

**Town of Terra Nova
Regular Council Meeting
August 22, 2025**

Minutes of the council meeting of The Town of Terra Nova, held on Wednesday, August 22, 2025, at 6:00pm.

Members Present

Mayor	Andrea Cornell
Councillor	Linda Hillier-Smith

Also, Present

Town Clerk Manager	Angela Penney-Tucker
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Via phone

Deputy Mayor	Julie Pike
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Absent

Councillor	Roger Baird
Councillor	Edward Osmond

Adoption of Agenda

No. 25-093

Moved by Deputy Mayor Pike, seconded by Councillor Hillier-Smith to adopt the agenda with the following added items.

Under new business – Old fridge by Mayor Cornell. Under correspondence –Services to Sparkes Lane by Angela.

In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Hillier-Smith.

Opposed: 0

Motion Carried

Minutes:

Regular meeting on July 23, 2025

Mayor Cornell asked if there were any errors or omissions in the minutes from the July 23, 2025, Council meeting.

No. 25-094

Motion made by Councillor Hillier-Smith to adopt the minutes of the council meeting of July 23, 2025. Motion seconded by Deputy Mayor Pike.

In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Hillier-Smith.
Opposed: 0
Motion Carried

Delegations: NONE

Fire Department updates/concerns:

Deputy Fire Chief Storie Thanked Marrison Cornell for the water for Fire Department training exercise. The BA units have been received. The local Fire Departments has the authority to make decisions on the fire bans in their areas. They would like to collaborate with Council on issues such as young people having fires around town, more no camping signs, the roadways being blocked on both sides of the road for swim pond area parking, campground ATV use when fire bans on.

Business Arising:

Town Policies and regulations update: NONE

Eddie Eastman Hall heat pump repairs – The repair company reached out and said they are expecting to be coming up this week sometime.

Starlink/email for town office update – Diversions is setting up our new email. When we have the new email set up, we will be able to purchase Starlink for the office as we need to have the new email first.

Correspondence:

Snowmobile on river – Read and included in the minutes. Anyone would have to contact the local fisheries office on this matter as the town is unable to police this.

Leaf blower concerns – The town received a phone call with a complaint on the use of the leaf blower to clean up areas on the roadways in town. It causes dust and loud noise concerns. Unfortunately, this must be cleaned up for safety and beautification reasons in town. A broom would be very time consuming so unless someone has a better solution then it must be done as part of the town maintenance to the roadways.

Meeting request – The town received an email from the Terra Nova Cabin Owners Association requesting a meeting with town council to discuss concerns regarding past records, agreements, and recent billing for snow clearing services. Angela has worked on this file for some time now and has given the association all asked documents and information on this matter. The town can only bill based on the invoicing received from Transportation. Council can meet with them on September 9th at 4:15PM.

Services to Sparkes Lane – Read and included in minutes. Sparkes Lane is not up to standard road size to provide snow clearing services. As in the past Forge Lane property owners were asked if they wanted to give up frontage this would have to be the same for Sparkes Lane to be able to provide these services (snow clearing and garbage pick up). Current council will not take on this issue at this time being this close to the end of our mandate.

Committee Reports:

Finance & Heritage– Councillor Hillier-Smith

- Current Operating Balance August 20, 2025 – \$266,427.36.
- Gas Tax Account Total August 20, 2025 - \$34,159.50.
- Accounts receivable owed on August 20, 2025, is \$38,716.53. List included in minutes. Angela will be sending out statement of accounts to all receivable account with balances owing so all account holders can view all their amount owing to the town before interest starts in September on the accounts.
- The Vendors Summary list August 20, 2025, totals \$23,088.71. List included in minutes.

No. 25-095

Motion made by Councillor Hillier-Smith to pay these invoices as tabled. Motion seconded by Deputy Mayor Pike.

In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Hillier-Smith.

Opposed: 0

Motion Carried

The town has been asked by Municipal Affairs to review our own source revenue as they have shown very little increase over the ten-year period in our 2026 budget prep. Our tax and fee structure for property tax is set at a base amount of \$380.00 under property assessment of \$500,000.00 then at a mil rate. It is recommended that we have no base amount but tax all properties using the mil rate and the property assessment. We will have to adjust our mil rate to meet the town's budget requirements for the 2026 and, to be in line with similar tax structures.

Terra Nova Day income and expenses – We made \$501.00 plus the budget amount of \$1,000.00 less expenses of \$683.46 equals \$817.54.

Public Works, Communication, Grants update – Deputy Mayor Pike

Our garbage collection contract is up for renewal or tender in September of this year. The current contractor has agreed to continue this contract at the same rates for the one additional year as per the current contract commencing October 1, 2025 – September 30, 2026. They sent in an email

to council on the reasons Sparkes Lane is not included in the garbage pick up. The paving around town is completed and an excellent job was done, and it is nice to see the potholes filled in. Transportation Infrastructure also came in and did some work on the shoulders of the road.

- Update on grants – We have applied for the New Horizon Grant for Seniors, and we will continue to look for new grant opportunities but right now we are getting close to the end of our mandate, and we are concentrating on clueing up all started projects.

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

- Update on second stage with septic in RCM Park –The electrician is going to start the electrical work the first week in September.
- The trailer at the site that was roped off has been removed.
- There was some vandalism in the Ralph Calloway Memorial Park to the fence in the playground with some fence board being thrown out in the woods. The town worker has the repairs completed. If you see someone vandalising town property, please report to the town.

Crown Lands update – We have three more applications sent into Crown Lands for review. Any information on completing an application please contact the town office.

Update on Pine Tree Road lots – We have heard back that the lease has been approved by Crown Lands and next we must complete a survey and decide on an option we will be taking with the lease.

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

- Thank you to the Terra Nova Recreation Commission for the donation of the new fridge, freezer, and garbage can for the Eddie Eastman Hall.
- Terra Nova Day and Playground Opening Ceremony and Family Fun Day were a great success. Thanks to all that helped in these events.
- We will have a Potluck volunteer appreciation supper on September 13th at 5:00PM with the town supplying tea/coffee, drinks and cake with a budget of \$200.00.

No. 25-096

Motion made by Councillor Hillier-Smith to have a volunteer appreciate supper with a budget of \$200.00 from our recreation budget. Motion seconded by Deputy Mayor Pike.

In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Hillier-Smith.

Opposed: 0

Motion Carried

ATV safety – Deputy Mayor explained there has been a few near missing in town and not only with ATVs. Speed and not obeying traffic signs such as not stopping at stop signs is becoming a major concern. We like everyone to enjoy our town and to stay safe and this issue is causing concern, and we know that the RCMP is understaffed but it will be too late when something happens. Letter to be sent to the RCMP in Glovertown asking for more of a present in the community.

Beautification update – The pumphouse in the trailer park is painted and the privy will be painted as well. The stand for the new deep freezer is built for the Eddie Eastman Hall.

New Business:

- Starlink at Eddie Eastman Hall – September is the last month in which the grant funding will cover the monthly cost of the Starlink. As this is our emergency operation centre will need internet for any emergency.

No. 25-097

Motion made by Councillor Hiller-Smith to continue to pay for Starlink at the Eddie Eastman Hall. Motion seconded by Deputy Mayor Pike.

In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Hillier-Smith.

Opposed: 0

Motion Carried

- Info on wildfire safety – The agenda should state wildfire not wildlife safety it was a typo. We have a link posted on our Facebook page with highly informative information on wildfire safety. Before, during, and after a wildfire. Everyone should check it out to be more informed on what to do in this situation.
- Assess the fire break up by Pitts Pond – This area needs some clearing. It did stop a fire one time and now the area needs to be addressed. Maybe ask the Provincial government, Forestry to help along with the Terra Nova Volunteer Fire Department. Councillor Baird also mentioned the Fire Smart Program like is out in BC that has some good points like reducing the number of trees on your property, replace evergreen trees, and trim them as this would help.
- Sign at the municipal playground respect equipment – We need a sign stating to please use playground equipment respectfully and responsibly. Please let us know if you see anyone misusing the playground equipment.
- Magnetic sign for the Eddie Eastman Hall stating cooling centre – This sign would cost approximately \$25.00 to put on the main door stating cooling centre when the hall is open as a cooling centre. Angela to order from GB Signs.
- Old fridge – It is a town asset, so we must follow proper procedure to sell it.

No. 25-098

Motion made by Councillor Hiller-Smith to have an online auction for sale of fridge by email to town closing Friday, August 22nd at 11:00AM starting bid at \$25.00 to be picked up at the Eddie Eastman Hall by 3:00PM Friday. Motion seconded by Deputy Mayor Pike.

In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Hillier-Smith.

Opposed: 0

Motion Carried

Permits

- 2 permits issued since the last meeting.

Next meeting –Wednesday September 17, 2025 at 6:00PM

No. 25-099

Motion made by Councillor Hillier-Smith to adjourn the meeting at 7:13PM. Motion seconded by Deputy Mayor Pike.

In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Hillier-Smith.

Opposed: 0

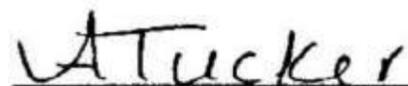
Motion Carried

ADJOURNMENT

7:13 PM

_____

Mayor/Deputy

_____

Clerk

From: [REDACTED]
Sent: August 2, 2025 9:51 PM
To: Town of Terra Nova
Subject: Snow mobile on River

Is there any rules around the snow mobile being on the river near river road? Almost every weekend we have been here this spring/summer (most weekends) there's a guy that is going up and down the river on skidoo. Sometimes for a few minutes and sometimes for hours. He is there all hours of day and night. It is quite horrible to have to listen to this noise pollution. This is not like the quads and dirt bikes going by and continuing on. He goes up and down in front of our cabin constantly. It is extremely loud and irritating. He was here last summer but it seemed to be less or maybe we were here less.

I'm just wondering if there is any thing that can be done. I'm also wondering if it's an environmental issue having a snow mobile operating in the river. It is certainly not designed for that purpose.

Thanks
[REDACTED]

From: Aiden Wadman [REDACTED]
Sent: August 19, 2025 9:49 PM
To: Town of Terra Nova
Subject: Services to Sparkes Lane

Good day council,

First of all, thanks for the street light on Sparkes Lane. This is a great addition and really lights up the lane at night.

I would like to open the discussion again on other services for Sparkes Lane.

It is my understanding that Sparkes Lane is owned by the town.

If this lane is owned by the town, then the town should provide the same services as any other street in town.

I am requesting that the town reconsider snow clearing and garbage collection on Sparkes Lane in your 2026 budget planning.

Aiden Wadman

Town of Terra Nova
Customer Aged Summary As at 08/20/25

Total	Current	31 to 60	61 to 90	91+
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
862.50	0.00	0.00	0.00	862.50
380.00	0.00	0.00	0.00	380.00
714.18	0.00	0.00	0.00	714.18
862.50	0.00	0.00	0.00	862.50
-2.50	0.00	0.00	0.00	-2.50
862.50	0.00	0.00	0.00	862.50
362.50	0.00	0.00	0.00	362.50
-0.55	0.00	0.00	0.00	-0.55
-10.02	-10.02	0.00	0.00	0.00
312.46	0.00	0.00	0.00	312.46
380.00	0.00	0.00	0.00	380.00
647.64	0.00	0.00	0.00	647.64
-10.00	0.00	0.00	0.00	-10.00
374.09	0.00	0.00	0.00	374.09
-10.26	-10.26	0.00	0.00	0.00
-1.00	0.00	0.00	-0.50	-0.50
380.00	0.00	0.00	0.00	380.00
-4.00	0.00	0.00	0.00	-4.00
862.50	0.00	0.00	0.00	862.50
380.00	0.00	0.00	0.00	380.00
380.00	0.00	0.00	0.00	380.00
410.00	0.00	0.00	0.00	410.00
0.16	0.00	0.00	0.00	0.16
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
920.00	0.00	0.00	0.00	920.00
-7.50	0.00	0.00	-7.50	0.00
9,096.70	0.00	0.00	0.00	9,096.70
380.00	0.00	0.00	0.00	380.00
862.50	0.00	0.00	0.00	862.50
861.84	0.00	0.00	0.00	861.84
866.64	0.00	0.00	0.00	866.64
-1.21	-1.21	0.00	0.00	0.00
920.00	0.00	0.00	0.00	920.00
380.00	0.00	0.00	0.00	380.00
-150.00	-150.00	0.00	0.00	0.00
-0.02	0.00	0.00	0.00	-0.02

760.00	0.00	0.00	0.00	760.00
115.00	0.00	0.00	0.00	115.00
-463.02	0.00	0.00	0.00	-463.02
862.50	0.00	0.00	0.00	862.50
718.09	0.00	0.00	0.00	718.09
380.00	0.00	0.00	0.00	380.00
380.00	0.00	0.00	0.00	380.00
177.14	0.00	0.00	0.00	177.14
380.00	0.00	0.00	0.00	380.00
380.00	0.00	0.00	0.00	380.00
1,226.55	0.00	0.00	0.00	1,226.55
862.50	0.00	0.00	0.00	862.50
-0.01	-0.01	0.00	0.00	0.00
-2.50	-2.50	0.00	0.00	0.00
-71.88	0.00	0.00	0.00	-71.88
300.39	0.00	0.00	0.00	300.39
380.00	0.00	0.00	0.00	380.00
0.10	0.00	0.00	0.00	0.10
-6.45	-6.45	0.00	0.00	0.00
180.00	0.00	0.00	0.00	180.00
380.00	0.00	0.00	0.00	380.00
-0.10	0.00	0.00	0.00	-0.10
770.00	0.00	0.00	0.00	770.00
2,692.45	0.00	0.00	0.00	2,692.45
859.69	0.00	0.00	0.00	859.69
862.50	0.00	0.00	0.00	862.50
379.99	0.00	0.00	0.00	379.99
580.00	0.00	200.00	0.00	380.00
-5.25	0.00	0.00	0.00	-5.25
220.00	0.00	0.00	0.00	220.00
877.19	0.00	0.00	0.00	877.19
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38,716.53	-180.45	200.00	-8.00	38,704.98
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Town of Terra Nova
Vendor Aged Summary As at 08/20/25

Name	Total	Current	31 to 60	61 to 90	91+
Andrea Cornell	1,642.40	1,642.40	-	-	-
Central Newfoundland Waste Ma...	892.80	892.80	-	-	-
Clareville Home Hardware	65.16	65.16	-	-	-
Diversions Computer Centre	232.14	232.14	-	-	-
East-Glo Castle Building Supplies	19.65	19.65	-	-	-
Glovertown Home Hardware Bld...	372.70	65.59	307.11	-	-
OMB Parts & Industrial Ltd	201.22	201.22	-	-	-
Ralph, Kim	1,610.00	1,610.00	-	-	-
Stagg Signs & Graphies	138.00	138.00	-	-	-
The Dep	72.00	72.00	-	-	-
Valmin Fire Protection Ltd.	17,842.64	17,842.64	-	-	-
Total outstanding:	23,088.71	22,781.60	307.11	-	-