Town of Carbonear
Regular Council Meeting, October 14, 2026

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

Members Present:	Mayor	Sam Slade
	Deputy Mayor	Fred Earle
	Councillors	Stephen Penney
		Wendy Penney
		Malcolm Seymour
		Peter Snow
Also Present:	CAO	Cathy Somers
	Town Clerk	Christa-Lee Earle-Baker
	EDTO	Kerri Abbott
	Director of Operations and Public Works	Jeff Pye
Absent:	Councillor	Amanda Dowden

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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 5:30 pm.

2. Approval of the Agenda for Regular Meeting, October 14, 2026
   Motion 26-260 **P. Snow / S. Penney**
   Resolved to adopt the agenda of the October 14, 2026 Regular Meeting of Council as presented to Council.
   Favour 6; Opposed 0; **Carried**

3. Adoption of the Minutes
   a) September 22, 2026 Regular Council Meeting.
      Motion 26-261 **W. Penney / S. Penney**
      Resolved to adopt the minutes of the September 22, 2026 Regular Meeting of Council as presented.
      Favour 6; Opposed 0; **Carried**

4. Business Arising from Minutes
   None at this time.

5. Proclamations / Presentations / Delegations
   Co-op Week
   Co-op Week is celebrated each year to raise public awareness of the contribution the co-operative business sector makes to our province.
   For over 77 years, the Newfoundland & Labrador Federation of Co-operatives has been supporting the co-operatives and credit unions of our province, representing over 100,000 individual members! This Co-op Week, we assert that "Co-ops Mean Business!"
   Co-operatives play a vital role in building strong communities, offering essential goods and services, fostering economic growth, providing employment opportunities, and promoting social responsibility. Co-operative businesses are ensuring a sustainable future for our province!

We are therefore pleased to proclaim October 11th – 17th, 2026 to be Co-op Week, in recognition of the significant role this important business sector plays in the economic and social development of communities throughout Newfoundland and Labrador.

Mayor Slade noted that we have a new co-op in our community, Sunrise Funeral Home Co-operative.

6. Permits and Correspondence

6.1 Permit Listing # 11366-11391

Motion 26-262 **F. Earle / P. Snow**

Resolved to approve permits # 11366-11391 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 6; Opposed 0; **Carried**

6.2 Correspondence, requiring Council's decision

None at this time.

7.0 Correspondence received and action taken:

a) Government NL

- National Defence – National Veterans Week Speakers Program 2026. Forwarded to CAO and Administration and Finance Committee.
- Department of Social Supports and Well-Being – Accessibility Plan Legislative Requirements. Forwarded to CAO and Administration and Finance Committee.
- Municipal and Community Affairs – Appeal Registration for 3 Pondside Road. Forwarded to CAO and Economic Development, Planning and Land Use Development Committee.
- Service Canada – Canada Summer Jobs applications. Forwarded to Recreation, Special Events, Culture and Tourism Committee.
- Transportation and Infrastructure – Approval to Award Contract. Forwarded to CAO and Public Works, Waste Management and Community Services Committee.
- Department of Forestry, Agriculture and Lands -
  Re: 2026/27 P25 Radios for Volunteer Fire Departments. Forwarded to CAO, Fire Chief and Public Works, Waste Management and Community Services Committee.

b) Resident Concern – Permit application. Forwarded to CAO and Economic Development, Planning and Land Use Development.

c) 589 Air Cadets – Presentation Re: Marksmanship. Forwarded to CAO and Administration and Finance Committee.

d) Resident Inquiry – Purchase of Town Flag. Forwarded to CAO and Administration and Finance Committee

e) Resident Inquiry – Request for Hidden Intersection Sign (Discovery Place). Forwarded to CAO and Public Works, Waste Management and Community Services Committee
f) Newfound Trails. Forwarded to CAO and Public Works, Waste Management and Community Services Committee
g) Stewardship Association of Municipalities – Join the Board of Directors. Forwarded to Council, CAO and Public Works, Waste Management and Community Services Committee
h) The Shoreline – Remembrance Day Message. Forwarded to CAO and Administration and Finance Committee
i) Community Foundation of Canada – NL's Community Foundation turns 25. Forwarded to CAO and Administration and Finance Committee
j) Representation – Discretionary Notice – 20-34 Bond Street
k) Representation – Discretionary Notice – 20-34 Bond Street
l) Representation – Discretionary Notice – 20-34 Bond Street
m) Eastern Regional Service Board – Street signs. Forwarded to Public Works, Waste Management and Community Services Committee.
n) Introducing Our New Junior Miss NL & Miss Teen TC – Forwarded to Special Events Committee and Economic Development and Tourism Officer.
o) Tract Consulting – Funding opportunity. Forwarded to CAO, EDTO and Economic Development, Planning and Land Use Development Committee.
p) BTSPCA - Community Non-Profit Organization Grant Program. Forwarded to Administration and Finance Committee.

7. Committee Reports

a) Administration and Finance

Councillor P. Snow reviewed items from the committee meeting on September 24 at p.m.:

- Committee is investigating alerting systems and were sent a presentation for Voyant Alert.
- Correspondence was reviewed from 589 Air Cadets and working with them on the use of the Princess Sheila 50 plus Building.
- Bringing a motion forward for the sale of Town flags to anyone who would like to purchase them

Councillor P. Snow presented the following motions as recommended by the committee:

Motion 26-263 **P. Snow / S. Penney**

Resolved that the Town Council approve the purchase of the Town Flag through Windco Flags, with all costs associated with the purchase to be the responsibility of the purchaser.

Favour 6; Opposed 0; **Carried**

Motion 26-264 **P. Snow / S. Penney**

Resolved to complete the funding application through the Art Infrastructure and Programming Fund to replace the theatre stage curtains at the Princess Sheila NaGeira Theatre.

Favour 6; Opposed 0; **Carried**

b) Public Works, Waste Management & Community Services
Councillor S. Penney presented the report from the meeting on September 29 :

- MEO presented his report. Working through clean-up of properties.
- Fire Hall roof on MERX
- Capital Works Projects – discussed in meeting before Regular Council Meeting
- Hidden Intersection Sign being ordered for Discovery Place
- Mill & Fill – Motion to award will be brought forward
- Tender for older vehicles is ready to be posted
- Discussion had in committee and clearing the brush from the crosswalk on Beach Road.

Councillor S. Penney presented the following motions as recommended by the committee:

Mayor Slade stepped away from his seat at the council table as he has property on Bunker Hill. Deputy Mayor Earle replaced the mayor.

Motion 26-265 **S. Penney / P. Snow**

Be is resolved to apply for the cost-shared funding through the Municipal Capital Works Call for Application with the Municipal Infrastructure Division of the Department of Transportation and Infrastructure for the purpose of upgrading the Bunker Hill and Woodwynd Heights Pumphouses; and
Be it Further Resolved that the Town of Carbonear agrees to provide its share of the cost-sharing funding in the amount of 20% of the project total of $200,092.37 for this project should it be selected for funding, and acknowledges that project costs above the approved project total cost will be the sole responsibility of The Town of Carbonear.

Favour 5; Opposed 0; **Carried**

Mayor Slade returned to his seat at the council table.

Motion 26-266 **S. Penney / F. Earle**

Be is resolved to apply for the cost-shared funding through the Municipal Capital Works Call for Application with the Municipal Infrastructure Division of the Department of Transportation and Infrastructure for LeMarchant Street Extension- Water Sewer Storm Upgrading Phase II; and
Be it Further Resolved that the Town of Carbonear agrees to provide its share of the cost-sharing funding in the amount of 20% of the project total of

$101,689.22 for this project should it be selected for funding, and acknowledges that project costs above the approved project total cost will be the sole responsibility of The Town of Carbonear.
Favour 6; Opposed 0; **Carried**

Motion 26-267 **S. Penney / W. Penney**
Be is resolved to apply for the cost-shared funding through the Municipal Capital Works Call for Application with the Municipal Infrastructure Division of the Department of Transportation and Infrastructure for Water Street East Phase I; and
Be it Further Resolved that the Town of Carbonear agrees to provide its share of the cost-sharing funding in the amount of 20% of the project total of $524,095.82 for this project should it be selected for funding, and acknowledges that project costs above the approved project total cost will be the sole responsibility of The Town of Carbonear.
Favour 6; Opposed 0; **Carried**

Motion 26-268 **S. Penney / P. Snow**
Be is resolved to apply for the cost-shared funding through the Municipal Capital Works Call for Application with the Municipal Infrastructure Division of the Department of Transportation and Infrastructure for LeMarchant Street – Water Sewer Storm Upgrade Phase III; and
Be it Further Resolved that the Town of Carbonear agrees to provide its share of the cost-sharing funding in the amount of 20% of the project total of $597,193.49 for this project should it be selected for funding, and acknowledges that project costs above the approved project total cost will be the sole responsibility of The Town of Carbonear.
Favour 6; Opposed 0; **Carried**

Motion 26-269 **S. Penney / W. Penney**
Be it resolved to approve the Site-Specific Health and Safety Plan for Pickup of Ice Control Materials 2026-2027
Favour 6; Opposed 0; **Carried**

Motion 26-270 **S. Penney / P. Snow**
Resolved to advertise for sale the 2013 Dodge Ram 3500 (Diesel) with a minimum bid of $6500 and the 2015 Dodge Ram 3500 (Gas) with a minimum bid of $5000.
Favour 6; Opposed 0; **Carried**

Motion 26-271 **S. Penney / W. Penney**
Resolved to send a clean-up order to property of 4 Butt's Road
Favour 6; Opposed 0; **Carried**

Motion 26-272 **S. Penney / W. Penney**

Whereas the Mill and Fill tender call has closed; and whereas the lowest compliant tender is under the pre-tender estimate; Be it resolved to award a contract to the lowest bidder, Concord Paving, in the amount of $130,065 HST included.

Favour 6; Opposed 0; **Carried**

Motion 26-273 **S. Penney / F. Earle**

Resolved to approve the purchase of new bunker gear from Fire House Service and Supply in the amount of $11,985.27 HST included.

Favour 6; Opposed 0; **Carried**

Councillor Seymour inquired about the new crosswalk signage for Highroad South. Poles will be installed in the next few days and the sign is to be shipped soon. Council asks that motorist's slowdown in the area.

Councillor W Penney asked for any update on Water Street Phase 3.

Deputy Mayor Earle left his seat at the council table as he had previously declared conflict on the project.

The Director of Operations and Public Works spoke on the project. He noted that he has spoken with the contractor and they have concerns regarding the weather and the late start but is willing to work with the Town.

Councillor W. Penney also asked about property on London Road. She would like to be updated on the timelines for action on the property. The CAO is discussing with next steps with legal counsel. As soon as legal advice on next steps is received, the CAO will call a meeting with all of council to discuss. Councillor Seymour noted that the Town should hire a private contractor if the Town is to move in on a resident's property to remove items. Councillor W. Penney noted that residents in the area are concerned and they need action. Council needs to act on the property as quickly as possible.

Councillor Earle noted that there is lots of diching happening in the Town. He recommended the Director of Operations and Public Works review the ditches and culverts on the hills around town and have them cleaned out before winter. Councillor Snow suggested speaking with the Public Works staff about where flooding occurs and which areas need to be looked at first.

c) Economic Development, Planning and Land Use Development

Deputy Mayor Earle presented the report and advised the committee met on October 1 and reviewed items from the committee meeting:

- The MEO presented his report

- Several discretionary notices have been advertised with a deadline of October 15th as well as a variance for a property.
- EDTO reported at the committee meeting. A Business Session will be planned for early November.
- Harvest Festival is underway. Events are going well.
- Trick or Treat Trail Walk is scheduled for Saturday, October 24th.
- Development to date this year is $5.6 million.

Deputy Mayor Earle presented the following motions as recommended by committee:

Motion 26-274 **F. Earle / W. Penney**

Resolved to approve the following applications in accordance with applications submitted, The Town of Carbonear Municipal Plan and Development Regulations and other conditions as specified:
-To operate a hair and esthetics business at 27 Goff Ave conditional upon receipt of approval from Service NL and other applicable government departments and agencies;
-To operate a Home Décor business at 120 Columbus Drive conditional upon receipt of approval from Service NL and other applicable government departments and agencies.
Favour 6; Opposed 0; **Carried**

Motion 26-275 **F. Earle / P. Snow**

Resolved that the Town of Carbonear Council maintain the amendments proposed under MPA-2026-01, DRA-2026-01, MPA-2026-02, and DRA-2026-02 as considered by Council on August 18, 2026, and authorize their submission to Municipal Affairs for review under Section 15 of the Urban and Rural Planning Act, 2000.
Favour 6; Opposed 0; **Carried**

Councillor W. Penney inquired about emails that have been sent to council and staff regarding the Discretionary Notice. Deputy Mayor Earle advised that the deadline for the notice is October 15 and after that date staff with compile all the correspondence and it will be reviewed at the next committee meeting.

8. Reports of Chief Administrative Officer and Department Heads
Director of Recreation

Pool & Rec Maintenance

1.) Maintenance of parks and trials is cluing up for the season. All parks, playgrounds and sports fields are in process of being winterized. All seasonal staff will finish as of end of the first week of November.

Financial & Program Analysis

	2026	2025
1.) Pool Revenue (less HST)	$ 210, 728.85	$ 207, 952.29

2.) Lesson Registration	1456	1504
3.) Pool Visitation	24,415	23,529

Programs & Grants

1.) Harvest Run – Scheduled for next Wednesday, October 21st.

2.) Swim Meet – Poseidon is hosting the first swim meet of the season October 23rd -25th. Approximately 250 swimmers attending.

3.) Bonfire Night – Thursday, November 5th. Staff are preparing for this event. Will be reaching out to the Fire Department and Public Works for their support in coming days.

4.) Carbonear Recreation Facility Concept Design has been completed and was presented to the Recreation Committee on October 7th.

Deputy Mayor Earle noted that the renovations to the pool look good. He also advised residents that they can scan the QR Codes that are located at Town facilities if they have any issues or concerns.

9. Finances

a) Operating Invoices over $2,000.00 in the amount of…….$ 156,769.86

Motion 26-276 **P. Snow / S. Penney**

Resolved that the Town of Carbonear approve for payment the list of operating invoices over $2,000 totaling $156,769.86 as submitted to Council.

Favour 6; Opposed 0; **Carried**

10. Regulations

None listed.

11. Notices of Motion

Motion 26-277 **P. Snow / W Penney**

Resolved to approve the Tax Arrears By-Law as recommended by the Finance and Administration Committee and distributed to Council.

Favour 6; Opposed 0; **Carried**

12. New Business

13. Adjournment

Motion 26-278 **W. Penney / S. Penney**

Resolved that the meeting adjourn at 6:25 pm and that Council meet again for a Regular Council Meeting on Tuesday, October 27, 2026 at 5:30pm.

Favour 6; Opposed 0; **Carried**

Mayor Sam Slade

Christa-Lee Earle-Baker
Town Clerk