

Minutes
Regular Meeting of Council
April 03, 2023 @ 7:00 pm
Town of Twillingate - Council Chambers

Present:

Justin Blackler	Mayor
Janice Barnes	Councillor
Mike Johnson	Councillor
Mitchell Watkins	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 - NA

3. APPROVAL OF AGENDA

Councillor Rowsell added to the agenda a resident concern regarding the condition of Durrell Street.

Motion #23-053: Moved by Councillor Rowsell and seconded by Councillor Watkins that the Agenda for the Regular Meeting of Council on April 03, 2023, be adopted as presented. All in Favor (6/0). Motion carried.

4. MINUTES/MOTIONS FOR APPROVAL

Motion #23-054: BE IT RESOLVED to apply for cost-shared funding through Municipal Capital Works with the Municipal Infrastructure Division of the Department of Transportation and Infrastructure, in the amount of \$1,770,138.00 for the purpose of a Pump House Retrofit. Town of Twillingate agrees to provide its share of the cost-shared funding \$177,013.80 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 Town of Twillingate. Moved by Councillor Watkins and seconded by Councillor Rowsell. All in Favor (6/0). Motion carried.

Motion #23-055: Moved by Councillor Johnson and seconded by Councillor Rowsell that the Minutes from the Regular Meeting of Council on March 13, 2022, be adopted as presented. All in favor (6/0). Motion carried.

5. BUSINESS ARISING FROM PREVIOUS MINUTES

Mayor Blackler advised that Dr. Andrew Hunt would like to discuss snow clearing with the Physician Retention and Recruitment Committee. Mayor Blackler to facilitate these arrangements.

6. REPORTS – STANDING COMMITTEES:

A. Finance Committee

The Finance Committee report was presented by Councillor Watkins. The Finance Committee meeting was held on April 03, 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 April 03, 2023.

The following items were discussed:

March Income and Expenses Report

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

Motion #23-056: Moved by Councillor Johnson and seconded by Councillor Barnes to approve the March 2023 Income and Expenses Report as presented. All in favor (6/0). Motion carried.

Town Bills

Motion #23-057: Moved by Councillor Watkins and seconded by Councillor Barnes to approve payment of Town bills (unpaid) as presented during the committee meeting on April 03, 2023. All in Favor (6/0). Motion carried.

Notre Dame Seafood Business Tax

Motion #23- 058: Moved by Councillor Watkins and seconded by Councillor Rowsell to provide a business tax adjustment to NDS of \$6,316.80 (2023), and \$4,133.25 (pro-rated 2022). All in Favor (6/0). Motion carried.

Twillingate Adventure Tours – Tax Concerns

Councillor Watkins presented concerns with the tax structure from Twillingate Adventure Tours. Consensus of Council was to not reconsider the current tax structure in reference to the request at this time.

InfoTech Proposal

CAO requested to table the proposal until the next Council meeting. Council agreed.

TITA

Councillor Watkins presented a donation request from TITA. Council consensus was that an in-kind donation of the VIC will be considered a donation in place of a financial donation at this time.

Councillor Watkins presented an amended Visitor Information Centre proposal from TITA. Council consensus was that **Motion #23-017** holds, and the amended proposal will not be accepted.

Janeway Hospital

Councillor Watkins presented a flyer from the Janeway on fundraising. Council consensus was to provide an annual donation during the next local fundraising event.

Notre Dame Bay Memorial Hospital Auxiliary

Councillor Watkins presented a donation request from the NDB Memorial Auxiliary for Broda Chairs.

Motion #23-059: Moved by Councillor Watkins and seconded by Councillor Johnson to donate \$500.00 towards the NDB Auxiliary Broda Chair Fundraiser.

B. Community Services Committee

Councillor Barnes presented the Healthy Eating Policy from Grant White. Council Consensus was to table the policy until the next meeting of Council.

C. Recreation Committee

Councillor Barnes informed Council the next Recreation Committee meeting is scheduled for April 05, 2023. No updates at this time.

D. Rock Cut Trail Liaison Update

Councillor Rowsell provided an update on Rockcut Trails including the following:

- Permits for Purcell's Harbour parking lot are submitted.
- A new "You Are Here Sign" has arrived for Spillers Cove.
- A new Rockcut Trails highway sign will be placed near New West Valley.
- New stickers, hand maps, and 4000 rack cards have arrived.
- LTO for Cuckholds Hiking Trail in Wild Cove is in place.
- Committee is considering "Trail Ambassadors".
- Rock-Cut Ultra is scheduled for September 2023.

E. Public Works Committee

The Public Works Committee report was presented by Mayor Justin Blackler. The Public Works Committee meeting was held on March 29, 2023. The meeting was chaired by Deputy Mayor Greenham and was attended by Councillor Johnson, Jeff Burt and Robbie Ings.

The following items were discussed:

Tickle Point Road

Concerns regarding paving on Tickle Point Road were presented to Council. It was noted that town-owned portions of Tickle Point Road will be included in the regular grading and maintenance

schedule, set to commence in May 2023.

5 Froude's Lane

Concerns regarding snow clearing in the area were presented to Council. It was agreed that snow clearing on Froude's Lane is currently done to the best of the Town's ability.

82-88 Upper Jenkins Cove Road

A Site reconnaissance was conducted at 82-88 Upper Jenkins Cove Road to address concerns regarding snow clearing. Commencing next season, the Town will push snow away from the access point to the vacant property located at 82-88 Upper Jenkins Cove Road. A request for a Town light at this location was declined.

Durrell Street

Councillor Roswell raised concerns regarding the condition of Durrell Street in Blow Me Down area, specifically noting that portions of the road are deteriorating, and potholes are plenty. Council agreed that road maintenance is very important and this area of Durrell Street should be considered for a long term maintenance plan.

Q1 Budget Review

Jeff Burt is conducting a review of the Public Works Budget for Q1 2023.

Water/Curb Stop Turn Off's

Concerns regarding curb-stop turn on/off's were presented. Public Works committee request's the Town office conduct an education series for residents on "locating your curb stop", and "don't flush wipes".

The Public Works committee will continue the discussion regarding curb-stops and present updates at the next meeting of Council.

Water System

An additional application for funding to address concerns with the Pump House has been submitted through the Municipal Capital Works program.

F. Protective Services Committee

Councillor Rowsell advised Council that the Twillingate Fire Department participated in a local dart tournament, winning two pairs of boots and a fire extinguisher for the Department.

G. Fisherman's Committee

Councillor Blake inquired on the next CEEP program. Leanne Hann to follow-up with Councillor Blake on the next steps.

H. Heritage Committee

Councillor Johnson advised Council that he is preparing Terms of Reference for the Committee.

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 March 30, 2023. The meeting was chaired by Councillor Rowsell and was attended by Councillor Johnson, Councillor Blake, and Jeff Burt.

The following items were discussed:

Applications – Development

Development applications for 20 Greenham's Point Road, and Tickle Point Road, were received at the Town office and will be internally processed. Motion of Council not required.

Business Permits

Two applications for Short Term Rentals were received at the Town office. Review of the applications is paused as per **Motion #23-051**.

Stadium

Updates on the Stadium renovation were provided, including advising Council that a new electrical room is under consideration, and the deep fryers have been approved. The Stadium renovation budget remains as is.

Pumphouse

The Canada Community Building Fund Committee (Gas-Tax) approved the submitted funding request for the Long-Term Drinking Water Infrastructure Plan in the amount of \$9,068.00.

Motion #23-060: Moved by Councillor Watkins and seconded by Councillor Rowsell to apply for a grant through the Federation of Canadian Municipalities, in the amount of \$37,500.00 for the purpose of a Water Feasibility Study for the Town of Twillingate. All in Favor (6/0). Motion carried.

Forms and Documents

The Public Works Committee reviewed new forms for development permits that are now in use at the Town office.

7. ADMINISTRATION

No Pets Signage at the Stadium

Council agreed that signage indicating "No Pets Allowed" should be placed on the Stadium entrance doors.

Special Event Rental Policy

Leanne Hann presented the Special Event Rental Policy as it pertains the to Fish, Fun & Folk Festival. Council consensus was the FFF Festival is an exclusive Festival in the Town of Twillingate and should be treated as such. Leanne Hann is to provide a revised policy to Councillor Barnes for review.

Durrell Museum

Leanne Hann presented email correspondence from Stewart McKelvey regarding ownership and transfer of the Durrell Museum. Leanne Hann to move forward with a Deed of Conveyance, legal registration of the Deed, and a release form, all supported by Stewart McKelvey.

Food Cyclor Program

Leanne Hann briefly explained the Food Cyclor Program to Council. Council requested to table the program for further discussion at the next meeting of Council.

Municipal Assessment Agency

Mayor Blacker reviewed the MAA memo with Council.

Main Street

Councillor Blake raised concerns regarding the poor condition of Main Street through-out Twillingate. Council agreed that road maintenance is very important, and Main Street should be considered for a long-term maintenance plan. Leanne Hann to connect with the Department of Highways, and Derek Bennet to address concerns.

8. REGULATIONS

Code of Conduct (Councillor) - Amended

Motion #23-061: Moved by Councillor Watkins and seconded by Councillor Rowsell to adopt the amended Code of Conduct for Councillors as presented. All in Favor (6/0). Motion carried.

Code of Conduct (Municipal Official) - Amended

Motion #23-062: Moved by Councillor Johnson and seconded by Councillor Rowsell to adopt the amended Code of Conduct for Municipal Officials as presented. All in Favor (6/0). Motion carried.

Harassment Prevention Plan

Motion #23-063: Moved by Councillor Rowsell and seconded by Councillor Watkins to adopt the Town of Twillingate Harassment Prevention Plan as presented. All in Favor (6/0). Motion carried.

9. ADJOURNMENT

Motion #23-064: Being there no further business, it was moved by Councillor Watkins and seconded by Councillor Johnson that the meeting be adjourned. All in Favor (6/0). Motion carried.

The meeting adjourned at 9:06 p.m.

Justin Blackler

Justin Blackler, Mayor

Leanne Hann

Leanne Hann, CAO