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**Town Council Meeting Minutes
January 14, 2025
Town Hall**

IN ATTENDANCE:

V. Joan Nolan, Mayor
Gerard Linehan, Deputy Mayor
Don Corrigan, Councillor
Loretta Nash, Councillor
Paula Linehan, Councillor
Brenda Pike, Town Clerk

Two members of the public were present.

1. CALL TO ORDER

The meeting is called to order at 7:05 p.m.

2. ADOPTION OF AGENDA: JANUARY 14, 2025

Motion #2025-01: Don Corrigan; Loretta Nash

Adopt the Agenda of January 14, 2025, with the removal of Section D under New Business. A separate meeting to develop by-laws is scheduled for Saturday, January 25 at 3:00 p.m.

All in Favor; None Opposed

Motion Carried

3. ADOPTION OF MINUTES: DECEMBER 3, 2025

Motion #2025-02: Gerard Linehan; Loretta Nash

Adopt the Minutes of December 3, 2025, with the following revisions:

Under In Attendance: V. Joan Nolan, *Mayor* and Gerard Linehan, *Deputy Mayor*

Under Section 5(i): Change the year in each of meeting dates to 2025.

All in Favor; None Opposed

Motion Carried

4. FINANCE

a. Monthly Financial Report

Motion #2025-03: Don Corrigan; Paula Linehan

Adopt the financial report for the month ending December 31, 2024.

All in Favor; None Opposed

Motion Carried

5. NEW BUSINESS

a) Reports

i) Town Clerk Report

- The Town has to pay back \$4,072.60 from the Accessibility Grant
- The gas tax audit is complete for 2024; we should receive funding for road work any day and the clerk will issue a cheque to contractor upon receipt of the funds.
- Rural Outreach Program – new students are starting the program in January and will be in contact re assisting with 911 and civic numbering.
- We received an invoice in the amount of \$1,462.80 from Brian Scammell for the 2024 gas tax audit. A cheque is issued.
- FCM Green Municipal Fund – Application has been submitted in partnership with Mount Carmel for a climate change assessment.
- FCM also has funding for trails. The Clerk reached out to Tract Consulting for more information. They have advised funding is in high demand under this program and difficult to attain. They suggested ACOA as another funding source for trails.
- As the bathroom accessibility work has been completed, the full downstairs of the Town Hall will need a thorough cleaning. Council directed the Clerk to post availability for a cleaner position for 1 week (35 hours) at minimum wage (\$15.60 per hour).
- The Clerk advised she will be working on the newsletter and asked Council to let her know if there were any items they would like to be included.

ii) Infrastructure Committee

1. Roads

Council discussed the December CBC interview with Hon. Fred Hutton, Minister of Transportation and Infrastructure, where he put a call out for people to identify road construction needs in the upcoming year. Ms. Denise Batten, who was present at this meeting, volunteered her time to assist anyone who wished to write a letter in support of paving Markland Road. She advised that she has received many letters in support of paving Route 81 and read out one of those letters from Ms. Nicole Dobbin, which was very well written and concise. Ms. Batten and a member of Council will be at the Town Hall on Friday, Jan. 17 from 10 a.m. to 1 pm. and Saturday, January 18 from 9:00 a.m. to 12 noon to offer their assistance to anyone who needs help with writing letters. All letters have to be submitted by the deadline of January 19.

Mr. Bill Gambin also noted that he was involved in many meetings, presentations and briefs to Government, lobbying for the paving of Route 81.

The Clerk will post the dates for the letter-writing to Facebook and request that Mount Carmel share it on their Facebook page as well.

iii) Administration/Human Resources

1. Extension of Town Clerk Position

Motion #2025-04: Don Corrigan; Loretta Nash

Council extends the employment of Brenda Pike, Town Clerk, to June 30, 2025.

All in Favor; None Opposed

Motion Carried

b) Fire Department

i) Presentation re Vehicle Grant

Deputy Mayor Gerard Linehan filled in for Fire Chief Ralph Linehan. Fire Chief Linehan was speaking with Christopher Foster with Fire Services Division. As the truck for which Colinet applied for funding is no longer available, it has been decided to forfeit the \$30,000 grant which was approved. The Fire Department will now apply for a \$100,000 grant to purchase a used truck to replace the 1987 Chev truck presently in service.

Motion #2025-05: Paula Linehan; Don Corrigan

Town Council will apply for \$100,000 grant through the Fire Services Division Vehicle Funding Program to purchase a used vehicle to replace the 1985 Chev Fire Truck.

All in Favor; None Opposed

Motion Carried

Motion #2025-06: Loretta Nash; Don Corrigan

Town Council will submit an application under the Firefighting Equipment Program to purchase 12 fire helmets, 12 LED helmet lights, 8 pairs of rubber boots and 2 fire extinguishers for the Fire Department through the Fire Services Division. (Once price quote is received).

All in Favor; None Opposed

Motion Carried

Mayor Nolan enquired about the status of the Breathing Apparatus's (BA's) which had been ordered earlier in 2024, and asked if the old ones were de-commissioned. Deputy Mayor Linehan advised the new BA's are on order and expected within the next couple of weeks. The old BA's will be decommissioned on their next service date.

Mayor Nash asked if the Fire Department participates in regular training, eg. at the smokehouse in Riverhead. Deputy Mayor Linehan advised they avail of all training that is available to them. Training outside the area is often not available due to cost. There hasn't been training at the smokehouse in a while so it hasn't been available. He assured Council that firefighters are expected to carry out only those duties for which they are qualified. If a volunteer firefighter doesn't have the necessary training, they are not put in a situation where that training is required.

Mayor Nolan also expressed her concern around membership numbers and succession as there aren't many new, young members on the Fire Dept. A call for volunteers is included in all newsletters.

ii) Fire Service Fee Collection

Council discussed the possibility that cabins or other properties may not be accessible to the fire department if their roads aren't cleared or they are gated. Council decided this is not a Council issue; if cabin owners are paying the fire service fee, it is their responsibility to provide access, the same as anyone in the town or elsewhere.

c) Grants

i) Community Garden

Councillor Nash expressed an interest in getting a Community Garden started this year. Once a Recreation Committee is in place, they could take responsibility for this. The Clerk will contact Gaze Seeds to request a donation of any unused seeds from last year.

ii) Accessibility Grant

Work is completed to make the downstairs washroom accessible. The Clerk will issue a cheque to Fort Construction. As noted in the Clerk Report, \$4,072.60 in unspent funds have to be returned to Government.

d) Towns and Local Service Districts Act

i) By-Laws – deferred to a special meeting on January 25 to develop mandatory by-laws.

e) Cell Phone Service

The meeting with Mr. Bill Murphy was very informative. The next step is to contact Municipalities NL to find out their status on moving forward with lobbying for cell service, and then deciding if a committee should be formed that would be of assistance. The Clerk will contact MNL to get an update on their progress.

f) Community Calendar

Councillor Nash suggested that Council get a calendar printed with pictures of the Town. The Clerk will post on Facebook seeking photos which could be used. Deadline for photos: June 2025.

6. ROUND TABLE

Mr. Bill Gambin suggested that Council's first step in lobbying for cell service might be to contact Bell and enquire as to their future plans for cell service in the area, especially in light of the current installation of fibre op.

Councillor Corrigan brought to Council's attention that the Town of Colinet sign (owned by the Town) needs to be repaired as one of the 6 x 6 posts are broken off. A request for a quote will be issued.

NEXT MEETING

The next meeting is scheduled for February 11, 2025 at 7:00 p.m.

ADJOURNMENT

Motion #2025-07: Loretta Nash; Don Corrigan

The meeting is adjourned at 8:41 p.m.

All in Favor; None opposed

Motion Carried