

**Municipality of Trinity Bay North
Regular Council Meeting February 21, 2022**

**Minutes of a regular meeting of the Council of the
Municipality of Trinity Bay North, held in the
Frank Power Chalet, February 21, 2022**

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

A quorum being present Mayor Bartlett called the meeting to order at 5:02p.m.

AGENDA

Motion #2022-02-21-5479 – Lodge/Johnson

Be it resolved the agenda be adopted as presented.

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

MINUTES: REGULAR MEETING

Regular Meeting of January 24, 2022

Mayor Bartlett asked if there were any errors or omission in the minutes of the regular meeting of January 24, 2022 which had been circulated with the agenda.

Motion #2022-02-21-5480 – Stead/Lodge

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

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

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MINUTES: SPECIAL MEETING

Special Meeting of January 25, 2022

Mayor Bartlett asked if there were any errors or omission in the minutes of the regular meeting of January 24, 2022 which had been circulated with the agenda.

Motion #2022-02-21-5481 – Stead/Lodge

Be it resolved the minutes of the January 25, 2022 special meeting of council be adopted as presented.

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

MINUTES: REGULAR MEETING

Regular Meeting of January 31, 2022

Mayor Bartlett asked if there were any errors or omission in the minutes of the regular meeting of January 31, 2022 which had been circulated with the agenda.

Motion #2022-02-21-5482 – Lodge/Johnson

Be it resolved the minutes of the January 31, 2022 continuation of the regular meeting of council be adopted as presented.

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

BUSINESS ARISING

1) Maintenance Depot

Letter received from Paula Kieley, OCI advising OCI is actively using the “carpenter’s shop” but if this should change at any time in the future they will reach out to the town. *Refer to the Public Works Committee*

2) Iceberg Vodka

Mayor Bartlett advised that he obtained legal advice regarding Motion #2022-01-24-5444 and was advised that he would be in a conflict of interest as he is a spirit’s manufacturer. *Refer to the Finance Committee*

3) Cannabis Plant

A meeting with Darcy McKenna took place on February 17th to give him an opportunity to update us on his progress thus far. *Refer to the Tourism/Economic Development Committee*

4) Policy – Use of Municipal Equipment/Vehicles

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WB*

Motion #2022-02-21-5483 – Lodge/Tucker

Be it resolved we adopt the Use of Municipal Equipment/Vehicles Policy as presented.

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

4) Asset Management Plan

The Town Manager advised 3 quotes have been received but only 1 quote met the full requirements. He is to review and schedule a special meeting as soon as possible.

5) PSD Citywide Inc.**Motion #2022-02-21-5484 – Stead/Johnson**

Be it resolved we avail of the PSD Citywide's Municipal Grant Service at a cost of \$371.25 for the first-year membership.

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

6) Travel Policy

Refer to the Finance Committee

7) SAM (Stewardship Association of Municipalities Inc.)

An email was received from Zach Burrows, SAM Conservation Biologist attaching a one-page review of who they are, how they operate and how they can support our community in the leadership of conservation. Also, he wishes to arrange a meeting between SAM and the council/staff of TBN.

Motion #2022-02-21-5485 – Tucker/Lodge

Be it resolved we set a special date for a meeting with SAM.

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

8) MNL (Municipal Pipeline Project)**Motion #2022-02-21-5486 – Lodge/Stead**

Be it resolved we refer the letter from Chris Adams, Work Integrated Learning Coordinator with MNL over to the Tourism/Economic Development Committee.

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

9) Bethany United Church (Warming Centre)

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An estimate was received from 85424 Newfoundland and Labrador Inc. in the amount of \$4,559.75 (HST included) for the installation of a generator panel/label panel, to replace bulbs in 4 fixtures to LED (24 bulbs) and the permit.

Motion #2022-02-21-5487 – Stead/Stagg

Be it resolved the town will cover the cost of the estimate from 85424 Newfoundland and Labrador Inc. in the amount of \$4,559.75 pending the Bethany United Church is willing to purchase a generator for the proposed warming centre at the Bethany United Church Hall.

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

10) Draft Letter re: ATVs in waterways

A draft letter was included in the package from Councillor Tucker to the Minister of Fisheries, Forestry and Agriculture for council's comments/acceptance.

Motion #2022-02-21-5488 – Tucker/Lodge

Be it resolved we refer the draft letter from Councillor Tucker to the Water Committee.

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

Councillor Rumbolt arrived at 5:35p.m.

COMMITTEE REPORTS

FINANCE

1) Bills

Deputy Mayor Stead questioned the invoice from Chard's Automotive in the amount of \$10,153.09. He was wondering if we had to follow the Procurement Act because of the amount but if the Town Manager said it was ok then he would be comfortable with voting on the motion. The Town Manager stated that so far as what he was concerned it was ok as the dump truck is used for snow clearing therefore it would be considered an emergency repair.

Motion #2022-02-21-5489 – Stead/Tucker

Be it resolved the bills be paid in the amount of \$54,065.62.

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

2) Bank Balance

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The bank balance of our operating account at the end of January 31, 2022 was \$315,046.49.

3) Town Clerk's Report

Mayor Stead stated going forward the Finance Committee would like to include on the agenda "Town Clerk's Report". This report would consist of invoices presented for payment, bank reconciliation reports, Quick Statistics (Accounts Receivable Collections, etc.) and anything else pertaining to Finances.

4) Minutes

Minutes of a meeting held on January 17, 2022 were enclosed for council's perusal.

The Finance Chair, Deputy Mayor Stead explained the importance of all committees to come forth with any major projects they wish to include in the proposed Five-Year Capital Expenditure Budget so it can be included and approved by council. This would be updated every year.

TOWN MANAGER'S REPORT

The Town Manager updated council on the following: 1) Covid Stimulus Project at Lookout Park, 2) Leaks, 3) Arch Rock parking lot application, 4) Arch's Dream Museum renovations

Also the following items were discussed:

1) Trail's Map

An estimate was received from Barbara Houston Art Studio in the amount of \$1,697.00 (a deposit of 50% is required) for the preparation of the Trail's Map.

Motion #2022-02-21-5490 – Lodge/Stagg

Be it resolved we pay the 50% deposit required from Barbara Houston to prepare our Trail Map.

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

2) Crosswalk – Amber Light

Defer to Public Works Committee

PUBLIC WORKS

1) Chairperson

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Councillor Stagg advised she has stepped down as Chairperson. Councillor Lodge has agreed to take on the role of Chairperson.

Councillor Lodge stated that he will now have to step down as Chairperson of the Tidy Towns Committee as he is Chair of several other committees. Councillor Stagg agreed to take on the role of Chairperson.

2) Minutes

Minutes of a meeting held on February 8, 2022 were enclosed for council's perusal.

Recommendations/Discussions from Minutes

- **Residential Flooding**

Motion #2022-02-21-5491 – Lodge/Rumbolt

Be it resolved we write the property owner of 159 Discovery Trail advising 1) the town will continue to assist with the flooding issues as long as time and resources allow 2) the town will communicate with the Department of Transportation and Infrastructure to see what can be done, as run off from Provincial highway is evident 3) recommend that he/she seek advice from a 3rd party as to prevent any future flooding from entering basement.

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

- **Waste Management**

Councillor Lodge suggested we write a letter to the other towns in the area offering to take the lead to establish a Regional Recycling Program for the Discovery Region and suggesting to possibly take part in a Virtual Forum hosted by MMSB on March 10th and 11th whereby we could gain insights into what other areas of the province are doing. Also, we set a date of March 21st to meet with all the other towns from our area to discuss this and any other related topics.

- **Sea Can Policy**

Needs to be updated

- **Emergency Snow Clearing/Ice Control**

It was stated that something should be put in place.

- **Speed Reduction**

Motion #2022-02-21-5492 – Johnson/Rumbolt

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Be it resolved we investigate reducing the speed limit in certain sections throughout the town.

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

3) Town Manager - Authority

Motion #2022-02-21-5493 – Stead/Lodge

Be it resolved that individual assessments be completed to consider public safety and the prevention of unnecessary property damage for all urgent requests for assistance.

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

4) Snow Clearing

Motion #2022-02-21-5494 – Stead/Lodge

Be it resolved that Sandy Point Road be plowed in the same priority as East Point Road until further notice.

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

RECREATION/PARKS/PLAYGROUNDS

Councillor Rumbolt gave a synopsis of the meeting that took place on February 2, 2022 with Deputy Mayor Stead, Councillor Lodge and herself in attendance. She stated minutes will follow but wanted to advise the AGM is taking place on Thursday, February 24th @ 7:00p.m. and the next scheduled meeting is March 2nd.

TRAILS

The Hiking Trails Committee Terms of Reference were enclosed for adoption.

Motion #2022-02-21-5495 – Tucker/Stagg

Be it resolved we adopt the Hiking Trails Committee's Terms of Reference as presented.

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

FIRE DEPARTMENT

Councillor Lodge provided a breakdown of the total cost to purchase the pickup for Station 2.

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Motion #2022-02-21-5496 – Lodge/Johnson

Be it resolved we pay 25% of the original cost of the pickup which equals to \$5,000.

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

Items to be addressed:

- Damage to floor at Station 1 – needs to be addressed to the contractor.
- Quote for heat pumps at Station 1
- Fire Chief to provide wish list for next budget i.e. replacement of generators, dehumidifier, etc.

TIDY TOWNS

1) Minutes

Minutes of a meeting held on January 28th, 2022 were enclosed for council's perusal.

2) Community Garden

- A breakdown of the cost of constructing the Community Garden was provided to council members.
- A request came forth in writing for council to purchase three commercial grade park benches at an estimated cost of \$1,500 per bench. They also stated they will be applying for funding to have the entrance to this property paved making it accessible for wheelchairs.

Motion #2022-02-21-5497 – Rumbolt/Stagg

Be it resolved we purchase three commercial grade park benches for the Community Garden up to \$4,500.00 plus shipping.

In favour 5 {Deputy Mayor Stead, Councillors Johnson, Rumbolt, Stagg & Tucker} Opposed 2 {Mayor Bartlett & Councillor Lodge}; Motion Carried

The Town Manager is to inquire as to whether or not the Committee can fundraise.

HUMAN RESOURCES

Accounts Receivable**Motion #2022-02-21-5498 – Lodge/Stead**

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WB

Be it resolved the use of accounts receivable payroll cheque deductions will be used for town taxes only and when they are paid for the current year to cease deductions.

In favour 5 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Lodge & Tucker} Opposed 2 {Councillors Stagg & Rumbolt}; Motion Carried

HR NEGOTIATIONS

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

Councillor Lodge gave a brief synopsis of their last meeting as follows:

- The committee has been working hard to try and get a fair and equitable agreement for all involved: our unionized workers and our town.
- As discussed, and agreed to at an earlier meeting, we need to try to bring everything in line with other towns; not only our costs for providing services or wages but also our taxes.
- Latest figures regarding population from Statistics Canada are a real concern. The population of TBN declined 9.3% from 2016 to 2021. A larger decline than expected.
- He stated the consensus of the committee has been the time has come to make some hard decisions.

Motion #2022-02-21-5499 – Lodge/Stead

Be it resolved we move into a privileged meeting at 7:25p.m.

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

Motion #2022-02-21-5500 – Lodge/Tucker

Be it resolved we move back into the regular meeting at 7:40p.m.

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

Councillor Stagg inquired on costing with regards to percentage increases.

Motion #2022-02-21-5501 – Stagg/Stead

Be it resolved we move into a privileged meeting at 7:41p.m.

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

Motion #2022-02-21-5502 – Stead/Tucker

Be it resolved we move back into the regular meeting at 7:50p.m.

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

Motion #2022-02-21-5503 – Lodge/Stead

Be it resolved we advise the union representative the latest offer stands.

In favour 4 {Mayor Bartlett, Deputy Mayor Stead, Councillors Lodge & Tucker} Opposed 2 {Councillors Johnson & Stagg}; Motion Carried


Motion #2022-02-21-5504 – Stagg

Be it resolved the meeting adjourn and be continued on Tuesday, February 22, 2022.

The meeting adjourned at 7:52p.m.



MAYOR



TOWN CLERK

February 28, 2022

DATE

Printed: 10:45:39AM Feb 23, 2022

Vendor	Opening Balance	Credits	Payments	Balance
85424001 85424 Newfoundland and Labrador Inc.	\$230.57	\$0.00	\$0.00	\$230.57
AFONS001 Afonso Group	\$1,699.13	\$0.00	\$0.00	\$1,699.13
AIRLI001 Air Liquide Canada Inc.	\$415.80	\$0.00	\$0.00	\$415.80
BATTL001 Battlefield Equip. - Nfid	\$823.08	\$0.00	\$0.00	\$823.08
BELLA001 Bell Aliant	\$527.57	\$0.00	\$0.00	\$527.57
BONAV006 Bonavista Cabs Ltd.	\$23.00	\$0.00	\$0.00	\$23.00
BULLD001 Bulldog Contracting Ltd.	\$517.50	\$0.00	\$0.00	\$517.50
C~CDI001 C&C Distributors Ltd.	\$6,268.86	\$0.00	\$0.00	\$6,268.86
CHARD003 Chard's Automotive Ltd.	\$10,592.93	\$0.00	\$0.00	\$10,592.93
COLLA001 Collabria*	\$173.41	\$0.00	\$0.00	\$173.41
CRAIG004 Craig's Locksmithing & Auto Glass	\$334.94	\$0.00	\$0.00	\$334.94
EASTL001 EastLink	\$314.49	\$0.00	\$0.00	\$314.49
EDDYX001 Eddy's Gas Bar	\$925.42	\$0.00	\$0.00	\$925.42
FIREH001 Fire House Service and Supply	\$139.44	\$0.00	\$0.00	\$139.44
GJMEN002 GJM Enterprises Ltd.	\$660.83	\$0.00	\$0.00	\$660.83
LEGEN001 Legendary Coasts of Eastern Newfoundland	\$150.00	\$0.00	\$0.00	\$150.00
MODER001 Modern Business Equipment Ltd.	\$34.52	\$0.00	\$0.00	\$34.52
NARLM001 NARL Marketing Limited Partnership	\$1,336.00	\$0.00	\$0.00	\$1,336.00
NEWFO002 Newfoundland Power Co. Ltd.	\$14,524.06	\$0.00	\$0.00	\$14,524.06
PARTS002 Parts Place Ltd.	\$390.23	\$0.00	\$0.00	\$390.23
QUADI001 Quadiant Canada Ltd.	\$161.98	\$0.00	\$0.00	\$161.98
R~JAD001 R&J Advertising	\$148.00	\$0.00	\$0.00	\$148.00
RAYMC002 Raymond Guy & Sons Ltd.	\$87.29	\$0.00	\$0.00	\$87.29
RODWA001 Rodway's Office Supplies	\$103.48	\$0.00	\$0.00	\$103.48
ROUTE002 Route 230 Convenience Store & Gas Bar	\$356.15	\$0.00	\$0.00	\$356.15
TOROM001 Toromont Industries Ltd.	\$3,210.75	\$0.00	\$0.00	\$3,210.75
VALMI001 Valmin Fire Protection Ltd.	\$200.10	\$0.00	\$0.00	\$200.10
VARDY001 Vardy Villa Limited	\$9,775.00	\$0.00	\$0.00	\$9,775.00
Grand Totals:	\$54,124.53	\$0.00	\$0.00	\$54,124.53

* EFT Vend

Vendor	Account	Name	Total	Opening Balance	Credits	Payments	Balance
	6000-7000	EXP HYDRO - OFFICE	1,414.96				
	6020-7200	EXP HYDRO - RECREATION	22.46				
	6025-7500	EXP HYDRO - LIFT STATIONS	1,690.83				
	6026-7500	EXP HYDRO - BOOSTER STATION	161.92				
	6027-7500	EXP HYDRO PUMPHOUSE	1,500.26				
	6028-7500	EXP HYDRO CHLORINE HOUSE	584.07				
	6030-7300	EXP HYDRO - GARAGE	214.67				
	6031-7200	EXP HYDRO - CAT HIS SOC.	21.01				
	6035-7400	EXP HYDRO - STREET LIGHT	6,226.89				
	6040-7000	EXP TELEPHONE - OFFICE	435.71				
	6050-7300	EXP TELEPHONE - CELLULAR	4.16				
	6060-7000	EXP ADVERTISING	134.21				
	6065-7000	EXP OFFICE SUPPLIES/EXP	602.75				
	6066-7000	EXP ENTERTAINMENT	12.67				
	6106-7300	EXP SUPPLIES - GARAGE	850.43				
	6110-7400	EXP VEHICLE MAINT - 2019 LOADER (924K)	1,932.05				
	6111-7400	EXP VEHICLE MAINT - 2015 LOADER (924K)	91.72				
	6119-7500	MAINT 2020 CAT 420F BACKHOE	887.86				
	6121-7300	EXP. MAINT INTERNATIONAL DUMP	9,269.71				
	6135-7000	EXP TRAVEL (STAFF)	150.00				
	6148-7200	TBN RECREATION ADMINISTRATION	1,179.53				
	6149-7100	FIRE DEPT ADMINISTRATION	3,349.49				
	6185-7300	EXP DIESEL DYED (CAT GARAGE)	4,194.26				
	6187-7300	EXP GAS PICKUP	783.92				
	6196-7300	EXP OIL - GARAGE	396.32				
	6200-7000	EXP OIL - OFFICE	1,211.53				
	6201-7300	EXP - OIL (VEHICLES)	353.87				
	6235-7400	EXP S.CLEARING - SALT/SA	563.04				
	6240-7600	EXP GARBAGE COLLECTION	8,864.31				
	6245-7500	EXP WATER SYSTEM	1,935.94				
	6249-7500	EXP WATER SYSTEMS (PUMPHOUSE)	79.15				
	7998-0000	EXP HST REBATE	5,004.83				
		Total:	54,124.53				