

**Town of Terra Nova
Regular Council Meeting
April 13, 2026**

Minutes of the council meeting of The Town of Terra Nova, held on Monday, April 13, 2026, at 6:01pm.

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. 26-027

Moved by Councillor Storie seconded by Councillor Hillier-Smith, to adopt the agenda with the addition of Service of quad and gate for park by Councillor Storie, and dust control on trailway by Councillor Hillier-Smith under new business.

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

Opposed: 0

Motion Carried

Minutes:

Regular meeting on March 18, 2026

Mayor Cornell asked if there were any errors or omissions in the minutes from the March 18, 2026, Council meeting.

No. 26-028

Motion made by Deputy Mayor Pike to adopt the minutes of the council meeting of March 18, 2026. Motion seconded by Councillor Storie.

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

Opposed: 0

Motion Carried

Special meeting on March 31, 2026

Mayor Cornell asked if there were any errors or omissions in the minutes from the March 31, 2026, Council meeting.

No. 26-029

Motion made by Councillor Storie to adopt the minutes of the council meeting of March 31, 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:

No. 26-030

Motion made by Councillor Storie to apply for a moose licence Motion seconded by Deputy Mayor Pike.

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

Opposed: 0

Motion Carried

The back deck of the fire department should be added to the snow clearing for next season. The fire department will need to buy a trailer for the new skid unit so they will get three price quotes on a trailer. The heat is not working in the fire department meeting room so Councillor Storie will contact ER Heating for service on the heat pump and if they cannot come in next week she will call Young's Refrigeration. On April 20th, the fire truck will be gone out of town for service for a couple of days and another fire department in the area will be notified on this matter.

Councillor Storie will check into prices to get three signs for fire bans. Also, the fire department will be checking into a fire pit placement at a property that there were concerns about last season.

Business Arising:

Town Policies and regulations update: RV Park Policy - read and included in the minutes.

No. 26-031

Motion made by Council Storie to adopt the updated RV Park Policy. Motion seconded by Deputy Mayor Pike.

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

Opposed: 0

Motion Carried

Correspondence – Councillor Storie

Streetlight on Coolbreeze Lane concern – Read and included in minutes.

6:22PM Mayor Cornell and Deputy Mayor Pike declared conflict of interest and the gavel was passed to Councillor Hillier-Smith.

Angela to sent response back to them. The policy will have to reviewed and the location of the streetlight viewed.

6:26PM Mayor Cornell and Deputy Mayor Pike back.

6:26PM Gavel passed back to Mayor Cornell

Committee Reports:

Finance & Heritage– Councillor Hillier-Smith

- Current Operating Balance April 13, 2026 – \$187,512.40.
- Gas Tax Account Total April 13, 2026 - \$34,502.16.
- Accounts receivable owed on April 13, 2026, is \$4,769.26. List included in minutes.
- The Vendors Summary list April 13, 2026, totals \$6,591.82 plus MAA invoice of \$1,547.00 totaling \$8,138.82. List included in minutes.

No. 26-032

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

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

Opposed: 0

Motion Carried

Invoicing is starting now and will be completed by the end of the month.

Public Works, Communication, Grants update – Deputy Mayor Pike

Update on public works and communications - Town roads will be looked at when snow melts and the town maintenance worker is back for the season.

Update of grants – Reminder that Thursday April 16, 2026 at 11:00AM is the Let's Talk session here at the hall on the topic of frauds and scams followed by a free lunch. The swing and teeter totter has been ordered for the Ralph Calloway Memorial Park and when the snow melts, we will be getting the scope of work out on the install of this equipment.

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

Update on second stage with septic in RCM Park –Just waiting on the electrician to complete the electrical hook up early spring.

We may have a delay in opening of the park this year depending on the snow in the area. When we get some new signage on fire bans one will be put in the park. When the dumping station is open, we will have to put a sign up for dumping for the park site users only. Reminder that all fees for the 2026 season are due May 1st.

Crown Lands update No new Crown Lands applications applied to the town at this time.

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

Municipal Affairs update – none currently.

Public Relations – The scope of work for the Eddie Eastman Hall roof will be updated and sent out in early May weather permitting work to be completed when the contract is awarded. Overhang on other two doorways to be added to scope of work.

Student employment – we have been successful in receiving the CSJ federal grant for a student worker. We are still waiting to hear back on the provincial student grant that we applied for.

No. 26-033

Motion made by Deputy Mayor Pike to accept the CSJ federal grant and advertise for a student. Motion seconded by Councillor Hillier-Smith.

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

Opposed: 0

Motion Carried

Beautification – Councillor Holloway

Beautification update – The event board will be used again for the season. We will be looking into the purchasing of flowers in the coming weeks. Angela to put out a post for the adoption of the garden bins again for this season for residents/taxpayers only.

New Business:

Maintenance worker pay increase – \$0.50 increase per hour as per council review.

No. 26-034

Motion made by Councillor Storie to approve the \$0.50 per hour increase to the maintenance worker pay. Motion seconded by Councillor Hillier-Smith.

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

Opposed: 0

Motion Carried

Laptop for checking of emails – Angela to be provided with one of our laptop computers for checking for important time sensitive emails during the week the town office is not open.

Gate for Ralph Calloway Memorial Park – Another gate needed for the main entrance to the park.

No. 26-035

Motion made by Councillor Storie to get three price quotes to purchase a gate for the main entrance of the Ralph Calloway Memorial Park. Motion seconded by Deputy Mayor Pike.

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

Opposed: 0

Motion Carried

Service of quad – We need to get the town quad and trailer serviced for the year.

Deputy Mayor Pike declared conflict of interest at 7:06PM

No. 26-036

Motion made by Councillor Storie to ask Derm to service the town quad and trailer. Motion seconded by Councillor Hillier-Smith.

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

Opposed: 0

Motion Carried

Deputy Mayor Pike back at 7:07PM

We also need to check into some park solutions for the swim pond area this season.

Dust control on trailway – Angela to apply for permit so town worker can put some calcium on track this season.

No. 26-037

Motion made by Councillor Hillier-Smith to apply for permit so town worker can put calcium on track this season. Motion seconded by Councillor Storie.

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

Opposed: 0

Motion Carried

Permits

- 0 permits issued since the last meeting.

Next meeting – Wednesday May 13, 2026 at 6:00PM

No. 26-038

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

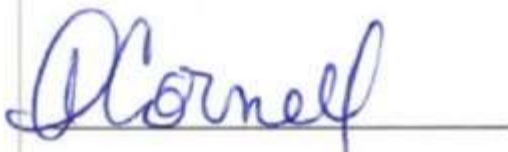
In favour: Mayor Cornell, Deputy Mayor Pike, Councillor Storie, Councillor Hillier-Smith, Councillor Holloway.

Opposed: 0

Motion Carried

ADJOURNMENT

7:14 PM



Mayor/Deputy



Clerk

RV PARK POLICY

General business

1. Invoicing for the seasonal sites will be issued between January to April of the taxation year.
2. The deadline for payment of fees to the Town will be May 1st, of each fiscal year.
3. Failure to remit the fee by the deadline may result in the trailer having to be removed and all overdue accounts will be charged interest at a rate set in the Tax and Fee Structure for the fiscal year and is charged on interest and compounded interest, monthly.
4. If your account is not paid in full for the current year by May 1st, please reach out to the town office with a payment plan and if this payment plan is not followed your site will be roped off. All payment plans for the fiscal year must be paid in full by August 1st including all interest on the account if not the site will be roped off.
5. If you are a seasonal renter and are not returning for the season to the Ralph Calloway Memorial Park, the onus is on you to let the town office know.

General Rules of the Park

1. The seasonal campsite agreement must be signed and returned to the town office by May 1st.
2. The privies (outhouses) will only be cleaned during seasonal operational dates by the town maintenance worker.
3. If you are moving out of the site, or selling your trailer you can not offer the site to someone else as the site is owned by the town even if you have power to the site.
4. Any additions to trailers or RVs, such as patios and decks, must comply with our Building Permit Policy.
5. Open fires, including those in barrels will not be permitted during the fire season as determined by the Department of Forestry each year. The Fire Department will make all decisions regarding fire bans, except in cases of province-wide bans, which are mandatory.
6. Music will only be allowed between the hours of 9:00 am and 12:00 midnight on any given day.
7. Campers are required to maintain clean and tidy campsites at all times.

8. No grey or black water should be disposed of on the surface of the campgrounds or through underground means connected to the privies (Outhouses).
9. ATV's may only be driven to and from the trailer sites. Use of ATVs in any area other than on the main park road is not permitted, as safety is a top priority throughout the campgrounds.
10. Driving any vehicle while under the influence of drugs or alcohol is strictly prohibited on the campgrounds.
11. All trailers must be positioned with the trailer hitch facing the roadway. This requirement allows for easy access for possible removal during a fire or other emergencies.
12. For seasonal users, if you remove your trailer from the site, you must place an occupancy sign on the site if you plan to return after a short absence.
13. Snowmobiles and modified vehicles that are not registered and certified for road use are not permitted in the park.
14. Not abiding by the rules, you may be asked to remove your personal property and leave the park.
15. Hot tubs and pools are strictly prohibited.

FEES FOR 2026 SEASON

MAY 1, 2026 – OCTOBER 12, 2026

Field	\$750.00 plus HST
Private	\$800.00 plus HST
Daily Pass	\$ 20.00 plus HST per day


Daily passes can be obtained at the town office at regular scheduled business hours.

PAYMENT OF FEES

Annual fees may be paid either at the Town office during regular scheduled business hours or by mail to the address indicated on your invoice or by email at admin@townofterranoval.onmicrosoft.com

Daily passes may be paid either at the Town office during regular scheduled business hours or by email at admin@townofterranoval.onmicrosoft.com or in advance by mail.

Amendment date: April 13, 2026

 Outlook

[Draft] Fw: FW: re ATTACHED RESPONSE RE STREET LIGHT

From

Draft saved Thu 26-Mar-26 4:11 PM

To Angela Tucker <admin@townofterranova.onmicrosoft.com>

As per your reply you would address this if request came from the property owner [REDACTED] or the Bill payer of the street light [REDACTED] I can provide proof (hydro bill for 7 Coolbreeze Lane) that I do indeed pay for this light so I am again requesting the Town of Terra Nova take over this street light payment of \$17.69 + \$2.65 HST total \$20.34. There are four (4) homes on Coolbreeze Lane numbers 1, 3, 5, & 7 three (3) occupied full time and one (1) rental and two(2) children occupy one of these homes. Yes it was installed at my request because previous Council refused to consider it the same as these property owners had to fight for "Coolbreeze Lane" construction to access their property and for snow clearing in winter to enable the children to get to Lily Brook Road to board the school Bus instead of having to clear snow etc privately. Town was charging taxes and not providing any services other than garbage collection one (1) location, in a private laneway, for many years. I understood the policy of the Town was a street light every fourth pole with permanent fulltime residents correct me if I am wrong.

Respectfully

Town of Terra Nova
Customer Aged Summary As at 04/13/26

Total	Current	31 to 60	61 to 90	91+
-600.00	-600.00	0.00	0.00	0.00
-862.50	-862.50	0.00	0.00	0.00
19.24	0.00	19.24	0.00	0.00
906.16	0.00	43.66	0.00	862.50
334.18	0.00	0.00	0.00	334.18
906.16	0.00	43.66	0.00	862.50
-862.50	-860.00	0.00	0.00	-2.50
906.16	0.00	43.66	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
-2.54	0.00	0.00	-2.54	0.00
-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	0.00	0.00	0.00	-10.00
-4.00	0.00	0.00	0.00	-4.00
696.04	0.00	33.54	0.00	662.50
399.24	0.00	19.24	0.00	380.00
0.16	0.00	0.00	0.00	0.16
-262.80	-262.80	0.00	0.00	0.00
-250.00	-250.00	0.00	0.00	0.00
-7.50	0.00	0.00	0.00	-7.50
115.00	0.00	0.00	0.00	115.00
115.00	0.00	0.00	0.00	115.00
905.47	0.00	43.63	0.00	861.84
752.92	0.00	36.28	0.00	716.64
-701.21	0.00	0.00	-700.00	-1.21
-0.02	0.00	0.00	0.00	-0.02
100.00	50.00	50.00	0.00	0.00
115.00	0.00	0.00	0.00	115.00
-1.91	0.00	0.00	0.00	-1.91
399.24	0.00	19.24	0.00	380.00
285.91	0.00	0.00	0.00	285.91
-400.01	-400.00	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
0.10	0.00	0.00	0.00	0.10
-6.45	0.00	0.00	0.00	-6.45
225.81	225.81	0.00	0.00	0.00

-0.10	0.00	0.00	0.00	-0.10
-10.00	0.00	0.00	0.00	-10.00
906.16	0.00	43.66	0.00	862.50
724.97	0.00	0.00	0.00	724.97

4,769.26	-2,959.49	395.81	-702.54	8,035.48
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Town of Terra Nova
Vendor Aged Summary As at 04/13/26

Name	Total	Current	31 to 60	61 to 90	91+
Burnt Pine Woodworks Ltd	3,162.50	3,162.50	-	-	-
Cal LeGrow Insurance Ltd	12.65	12.65	-	-	-
Central Newfoundland Waste Ma...	370.45	370.45	-	-	-
Diversions Computer Centre	83.78	83.78	-	-	-
Municipalities Newfoundland & L...	1,050.00	1,050.00	-	-	-
PMA	569.25	569.25	-	-	-
Ralph, Kim	1,322.50	1,322.50	-	-	-
Storie, Valerie	20.69	20.69	-	-	-
Total outstanding:	6,591.82	6,591.82	-	-	-