

**Municipality of Trinity Bay North  
Regular Council Meeting February 6, 2024**

**Minutes of a Regular Meeting of the Council of the  
Municipality of Trinity Bay North, held in the  
Town Hall, February 6, 2024**

<i>Members Present</i>	Mayor	David Bartlett
	Deputy Mayor	Dean Lodge
	Councillors	Albert Johnson
		Doreen Rumbolt
		Pauline Stagg
		Terence Stead
 <i>Also Present</i>	 Acting Town Clerk	 Melinda Mackey
 <i>Absent</i>	 Town Manager	 Darryl Johnson

**CALL TO ORDER**

A quorum being present Mayor Bartlett called the meeting to order at 5:00p.m.

**ADOPTION OF AGENDA**

*Motion #2024-02-06-6390 – Stagg/Rumbolt*

*Be it resolved the agenda be adopted as presented.*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg, Stead } Opposed 0; Motion Carried*

**ADOPTION OF MINUTES**

**Regular Meeting of January 16, 2024**

Minutes of the January 16<sup>th</sup> meeting is unavailable due to the Town Clerk being off for the past two weeks. The notes were taken in such a way that makes them unable to be completed by Assistant Town Clerk.

**BUSINESS ARISING FROM MINUTES**

**Stewardship Agreement Amendment**

An email received from Mary Bishop inquiring as to whether a decision has been made on the amendment to our town plan. As there is still no confirmation on the cost of the

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amendment, mapping and renewing the plan, a decision cannot be made at this time. Information will be obtained by the town staff before proceeding.

### **Municipal Insurance**

Councillor Rumbolt presented information to council that she obtained from insurance companies on whether they provide Municipal Insurance.

*Motion #2024-02-06-6391 – Rumbolt/Johnson*

*Be it resolved the insurance information obtained by Councillor Rumbolt be passed along to the Town Manager who will make a recommendation on how to proceed*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

### **TOWN CLERK'S REPORT**

#### **Bills**

The Acting Town Clerk presented the bills for payment in the amount of \$44,624.95 and opened the floor for any questions.

Councillor Stagg questioned the Eastlink invoice for the Frank Power Chalet and whether it is something that is required. It was installed during Covid to allow for council meetings to be held there.

*Motion #2024-02-06-6392 – Lodge/Rumbolt*

*Be it resolved that the internet and phone services be removed from the Frank Power Chalet as a cost saving measure.*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

The invoice from Richard Power for accounting services and the extra costs incurred amending previous audit was reviewed.

*Motion #2024-02-06- 6393– Lodge/Stead*

*Be it resolved the bills submitted for payment be approved with the invoice from Richard Power Accounting being paid to the maximum allotted in the 2024 budget until such time as the budget can be amended to allow for the extra expenses incurred.*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

### **TOWN MANAGER'S REPORT**

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The Town Manager provided a written report on items he's been working on since the last meeting. The report was deferred until the next regular meeting as the Town Manager was absent due to illness

Councillor Stead presented correspondence on behalf of the Town Manager regarding MLN Eastern Regional Meeting in Clarendville on March 1<sup>st</sup> & 2<sup>nd</sup>.

***Motion #2024-02-06-6394 – Lodge/Rumbolt***

***Be it resolved that we send two staff to Eastern Meeting of MNL in Clarendville on March 1<sup>st</sup> & 2<sup>nd</sup>.***

***In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried***

### **FINANCE**

Nothing to report

Microsoft Office for town laptops is up for renewal.

***Motion #2024-02-06-6395 – Stead/Johnson***

***Be it resolved that the Town Manager be authorized to renew Microsoft Office for town laptops and to obtain the best purchasing options.***

***In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried***

### **PUBLIC WORKS/WATER RESOURCES**

No meeting held. Notes provided on follow up items for council's perusal.

#### **Adopt a Fire Hydrant Challenge**

Deputy Mayor Lodge suggested we use composters as prizes during the upcoming winter carnival to promote the clearing of hydrants by residents

***Motion #2024-02-06-6396 – Lodge/Stead***

***Be it resolved that the town donate 2 composters to be used in the winter carnival as prizes for the "Adopt a Hydrant Challenge".***

***In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried***

### **RECREATION - PARKS/PLAYGROUNDS/TRAILS**

Notes were included from a meeting held on January 18, 2024.

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### License to operate canteen at Lookout Park

*Motion #2024-02-06-6397 – Lodge/Stead*

*Be it resolved that we apply for a license to operate the canteen at Lookout Park during the summer.*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

### Geopark Designation

The question was raised as to whether Lookout Park is to be considered as part of the Geopark and if it would interfere with the operation and activities within the park. Deputy Mayor Lodge will look into the issue further.

### Change Tables – Washrooms Lookout Park

The Recreation Committee is willing to buy changing tables for the washrooms at Lookout Park if the town would provide the installation.

*Motion #2024-02-06-6398 – Lodge/Stead*

*Be it resolved that the town provide the installation of changing tables at the washrooms at Lookout Park once purchased by the Recreation Committee.*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

### Funding Opportunities

There are a number of funding opportunities that the committee can avail of.

*Motion #2024-02-06-6399 – Lodge/Stead*

*Be it resolved that we apply for funding through Participaction Challenge Funding, Eastern Regional Wellness Coalition and Recreation Disabilities Fund.*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

### Provincial Summer Employment Program for Students

The Town Manager is to look into the town making application for students under the program

### Lookout Park Stairs

The stairs at Lookout Park need extensive repairs or replacing.

*Motion #2024-02-06-6400 – Stead/Rumbolt*

*Be it resolved that the Town Manager create a MCW file for the Lookout Out Park stairs including options for replacement as is or constructing a zipper trail to the top to the hill.*

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*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

### **Committee Structure**

Councillor Tucker has tendered her resignation effective February 5, 2024. She was the chair of the Trails Committee. Discussions will take place with members of the Trail Committee on their thoughts about combining efforts with the Recreation Committee for the time being.

### **FIRE DEPARTMENT**

Minutes of the January 15<sup>th</sup> and January 22<sup>nd</sup> meetings provided for council's perusal

Councillor Rumbolt declared herself in conflict as her son is the Fire Chief and excused herself @ 6:08 pm

### **Issues of Concern**

It is a recommendation of MAPA that all bank accounts be under the control of the town. The department has no objections but would like their treasurer to remain on the signing authority for the account.

The members of the fire department executive are willing to meet with Finance Committee Chair. He is willing to attend if invited by the committee to do so.

They are requested an update on the status of the application for funding for a pumper truck. Mayor Bartlett will write the Minister as to the status of the application.

### **Fundraiser**

A Goods Bingo is being held on February 10<sup>th</sup> and the department is seeking a donation to help with the prizes.

*Motion #2024-02-06-6401 – Stagg/Lodge*

*Be it resolved that a donation of \$100 be given to the Trinity Bay North Fire Department to be used for their Goods Bingo Fundraiser.*

*In favour 5 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Stagg & Stead} Opposed 0; Motion Carried*

### **Training**

Fire Department members expressed concerns that council felt that they were availing of too much training. Council is in full support of the fire departments keeping up with training requirements and that there is no such thing as too much training and that they can never be overtrained.

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Councillor Rumbolt returned at 6:26 pm

### TIDY TOWNS

Nothing to report

### TOURISM/ECONOMIC DEVELOPMENT/LANDS

Email correspondence received from Gregory French stating that there would be no conflict if any council member were to bid on any of the properties that the town is considering putting up for auction as it is a public auction with all bids open to the public.

#### **Tax Sale Properties**

12 Properties presented to council for tax sale

#### ***Motion #2024-02-06-6402 – Rumbolt/Stagg***

*Be it resolved that the following 12 properties be placed up for public auction in order to satisfy tax arrears:*

- *58 Charles Granger Memorial Drive, Catalina*
- *219 Main Street, Catalina*
- *7 White's Lane, Catalina*
- *213 Discovery Trail, Port Union*
- *4 Main Street, Port Union*
- *6 Main Street, Port Union*
- *8 Main Street, Port Union*
- *113-115 Main Street South, Port Union*
- *90 River Road, Port Union*
- *313 Water Street, Little Catalina*
- *6-8 Mackey's Lane, Melrose*
- *62 Rock Hill Road, Melrose*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

### HEALTH

Council expressed concerns over delay times when visiting the Bonavista Hospital

#### ***Motion #2024-02-06-6403 – Stead/Johnson***

*Be it resolved that Mayor Bartlett write a letter to the Minister of Health expressing concerns with ER closings and delay times at the Bonavista Hospital.*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

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## HUMAN RESOURCES

HR notes were enclosed for council's perusal. Human Resources Chair, Deputy Mayor Lodge, summarized items of interest

### Recording of Council Meetings

If meetings are recorded and retained, they are to be made available to the public for review.

#### *Motion #2024-02-06-6404 – Lodge/Stead*

*Be it resolved that council meetings be recorded and kept as a record of the meetings.*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

#### *Motion #2024-02-06-6405 – Stead/Johnson*

*Be it resolved that meeting minutes be prepared as soon as possible (within a week) following regular/special meetings and be sent to all council members as a draft for review.*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

#### *Motion #2024-02-06-6406 – Lodge/Stead*

*Be it resolved we move into a privileged meeting at 6:39p.m.*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

Councillors Rumbolt & Stead excused themselves from the meeting @6:44 pm

Councillors Rumbolt & Stead returned @6:46 pm

#### *Motion #2024-02-06-6407 – Lodge/Stead*

*Be it resolved we move back into the regular meeting at 6:52 p.m.*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

### Committee Structure

2-3 members are recommended for committees. If the mayor attends meetings, then a quorum could be obtained and decisions made before it is presented to council

#### *Motion #2024-02-06-6408 – Lodge/Stead*

*Be it resolved that during committee meetings where the mayor is in attendance, making a quorum, a committee member will excuse themselves while issues requiring a vote of council is being discussed.*

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*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg, & Stead} Opposed 0; Motion Carried*

### **LIAISON REPORTS**

#### **Sir William F. Coaker Heritage Foundation**

Nothing to report

#### **Wharf Committee**

Councillor Stead raised the issue as to whether council felt he was in conflict when it relates to wharf as there has been talk around town that he is doing so due to a personal interest. All present agreed that he was not.

#### ***Motion #2024-02-06-6409 – Lodge/Johnson***

*Be it resolved that a MCW file be created for the removal of the Port Union Wharf.  
In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

#### **Peaches Cove-Green Bay Development Inc.**

Members of the Peaches Cove Committee are under the impression that if we were to apply for MCW funding to install water to the Melrose Chalet, it wouldn't impact our application. Councillor Stead has received clarification on the issue noting that it would require ministerial approval to do so. It can be considered to be added to next year's application.

#### **Bonavista Peninsula Branch Line Association**

Nothing to report

#### **Hike Discovery**

Nothing to report

#### **Discovery Geopark**

Nothing to report

#### **Crime Prevention**

Nothing to report

#### **Trinity Bay North Historical Society**

Nothing to report

### **CORRESPONDENCE**

1. A letter was received from NL 211 inviting the town to designate February 11, 2024 as 211 Day in the town.

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*Motion #2024-02-06-6410 – Stagg/Johnson*

*Be it resolved that February 11, 2024 be designated as NL 211 in the Town of Trinity Bay North.*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

2. A letter of resignation was received from Councillor Jane Tucker effective February 5, 2024.

*Motion #2024-02-06-6411 – Lodge/Stagg*

*Be it resolved that Mayor Bartlett write Jane Tucker expressing appreciation for her time served on council.*

*In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried*

A by-election is to be held within 3 months. Staff will bring back their recommendation at the next meeting.

**NEW BUSINESS**

**RCMP Support**

Councillor Rumbolt felt that council should write a follow up letter to the RCMP expressing concerns over the need for more officers as has been done in the past. Mayor Bartlett will send the letter similar to one sent previously.

**NOTICES OF MOTION**

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None

**ADJOURNMENT**

*Motion #2024-02-06-6412 – Stagg*

*Be it resolved the meeting adjourn.*

The meeting adjourned at 7:20p.m.

The next regular meeting is scheduled for Tuesday, February 13, 2024 @ 5:00p.m.



DAVID BARTLETT  
MAYOR



MELINDA MACKEY  
ACTING TOWN CLERK