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Town Council Meeting Minutes
March 12, 2024
Town Hall

IN ATTENDANCE:

Don Corrigan, Councillor
Joan Nolan, Councillor
Loretta Nash, Councillor
Brenda Pike, Town Clerk

Late Arrival: Ben Didham, Mayor
Absent: Paula Linehan, Councillor

Three members of the public were present.

MEETING CHAIR:

Joan Nolan, Councillor

CALL TO ORDER:

Meeting is called to order at 7:09 p.m..

ADOPTION OF AGENDA:

Motion #2024-10: Don Corrigan; Loretta Nash
Adopt the Agenda of March 12, 2024.
All in favor; none opposed

Motion Carried

ADOPTION OF MINUTES:

Motion #2024-11: Don Corrigan; Loretta Nash
Adopt the Minutes of February 13, 2024.
All in favor; none opposed

Motion Carried

Ben Didham, Mayor, entered the meeting at 7:15 p.m.

FINANCE:

The Clerk presented Council with the financial report for the month ending February 29, 2024.

- **Monthly Financial Report**

Motion #2024-12: Ben Didham; Loretta Nash

Adopt the Financial Report for the month ending February 29, 2024.

All in favor; none opposed

Motion Carried

NEW BUSINESS:

a) Reports

1 Town Clerk Report

- There have been no applications for the Maintenance Worker position.
- As there was no one available from Colinet Council to attend the Eastern Health meeting in St. Mary's, the Clerk requested Mayor Elaine Nash of Mount Carmel send a copy of her notes from the meeting to Colinet. At that meeting, a decision to form a regional health board was made, for which they are seeking volunteers.
- Kim Osmond has been appointed to the position of Municipal Affairs Analyst for Colinet. She will be our main contact with the Department moving forward.
- Two extra tonnes of salt have been ordered. (Council advised it has not been delivered).
- As the Clerk will need the week beginning March 18 off, she anticipates the tax invoices will be mailed the following week.

2 Infrastructure Committee Report

- Flooding/Remediation/Engineer Report: The Clerk summarized her conversation with the engineer, Mr. Dave Peddle, who expressed concern around whether the properties he would be assessing for a quote were actually town property or private property. The Clerk, being unfamiliar with the properties in question, advised that Council would be able to provide clarification on property ownership. Based upon his experience with other

Towns, he cautioned against taking on work outside the Town's responsibility as it could be precedent-setting. Upon his inspection, accompanied by Councillor Corrigan, Mr. Peddle returned to the Town Office, where he advised the Clerk that they had determined that the flooding issues on the properties in question were not located on town property and were not caused by any town infrastructure and were, therefore, not the responsibility of the Town. The Clerk requested that he put his assessment in writing for submission to Council at their next meeting. The letter was reviewed by Council. Based upon Mr. Peddle's assessment, Council directed the Clerk to compose a letter to Mr. Tremblett and Mr. Didham advising them that Council does not accept responsibility for the flooding issues. They also requested that a copy of Mr. Peddle's letter be included with their letter to provide further clarification to both residents.

- Wharf Road, etc.: Councillor Corrigan updated Council on required work on Wharf Road, where there is considerable work to be done – ditching and culvert issues as the culvert is blocked and can't be reached. Back Road needs to be ditched from Jim McDonald's property. Once the culvert is cleaned out on the Eason property, he can proceed with his plans for a French drain, etc. There is also a wash-out at Rocky River which needs to be repaired. Councillor Corrigan will try and obtain quotes before the next meeting on getting the required work completed.

Councillor Nash requested that the Clerk contact Highways in St. Joseph's to have brush cleared across from the cemetery.

2 Fire Department Report

- a) Additional Fire Insurance: Council decided not to avail of the additional insurance for the Fire Department, as quoted by Cal LeGrow Insurance.
- b) Fire Services Equipment Application: Council approved and the Mayor signed the application for new equipment under Fire and Emergency Services Firefighting Equipment Program in the amount of \$43,304.40, for replacement of Honeywell fire equipment, as it will no longer meet NOISH standards.

c) Fire Service Fees: The Clerk updated Council on the information she had obtained from ERSB regarding collection of fire service fees on the Town's behalf.

- Council may enter into an agreement with ERSB for collection of fire service fees outside the town limits.
- ERSB will collect an additional \$5 administrative fee in addition to the \$50 service fee.
- Once an agreement has been signed, payment of the fire services fee is mandatory for anyone who receives the invoice in the areas identified by Council – can include Harricott, North Harbour, Nine Mile Road, and others.
- Agreement states that ERSB is responsible for fee collection; town is responsible for fire protection.
- A motion from Council is required to enter into the agreement.
- As approval from the Minister and the Fire Commissioner's Office is required, it may take a little time. It was suggested that January 2025 may be a good starting point; however, they can collect before that if everything is in place.
- ERSB will need to know of any reciprocal agreements with other towns – mutual aid, jaws of life, etc.
- Other towns with agreements with ERSB include St. Joseph's, Carbonear, Ferryland, etc.

Motion #2024-13: Don Corrigan; Joan Nolan

Council will engage the services of Eastern Waste Regional Board to collect Fire Services Fees on behalf of the Town in Harricott, North Harbour and outlying areas.

All in Favor; None Opposed

Motion Carried

Once the Clerk confirms the areas with Fire Chief Linehan, she will contact ERSB.

b) Town Clerk Position

Motion #2024-14: Joan Nolan; Loretta Nash

Council hereby extends the hiring of Brenda Pike to the Town Clerk position, effective April 1, 2024, until June 30, 2024. The Clerk will work up to 17 hours per week, with additional hours as approved by Council, at a rate of \$25.00 per

hour. A travel allowance of \$25 per week is approved. Travel outside normal travel to/from work will be paid at the provincial government rate.

All in Favor; None Opposed

Motion Carried

c) Accessibility Plan

Motion #2024-15: Loretta Nash; Don Corrigan

Council approves the Accessibility Plan as presented by the Clerk dated February 13, 2024.

All in Favor; None Opposed

Motion Carried

d) Property Tax

i) Exemptions/Discounts

Motion #2024-16: Don Corrigan; Loretta Nash

Council approves a 15% discount on property tax for anyone who is in receipt of the Guaranteed Income Supplement, with proof of receipt of GIS.

All in Favor; None Opposed

Motion Carried

Council agreed that residents will be given the opportunity to set up a payment plan for their taxes/waste fees; the deadline for final payment on a payment plan will be December 31, 2024.

Council directed the Clerk to include Air BnB's under business taxes.

Exemptions will be looked at by Council on a case-by-case basis, with mandatory proof of income.

3) Business Tax

i) Exemptions: In order to clarify the exemption for not-for-profits, Council passed the following motion, which replaces any previous motions regarding exemptions for not-for-profits for the tax year 2024:

Motion #2024-17: Joan Nolan; Don Corrigan

Council hereby exempts not for profits (Colinet Loggers' Heritage Society and Rural Development Association) from business tax only, on their request with proof of not-for-profit status.

All in Favor; None opposed

Motion Carried

ROUND TABLE:

a) Burned car on Markland Road: Councillor Nash expressed concern that a burned car has been left roadside on Markland Road. The Clerk will reach out to Highways and Water Resources (due to its proximity to 3 Mile Bridge) to see who is responsible for the removal.

b) Request for Refund of Paid Poll Taxes: The Clerk has received a request regarding poll taxes paid on land which was not owned by the person paying the taxes. The Clerk explained that this person recently discovered that the land she thought she owned was not hers, but was registered to her brother, who has also paid poll taxes in the Town. Council directed the Clerk to refund her for 6 years only, with proof of payment provided by the individual, as the onus is on her to provide the supporting documentation.

c) Cemetery Committee: Council directed the Clerk to contact the Parish Office to determine whether there is a cemetery committee for Colinet.

d) Rules of Procedure: Councillor Nolan requested that Rules of Procedure be added to the agenda for the April meeting.

NEXT MEETING:

The next meeting is at 7:00 p.m. on Tuesday, April 9, 2024.

ADJOURNMENT:

The meeting is adjourned at 8:55 p.m.