

Minutes
Regular Meeting of Council
October 17, 2022 @ 6:30 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 6:39 pm.

2. VISITORS/PRESENTATIONS – N/A

3. APPROVAL OF AGENDA

Motion #22-130: Moved by Councillor Watkins and seconded Deputy Mayor Greenham that the Agenda for the Regular Meeting of Council on October 17, 2022, be adopted as presented. All in Favor (7/0). Motion carried.

4. MINUTES/MOTIONS FOR APPROVAL

Motion #22-131: Moved by Deputy Mayor Greenham and seconded by Councillor Rowsell that the Minutes from the Regular Meeting of Council on September 07, 2022, be adopted as presented. All in favor (7/0). Motion carried.

Motion #22-132: Be it resolved to rescind previous Motion #22-106 to “engage Allnorth Consultants Limited” to provide a Level of Effort price and breakdown for the scope of work required to complete the engineering design work associated with the project: “Stadium Upgrades - 17-CCR-22-00001”. Formal Engagement of “Allnorth Consultants Limited.” through a Prime Consultant Agreement will only occur if the pricing obtained for this service is considered fair and reasonable by The Department. Council will provide documentation as require by PPA and have this available to PPA representatives if required in the future. Moved by Deputy Mayor Greenham, seconded by Councillor Rowsell. All in favor (7/0). Motion carried.

Motion #22-133: Be it resolved that The Town of Twillingate wishes to engage “CORE Engineering Inc.” to provide a Level of Effort price and breakdown for the scope of work required to complete the engineering design work associated with the project: “Stadium Upgrades - 17-CCR-22-00001”. Formal Engagement of “CORE Engineering Inc.” through a Prime Consultant Agreement will only occur if the pricing obtained for this service is considered fair and reasonable by The Department. Council will provide documentation as require by PPA and have this available to PPA representatives if required in the future. Moved by Deputy Mayor Greenham, seconded by Councillor Rowsell. All in favor (7/0). Motion carried.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

Physician Retention and Recruitment Committee – Mayor Blackler will schedule a meeting with this committee and update Council.

Lateral Line Policy – Mayor Blackler noted this Policy should be completed for implementation in 2023.

Mayor Blackler requested to add the rest of Council’s name to the Town office Christmas closure schedule discussion.

Emergency Plan – Information for the emergency plan has been received by Town office.

Dementia Friendly – Candi Card is still finalizing the dementia friendly information. She will be in contact with Councillor Rowsell. No further action required from Council / Town office at this time.

6. REPORTS – STANDING COMMITTEES:

A. Finance Committee

The Finance Committee report was presented by Councillor Watkins.

The Finance Committee meeting was held on October 17, 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 October 17, 2022.

The following items were discussed:

September Income and Expenses Report

Councillor Watkins noted the Town budget is over on fuel, this is due to unanticipated fuel price increases in 2022.

Motion #22-134: Moved by Councillor Johnson and seconded by Councillor Barnes to approve the 2022 September Income and Expenses Report as presented. All in favor (7/0). Motion carried.

Town Bills

Motion #22-135: Moved by Councillor Watkins and seconded by Councillor Barnes to approve payment of Town bills as presented during the committee meeting on October 17, 2022. All in Favor (7/0). Motion Carried.

Stadium Rental Fee Structure

Motion #22-136: Moved by Councillor Watkins and seconded by Councillor Barnes to increase the rental fees for the George Hawkins Memorial Area to \$80 per hour for Figure Skating and Minor Hockey, and \$115 per hour as Prime Time. All in Favor (7/0). Motion Carried.

Council requested to discuss which user groups will fall under prime time with Grant White, Recreation Director. Grant White to follow-up with Council.

Tax Structure Approval

Deputy Mayor Greenham left Council Chambers due to conflict of interest.

Changes to the Tax Structure for 2023 were presented by Councillor Watkins.

Motion #22-137: Moved by Councillor Watkins and seconded by Councillor Johnson to accept the 2023 Tax Structure as presented. All in Favor (7/0). Motion Carried.

Deputy Mayor Greenham returned to Council Chambers.

Insolvency Fund Letter

Councillor Watkins requested to Table the Insolvency Fund Letter during the November 2022 Council meeting. Leanne Hann to gather more information on the letter and present to Council.

Municipal Capital Works Applications

Councillor Watkins presented three potential projects for MCW 2023 Applications:

1. Sewage Lift Station Retrofits at Durrell Denture Clinic, Smith's Lane
2. Sewage Lift Station Retrofits at Coast Guard Building, Main Street
3. Southside Water and Sewer Line Replacement from Ashbourne's to Stockley's Hill.

Motion #22-138: BE IT RESOLVED to apply for cost-shared funding through the Municipal Capital

Works Call for Applications with the Municipal Infrastructure Division of the Department of Transportation and Infrastructure, in the amount of \$350,000.00 for the purpose of a Lift Station Retrofit at the Durrell Denture Clinic, Smith's Lane, Twillingate. The Town of Twillingate agrees to provide its share of the cost-shared funding, \$35,000.00, 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 Twillingate. Moved by Councillor Watkins, seconded by Councillor Johnson. All in favor (7/0). Motion carried.

Motion #22-139: BE IT RESOLVED to apply for cost-shared funding through the Municipal Capital Works Call for Applications with the Municipal Infrastructure Division of the Department of Transportation and Infrastructure, in the amount of \$350,000.00 for the purpose of a Lift Station Retrofit at the Coast Guard Building, Main Street, Twillingate. The Town of Twillingate agrees to provide its share of the cost-shared funding, \$35,000.00, 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 Twillingate. Moved by Councillor Watkins, seconded by Councillor Johnson. All in favor (7/0). Motion carried.

As a price and scope of work for the south side water/sewer line replacement was not available during the Council meeting, Council to defer a Motion on the water/sewer line project until the information is available. CAO to provide this information to Council asap. Council will place a priority on the project applications thereafter.

B. Community Services Committee

Councillor Barnes and Councillor Rowsell attended a meeting on Building Healthy Communities with Central Health. Central Health is gathering information from communities to support an initiative that would provide a Healthy Community Score.

C. Recreation Committee

The Recreation Committee report was presented by Councillor Barnes.

The Recreation Committee meeting was held on October 11, 2022.

The following items were discussed:

Seasonal Arena Attendant – Job Posting

Motion #22-140: Moved by Councillor Barnes and seconded by Councillor Watkins to approve and advertise the Seasonal Arena Attendant job posting as presented. All in Favor (7/0). Motion Carried.

Stadium Updates

Stadium opening day is anticipated to be on October 28, 2022. The Town is actively trying to source a Zamboni for next season. The current Zamboni is over 30 years old and requires extensive repairs. Grant White is sourcing options for a used Zamboni with the NHL and Recreation NL. Potential used Zamboni available in London, ON. Grant White to ask Town of Lewisporte if they would consider renting their Zamboni to Twillingate for a few months.

Rec Center Updates

Plans to construct a wall and ramp at the Rec Centre are underway. Funding will be provided via ACOA and CEEP, should the Town be successful at obtaining said funding.

Ball Field Updates

Councill requested Grant White to send information on signage, rates, naming of the ballfield, and usage fees to the Finance Committee for consideration.

Council requested Grant White to prepare a Memorandum of Understanding between the Schools and Town for use of the ball field and arena.

Programming

Current programing Active Agers has been very successful. Establishing a Dementia Friendly Committee is underway with Central Health.

D. Rock Cut Trail Liaison Update

No updates.

E. Public Works Committee

The Public Works Committee report was presented by Deputy Mayor Greenham.

The Public Works Committee meeting was held on October 13, 2022. The meeting was chaired by Mayor Blackler and was attended by Councillor Johnson, Mayor Blackler, Robbie Ings and Leanne Hann.

The following items were discussed:

5 Hospital Lane

Request to clean out catch basin and sweep sideways. As this is a Department of Transportation Road, the Public Works Foreman will contact DOT to request sweeping / clearing in the area.

6 Hospital Lane

Request to repair broken curb stop (Town Property). Repair will be completed by Public Works.

8A Main Street

- Request to clear ditching and culvert on Yates Hill. Public Works has completed a site visit and advised that water run-off from Yates Hill is flowing through the appropriate channels / ditching. The catch basin will be further assessed to determine if clearing is necessary.
- Request to complete ditching on opposite side of Main Street from house. Public Works completes yearly maintenance to ditches on a scheduled basis. However, Public Works will complete a site visit to the area and complete ditching if deemed necessary at this time.
- Request to replace material on property due to storm water run off from paved gutter in front of house, and request to extend paved gutter past house. It was noted the gutter originally stopped at the end of the house/parking area, adjacent to unfinished land. Since the Town's installation of the gutter, the resident has placed a man-made sloped driveway on the property, at the end of the gutter, which has increased soil erosion on the property. Said erosion is also noted to be a weather-related event on private property. The committee therefore recommends not to extend the gutter or replace eroded material.
- Request to assess water damage in basement of adjacent property. Committee recommends homeowner go through insurance if there is a claim to be made.
- Request to assess water damage in basement of adjacent property. Committee recommends homeowner go through insurance if there is a claim to be made.

174 Durrell Street

Request to address deterioration of Durrell Street in front of the property. Public Works to move forward with a further review of the area for possible installation of a gutter next paving season.

3-5 Young's Point

Request to install a private Lift Station. Applicant has advised they are working with Cecon Engineering for installation. Applicant to provide engineered plans to Town office. Approval recommended for installation following Town office review of permits and plans.

36 Hughes Lane

Request to pave lane. Request not approved at this time. Public Works to provide a list of un-

paved roads to Council for further assessment.

Policy on Disconnection of Services

The Public Works committee is reviewing policy on Utility Disconnection for implementation in 2023.

F. Protective Services Committee

No Updates

G. Fisherman's Committee (Councillor Blake)

No Updates

H. Planning and Development Committee

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

The Planning and Development Committee meeting was held on October 12, 2022. The meeting was attended by Councillor Blake, Councillor Johnson, Councillor Rowsell, Jeff Burt, Robbie Ings and Leanne Hann.

The following items were discussed:

Councillor Watkins left Council Chambers due to conflict of interest.

14 Bayview Street

Motion #22-141: Moved by Councillor Rowsell and seconded by Councillor Barnes to approve in principle the request to construct a deck at 14 Bayview Street subject to all applicable regulations. All in favor (6/0). Motion carried.

14 Bayview Street

Motion #22-142: Moved by Councillor Rowsell and seconded by Councillor Barnes to approve in principle the request to construct a Residential Home at 14 Bayview Street subject to all applicable regulations. All in favor (6/0). Motion carried.

Councillor Watkins returned to Council Chambers.

16 Bayview Street

Motion #22-143: Moved by Councillor Rowsell and seconded by Deputy Mayor Greenham to approve in principle the request to construct an accessory building at 16 Bayview Street subject

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

28 Hugh Lane

Motion #22-144: Moved by Councillor Rowsell and seconded by Deputy Mayor Greenham to approve in principle the request to construct a garage with water and sewer at 28 Hugh Lane subject to all applicable regulations. All in favor (7/0). Motion carried

20 Anstey's Lane

Motion #22-145: Moved by Councillor Rowsell and seconded by Deputy Mayor Greenham to approve in principle the request to construct a garage and install water and sewer as approved by Service NL at 20 Anstey's Lane, subject to all applicable regulations. All in favor (7/0). Motion carried

219 Main Street

Motion #22-146: Moved by Councillor Rowsell and seconded by Deputy Mayor Greenham to approve in principle the request to construct an accessory building at 219 Main Street subject to all applicable regulations. All in favor (7/0). Motion carried

320 Bayview Street

Motion #22-147: Moved by Councillor Rowsell and seconded by Deputy Mayor Greenham to renew permit for construction of front and rear decks, backfill and siding at 320 Bayview Street subject to all applicable regulations. All in favor (7/0). Motion carried

3-5 Youngs Point

Motion #22-148: Moved by Councillor Rowsell and seconded by Deputy Mayor Greenham to approve in principle the request to install a private lift station at 3-5 Youngs Point subject to all applicable regulations. All in favor (7/0). Motion carried

Blow Me Down Durrell

Applicant has requested to reconstruct a historic Fishing Room on Crown Land across from the Jenkins House in Blow Me Down. The applicant has received a Crown Land lease for the development. This Fishing Rooms will be a National Heritage Site that will correlate to the Jenkins House. Committee notes a portion of the proposed development area is on conservation land, the remainder is residential. Mayor Blacker expressed Council wishes to support the development and work together with the applicant in effort to see the development commence.

Conservation Zoning

Mayor Blackler requested Council move forward with formally revisiting the Development Regulations to address conservation land, amongst other issues of concern. Jeff Burt to provide

options to Council from Upland Consulting for revising the Development Regulations.

Twillingate Chiropractic

Motion #22-149: Moved by Councillor Rowsell and seconded by Councillor Johnson to approve in principle Twillingate Chiropractic to operate a Chiropractic Clinic in the Notre Dame Bay Memorial Hospital, subject to all applicable regulations and conditions. All in Favor (7/0). Motion Carried.

Levina Gene Beauty

Motion #22-150: Moved by Councillor Rowsell and seconded by Councillor Johnson to approve in principle Levina Gene Beauty to operate a Hair Salon at 160 Main Street, subject to all applicable regulations and conditions. All in Favor (7/0). Motion Carried.

People First Massage

Motion #22-151: Moved by Councillor Rowsell and seconded by Councillor Johnson to approve in principle People First Massage to operate a Massage Clinic at 160 Main Street, subject to all applicable regulations and conditions. All in Favor (7/0). Motion Carried.

130A Main Street

Applicant has requested to have water and sewer removed from their application. This has been approved by the Town office and the applicant has been advised accordingly.

165 Main Street

Correspondence from resident concerned about noise, parking, and unpleasant odors from nearby business were presented to Council. Council will review the application for the business next year and assess the location in more detail at that time.

5 Hospital Lane

Complaint from resident regarding the poor condition of accessory building (shed) on private property at the bottom of hospital lane was presented and discussed by Council. CAO to advise no action will be taken from the Town.

45 Bayview Street

Complaint from resident regarding the unsightly condition of private property across the Street was presented and discussed by Council. CAO to advise no action will be taken from the Town.

New Forms for Developments, Applications

Jeff Burt advised Council he is preparing new documentation for Town permits, applications, requests, etc. Committee recommends the new documentation be implemented in the new year.

Delegation of Authority to administer the Development Regulation

Committee recommends naming a delegate to administer the Regulations for development permits that do not include a variance. Parameters that require Council approval would include variances and large-scale developments. Jeff Burt to provide parameters for approval to Council.

Motion #22-152: Moved by Councillor Rowsell and seconded by Councillor Johnson to delegate the CAO, Director of Economic Development and Public Works, and Director of Finance and Administration to administer permits. All in Favor (7/0). Motion Carried.

Permit Enforcement

Discussion regarding how to administer and enforce the Development Regulations. Council recommends a fine structure be implemented. Jeff Burt to provide a fine structure to Council for review. Councillor Rowsell request Council meet to further discuss the permit system and fine structure.

7. ADMINISTRATION

Proclamation

Mayor Blackler proclaimed October to be Child Abuse Prevention month in the Town of Twillingate.

MMA Board of Directors

Mayor Blackler presented an update from the MAA Board of Directors dated September 22, 2022 to Council.

Age Friendly Committee

The Age Friendly Committee consisting of Mayor Blackler, Councillor Rowsell and Candi Card (Central Health) was struck. Councillor Rowsell to facilitate the Committee.

Municipal Site-Specific Health and Safety Plan – Pickup of Ice Control Materials

Mayor Blackler presented the Municipal SSHSP to Council.

Motion #22-153: Moved by Deputy Mayor Greenham and seconded by Councillor Rowsell to approve the Municipal Site-Specific Health and Safety Plan, Pickup of Ice Control Materials for 2022/23 as presented. All in Favor (7/0). Motion Carried.

Lighting at Hospital Pond

Councillor Johnson presented to Council plans for lighting at Hospital Pond.


8. ADJOURNMENT

Motion #22-154: Being there no further business, it was moved by Councillor Rowsell and seconded by Councillor Watkins that the meeting be adjourned. All in Favor (7/0). Motion Carried.

The meeting adjourned at 9:10 p.m.



Justin Blackler, Mayor



Leanne Hann, CAO