

Minutes
Regular Meeting of Council
July 11, 2023 @ 7:00 pm
Town of Twillingate - Council Chambers

Present:

Justin Blackler	Mayor
Janice Barnes	Councillor
Mike Johnson	Councillor
Lloyd Blake	Councillor
Andrew Rowsell	Councillor
Leanne Hann	CAO
Jeff Burt	Director Public Works, EDO

1. CALL TO ORDER

The meeting was called to order by Mayor Blackler at 7:02 pm.

2. VISITORS/PRESENTATIONS

Mike Warr, Director of Valuation Services at the Municipal Assessment Agency presented to Council on the MAA valuation procedure for the Town of Twillingate.

3. APPROVAL OF AGENDA

Motion #23-096: Moved by Councillor Johnson and seconded by Councillor Rowsell that the Agenda for the Regular Meeting of Council on July 11, 2023, be adopted as presented. All in Favor (5/0). Motion carried.

4. MINUTES/MOTIONS FOR APPROVAL

Motion #23-097: Moved by Councillor Barnes and Seconded by Councillor Johnson that Leanne Hann retain the title of Town Clerk in addition to her current role as CAO as outlined in the job description during the hiring process. All in favour (5/0). Motion carried.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

Motion #23-098: Moved by Councillor Rowsell and seconded by Councillor Johnson that the meeting minutes from June 12, 2023, be adopted as presented. All in Favor (5/0). Motion carried.

Outdoor Pool – Mayor Blacker attended a meeting with the pool advocacy group. The group is exploring a regional approach.

Ballfield – Leanne Hann confirmed that Grant White will order signage for the ball field.

Tax Arrears Auction – Leanne Hann advised Council that the properties situate at 25 Bayview Street and 28 Durrell Street have been removed from the auction as the accounts have been brought up to date.

Dementia Friendly – Mayor Blackler has been promoting the Dementia Friendly initiative through various media outlets. The program has received positive feedback from the community and the province.

6. REPORTS – STANDING COMMITTEES:

A. Recreation Committee

The Recreation update was provided by Councillor Barnes.

The following items were discussed:

- Summer programs are in full swing including the Green Team, Summer Day Camp and Kids Kicks Program. Positive feedback has been received on the new Day Camp.
- Age-friendly funding has been received.
- Kid Zone program at the stadium was successful.
- June Recreation Month seen a lot of participation from the community. Canada Day celebrations went as planned. The adult dance was cancelled. Positive feedback on the fireworks has been received.
- The school is applying for a grant for the basketball court through Active NL.

B. Finance Committee

The Finance Committee report was presented by Councillor Barnes. The Finance Committee meeting was held on July 11, 2023. The meeting was chaired by Mayor Blackler and was attended by Councillor Barnes, Kathy Roberts and Leanne Hann.

The bank reconciliation was signed and approved by the Committee on July 11, 2023.

The following items were discussed:

May Income and Expense Report

Council Barnes advised that no major concerns were identified with the July 2023 Income and Expense Report, or the July Adjustments/Accounts Payable Reports, as presented.

Motion #23-099: Moved by Councillor Rowsell and seconded by Councillor Barnes to approve the July 2023 Income and Expense Report as presented. All in favor (5/0). Motion carried.

Town Bills

Motion #23-100: Moved by Councillor Rowsell and seconded by Councillor Barnes to approve

payment of Town bills (unpaid) as presented during the Committee meeting on July 11, 2023. All in Favor (5/0). Motion carried.

Remembering Robbie – Donation Request

Motion #23-101: Moved by Councillor Barnes and seconded by Councillor Rowsell to donate \$250.00 to the Remembering Robbie 5K Run for Mental Health. All in Favor (5/0). Motion carried.

Digital Arts Festival – Donation Request

Motion #23-102: Moved by Councillor Barnes and seconded by Councillor Rowsell to donate \$500.00 to the Digital Arts Festival. All in Favor (5/0). Motion carried.

Delegation of new Finance Committee Member

Council acknowledged the resignation of Councillor Mitchell Watkins. Mayor Blackler advised that he will be the chair of the Finance Committee until after the 2023 by-election.

C. Rockcut Trail Liaison Update

The Rockcut Trail update was provided by Councillor Rowsell and included the following:

- The Rockcut Trails funding proposal has been submitted for a total of \$538,000.00
- The LTO application for Back Harbour requires an archeological study.
- Planned trail work is to commence July 15, 2023, if approved.
- Merchandise sales in 2023 is at approximately \$15,000.00.
- Ballcaps have arrived. Additional merchandise has been ordered.

D. Protective Services Committee - N/A

E. Fisherman's Committee

Councillor Blake, Leanne Hann and Gary Hull visited the Gillesport and Tickle Point wharves in consideration of JCP funding. Gary Hull will connect with the Gillesport wharf committee for further discussions on funding and potential programs.

F. Tourism Committee

The Tourism Committee report was presented by Mayor Blackler. The Tourism Committee meeting was held on July 04, 2023. The meeting was chaired by Mayor Blackler and was attended by Councillor Blake, Jeff Burt and Grant White.

The following items were discussed.

Unscripted festival:

The date of the Unscripted Festival was announced as September 21-24, 2023. A letter for support received by Unscripted was presented to Council. The Committee requests Kayla Dalley share the

event through the Town social media.

Fish, Fun, and Folk Festival:

Grant White and Councillor Barnes will continue to work with the Fish, Fun and Folk Festival as Town representatives. Christina Fudge is the contact if the Town has any questions.

Tax Levy:

The Municipalities Act, 1999, has no provisions for a Tourism Levy, or an Accommodations Tax, and therefore said tax can not be imposed on the Town of Twillingate Tax Structure. Councillor Rowsell to investigate further.

TITA Event:

TITA sponsors a number of events throughout the season. Council will make genuine efforts to attend the events if possible.

VIC and Office Appearance:

Green Thumb will complete the flower work around the VIC and Town locations. VIC is in full operation.

Town Entrance:

Grant White to ensure flags and banners are in place for upcoming Town Festivals.

G. Heritage Committee – N/A

H. Public Works Committee

The Public Works Committee report was presented by Mayor Blackler. The Public Works Committee meeting was held on July 06, 2023. The meeting was chaired by Mayor Blackler and was attended by Deputy Mayor Greenham, Robbie Ings, Mike Johnson and Jeff Burt.

The following items were discussed:

2 Shore Road

A letter was presented to Council regarding the condition of the resident's driveway due to continuous water line repairs. Council was advised that rerouting of the water line to avoid this would cost in excess of \$100,000. Council consensus on June 12, 2023, was not to move forward with rerouting the line. Council consensus remains not to move forward with rerouting the line.

20-21 Anstey's Lane

A letter request for gravel to be added to the lane was presented to Council. Public Works has added gravel to the area.

25 Howlett's Road

A letter was presented to Council regarding washout near the driveway. The requested repairs are included on the regular maintenance list for Public Works.

170 Main Street

A letter was presented to Council regarding potholes in the area. Public works has applied 15 bags of cold patch in the area.

31 Main Street

A letter was presented to Council requesting debris from the culvert be removed. Public works has removed the debris and cleared the culvert.

22 Path End

A request for conditional approval of a lift station at 22 Path End was presented to Council. Council requests engineered specifications of the lift station be provided to Town for review.

Motion #23-103: Moved by Councillor Rowsell and seconded by Councillor Johnson to approve in principle the request for installation of a private lift station for 22 Path End subject to all applicable regulations and conditions, all at the owner's expense. All in Favor (5/0). Motion carried.

2 Peyton's Road – Service connection

Council was presented email correspondence regarding a water hook-up request at 2 Peyton's Road. Council consensus was to not move forward with any further informal investigation by the Town office, and remain committed to Council decisions on the matter as per Motion #22-112, and the letter presented to Mr. Jenkins on September 09, 2022.

Water/Curb Stop Turn Offs

Water/curb stop turn offs will be conducted seasonally between May 1 to October 31 moving forward. Staff are only to respond to the water turn offs during this time. After this the response will be on an emergency basis only. Winter months and frozen ground can lead to many issues with these curb stops and water lines.

Equipment & Vehicle Policy

Motion #23-104: Moved by Councillor Rowsell and seconded by Councillor Barnes to adopt the Equipment and Vehicle Policy Use policy as presented. All in Favor (5/0). Motion carried.

The Public Works Foreman was granted permission to continue use of the Town truck as status quo, however a written agreement stating the vehicle is not to be utilized for personal use is to be drafted and implemented.

Twillingate Island Fill

Concerns regarding the limited quantity of fill available on Twillingate Island was presented to Council. Council will continue to monitor the situation and plan for accordingly.

Asphalt

A quote from Feltham's Construction Limited for Asphalt repair was presented to Council. Council

wishes to receive and review three quotations for the work prior to approval.

I. Planning and Development Committee

The Planning and Development Committee meeting minutes were presented by Councillor Rowsell. The Planning and Development Committee meeting was held on July 05, 2023. The meeting was chaired by Councillor Rowsell and was attended by Councillor Blake, Jeff Burt and Robbie Ings.

The following items were discussed:

Development Application – Carter’s Head

A permit has been issued for water / sewer connection.

Development Application – Legge’s Hill South

Application has been retracted by the applicant.

Development Application - 8 Church Lane

Motion #23-105: Moved by Councillor Rowsell and seconded by Councillor Johnson to approve the request for development of a shed at 8 Church Lane, subject to all applicable regulations and conditions. All in Favor (5/0). Motion carried.

Development Application - 12 Bayview Street

Motion #23-106: Moved by Councillor Rowsell and seconded by Councillor Johnson to approve the request for development of a shed at 12 Bayview Street, subject to all applicable regulations and conditions. All in Favor (5/0). Motion carried.

Development Application – 17 Long Lane

Two letters of support have been received for the variance required at 17 Long Lane for the construction of a shed.

Motion #23-107: Moved by Councillor Rowsell and seconded by Councillor Barnes to approve the request for development of a shed at 17 Long Lane, subject to all applicable regulations and conditions. All in Favor (5/0). Motion carried.

Ochre Pit Road

Council was advised that development without a permit is commencing on Ochre Pit Road. The Town office requested the matter be deferred while awaiting paperwork.

Lower Jenkins Cove

Development without proper permitting was observed at Lower Jenkins Cove on July 07, 2023. The Town administration advised the Water Resources Division of the Department of Environment and Climate Change of the matter. The Town administration has requested the Water Resources Division visit Twillingate and provide additional training and insight for Council and Town staff on

illegal in-filling. The Town office awaits a response from the Department.

Business Applications – Rock Synergy Group

Council was presented a business application for Rock Synergy Group offering financial and wellness (massage therapy) services located at 30 Dock Road, Twillingate.

Motion #23-108: Moved by Councillor Rowsell and seconded by Councillor Johnson to approve in principle the business application for Rock Synergy Group at 30 Dock Road, Twillingate, subject to all applicable regulations and conditions. All in Favor (5/0). Motion carried.

Business Occupancy

Council was advised that the current Business Occupancy application form does not require proof of ownership, or legal approval of the land/property owner in which the business operates. The Town administration is to implement a signature requirement of the legal owner on the business application forms in 2024.

Crown Lands Applications - 161308

No objections from Council regarding Crown Land application #161308 as presented.

70 Main Street

Resident concerns with the large billboard signs located at the main intersection on 68A Main Street were presented to Council. Council requests the resident provide a letter from his insurance company regarding the specifics of what is required of the Town to remedy the situation.

Vineham's Lane – Taxes/Vegetable Garden

Council was presented an email from a resident of Vineham's Lane requesting a Site visit to observe the size of the property/vegetable garden in relation to the amount of taxes imposed. Council consensus was to not conduct a Site visit and advise the resident that undersized developable lots will be re-visited in the 2024 Tax Structure.

Durrell – Signage Request

Council was presented a request to install signage at the bus turn-around in Durrell stating that over-night camping in the area is not permitted. Council consensus was to not approve the request for said signage at this location.

Firehall

An update on the Fire Hall was presented to Council. There is some flexibility of approved funding, however, the funding will not cover all the work required. The Fire Department may need to raise funds to cover the remaining costs of the renovations. An approved scope of work is required before the Town office can re-engage Cecon. Fire Chief Craig Clarke and Robbie Ings are requested to provide an update on the desired scope of work and clarify if the main roof should be included in the planned renovations.

Stadium

Renovations are to commence in August 2023 for an approximate duration of six weeks.

Pumphouse

Council was advised the Municipal Capital Works Pumphouse Retrofit Project is currently not on the agenda for the consultant fee request process with the Department of Municipal Affairs.

Water Quality

Phase 1 of the Stantec Water Feasibility study is at 60% completion. Tasks 2-4 of the Water Feasibility study is recommended by the committee.

Motion #23-109: Moved by Councillor Rowsell and seconded by Councillor Johnson to approve Tasks 2-4 of the Stantec Water Feasibility study. All in Favor (5/0). Motion carried.

Municipal Emergency Management Plan

Mayor Blackler signed updates to the MEMP as presented.

7. ADMINISTRATION

Correspondence - CEEP

The CEEP announcement and call for applications was presented to Council. Gary Hull and Leanne Hann to work with Councillor Blake on a potential CEEP project.

Correspondence - Municipal Assessment Agency

A memo dated June 14, 2023, from the Municipal Assessment Agency was presented to Council.

By-Election

Councillor Mitchell Watkins has resigned from Council effective June 20, 2023. Council wishes to extend thanks to Councillor Watkins for his time and commitment on the Town of Twillingate Council.

Motion #23-110: Moved by Councillor Rowsell and seconded by Councillor Barnes that nomination day for the Town of Twillingate 2023 by-election will take place on August 09, 2023. All in Favor (5/0). Motion carried.

Public Notification of Nominations will take place on July 31, 2023.

Motion #23-111: Moved by Councillor Rowsell and seconded by Councillor Barnes that election day for the Town of Twillingate 2023 by-election will take place on September 06, 2023. All in Favor (5/0). Motion carried.

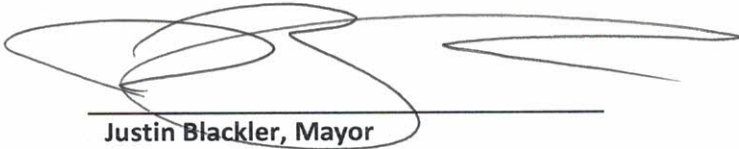
Motion #23-112: Moved by Councillor Johnson and seconded by Councillor Barnes to appoint Leanne Hann as the Returning Officer for the Town of Twillingate 2023 by-election. All in Favor (5/0). Motion carried.

8. REGULATIONS – N/A


9. ADJOURNMENT

Motion #23-113: There being no further business, it was moved by Councillor Barnes and seconded by Councillor Rowsell that the meeting be adjourned. All in Favor (5/0). Motion carried.

The meeting adjourned at 10:18 p.m.



Justin Blackler, Mayor



Leanne Hann, CAO