



P.O. Box 8, Colinet, NL, A0B 1M0
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Town Council Meeting Minutes
January 16, 2024
Town Hall

IN ATTENDANCE:

Ben Didham, Mayor
Paula Linehan, Councillor
Don Corrigan, Councillor
Joan Nolan, Councillor
Brenda Pike, Town Clerk

Absent: Loretta Nash, Councillor
One member of the public was present.

MEETING CHAIR:

Ben Didham, Mayor

CALL TO ORDER:

Meeting is called to order at 6:56 p.m.

ADOPTION OF AGENDA:

Motion #2024-01: Don Corrigan; Joan Nolan
Adopt the Agenda of January 16, 2024.
All in favor; none opposed

Motion Carried

ADOPTION OF MINUTES:

Motion #2024-02: Don Corrigan; Paula Linehan
Adopt the Minutes of December 5, 2023.
All in favor; none opposed

Motion Carried

Motion #2024-03: Joan Nolan; Don Corrigan
Adopt the Minutes of Special Meeting of December 13, 2023.

All in favor; none opposed

Motion Carried

FINANCE:

The Clerk presented Council with the financial report for the month ending December 31, 2023.

- **Monthly Financial Report**

Motion #2024-04: Don Corrigan; Paula Linehan

Adopt the Financial Report for the month ending December 31, 2023.

All in favor; none opposed

Motion Carried

The Town Clerk requested Council's approval to send out a final notice for outstanding taxes, rather than immediate submission to Credit Recovery to give residents a final opportunity pay their outstanding taxes or set up a payment plan to bring their accounts up to date. Council approved.

NEW BUSINESS:

a) Reports

1 Town Clerk Report

- a. Budget was submitted
- b. SSSP was finalized and approved
- c. The Clerk advised she cannot work on 2024 accounts until 2022 bank reconciliations are completed for 2022 audit. Will need more time to get this done so we can move ahead. Council approved additional hours if required to bring 2022 up to date.
- d. The Eastern Waste invoice for 2023 has been received - \$15,000. The Clerk suggested it be paid in 4 equal payments of \$3,750 (Jan/April/July/October. Council approved and the Clerk will set up automatic payments.
- e. NL Power Line Approval; the property in question is outside town limits.
- f. Engineering Quotes: The Clerk still hasn't received any quotes on flood remediation, despite reaching out to a number of engineers:

1. AF Engineering

2. MAE Design
3. Nova Consulting
4. Dynamic Engineering
5. DBA Consulting

2 Infrastructure Committee Report

- Nothing to Report

3 Fire Department Report

- There was considerable discussion about Fire Services Fees (ie: whether the Town will continue to charge fire services fees and provide fire services outside the town limits. The attending resident from the public expressed concerns about how the Fire Dept. would respond to a fire in the town limits if they were attending a fire outside the town at the same time. Mayor Didham identified that other towns (eg. St. Joseph's) offer fire services outside their town for a fee. Council decided to hold off on sending out fire service fee invoices until it could be discussed in more details at a separate meeting with the Fire Dept. It is a source of revenue (approximately \$3,500 annually) which goes directly to the Fire Department.
- The Fire Dept. will be seeking funding under Fire and Emergency Services for a pump and helmets. The application deadline is March 31.

b) Insurance Renewal

The Town's Liability Insurance policy has been renewed with Northbridge Insurance (Cal LeGrow) for a total cost of \$8,988.23 for 2024.

c) Grants

- a. Council discussed the many needs of the Town and the possibility of obtaining grants for the associated costs. Several specific items were discussed:
 - i. Collapsed culvert at Eason property
 - ii. Asphalt on Wharf Road
 - iii. Repairs to road/fill on Didham's Road
 - iv. Speeding signs
 - v. Replace the roof on the town shed and town hall
 - vi. Work on the playground

- vii. Possible development of a recreational wharf area where kayaking, canoeing, etc. would be available.

Council will work on developing a project list and plan for future development that may fall under grants. When the list is complete, the Clerk will seek estimates and will work on identifying grants that may be available to cover these projects.

d) Proposed Public Meeting re Property Taxes

Representatives from the Department of Municipal Affairs and the Municipal Assessment Agency will attend a public meeting at the Town Hall on Tuesday, February 13 at 2:00 p.m. to provide residents with an opportunity to bring forth any questions/concerns they may have about property taxes. Sherry Gambin-Walsh was invited as well; however, she is out of the Province at that time. Council will ask the Loggers Society to put the meeting information on their outside sign.

e) Appointment of Committees

Council appointed the following Committees of Council:

- i) Recreation Committee: Brian Eason; Ben Didham
- ii) Infrastructure Committee: Don Corrigan; Joan Nolan
- iii) Human Resources Committee: Loretta Nash; Brenda Pike
- iv) Special Events Committee: Paula Linehan; Joan Nolan; Brenda Pike

f) Newsletter

The Clerk identified the following items for inclusion in the January newsletter and enquired if Council had anything to add or change:

- i. Taxes and Fee Structure
- ii. Meeting date for Town Hall Meeting re property taxes
- iii. Council Meeting Dates for 2023
- iv. Eastern Waste collection dates and related information
- v. Committee appointments
- vi. Appreciation Note for 2023 Events - Volunteers
- vii. Emergency Response Contacts
- viii. Loggers' Society: Should they post their updates in the Town Council newsletter? There was discussion around whether they could be included due to their charitable status.

However, Council agreed outside agency updates should not be included in the Town Council newsletter.

- ix. Fire Service Fees – See Fire Department Report
- x. Fitness Group
- xi. Speeding
- xii. Contact Office for problems with Street lights - provide pole # to the Clerk.
- xiii. Invitation for Committees – Invite residents to sit on town committees.

g) Speeding in Town Limits

Council discussed the ongoing problem of speeding within the Town limits. They have been advised that government does not install speed bumps on main roads so that won't be an option. Council discussed the installation of blinking signs or other means of slowing drivers down. These signs are very costly and the Town would have to go through the Dept. of Transportation and Infrastructure for approval to place any signs on the roadside. For now, Council will put a reminder for drivers to slow down and will look further into possible solutions.

h) Disclosure Statements

The Clerk distributed Disclosure Statements to Councillors for completion for 2024.

NEXT MEETING

The next regular Council meeting will be held on Tuesday, February 13, at 7:00 p.m.

ADJOURNMENT

Motion #2024-05: Paula Linehan; Joan Nolan

The meeting adjourned at 8:30 p.m.

All in favor; none opposed

Motion Carried