

A regular meeting of Clarke's Beach Town Council was held on
February 10, 2026 in the C.R. Dawe Memorial Chambers
Clarke's Beach Municipal Building

In attendance:

Mayor Danielle Bussey

Councillors:

Terri Lee Bishop

Stephen Dawe

Jim Giles

Kelly Kavanagh

Alice Russell

Town Clerk

Joan Wilcox

Others in attendance:

Renee Carlson - Otterbury Road - delegate to address Council

Kevin Healey - Otterbury Road

Welcome

Mayor Danielle Bussey welcomed all the meeting

Meeting opened at 4:30 p.m.

ADOPTION OF AGENDA

- February 10, 2026 agenda

Motion #125/26 Kelly Kavanagh/Stephen Dawe

Be it resolved that the agenda for February 10, 2026 be adopted
as circulated. Motion carried All in favour

MINUTES FOR ADOPTION

- January 13, 2026

Motion # 126/26 Jim Giles/Stephen Dawe

Be it resolved that the Town of Clarke's Beach adopt the minutes
as circulated. Motion Carried All in favour



Business arising out of the minutes:

- Discussed as outlined on the agenda

MINUTE OF SILENCE OUT OF RESPECT FOR THE LATE JUNE BATTEN, DEPUTY MAYOR

DELEGATE

- Renee Carlson

Ms. Carlson advised Council that there is a waterleak on her property from shutoff valve which she says she gave permission to be moved on to her property from roadside after they report a leak . She has been waiting for the Town to come and fix the leak ; however, has been advised by Town water/sewer operator that the leak is her responsibility and not the Town's so she has to cover the cost Ms. Carlson does not agree with this. She also spoke to Council concerning a private septic system which she says hss lines running on her property.

Mayor & Council advised Ms. Carlson that the Town will further investigate and get back to her with the findings. She invited Council members to visit the site so they can get see the curb stop location and the area where the leak is located.

FINANCIAL

2024 Financial Statements

Prepared by Beacon Accounting

Motion #127/26 Kelly Kavanagh/Alice Russell

Be it resolved that the 2024 Financial Statements as prepared by Beacon Accounting be hereby adopted. Motion Carried
All in favour

2024 Gas Tax Expenditure Report (Community Bldg Fund0

Prepared by Beacon Accounting

Motion #128/26 Kelly Kavanagh/Terri Lee Bishop

Be it resolved that the Town of Clarke's Beach hereby adopt

the 2024 Gax Tax Expenditure Report as prepared by
Beacon Accounting. Motion Carried All in favour

2025 RECEIPT AND DEPOSIT REPORT

Prepared by Town Clerk

Motion #129/26 Kelly Kavanagh/Alice Russell

Be it resolved that the Town of Clarke's beach adopt the
2025 Receipt and Expenditure Report as presented.

Motion Carried All in favour

CURRENT ACCOUNT BALANCE PROVIDED as of
January 31, 2026

BILLS FOR PAYMENT: \$ 239,149.29

Motion # 130/26 Kelly Kavanagh/Jim Giles

Be it resolved that the Town of Clarke's Beach pay the bills as presented
with the bill from Blue Rock Excavation and Eastern Regional Waste being
adjusted as per the information from Council . Motion Carried
All in favour

Councillor Jim Giles had to leave the meeting at this time 5:33 p.m.

CLOSED MEETING

Motion #131/26 Alice Russell/Kelly Kavanagh

Be it resolved that the Town of Clarke's Beach now go into a Closed
Meeting to discuss items of legal nature and also Disclosure Statement
to be reviewed. Motion Carried All in favour

REGULAR MEETING RE-CONVENED at 5:48 p.m.

Motion #132/26 Kelly Kavanagh/Alice Russell

Resolved that the Town of Clarke's Beach Council now reconvene to a
Regular Meeting. Motion Carried All in favour

DEVELOPMENT APPLICATIONS

1. Request to construct a personal usage garage
CIVIC ADDRESS 96 Glam Road
Motion #133/26 Kelly Kavanagh/Alice Russell
Resolved that the Town of Clarke's Beach give its approval to Mr. X, 96 Glam Road to construct a personal usage garage as per application submitted to Council. Site was assessed by Ron Laracy. Motion Carried
2. Request to open and operate a business from civic address
97-99 Conception Bay Highway - commercial zone
Approval in principle requested to operate a cafe/restaurant/bar in a section of the building
Motion #134/26 Kelly Kavanagh/Alice Russell
Be it resolved that the Town of Clarke's Beach give its approval to Mr. X to operate a cafe/restaurant/bar from civic address 97 Conception Bay Highway pending approval of all governing bodies involved in the processing of this application. Also, provide a proper plan for the parking. Motion Carried All in favour
3. Request from Mx. X to hook into the water supply on Grenfell Drive
● This request will be referred to the Water/Wastewater Operator

CORRESPONDENCE:

1. Email from Ms. X re leak on property at Otterbury Road
2. Update from Municipal Assessment Agency
3. Correspondence from Water Resources re the Water/Wastewater Workshop in Gander March 23-26
Motion #135/26 Stephen Dawe/Kelly Kavanagh
Be it resolved that the Town of Clarke's Beach register Ron Laracy, Water/Wastewater Operator for the Water/Wastewater Workshop in Gander March 23-26. Motion Carried
All in favour
4. Letter from Hon. Chris Hibbs, Municipal Affairs offering condolences on passing of late June Batten
5. Circular from Dept Transportation and Infrastructure re

Adoption of 2025 Building Code

Motion #136/26 Alice Russell/Stephen Dawe

Be it resolved that the Town of Clarke's Beach adopt the 2025 National Building Code. Motion Carried All in favour

6. Confirmation of application sent by Town re FIRESMART Canada Prep Day
7. Correspondence from NL911 re Next Generation 911 capability
8. Correspondence re Snows Avenue water/sewer project
9. Conservation Corp - Green Team and Internship Programs
10. Email from Mr. X re railway bed repair and Council agendas
Council will take the points into consideration
11. Letter from Eastern Waste Regional Services re Garbage Collection
Motion # 137/26 _Stephen Dawe/Terri Lee Bishop
Be it resolved that the Town of Clarke's Beach WILL NOT CONTINUE participating in the regional waste collection service from Eastern Regional Services Board . Eastern Regional Services Board waste services to the Town of Clarke's Beach will conclude as of May 31, 2026 Motion Carried All in favour

OTHER BUSINESS

1. Application sent for the Provincial Student Program
2. Deputy Mayor - Selection
● This was DEFERRED to a future meeting
3. Royal Canadian Legion - Bay Roberts - Contact Person
Tom Lawlor
Like to meet with Council rep to discuss having special wording added to the Town War Memorial. Council was given a photo showing the wording.
Council agrees with adding the wording and is willing to meet.
4. Damages to fencing alleged to have been done by Snowclearing Operations: Glam Road, Kavanagh Road and Boyd Avenue
Council will review the damages in the spring in consultation with the Snowclearing operator
5. 12 Year Appreciation Certificates - Mayor Danielle Bussey
Councillor Kelly Kavanagh and past Councillor Crystal Bradbury
●Thank you to all for your years of service to the Town of Clarke's

Beach.

6. CEEP Program - Council provided with information
7. Bay de Grave 50 Plus Group, Clarke's Beach would like to use the Town Building to do a SAFE WALK around the multi-purpose room for 2 days per week from 1:30 pm - 2:30 pm
 - Council ask that the Town insurance provider be contacted to see if there is any liability to the Town in event of a mishap in The Town building.
8. Quote from 709IT re CONFERENCE ROOM HYBRID meeting setup
Motion #138/26 Stephen Dawe/Alice Russell
Be it resolved that the Town of Clarke's Beach accept the quote from 709IT to the Conference Room Hybrid Meeting Setup in amount of \$3,097.04 (taxes included) Motion Carried
All in favour
9. Nomination day to fill seat left vacant by late June Batten
Motion # 139/26 _Kelly Kavanagh/Alice Russell
Be it resolved that the Town of Clarke's Beach set Tuesday, March 17th from 8 a.m. to 8 p.m. as Nomination Day.
Election Date April 14th 8 am. To 8 p.m. MOTION CARRIED
ALL IN FAVOUR

MR. PAUL BENDELL

Otterbury Road

Arrived at app. 6:20 p.m.

Mr. Bendell asked if he could address the Council.

He was given permission.

He advised Council that he is concerned with the waterleak on property at Otterbury Road. His property is experiencing very low water pressure due to this leak.

He would like for Council to take the necessary steps in having this leak repaired .

PURCHASE OF NEW TRUCK TO REPLACE THE 2011 DODGE RAM

Motion # 140/26 Kelly Kavanagh/Alice Russell

Be it resolved that the Town of Clarke's Beach do an OPEN CALL
FOR BIDS to purchase a truck to replace the 2011 Dodge Ram.

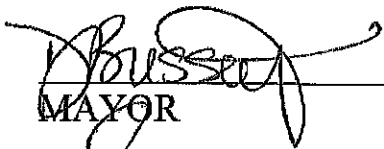
Motion Carried All in favour

ADJOURNMENT

Motion #141/26 Terri Lee Bishop/Kelly Kavanagh

Being no further business, meeting do now adjourn.

Motion Carried All in favour Time: 6:40 p.m.



MAYOR

TOWN CLERK

March 3 / 2026

DATE MINUTES ADOPTED BY COUNCIL