



P.O. Box 8, Colinet, NL, A0B 1M0
Tel: 709-521-2300; Email: TownofColinet.nl@gmail.com

Town Council Meeting Minutes
May 7, 2024
Town Hall

IN ATTENDANCE:

Ben Didham, Mayor
Joan Nolan, Councillor
Loretta Nash, Councillor
Brenda Pike, Town Clerk

Absent: Paula Linehan, Councillor and Don Corrigan, Councillor

Four members of the public were present.

MEETING CHAIR:

Ben Didham, Mayor

CALL TO ORDER:

Meeting is called to order at 6:57 p.m.

ADOPTION OF AGENDA:

Motion #2024-23: Joan Nolan; Loretta Nash

Adopt the Agenda of May 7, 2024.

All in favor; none opposed

Motion Carried

ADOPTION OF MINUTES:

Motion #2024-24: Loretta Nash; Joan Nolan

Adopt the Minutes of April 9, 2024, correcting the error of the Meeting Chair's title from Councillor to Mayor.

All in favor; none opposed

Motion Carried

FINANCE:

The Clerk presented Council with the financial report for the month ending April 30, 2024

- **Monthly Financial Report**

Motion #2024-25: Joan Nolan; Loretta Nash

Adopt the Financial Report for the month ending April 30, 2024.

All in favor; none opposed

Motion Carried

The Clerk explained the transfers from the Gas Tax Account to the Town's Savings Account, which represented payments which were made from the General Account to cover gas tax expenses:

\$862.50 – Engineering Cost for Wharf Road Repairs

\$3,583.83 – Payment to Cape Shore Equipment for Wharf Road Repairs

\$3,800.00 – Special Assistance Grant which was deposited to Gas Tax in error.

The Clerk presented Council with the Tax Receivables Summary for the year ending December 31, 2023 and the Tax Recovery Plan for 2024.

Motion #2024-26: Loretta Nash; Joan Nolan

Council hereby approves the Tax Receivables Summary for the year ending December 31, 2023, and the Tax Recovery Plan for 2024.

All in favor; none opposed

Motion Carried

NEW BUSINESS:

a) Town Clerk Report

- There was another meeting in St. Mary's on May 6 at 1:00 p.m. of Community Advisory Committee at St. Mary's Town Hall. Information was emailed to Council members.
- Thank you to Joan Downey. Joan has taken all the wreaths which are placed on Remembrance Day and updated them with new ribbons and poppies, etc. She does this at her own cost.

- Thank you to Wanda Corrigan and Bertha Power. Both Wanda and Bertha are very helpful, not just with the mail, but helping the Clerk out by providing a safe drop-off for documents for Councillors, etc.
- Permits:
 - Susan Davis (shed construction and renovations) – pending payment and pick-up
 - Denise Batten (Renovations)
- Hall Rental: There was one rental during April for a birthday party.
- Speeding:
 - The Clerk seeks approval to look at having “Slow Down; Children at Play” signs made up and placed throughout the community. Councillors will identify the appropriate locations, definitely at all entrances to the town, by Corey Rohan’s, etc. The Clerk will check with Transportation for approval and placement. **Mayor Didham requested the Clerk send him a sample sign and he will have them designed; he will donate the signs to the Town.**
- The Clerk had forwarded an email from a seasonal resident to Council in response to information provided with property tax bills.
- The Clerk made contact with Brian Scammell to start the audit process for 2022 and 2023. She has provided everything related to gas tax expenditures for both years. She is still working on the general accounts but there is an end in sight.
- Eastern Regional Service Board – fire services agreement – working on ensuring we have the appropriate insurance in place – waiting to hear from Charlene Ford at Cal LeGrow.
- Property taxes are coming in at a steady pace.
- One of the taxpayers with outstanding poll taxes has come into the office. He has set up a payment plan for his property taxes. He is hoping to qualify for an exemption for the poll taxes owing and will provide me with tax assessments for the years’ owing in the near future.
- Wharf Road Upgrades:
 - Call from Norma Bulger. She is wondering if, when ditching is carried out on Rocky River Road, that both sides can be ditched as water is being held up on their side of the road. She is also wondering who is

responsible for culvert replacement as it would be good to have them replaced when ditching is carried out. **Council will look at culvert replacement.**

- **Mayor Didham requested that the road between Michael Drohan and Brian Eason's property be added to the upcoming work. He will contact the contractor to get an updated quote for the grant application.**
- Joe Corrigan would like Council to look at getting the run-off from property across the road from his (sink/sewer) looked at. He filled in the culvert due to the food/sewer running onto his property and would like this problem addressed before the culvert is replaced.
- Joe Corrigan will be cleaning out his daughter's house; does he need a permit for removing items or just a demolition permit once he starts to take it down? **He only needs a demolition permit.**
- Ice Control Materials for 2024-25? Cost: Salt-\$168.00 per tonne; Mixture-\$96.00 per tonne. Council only pays for what is picked up and delivered. (2023-24: 10 tonnes mixture and 2 tonnes of salt). **Council directed the Clerk to order the same quantities as the previous year – 10 tonnes mixture and 2 tonnes of salt.**
- During last month's meeting the Clerk brought forward a request for pro-rating of outstanding poll taxes – Seller and purchaser have reached an agreement to pay half each. The outstanding taxes have been paid in full.
- Reminder to Council: taxes are payable by June 30. Councillors may opt to take advantage of the payment plan. First payment due by June 30 and full amount paid by December 31.
- Maintenance Worker Position
 - Brian Bulger (691-3354) is interested in the Maintenance position. He is wondering what are the hours per week. He can do routine maintenance and grass at hall and playground. Can start June 1.

Motion #2024-27: Joan Nolan; Loretta Nash

Council approves the hiring of Brian Bulger to the position of Maintenance Worker for the Town of Colinet from June 1 – September 6, 2024. The rate of pay is \$20.00 per hour for 12 hours per week with additional hours as required.

b) Infrastructure Committee Report

i) Town Property – Future Plans

1. Town Hall/Fire Hall: Mayor Didham put forward a possible reconfiguration of town property which would entail renovating the town hall to include the fire hall, town office, and meeting room. This would eliminate the need for a separate building for the fire hall and provide a much more economical space to include all the needs of the Town. He is going to have an engineer visit the building to see if the building is structurally suitable for the reconfiguration. If so, the town can apply for a grant to have plans drawn up and bring it forward to town residents for their input. Council agreed to move forward with the initial feasibility study.
2. Playground/Community Garden: Mayor Didham hasn't had an opportunity to go forward with having a drawing completed for the proposed changes to the playground, including a walking trail. With reference to the Community Garden, Mr. Eason (public) enquired about grants which may be available. The Clerk suggested the Community Healthy Living Grant as well as the Age Friendly Communities Project. Mayor Didham also suggested the General Concourse may be an option as well.
3. Accessibility Grant: Council directed the Clerk to check with Municipal Affairs to see if the grant money may be used for a different purpose in light of the proposed changes to the Town Hall. Also, request an extension due to the timeliness of getting quotes for the newly proposed reconfiguration of the Town Hall.

ii) Road Work

Motion 2024-28: Loretta Nash; Joan Nolan

Submit an application under Canada Community Building Fund (gas tax) for road work as per the quote submitted by Triple J Excavating and Dump Truck Services (with changes to original quote of March 27, 2024, to include additional work).

All in Favor; None Opposed

Motion Carried

c. Fire Department Report

Motion 2024-29: Loretta Nash; Joan Nolan

Amend Motion #2024-21 to state the provision of fire protection services by the Colinet-North Harbour-Harricott Volunteer Fire Department will include services to the South Side of North Harbour. Road conditions may result in a delayed response to an emergency in any area.

All in Favor; none opposed

Motion Carried

d. Rules of Procedure

The Rules of Procedure discussion has been deferred until June. Council will hold a separate meeting to complete the Rules of Procedure, due to the significant time it may take.

e. Rocky River Project: Town Hall Meeting/Job Ad

The Clerk will post the information sheet and job ad for the Rocky River project on the Town Facebook page and at the store. She will also contact SAEN to offer May 21 at 6:30 p.m. as a suitable time for the town hall meeting to discuss the project with the public.

f. Correspondence

The Clerk presented a request for a donation from the Make a Wish Foundation 29th Annual Run the Rock. Council decided, due to financial restraints, a donation will not be made this year. However, Council did discuss developing a donation policy for the future.

Mayor Didham proclaimed **World Ovarian Cancer Day**, May 8, 2024.

6. ROUND TABLE

a) The Council requested, on behalf of the Fire Chief, that the Fire Department be given access to a room in the shed for storage. Council approved their use of the room for their use.

b) Councillor Nash enquired to Joan Downey (public) whether there is a current exercise program in the Town. Mrs. Downey advised that there would be one starting up again in September.

c) Mr. Gambin (public) enquired as to whether the reconfiguration of the Town Hall/Fire Hall had been discussed with the Fire Department. Mayor Didham advised that he will attend their next meeting to discuss this, now that Council have had the discussion.

NEXT MEETING:

The next meeting is at 7:00 p.m. on Tuesday, June 4, 2024.

ADJOURNMENT:

Motion #2024-29: Joan Nolan; Loretta Nash

The meeting is adjourned at 8:30 p.m.

All in favor; none opposed

Motion Carried