

Minutes
Regular Meeting of Council
February 13, 2023 @ 7:00 pm
Town of Twillingate - Council Chambers

Present:

Justin Blackler	Mayor
Wayne Greenham	Deputy Mayor
Janice Barnes	Councillor
Mike Johnson	Councillor
Mitchell Watkins	Councillor
Lloyd Blake	Councillor
Leanne Hann	CAO
Jeff Burt	Director PW/EDO (departed meeting at 11 pm)

1. CALL TO ORDER

The meeting was called to order by Mayor Blackler at 7:05 pm.

2. VISITORS/PRESENTATIONS – N/A

3. APPROVAL OF AGENDA

Motion #23-010: Moved by Deputy Mayor Greenham and seconded by Councillor Watkins that the Agenda for the Regular Meeting of Council on February 13, 2023, be adopted as presented. All in Favor (6/0). Motion carried.

4. MINUTES/MOTIONS FOR APPROVAL

Motion #23-011: Moved by Councillor Barnes and seconded by Deputy Mayor Greenham to purchase a new condenser for the arena at a quoted cost of \$80,227.60. All in Favor (6/0). Motion carried.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

Mayor Blackler advised that the Physician Retention and Recruitment Committee is arranging a time to meet. Leanne Hann updated Council on the Wendall Clarke Game. Leanne Hann updated Council on the Dental Benefits plan for the Town.

6. REPORTS – STANDING COMMITTEES:

A. Finance Committee

The Finance Committee report was presented by Councillor Watkins. The Finance Committee meeting was held on February 13, 2023. 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 February 13, 2023.

The following items were discussed:

January Income and Expenses Report

Councillor Watkins advised no major concerns are identified with the January 2023 Income and Expense Report, or the January Adjustments / Accounts Payable Reports, as presented.

Motion #23-012: Moved by Councillor Johnson and seconded by Councillor Barnes to approve the January 2023 Income and Expenses Report as presented. All in favor (6/0). Motion carried.

Town Bills

Motion #23-013: Moved by Councillor Watkins and seconded by Councillor Barnes to approve payment of Town bills as presented during the committee meeting on February 13, 2023. All in Favor (6/0). Motion carried.

Pumphouse

Councillor Watkins advised Council they will need to look at creative ways to finance the pump house project.

Rockcut

Councillor Watkins advised that the Rockcut account was not included in previous Town financial audits, however it will be moving forward.

81 Durrell Street / 16 Minty's Farm Road

Resident complaint regarding increase in land tax. Committee recommends discounts not be granted. CAO to advise resident accordingly.

39 Slades Lane

Motion #23-014: Moved by Councillor Watkins and seconded by Councillor Barnes to waive \$290 vacant land tax fee at 39 Slades Lane in 2023. To be assessed on a yearly basis. All in Favor (6/0). Motion carried.

13 & 15 Path End

Motion #23-015: Moved by Councillor Watkins and seconded by Councillor Blake to provide a tax adjustment of \$1,360.36 for 2019 business tax, and \$3,223.62 for sewer tax, on the account of Shell-Ex located at 13&15 Path End. All in Favor (6/0). Motion carried.

158 Main Street Land Donation

Motion #23-016: Moved by Councillor Watkins and seconded by Councillor Barnes to place a memorial bench, plaque and tree on the land located at 158 Main Street. Total amount to spend is not to exceed \$500. All in Favor (6/0). Motion carried.

TITA Tax Letter

A letter submitted by TITA to Council identifying concerns with the Tax Structure was discussed. Mayor Blackler requested Leanne Hann send correspondence back to TITA.

TITA Visitor Information Centre Proposal

A proposal submitted by TITA to Council for operating of the Visitor Information Centre for the 2023 Season was discussed.

Motion #23-017: Moved by Councillor Watkins and seconded by Councillor Barnes to accept the terms and conditions of the proposal as presented by TITA to operate the VIC during the 2023 Season, except for the storage room (not provided), and a Town employee to lead the VIC will not be provided. All in Favor (6/0). Motion carried.

Combining Parcels of Land

Councillor Watkins led a discussion on combining parcels of land for tax purposes. Council consensus was to continue to allow residents to combine adjoining parcels of land in the same name, as under the direction of the Municipal Assessment Agency.

B. Community Services Committee - N/A

C. Recreation Committee – N/A

The Recreation Committee report was presented by Councillor Barnes. The Recreation Committee meeting was held on January 26, 2023.

D. Rock Cut Trail Liaison Update – N/A

E. Public Works Committee

The Public Works Committee report was presented by Deputy Mayor Greenham. The Public Works Committee meeting was held on February 09, 2023. The meeting was chaired by Deputy Mayor Greenham and was attended by Jeff Burt and Leanne Hann.

The following items were discussed:

24 Slades Lane

Snow clearing complaint was presented.

5 Froude's Lane

Snow clearing complaint was presented. Committee recommend more salt is added to this area.

13 Gillards Lane

Complaint regarding garbage collection fee was presented.

Motion #23-018: Moved by Councillor Watkins and seconded by Councillor Barnes not to waive the garbage collection fee at 13 Gillard's Lane.

In Favor: Mayor Blacker, Councillor Blake, Councillor Johnson, Councillor Watkins, Councillor Barnes

Opposed: Deputy Mayor Greenham

Motion carried.

Water System

A discussion regarding the water system was held. Council was advised that a Master Water Plan should be implemented for the Town of Twillingate.

Asset Management

A discussion regarding Asset Management and preventative maintenance was held.

Water Pumps

Council was provided an updated on the status of the water pumps in the Pump House. Council consensus was the water supply should take priority and Town office should connect with Derrick Bennet to further the discussion on funding opportunities.

Lift Station

Council was advised that Flygt pumps will be utilized for the Minty's Farm and Durrell Marine Centre lift station retrofits at no extra cost.

Guardrails

Council was advised that the Department of Transportation has been contacted by the Town with a request to fix the Kettle Cove/Bayview Street turn-off guardrail. This is to be assessed by DOT this spring.

Stop Sign Hugh Lane

A new stop sign has been put in place on Hugh Lane near the school.

Snow Clearing for Doctors

A discussion regarding snow clearing for on-call Doctors at the Notre Dame Bay Memorial Hospital who reside in the Town of Twillingate was held.

F. Protective Services Committee – N/A

G. Fisherman's Committee

Councillor Blake advised Council that the wharf in Lower Jenkins Cove is complete. Mayor Blackler presented his insights on the Community of Harbour Breton and aquaculture.

H. Planning and Development Committee

The Planning and Development agenda was presented by Councillor Johnson. The Planning and Development Committee meeting was held on February 08, 2023. The meeting was chaired by Councillor Johnson and was attended by Jeff Burt and Leanne Hann.

The following items were discussed:

Development Application –46A Main Street

Motion #23-019: Moved by Deputy Mayor Greenham and seconded by Councillor Watkins to approve in principle the request to repurpose existing building to seaside cottage at 46A Main Street, subject to all applicable regulations and conditions. All in favor (6/0). Motion carried.

Development Application – 1A Primmer’s Lane

Application provided without sufficient supporting documentation.

Development Application - 56 Main Street

Motion #23-020: Moved by Deputy Mayor Greenham and seconded by Councillor Johnson to approve in principle the request to conduct maintenance work on existing breakwater, construction of a rock crib wharf, and construct a 1.5 storey outbuilding at 56 Main Street, subject to all applicable regulations and conditions. All in favor (6/0). Motion carried.

Development Application - Blow Me Down

Motion #23-021: Moved by Deputy Mayor Greenham and seconded by Councillor Johnson to approve in principle the request construct one (1) boathouse, one (1) wharf, one (1) slipway and one (1) mooring block in the vicinity of 232 Durrell Street in Twillingate, for the purposes of re-creating an ancestral fishing room, subject to all applicable regulations and conditions. All in favor (6/0). Motion carried.

Development Application – 96 Dock Road

Motion #23-022: Moved by Councillor Watkins and seconded by Deputy Mayor Greenham to approve in principle the request to clear land of trees, level land with fill, and construct a residential dwelling at 96 Dock Road, subject to all applicable regulations and conditions. All in favor (6/0). Motion carried.

Business Application – 160 Main Street (Nan’s Pantry)

Motion #23-023: Moved by Councillor Watkins and seconded by Councillor Johnson to approve in principle Nan’s Pantry to operate a retail store at 160 Main Street, subject to all applicable regulations and conditions. All in Favor (6/0). Motion carried.

Business Application – 63 Gillesport Road (Vacation Rental)

Motion #23-024: Moved by Councillor Watkins and seconded by Councillor Johnson to approve in principle a vacation rental at 63 Gillesport Road, subject to all applicable regulations and conditions. All in Favor (6/0). Motion carried.

Business Application – 38 Ochre Pit Road (Vacation Rental)

Motion #23-025: Moved by Councillor Watkins and seconded by Councillor Johnson to approve in principle a vacation rental at 38 Ochre Pit Road, subject to all applicable regulations and conditions. All in Favor (6/0). Motion carried.

Business Application – 122 Main Street (Vacation Rental)

Motion #23-026: Moved by Councillor Watkins and seconded by Councillor Johnson to approve in principle a vacation rental at 122 Main Street, subject to all applicable regulations and conditions. All in Favor (6/0). Motion carried.

Business Application - 121 Main Street (Cannabis Retailer)

Motion #23-027: Moved by Councillor Watkins and seconded by Councillor Blake to approve in principle Vatcher Enterprise Ltd. to operate as a Cannabis Retailer at 121 Main Street, subject to all applicable regulations and conditions.

In Favor: Mayor Blacker, Councillor Blake, Councillor Johnson, Councillor Watkins, Councillor Barnes

Opposed: Deputy Mayor Greenham

Motion Carried.

Development Regulations – Interpretation of Zone Boundaries

Motion #23-028: As per Section 8.2.2 of the Town of Twillingate Development Regulations, existing and occupied residential properties with a clear and legible title of ownership and a clear and legible survey, and where such documents can be provided, shall have the property interpreted as having access to the regulations laid out in Section 9 of the Town of Twillingate Development Regulations. Moved by Mayor Blackler and seconded by Councillor Watkins. All in favor (6/0). Motion Carried.

Variance Request - 45 Upper Jenkin’s Cove Road

Resident request for variance on land size. Council requested all available historical information on-file for the property be presented for further consideration.

Firehall

Council was provided an update on the Fire Hall renovation project.

Stadium

Council was provided an update on the Stadium renovation project. The Consensus of Council was to proceed with the upgrades as presented, including the elimination of a stove and sink in the social room.

7. ADMINISTRATION

Downhome Expo, 2023

Motion #23-029: Moved by Deputy Mayor Greenham and seconded by Mayor Blackler to approve the Town attendance at the 2023 Downhome Expo in St. John’s. Cost of attendance not to exceed \$1,500. All in Favor (6/0). Motion carried.

Circular, Mandatory Training

Council was reminded of mandatory training requirements for Councillors and Town Staff.

Emergency Response Committee

Deputy Mayor Greenham provided an update on Emergency Response and advised that an emergency response community committee should be implemented. Deputy Mayor Greenham will take the lead on this.

Durrell Museum Proposal

Council was presented a letter from the Durrell Museum Corporation. Leanne Hann to confirm taxes and fees for other museums in Town and present back to Council.

Heritage Week Proclamation

Mayor Blackler Proclaimed Monday February 20, 2023 as Heritage Day, and February 20-203, 2023 as Heritage Week.

Purple Day Proclamation

Mayor Blackler proclaimed March 26, 2023 as Purple Day for Epilepsy awareness and support.

Logo Release Forms, Clean Harbours

Council was presented the Logo Release Forms from Clean Harbours. Council consensus was to sign the release forms.

MAA Memo

Council was presented three (3) memos from the Municipal Assessment Agency.

Disclosure Statements

Council was provided new Disclosure Statements as required by Provincial Affairs.

Winter Cruse Ship

Councillor Mike Johnson presented to Council a request from Cruise Newfoundland and Labrador to dock in Twillingate in February 2025. Consensus was to support the request with Mike Johnson leading this initiative.

8. REGULATIONS

Code of Conduct (Councillor)

Motion #23-030: Moved by Deputy Mayor Greenham and seconded by Councillor Johnson to adopt the Code of Conduct for Councillors as presented. All in Favor (6/0). Motion carried.

Code of Conduct (Municipal Official)

Motion #23-031: Moved by Deputy Mayor Greenham and seconded by Councillor Johnson to adopt the Code of Conduct for Municipal Officials as presented. All in Favor (6/0). Motion carried.

Employment Policy

Motion #23-032: Moved by Councillor Watkins and seconded by Deputy Mayor Greenham to adopt the Revised (2023) Employment Policy as presented. All in Favor (6/0). Motion carried.

Collections Policy

Motion #23-033: Moved by Councillor Watkins and seconded by Councillor Johnson to adopt the Collections Policy as presented. All in Favor (6/0). Motion carried.

Rules of Procedure

Motion #23-034: Moved by Deputy Mayor Greenham and seconded by Councillor Watkins to adopt the revised Rules of Procedure as presented. All in Favor (6/0). Motion carried.

9. ADJOURNMENT

Motion #23-035: Being there no further business, it was moved by Councillor Watkins and seconded by Deputy Mayor Greenham that the meeting be adjourned. All in Favor (6/0). Motion carried.

The meeting adjourned at 11:40 p.m.

Justin Blackler, Mayor

Leanne Hann, CAO