

A regular meeting of Clarke's Beach Town Council was held on Tuesday , June 2, 2026 in the C.R. Dawe Memorial Chambers, Clarke's Beach Municipal Building.

In attendance:

Mayor Danielle Bussey
Deputy Mayor Stephen Dawe
Councillor Terri Lee Bishop
Councillor Keegan Healey
Councillor Jim Giles
Councillor Kelly Kavanagh
Town Clerk Joan Wilcox

Absent: Councillor Alice Russell

Others in attendance:

Ryan Gates - Aspire Recreation
Carl Parsons

Mayor Bussey welcomed all to the meeting .
Meeting opened at 4:30 p.m.

Adoption of Agenda

Motion #172/26 Terri Lee Bishop/Stephen Dawe

Be it resolved that the agenda for June 2, 2026 meeting be adopted. Motion Carried
All in favour

Adoption of Minutes

May 5th, 2026 Regular meeting of Council
May 7, 2026 Special Meeting of Council

Motion #173/26 Kelly Kavanagh/Keegan Healey

Be it resolved that the minutes of the Regular meeting held on May 5, 2026 and the minutes of the Special meeting held on May 7, 2026 be adopted as circulated. Motion Carried
All in favour

Delegates

Mayor Bussey welcomed Ryan Gates, Aspire Recreation to address the meeting.
Mr. Gates advised that he had met with a delegation of council, namely Mayor Bussey, Deputy Mayor Dawe & Councillor Giles. He wishes to address the Council tonight to clear up any mis-communication regarding the subjects discussed at that meeting.

Mr. Gates gave Council a brief history of the group "Aspire Recreation". He noted that originally the group was incorporated as a non-profit under the name North River Recreation.



Couple of years ago, conversation began with Council members from Towns of Clarke's Beach and South River regarding a regionalized approach - hence the name Aspire Recreation. The GROUP is now pursuing going fully regionalized - proposing "The Aspire Recreation Community Partners Program - which will to designed to identify municipalities that want to work with Aspire to provide recreational services in the area. Aspire is seeking a membership contribution of \$1000 .00. The \$1000.00 dollar contribution would focus on bringing more recreation activities to each Town - who has partnered. Mr. Gates gave examples of how the funding is utilized - ie supplies, equipment, day camps etc.

Mr. Gates noted that the group has had a great relationship with Clarke's Beach over the years and is hoping to continue to work with Clarke's Beach Town Council for the betterment of the recreational needs in this area. He also asked if the Town ballfield could be used for TIM BIT Soccer on Wednesday nights from 5 - 7 p.m. July - August. Council agreed to this!

After a short question/answer period, Mr. Gates was thanked for attending. Council will discuss the proposal and advise him of the Town's wishes accordingly

Mr. Carl Parsons

Mr. Parsons was welcomed to the meeting

Mr. Parsons was present to discuss damages allegedly done to UC Fencing by Snowclearing operations this past winter . Mr. Parsons gave a presentation to Council highlighting the following:

Piling snow over Cemetery fence and unto Cemetery property"

In the first of the six emails referenced, Mr. Parsons described the damage done to UC cemetery fence which is located some 16 feet from the edge of the road pavement, including the fact that I had taken photographs of the damage.

He had requested for the council to call him or meet with him to further discuss the matter. The only response received however, was in email #6 in which Council acknowledged receipt of the email & that it had been tabled April 15th, 2026 at a regular council meeting.

This damage was not done due to "normal snow clearing operations" as the fence in question was 16 feet from the edge of the road, and the photographs revealed obvious ramping of the snow; "into the Cemetery fence, piled on top of the Cemetery fence and over the fence onto the Cemetery property in a deliberate manner!"

Also re Snowclearing operation, Mr. Parsons noted the following snow clearing damages done in the Town by Town's Snow clearing such as:

The guardrail leading to Collinwood Downs was knocked down and a 45 degree buckle made in the guard rail itself.

. Another area of Riverside Avenue where around 100 feet of guardrail was knocked down



- . A Steel pipe separating the road from a barn was snapped off on Main Street.
- . A fence on the corner of Park Avenue was crashed into and the snow truck plow had to be towed out with the fence being destroyed.
- . A senior Citizen's plastic mail box was damaged due to small rocks flying through the air due to the excessive speed used during snow plowing operations.
- . The large number of stop signs throughout the town that have been pushed off centre due to the snow being pushed into them.
- . The Town's own wooden guard rail, painted bright orange, in a very large parking lot, had also been decimated by its own snow plow.

Mr. Parsons asked the Council if they were going to choose Option 1 or Option 2 as outlined in his email to Council in regards to reparation costs for the repair work to the fence, the mayor stated they were not prepared to accept either option but instead would arrange a meeting with the contractor to further discuss the matter.

Third Option would be: UC Church Board would go ahead with the repair work, and then present Council with the bill for payment with a thirty day time limit to reimburse the Church for the damage repair costs.

If after this thirty day grace period the Council has not taken responsibility for payment, this matter will be brought to the attention of the Minister of Municipal Affairs for consideration and response.

Councillors did have some questions for Mr. Parsons and after these were addressed, Mr. Parsons ceased his presentation and left the meeting.

Mr. Parsons was thanked by Council for bringing his concerns to Council.

BUSINESS ARISING OUT OF THE MINUTES

1. Meeting held with Aspire Recreation Board chair - attended by Mayor Bussey, Deputy Mayor Dawe & Councillor Giles

Motion # 174/26

Councillor Kelly Kavanagh / Councillor Jim Giles

WHEREAS the Town of Clarke's Beach has received a request from Aspire Recreation for a



contribution of \$1,000 and participation in a proposed partnership model among municipalities to support and expand recreation programming within participating communities;

AND WHEREAS Aspire Recreation provides a variety of sports, recreation, and social activities that benefit residents throughout the region;

BE IT RESOLVED that Council acknowledges and supports the valuable work being carried out by Aspire Recreation and appreciates its efforts to enhance recreational opportunities for residents;

AND FURTHER BE IT RESOLVED that the Town of Clarke's Beach is not prepared at this time to participate in the proposed partnership arrangement or commit to the associated membership fee of \$1,000;

AND FURTHER BE IT RESOLVED that the Town will continue to support Aspire Recreation by permitting the use of municipal recreational facilities, including the ball field, playground, and other appropriate Town-owned facilities, subject to applicable policies and scheduling requirements;

AND FURTHER BE IT RESOLVED that Council approves the use of the Town ball field for Aspire Recreation's Tiny Tots Soccer Program;

AND FINALLY BE IT RESOLVED that Council extends its appreciation to Aspire Recreation for its ongoing commitment to recreation and wishes the organization continued success in its future endeavors.

All in Favour

Motion Carried

FINANCIAL INFORMATION

Bank balances provided

Bills for payment: \$23,100.97

Motion # 175/20 Kelly Kavanagh/Keegan Healey

Be it resolved that the Town of Clarke's Beach pay the bills totalling \$23,100.97

AS per list circulated with the agenda. Motion Carried.



Development requests:

Applicant	Civic address	Proposal	Site assessed by
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Motion #116/26 Jim Giles/Terri Lee Bishop

Be it resolved that the following permits be issued by Town of Clarke's Beach

Mr. X	147 Main St	personal usage garage	Ron Laracy
Mr. X	185 Main St	personal usage garage	Ron Laracy
Mr. X	118-120 Glam Road	Extension to existing structure	Ron Laracy
Mr. X	14 Barteau Place	personal usage garage	Ron Laracy

Motion Carried All in favour

CORRESPONDENCE

Correspondence:

1. United Church Cemetery - fence damages
 2. Correspondence from Enviromental Health Officer advising that the Boil Order on Clarke's Beach Pond water has been lifted
 3. Correspondence from Town of South River re Emergency Plan
- Motion #117/26 Keegan Healey/Jim Giles

Be it resolved that the Town of Clarke's Beach is interested in establishing a mutual aid agreement with Town of South River that would allow our municipalities to share facility space during an emergency.

The purpose of this agreement would be to ensure that, if an incident prevents one municipality from using its own facilities — such as a fire, structural issue, or prolonged power outage — the affected municipality could temporarily operate from the other's designated space. For example, if an emergency rendered either council building unusable as an Emergency Operations Center, this agreement would enable the respective team to set up operations in Town building, and vice-versa. This type of arrangement strengthens regional resilience, ensures continuity of government, and provides both municipalities with a reliable backup location during critical events.

Motion Carried All in favour



4. Correspondence from Municipal Assessment Agency re 2027 Assessment Roll
5. Letter from Royal Canadian Legion re Commemorative Booklet
Motion # 178/26 Stephen Dawe/Kelly Kavanagh
Be it resolved that the Town of Clarke's Beach sponsor ½ page in the Commemorative Booklet Royal Canadian Legion. Motion Carried
All in favour
6. Letter from Mr. X re damage to car on Main Street near the CN Station bldg - May 25, 2026
Council has agreed to forward this incident report to its insurance provider to ascertain if there is any liability to the Town arising from this mishap.
7. Letter from Tri-Con Gentle Giants requesting donation
Motion # 179/26 Terri Lee Bishop/Stephen Dawe
Be it resolved that the Town of Clarke's Beach donate \$50.00 to the Tri-Con Gentle Giants. Motion Carried All in favour
8. Info from Municipal Training re Councillor Mandatory training
9. Email from Envirofest/NL Power re funding re Town's application
10. Invite from Joint Council to Dinner on June 11, 2026- 2 reps from Town - dinner complimentary
11. Letter from Jobs, Growth and Rural Development re Summer Employment Program
Motion # 180/26 Stephen Dawe/Keegan Healey
Whereas the Town of Clarke's Beach has received provincial funding in the amount of \$7800.00 to the support the hiring of students for seasonal employment and
Whereas three (3) students have been selected for employment with the Town and
Whereas the funding received is not sufficient to provide each student with the same number of weekly work hours
THEREFORE BE IT RESOLVED that the Town of Clarke's Beach approve a municipal contribution of approximately \$2,000 to supplement the provincial funding and ensure that all three (3) students are employed for an equal number of hours per week during their term of employment. Motion Carried All in favour
12. Letter from Participation NI re Participaction Community Challenge
13. Email from Planner regarding Commercial Zone - property owner wish to have it designated commercial /residential

Subject: Residential Use Permissions and Amendment Requirements
in the Commercial Zone - information received by the Town of



Clarke's Beach from the Planner who prepared the Town Plan & Development Regulations for the Town of Clarke's Beach

Please be advised that, at present, the Commercial zone permits apartment use only above ground-floor commercial premises and only as a discretionary use. No other form of residential use is permitted within the Commercial zone.

Should the owner wish to redesignate or rezone the property for residential purposes, an application must be submitted to the Town Council of Clarke's Beach requesting that Council consider an amendment to the Municipal Plan and the Development Regulations. The application must identify the specific use proposed for the building.

Council is under no obligation to approve such an application, particularly in light of the Town's limited supply of land designated for commercial use. Pursuant to the Urban and Rural Planning Act, a decision refusing rezoning is not subject to appeal.

Please also be advised that any such amendment would require a minimum period of six months to complete. The applicant shall be responsible for all costs associated with the amendment process, which may range from \$2,500 where no public hearing is

required to \$5,000 where objections are received and a public hearing is conducted.

Council will advise the property owner and/or designate of this information.

14. Quote from Concord Paving Limited for pavement patching as per list provided to Council

Moved by Councillor Keegan Healey

Seconded by Councillor Terri Lee Bishop

BE IT RESOLVED that the Town of Clarke's Beach proceed with obtaining three quotations for pavement patching on various streets within the Town as identified on the list compiled by Council. One quotation has been received from Concord Paving, with two additional quotations still outstanding.

Due to the necessity of completing the pavement patching work in a timely manner, Council will seek to obtain the remaining two quotations as soon as possible. Upon receipt and review of all quotations, Council will award the work to the contractor offering the best overall value to the Town, and the pavement patching program will commence thereafter.

In Favour: All

Against: None

Motion Carried.



15. Email from Bay de Grave Board re Garbage Collection and Regional Emergency Plan

RE: Regional Collaboration on Garbage Collection and Emergency Planning

. The Town Council of Clarke's Beach has reviewed the proposals regarding regional collaboration among municipalities within the Bay de Grave area, specifically the concepts of a joint garbage collection service and the development of a regional emergency management plan.

Council is pleased to advise that the Town of Clarke's Beach is supportive of both initiatives and recognizes the potential benefits that regional cooperation can bring to our municipalities through improved efficiencies, enhanced services, and strengthened emergency preparedness.

With respect to the proposed joint garbage collection initiative, Council notes that the Town has recently entered into a new waste collection contract. As a result, it would not be feasible for Clarke's Beach to participate in any new regional collection arrangement during the current contract period. However, the Town remains interested in exploring future opportunities for regional cooperation in this area and would welcome further discussions as the initiative progresses.

Regarding the development of a regional emergency management plan, the Town is fully supportive of this undertaking and would be pleased to participate as an interested partner. As Clarke's Beach is currently required to update its own emergency management plan, we would appreciate being kept informed of any developments, meetings, or planning activities related to this regional initiative.

The Town looks forward to continued collaboration with our neighbouring municipalities and the Bay de Grave Regional Services Board in pursuing initiatives that contribute to the betterment of our region and our communities.

16. Email from business owner re gabion baskets needing repair - C.B. Highway
Pass along this to the Water/Wastewater/Maintenance person for his assessment
17. Letter from WSER Re TA Authorization reports

The *Wastewater Systems Effluent Regulations* (WSER) require owners of wastewater systems with a transitional authorization to submit progress reports every two years starting in 2026, as per subsection 29(2) of the Regulations. The progress report must clearly include the steps needed to upgrade the wastewater system, along with a schedule that demonstrates the system will treat wastewater to meet the Regulations by the end of the authorization period.

. Under the Regulations, the Town of Clarke's Beach - Clarke's Beach Outfall was issued a transitional authorization that expires on December 31, 2040. This is a reminder that your next progress report is due on **July 1st, 2026**.

There was discussion by Council on fulfilling the requirements of WSER

Motion # 182/26 Keegan Healey/Stephen Dawe

Be it resolved that the Town of Clarke's Beach will abide by the WSER requirements.

Motion Carried All in favour



Councillor Kelly Kavanagh left at this point in the meeting

18. Email from Mr. X , Glam Road re low water pressure - 68 Glam Road

Mr. X has advised the Town that the water pressure at his residence, located at 68 Glam Road, is inadequate and continues to cause difficulties with normal household activities.

According to Mr. X, the water pressure measures approximately 30 psi, which he considers unacceptable for residential use. He noted that the kitchen faucet does not function properly, as the spray feature cannot be switched on and off effectively due to the low pressure. In addition, the household continues to fill their clothes washer using buckets because it takes an excessive amount of time for the washer to fill with water.

Mr. X expressed concern that this issue has persisted for some time and believes it is now necessary for corrective action to be taken. He is requesting that the Town further investigate the matter and determine whether improvements can be made to resolve the low water pressure concerns at his property.

Town Council rep will speak with the Water/Wastewater operator regarding this issue

19. Letter from Mr. X re sewer backup into his private property - Brook Avenue

Mr. X is formally requesting reimbursement of the insurance deductible that he was required to pay as a result of the recent sewer backup that caused damage to property

Council shall refer this request to the Town Insurance provider to ascertain if there is any liability on behalf of the Town of Clarke's Beach.

OTHER BUSINESS

1. CN Station - will it re-open as Tourist Information Centre

Council agree to re-open. A student will be assigned to the CN Station. Councillor Healey will help the student set up the CN Station/Tourist Information Centre. Hopefully, it will be opened by July 6th

2. Tree trimming - submitted by Councillor Giles

Agreed by Council that there needs to be tree trimming especially at intersections.

3. Water/Sewer Project



Check with Government of NL contact person to get an update

4. Garbage Collection Contract Award

The Town of Clarke's Beach sought quotations for garbage collection services in accordance with the provisions of the Public Procurement Act regarding Limited Calls for Bids. Prior to requesting quotations, the Town issued an Expression of Interest for the provision of garbage collection and recycling services.

Three companies responded to the Expression of Interest and were subsequently invited to submit quotations. Of the three companies invited, two chose not to submit a quotation. One quotation was received from K.J.H. Dirtworks Limited in the amount of \$192,500.00 plus applicable taxes.

Council noted that garbage collection is an essential municipal service and that the Town does not currently have an alternative means of providing this service. Given the immediate need to ensure uninterrupted garbage and recycling collection for residents, Council agreed to award the contract to K.J.H. Dirtworks Limited.

The contract shall be for a term of one (1) year, with the option, at the Town's sole discretion, to extend the agreement for up to two (2) additional one-year terms

Motion # 183/26 Stephen Dawe / Jim Giles

Resolved that the Town of Clarke's Beach award the garbage collection and recycling services contract to K.J.H. Dirtworks Limited in the amount of \$192,500.00 plus applicable taxes for a one-year term, with the option to extend the contract for up to two additional one-year terms, and that a formal agreement be prepared and executed by both parties.

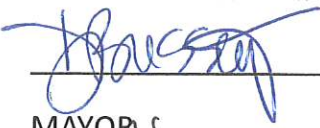
Carried unanimously.

ADJOURNMENT

184/26
Motion # Keegan Healey/Terri Lee Bishop

Be it resolved now that the regular meeting shall now adjourn. Time 7:00 pm

Motion Carried All in favour


MAYOR


TOWN CLERK

Date Minutes adopted by Council

July 17/26

