



Town of Flatrock

Minutes of a Regular Meeting of Town Council held at the Flatrock Town Hall
Monday, January 13, 2025.

Members Present: Mayor Darrin Thorne
Councilor Madonna Connors
Councilor Brian Waterman
Councilor Marion McCarthy
Councilor Alicia Scott
Councilor Jeffrey Connors (by phone)

Chief Administrative Officer/Town Clerk Andrew Tobin
Community Services Coordinator/Asst Town Clerk Stephanie Murray

Members Absent: Deputy Mayor Terry Humber

Mayor Darrin Thorne called the Meeting to Order at 6:45

2025 –001 Marion McCarthy/Madonna Connors

Be it resolved that the Agenda for the Monday January 13, 2025, meeting of Flatrock Town Council be adopted as presented.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried.

2025 –002 Alicia Scott/Brian Waterman

Be it resolved that the Minutes of the Monday, December 2, 2024, meeting of Flatrock Town Council be adopted as presented.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried.

Delegation present to discuss Flatrock Fishermen’s Center.

Delegation present to discuss Medalsis Pond Road extension.

List of Permits since December 8, 2024			
December 11	Occupancy	1896	3 Wildberry Rodge
December 23	Extension	1898	102 Back Road
January 9	Residence	1899	9 Haley’s Place
January 10	Residence	1900	2 Emma’s Place

2025 –003 Marion McCarthy/Alicia Scott

Be it resolved that all applications to the Town of Flatrock for any construction must follow the National Building Code of Canada and supplements or amendments to that code, as stated in motions 2025 – 004 and 2025 – 005 below and the Town of Flatrock Regulations.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried.



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2025 –004 Marion McCarthy/Brian Waterman

Be it resolved that the Town Council of Flatrock adopt the 2010 National Building Code of Canada and any supplements and amendments in accordance with the Towns and Local Service District Act, that regulations made by a town controlling and respecting the design, construction, alteration, reconstruction, minimum lot size and occupancy of buildings in their community should be in accordance, at a minimum, with the National Building Code of Canada.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried.

2025 –005 Brian Waterman/Madonna Connors

Be it resolved that the Town Council of Flatrock confirms compliance with the National Building Code of Canada (in resolution 2025 – 003) is the responsibility of the owner/applicant, and not the Town of Flatrock.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried.

2025-006 Marion McCarthy/ Jeff Connors

Be it resolved that the Town Council of Flatrock adopt the National Energy Code and supplements or amendments to that code and that all construction must follow the code.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried.

2025-007 Brian Waterman/Madonna Connors

Be it resolved that the Town Council of Flatrock adopt the National Energy Code for Buildings and supplements or amendments to that code and that all construction must follow the code.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried.

2025 – 008 Brian Waterman/Marion McCarthy

Be it resolved that the Town Council of Flatrock appoint Mr. Mitchell Moran as the Town of Flatrock Municipal Assessment Review Commissioner for 2025.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried.

Application for extension at 391 Windgap Road deferred for more information on plans.

Engineering report for Medalsis Pond Road extension tabled.



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2025 –009 Marion McCarthy/ Brian Waterman

Be it resolved that the Town of Flatrock accept ownership for Medalsis Pond Road extension as per engineering report from CBCL, as presented, pending security deposit for pavement correction.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried.

Engineering report for Margdel Road tabled.

2025 –010 Brian Waterman/ Marion McCarthy

Be it resolved that the Town of Flatrock accept ownership for Margdel Road as per the engineering report from CBCL, as presented.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried.

2025 –011 Brian Waterman/ Marion McCarthy

Request to rezone 623 Windgap Road from Residential to Mixed Development denied.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried.

Town Plan 2025 had been sent to the Provincial Government for review.

2025 –012 Marion McCarthy/Brian Waterman

Be it resolved that the Town of Flatrock appoints Gardaworld personnel Constable Braedon Ford and Chief Constable Keith King as By-law Enforcement Officers, on an on-call basis.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried.

2025 – 013 Alicia Scott/Madonna Connors

Be it resolved that the Flatrock Town Council approve the development application for Lot 1 Margdel Road and that it be built within Town of Flatrock Regulations.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried.

2025 – 014 Brian Waterman/ Marion McCarthy

Be resolved that the list of invoices be approved as presented.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried



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2025 – 015 Marion McCarthy/ Alicia Scott

Be it resolved that the Town Council of Flatrock pay all recurring invoices for 2025.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried

Letter from Department of Municipal and Provincial Affairs regarding budget submission 2025 tabled.
Municipal Budget approved.

Torbay Volunteer Fire Department Report from Councilor Alicia Scott.

New Business:

Madonna – Spoke with representative regarding SAM Stewardship.

Brian – Concerns regarding Red Head Ditching, if funds are not used before a new Provincial Government is elected, will they still be available.

Attended a meeting at Joanne Thompsons office regarding funding for the Grotto, a grotto committee needs to form.

Brought questions forward regarding the Flatrock Fisherman's Center.

Scrapped car on Windgap Road must be removed.

Andrew – Property tax invoices are in the mail.

Working on finishing the year end work and then completing eight tenders and a job description to go out to the public.

Marion – Looking for help for the 2025 Soccer season.

Jeff – Pleased to have the roads turned over to the town without deficiencies.

Stephanie – Twelfth Night Dance went well, no issues, music was fabulous.

Met with Pouch Cove's Coordinator, plans underway for Snowfest February 28 to March 9.

2025-015 Alicia Scott/Madonna Connors

Be it resolved that this meeting adjourn and meet again on Monday February 3, 2025, at 6:45 P.M.

In Favor Mayor Darrin Thorne, Councilors Marion McCarthy, Brian Waterman, Madonna Connors, Alicia Scott, Jeffrey Connors

Abstaining 0 Against 0 Carried

The meeting adjourned at 7:30pm.

Darrin Thorne
Mayor

Stephanie Murray
Community Services Coordinator/ Asst Town Clerk