

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

Town of Carbonear  
Council Chambers, March 3, 2026 @ 3:45 p.m.

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

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1. Municipal Enforcement
    - a) MEO Report – No Report  
*Follow ups to previous report*
    - b) Property owner, Burgess Place, issuance of tickets  
Staff to follow up with Town’s lawyer on the matter.
    - c) Property owner, Discovery Place, concern with parked car, snow clearing  
The vehicle has been removed. The issue is resolved. No further action required.
    - d) Remembrance Loop, Snow Clearing Claim, damaged asphalt  
It was reported this is not yet a town street, however staff will visit the site in the spring to investigate the reported damage.
    - e) Crowdy Street snow clearing claim, request to revisit  
The property owner was previously that the claim was not approved, as the fence is located within the street reservation and, per policy, the town does not accept responsibility for damages occurring within the street reservation. Committee requested the decision be revisited, as the damage was not cause by snow buildup against the fence. The damage occurred when snow clearing equipment came into contact with the fence removing palings. It was noted that approving reimbursement would be contrary to current policy. If the committee wishes to pursue the matter, the policy may need to be reviewed.  
The committee felt the policy should be reviewed as there are older areas of town where fences and dwellings are within the road reservation. It was also felt there could be exceptions to the policy for these areas. The committee recommends to deferring the matter pending a review of the policy.
  2. Business Arising  
No items for discussion
  3. Public Works
    - a) Spring / Summer Maintenance Schedule

The schedule was placed in Dropbox for committee review. Asphalt crack repairs has been added to this years schedule.

4. Capital Works

- a) Lemarchant Street Extension change order – attached  
Councillor Dowden asked committee if they felt she was in conflict. The committee did not feel Councillor Dowden was in conflict.  
The change order in the amount of \$144, 393.15 was discussed. The committee had concerns with the lateness of the change order as the project is complete. The committee had concerns with
- b) Garland's Lane, 17-CHIF-26-00023, tender results  
Tender results are being reviewed by the province. If the official letter is received prior to the Regular Meeting on March 10, a motion to award will be drafted.

5. Correspondence

- a) Resident concern with snow clearing Chapel Place  
The resident has been invited to speak at the next committee meeting to express her concerns with snow clearing on Chapel Place.
- b) Snow Clearing Claim, Connolly's Hill, garbage box  
An investigation determined that the garbage box is located within the road reservation. The Town does not accept responsibility for the damages occurring with the road reservation. The committee does not recommend approval of the claim. This was relayed to the property owner.
- c) Property owner, Highroad South, contractor snow clearing operations
- d) Property owner, Highroad South, complaint contractor snow clearing  
The Town received correspondence from two individuals expressing concerns about snow clearing operations in the parking lot of Carbonear Hospital. The activity has reportedly been occurring late at night and in the early morning hours, with backup alarm beeping causing disturbance. It was noted that staff have contacted the contractor and advised them of the requirements under the Town's Nuisance Regulations. The Town has not received any additional complaints in recent days.
- e) Snow Clearing claim, Across the Doors, Fence  
An investigation determined that the fence is located within the road reservation. The Town does not accept responsibility for the damages occurring within the road reservation. The committee does not recommend approval of the claim. A response will be provided to the property owner.
- f) Department of Municipal and Community Affairs  
Capital Investment Plan Approval, CCBF Water Street Water, Sewer and Street Upgrading, Phase III  
It was reported the Town has received funding in the amount of \$454,189.

6. Waste Management  
No discussion.

7. New Business
  - a) Street paving 2026  
The street paving list for 2026 paving was presented to committee for review. The list will be reviewed. It was felt the parking lot reconfiguration at the Carbonear Pool should be given priority as well. Staff to check the budget.
  - b) Sprinkler System repairs  
Recent inspections identified deficiencies in the sprinkler system at the Rorke Store and the Regional Community Centre. Staff reached out for quotes from companies to have the deficiencies corrected. Staff reviewed the quote from Viking Fire Protection Inc. at a cost of \$3300 (Rorke Store) and \$7220 (CBRCC), The committee recommends to proceed. A draft motion will be completed.
  - c) Fire Hydrants  
The Fire Department provided a list of fire hydrant repairs. It was reported some of the items were address last year prior to the wild fires. Materials are ordered to start repairs in the spring.
  - d) Asphalt Crack Sealer  
The Director is requesting approval to proceed to limited call to purchase. A draft motion will be completed.
  - e) Access Cards  
Staff to check with Heritage NL to determine if the swipe card key option can be placed on Heritage Buildings. Deferred.
  - f) Pedestrian Crosswalk, Highroad South  
This item is included in the 2026 budget. The committee recommends to move forward to obtain the cost to purchase a designated pedestrian crosswalk to be placed at the crest of the hill on Highroad South near the daycare.
  
8. Ongoing items
  - Property owner, Bunker Hill, RE: Concern with drain – deferred for further investigation in the spring.
  - 54 Southside Lower Road, request to clean drain of Marshall Drive – deferred for further investigation in the spring.
  - Library HVAC system, recommended to proceed.
  - 12 White's Road, water concern, further investigation
  - Valley Road water concern, further investigation in the spring
  - Clarke's Road, road maintenance, further investigation in the spring.
  - 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 6:20 pm