

**Town of Terra Nova
Regular Council Meeting
February 23, 2026**

Minutes of the council meeting of The Town of Terra Nova, held on Monday, February 23, 2026, at 6:02pm.

Members Present

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

Also, Present

Town Clerk Manager	Angela Penney-Tucker
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Absent

Adoption of Agenda

No. 26-002

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

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

Opposed: 0

Motion Carried

Minutes:

Regular meeting on December 10, 2025

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

No. 26-003

Motion made by Councillor Holloway to adopt the minutes of the council meeting of December 10, 2025. Motion seconded by Deputy Mayor Pike.

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

Opposed: 0

Motion Carried

Regular meeting on January 21, 2026

Mayor Cornell asked if there were any errors or omissions in the minutes from the January 21, 2026, Council meeting.

No. 26-004

Motion made by Councillor Holloway to adopt the minutes of the council meeting of January 21, 2026. Motion seconded by Councillor Hillier-Smith.

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

Opposed: 0

Motion Carried

Delegations: NONE

Fire Department updates/concerns:

Deputy Fire Chief Storie said the Fire Department should have a key lock box with a key to the maintenance shed and the Eddie Eastman Hall in it. The keys to the lock box would be held by the Fire Chief and Deputy Fire Chief. We can get three price quotes on lock box or the one in the town office can be used. The grant is applied for again for a new truck. The Fire Department has purchased a sleigh and snowshoes. We should start to look at getting a power source like a generator for the Eddie Eastman Hall as it is our emergency centre.

Business Arising:

Town Policies and regulations update: Rules of Procedure for conduct of meetings by-law update read and included in the minutes.

No. 26-005

Motion made by Council Storie to adopt the updated rules of procedure for conduct of meetings by-law. Motion seconded by Deputy Mayor Pike.

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

Opposed: 0

Motion Carried

Arrears Sales by-law read and included in the minutes.

No. 26-006

Motion made by Council Storie to adopt the arrears by-law. Motion seconded by Councillor Holloway.

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

Opposed: 0

Motion Carried

Eddie Eastman Hall heat pump – We now have the new heat pump installed here at the Eddie Eastman Hall and we must get the dehumidifier reinstalled and it will cost approximately \$300.00 - \$400.00 to get Young's Industrial to hook it up.

No. 26-007

Motion made by Councillor Storie to hire on Young's Industrial Refrigeration Ltd. to hook up the dehumidifier. Motion seconded by Deputy Mayor Pike.

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

Opposed: 0

Motion Carried

Eddie Eastman Hall roof repairs – Details for price quotes are completed. Angela to send out to companies in area to get some price quotes.

Targa date for public meeting – Reach out to Targa and see if Saturday, April 18th would be a good date for them to come out and chair a meeting with the town.

Correspondence:

TNRC regarding email of Oct. 17th – Read and included in minutes.

Responses on the anonymous letter – Read and included in minutes.

Streetlight on Coolbreeze Road – Read and included in minutes. Would need this request to come from the owner who pays for the streetlight and then we would investigate the details of this streetlight.

Update on the Municipal Assessment Agency – read and included in minutes.

Committee Reports:

Finance & Heritage– Councillor Hillier-Smith

- Current Operating Balance February 23, 2026 – \$226,011.27.
- Gas Tax Account Total February 23, 2026 - \$34,417.24.
- Accounts receivable owed on February 23, 2026, is \$23,120.42. List included in minutes.
- The Vendors Summary list February 23, 2026, totals \$39,123.01. List included in minutes.

No. 26-008

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

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

Opposed: 0

Motion Carried

Councillor Hillier-Smith stated that we have an amount of \$150.00 credit from a law office firm that overpaid on their account for a tax certificate. They do not have a lot of business with the town.

No. 26-009

Motion made by Councillor Hillier-Smith to refund the \$150.00 to the law firm. Motion seconded by Councillor Storie.

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

Opposed: 0

Motion Carried

Councillor Hillier-Smith stated that we have an amount of \$463.02 credit for the NL Power snow clearing account for an invoice that was credit back that was billed in error by TI to the town for snow clearing. As we do not bill NL Power for any snow clearing services any more this amount needs to be refunded.

No. 26-010

Motion made by Councillor Hillier-Smith to refund the \$463.02 to NL Power. Motion seconded by Deputy Mayor Pike.

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

Opposed: 0

Motion Carried

Our Tax & Fee Structure 2026 must be updated due to new required terminology. Updated policy read and included in the minutes.

No. 26-011

Motion made by Councillor Hillier-Smith to approve the new updated Tax & Fee Structure 2026. Motion seconded by Councillor Storie.

In favour: Mayor Cornell, Deputy Mayor Pike, 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 – Just a reminder to all with all the snow piled up please watch for the line of sight when traveling in the area and please do not plow or push snow in the roadways.

We updated our written agreement with TI regarding the updated distance to the town boundary on Farm Road. As per our contract the km distance was increased to 1.2km to the town boundary from the 0.5km in prior years. We have heard back from TI, and they said “it is not something they can accommodate as there isn’t a sufficient spot for a turnaround. They can discuss alternate options with the town after the winter season to accommodate the additional kms come next winter. As it stands now, they can continue to do the 0.5km and turn around as usual.” We have no properties pass the s-turn so snow clearing for the time being will only be needed to the s-turn as in prior years written contracts.

Farm Road snow clearing letter – Read and included in the minutes.

Back on September 9, 2025 Council met with two members of the Terra Nova Cabin Owners Association regarding the snow clearing invoice amounts for snow clearing pass the 0.5km mark on Farm Road in which a separate invoice would be received to the town. These invoices would in turn be billed out to the TNCA and NL Power 50/50 each year. The TNCA had some concerns regarding the invoices and did some investigating on their own with TI and asked the town to request a review of the billings for Farm Road invoices from TI which was asked to TI from the town. Only the 0.5KM of Farm Road has been included in the snow clearing written contract in the past years for the Town of Terra Nova. We did not have a written agreement with TI for any snow clearing pass the 0.5km on Farm Road – when the invoices were received to the town it was two separate monthly invoices. One for town roads and one for Farm Road which was for snow clearing pass the 0.5km. This was the process until TI investigated it. In the 2024/25 season, TI only sent the town one monthly invoice and there was no snow clearing charged out to the town pass the 0.5KM mark on Farm Road and therefore no billing for the 2024/25 season went to the TNCA and NL Power. At our September 17, 2025 meeting Council passed a motion (25-105) to increase the snow clearing distance from 0.5KM to 1.2KM on Farm

Road to the town boundary to be included in the 2025/26 snow clearing contract. Also, going forward into the 2025/26 season the TNCA and NL Power should have a separate arrangement for snow clearing past the town boundary. This information was sent in a letter from the town in an email to both a member that was present at the meeting back in September and the TNCA on September 19, 2025. On October 22, 2025 the TNCA responded saying thanks for responding to our concerns. Again, in an email on November 13, 2025 from the town to the TNCA it says the town will not be responsible for snow clearing pass the town boundary. These emails and responses show that the TNCA were made aware of the fact of no snow clearing pass the town boundary on Farm Road.

Going forward the onus would have to be on The Terra Nova Cabin Owners Association to first reach out to TI to see if they would even consider snow clearing and ice control pass the town boundary. When they have an answer from TI, Council will have to decide if they will enter into an agreement with them and the details of any such agreement would have to be discussed with Council, the Cabin Owners Association, and TI. Council would like to be able to work with the TNCA but unfortunately our hands are tied right now.

Sparkes Lane snow clearing, garbage collection, & fire protection – A few members of Council and Angela had a phone meeting with a property owner that had concerns about the services on Sparkes Lane and it was said that in a conversation they had with the garbage collector that garbage could be picked up on this road as long as it is plowed and ice control as needed. The town will reach out to see if the garbage collector will go onto this road and Forge Lane to pick up garbage throughout the year if roadways are maintained.

No. 26-012

Motion made by Deputy Mayor Pike to reach out to the garbage collector to start garbage collection on Sparkes Lane and Forge Lane when it is safe to do so. Motion seconded by Councillor Storie.

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

Opposed: 0

Motion Carried

As for the snow clearing, Council will consider and check into adding these two roads on their snow clearing of town buildings contract next season with an agreement put in place for liability purposes of turning around on private property or backing out from these roads. This should be considered even for fire protection access to these roadways.

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 and we have been approved in the amount of \$500.00. We have looked 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 and decided to go with a swing frame that would have one swing and be able to attached the baby swing that we already have

and another free standing piece of equipment such as a teeter totter. We need to order soon to get for this spring hopefully.

No. 26-013

Motion made by Deputy Mayor Pike to order the swing frame and teeter totter from Fundy Fencing for the Ralph Calloway Memorial Park playground. Motion seconded by Councillor Storie.

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

Opposed: 0

Motion Carried

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

Update on second stage with septic in RCM Park – The electrician was here but unable to access the site as too much snow. Council decided to wait until early spring for the hook up.

Crown Lands update – We are waiting for responses on the applications that have been submitted to Crown Lands and one gone in to our lawyers for a deed of conveyance.

Update on Pine Tree Road lots – Mayor Cornell reached out to Scott Murphy to get the three surveys completed but we have not heard back on the surveys yet. When this is completed, we can start to prepare the scope of work for the cul-du-sac.

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

Municipal Affairs update –The virtual training dates for the mandatory training modules were sent out to Council and Council is completing all training in these modules. Registration for the symposium on May 7-9th is open. Registration for the PMA convention and trade show is also open for April 14-16th. These both are great opportunities for Council and Angela to obtain valuable information, stay up to date on new topics and just to meet and have discussions with other towns to gain more knowledge.

Public Relations update – Christmas eve at the hall went over great with a visit from Santa. Most of the chocolates for the permanent residents have been delivered – if your household did not receive a box and you are a permanent resident, please reach out to the town office to receive your chocolates.

Beautification update – We received an email from the Greening family which was read and included in the minutes offering to donate an A.N.D. speeder to the town. The town would love to have this donation. Council just must figure out where it will be placed.

New Business:

Methods of payment to town update –We finally, after months of trying to get a more secure way of a mobile banking option for the town set up with the bank have a new e-transfer option set up with more security in place in for this process. The new e-transfer email is admin@townofterranova.onmicrosoft.com and **it will only be auto deposit so you will never be asked for a security question and answer. PLEASE DO NOT USE THE OLD EMAIL ADDRESS as it is no longer a payment email for the Town of Terra Nova.** This new information will go out to all taxpayers and trailer park site renters with their 2026 invoices in the form of a letter. Please make sure you have an updated email address on file with the town to receive your 2026 invoices and correspondence from the town. If you do not have an email address or it no longer works, please let the office know and your invoice will be mailed out to you.

Permits

- 0 permits issued since the last meeting.

Next meeting – Wednesday March 18, 2026 at 6:00PM

No. 26-014

Motion made by Deputy Mayor Pike to adjourn the meeting at 7:41PM. Motion seconded by Councillor Hillier-Smith.

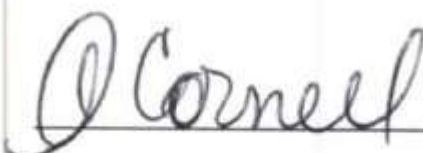
In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Storie, Councillor Hillier-Smith, Councillor Holloway.

Opposed: 0

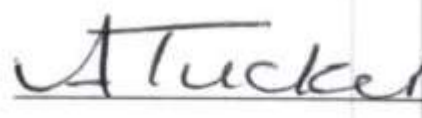
Motion Carried

ADJOURNMENT

7:41 PM



Mayor/Deputy



Clerk

,Town of Terra Nova

Rules of Procedure for Conduct of Meetings

Regular Meetings of Council

Regular meetings of Council shall be held once a month at 6:00PM at the Eddie Eastman Hall, preferably on a Wednesday when the Town Clerk Manager is in the office.

In the event of an unforeseen issue or emergency, the regular meeting of Council may be held in the fire department meeting room within the Municipal building, following these established rules:

- If there is a fire department emergency, the building will be evacuated immediately.
- No parking will be allowed in front of the fire department; parking is only permitted on the town office side of the building.
- The washroom will be available only in case of an emergency.

If an unforeseen circumstance arises and Council has made every effort to hold the regular monthly meeting within the month but is unable to do so, the matters that were scheduled for that month will be addressed at the next available monthly meeting when the Town Clerk Manager is present.

Special Meetings

Special meetings of Council may be called by either the Mayor or any two members of Council by giving written notice to the clerk. In the event of the meeting been held on a legal holiday than the meeting shall be rescheduled for the following day.

Notice Of Meetings

Notice of all meetings of Council shall be by way of agenda, which shall be provided to all members of Council forty-eight (48) hours prior to a regular meeting and twenty-four (24) hours prior to a special meeting. Notice shall be deemed to be given when sent by email to a Councillor at the email address provided to the town office by the Councillor. Failure of delivery to any one Councillor shall not invalidate the meeting of Council.

Presiding Officer

The Mayor shall be the presiding officer at the meetings.

In their absence, the Deputy Mayor shall be the presiding officer.

In the absence of both the Mayor and the Deputy Mayor, the clerk shall take the chair, call the meeting to order, and if a quorum is present, a chair shall be appointed by the Councillors present. Such chair shall preside until the arrival of the Mayor or Deputy Mayor.

Quorum

A quorum shall consist of a majority of Councillors in office.

No Quorum

If there is no quorum present within fifteen minutes after the appointed time for holding the meeting, the clerk will take down names of members present.

The meeting shall than stand adjourned until the next week as per motion 19-46.

Attendance

In addition to the Mayor and Councillors, the clerk or designate shall attend the meeting.

Electronic meeting attendance

A Councillor may attend a meeting electronically if necessary up to a maximum of three (3) times in a calendar year. This will be in the form of a phone call to join the meeting. Notice of attending the meeting electronically must be given to the town office twenty-four hours (24) if possible before the meeting. Special circumstances subject to Council approval.

Meetings Open to Public

Every meeting of council shall be open to the public unless:

It is held as a privileged meeting or declared by a vote of the Councillors present at the meeting to be a privileged meeting.

Where a meeting is held as or declared to be a privileged meeting, all member of the public shall leave.

If a privileged meeting is declared by the Council members at public meeting, the decision shall be ratified at the next public meeting of Council.

Minutes Of Meetings

Minutes of the meetings of Council shall be recorded by the Town Clerk or designate and recordings deleted after minutes are adopted.

All minutes shall include:

All motions and resolutions coming before Council, including the names of movers and seconders thereof.

The names of all Council members voting in favour or against each motion, and the names of those abstaining.

The title and brief description of the reports.

The title and brief description of objections or discrepancies at Council meetings.

The title and brief description of instructions provided by Council members during debates and briefings.

Correction Of Minutes

If any member of Council objects to any portion of the minutes of the proceeding meeting, then:

That member shall state the ground of objection.

If council agrees, the motion adopting the minutes shall contain the necessary corrections.

Agenda

Prior to each Council meeting the clerk shall prepare and agenda of all business to be brought before Council.

The agenda is to be distributed to Council forty-eight hours prior to Council meetings.

Any member of Council, up until noon two days prior to the Council meeting that the Town Clerk is in the office, may submit to the clerk an item for inclusion on the agenda.

The format of the agenda shall be as follows:

1. Calling the meeting to order
2. Adoption of the agenda
3. Adoption of the minutes of prior meeting(s)
4. Delegations
5. Business arising from minutes.
6. Committee reports
7. Correspondence
8. Finances
9. Public works
10. Grants updates
11. Ralph Calloway Memorial Park updates
12. Crown Lands updates
13. Student Employment updates
14. Municipal Affairs updates
15. Public Relations
16. Beautification updates
17. New Business
18. Permits
19. Date for next meeting
20. Adjournment

Agenda For Special Meetings

The order of business as set out for public meetings shall not apply.

Council shall proceed immediately to consideration of the business for which the meeting is called.

Only the business specified in the notice calling the meeting shall be dealt with, unless otherwise decided by majority vote.

Order And Decorum

The presiding officer at any meeting shall preserve order during debate and always maintain decorum.

Disorderly Persons

The presiding officer may expel and exclude from a meeting any member of Council or other person who is guilty of improper conduct at the meeting, including members of the public speaking during the meeting.

In the case of exclusion of a member of Council, an entry shall be made in the minutes of the reason for such exclusion.

Any member expelled from a meeting under the above provisions may be permitted, by a majority of Councillors at the meeting in progress, to resume his place after *making an apology to the presiding officer.*

Notice Of Motion

Every notice respecting the passing of a regulation shall be in writing and be placed on the agenda by moving at the previous meeting.

Motions To Be Seconded

Every motion shall be seconded before being debated.

Withdrawal Of Motions

When a motion has been moved and seconded, it cannot be withdrawn except with the permission of Council and the mover and seconder, and than only after a decision has been taken or an amendment made.

Division Of Motion

Any motion or question, which contains several distinct propositions, may, be the direction of the presiding officer or upon request of any member, be divided if the sense of the motion permits.

Member Speaking Not to Be Interrupted

When a member is speaking or a question is being asked, no member shall hold any private discourse, make any noise or disturbance, or interrupt a speaker, except to raise a point of order, explain, or ask a question.

Length Of Debate

Maximum time for any Council member to speak will be five minutes except for the mover who may speak twice.

Rereading Of a Motion

Any member of Council may require the question or motion to be read for information purpose at any time during the debate.

No Secret Ballot

No vote shall be taken in Council by ballot or by any other secret ballot.

Tie Vote

Where there is a tie vote on a question, the question shall be considered to have been defeated.

Committees

Council may from time to time appoint committees.

The mayor shall be an ex-officio member of all committees.

Standing committees shall remain in effect for the life of the council and shall be appointed at the first council meeting of each year.

Adopted by Council Date: Feb 23/26

Motion Number: 26-005

Signature Dornell Mayor

Signature ATucker Clerk

TOWN OF TERRA NOVA

Arrears Sales By-Law

1. Title

This By-Law is entitled the “Arrears Sales By-Law for the Town of Terra Nova.”

2. Authority

Whereas section 7(1)(a) of the **Towns and Local Service District Act** (the ‘Act’) requires that every council adopt a by-law on arrears sales.

3. Definitions

- 3.1 “Appellant”** means a person who files an appeal pursuant to section 5 of these by-laws.
- 3.2 “Arrears Sale”** means the sale of real property by the Town of Terra Nova to recover unpaid real property taxes, utility fees, or local improvement fees related to the property.
- 3.3 “Auction”** means a public auction conducted pursuant to section 3 of these by-laws.
- 3.4 “Bidder”** means a member of the public in attendance in person at an Auction.
- 3.5 “Council”** means the Town Council for the Town of Terra Nova.
- 3.6 “Town Manager”** means the person appointed under section 58 of the Act.

4. Procedure

- 4.1** An Arrears Sale shall be conducted by a public auction at the time and in the place within the Town of Terra Nova referred to the advertisement issued under section 151(5) of the Act.
- 4.2** The Auction shall be conducted as follows:

4.2.1 Council may engage a professional auctioneer or other person to act as auctioneer, and in the absence of such person being engaged, the Town Manager shall be the auctioneer;

4.2.2 At the time advertised for the commencement of the Arrears Sale, the doors to the room in which the Auction is being conducted shall be secured so as to allow no new Bidders to enter;

4.2.3 The auctioneer shall identify the property available for sale by stating the civic address and the names of the owners identified on the tax roll, if any;

4.2.4 Where an Auction is being conducted pursuant to section 152 of the Act:

4.2.4.1 the auctioneer shall state the minimum bid for the property, being the amount equal to the outstanding taxes, fees and interest in respect of the property together with the expenses incidental to the Arrears Sale;

4.2.4.2 the auctioneer shall call for bids at the minimum bid and then in increasing increments of not less than \$ 100.00 until there is no Bidder for such increment; and

4.2.4.3 if, after calling three times for a higher bid no higher bid is made, the auctioneer shall declare the highest Bidder the successful purchaser of the property.

4.2.5 Where an Auction is being conducted pursuant to section 153 of the Act:

4.2.5.1 the auctioneer shall state the starting bid for the property, being the amount equal to the outstanding taxes, fees and interest in respect of the property together with the expenses incidental to the Arrears Sale;

4.2.5.2 the auctioneer shall call for bids at the starting bid and (x) if there is a bidder for such amount call for bids in increasing increments of not less than 100.00 until there is no Bidder for such increment, or (y) if there is no bidder for such starting bid call for bids in such increments as the auctioneer shall determine until there is a Bidder; and

4.2.5.3 if, after calling three times for a higher bid no higher bid is made, the auctioneer shall declare the highest Bidder the successful purchaser of the property.

5. Appeal

- 5.1** A person receiving notice of an Arrears Sale pursuant to section 151(1) of the Act may, within 14 days of service of the notice, file an appeal with the Town of Terra Nova.
- 5.2** An appeal under section 5 of these By-laws shall be in writing, setting out in detail the grounds for the appeal and including supporting documentation.
- 5.3** The appeal shall be a rehearing by Council of the decision taken under section 150 of Act and shall be considered at a special meeting of Council.
- 5.4** The Appellant may attend the special meeting of Council referred to in section 7 but shall have no right to make oral submissions at such meeting.
- 5.5** At the special meeting of council referred to in section 7, Council shall make one of the following decisions:
- 5.5.1** deny the appeal and direct that written reasons for the decision be provided to the Appellant;
- 5.5.2** allow the appeal and rescind the resolution directing the property be sold by arrears sale; or
- 5.5.3** require further information of the Appellant or staff and adjourn the meeting to a determined date.
- 5.6** Where an appeal has been filed, the property subject to the appeal shall not be advertised for sale at an Auction until the appeal has been decided.

6. General

- 6.1** In the case of any inconsistencies between the provisions of this by-law and the provisions of the Act, the provisions of the Act shall govern to the extent of such inconsistency.

7. Effective Date

- 7.1** These Regulations first came into effect on Month/Date/Year, through a resolution of Council and shall be binding upon all persons and permit holders within the jurisdiction of the Town of Terra Nova.

Official By-Law Information

Date of Council Approval Feb 23/26

Resolution Number: 26-006

Date of Advertisement Feb 23/26.

I certify that the By-Law was approved by Council and published as indicated above.

Town Mayor: *Ornelly*

Town Clerk: *A Tucker*

Date: Feb 23/26

TNRC

Terra Nova



Council re: email Oct.17

Upon reading a letter that was in the minutes from the November 2025 meeting, we the TNRC, felt a need to reach out and clarify an element of it that disturbed us.

In that letter the author made it seem as if they were/are a part of the TNRC, and that we as a whole felt the same way they do. In the paragraph pertaining to the Eddie Eastman Hall the phrase "our recreation committee" was used. After discussion none of our members penned this letter and feel as though we have been unjustly thrown into the mix.

We, the TNRC, fully support all groups, committees, departments and council and are proud to work along side each and every one of them. We all strive to make this town a better place to live and have fun. We all have our own elements and traditions to add to the town and we hope for many more years of success.

In closing we just want to make it clear that we are thankful for the allowances that council affords all the groups, departments and committees and we are honoured and proud of the many contributions we or any one else has made.

Sincerely
Terra Nova Recreation Committee

1 River Road, Terra Nova NL A0C1L0
terranozareccom@gmail.com

To Whom It May Concern, please read as correspondence

“Due to the fact it was stated in a previous letter people having fairs at the hall, it’s clear it was directed at the TNCW, so this is our response:

The Terra Nova Community Workers (TNCW) is shocked and deeply disappointed by the recent letter containing unfounded accusations against our group. We are appalled that someone would question the integrity of our organization, which has dedicated countless hours and effort to serving our community with honesty and transparency.

As President of the TNCW, I want to state categorically that every dollar raised by our committee through dances, sales, fairs, and house-to-house ticket sales is meticulously accounted for and has been reinvested into the community. Notably, all of our funds were raised directly from the community through these efforts — we did not receive any government or external grants. Additionally, our volunteers have personally covered many expenses, underscoring our commitment to the community’s benefit. We are more than willing to provide receipts and financial records for review to demonstrate our commitment to transparency and accountability.

We find the allegations of misappropriating community funds to be particularly hurtful, given the tireless work of our volunteers. The TNCW has consistently worked for the betterment of our community, and we take pride in our responsible management of funds.

“It’s clear this person or persons has never participated or contributed to any of our fundraising efforts in this community, yet they’re quick to criticize.

We hope this response clarifies our position and demonstrates our commitment to our community. We request that you acknowledge the valuable contributions of the TNCW and the integrity with which we operate.

Below we would like to demonstrate what we have done for this community

Terra Nova Community Workers (TNCW)

The TNCW was first established in 1965 by Mary Freeman. The hall, built in 1942 by the A&D Company, was originally shared by two church associations – the CEWA and the UCWA (the United and Anglican Churches). Both groups held sales, card games, dances, and other events, with proceeds benefiting the community. When the A&D Company left, ownership of the hall was passed to the town. Many families relocated, leaving too few members to sustain both associations, so they merged to form the TNCW.

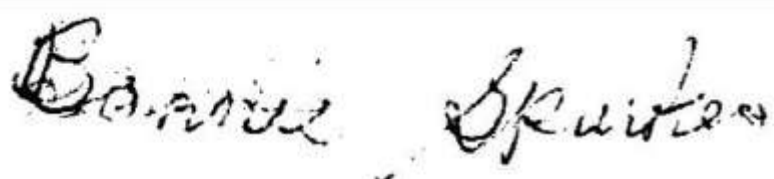
In the 1970s, the council approached the TNCW for financial help to upgrade the hall's electrical system at an approximate cost of \$7000.00 – a request the group generously fulfilled.

Since then, the TNCW has contributed significantly to the community by:

- Renovating the washrooms at the Eddie Eastman Hall
- Purchasing a new fridge and stove for the kitchen
- Rebuilding and upgrading the kitchen (over \$10,000 in costs)
- Providing new chairs, flooring, stage carpet, pot lights, paint, tables, and chairs for the hall
- Donating the "Jacob's Ladder" for the playground (\$3,000)
- Donating a pump to the Fire Department (\$4,500)
- Organizing community events such as Halloween dances, New Year's dances, and fall sales
- Running fundraisers and Canada Day celebrations at no cost to the town
- Fix up the cemetery rd with a cost of approximately 10,000.00
- Young Canada Works

These are just a few examples of the incredible work our group has done for our community.

Sincerely,
Bonnie Sparkes President, TNCW



Please read as correspondence.

Council Members and fellow residents,

For the record, my name is Lynn Sparkes Cheeseman.

I appreciate the opportunity to have this letter read on my behalf, as I'm unable to attend in person. I'm responding to the *anonymous* letter submitted to the Council.

After reviewing the letter, it becomes clear that the concerns raised are not truly about improving our town or strengthening services. Instead, the letter focuses heavily on finding fault, specifically with volunteer groups and the church. The author didn't ask questions, didn't look for clarification, and didn't offer a single constructive idea. The tone suggests an effort to highlight perceived rule-breaking rather than to support better outcomes for the community. Anyone from the community with history knows how intertwined the volunteers, Council participation, and the church are.

When someone's first instinct is to accuse rather than collaborate, the result is division. And division is the last thing a small, volunteer-driven town needs. We rely on people who show up, who pitch in, and who work together. The anonymous letter does the opposite: it *tries to undermine and question the groups who contribute the most.*

If the writer truly had the best interests of the town at heart, the approach would have been very different. They could have asked for information, offered solutions, or even volunteered to help. Instead, the letter reads as an attempt to create tension where none is needed.

I grew up in this town, and I'm proud to now own a home here. I've seen firsthand that our strength comes from people who step up: our volunteers, and particularly my mom, who I have witnessed year after year giving her time and energy to town events.

Volunteers are the backbone of this Community, they give their time, their skills, and their hearts to keep this town vibrant. Without them, many of the services and events we rely on simply wouldn't exist.

Our town moves forward when people participate, not when they criticize from the sidelines. That's why I believe it's important to recognize the intent behind the letter, not to give it more weight than it deserves, but to be a reminder of what actually keeps this community strong: involvement, cooperation, and mutual respect for the people who put in the effort.

Thank you,

Lynn Sparkes Cheeseman

To Terra Nova Town Council:

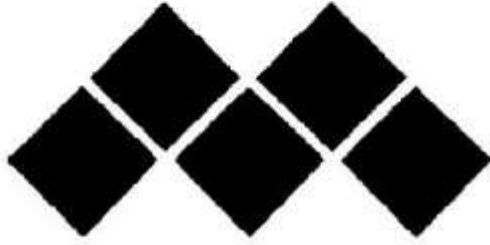
I am writing this letter to find out why my son (Robert Cornell) as a taxpaying citizen has to pay for a streetlight for a town road (Coolbreeze Lane) which has four houses on the laneway of which three of them have full-time residents and the fourth is a rental property paying business tax.

This light was installed years ago and was paid for all these years without question, but it has become known that another laneway (Sparkes Lane) has recently had a streetlight installed where there are not any full-time residents on this lane.

Do you think this is a fair and just situation and if you agree that it is not, I ask you to take over the monthly costs for this light and remedy this situation.

Hoping that council plays fair with this situation.


J D Cornell



Memo

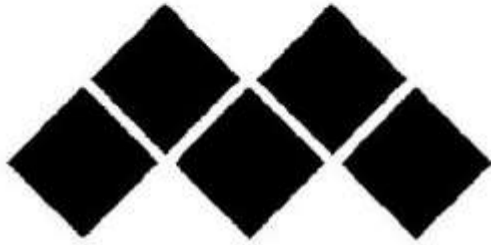
Date: January 26, 2026
Attention: Mayor, Deputy Mayor, and Councillors
From: Board of Directors, Municipal Assessment Agency (MAA)
RE: **Update on the Municipal Assessment Agency**

The Board of Directors of the Municipal Assessment Agency (MAA) met in St. John's on December 11, 2025. Committee meetings were held the previous day.

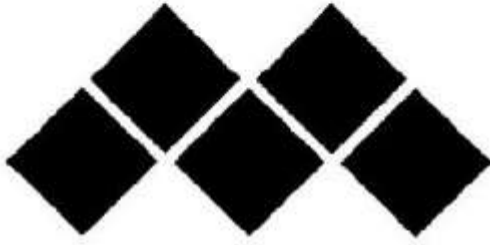
The main item was the review and approval of the Agency's 2026-2027 Budget. For tax year 2026, the fee for assessment services will remain at \$26 per parcel and tenant (no charge for crown land or low value land).

Below is a summary of key issues discussed:

- ❖ **Financial Statements:** The Board examined the financial statements and accounts receivable report as at September 30, 2025.
- ❖ **Human Resources Report:** A summary was provided covering the period July 1 to September 30, 2025, with emphasis on recruitment and retention efforts.
- ❖ **Aerial Imagery Update:** The Board reviewed the total property values identified to date within each municipality.
- ❖ **Stakeholder Engagement Update:** Administration delivered a town-by-town status update on initial assessment and data collection activities for the 40 poll tax towns, in accordance with the province's new *Towns and Local Services Districts Act (TLDSA)*.
- ❖ **Municipalities Newfoundland and Labrador Annual Conference and Trade Show:** The Agency was recognized as a Silver sponsor at the conference held in Corner Brook from November 20-22. The CEO presented the Operational Report on behalf of the Board of Directors on November 21, and MAA staff promoted the Agency's programs and services through the trade show exhibit.
- ❖ **Appeal Status Update:** The CEO reported on the annual appeals for tax year 2026.



- ❖ **Guide to Property Assessment in Newfoundland and Labrador:** The Agency has completed a full revamp of the *Newfoundland and Labrador Property Assessment Guide* to better support our municipal clients, property owners, and other stakeholders. The updated guide provides a clearer, more accessible explanation of how property assessments are completed in the province, using a blend of professional and plain-language content to ensure it is easy to understand.
- ❖ **Canadian Directors of Assessment (CDA) Conference:** MAA will host the next annual conference in July 2026 in St. John's. The Agency last hosted this national event in 2015, making the 2026 conference a valuable opportunity to once again welcome assessment leaders from across the country.
- ❖ **Customer Satisfaction Survey Results:** The Board reviewed the results of the Customer Satisfaction Survey mailed to 523 residential property owners on October 23, 2025. Due to postal disruptions at the time, the response rate was lower than normal; however, overall feedback was very positive, particularly regarding customer service.
- ❖ **Municipal Engagement / Public Relation Sessions:** The CEO hosted multiple information sessions with client municipalities on Newfoundland and Labrador's property assessment system. These sessions support the Board's Strategic Plan by strengthening municipal relationships and enhancing communication.
- ❖ **Collaborative Initiative Fund (CIF) Program Review:** Since its establishment in 2019, the Agency's Collaborative Initiative Fund has distributed \$162,184 across 20 grants to client municipalities, representing 13% of available funding. Of the proposals approved, 95% were for aerial imagery projects. To increase interest from clients who have not utilized this fund to date and also benefit those clients who have obtained aerial imagery in the past, the Board approved the following program changes:
 - The CIF will accept proposals exclusively for aerial imagery projects.
 - Municipalities that have not previously received CIF funding and meet program criteria will be eligible for funding of **\$4 per parcel**, compared to \$2 per parcel under the existing policy.
 - Municipalities that have previously received CIF funding for aerial imagery may reapply if their most recent imagery is more than four years old; approved proposals will receive **\$2 per parcel**.
 - A procedure will be implemented to ensure approved proposals do not exceed the designated reserve amount. Any additional approved proposals will be deferred to the following fiscal year.



- ❖ **MAA/PMA Multi-Year Sponsorship:** The Board approved a Gold-level sponsorship with the Professional Municipal Administrators (PMA), representing an annual commitment of \$10,000 for 2026, 2027, and 2028.
- ❖ **2025 Clar Simmons Scholarship Awards:** The recipients of the Clar Simmons Memorial Scholarship Awards for the 2024-2025 academic year were:



**Emily Dawson
(St. John's)**

Granddaughter of
Marjorie Dawson
Town Clerk/Manager
Town of South River



**Leah Lalney
(Massey Drive)**

Daughter of Colin Lalney
Pipelayer
City of Corner Brook



**Nicholas Pine
(St. John's)**

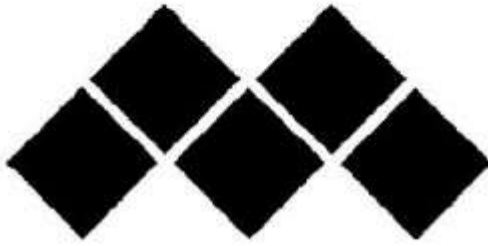
Son of David Pine
Director of Corporate Services
Town of Torbay

Each of these exceptional students were presented with a \$1,000 award to support their academic journeys and help them achieve their educational goals.

- ❖ **Board Election:** The Agency's formal election process for six municipal representatives to the Board of Directors concluded on December 18, 2025. Members will serve a four-year term beginning January 1, 2026. The Chair, Vice-Chair, and Committee Chairs will be elected at the first meeting of the year. The new Board of Directors is outlined on the following page.
- ❖ **Meeting Schedule:** The 2026-2027 meeting schedule was reviewed.
- ❖ **Next Board Meeting:** Scheduled February 27, 2026, in St. John's.

Municipalities exploring new projects that support property assessment and valuation – such as GIS or imagery initiatives – are encouraged to contact MAA to discuss potential support through the Agency's **Collaborative Initiative Fund**.

Thank you for your continued support. Should you have any questions or concerns, please feel free to contact any member of the Board.



MAA Board of Directors

As of January 1, 2026

Avalon Director	Councillor Eric A. Snow , South River Tele: 709-683-2277 Email: easnow@personainternet.com
Central Director	Mayor Tony R. Keats , Dover Tele: 709-424-0257 Email: tonyrkeats@icloud.com
Eastern Director	Councillor Keith Keating , Marystown Tele: 709-277-3768 Email: kkeating@marystown.ca
Labrador Director	Mayor Eric Paul , Red Bay Tele: 709-927-7437 Email: epaul@nf.sympatico.ca
Urban Director	Deputy Mayor Kimberley Street , Paradise Tele: 709-740-3790 Email: kstreet@paradise.ca
Western Director	Mayor Dean Ball , Deer Lake Tele: 709-636-2599 Email: dball@deerlake.ca
Representative of Municipalities Newfoundland Labrador (MNL) /	Vacant
Representative of the Professional Municipal Administrators (PMA) / PMA President	Ms. Connie Reid , Reidville Tele: 709-635-5232 Email: townofreidville@nf.aibn.com
Taxpayer Representative	Mr. Allan Hawkins , Pleasantview Tele: 709-486-2316 Email: hawkins.aj51@gmail.com
Taxpayer Representative	Vacant

**Town of Terra Nova
Customer Aged Summary As at 02/23/26**

	Total	Current	31 to 60	61 to 90	91+
	1,024.03	1,210.30	0.00	0.00	0.00
	380.00	0.00	0.00	0.00	0.00
	862.50	0.00	0.00	0.00	0.00
	714.18	0.00	0.00	0.00	0.00
	862.50	0.00	0.00	0.00	0.00
	-2.50	0.00	0.00	0.00	0.00
	862.50	0.00	0.00	0.00	0.00
	-10.02	0.00	0.00	0.00	0.00
	50.00	0.00	0.00	0.00	0.00
	-2.54	0.00	-2.54	0.00	0.00
	-10.00	0.00	0.00	0.00	0.00
	-5.91	0.00	0.00	0.00	0.00
	-10.26	0.00	0.00	0.00	0.00
	-1.00	0.00	0.00	0.00	0.00
	-10.00	0.00	0.00	-10.00	0.00
	-4.00	0.00	0.00	0.00	0.00
	662.50	0.00	0.00	0.00	0.00
	380.00	0.00	0.00	0.00	0.00
	0.16	0.00	0.00	0.00	0.16
	-7.50	0.00	0.00	0.00	0.00
	115.00	0.00	0.00	0.00	0.00
	115.00	0.00	0.00	0.00	0.00
	115.00	0.00	0.00	0.00	0.00
	861.84	0.00	0.00	0.00	0.00
	716.64	0.00	0.00	0.00	0.00
	-701.21	0.00	-700.00	0.00	-1.21
	920.00	0.00	0.00	0.00	0.00
	-150.00	0.00	0.00	0.00	0.00
	-0.02	0.00	0.00	0.00	0.00
	115.00	0.00	0.00	0.00	0.00
	-463.02	0.00	0.00	0.00	0.00
	11,476.97	11,476.97	0.00	0.00	0.00
	-1.91	0.00	0.00	0.00	0.00
	380.00	0.00	0.00	0.00	0.00
	462.50	0.00	0.00	0.00	0.00
	-0.01	0.00	0.00	0.00	0.00
	-2.50	0.00	0.00	0.00	0.00
	-71.88	0.00	0.00	0.00	0.00
	300.39	0.00	0.00	0.00	0.00
	380.00	0.00	0.00	0.00	0.00

0.10	0.00	0.00	0.00	0.10
-6.45	0.00	0.00	0.00	-6.45
-0.10	0.00	0.00	0.00	-0.10
-10.00	0.00	0.00	0.00	-10.00
862.50	0.00	0.00	0.00	862.50
877.19	0.00	0.00	0.00	877.19
23,120.42	13,711.30	-702.54	-10.00	10,121.66

Town of Terra Nova
Vendor Aged Summary As at 02/23/26

Name	Total	Current	31 to 60	61 to 90	91+
Andrea Cornell	220.72	-	220.72	-	-
Cal LeGrow Insurance Ltd	16,273.15	-	16,273.15	-	-
Central Newfoundland Waste Ma...	375.10	375.10	-	-	-
Crosbie Engineering Ltd.	4,600.00	-	-	4,600.00	-
East-Glo Castle Building Supplies	42.21	0.83	-	41.38	-
ER Heating and Refrigeration (20...	819.95	-	819.95	-	-
Pike, Derm	200.00	-	200.00	-	-
PSD Citywide Inc.	340.69	340.69	-	-	-
Receiver General For Canada	154.08	154.08	-	-	-
The Dep	42.63	-	-	42.63	-
Workplace NL	1,143.05	1,143.05	-	-	-
Young's Industrial Refrigeration ...	14,911.43	-	14,911.43	-	-
Total outstanding:	39,123.01	2,013.75	32,425.25	4,684.01	-

TAX & FEE STRUCTURE 2026

TOWN OF TERRA NOVA

Property Tax	Class 1 – Properties valued at \$50,000.00 or less at a base amount of \$100.00 plus 0.00001% Class 2 – Properties valued over \$50,000.00 at 0.002 (% of assessed value) – 2 mils
Vacant Land	Class 1 – Properties valued at \$50,000.00 or less at a base amount of \$100.00 plus 0.00001% Class 2 – Properties valued over \$50,000.00 at 0.002 (% of assessed value) – 2 mils
Business Tax	Base amount \$450.00 per year plus 0.00001%
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	Base amount \$450.00 per year plus 0.00001% 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	Class 1 – Properties valued at \$50,000.00 or less at a base amount of \$100.00 plus 0.00001%
	Class 2 – Properties valued over \$50,000.00 at 0.002 (% of assessed value) – 2 mils

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

Amended: Feb 23, 2026.



9 Frampton Avenue
St. John's, NL
A1A 0R8

February 3, 2026

Town of terra Nova

C/O Angela Penny-Tucker

1 River Road

Terra Nova, NL

A0C 1L0

Hi Angela:

I hope all is well. Just reviewed the minutes from the council meeting dated November 10, 2025 and noticed that the narrative regarding snow clearing on Farm Road in the minutes is incorrect. The Terra Nova Cabin Owners Association along with other affected individuals including Newfoundland Power, residents in the Benson's Field and Stable Lane areas were never formally notified that we would have to make our own arrangements for any future snow clearing past the town boundary. We had discussions regarding the possibility that we may have to arrange our own snow clearing and would reach out to both Newfoundland Power and the provincial Department of Transportation and Infrastructure (TI) to discuss a shared cost arrangement but, a definitive directive from the town noting that we would be responsible for snow clearing on Farm Road was not received. Furthermore, on December 17th, 2025, we sent an email to the town to seek clarity on this matter. We never did receive a response.

Our discussions on this matter have been more focused on the billings from TI to the town for the snow clearing of Farm Road. As indicated in our discussion, the Town of Terra Nova did not incur any snow clearing expenses since 2017 associated with Farm Road past the end of the pavement at the "S-Turn". All charges levied by TI to the Town of Terra Nova were associated with the 0.5kms of Farm Road from the railway track to the end of the pavement at the S-Turn. The charges associated with that portion of Farm Road were paid by the Cabin Association and not the town. It is our hope that the minutes are revised to reflect same.

I would like to thank the town for agreeing to top-up the security deposit noted in the minutes.

Please feel free to reach out to discuss.

Have a wonderful afternoon!

Sincerely,

TNCA Chair

Hello Angela and Council Members

Our family (of the late Donald Greening) would like to donate an A.N.D. speeder to the town of Terra Nova. We think this would be the perfect home for it and hope the council will accept it.

Thank you.

the Greening family