

Minutes

**Regular Meeting of Council
Wednesday, Aug 10, 2022 @ 5:30 pm
Town of Twillingate - Council Chambers**

Present:

Justin Blackler	Mayor
Wayne Greenham	Deputy Mayor
Andrew Rowsell	Councillor
Janice Barnes	Councillor
Lloyd Blake	Councillor
Mike Johnson	Councillor
Mitchell Watkins	Councillor
Leanne Hann	CAO
Jeff Burt	Director of Public Works and Economic Development

1. CALL TO ORDER

The meeting was called to order by Mayor Blackler at 5:37 pm.

2. VISITORS/PRESENTATIONS

A. Grow Twillingate

Three members from the Board of Grow Twillingate presented to Council. Grow Twillingate is a not-for-profit organization that covers many projects including but not limited to Digital Arts in Residence (DART), Back to Roots, Signal Fire, and the Unscripted Twillingate Digital Arts Festival. Grow Twillingate promotes Twillingate by focusing on arts, culture, and heritage, and works to encourage visitors to stay in Twillingate in the shoulder season. Grow Twillingate promotes Twillingate's unique ways of doing things. They work on preservation and innovation by telling stories, sharing on social media, and inviting visitors to the area to experience something different. They aim to give people memorable, unique experiences.

Grow Twillingate shared a video on the Back to Roots program and Unscripted Twillingate and provided a verbal overview of the programs they offer. Grow Twillingate identified that the Town of Twillingate Municipal Plan does not speak to arts as a necessity. They have gained provincial, federal, and municipal funding, and have several sponsors.

Grow Twillingate requested the Town of Twillingate promote their programs on social media. Council agreed to this request. CAO to follow-up with Grow Twillingate and ensure the Town supports Grow Twillingate through the Town's social media platform.

3. APPROVAL OF AGENDA

Motion #22-094: Moved by Councillor Rowsell and seconded by Councillor Johnson that the Agenda for the Regular Meeting of Council on August 10, 2022, be adopted as presented. All in Favor (7/0). Motion carried.

4. MINUTES/MOTIONS FOR APPROVAL

Motion #22-095: Moved by Councillor Rowsell and seconded by Councillor Johnson that the Minutes from the Regular Meeting of Council on July 12, 2022, be adopted as presented. All in favor (7/0). Motion carried.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

Durrell Museum: Mayor Blackler spoke with MHA Derek Bennett and was informed there are several reasons why funding can not be provided for the museum parking lot. CAO to confirm ownership of the museum and make connection with the board of the Durrell Museum for further discussions.

Age Friendly Committee: Councillor Rowsell will connect with Candi Card next week for more information on the committee.

Fish Fun and Folk Festival (FFFF): Councillor Barnes raised concerns over the stadium rental agreement and what the expectations should be of the Town for the Festival. The Council and the FFFF need to have more conversations regarding who is responsible for what with the festival, stadium, and Town employees. Students were a very big help for the festival. Council extended their gratitude to the students and to Grant White for the level of effort provided during the festival. End of festival meeting should be had this year in preparation for next year. Mayor Blackler requested to meet Council meet with the FFFF. CAO to arrange a meeting with Council to discuss the festival, and then arrange a close-out meeting with the FFFF and Council for 2022.

New Town Sign – CAO explained to Council what the two new Town signs will look like, where they will be located and cost for the signs. Council agreed to move forward with ordering the new Town signs.

Hospital Pond Committee (HPC) – Councillor Johnson advised Council that a new Hospital Pond Committee is in place. CAO advised Council that a quote from BioMaxx Environmental for four surface water sampling events (June, July, August, September) at Hospital Pond was \$20,170. The quote was provided to Councillor Johnson to present to the HPC. Council recommended the HPC ensure proper signage is in place for swimming at the pond.

Physician Retention and Recruitment Committee – Mayor Blackler advised Council that that a

full Committee is now in place. The Committee is scheduled to meet in August 2022.

Firewood Storage Letter (Manuel's Cove, Bayview) – Councillor Watkins received several calls about the letter sent out by the Town. Some residents were not in agreement with the letter that requested personal firewood not be stored on the public beach. Deputy Mayor Greenham advised Council the beach is being used by several people for firewood storage, and storage of other personal items. The beach remains hard to access. It was noted that people storing wood on this beach was cultural in nature and as such it will be difficult to have it removed. CAO advised Council that one resident responded they would not remove the firewood despite the request from the Town.

6. REPORTS – STANDING COMMITTEES:

A. Community Services Committee / Recreation Committee

The recreation report was presented by Councillor Barnes.

The Kids Kick program is in full swing and is ending in two weeks. The program has been successful thus far despite a few complaints regarding the students being in the ballfield shelter or hanging out on the beach as a group when parents are picking up and dropping off their kids. Council agreed that over all the students were doing an excellent job. Mayor Blackler noted the ballfield shelter is being used by the students to avoid being outside in the heat for extended periods of time, which is appropriate.

Fish Fun and Folk Festival – Overall the festival was well executed with limited complaints. Some complaints were received about the Fireworks being to low this year.

B. Rock Cut Trail Liaison Update

The Rock Cut Trails report was presented by Councillor Rowsell.

New highway signage was erected at Norris Arm and Benton locations. All trail head signage is in place including new signage at the Top of Twillingate.

Over \$18,000 in Merch has been sent to businesses (hats and tees, toques). Rock Cut ordered Merch for sale at the FFFF booth, which took in approximately \$6000.00 in sales at the festival with additional sales at the office of over \$3000.00 since May 2022.

The Fred Bridger Memorial Trail to Lower Little Harbour dedication took place at Lower Little Harbour on July 20, 2022. This received over \$500.00 in donations for Rock Cut Trails.

Campsites will be offered at no cost to users at this time. Grant White is to receive a quote on signage for each platform.

Rock Cut received complaints from Little Harbour regarding vehicle parking that blocks the road to

LLH. Grant ordered signage, approved by residents, and is in place on the trail.

Rock Cut Committee would like to schedule a meeting with the Town in September 2022.

C. Public Works Committee

The Public Works Committee report was presented by Mayor Blackler.

The Public Works Committee meeting was held on August 4, 2022. The meeting was chaired by Mayor Blackler and was attended by Councillor Johnson, Leanne Hann and Jeff Burt.

The following items were discussed:

Resident Response, Bluff Head Cove – Burning Firewood

Mayor Blackler presented a letter and suggested no further action take place as the issue appears to be a resident dispute. Council agreed.

Lateral Line Policy

Mayor Blackler presented how a Lateral Line Policy would be implemented in Town. This included an explanation that under the new policy, residents would be responsible for servicing of lateral lines past their personal property boundary. The Mayor noted that the Town should not be working on private property as damages on the lawn, damages to the houses, etc. have been costly for the Town, and can present an insurance risk. Fees for residents to use the Town's services for excavation and water line repairs on private property were discussed. The Town of Port Aux Basque has implemented a similar Policy with success. The Committee will continue to work on preparing a Lateral Line Policy for implementation with the new Tax Structure in 2023.

Fine Structure for Developments without Permit

Mayor Blackler advised Council that the Committee is discussing implementing a fine/fee structure for developments in Town that do not have a permit. Mayor Blackler noted that the Municipal Assessment Agency requires the Town to track developments for taxation purposes. Mayor Blackler presented reasons why the Town should adopt a fee structure and how other Towns are approaching this. The Committee will continue to work on preparing a fine/fee Structure for implementation with the new Tax Structure in 2023.

Snow Clearing

Mayor Blackler advised Council that the Committee discussed if the Town would benefit from sub-contracting out snow clearing services. The committee agrees that sub-contracting out snow clearing would not be a feasible option for the Town and does not recommend moving forward. Council agreed and does not want to move forward with this initiative at this time.

D. Protective Services Committee

No updates.

E. Planning and Development Committee

The Planning and Development Committee report was presented by Councillor Rowsell.

The Planning and Development Committee meeting was held on August 9, 2022. The meeting was attended by Councillor Blake, Councillor Johnson, Jeff Burt and Leanne Hann.

The following items were discussed:

Development Application – 11A Gillard’s Lane (Water and Sewer Hook-Up)

Applicant has requested to connect to the Town water and sewer to service his personal RV. Public Foreman conducted a Site Visit and advised applicant the RV must be placed further back on the property to meet setback requirements. A shed is currently on the property restricting replacement of the RV, however the applicant advised the shed will be demolished to allow for RV parking with proper setbacks. Water and sewer connections will be the responsibility of the applicant.

Motion #22-096: Moved by Mayor Blackler and seconded by Councillor Watkins to approve in principle the request to connect an RV to Town water and sewer under the following conditions: Up to date registration must be kept on the RV at all times, the RV must remain mobile and can not be taken off the axels, the applicant can not occupy the RV on a full time basis and is limited to occupancy to a maximum of 6 months / year. All in favor (7/0). Motion carried.

Application - 187 Bayview Street (RV Parking and Letter for Sewer)

Applicant would like Council’s approval to park his RV on the property and have approval to manually transfer sewer from his RV to the Town dumping station, including a letter from the Town to Newfoundland Power indicating as such.

Motion #22-097: Moved by Councillor Rowell and seconded by Deputy Mayor Greenham to approve in principle the request to park an RV on the applicant’s property with permission to manually transfer sewage to the Town’s dumping station under the following conditions: Up to date registration must be kept on the RV at all times, the RV must remain mobile and can not be taken off the axels, the applicant can not occupy the RV on a full time basis and is limited to occupancy to a maximum of 6 months / year. All in favor (7/0). Motion carried.

Development Application – 271-273 Main Street (Construct Shed and Driveway)

Motion #22-098: Moved by Councillor Rowell and seconded by Councillor Johnson to approve in principle the request to construct a shed and driveway at 271-273 Main Street, subject to all

applicable regulations. All in favor (7/0). Motion carried.

Business Application – 35 Gillesport Road (Vacation Rental)

The applicant requests to operate a vacation rental home at 35 Gillesport Road. As the area is zoned Mixed Use, and the proposed use is Discretionary, public notice was conducted. No objections were received by the Town.

Motion #22-099: Moved by Councillor Rowsell and seconded by Councillor Barnes to approve in principle a vacation rental at 35 Gillesport Road, subject to all applicable regulations and conditions. All in Favor (7/0). Motion Carried

Development Plan – Conservation Zoning, Mapping and Plan Amendments

CAO presented to Council the option of obtaining professional aerial imagery of the Town, and obtaining land surveys and deeds from property owners, to help address mapping and zoning concerns with the current Development Regulations and Municipal Plan. CAO presented to Council several options for plan amendments including a proposal from Upland Consulting. Councillor Barnes and Councillor Watkins expressed concerns with the level of involvement that would be required from landowners to ensure the revisions to the mapping would be successful. Jeff Burt highlighted to Council that the Town will provide options for a plan amendment, should Council wish to move forward. CAO to continue looking into options for Plan amendments to present to Council. Mayor Blackler requested the Council meet to have a broader discussion of the zoning and mapping issues with the current Plans.

Stadium Renovations / Fire Hall

CAO advised Council that Municipal Affairs has informed the Town that only the Code Requirements will be completed with the funding due to price increases from 2019. CAO to continue moving forward with the Stadium Renovations.

CAO advised Council that Municipal Affairs has informed the Town that the Fire Hall Project will not be allowed to progress until the Stadium Renovations are complete.

EV Charging Station

CAO advised Council that the Town has not been informed by Take Charge yet if the application for two EV Charging Stations was selected. CAO to move forward with this initiative.

North Atlantic Gas

Jeff Burt has reached out to North Atlantic regarding placing a gas station in the Town. The Business Development officer from North Atlantic will be meeting with the Town next week to discuss the process of licensing a service station, convenience store and retail partner in

Twillingate. Jeff Burt to move forward with this initiative.

F. Finance Committee

The Finance Committee report was presented by Councillor Watkins.

The Finance Committee meeting was held on August 10, 2022. The meeting was chaired by Councillor Watkins and was attended by Councillor Barnes, Kathy Roberts and Leanne Hann.

The Bank Reconciliation was signed and approved by the Committee on August 10, 2022.

The following items were discussed:

Review of 2022 income and expense reports

Garbage Bins at Trail Heads: Committee advised Council that the Trails Crew will build garbage bins for placement at the Rock Cut Trail heads. Committee recommends hiring the Town's current custodian to remove garbage from the bins during the spring, summer and fall seasons. Council agreed. CAO to move forward with this initiative.

ATV Rentals: Committee expressed concerns regarding payments for ATV rentals for work on the trails this summer. Committee suggested the Town consider purchasing an ATV to donate to the Fire Hall with the understanding that the Town can use the ATV for Town purposes (Trails, etc.). CAO to discuss with Grant White.

Ball Field: Councillor Watkins expressed concerns regarding a fee request from the Town for use of the ball field without prior approval. Councillor Watkins suggested the Town consider a rental fee and rental agreement for the ball field. Councillor Watkins requested to be included in any Town decisions regarding the ball field. Mayor Blacker requested Grant White (Recreation Director) present to council the Town's greater vision for the ball field.

Payment of Bills

Motion #22-100: Moved by Councillor Watkins and seconded by Councillor Rowsell to approve payment of Town bills as presented during the committee meeting on August 10, 2022. All in Favor (7/0). Motion Carried.

Sponsorship – Clean Harbours

Motion #22-101: Moved by Councillor Johnson and seconded by Councillor Rowsell to purchase \$500.00 in ad space on the Clean Harbours new boat. All in Favor (7/0). Motion Carried.

Town Sign

Motion #22-102: Moved by Councillor Watkins and seconded by Deputy Mayor Greenham to

purchase two new Town Signs from Fast Signs for \$4,275.54. All in Favor (7/0). Motion Carried.

Tax Structure

Mayor Blacker requested CAO arrange a Special Meeting of Council to discuss the 2023 Tax Structure.

G. Fisherman's Committee (Councillor Blake)

Councillor Blake advised Council that a Fishery interest group has requested a meeting with the Mayor, Fisheries Committee, and applicable Town Staff. CAO to arrange meeting.

7. ADMINISTRATION

MAA July Memo

Presented to Council by Mayor Blackler.

911 Memo

Presented to Council by Mayor Blackler.

Emergency Plan Update

CAO advised Council that the Town Emergency Plan is being updated. The updated Emergency Plan was provided to Council for review. Mayor Blacker requested a separate meeting of Council to discuss the Emergency Plan prior to issuing an Approval in Principle. CAO to arrange meeting.

8. NEW BUSINESS

Capital Works 2023 Project Applications

CAO presented to Council a list of proposed Capital Works project applications for 2023. CAO presented to Council the following projects in order of application for consideration:

1. North Side Main Water Line Replacement
2. Lift Station Retrofit – Durrell Denture Clinic, Smith's Lane
3. Lift Station Retrofit – Coast Guard Building, Main Street

Council requested CAO to determine if the south side water line should be completed to the original end point before moving on to the north side water line repairs. CAO will report back to Council. Deputy Mayor Wayne Greenham requested sewer in Bayview be considered for capital works application. CAO noted the 5-Year Asset Management Plan was referenced to determine which projects to apply for. Council agreed with the order of importance presented. CAO to move forward with the application process this fall.

CEEP Application

CAO presented to Council the CEEP Application submitted by the Town to Municipal Affairs for 2022/23. Council did not present any concerns with the application as presented.

9. ADJOURNMENT

Motion #22-103: Being there no further business, it was moved by Councillor Rowsell and seconded by Deputy Mayor Greenham that the meeting be adjourned. All in Favor (7/0). Motion Carried.

The meeting adjourned at 8:35 p.m.



Justin Blackler, Mayor

Leanne Hann

Leanne Hann, CAO