

Public Works, Waste Management & Community Services Committee Minutes
Town of Carbonear
Council Chambers, August 5, 2026 @ 4 p.m.

Present:	Chair Councillor	Malcolm Seymour
	Councillor	Amanda Dowden
	Acting Director Operations & Public Works	Brian O'Grady
	CAO	Cathy Somers
	MEO	Matt Burke
	EA	Janice Green
Absent:	Councillor	Stephen Penney
	Mayor	Sam Slade
	Town Clerk	Christa-Lee Earle-Baker

1. Municipal Enforcement Report

- Masonic Avenue – bulk garbage
The MEO reported that some cleanup has been completed. The property will continue to be monitored.
- Furey's Lane Signage
The Director reviewed the proposed signage location and will arrange for the signs to be installed.
- Butts Road regarding complaint of neighbouring untidy property
The MEO reported that he has been in contact with the property owner. Clean up has not been completed and the signage remains in place. Correspondence requesting the owner's intention regarding property clean up and signs removal has been sent through Canada Post.
The Committee discussed the MEO accessing Motor Vehicle Registration database. The MEO reported the Town has an agreement in place with the province, however he is still awaiting training information. Staff to check for an update on training for current MEO.
The Committee also discussed whether contacting the local MHA would expedite the process.
- Speeding concerns Valley Road
The Director reviewed the traffic monitoring report. The average recorded speed was 37km/hr, with one instance of a vehicle travelling 57km/hr at 2am. Based on the data, the report does not indicate a speeding problem at this location. The criteria for traffic calming measures have not been met; therefore, traffic calming is not recommended. The traffic radar unit has been relocated to Harbour Rock Hill.
The MEO also reported RCMP conducted a few patrols and didn't identify any concerns.
- Kelby Corners
The MEO submitted photos of the property confirming that property clean up has been completed. The MEO to continue to monitor.

- Mahaney's Lane, vehicles on property update
The MEO reported that discussions with the property owner are ongoing. The vehicles remain on the property. The deadline for response to the letter of intent is August 21, 2026. Deferred.
- 52 Highroad South, Concern of dilapidated property.
The MEO submitted photos of the property and reported that the dwelling is structurally sound; however roof repairs are required. While no significant debris is currently visible, debris could become an issue following a windstorm. *The committee recommends that written correspondence be sent to the property owner requesting their intentions regarding property maintenance and clean up.*
- The Committee discussed complaints regarding vehicles parked within the road reservation near the intersection of Park Avenue and Highroad South creating visibility and traffic concerns. The MEO will monitor and report back.
- Clean up orders
It was reported London Road and Long's Hill cleanup orders were delivered today.
The committee requested weekly inspections with photos and updates.
- Property Fraize Avenue order not delivered.
- 3 Irishtown Road. Clean up is ongoing. MEO to continue to monitor.
- 38 Earles Lane, doesn't seem to be any activity. It was felt this property is a safety concern. The MEO to reach out to property owner.

The MEO left the meeting.

2. Business Arising

- Staff to obtain quote for additional speed traffic radar
The Committee previously discussed obtaining an additional mobile traffic radar unit. It was noted the Town currently has a permanent unit and a mobile unit. Some discussion on the rationale for a second mobile unit. Deferred.
- Flashing lights on High Road South crosswalk near daycare
The flashing light has been ordered and Town staff will install the post.
- Water Street regarding request for tree assessment in front of property
The CAO reviewed the tree assessment report and the quote. The Committee recommended removing four trees that are dying and exhibits base rot. The committee also recommends pruning the roadway leader of one additional tree. The work is considered a safety priority and can be funded within the current budget. The committee also recommends planting red maple trees in the locations where trees are removed.
- Fire Hall Roof
Staff is waiting on additional quote which is expected today.
- Breakdown of repair costs of Town owned vehicles
The Director reported that repairs to several public works assets as well as vehicles are being investigated. Currently, the sewer camera is also not working. The Director to obtain cost to purchase a new camera.

- Fire Department Medivac Calls – update on correspondence sent to province
The CAO reported discussions with the Fire Chief regarding recent medivac call volumes. It is noted that the increased number of calls occurred over a short period of time was likely an isolated incident relating to temporary staffing shortages at the hospital.
- Review data from monitoring radar from Valley Road
Discussed earlier.
- Low back concerns for business on Water Street
The Committee discussed a request from a property owner for the installation of a low curb in front of her business on Water Street. It was noted that the curb was constructed to the standard curb height specified in the approved Water Street Project design and in accordance with applicable standards. The Committee acknowledged that the property owner had previously requested a low curb to accommodate a proposed driveway; however, the driveway was never installed. After discussion, the Committee did not recommend installing a low curb at this location. Members also considered whether painting the high curb section yellow could improve visibility and requested that this option be explored.
- Request for Swale - 35 Mahaney's Lane
The Director reported that the request for a swale had been investigated. It was determined that the installation of a swale is not recommended at this location. Instead, it was recommended that brush be cleared and the grade of the property be adjusted to help divert water away from the corner of the property. This work will be added to the work order system for future completion.

4. Capital Works

- a) Water Street Phase III. The Town has received an Approval to Call Public Tender from the Department of Transportation and Infrastructure for the Water Street Phase III, Project 17-GI-24-00053;
Whereas the consultant for the Water Street Phase III Project is recommending to proceed to call for tender for the project,
Be it resolved that the Town of Carbonear call for tenders for the construction of the Water Street Phase III, Project 17-GI-24-00053.
The Director is reviewing the drawings. If the recommendation to award is received before the next Council Meeting, a Special Meeting will be called. Hopefully this project will be complete before the winter.
ACOA funding for the above ground portion is pending continued progress of the project.

5. Correspondence

- a) Department of Transportation and Infrastructure – Removal of project signs
Project Signs are eligible costs through the funding programs, and per the funding agreements, they must be installed before the start of construction

and remain until one month after construction has been completed. The Director to have town staff remove any project signs that remain throughout the town.

- b) Department of Transportation and Infrastructure – Approval to Call Public Tender
Discussed earlier.
- c) NL Power, Energy Audit
A copy of the correspondence from NL Power is placed in dropbox for committee review and discussion at the next meeting.

6. Waste Management
No discussion

7. New Business / Other discussion

- a) The committee identified several items for inclusion in the work order system, including line painting, street sweeping, paving repairs. The Director reported that staff shortages with the works department resulted in maintenance delays this year. Staff are working their way through the items. Contractors are onsite tomorrow at the Pike's Lift Station to complete repairs.
- b) Sewer issue Grassey Lane over the weekend. Staff will investigate.

8. Ongoing items

- Climate Change Policy – deferred for review
- LeMarchant Street Extension Project
- 52 London Road, installation of water line. Staff to follow up with lawyer

9. Adjournment 6:40 pm