

**Town of Terra Nova  
Regular Council Meeting  
March 13, 2023**

Minutes of the council meeting of The Town of Terra Nova, held on Monday, March 13, 2023,  
at 6:01pm.

**Members Present**

Mayor	Andrea Granberg
Deputy Mayor	Julie Pike
Councillor	Linda Hillier-Smith
Councillor	Geoff Moore
Councillor	Roger Baird

**Absent**

<b>Also, Present</b>	Account Manager/Town Clerk	Angela Penney-Tucker
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**Adoption of Agenda**

**No. 23-029**

Moved by Mayor Granberg, seconded by Councillor Moore to adopt the agenda as presented, with the following additions: under business arising – Compost bins by Deputy Mayor Pike and under new business – Firehall fire extinguishers by Deputy Mayor Pike, Terra Nova Road route 301 by Mayor Granberg and Lilly Brook Road by Mayor Granberg.

In favour: All  
Opposed: 0  
Motion Carried

**Minutes February 15, 2023**

Mayor Granberg asked if there were any errors or omissions in the minutes from the February 15, 2023, Council meeting.

**No. 23-030**

Motion made by Mayor Granberg to adopt the February 15, 2023, minutes as tabled.  
Motion seconded by Deputy Mayor Pike.

**In favour: All**  
**Opposed: 0**  
**Motion Carried**

### **Minutes of Special Meeting on March 1, 2023**

Mayor Granberg asked if there were any errors or omissions in the minutes from the March 1, 2023, Special Council meeting.

**No. 23-031**

**Motion made by Mayor Granberg to adopt the March 1, 2023, minutes as tabled. Motion seconded by Councillor Hillier-Smith.**

**In favour: All**  
**Opposed: 0**  
**Motion Carried**

### **Business Arising:**

- Trailer – River Road WIP waiting on a call back from Crown Lands
- Town Policies update– None this month
- Orders from OHS update – Angela will be speaking with the impartial third party tomorrow for the results of the investigation.
- Missing detectors in the fire hall update – WIP
- Request by property owner of 12 Loop Road update – Light and Power was up and viewed the pole placement and will send a quote to Council to have the pole moved.
- Contingency plan for Town Clerk update – A safety deposit box would have all passcodes and a key to the office in the event the account manager/town clerk could not do her duties.
  
- **No. 23-032**
- **Motion made by Councillor Moore to get a safety deposit box at the bank for approx. \$30.00 per year with the Mayor being the second person signed on it with the town clerk. Motion seconded by Deputy Mayor Pike.**
  
- **In favour: All**
- **Opposed: 0**
- **Motion Carried**

- Update on information on a generator for the EE Hall – It is not feasible to purchase a generator to run the Eddie Eastman Hall unless we have a grant to purchase as it would be a very expensive project. So, we will defer at this time.
- Update on internet connection for the Fire Hall – To have a new internet service hooked up it will cost around \$100.00 per month. Angela to email the fire department to see if this is something they would like us to explore. A booster will be hard to boost from the office to the fire department. Maybe an ethernet cable from the town office will work. Angela to request a bell technician to come out and give us our options. Also, if we went with Starlink they have 50% off installation right now.
- Asset inventory update – The fire department gave us their list of assets and now we need to update the rest of the Town's inventory.
- Compost bins – It looked good for us to order 40 bins in which we would have 20 and the Town of Traytown to have 20 if the project went ahead as it was just a exploratory option to see how much interest MMSB would receive on this but when asked the question of having two separate drops in both places MMSB said they couldn't do that so the Town of Traytown would have to figure out how to transport their 20 bins from here so it wasn't feasible for them to have this extra cost so we didn't try for this as the total minimum order of 40 would have been to many for us. We will continue to watch for more opportunities in this area.

#### **Correspondence:**

- **None**

#### **Committee Reports:**

##### **Finance, Heritage, Women's Committee Liaison, Recreation – Councillor Hillier-Smith**

- Current Operating Balance March 13, 2023 – \$312,839.11
- Gas Tax Account Total March 13, 2023 - \$47,121.18
- Accounts receivable owed on March 13, 2023, is \$40,467.62
- The Vendors Summary list March 13, 2023, totals \$9,333.11.

##### **No. 23-033**

**Motion made by Councillor Hillier-Smith to pay these invoices as tabled. Motion seconded by Councillor Baird.**

**In favour: All**

**Opposed: 0**

**Motion Carried**

- Recreation Committee update – On March 1, 2023, we had our first meeting at the Eddie Eastman Hall. In attendance was Geoff Moore, Julie Pike, and Linda Hillier-Smith from Council and Shirley Barrington, and Bunny Greening. Beaudette Simard and Donna King are members but was unable to attend. A group chat was set up and

Linda Hillier-Smith took the minutes but in the future it will be taken by Shirley Barrington or Bunny Greening. They had the first event – a card event on March 7, 2023 at the Eddie Eastman Hall and there were 14 people there and the Mayor dropped in. There was a 50/50 draw which totaled \$77.00, and the winner was Shirley Barrington. Bingo will go ahead as soon we get our licence as we are all set up for it just waiting on the licence.

- Grants – We received a quote from Home Hardware in Glovertown on the supplies and labor needed for the main entrance to the town office and it was included with the Building Age-Friendly Communities Grant that is applied for. The swimming pond area project will be starting this spring with a purchase of a mobi-mat, mobi-chair, and mobi-deck in which will take up to three weeks to get here at a cost of \$13,153.00 cdn. Also, there will be a new wheelchair accessible outhouse/change room and a clean up of the area and extension for more parking. We will be getting a quote from three contractors in the spring on the work that needs to be done.

**No. 23-034**

**Motion made by Councillor Hillier-Smith to order these three pieces of equipment for the swimming pond mobi-mat, mobi-chair, and mobi-deck. Motion seconded by Councillor Moore.**

**In favour: All**

**Opposed: 0**

**Motion Carried**

The kal tire grant for the rubber surfacing for the play equipment is applied for. The quote for the playground equipment we will get tomorrow.

**No. 23-035**

**Motion made by Deputy Mayor Pike to go ahead and order the all accessible playground equipment if it comes in within the grant amount of \$58291.00 plus the towns amount and get the order shipped to have this year. Motion seconded by Mayor Granberg.**

**In favour: All**

**Opposed: 0**

**Motion Carried**

**Public Works, Communication – Deputy Mayor Pike**

- Just in the process of getting the towns grading policy updated.
- Parking at Eddie Eastman Hall – There was a post on Facebook for free parking at the Eddie Eastman Hall but it was not done by Council. To avoid any overnight parking in the future we need a sign saying no overnight parking. We don't want people parking there overnight due snow clearing of the area, building rentals, and it is also our emergency building.

**No. 23-036**

**Motion made by Deputy Mayor Pike to purchase and install a no overnight parking sign at the Eddie Eastman Hall. Motion seconded by Councillor Baird.**

**In favour: All**

**Opposed: 0**

**Motion Carried**

**Ralph Calloway Memorial Park, Park Liaison, Crown Lands – Mayor Granberg**

- Park fee arrears update – one paying by end of week so it will not go to collections. One small payment from the collection company for one account.
- Upgrades to the trailer park – We are looking at using orange rope to rope off sites that are in arrears when the town worker works on putting posts on back and front of sites and the next step after the sites are roped off and accounts are still in arrears is the removal of the trailers from the park. This year we will have tags to go in windows showing fees are paid for 2023 season. Mayor Granberg will price out a laminate machine and get it ordered as it was budgeted for so we can laminate these tags. We had a get together of Council today and discussed the options for sewer disposal and we agreed on a dumping station tank and we also discussed ways of getting water for the park. The town worker would check on tank and the tank area to monitor when it would need to be dumped.

**No. 23-037**

**Motion made by Mayor Granberg to get cost on dump station tank for the Ralph Calloway Memorial Park. Motion seconded by Councillor Baird.**

**In favour: All**

**Opposed: 0**

**Motion Carried**

- We will have a meeting with the trailer park people to go over new updates like what is going on with the dumping station and the new basketball half court, and go over the trailer park policies and to open the lines of communications the week before May 24<sup>th</sup> weekend. The meeting will be on May 13, 2023, at 2:00pm at the Eddie Eastman Hall.
- When the sewer tank is available for use the outhouses that are there now will be remove except for one or two so any trailers that have pipes going to them - this will resolve the issues we have with this process.
- Crown Lands update – One now gone for final review, the 4 lots on Pine Tree are ready for payment, one waiting on more information plus 2 more waiting on surveys to be completed. Mayor Granberg and Angela have a meeting on Thursday at 4:00pm to go over more crown lands applications.

## **Social, Student Employment, Municipal Affairs, Public Relations, Beautification**

- Social update - none
- Student Employment – Federal grant applied for and waiting for the provincial one to open.
- Municipal Affairs – The Town of Terra Nova revised budget has been approved.
- Public Relations – nothing currently
- Beautification – This time of the year nothing to update

## **New Business:**

- Six-month review for Account Manager/Town Clerk – It is time for another review. Council is all okay with the work done.

### **No. 23-038**

**Motion made by Mayor Granberg to accept the 6 month review of the account manager/town clerk and to accept the contract obligation to receive a increase after 6 months. Motion seconded by Deputy Mayor Pike.**

**In favour: All**

**Opposed: 0**

**Motion Carried**

- 2023 Municipal Symposium – May 4-6 in Gander. Mayor Granberg, Councillor Moore, and Angela Penney-Tucker want to attend. Angela to register for this.
- Fire extinguisher for fire department – The fire department needs two more fire extinguishers.

### **No. 23-039**

**Motion made by Deputy Mayor Pike to purchase two ABC fire extinguishers, brackets, and signage for the fire department. Motion seconded by Mayor Granberg.**

**In favour: All**

**Opposed: 0**

**Motion Carried**

- Route 301 – The government has route 301 on the list for a portion of pavement this year. Mayor Granberg said thanks to Lloyd Parrott, MHA for Terra Nova district for his dedication on route 301, he has spoke numerous times on Terra Nova Road being a safety concern and even in his communication in the house had the opposition nodding their heads in agreement with him. This is something he has fought for years even with prior Council and now we are on the list they can not ignore us and hopefully the road will get done this year. Also, the Department of Highways had a look last week at the damage they done by 37 Lilly Brook Road and since then has deteriorated so hopefully that

means they will be doing something with it but if nothing is done by the time the town worker is in again we need the holes filled in.

### **Permits**

- 0 permits issued since the last meeting.

Councillor Moore congratulated coach Caleb Alex, skip Brad Gushue, 2<sup>nd</sup> vice skip Mark Nichols, Brett Gallant and Geoff Walker for winning the Brier and now heading to the World Champions.

**No. 23-040**

**Motion made by Mayor Granberg to adjourn the meeting at 7:21pm. Motion seconded by Councillor Baird.**

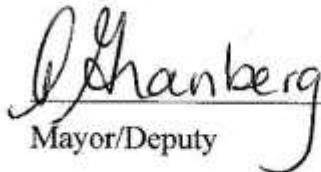
**In favour: All**

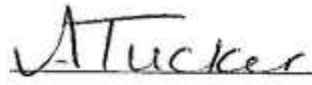
**Opposed: 0**

**Motion Carried**

### **ADJOURNMENT**

**7:21 pm**

  
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Mayor/Deputy

  
\_\_\_\_\_  
Clerk



**Town of Terra Nova**  
**Vendor Aged Summary As at 03/13/23**

Name	Total	Current	31 to 60	61 to 90	91+
Central Newfoundland Waste Ma...	259.00	259.00	-	-	-
Diversions Computer Centre	140.30	140.30	-	-	-
Glovertown Home Hardware Bld...	-11.25	-	-	-	-11.25
HA Construction	3,243.00	3,243.00	-	-	-
Hillier-Smith, Linda	631.63	631.63	-	-	-
NF Power	2,267.98	2,267.98	-	-	-
Ralph, Kim	2,318.40	2,318.40	-	-	-
ScotiaLine Visa	-50.00	-	-	-	-50.00
Sign Factory	1,782.21	-	1,782.21	-	-
Whalen Law	472.80	472.80	-	-	-
<b>Total outstanding:</b>	<b>11,054.07</b>	<b>9,333.11</b>	<b>1,782.21</b>	<b>-</b>	<b>-61.25</b>



**Town of Terra Nova**  
**Customer Aged Summary As at 03/13/23**

Total	Current	31 to 60	61 to 90	91+
40.25	0.00	0.00	0.00	40.25
-4.50	0.00	0.00	0.00	-4.50
943.01	0.00	0.00	0.00	943.01
1,501.40	0.00	1,501.40	0.00	0.00
1,213.08	0.00	1,213.08	0.00	0.00
230.00	0.00	0.00	0.00	230.00
887.39	0.00	0.00	0.00	887.39
377.03	0.00	0.00	0.00	377.03
-350.00	0.00	-350.00	0.00	0.00
9.50	0.00	0.00	0.00	9.50
-0.55	0.00	0.00	0.00	-0.55
248.03	0.00	0.00	0.00	248.03
-200.00	-100.00	-100.00	0.00	0.00
941.00	0.00	0.00	0.00	941.00
293.20	0.00	0.00	0.00	293.20
-10.00	0.00	0.00	0.00	-10.00
-2.97	0.00	-2.97	0.00	0.00
-7.34	0.00	-7.34	0.00	0.00
942.16	0.00	0.00	0.00	942.16
-0.20	0.00	0.00	0.00	-0.20
-16.50	0.00	0.00	0.00	-16.50
2,002.33	0.00	0.00	0.00	2,002.33
377.03	0.00	0.00	0.00	377.03
203.00	0.00	0.00	0.00	203.00
184.10	0.00	0.00	0.00	184.10
479.36	0.00	0.00	0.00	479.36
377.03	0.00	0.00	0.00	377.03
377.03	0.00	0.00	0.00	377.03
844.00	0.00	0.00	0.00	844.00
-350.00	0.00	0.00	0.00	-350.00
2,070.56	0.00	0.00	0.00	2,070.56
-2.88	0.00	0.00	0.00	-2.88
2,497.62	0.00	0.00	0.00	2,497.62
16.45	0.00	0.00	0.00	16.45
199.80	0.00	0.00	0.00	199.80
-36.67	0.00	-36.67	0.00	0.00
-0.58	0.00	0.00	-0.58	0.00
377.03	0.00	0.00	0.00	377.03
377.03	0.00	0.00	0.00	377.03
244.67	0.00	0.00	0.00	244.67
778.64	0.00	0.00	0.00	778.64
1,214.50	0.00	0.00	0.00	1,214.50

9,509.06	0.00	9,509.06	0.00	0.00
350.00	0.00	0.00	0.00	350.00
942.42	0.00	0.00	0.00	942.42
377.03	0.00	0.00	0.00	377.03
259.03	0.00	0.00	0.00	259.03
1,600.06	0.00	0.00	0.00	1,600.06
-7.75	0.00	0.00	-7.75	0.00
-173.81	-173.81	0.00	0.00	0.00
-0.74	0.00	0.00	0.00	-0.74
10.58	0.00	0.00	0.00	10.58
2,037.58	0.00	0.00	0.00	2,037.58
-2.70	0.00	0.00	0.00	-2.70
-0.01	0.00	-0.01	0.00	0.00
52.23	0.00	0.00	0.00	52.23
-71.88	0.00	0.00	0.00	-71.88
22.63	0.00	0.00	0.00	22.63
1,047.34	0.00	0.00	0.00	1,047.34
-1.36	0.00	0.00	0.00	-1.36
0.50	0.00	0.00	0.00	0.50
377.03	0.00	0.00	0.00	377.03
24.55	0.00	0.00	0.00	24.55
-0.10	0.00	0.00	0.00	-0.10
55.40	0.00	0.00	0.00	55.40
1,005.95	0.00	0.00	0.00	1,005.95
1,668.44	0.00	0.00	0.00	1,668.44
1,294.67	0.00	0.00	0.00	1,294.67
388.95	0.00	0.00	0.00	388.95
47.82	0.00	0.00	0.00	47.82
-5.25	0.00	0.00	0.00	-5.25
18.88	0.00	0.00	0.00	18.88
377.03	0.00	0.00	0.00	377.03

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40,467.62	-273.81	11,726.55	-8.33	29,023.21
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