

Councillors Present: Mayor Churchill
Deputy Mayor Butt
Councillor Arnold
Councillor Mackey
Councillor Blackwood Jr. - via zoom
Councillor Collins - via zoom
Councillor Gordon

Staff Present: Chantal Smart-Lynch, Town Manager
Laurie Moss, Acting Town Clerk
Pam Thornhill - EDO/Recreation Director

Visiting Groups: Brad Love

MINUTES

1. Moved by Councillor Arnold and seconded by Councillor Mackey that the minutes of Regular Council Meeting held on November 12, 2025 be adopted as presented.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt,
Councillors C. Arnold, R. Mackey, E.
Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

MINUTES

2. Moved by Councillor Arnold and seconded by Deputy Mayor Butt that the minutes of Public Works Committee Meeting held on November 13, 2025 be adopted as presented.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt,
Councillors C. Arnold, R. Mackey, E.
Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

LEONARD MACKEY - 3. Moved by Councillor Arnold and seconded by Councillor Mackey that Council accept recommendation #1 of the Public Works Committee meeting as follows:

CATCH BASIN MAIN STREET NORTH

Letter be written to Len Mackey advising the catch basin near his property at 56 Main Street North must remain uncovered at all times to allow proper flow of water. In the spring the Public Works staff will assess possible improvements.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

SHANE GARDINER 9
MAIN STREET SOUTH
- W/S CONNECTION

4. Moved by Councillor Mackey and seconded by Councillor Arnold that Council accept recommendation #2 of the Public Works Committee meeting as follows:

Options:

Use the existing ½" copper line to service all units (as was previously) or as per water sewer regulations:

There shall be one sewer line and one water line for each dwelling unless otherwise approved by Council. If the dwelling is a duplex or multi-unit, each unit will require a separate water and sewer line.

Property owner must tie in the main line for all services. Temporary tie in to the Town property at 5-7 Main Street North (former Freshmart site) will not be permitted.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

**AUSTIN BURRY
APPLICATION -
PINETREE ROAD**

5. Moved by Deputy Mayor Butt and seconded by Councillor Mackey that Council accept recommendation #3 of the Public Works Committee meeting as follows:

Mr. Burry be written a letter requesting the following:

- * proposed location of building on the property to be identified as was previously requested.
- * building plans
- * engineered drawings for the proposed water drainage
- * plans for the relocation of the overhead power lines and the water/sewer service lines that cross the property

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

**DAVID SAUNDERS -
PINETREE ROAD**

6. Moved by Councillor Mackey and seconded by Councillor Arnold that Council accept recommendation #4 of the Public Works Committee meeting as follows:

Mr. Saunders be advised that during the process of considering the application for Austin Burry, Mr. Saunders concerns will be considered

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

Regular Council Meeting #145626-783 of The Glovertown Town Council held in Council Chambers on November 26, 2025 at 7:30 PM.

DOUGLAS SPARKES - 7.
HILLVIEW HEIGHTS
EXT.

Moved by Councillor Mackey and seconded by Councillor Arnold that Council accept recommendation #5 of the Public Works Committee meeting as follows:

Low water pressure from property of Stanley Sparkes, 8 Hillview Heights Ext., to be addressed as follows:

- * temporary water installed in the spring
- * Council to look at possibility of the Public Works crew installing a larger water service line.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

KATHLEEN JANES - 8.
PRISCILLA DRIVE

Moved by Councillor Mackey and seconded by Councillor Arnold that Council accept recommendation #6 of the Public Works Committee meeting as follows:

Discussion regarding low water pressure from Kathleen Janes, Priscilla Drive be deferred.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

**SHOULDERING
MATERIALS**

9. Moved by Councillor Mackey and seconded by Councillor Arnold that Council accept recommendation #7 of the Public Works Committee meeting as follows:

Refer the discussion re: extra material from ditching and shouldering to Budget Committee for discussion.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

**RODNEY HISCOCK -
15 STATION ROAD**

10. Moved by Councillor Blackwood Jr. and seconded by Councillor Arnold that Council accept recommendation #8 of the Public Works Committee meeting as follows:

That a letter be written to Rodney Hiscock, 15 Station Road advising of complaints received expressing safety concerns with the deep ditch along the walking trail. What will be done to ensure user safety?

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

Regular Council Meeting #145626-783 of The Glovertown Town Council held in Council Chambers on November 26, 2025 at 7:30 PM.

PAMELA PATTEN - 132
MAIN STREET NORTH

11. Moved by Councillor Collins and seconded by Councillor Gordon that Council accept recommendation #9 of the Public Works Committee meeting as follows:

Pam Patten to be advised that a new application is required to change use from General Commercial to Residential Medium Density to accommodate a duplex to include details of renovations. Permit will be issued subject to a separate water and sewer line being installed for each unit as per water and sewer regulations; and payment of rezoning fees.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

MINUTES

12. Moved by Councillor Arnold and seconded by Councillor Gordon that the minutes of November 24, 2025 be adopted as presented.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

VISITING GROUPS

13. Brad Love was present re: senior tourism/economic development.

**PERMIT - ERICA
SMART**

14. Moved by Councillor Arnold and seconded by Councillor Gordon that a permit be approved for Erica Smart as per amended application dated November 2025 to erect a dwelling at 222 Main Street South subject to the following:

water and sewer tie in on Riverside Road East along the boundary line with private sewer lift pump being installed at the dwelling by the property owner. All structures i.e. dwelling, patio, garage etc. to be a minimum of 50' from the high water mark.

Property owner responsible for the water and sewer from the curbstop/boundary and to ensure functionality of the private septic pump system.

The property will be rezoned Residential Medium Density (RMD) during the ongoing Municipal Plan update.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

**PERMIT LORI
ARNOLD - LAWN &
GARDEN CARE**

15. Moved by Councillor Arnold and seconded by Councillor Gordon that a permit be issued to Lori Arnold to operate a lawn and garden care business as per application dated November 18, 2025; subject to necessary advertising.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

DAVID HISCOCK RE: PROPERTY CLEAN-UP 16. It was a consensus that the follow up letter be sent to David Hiscock regarding the clean-up at the rear of property on Station Road.

DONATION GLOVERTOWN SALVATION ARMY & FOOD BANK 17. Moved by Councillor Arnold and seconded by Deputy Mayor Butt that Council donate \$1000.00 to the Glovertown Salvation Army Food bank.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

TURKEYS AND HAMS 18. Moved by Councillor Arnold and seconded by Councillor Mackey that Council order turkeys and hams for Council and staff.

In favour: Mayor D. Churchill, Councillors C. Arnold, R. Mackey, and K. Gordon

Opposed: Deputy Mayor Butt, Councillors Collins and Blackwood Jr.

Abstaining: 0

Motion Carried

LETTER FROM HON. LELA EVANS , MINISTER OF HEALTH 19. It was a consensus that the letter from Honourable Lela Evans, Minister of Health and Community Services regarding physician recruitment be filed.

MUNICIPAL AFFAIRS AND COMMUNITY ENGAGEMENT MUNICIPAL TRAINING FUND 20. It was a consensus that Council has verified and reviewed the application from Municipal Training Funds for MNL Convention participants. Ready for signing and submission.

Regular Council Meeting #145626-783 of The Glovertown Town Council held in Council Chambers on November 26, 2025 at 7:30 PM.

RFP WATER STUDY

21. It was a consensus that a meeting be scheduled for Wednesday December 3, 2025 at 7:00 pm to review RFP received for Water Study, if necessary.

**CAPITAL
INVESTMENT PLAN
APPLICATION**

22. Resolved that the Town of Glovertown submit a Capital Investment Plan application to the Department of Municipal affairs & Community Engagement for Canada Community Building Fund in the amount of \$420,000.00 for Chlorination Building.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

**ANDREW JANES -
LANDS COMMITTEE**

23. It was a consensus that the request from Andrew Janes requesting purchase of land adjacent to 1 MacDonald Place, be referred to the Lands Committee.

**RED GORDON
REQUEST FOR
CULVERTS NW ARM
TRAIL**

24. Moved by Councillor Collins and seconded by Councillor Arnold that in response to request from Red Gordon dated November 14, 2025, for used culverts for NW Arm Trail, Mr. Gordon to be advised that if the Town has any used culverts that are good we will re-use them.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

Regular Council Meeting #145626-783 of The Glovertown Town Council held in Council Chambers on November 26, 2025 at 7:30 PM.

**2024 FINANCIAL
STATEMENT**

25. Moved by Councillor Collins and seconded by Councillor Gordon that the audited Financial Statements for December 31, 2024 as prepared by Jody Ann Cooper, CPA be approved as presented.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

**GLOVERTOWN
ACADEMY
SCHOLARSHIPS**

26. It was a consensus that Mayor Churchill and Deputy Mayor Butt attend the Glovertown Academy Scholarships presentation December 17, 2025.

**TERRA NOVA
TRAILRIDERS
REQUEST 2026
FUNDING**

27. It was a consensus that the letter of request from the Terra Nova Trailriders be referred to the 2026 Budget Committee for consideration.

Councillor Mackey and Blackwood Jr. declared conflict of interest on next matter discussed and left the table

**LETTER EAST-GLO
CASTLE RE: WATER
& SEWER ANGLE
BROOK ROAD**

28. It was a consensus that the letter from Wayne Briffett, East-Glo Building Supplies dated November 24, 2025 regarding water & sewer services Angle Brook Road be referred to Public Works Committee.

**MILLS & WRIGHT
LANDSCAPE ARCH**

29. It was a consensus that copy of the letter from Mills & Wright to East-Glo re: Town Center award be filed. Pre-construction meeting to be held.

Councillor Mackey and Blackwood Jr. returned to table

**THANK YOU FROM
ALZHEIMER'S
SOCIETY OF NL**

30. It was a consensus that the thank you letter from the Alzheimer's Society of NL be placed on the Towns Facebook page.

Regular Council Meeting #145626-783 of The Glovertown Town Council held in Council Chambers on November 26, 2025 at 7:30 PM.

CHEQUE REGISTER 31. Moved by Councillor Arnold and seconded by Councillor **“A”** Collins that the cheque register “A” be approved as presented.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

Councillor Mackey and Blackwood Jr. declared conflict of interest on next matter discussed and left the table

CHEQUE REGISTER 32. Moved by Councillor Arnold and seconded by Councillor **“B”** Collins that the cheque register “B” be approved as presented.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

Councillor Mackey and Blackwood Jr. returned to the table

Councillor Collins declared conflict of interest on next matter discussed and left the table

Regular Council Meeting #145626-783 of The Glovertown Town Council held in Council Chambers on November 26, 2025 at 7:30 PM.

CHEQUE REGISTER 33. Moved by Councillor Arnold and seconded by Councillor **“C”** Gordon that the cheque register “C” be approved as presented.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

Councillor Collins returned to table

Mayor Churchill declared conflict of interest on next matter discussed and left the table

CHEQUE REGISTER 34. Moved by Councillor Gordon and seconded by Councillor **“D”** Mackey that the cheque register “D” be approved as presented.

In favour: Deputy Mayor L. Butt, Councillors C. Arnold, R. Mackey, E. Blackwood, S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

Mayor Churchill returned to the table

Councillor Arnold declared conflict of interest and left the table

Regular Council Meeting #145626-783 of The Glovertown Town Council held in Council Chambers on November 26, 2025 at 7:30 PM.

CHEQUE REGISTER 35. Moved by Councillor Mackey and seconded by Councillor Collins that the cheque register “E” be approved as presented.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors R. Mackey, E. Blackwood, S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

CHEQUE REGISTER 36. Moved by Councillor Gordon and seconded by Councillor Collins that the cheque register “F” be approved as presented.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt, Councillors C. Arnold, S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

Councillor Arnold returned to table

PROPERTY IMPROVEMENT COMMITTEE 37. It was a consensus that Property Improvement Committee meet in the new year.

Regular Council Meeting #145626-783 of The Glovertown Town Council held in Council Chambers on November 26, 2025 at 7:30 PM.

ADJOURNMENT

38. Moved by Councillor Arnold and seconded by Councillor Collins that the meeting adjourn.

In favour: Mayor D. Churchill, Deputy Mayor L. Butt,
Councillors C. Arnold, R. Mackey, E.
Blackwood Jr., S. Collins and K. Gordon

Opposed: 0

Abstaining: 0

Motion Carried

Meeting adjourned at 9:20 pm

Mayor Churchill

Joanne Perry, Town Clerk