

**RECREATION, SPECIAL EVENTS CULTURE & TOURISM
COMMITTEE MINUTES**

Town of Carbonear
Council Chambers, August 4, 2026 @ 4:00 pm

Present:	Chair Deputy Mayor	Fred Earle
	Councillor	Wendy Penney
	CAO	Cathy Somers
	Town Clerk	Christa-Lee Earle-Baker
	Director of Recreation	Rob Button
	EDTO	Kerri Abbott
Absent:	Councillor	Malcolm Seymour

1. Business arising from minutes

- Sign Pike's Field – sign has been installed.
- Pool Maintenance – The Director of Recreation informed Committee that the heat pump has been ordered and installation should begin on August 18th. The contractors will coordinate as the new ceiling will be installed when the heat pump is complete. Committee inquired as to whether there was funding that could be obtained for the new heating system. The Director of Recreation will assess the availability of funding. The Director also noted that the Carbonear Swimming Pool will be have a Shut Down the first week of September and staff will be stripping and waxing the floors during that week. Committee also asked if the painting of the trim in the Multi-Purpose Room was complete. Director of Recreation to confirm.
- QR Codes – Committee recommends placing the additional QR Code signs at the parks, playgrounds and other Town facilities. Residents are encouraged to scan the code and submit any problems they encounter. When the code is scanned, residents fill out the required information and the request is emailed to the Towns email where a work order is then created addressing the concern.

2. Special Events, Culture & Tourism

- a) Carbonear Day Weekend was a great success. There was live music at Rorke Stores Museum, Trivia Night at McNally's, a softball tournament and a Community Yard Sale with a BBQ and live entertainment. Monday was also a day full of activities with the annual Family Fun Day at the Sports Complex from 2pm to 4pm. This event was well attended. The Special Events Committee would like to bring the Carbonear Day Parade back next year as well. Deputy Mayor Earle commented it was nice to see the streets alive around Town with activities planned at the Recreation Complex and

around Town.

3. Correspondence

- a) Resident Inquiry – Lights at Basketball Court
Correspondence was received from a resident who would like to see the lights on at the Basketball Court past 9 o'clock. Director of Recreation reported there was a malfunction with the timer but normally the lights are on until 10 pm. Committee agrees to have the lights on until 11 pm for those who would like to avail of the facilities.
- b) Resident Inquiry – Summer Camp Registration (expanding the number of participants)
Correspondence was received from a resident hoping that the Town could increase the number of participants that are accepted into the Summer Camp Program each year. The Director advised that there are 120 children registered on the program at the beginning of summer. There was an additional ten to fifteen participants added to the program and the number of participants dropped off about half way through the summer. The Director advised that adding too many children to the program can compromise the integrity and quality of the program. Further discussion will be had regarding the price and registration policies for next year.
- c) 2026 Communities in Bloom Symposium and Awards – Registration.
Correspondence was received regarding registering for the 2026 CIB National Symposium and Awards in Montreal and Rosemere, Quebec on October 15-17, 2026. The Mayor suggested the Economic Development and Tourism Officer attend the event. Staff to review the budget and possible funding options available for attending the event. Noone from the Town attended last years Symposium and some discussion was had amongst Committee that perhaps the EDTO and a member of Council can also attend. Committee will revisit at the next meeting.
- d) Tri-Con Gentle Giants – Law Enforcement Torch Run
Correspondence was received from the organization requesting use of the Town streets for their Torch Run. Committee was receptive to the idea, however, more information is required from the organization regarding what they require from the Town and official date of the event. The Town Clerk will reach out for more information.
Committee also discussed the need to review and have a new application process for the use of our facilities for Special Events. An application has been drafted for organizations to complete and a letter of support from the organizations should also be required if the event is in support of an organization. Committee recommends being proactive in this process. A copy of the application will be added to Dropbox for committees review.

4. EDTO Report

- a) RERA Locomotive Proposal– Committee reviewed correspondence received from Railway Equipment Restoration Association of Canada (RERA). RERA is expressing interest in restoring the locomotive at its location. The EDTO has been in contact with other organizations who have partnered with RERA and confirmed that they had successful projects. There would be a lease agreement required between the Town and RERA so Committee recommends the first step will be contact the Towns Lawyer to discuss a lease agreement. The Director of Recreation brought forward some concerns regarding the deteriorating railway ties that are in the area around the Train. The Director of Operations and Public Works will investigate their condition.
- b) JCP Project Approval – The Town has received approval for a 16 week JCP project with five positions being advertised. Work identified for the project will include work at the Railway Museum, Rorke Stores and Nell's Trail. Work on the project is set to begin soon.
- c) Pedestrian Bridge – EDTO is working on this funding project. The Town has received some positive feedback.
- d) Building Communities Strong Fund – The EDTO reported to committee that this initiative is in partnership with Federal Government and ACOA. The Fund is looking to support “Shovel Ready” projects. Some discussion was had about what could be applied for under this funding. Committee agreed that the EDTO complete the funding application for a Splashpad. There is already a quote received for the Splashpad and there are funds allocated in the 20206 budget.
- e) Mural Painting – EDTO shared a photo of 803 Locomotive traveling along the beach in Carbonear as the vision for the new mural that that can encompass the train while work is being completed. The first painting party was held at the Rorke Stores Museum and was well attended. The next painting event is being held in the Community Room at the Conception Bay Regional Community Centre on August 19th.

5. New Business

- a) Rates for fields
The Director of Recreation noted that rates for playfields are as follows –
Minor/Leagues/Programs – free usage
Adult Leagues - \$20/hr - \$40/hr (lights)
Paddy's Garden - \$500/day
It was recommended that these rates be added to the 2027 Schedule of Municipal Fees. Committee also recommends a draft agreement be completed for rentals at all Town facilities which would include emergency contacts for staff and where to pick up and drop off any keys that would be required. Committee will review the draft agreement.
- b) Dog Park Fence
Director of Recreation noted that his Parks and Recreation Staff are working in the playground one day a week removing the brush and growth around the

perimeter of the fence. It was noted that there is still a piece of fence that is missing on the perimeter fencing of the park. Committee feels that this fence should be complete and that the missing piece of fencing does not exist as an entrance to the park. Staff to complete repairs to fence. Some discussion was had regarding the amount of lighting at the park. One light is located in the middle of the field and staff will make sure it is in working order.

- c) Rental of sporting equipment
Committee discussed if there was an equipment that could be rented at the Carbonear Pool to be used at the Sports Complex such as soccer balls, tennis rackets, etc. Snowshoes are available for rental during the winter months, but with storage space being an issue at the pool, no other rentals are available at this time. Committee recommends moving to Ongoing Items for future discussion.
- d) NLSA Request for Proposals
This was discussed but doesn't appear to be applicable to the Town.

Committee also discussed a concern from resident regarding summer employment and funding. Staff are looking into the matter.

6. Action Items

- a) Q-R Codes - To be placed at additional locations
- b) Application for Special Events – Add to Dropbox for Committee review
- c) Funding for HVAC – Director of Recreation to inquire
- d) Claude Garland Fence – Repairs required
- e) Rates for Fields – include in 2027 Schedule of Municipal Fees
- f) Locomotive Lease – Discuss with Towns lawyer

7. Ongoing items

- Survey Update – survey work complete, further discussion with Council
- Sustainable Municipal Buildings / Green Municipal Fund
Staff to obtain quotes from HVAC company. Staff to reach out to NL Power for further information on funding initiatives / energy audit for Recreation Facility
- Pedestrian Bridge – staff to check on status of application
- Fence, Quinn's Playground – Spring project
- Accessible playground funding initiatives
- Strategic Plan
- 2026 Harvest Run – meeting with stakeholders
- Davis Earle Trail – update

8. Adjourned 5:35 pm