

**Municipality of Trinity Bay North  
Regular Council Meeting March 15, 2022**

**Minutes of a regular meeting of the Council of the  
Municipality of Trinity Bay North, held in the  
Town Hall, March 15, 2022**

<i>Members Present</i>	Deputy Mayor Councillors	Terence Stead Albert Johnson Dean Lodge Doreen Rumbolt Pauline Stagg Jane Tucker
<i>Absent</i>	Mayor	David Bartlett (arrived later)
<i>Also Present</i>	Town Clerk	Valerie Rogers
<i>Gallery</i>	Peaches Cove Rep Peaches Cove Rep	Robert Keough Jack Duggan

**CALL TO ORDER**

In the absence of Mayor Bartlett, Deputy Mayor Stead chaired the meeting. A quorum being present Deputy Mayor Stead called the meeting to order at 5:08p.m.

**ADOPTION OF AGENDA**

Minutes of the EDC and correspondence #8 were removed from the package due to privileged content.

***Motion #2022-03-15-5532 – Stagg/Rumbolt***

***Be it resolved the agenda be adopted with the above noted items removed.  
In favour 6 {Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg  
& Tucker} Opposed 0; Motion Carried***

**ADOPTION OF MINUTES**

**Regular Meeting of February 28, 2022**

Deputy Mayor Stead asked if there were any errors or omission in the minutes of the regular meeting of March 15, 2022 which had been circulated with the agenda.

VR WB

- List the records that were destroyed
- Replace Councillor Tucker with Councillor Rumbolt under the EDC report

***Motion #2022-03-15-5533 – Tucker/Johnson***

*Be it resolved the minutes of the February 28, 2022 regular meeting of council be adopted with the above corrections.*

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

Mayor Bartlett arrived at 5:10p.m. and took chair

**BUSINESS ARISING FROM MINUTES**

**One Way Street (Melrose)**

***Motion #2022-03-15-5534 – Stagg/Johnson***

*Be it resolved we aim for a public meeting for mid-May to discuss the possibility of converting Humphrey's Road as a one-way street and other items of public interest.*

***In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried***

**Warming Centres**

The Town Manager was informed that the Bethany United Church is willing to give the town \$1,500 towards the purchase of a generator and cord for the warming centre at their Hall.

***Motion #2022-03-15-5535 – Lodge/Johnson***

*Be it resolved we accept the estimate from 85424 Newfoundland and Labrador Inc. in the amount of \$4,559.75 (taxes included) to install a generator panel and replace bulbs in 4 fixtures to LED at the Bethany United Church Hall so that it can be used as a warming centre in our town when the need arises.*

***In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried***

**Asset Management Plan Meeting**

Defer to next meeting when the Town Manager is in attendance.

**Stewardship Association of Municipalities (SAM)**

Virtual meeting scheduled for Tuesday, March 22<sup>nd</sup> @ 6:00p.m.

**Active NL**

*MR WB*

Application has been completed and sent.

### **Decommissioned dump site at Thompson Avenue**

Refer to Lands Committee report.

### **Disclosure Statements**

Mayor Bartlett advised that disclosure statements are to be filed by March 1<sup>st</sup> of each year.

### **Mil Rate**

After many discussions by council members and complaints from some of our residents regarding our mil rate versus the neighbouring town's mil rate being lower for the purpose of taxation, Mayor Bartlett placed it on the agenda for discussion. All council members and the Town Clerk were given an opportunity to have an open discussion on whether they were for or against lowering our mil rate from 9.5 to 8.5.

#### ***Motion #2022-03-15-5536 – Lodge/Stead***

***Be it resolved we change the residential mil rate from 9.5 to 8.5.***

***In favour 3 {Mayor Bartlett, Deputy Mayor Stead & Councillor Lodge} Opposed 4 {Councillors Johnson, Rumbolt, Stagg & Tucker} Motion Defeated***

### **DELEGATIONS**

There were no delegations

## **COMMITTEE REPORTS**

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

#### **Bills**

The Town Clerk presented the bills for payment in the amount of \$45,394.13 and opened the floor for any questions.

#### ***Motion #2022-03-15-5537 – Johnson/Rumbolt***

***Be it resolved the bills be paid in the amount of \$45,394.13.***

***In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried***

#### **Budget Variance Report**

The Budget Variance Report for February, 2022 was included for council's perusal. Deputy Mayor Stead questioned what was included in Section 1.2.3 –

*KE WB*

Payroll Burden. The Town Clerk advised she will send him the information he requested and advised council that if they have a question on the Budget Variance in the future to call the office and not to wait for the meeting.

**Quick Statistics Summary (Accounts Receivable)**

The Quick Statistics Summary up to February, 2022 consisting of a breakdown of accounts receivable, collections for February, collections this year, adjustments and discounts for February, adjustments and discounts this year, and the percentage of taxes collected to date were enclosed for council's perusal.

**Bank Reconciliation/Bank Balance**

The Bank Reconciliation for February was completed with a month ending bank balance of \$297,054.14.

**FINANCE**

Minutes of a meeting held on March 7, 2022 were enclosed for council's perusal.

**TOWN MANAGER'S REPORT**

As the Town Manager was not able to attend the meeting, he provided an update via email as follows: 1) Asset Management Plan, 2) Covid Stimulus Project, 3) Melrose Chalet, 4) Catalina Museum, 5) Zoom Meeting with the Minister of Transportation and Infrastructure, 6) Overhead doors for Station 1, 7) Installation of heat pumps at Station 1.

**PUBLIC WORKS**

Councillor Lodge advised the committee met on March 3<sup>rd</sup> but failed to meet the deadline for the submission of the minutes to the Town Hall before the preparation of the agenda package.

Topics discussed at the meeting were as follows:

- Department of Transportation and Infrastructure road conditions
- Waste Management
- Broken Hydrant in Little Catalina
- Dilapidated properties and vehicle wrecks
- Maintenance Depot
- Ditching issues
- Regulation's review
- Public Works wish list

VR WB

## Snow Clearing

### *Motion #2022-03-15-5538 – Lodge/Stagg*

*Be it resolved we place an ad on the community channel reminding residents of a section of our snow clearing policy as follows: “no person shall place snow on town roads in a manner as to impede the flow of traffic before the snow has been cleared and in no manner after the snow has been cleared”.*

*In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

## Trinity Bay North Municipal Plan and Development Plan 2012-2022

### *Motion #2022-03-15-5539 – Lodge/Rumbolt*

*Be it resolved we seek funding through the Canada Community-Building Fund to develop a new Town Plan and Development Plan pending on the percentage of funding council will be responsible to pay.*

*In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

## RECREATION/PARKS/PLAYGROUNDS

### Minutes

Minutes of a meeting held on February 24, 2022 were included for council’s perusal.

The following executive was elected at the AGM: Chairperson – Phyllis Humby, Vice-Chairperson – Ashley Brown, Treasurer – Carol Mackey, Secretary – Doreen Rumbolt.

Councillor Rumbolt also advised the committee held a meeting on March 10, 2022 and the following were some items discussed: Duties of the Park Attendant, the request from Elizabeth Eddy for the placement of benches in Little Catalina and reimbursement of monies to the town spent on their audit (defer this item until the next regular meeting to gather all documentation).

### *Motion #2022-03-15-5539 – Rumbolt/Stead*

*Be it resolved Councillor Rumbolt reach out to Elizabeth Eddy regarding her request for the placement of benches on Harbourview Drive to ascertain the best location of said benches.*

*In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

*VR WB*

**TRAILS**

Minutes of a meeting held on March 7, 2022 were enclosed for council's perusal.

**Signage**

***Motion #2022-03-15-5540 – Tucker/Stagg***

*Be it resolved we erect "Use at Your Own Risk" signs on all trail heads identified on our map rack card.*

*In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

***Motion #2022-03-15-5541 – Tucker/Stagg***

*Be it resolved we erect a "Danger - High Cliff" sign near a dangerous hole above a gulch on the Arch's Rock trail with the assistance of committee members and our staff as soon as possible .*

*In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

**Website**

***Motion #2022-03-15-5542 – Tucker/Rumbolt***

*Be it resolved we update the "Trails" section on our website that compliments our map rack card.*

*In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

**Trails Logo**

Councillor Tucker advised the committee wishes to develop a logo to market our trails which can eventually be used to sell merchandise such as t-shirts. It was decided to refer to the Economic Development Committee for discussion and provide a recommendation to council.

**Fundraising**

Councillor Tucker has been asked by the committee if they are allowed to fundraise. As the Town Manager is not present it was decided to refer to the next meeting.

**FIRE DEPARTMENT**

Nothing to report.

**TIDY TOWNS**

*VR WB*

Nothing to report.

### **TOURISM/ECONOMIC DEVELOPMENT**

Councillor Rumbolt reported that a meeting was held on March 7<sup>th</sup> with some of the following discussions: Terms of Reference, Manuel's Island, students (CCAP Certification Program & Experience Ventures Program from MUN), and promoting TBN for this upcoming tourism season.

### **WATER RESOURCES**

Nothing to report.

### **LAND**

#### **Former Dump on Thompson Avenue**

Councillor Tucker advised she will check to see if there was an environmental report conducted on the decommissioned dump site on Thompson Avenue. She also stated that maybe we can draft up a proposal for Newco Metal & Auto Recycling to have them remove the wrecks.

### **HEALTH**

Councillor Tucker advised the committee met on February 27<sup>th</sup>. Minutes to follow.

### **HUMAN RESOURCES**

Councillor Lodge reported the committee had a meeting today. Some of the topics discussed were as follows: Management Contract, job descriptions, female Councillor representative for committee.

### **HR NEGOTIATIONS**

Will be dealt at the end of the meeting so Councillor Rumbolt can depart the meeting.

### **LIAISON REPORTS**

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

Councillor Lodge reported there is a meeting scheduled for Thursday, March 17<sup>th</sup> but he is unable to attend. Councillor Rumbolt agreed to attend in his place.

VR WB

### **Letter**

A letter was received from the Peaches Cove-Green Bay Development Inc. seeking a loan for \$5,000 to cover the cost of materials purchased for the Melrose Chalet. This loan will be for a period of 30 days or less until they receive their holdback money from the JCP project.

#### ***Motion #2022-03-15-5543 – Lodge/Stead***

*Be it resolved we loan \$5,000.00 to the Peaches Cove-Green Bay Development Inc. with the intent it be repaid when they receive their holdback money from the JCP project.*

*In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

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

Councillor Lodge reported that the Association was wondering if council would purchase signs regarding “Water Shed Area” which members of the association would erect on the branch line.

#### ***Motion #2022-03-15-5544 – Lodge/Johnson***

*Be it resolved we investigate the quantity and the cost of purchasing signs to be erected on the branch line in our watershed area.*

*In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

### **Wharf Committee**

Deputy Mayor Stead reported they had a meeting on March 3<sup>rd</sup> and minutes will follow.

#### ***Motion #2022-03-15-5545 – Stead/Tucker***

*Be it resolved a Special (ad hoc) Municipal Wharf Committee be established for the purpose of providing a comprehensive evaluation of municipal wharfs located in Little Catalina and Port Union.*

*In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

### **Finance**

#### **Special Meeting March 7 , 2022**

#### ***Motion #2022-03-15-5546 – Stead/Lodge***

*Be it resolved we move into a privileged meeting at 7:00p.m.*

*In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

*KE WB*



***Motion #2022-03-15-5547 – Rumbolt/Tucker***

*Be it resolved we move back into the regular meeting at 7:23p.m.  
In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge,  
Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

This topic will be discussed at a special meeting of council on Monday, March 21<sup>st</sup> @ 5:30p.m. to provide more information.

**HR Negotiations**

Councillor Rumbolt declared herself in conflict of interest and departed the meeting as her son is an employee of the town.

***Motion #2022-03-15-5548 – Lodge/Stead***

*Be it resolved we move into a privileged meeting at 7:25p.m.  
In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge,  
Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

The Town Clerk was requested to depart the meeting as part of the discussion will be dealing with the Management Contract. In her absence the Mayor agreed to take the remainder of the minutes of the meeting.

***Motion #2022-03-15-5549 – Stagg/Johnson***

*Be it resolved we move back into the regular meeting at 7:40p.m.  
In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge,  
Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*


***Motion #2022-03-15-5550 – Johnson/Lodge***

*Be it resolved the Mayor write to the Minister of Labour Relations to  
request a Conciliation Officer be assigned to the Human Resources  
Negotiation Committee.  
In favour 7 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge,  
Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

**ADJOURNMENT*****Motion #2022-03-15-5551 – Johnson***

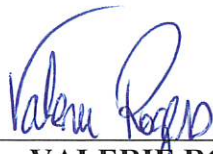
*Be it resolved the meeting adjourn and be continued on Monday, March  
21, 2022.*

*RE AB*



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**DAVID BARTLETT**  
**MAYOR**



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**VALERIE ROGERS**  
**TOWN CLERK**