

**Municipality of Trinity Bay North
Regular Council Meeting June 13, 2022**

**Minutes of a regular meeting of the Council of the
Municipality of Trinity Bay North, held in the
Town Hall, June 13, 2022**

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

CALL TO ORDER

A quorum being present Deputy Mayor Stead called the meeting to order at 5:01p.m.

ADOPTION OF AGENDA

Motion #2022-06-13-5658 – Stagg/Rumbolt

Be it resolved the agenda be adopted as presented.

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

ADOPTION OF MINUTES

Regular Meeting of May 24, 2022

Deputy Mayor Stead asked if there were any errors or omissions in the minutes of the regular meeting of May 24, 2022 which had been circulated with the agenda.

Motion #2022-06-13-5659 – Johnson/Stagg

*Be it resolved the minutes of the May 24, 2022 regular meeting of council
be adopted as presented.*

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

JS VR

Special Meeting of May 31, 2022

Deputy Mayor Stead asked if there were any errors or omissions in the minutes of the special meeting of May 31, 2022 which had been circulated with the agenda.

Motion #2022-06-13-5660 – Stagg/Rumbolt

Be it resolved the minutes of the May 31, 2022 special meeting of council be adopted as presented.

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

BUSINESS ARISING FROM MINUTES

Vista Family Resource Centre

Deputy Mayor Stead wanted it noted in the minutes of his concern about the safety issue of the carpet not yet removed.

DELEGATION

Peaches Cove-Green Bay Development Inc. members

Spokesperson Robert Keough advised the reason of their request to attend the meeting was to discuss some concerns they have as follows: 1) Melrose Chalet – what needs to be done to complete the renovations and the lack of water and sewer to the building; 2) Lack of positive input from council; 3) Lack of communication between the committee and council; 4) Liability insurance.

Councillor Tucker arrived at 5:39p.m.

Summary of requests are as follows:

- Cover the cost of a journeyman carpenter to oversee the next phase of renovations at the Chalet – approximately \$4,000
- Temporary water hookup
- Formal acknowledgement to be able to renovate and use the chalet while constructing the trails
- Meeting between three groups (Council, Recreation Committee and the Peaches Cove Committee) to discuss the future of the Melrose Chalet.

TOWN CLERK'S REPORT

Bills

The Town Clerk presented the bills for payment in the amount of \$35,418.09 plus previously paid invoices paid on June 7th in the amount of \$14,113.39 for a total amount of \$49,531.48 and opened the floor for any questions.

JS VR

Motion #2022-06-13-5661 – Johnson/Rumbolt/

Be it resolved the bills be paid in the amount of \$49,531.48.

In favour 5 {Deputy Mayor Stead, Councillors Johnson, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried

COMMITTEE REPORTS

FINANCE

Minutes of a meeting held on June 6, 2022 were enclosed for council's perusal.

Deputy Mayor Stead stepped out of the chair @ 6:15p.m. to present his report and Councillor Stagg took the chair.

The following topics and recommendations were discussed:

- 1) Tasks Due or Overdue
- 2) Staff Reports
- 3) New Business
 - Town Manager's 1st quarterly report
 - Community Transportation Program Application
 - Town Manager's recommendations for expenditures
 - Procurement Act Contract reporting
 - 2021 audit report late
 - 2022-2024 audit report contract due
 - Plow truck purchase
 - Land sale
 - Fire Hall capital expenditure request for 2020
 - 2nd procurement breach for truck repair
 - ICIP project cost estimates
 - Wharf Committee request
 - Ongoing breaches and conflicts with the Procurement and Municipal Affairs Act.
- 4) Task Reminders
- 5) Proposed motions to council:

Motion #2022-06-13-5662 – Tucker/Johnson

Be it resolved the reason for not completing an Open Bid process for the purchase of a new salt/sand plow truck in early 2021 be listed in the Contract Award Report to the Procurement Agency as recommended by the Town Manger. A situation of urgency existed, and the acquisition of

JS VR

the commodity could not be reasonably be made in time by an open call for bids.

In favour 5 {Deputy Mayor Stead, Councillors Johnson, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried

Also, as discussed in Council, the Town Manager recommended that as the additional cost falls within the limit of his authority, a resolution should not be required for the additional cost, so as long as he is confident that the additional cost is within the limits of the Procurement Act, he will go ahead and authorize the completion of the purchase agreement as per the original contract.

Motion #2022-06-13-5663 – Stead/Johnson

Be it resolved the Town Manager's procurement expenditure limit of \$5,000 be increased to \$7,500.

In favour 5 {Deputy Mayor Stead, Councillors Johnson, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried

Motion #2022-06-13-5664 – Stead/Tucker

Be it resolved the Town Manager complete a mid-year budget review by the end of June.

In favour 5 {Deputy Mayor Stead, Councillors Johnson, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried

Motion #2022-06-13-5665 – Stead/Rumbolt

Be it resolved the Town Manager complete a procurement process for a three-year Audit Contract from 2023 to 2025 to be completed by August 31, 2022.

In favour 5 {Deputy Mayor Stead, Councillors Johnson, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried

Motion #2022-06-13-5666 – Stead/Tucker

Be it resolved the Town Clerk seek legal advice on whether the town has any authority to complete the legal request submitted on the Gullage Drive property.

In favour 5 {Deputy Mayor Stead, Councillors Johnson, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried

Deputy Mayor Stead resumed the chair at 6:48p.m.

HUMAN RESOURCES

Minutes of a meeting held on May 31st, 2022 and June 1st & 7th, 2022 were enclosed for council's perusal.

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Some topics of discussion were as follows:

- 1) Management and Staff Employee Agreements
- 2) Park and Recreation Coordinator's position
- 3) Possible privacy breach
- 4) Complaint
- 5) Previous Park Attendant
- 6) Conflict of interest concerns
- 7) Log of Resolutions of Council

Councillor Stagg wanted it noted in the minutes that she had a concern with the wording in the May 31, 2022 Human Resources minutes as follows: "Councillor Stagg confessed to already having a copy of the previous management contract". She stated she wants this discarded from those minutes as the wording makes it seem like she has done something criminal because she is in her right to have a copy of that document.

Motion #2022-06-13-5667 – Rumbolt/Johnson

Be it resolved the Town Clerk seek legal advice regarding the perception of bias.

In favour 5 {Deputy Mayor Stead, Councillors Johnson, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried

Motion #2022-06-13-5668 – Johnson/Stagg

Be it resolved we present the Management Employment Contract to the Town Manager, Town Clerk and the Assistant Town Clerk for reviewal.

In favour 5 {Deputy Mayor Stead, Councillors Johnson, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried

ADJOURNMENT

Motion #2022-06-13-5669 – Stagg

Be it resolved the meeting adjourn and be continued on Tuesday, June 21, 2022.

The meeting adjourned at 7:13pm.



**TERRY STEAD
DEPUTY MAYOR**



**VALERIE ROGERS
TOWN CLERK**