

**Town of Terra Nova
Regular Council Meeting
December 10, 2025**

Minutes of the council meeting of The Town of Terra Nova, held on Wednesday, December 10, 2025, at 6:01pm.

Members Present

Mayor	Andrea Cornell
Councillor	Linda Hillier-Smith
Councillor	Michelle Holloway
Councillor	Valerie Storie

Also, Present

Town Clerk Manager	Angela Penney-Tucker
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Absent

Deputy Mayor	Julie Pike
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Adoption of Agenda

No. 25-135

Moved by Councillor Hillier-Smith, seconded by Councillor Storie to adopt the agenda.

In favour: Mayor Cornell, Councillor Storie, Councillor Hillier-Smith, Councillor Holloway.

Opposed: 0

Motion Carried

Minutes:

Regular meeting on November 10, 2025

Mayor Cornell asked if there were any errors or omissions in the minutes from the November 10, 2025, Council meeting.

No. 25-136

Motion made by Councillor Storie to adopt the minutes of the council meeting of November 10, 2025. Motion seconded by Councillor Holloway.

In favour: Mayor Cornell, Councillor Storie, Councillor Holloway, Councillor Hillier-Smith.

Opposed: 0

Motion Carried

Delegations: NONE

Fire Department updates/concerns:

Deputy Fire Chief Storie said the new radio is installed in the truck. Sent out two tanks to get re-valves to be compliant with the ones we now have. Any seniors in town that may require assistance like a fall can the fire department respond? They can assist the situation and respond with their basic first aid training until medical arrive. 911 should be called from the site. The fire department can double check on this matter with Tony Rose.

Business Arising:

Town Policies and regulations update: NONE

Eddie Eastman Hall heat pump repairs – We have three prices on heat pump units. Council reviewed the quotes and came to a decision.

No. 25-137

Motion made by Councillor Storie to hire on Young's Industrial Refrigeration Ltd. to install a new heat pump system. Motion seconded by Councillor Hillier-Smith.

In favour: Mayor Cornell, Councillor Storie, Councillor Holloway, Councillor Hillier-Smith.

Opposed: 0

Motion Carried

Eddie Eastman Hall roof repairs – D1 Contracting did the temporary repairs on the roof, but we are going to need a new roof in the spring. Angela will reach out to get three price quotes for shingles and steel roof prices for the supply and install in the spring.

No. 25-138

Motion made by Councillor Hillier-Smith to apply for some of the funding available through our gas tax to cover the cost of the new roof. Motion seconded by Councillor Storie.

In favour: Mayor Cornell, Councillor Storie, Councillor Holloway, Councillor Hillier-Smith.

Opposed: 0

Motion Carried

Response from Council on correspondence – Read and included in the minutes.

No. 25-139

Motion made by Councillor Storie if any correspondence comes in that has false information or slander to respond before it goes to the public. Motion seconded by Councillor Hillier-Smith.

In favour: Mayor Cornell, Councillor Storie, Councillor Holloway, Councillor Hillier-Smith.

Opposed: 0

Motion Carried

Correspondence: NONE

Committee Reports:

Finance & Heritage– Councillor Hillier-Smith

- Current Operating Balance December 10, 2025 – \$260,369.36.
- Gas Tax Account Total December 10, 2025 - \$34,328.41.
- Accounts receivable owed on December 10, 2025, is \$13,906.75. List included in minutes. Down from last month due to uncollectable accounts written off.
- The Vendors Summary list December 10, 2025, totals \$14,641.83. List included in minutes.

No. 25-140

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

In favour: Mayor Cornell, Councillor Storie, Councillor Hillier-Smith, Councillor Holloway.

Opposed: 0

Motion Carried

Councillor Hillier-Smith and Angela have completed the budget for 2026. It was emailed out to all of council with the new tax and fee structure for 2026 for review.

The new tax and fee structure for 2026 was read and included in the minutes.

No. 25-141

Motion made by Councillor Hillier-Smith to approve the 2026 tax and fee structure. Motion seconded by Councillor Storie.

In favour: Mayor Cornell, Councillor Storie, Councillor Hillier-Smith, Councillor Holloway.
Opposed: 0
Motion Carried

No. 25-142

Motion made by Councillor Hillier-Smith to accept the 2026 budget. Motion seconded by Councillor Storie.

In favour: Mayor Cornell, Councillor Storie, Councillor Hillier-Smith, Councillor Holloway.
Opposed: 0
Motion Carried

No. 25-143

Motion made by Councillor Hillier-Smith that interest will be charged on all overdue tax accounts and Ralph Calloway Memorial Park fee accounts at a rate of 2.5% and is charged on interest and compounded interest, monthly. Motion seconded by Councillor Storie.

In favour: Mayor Cornell, Councillor Storie, Councillor Hillier-Smith, Councillor Holloway.
Opposed: 0
Motion Carried

Public Works, Communication, Grants update – Deputy Mayor Pike

Update on public works and communications – The shed on Terra Nova Road has had a site visit and all is in order with this permit.

Update of grants – We applied for the Central Wellness grant to avail of some information speakers on different topics to come in and have a luncheon for all attendees after these presentations. We are still looking into different options for the Active NL grant in the amount of \$7,618.00 for the new piece of playground equipment for the Ralph Calloway Memorial Park.

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

Update on second stage with septic in RCM Park We are just waiting on the electrician to complete the electrical hook up at this time.

Crown Lands update – We are just waiting for responses on the applications that have been submitted to Crown Lands. We have one file being sent to Crown Lands with payment for a land extension.

Update on Pine Tree Road lots – We have the three septic drawings completed and the designer is sending in for final approval now. When we receive this then we will have the surveyor complete the surveys on the lots.

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

Municipal Affairs update –The virtual training dates for the mandatory training modules are sent out to Council this week with the dates for each module. All Councillors should book in for these modules now.

Public Relations update – The tree lighting was a success with a great turn out. Thanks to all who helped. The church tree lighting was also the same day.

Beautification update – Thanks to the Terra Nova Community Workers with the great decorating of the hall this year. Thanks also to whoever put up the decoration at the fire department. It all looks beautiful.

Councillor Hillier-Smith thanked the town for the donation of the Christmas tree for the church.

New Business:

Targa interest in community – The town was approached by the owner of Targa and the email that was sent was read and included in the minutes. Angela will ask them for a public meeting with the town on this matter.

Regular Public meetings of Council 2026 schedule – As per following motion.

No. 25-144

Motion made by Councillor Holloway to approve the following dates for Council's regular monthly public meeting for 2026:

January 21st, February 18th, March 18th, April 15th, May 13th, June 24th, July 22nd, August 19th, September 16th, October 14th, November 25th, and December 9th. Motion seconded by Councillor Storie.

In favour: Mayor Cornell, Councillor Storie, Councillor Hillier-Smith, Councillor Holloway.

Opposed: 0

Motion Carried

Christmas Eve at Eddie Eastman Hall and Christmas chocolates – Christmas Eve poster will be posted in the next couple days. We have a Santa for the event. It will be potluck supper at 5:30PM and Santa at 7:00PM. We will have it posted on Facebook also to get an idea how many kids will be in attendance for Santa bags. There are three permanent resident children in town to receive a gift from the town up to a maximum of \$25.00 each. Angela will send out an email to the families to ask them to pick up a gift up to the maximum amount and send in the receipt to the town for reimbursement.

Permits

- 0 permits issued since the last meeting.

Next meeting – Wednesday January 21, 2026 at 6:00PM

No. 25-145

Motion made by Councillor Hillier-Smith to adjourn the meeting at 7:14PM. Motion seconded by Councillor Storie.

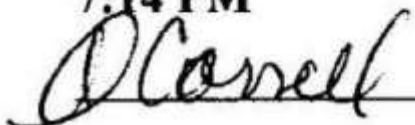
In favour: Mayor Cornell, Councillor Storie, Councillor Hillier-Smith, Councillor Holloway.

Opposed: 0

Motion Carried

ADJOURNMENT

7:14 PM



Mayor/Deputy



Clerk

This is the email sent on November 27th in response to snow clearing and Eddie Eastman Hall matter correspondence from the November 10, 2025 meeting.

Good day,

The following is a response to your correspondence sent to the Town on October 17, 2025:

Thank you for your recent letter. As a council, we would like to provide some clarification regarding the matters you raised.

All churches and other places of public worship in Canada are generally exempt from paying property taxes on the portion of their property used for religious or congregational purposes. Given that our community is made up largely of seniors, the council has decided to support the local church by assisting with snow clearing and lawn maintenance. This contribution comes at a minimal cost to taxpayers but provides meaningful help to an important part of our community.

The council is recognizing the essential support needed for its religious residents, especially as other communities are losing their places of worship. The Holy Trinity Terra Nova Church, unique for its interchangeable seating that accommodates various denominations, provides annual services, and serves as a venue for funerals, baptisms, marriages, and luncheons. It also supports food banks, homeless shelters, and Stellar's Circle. The annual memorial tree lighting service held at our church during Christmas time is a special event. For those who have lost loved ones, this memorial is particularly meaningful and emotional. It not only supports members of our local community but also reaches out to those who have moved away and are grieving. Each year, the support from our community is immeasurable and deeply appreciated. All of these efforts contribute to the sense of fellowship within the community.

Regarding the Eddie Eastman Hall, it is truly a wonderful venue that hosts many community gatherings and events. There is a standard rental fee for anyone wishing to use the hall (information on fees is available at the Town Office). We are not aware of the hall being used for personal benefit without authorization. However, we do have two community groups that are exempt from paying rental fees, as all funds they raise are directly reinvested into the community.

Concerning a user group in town that should be charged rent if they are not giving back to the community, it seems that you do not fully understand the efforts of past and present groups. These groups have tirelessly volunteered their time to engineer many projects in our small community, making it a more inviting place to live and visit. It is unfortunate that misinformation has circulated — this truly is a great town with much to offer.

Thanks,

Angela Penney-Tucker
Town Clerk Manager
On behalf of Town Council
Town of Terra Nova

This is the response email received on December 5th from the reply to the correspondence read at the last public meeting of Council on snow clearing and Eddie Eastman Hall matters.

“ Thank you for your reply. You have shed much light on things relating to the town for me . For that I am appreciative. I do apologize if I upset or hurt any ones feelings over my opinion. i do now realise that i did not have all the information necessary when i penned that letter. i do understand a lot more about our town now . Thanking you for opportunity to voice my opinion.”

Town of Terra Nova
Customer Aged Summary As at 12/10/25

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
862.50	0.00	0.00	0.00	862.50
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
-0.55	0.00	0.00	0.00	-0.55
-10.02	0.00	0.00	0.00	-10.02
50.00	0.00	0.00	0.00	50.00
112.46	0.00	0.00	0.00	112.46
647.64	0.00	0.00	0.00	647.64
-10.00	0.00	0.00	0.00	-10.00
-5.91	0.00	0.00	0.00	-5.91
-10.26	0.00	0.00	0.00	-10.26
-1.00	0.00	0.00	0.00	-1.00
-10.00	-10.00	0.00	0.00	0.00
-4.00	0.00	0.00	0.00	-4.00
662.50	0.00	0.00	0.00	662.50
380.00	0.00	0.00	0.00	380.00
0.16	0.00	0.00	0.00	0.16
380.00	0.00	0.00	0.00	380.00
-7.50	0.00	0.00	0.00	-7.50
115.00	0.00	0.00	115.00	0.00
115.00	0.00	0.00	115.00	0.00
115.00	0.00	0.00	115.00	0.00
861.84	0.00	0.00	0.00	861.84
866.64	0.00	0.00	0.00	866.64
-1.21	0.00	0.00	0.00	-1.21
920.00	0.00	0.00	0.00	920.00
380.00	0.00	0.00	0.00	380.00
-150.00	0.00	0.00	0.00	-150.00
-0.02	0.00	0.00	0.00	-0.02
115.00	0.00	0.00	0.00	115.00
-463.02	0.00	0.00	0.00	-463.02
500.00	0.00	0.00	0.00	500.00
-1.91	0.00	-1.91	0.00	0.00
380.00	0.00	0.00	0.00	380.00
862.50	0.00	0.00	0.00	862.50
-0.01	0.00	0.00	0.00	-0.01
-2.50	0.00	0.00	0.00	-2.50

**Town of Terra Nova
Customer Aged Summary As at 12/10/25**

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
862.50	0.00	0.00	0.00	862.50
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
-0.55	0.00	0.00	0.00	-0.55
-10.02	0.00	0.00	0.00	-10.02
50.00	0.00	0.00	0.00	50.00
112.46	0.00	0.00	0.00	112.46
647.64	0.00	0.00	0.00	647.64
-10.00	0.00	0.00	0.00	-10.00
-5.91	0.00	0.00	0.00	-5.91
-10.26	0.00	0.00	0.00	-10.26
-1.00	0.00	0.00	0.00	-1.00
-10.00	-10.00	0.00	0.00	0.00
-4.00	0.00	0.00	0.00	-4.00
662.50	0.00	0.00	0.00	662.50
380.00	0.00	0.00	0.00	380.00
0.16	0.00	0.00	0.00	0.16
380.00	0.00	0.00	0.00	380.00
-7.50	0.00	0.00	0.00	-7.50
115.00	0.00	0.00	115.00	0.00
115.00	0.00	0.00	115.00	0.00
115.00	0.00	0.00	115.00	0.00
861.84	0.00	0.00	0.00	861.84
866.64	0.00	0.00	0.00	866.64
-1.21	0.00	0.00	0.00	-1.21
920.00	0.00	0.00	0.00	920.00
380.00	0.00	0.00	0.00	380.00
-150.00	0.00	0.00	0.00	-150.00
-0.02	0.00	0.00	0.00	-0.02
115.00	0.00	0.00	0.00	115.00
-463.02	0.00	0.00	0.00	-463.02
500.00	0.00	0.00	0.00	500.00
-1.91	0.00	-1.91	0.00	0.00
380.00	0.00	0.00	0.00	380.00
862.50	0.00	0.00	0.00	862.50
-0.01	0.00	0.00	0.00	-0.01
-2.50	0.00	0.00	0.00	-2.50

-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	0.00	0.00	0.00	-6.45
380.00	0.00	0.00	0.00	380.00
-0.10	0.00	0.00	0.00	-0.10
-40.00	-40.00	0.00	0.00	0.00
862.50	0.00	0.00	0.00	862.50
379.99	0.00	0.00	0.00	379.99
877.19	0.00	0.00	0.00	877.19
<hr/>				
13,906.75	-50.00	-1.91	345.00	13,613.66
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Town of Terra Nova
Vendor Aged Summary As at 12/10/25

Name	Total	Current	31 to 60	61 to 90	91+
Andrea Cornell	77.28	77.28	-	-	-
Central Newfoundland Waste Ma...	1,013.58	1,013.58	-	-	-
D1 Contracting	345.00	345.00	-	-	-
Garrett, Matthew	350.00	350.00	-	-	-
Hillier-Smith, Linda	80.19	80.19	-	-	-
Newfoundland Exchequer Account	8,674.78	8,674.78	-	-	-
Ralph, Kim	3,841.00	3,841.00	-	-	-
Sparkes, William	260.00	260.00	-	-	-
Total outstanding:	14,641.83	14,641.83	-	-	-

6TAX & FEE STRUCTURE 2026

TOWN OF TERRA NOVA

Property Tax	2.0 mil rate. Minimum per property \$100.00
Vacant Land	Minimum tax rate of \$100.00 per property
Business Tax	\$450.00 per year plus property tax if applicable
Exemptions:	Annual income under \$3,000.00 not taxed Annual income \$3,000-\$6,000 66% reduction Annual income \$6,001-\$10,000 33% reduction
Home & Tenant Businesses	\$450.00 per year unless they have the following exemption: Annual income under \$3,000.00 not taxed Annual income \$3,000-\$6,000 66% reduction Annual income \$6,001-\$10,000 33% reduction
Property tax on businesses	2.0 mil rate. Minimum per property \$100.00

Low-income reduction :

Property owners (with homes) are eligible for the following reduction in their residential property taxes provided that the TOTAL income into the household is as shown below. Income is deemed to be household income from all

sources, including both spouses and adult children, rental income, etc. No homeowner will pay less than \$100.00 minimum.

Annual Household income – under \$26,000.00 Property tax reduction 35%

The reduction will be based on the preceding year's income. Applicants must verify their income with the Town by providing copies of Revenue Canada Assessment Notices for the year when they become available. After the income is confirmed, the credit amount will be adjusted out of the taxpayer's account. Any resident in arrears may not apply for the property tax reduction. This reduction will only be given for anyone showing hardship.

For exemptions the onus is on the owner to provide the annual notice of assessment for proof of annual income and all discounts must be applied for before May 30, 2026. All taxes are due by June 30, 2026. Interest will be charged on all overdue tax accounts at a rate of 2.5% and is charged on interest and compounded interest, monthly.

All Ralph Calloway Memorial Park fees for 2026 season are due by May 1, 2026. Interest will be charged on all overdue accounts at a rate of 2.5% and is charged on interest and compounded interest, monthly.

Permits:

House/Cabin/Cottage	\$100.00
Shed/Garage/Deck/Electrical new or existing	\$30.00
Repairs	\$20.00

Adopted: December 10, 2025

Part A Approval

1. We visit the community and have a look at the road suitability, conditions and safety factors such as ditches, setbacks, trees, houses and other related safety issues.
2. If all is suitable and workable we then, quietly approach community officials and request them to quietly pole those in authority such as council, or LSD members.
3. If the response is positive, we then ask for approval, or if necessary suggest a community meeting. Note; some councils simply approve others chose a public meeting.
4. At the meeting we explain what Targa Newfoundland is about and what it has done for the province as a whole in the past and continues to do in the present.
5. That session is usually designed as a Q&A session where questions can be answered, problems identified and resolved etc.

IT IS AT THIS POINT WE REQUIRE A COPY OF THE MINUTED APPROVAL BY COUNCIL .

Part B Stage Design

1. Once Targa has approval from the community, the stages are placed in the course schedule
2. The community appoints an official who to serve as a Liasson between Targa and the community.
3. The route is then carefully plotted and the detailed stage instructions are created for the competitors course book.
4. The timing of the stage is agreed upon and set, the community fire departments and schools are then notified.
5. Community safety and taping plans are developed and made available to the community.
6. The number of required Community Safety Volunteers is set and then recruited (in essence they look after the safety of their community).
7. Community Safety Volunteers are trained by Targa as per the manual we left with you and instructed on safety and taping procedures.

Part C Preparation

1. The work required in part C are set out the Stage preparation book Volume 4a which set out the flow of work which must occur before the stage is run. This will be gone into in detail after the stage approval is given.

Part D Running the Stage

1. The factors and work required in part D are set out the Stage operations manual which sets out what occur as the stage is run. This will be gone into in detail after the stage approval is given.
2. Currently we are considering a three piece afternoon... We have identified three potential stages which can be run in a sequence. For ease of reference the stages are entitled Terra Nova A, B, and C.
 - Terra Nova A is the run into the community from the highway (TCH) to the community centre approximately 12 kms.
 - Terra Nova B is a run around one of the two available loops in the town. Our preference is the small 1.5 km loop.
 - Terra Nova C is the run out of the community after the other two are completed. It is approximately 12 kms between the community centre to the highway.
 - Two Concept Stage Maps are attached. TN C Stage is the reverse of TN A.

The forgoing will set the tone of what we would like to accomplish with these stages. The following will be part of the event as we currently see it but each section is usually modified to deal with the individual community's needs.

- The date that we have arbitrarily set is the **afternoon of Tuesday September 15th** as per the attached draft concept schedule.
- The running of each stage would take approximately one hour for road closure and running for a total of 3 hours of entertainment. Stage not used would be open to public traffic but subject to time closure when required..
- An example of timing would be as follows **TN A closed at 2:00pm open when finished, TN B closed at 3:00pm open when finished, and TN C closed at 4:00pm and open when finished.** With 30 cars the run times would be approximately $\frac{3}{4}$ of an hour per stage.
- All stages are run by a Targa Command Centre and covered by a VHF radio safety net which includes satellite radio access. We bring our own Incident response crews and medical staff with us.
- Targa will have approximately 50 fully trained support and safety officials at the event.

If you have any questions please give me a call

Robert Giannou

Newfoundland International Motorsports Limited

Suite A, 15 Lawton Crescent, St. John's, NL, Canada. A1A 4T6

M: +1 709-682-7900

T/F: +1 877-332-2413

266 Weldwood Drive, Wasgaa Beech, ON, Canada. L9Z 1R7

M: +1 437-777-1620



www.targanfld.com

www.facebook.com/targan/

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