  
Council Chambers, January 21, 2026 @ 4 p.m.

Present:	Chair Councillor	Malcolm Seymour
	Councillor	Stephen Penney
	Councillor	Amanda Dowden
	Mayor	Sam Slade (portion of the meeting)
	CAO	Cynthia Davis
	Director of Ops and PW	Ian Farrell
	EA	Janice Green
Absent:	MEO	Matt Burke

---

1. Municipal Enforcement Report  
The MEO report was reviewed with committee. The Committee recommends the MEO obtain photos of the property on Earle's Lane for further review and discussion. The MEO will continue to monitor properties requiring clean up until weather conditions improve. Councillor Seymour declared a conflict on the property on Quarters Lane since his son lives on the street. The MEO has visited the property on several occasions. It was reported that materials are being dropped at the front of the property and then removed some time later. It was noted the new plan is being reviewed by the province and should be registered soon.  
Mayor Slade left the meeting
  
2. Business Arising
  - CCBF Funding Projects – Capital List for Review  
One of the projects was a roundabout where a drawing had been obtained at the request of a prior council. Taylors Beach was also discussed as this street is frequently closed during high seas as debris washes up on the street making it impassable. A copy of the drawing of the roundabout will be placed in Dropbox for committee's information. Another area requiring attention is the deteriorating culvert/bridge on Long's Hill. The Director will obtain an estimate for discussion at the next meeting. *The committee is recommending to have further discussion with Council on the matter.*
  - A committee member was contacted about water running down the driveway at 12 White's Road. He had requested additional crushed stone on the shoulder but this has not addressed the water problem. The owner had been informed that this section of Whites Road doesn't have any ditch, curb and gutter and the property is below the road. Future Capital Works Upgrades may help with the problem as upgrades will include an underground storm system. The property will likely still experience some issues as the driveway slopes toward the property. In the meantime, staff will investigate further.
  - Water Sewer Line Extension for private development

Most of the information requested has been provided. A concerning issue is that the water main was put into service without providing the required two bacteriological testing confirming that the main was free of bacteria. The contractor has completed projects before and is aware of the requirement and the implications to the public without the testing. Updated by-laws to include fines and other deterrents for developers if they do not follow protocols. Municipal associations are currently working on completing draft by-laws samples for municipalities.

3. Public Works

4. Capital Works

a) Greenhouse / Chlorine Building Estimate Draft

Per email from the consultant, the estimate for the greenhouse/chlorine building upgrades is \$65,000 overbudget. The original project estimate submitted for the application was completed in 2022 and this is what provincial approval was based on. The project includes an addition of an automatic transfer switch to the chlorine system as well as a sensor to constantly measure water levels. The committee felt this was an important project and recommends to proceed to tender. If the tender comes in higher than the funds provided, options will be discussed on how to fund the additional cost.

b) Water Street Phase III, test pits

The consulting is recommending to dig a few test pits and take samples to test for hydrocarbons at the corner of Ash Ave/Water Street as there was previously a service station in this location. If the concentration exceeds a certain threshold, and remediation is required then this will be included in the tender call. The cost is estimated at between \$7,000 - \$8,000 for the testing. The committee recommends to proceed to dig the test pits. The consultant will be advised to draft the change order. A draft motion will be completed if the change order is received before the regular meeting.

5. Correspondence

a) Department of Justice and Public Safety, RE: 2026/2027 Fire Protection Vehicle and Equipment Funding Program.

The Fire Department will be making application under the Equipment Funding program. The Fire Chief is also requesting approval to go to tender for the purchase of a crew cab truck included in the 2026 budget. *The committee recommends proceeding to tender for the vehicle. A draft motion will be prepared.*

b) Property owner, Southside Lower Road, RE: Request to clean out catch basin and pipe near property to be added to regular maintenance routine. Staff investigated the catch basin and the existing pipe. The end of the pipe was blocked and was cleared by staff. The catch basin is a culvert on end without a bottom but the pipe that takes water away from the

culvert is above the bottom of the culvert; therefore, the pipe is not obstructed leaving the catch basin. With the end of the pipe cleared, the issue should be addressed. The catch basin will be maintained in accordance with policy.

- c) Property owner, Valley Road, RE: Concern with water on property. Photos attached.  
Water is pooling in the rear yard which the owner feels is coming from development behind his property. The Director previously viewed the area and the water did not appear to be caused by development on the adjacent property but the Director will complete further investigation once the weather conditions permit.
- d) Property owner, Clarke's Road, RE: Concern with condition of road and request for drain clean out. Photos attached  
The request was reviewed. The Town only takes responsibility for Clarke's Road and not the right of way to the south. Water is currently coming down the right of way and onto the town street. The Director will investigate options when the weather conditions permit. This request will also be added to the service request system.
- e) 50 Crowdy Street, Snow Clearing Claim Fence Damage, photos attached. It is possible that the damage may have been caused by snow clearing equipment; however, the fence is located in the street reservation. Per Policy W.5 "The Town will not be responsible for any damage caused within the road reservation". *The committee does not recommend compensation per the policy.*

## 6. Waste Management

## 7. New Business

- a) Pike's Lane Lift Station – A contractor was on site today to remove the debris as approved but they could not pump out the sump due to the amount of storm water entering it.
- b) Long's Hill Guardrail – Roadside Hazard Report attached.  
A resident requested the guardrail that fell down to be reinstated on Long's Hill. Before and after photos of the property was reviewed. Per the policy and the data collected, *the committee is not recommending reinstatement of the guard rail at this location.*
- c) Leak Detection Report for review  
The report was included in Dropbox for committee information. Staff will start repairing leaks in order of those identified as more urgent in the report when conditions permit.
- d) 2024 & 2025 Paving Program, Change order in amount of \$24,818.15  
*The committee recommends to approve the change order for quantity variations. A draft motion will be prepared.*

## 8. Ongoing items

- Change name of Capt Seth Osmond's Lane. Waiting on correspondence from family member
- Canada Place – Road Side Ditch Filled, correspondence to be sent
- Nells Trail to tunnel – Water on trail, maintenance required.
- Sidewalk and curb, Pike's Lane
- 52 London Road, installation of water line. Order delivered. Proceed to next step

9. Adjournment 5:45 pm