

Town of Carbonear
Regular Council Meeting, April 14, 2026
Minutes of a regular meeting of the Council of the Town of Carbonear held in
Council Chambers, April 14, 2026 at 5:30pm

Members Present: Mayor Sam Slade
Deputy Mayor Fred Earle
Councillors Malcolm Seymour
Stephen Penney
Wendy Penney
Amanda Dowden
Peter Snow

Also Present: CAO/Town Clerk/
Director of Financial Operations Cathy Somers
Director of Operations
& Public Works Ian Farrell

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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 5:41 pm.
 2. Approval of the Agenda for Regular Meeting, April 14th, 2026
Motion 26-103 P. Snow / S. Penney
Resolved to adopt the agenda of the April 14th, 2026 Regular Meeting of Council as presented to Council.
Favour 7; Opposed 0; **Carried**
 3. Adoption of the Minutes
 - a) March 25th, 2026 Regular Council Meeting.
Motion 26-104 M. Seymour / A. Dowden
Resolved to adopt the minutes of the March 25th, 2026 Regular Meeting of Council as presented.
Favour 7; Opposed 0; **Carried**
 4. Business Arising from Minutes
No business arising.
 5. Proclamations / Presentations / Delegations
 - a) Volunteer Week, April 19-25, 2026
Motion 26-105 F. Earle / S. Penney
Whereas, 24 million Canadians give their time through formal or informal types of volunteering, contributing close to 5 billion volunteer hours per year; and
Whereas, over 210,000 individuals in Newfoundland and Labrador volunteer an average of 161 hours per year with 3,400 incorporated non-profits and 3000 plus informal community groups; and
Whereas, volunteers in the Town of Carbonear give their time and

*talents to support families, friends, neighbours, and strangers; and
Whereas, volunteers in The Town of Carbonear are individuals, families,
workers, retirees, community members of all ages and backgrounds; and
Whereas, the Town Council of the Town of Carbonear recognizes
the enormous contribution that volunteers and community
organizations make to the social, cultural and economic development
of our province; and
Whereas, The Town of Carbonear is a more desirable place to live
because of the collective result of the work done by our volunteers.
Now Therefore, the Town of Carbonear do hereby proclaim April 19 to
25, 2026, as National Volunteer Week, recognizing the 2026 theme
"Igniting Volunteerism", and urge my fellow citizens to recognize the
crucial role played by volunteers in our community.
Favour 7; Opposed 0; **Carried***

6. Permits and Correspondence

6.1 Permit Listing # 11105-11117

Councillor Dowden asked council to review the list of permits for any possible conflicts. No conflicts were identified.

Motion 26-106

A. Dowden / F. Earle

Resolved to approve permits # 11105-11117, 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 regulations and policies.

Favour 7; Opposed 0; **Carried**

6.2 Correspondence, requiring Council's decision

None listed.

6.3 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

a) Government NL

- Department of Environment, Conservation & Climate Change, regarding Spring 2026 Operator Education Seminars – Water and Wastewater System Operators. Forwarded to Director of Public Works and Public Works, Waste Management and Community Services committee.
- Department of Municipal Affairs and Community Affairs, regarding Sanitation Regulations under the Health and Community Services Act within Municipal Boundaries and Planning Areas. Forwarded to Chief Administrative Officer, Director of Operations and Public Works and Development, Planning and Land Use Development.
- Department of Municipal and Community Affairs, regarding participation in a Municipal Infrastructure Needs Assessment. Forwarded to Development, Planning and Land use Development committee and copied to Director of Operations and Public Works.
- Department of Transportation and Infrastructure, regarding Year-End Claims for Municipal Infrastructure Programs. Copied to Chief Administrative Officer and Director of Operations and Public Works.

- Department of Municipal and Community Affairs, Regarding 2026 Municipal Budget Submission Form. Forwarded to Chief Administrative Officer and the Administration and Finance Committee. Placed on file.
- Constituency Office – Riley Balsom, Climate Change Adaptation Cost-Benefit Analysis Tool – Environment, Conservation and Climate Change. Forwarded to Public Works, Waste Management and Community Services committee. Copied to Chief Administrative Officer and Director of Operations and Public Works.
- Department of Forestry, Agriculture and Lands, regarding Adoption of the 2025 National Building Code and National Fire Code. Copied to Fire Department and Chief Administrative Officer.
- Department of Forestry, Agriculture and Lands, Emergency Services Division regarding maintaining emergency management plan. Copied to Chief Administrative Officer
- Department of Forestry, Agriculture and Lands, regarding contribution agreement for the Community Wildlife Resiliency Plan. Copied to Chief Administrative Officer, Fire Chief, EDTO.
- b) CBDC Trinity Conception, Invitation to Cape Alliance Chamber of Commerce, Re: Launch Social. Forwarded to Council.
- c) Royal Canadian Legion, request for barricades for the Battle of the Atlantic Ceremony. Forwarded to Chief Administrative Officer and Director of Operations and Public Works.
- d) Property Owner, Pondsideroad, Request to have address changed. Forwarded to Chief Administrative Officer.
- e) Conservation Corps, Letter of Understanding for the 2026 Green Team Program. Copied to Chief Administrative Officer and Director of Operations and Public Works.

7. Committee Reports

- a) Administration and Finance
Councillor Snow advised the committee met on March 26th.
Councillor Snow then presented the following motions:
Motion 26-107 **P. Snow / W. Penney**
Resolved to purchase a new phone system for the Carbonear Council Office from Teletronics Inc., as per the quoted price of \$5,695 + HST, including supply and installation.
Favour 7; Opposed 0; **Carried**

- Motion 26-108** **P. Snow / S. Penney**
Resolved to authorize the Mayor and CAO to sign the Collective Agreement between the Town of Carbonear and the Transport & Allied Workers Teamsters Union Local 855 for the period January 1, 2026 to December 31, 2029.
Favour 7; Opposed 0; **Carried**
Councillor Snow thanked those that participated in the contract negotiations.

- c) Recreation, Special Events, Culture and Tourism
Councillor Wendy Penney reviewed items from the committee meeting.
 - Tile work contracted to be completed in the pool sauna

- Deadline - Mosaic Mural project tiles to be returned is April 15th and June 1st is the scheduled unveiling of the Mosaic Mural.
 - Special Events have set the date of the Paddy's Garden concert for August 22nd with the Masterless Men.
 - The committee met with the Heritage Society on the Locomotive Report and discussed options. Their response on the matter is under consideration.
 - Committee reviewed the three options presented by the design team on Recreation Facilities.
 - Basket Ball net will be repaired / replaced in the spring.
- No motions are recommended at this time.

d) Public Works, Waste Management & Community Services
 Councillor Seymour advised the Committee met on April 7th.
 If council has any questions relating to the meeting, the committee can address those questions.
 Councillor Seymour presented the following motions as recommended by the committee:

Motion 26-109

M. Seymour / F. Earle

Whereas notice of the town council's intention to dispose of the Carbonear Volunteer Fire Department Cascade System, was given in accordance with Section 292 of the Towns and Local Service District Act by posting of a notice in 3 conspicuous places in the town and by publishing the notice on the town's website;

Be It Resolved that the Town of Carbonear dispose of that property, as per Section 191 of the Towns and Local Service Districts Act, to the Random West Volunteer Fire Department.

Favour 7; Opposed 0; **Carried**

Motion 26-110

M. Seymour / S. Penney

Whereas Ducks Unlimited Canada has offered to perform wetland assessments for the Town of Carbonear to determine the benefits received from the wetlands, and

Whereas Ducks Unlimited Canada has requested the Town of Carbonear provide a letter of support to help them apply for and receive government funding for the assessments, and

Whereas there are otherwise no costs to the Town of Carbonear, Be it resolved to provide a letter of support to Ducks Unlimited Canada to help them achieve their goals.

Favour 7; Opposed 0; **Carried**

Motion 26-111

M. Seymour / A. Dowden

Whereas Municipalities Newfoundland and Labrador advocates on behalf of all communities of the province, and

Whereas Municipalities Newfoundland and Labrador has invited communities to submit drafts of resolutions for consideration in their MNL Resolution Process,

Be it resolved to submit the following draft resolution for Municipalities Newfoundland and Labrador consideration:

*“Whereas there are shortfalls within the municipal engineering industry that result in various issues during capital projects, and
Whereas current industry practices result in de-emphasizing value and quality, and*

*Whereas quality can be planned and integrated into all projects, and
Whereas the Province is the greatest stakeholder and has most influence in industry processes,*

Be it resolved to lobby the province to consider the following improvements to the industry processes:

- Require consultants to implement quality management systems to ensure that quality of services is managed.*
- Improve the RFP and limited call processes by emphasizing certain industry qualifications for project managers and inspectors, such as PMP, NCSO, PTech, Peng, P.GSC, GSC, and others that demonstrate more than simply the basic qualifications.*
- Improve the RFP process such that cheap services and corner cutting is screened out.*
- Develop policies that, when certain thresholds are met, the province will report consultants to PEGNL for investigations.*
- Develop policies that, under certain circumstances, the Province will approve additional funding to address budget shortfalls and to assist with legal costs when disputes arise with consultants/contractors.”*

Favour 7; Opposed 0; **Carried**

Deputy Mayor Earle thanked the committee for their work.

Mayor Slade noted that this motion should be discussed on the floor in October at the MNL meetings.

- e) Economic Development, Planning and Land Use Development
Councillor Dowden reviewed items from the committee meeting.
She advised that anyone who received a clean up order, should start working on it as council will be following up and enforcing those orders in the spring.

No motions are recommended at this time.

8. Reports of Chief Administrative Officer and Department Heads

- a) Director of Operations and Public Works

The Director reviewed the following from his report with Council.

Municipal Enforcement

Reminder that permits for portable signs are valid for one year.

Businesses with portable signs should contact the office if there are any questions and to obtain an application form. The MEO visited businesses with portable with information on what is required.

Capital Projects

ICIP Greenhouse and Chlorine Building Upgrades

- Awaiting approval from the province to call for tenders.

Water Street Phase 3

- Consultant to finalize minor design details and awaiting permit from the Department of Environment and Conservation.