

**Municipality of Trinity Bay North  
Regular Council Meeting October 24, 2023**

**Minutes of a regular meeting of the Council of the  
Municipality of Trinity Bay North, held in the  
Town Hall, October 24, 2023**

<i>Members Present</i>	Mayor	David Bartlett
	Deputy Mayor	Dean Lodge
	Councillors	Albert Johnson Doreen Rumbolt Pauline Stagg Terence Stead
<i>Absent</i>	Councillors	Jane Tucker
<i>Also Present</i>	Town Clerk	Valerie Rogers
	Town Manager	Darryl Johnson

**CALL TO ORDER**

A quorum being present Mayor Bartlett called the meeting to order at 5:03p.m.

**ADOPTION OF AGENDA**

***Motion #2023-10-24-6249 – Stagg/Lodge***

***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 September 19, 2023**

Mayor Bartlett asked if there were any errors or omissions in the minutes of the regular meeting of September 19, 2023 which had been circulated with the agenda.

- Page 2 – Motion #6230 add “***requires***” after the Town Clerk
- Page 3 – Motion #6233 delete “***and he didn’t request the equipment repairs be made at this business***”
- Page 5 – Motion #6237 add “***a***” recommended and delete “***an***” action plan....

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*Motion #2023-10-24-6250 – Johnson/Lodge*

*Be it resolved the minutes of September 19, 2023 regular meeting of council be adopted with the above corrections.*

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

### **Special Meeting of September 26, 2023**

Mayor Bartlett asked if there were any errors or omissions in the minutes of the special meeting of September 26, 2023 which had been circulated with the agenda.

*Motion #2023-10-24-6251 – Stagg/Johnson*

*Be it resolved the minutes of September 26, 2023 regular meeting of council be adopted as presented.*

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

### **BUSINESS ARISING FROM MINUTES**

Mayor Bartlett stepped out of the chair at 5:32p.m. and Councillor Lodge assumed the chair.

*Motion #2023-10-24-6252 – Bartlett/Stagg*

*Be it resolved we move into a privileged meeting at 5:32p.m.*

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

*Motion #2023-10-24-6253 – Stagg/Bartlett*

*Be it resolved we move back into the regular meeting at 5:37p.m.*

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

*Motion #2023-10-24-6254 – Stead/Johnson*

*Be it resolved we provide a letter of intent signed by the Mayor to the proponent for a proposed project in Trinity Bay North.*

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

Mayor Bartlett resumed the chair at 5:41p.m.

Mayor Bartlett stepped out of the chair at 5:42p.m. and Deputy Mayor Lodge assumed the chair.

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***Motion #2023-10-24-6255 – Bartlett/Johnson***

*Be it resolved we move into a privileged meeting at 5:42p.m.*

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

***Motion #2023-10-24-6256 – Bartlett/Rumbolt***

*Be it resolved we move back into the regular meeting at 5:48p.m.*

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

The Town Manager is to check out land management boundaries in the town and beyond.

Mayor Bartlett resumed the chair at 5:48p.m.

**Letter from Peter Cole re: fixing up old road**

Councillor Stead excused himself from this discussion due to a perception of bias as Peter Cole is his brother-in-law. He departed the meeting at 5:49p.m.

Deputy Mayor Lodge recommended this request be put over to the Trails Committee for investigation. (the Town Manager is to let Deputy Mayor Lodge know when the next Trails Committee meeting is scheduled as he would like to brief them on this matter)

Councillor Stead returned to the meeting at 5:55p.m.

**TOWN CLERK'S REPORT****Bills**

The Town Clerk presented the bills for payment in the amount of \$39,849.98 and opened the floor for any questions.

Mayor Bartlett stepped out of the chair at 6:14p.m. and Councillor Lodge assumed the chair.

***Motion #2023-10-24-6257 – Bartlett/Stagg***

*Be it resolved we move into a privileged meeting at 6:14p.m.*

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

***Motion #2023-10-24-6258 – Bartlett/Rumbolt***

*Be it resolved we move back into the regular meeting at 6:18p.m.*

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

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Deputy Mayor Lodge and the Town Manager advised of a study conducted in 2015 identifying our landfill site as having the highest methane gas levels in the province.

***Motion #2023-10-24-6259 – Stead/Rumbolt***

***Be it resolved the bills submitted for payment in the amount of \$39,849.98 be approved.***

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

**Town Manager's Travel Claim**

The Town's Manager's travel claim for the period June 1-September 29, 2023 in the amount of \$1,369.32 was submitted to the Finance Committee for review and then added to the agenda package for council's approval for payment.

***Motion #2023-10-24-6260 – Stead/Johnson***

***Be it resolved the Town Manager's travel claim submitted for payment in the amount of \$1,369.32 be approved.***

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

**TOWN MANAGER'S REPORT**

The Town Manager provided a written report on items he's been working on since the last meeting.

**Paving**

The Town Manager advised he invited quotes from three paving companies (Coastal Paving, Bay by Bay Ltd., and J-1 Contracting Ltd.) to pave five (5) cutovers throughout the town. One quote was received from Bay by Bay Ltd. in the amount of \$10,971.00 (HST included).

***Motion #2023-10-24-6261 – Johnson/Stagg***

***Be it resolved based on the Town Manager's recommendation we accept the bid of \$10,971.00 (HST included) from Bay by Bay Ltd. to pave five (5) cutovers throughout the town provided he comes up with a fair and reasonable assessment to comply with the Procurement Act as only one quote was received for this job.***

***In favour 4 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Rumbolt & Stead}; Opposed 0; Motion Carried***

**Catalina Sea Wall Project**

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A letter was received from the Department of Transportation and Infrastructure advising that our application AP-MCW-23271 – Catalina Sea Wall has been approved as outlined below.

Total Project Cost	GST/HST Rebate	Total Eligible Costs	Federal Contribution	Provincial Contribution	Recipient Contribution
			40%	50%	10%
\$761,500.00	\$70,945.00	\$690,555.00	\$276,222.00	\$345,277.00	\$69,055.00

***Motion #2022-10-24-6262 – Lodge/Stead***

*Be it resolved that, we the Ultimate Recipient Town of Trinity Bay North accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated the 17<sup>th</sup> day of October, 2023, Project number 17-GI-24-00083 – Catalina Sea Wall with a total project value of \$761,500. This council agrees to provide the Ultimate Recipient share value of \$69,055 in funding for this project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Trinity Bay North.*

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

**FINANCE**

Nothing to report

**PUBLIC WORKS/WATER RESOURCES**

Minutes of a meeting held on September 26 & October 3, 2023 were enclosed for council's perusal.

**Municipal Capital Works Projects**

Councillor Stead wanted it noted in the minutes on a job well done by the Mayor in convincing the Minister of Transportation and Infrastructure to let us submit our Municipal Capital Works applications past the deadline date.

***Motion #2023-10-24-6263 – Lodge/Johnson***

*Be it resolved the Municipality of Trinity Bay North submit an application for the 2023-2024 Municipal Infrastructure Program for the following projects listed*

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*below in priority. The Municipality of Trinity Bay North agrees to provide its share of the cost-shared funding for the projects listed should it be selected for funding and acknowledges that the project costs above the approved projects total cost will be the sole responsibility of Trinity Bay North.*

<b>Priority</b>	<b>Project</b>	<b>Total Cost</b>	<b>Town's Share</b>
1	Storm Sewer Collection including W/S - East Point	\$ 626,350.00	\$ 56,800.00
2	Trunk Water Main - Main line to Little Catalina	\$ 960,700.00	\$ 87,120.00
3	Upgrades to Main Street & subsurface Infrastructure	\$ 1,899,750.00	\$ 172,276.00
4	Storm Sewer - Duffett's Hill collection including W/S	\$ 777,050.00	\$ 70,465.00
5	Melrose Main Road - Subsurface Infrastructure	\$ 1,625,800.00	\$ 147,433.00

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

### **Waste Management**

*Motion #2023-10-24-6264 – Lodge/Stagg*

*Be it resolved we submit an application to the MMSB under the Waste Reduction program for the cost of community compost bins and a woodchipper to provide mulch to residents to cut down on the amount of wood and yard waste currently going to the waste site.*

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

### **Hazardous Buildings**

*Motion #2023-10-24-6265 – Lodge/Rumbolt*

*Be it resolved we issue a public tender for the removal of the hazardous building on 214-216 East Point Road with all costs to be charged to the owner. Also, we contact the owner to communicate the decision of council.*

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

### **Dirty Water Issues**

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Deputy Mayor Lodge advised a letter was received from a resident identifying dirty water issues and associated damage to water tanks, etc. It was determined the resident is in an area which is near the end of the line where lines are unable to be flushed.

***Motion #2023-10-24-6266 – Lodge/Stead***

*Be it resolved the town install an inside flush line at the residence on 256 Discovery Trail and 150-156 Main Street South to help resolve the issues they are experiencing with their water.*

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

**Hazardous area on corner of Route 230 and Sydney Avenue Extension**

***Motion #2023-10-24-6267 – Lodge/Johnson***

*Be it resolved we install a streetlight in the vicinity of the corner of Route 230 and Sydney Avenue Extension.*

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

***Motion #2023-10-24-6268 – Stead/Johnson***

*Be it resolved the Town Manager action on the traffic study at the corner of Route 230 and Sydney Avenue Extension.*

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

**Meeting with the Sir Wm. Ford Coaker Heritage Foundation**

A letter was received from the Foundation advising the following dates are available to meet with council as requested: November 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup>, or 9<sup>th</sup>.

***Motion #2023-10-24-6269 – Lodge/Johnson***

*Be it resolved the Town Manager set a date to meet with the Sir William Ford Coaker Heritage Foundation's representatives and advise council.*

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

**Town Meetings**

***Motion #2023-10-24-6270 – Johnson/Stead***

*Be it resolved we hold our council meetings every two (2) weeks on a trial basis.*

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

**ADJOURNMENT**

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*Motion #2023-10-24-6271 – Johnson*  
*Be it resolved the meeting adjourn.*

The meeting adjourned at 7:25p.m.

The continuation of this regular meeting is scheduled for Monday, October 30, 2023 @ 5:00p.m.



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**DAVID BARTLETT**  
**MAYOR**



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