

**Town of Terra Nova  
Regular Council Meeting  
April 16, 2025**

Minutes of the council meeting of The Town of Terra Nova, held on Wednesday, April 16, 2025, at 6:02pm.

**Members Present**

Mayor	Andrea Cornell
Deputy Mayor	Julie Pike
Councillor	Roger Baird
Councillor	Edward Osmond

**Also, Present**

Town Clerk Manager	Angela Penney-Tucker
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**Absent**

Councillor	Linda Hillier-Smith
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**Adoption of Agenda**

No. 25-037

Moved by Councillor Baird, seconded by Deputy Mayor Pike to adopt the agenda.

In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Baird, Councillor Osmond.

Opposed: 0

Motion Carried

**Minutes:**

**Regular meeting on March 19, 2025**

Mayor Cornell asked if there were any errors or omissions in the minutes from the March 19, 2025, Council meeting.

No. 25-038

Motion made by Deputy Mayor Pike to adopt the minutes of the council meeting of March 19, 2025. Motion seconded by Councillor Baird.

In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Baird, Councillor Osmond.

Opposed: 0

Motion Carried

**Delegations: NONE**

## **Business Arising:**

Town Policies and regulations update: NONE

New town maintenance worker process update – The new maintenance worker will be starting on April 28<sup>th</sup>. Retirement party for Watson.

### **No. 25-039**

**Motion made by Councillor Baird to budget up to \$200.00 for the food, gift, supplies for the retirement party. Motion seconded by Deputy Mayor Pike.**

**In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Baird, Councillor Osmond.**

**Opposed: 0**

**Motion Carried**

Fire Department training list – Angela reached out to Tony Rose to see what basic training to have on this list. Tony said the Fire Department should have a training list that could be provided to us, but he sent us some guidelines for this list that was sent out to Council for review.

### **No. 25-040**

**Motion made by Deputy Mayor Pike for Deputy Fire Chief to be able to speak. Motion seconded by Councillor Baird.**

**In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Baird, Councillor Osmond.**

**Opposed: 0**

**Motion Carried**

This list is only to list what the members have not a list saying what Council wants them to have it is for our viewing not an ask for training.

Decommission of playground equipment steel – We are gathering up all the steel in one area to put out to tender. Defer to next meeting.

## **Correspondence: NONE**

## **Committee Reports:**

### **Finance & Heritage– Councillor Hillier-Smith**

- Current Operating Balance April 16, 2025 – \$365,003.04.
- Gas Tax Account Total April 16, 2025 - \$17,125.64.
- Accounts receivable owed on April 16, 2025, is \$122,128.36. List included in minutes.
- The Vendors Summary list April 16, 2025, totals \$6,694.59. List included in minutes.

**No. 25-041**

**Motion made by Deputy Mayor Pike to pay these invoices as tabled and Angela to order printer ink supplies from Staples. Motion seconded by Councillor Baird.**

**In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Baird, Councillor Osmond.**

**Opposed: 0**

**Motion Carried**

### **Public Works, Communication, Grants update – Deputy Mayor Pike**

The scope of work for road paving this spring is being drafted. The scope of work for the install of slide and groundwork is a work in progress. There is some stone at the office area to be put on Farm Road and maybe other areas of town that needs some if any left over when the maintenance worker starts. The snow clearing contact for the season is now over.

- Update on grants – We received \$1,000.00 from the community sports fund for the grand opening, family fun day, and renaming ceremony of the playground. We also have applied for the Active NL grant 2025/26 for another piece of playground equipment. We have been approved for one student under the Federal Government grant and nothing back on the Provincial one yet. We received \$10,000.00 from Active NL for a new slide and the TNRC has undertaken a 50/50 fundraiser to help with the install costs. Thanks to everyone involved.

**No. 25-042**

**Motion made by Deputy Mayor Pike to proceed with advertising for the student worker under the grant. Motion seconded by Councillor Baird.**

**In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Baird, Councillor Osmond.**

**Opposed: 0**

**Motion Carried**

### **Ralph Calloway Memorial Park, Park Liaison, Crown Lands – Mayor Cornell**

- Update on second stage with septic in RCM Park –The 24-hour pump test is booked in for April and we have started a scope of work for the pump house and electrical to be reviewed and put out for tender when completed. Council met today and determined where to put the control house now we can proceed with the measurements for the scope of work.
- Crown lands update – Three files were sent our lawyers to complete the deed of conveyance. One more in which we received payment for this week.
- Pine Tree Lots –We have received notice that this application is gone in for final review.

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

- Municipal Affairs update –Angela has election training on June 11<sup>th</sup> and cardboard ballot boxes and privacy screens are to be ordered.
- Public Relations: Town quad starting motor.

**Deputy Mayor Pike declared conflict of interest at 6:39PM**

When the maintenance was completed on the town quad it was suggested that a new starter motor was needed.

**No. 25-043**

**Motion made by Councillor Baird to order the starter motor for the quad when price quotes are received. Motion seconded by Councillor Osmond.**

**In favour: Mayor Cornell, Councillor Baird, Councillor Osmond.**

**Opposed: 0**

**Motion Carried**

**Deputy Mayor Pike back at 6:44PM**

- Service of heat pump at Eddie Eastman Hall – Service needed on heat pump at Eddie Eastman Hall by the company that installed the heat pump. The company offered to service the one at the Fire Department at the same time as per the quote amount sent out to Council.

**No. 25-044**

**Motion made by Deputy Mayor Pike to hire ER Heating to complete service of heat pumps at the Eddie Eastman Hall and the fire department ad per quoted amounts. Motion seconded by Councillor Baird.**

**In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Baird, Councillor Osmond.**

**Opposed: 0**

**Motion Carried**

- Streetlight on Sparkes Lane – Angela to check on amount for new streetlight on Sparkes Lane.

**No. 25-045**

**Motion made by Councillor Osmond if within budget to put streetlight on Sparkes Lane. Motion seconded by Deputy Mayor Pike.**

**In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Baird, Councillor Osmond.**

**Opposed: 0**

**Motion Carried**

- Beautification update – Under the Town of Terra Nova sign needs clean up. Deputy Mayor Pike will look after this project.

### **New Business:**

- Grant service sharing with Fire Department – The fire department has asked Council if they will share the emails received from our grant service with them. The fire department would have to let the town office know if they are going to apply for any grants to make sure there are no grants being applied for twice by both the town and the fire department. All of Council agreed to share the email on the available grants with them.
- Display of house numbering – All houses/cabins should have their correct address number displayed on their house/cabin. The guidelines for this will be sent out by the Town Clerk Manager along with the correct number for each property as per the numbering from the Municipal Assessment Agency. All of Council in agreement.
- Spring clean-up dates – Clean-up week for the spring of 2025 will be the first week in June. June 2-6, 2025.

### **Permits**

- 5 permits issued since the last meeting.

**Next meeting -Wednesday May 14, 2025 at 6:00PM**

**No. 25-046**

**Motion made by Councillor Baird to adjourn the meeting at 7:15PM. Motion seconded by Deputy Mayor Pike.**

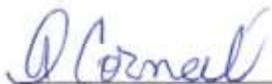
**In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Baird, Councillor Osmond.**

**Opposed: 0**

**Motion Carried**

**ADJOURNMENT**

**7:15 PM**



Mayor/Deputy



Clerk

**Town of Terra Nova**  
**Vendor Aged Summary As at 04/16/25**

Name	Total	Current	31 to 60	61 to 90	91+
Burnt Pine Woodworks ltd	2,875.00	2,875.00	-	-	-
Central Newfoundland Waste Ma...	314.65	314.65	-	-	-
Diversions Computer Centre	232.14	232.14	-	-	-
Municipal Assessment Agency Inc.	1,540.50	1,540.50	-	-	-
Municipalities Newfoundland & L...	350.00	350.00	-	-	-
Ralph, Kim	1,058.00	1,058.00	-	-	-
Whalen Law	324.30	324.30	-	-	-
<b>Total outstanding:</b>	<b>6,694.59</b>	<b>6,694.59</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Town of Terra Nova**  
**Customer Aged Summary As at 04/16/25**

Total	Current	31 to 60	61 to 90	91+
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
714.18	394.39	13.77	13.18	292.84
400.00	400.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
780.00	780.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
-2.50	-2.50	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
861.95	862.50	0.00	0.00	-0.55
862.50	862.50	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
789.98	789.98	0.00	0.00	0.00
780.00	780.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
760.00	760.00	0.00	0.00	0.00
760.00	760.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
812.46	862.50	0.00	-50.00	-0.04
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
1,347.64	421.67	39.87	38.16	847.94
657.53	657.53	0.00	0.00	0.00
780.00	780.00	0.00	0.00	0.00
370.00	380.00	0.00	0.00	-10.00
760.00	760.00	0.00	0.00	0.00

374.09	380.00	0.00	-5.91	0.00
789.74	789.74	0.00	0.00	0.00
862.00	862.50	0.00	0.00	-0.50
380.00	380.00	0.00	0.00	0.00
376.00	380.00	0.00	0.00	-4.00
2,091.01	915.40	59.24	56.69	1,059.68
400.00	400.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
862.07	862.50	0.00	0.00	-0.43
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
920.00	920.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
353.16	380.00	0.00	0.00	-26.84
380.00	380.00	0.00	0.00	0.00
180.00	180.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
920.00	920.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
860.00	862.50	0.00	0.00	-2.50
9,096.70	1,217.08	347.92	332.94	7,198.76
380.00	380.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
755.00	760.00	0.00	0.00	-5.00
862.50	862.50	0.00	0.00	0.00
760.00	760.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00

380.00	380.00	0.00	0.00	0.00
1,753.84	900.88	36.73	26.93	789.30
866.64	866.64	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
760.00	760.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
618.79	862.50	0.00	-243.71	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
920.00	920.00	0.00	0.00	0.00
760.00	760.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
920.00	920.00	0.00	0.00	0.00
-0.02	0.00	-0.02	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
760.00	760.00	0.00	0.00	0.00
920.00	920.00	0.00	0.00	0.00
920.00	920.00	0.00	0.00	0.00
115.00	0.00	0.00	0.00	115.00
920.00	920.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
-463.02	0.00	0.00	0.00	-463.02
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
918.09	920.00	0.00	0.00	-1.91
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
377.14	380.00	0.00	0.00	-2.86
862.50	862.50	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00

862.50	862.50	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
400.00	400.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
1,226.55	52.82	50.54	48.37	1,074.82
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
1,280.90	880.52	0.00	0.00	400.38
862.49	862.50	0.00	0.00	-0.01
862.50	862.50	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
-71.88	-71.88	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
300.39	300.39	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
0.10	0.10	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
843.55	862.50	0.00	0.00	-18.95
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
140.00	140.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
1,160.00	1,160.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
374.82	380.00	0.00	0.00	-5.18
380.00	380.00	0.00	0.00	0.00
920.00	920.00	0.00	0.00	0.00
-0.10	0.00	0.00	0.00	-0.10
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
770.00	780.00	0.00	0.00	-10.00
380.00	380.00	0.00	0.00	0.00

2,692.45	0.00	0.00	0.00	2,692.45
780.00	780.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
859.69	862.50	0.00	0.00	-2.81
380.00	380.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
379.99	380.00	0.00	0.00	-0.01
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
-5.25	0.00	0.00	0.00	-5.25
1,725.00	1,725.00	0.00	0.00	0.00
920.00	920.00	0.00	0.00	0.00
862.50	862.50	0.00	0.00	0.00
2,262.19	922.77	57.68	55.19	1,226.55
380.00	380.00	0.00	0.00	0.00
920.00	920.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
380.00	380.00	0.00	0.00	0.00
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122,128.36	106,113.03	605.73	271.84	15,137.76
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