

**Municipality of Trinity Bay North
Regular Council Meeting June 18, 2024**

**Minutes of a regular meeting of the Council of the
Municipality of Trinity Bay North, held in the
Town Hall, June 18, 2024**

<i>Members Present</i>	Mayor	David Bartlett
	Deputy Mayor	Dean Lodge
	Councillors	Kayla Hart
		Albert Johnson
		Doreen Rumbolt
		Pauline Stagg
		Terence Stead

<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 4:32p.m.

ADOPTION OF AGENDA

Minutes of a special meeting held on June 18, 2024, were left out of the agenda package so was placed in for inclusion as part of the agenda.

Motion #2024-06-18-6644 – Stead/Hart

Be it resolved the agenda be adopted as presented with the inclusion of the June 18, 2024 minutes.

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

ADOPTION OF MINUTES

Regular Meeting of June 4, 2024

Mayor Bartlett asked if there were any errors or omissions in the minutes of the regular meeting of June 4, 2024 which had been circulated with the agenda.

Motion #2024-06-18-6645 – Stagg/Johnson

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Be it resolved the minutes of June 4, 2024 regular meeting of council be adopted as presented.

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

Special Meeting of June 12, 2024

Mayor Bartlett asked if there were any errors or omissions in the minutes of the special meeting of June 12, 2024 which had been added to the agenda.

Motion #2024-06-18-6646 – Lodge/Hart

Be it resolved the minutes of June 12, 2024 special meeting of council be adopted as presented.

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

BUSINESS ARISING FROM MINUTES

Action list updated

Habitat Stewardship Agreement

Motion #2024-06-18-6647 – Stead/Rumbolt

Be it resolved the Town contact Willem Peters, Conservation Biologist with SAM advising we are postponing the meeting scheduled for June 27th so that council can review the Habitat Agreement to possibly make amendments before we hold a public meeting.

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

Recreation & Fire Department Administration (Signing Authority)

Councillor Rumbolt declared herself in conflict of interest as her son is the Fire Chief and excused herself @ 5:06p.m. to sit in the gallery.

Motion #2024-06-18-6648 – Stead/Stagg

Be it resolved the signing authority for the Recreation and Fire Department's fund-raising accounts be as follows for each committee: 1 of 2 committee members and countersigned by the Town Clerk or Acting Town Clerk.

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

Councillor Rumbolt returned to the meeting at 5:12p.m.

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Hazardous Buildings

Motion #2024-06-18-6649 – Stead/Johnson

Be it resolved we move into a privileged meeting at 5:16p.m.

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

Motion #2024-06-18-6650 – Stead/Stagg

Be it resolved we move back into the regular meeting at 5:23p.m.

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

Motion #2024-06-18-6651 – Rumbolt/Johnson

Be it resolved another letter be sent to owners of hazardous and dilapidated buildings reminding them of Section 404(f) of the Municipalities Act which states “where a building is in a dilapidated state, or is, in the opinion of the council, unfit for human habitation, or another use for which it is then being used, or is a public nuisance, the owner or occupier is to pull down, remove, fill in or otherwise destroy the building and restore the site to its original state, or make the disposition or alteration of the building that the order directs”.

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

Motion #2024-06-18-6652 – Lodge/Hart

Be it resolved we place an ad on the town’s Facebook page reminding residents of our Livestock Regulations referencing Section 1(iii) pertaining to roosters due to complaints received from residents.

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

TOWN CLERK’S REPORT

Bills

The Town Clerk presented the bills for payment in the amount of \$29,617.16 and opened the floor for any questions.

One of the bills included in the Town Clerk’s report for council approval was \$1,764.70 to repair the furnace at the town maintenance building. Councillor Stead asked that the cost be added to the overall annual cost for the building and considered as part of the Public Works review of town infrastructure costs. The Public Works Chairperson supported the request.

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Another of the bills included in the Town Clerk's report was \$1,086.75 for bags of cold patch asphalt. Councillor Stead asked why this was needed considering that the town had spent approximately \$15,000 on a recycled asphalt burner. The Town Manager reported that the burner wasn't working as well as expected and the maintenance crew was short-staffed, so cold patch was still required. Councillor Stead expressed concern about the terrible condition of town roads and the immediate need for filling potholes. He asked if there was a defined plan for filling potholes or a priority list. The Town Manager reported there was not and was asked to work with the Public Works Committee to build a plan that could be posted to the Town's News and Views Facebook page.

Motion #2024-06-18-6653 – Johnson/Rumbolt

Be it resolved the bills submitted for payment in the amount of \$29,617.16 be approved on the recommendation of the Town Clerk.

In favour 7 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Hart, 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.

JCP Application

The Town Manager reported that he had completed a JCP application to build two floating recreational wharves and complete work on recreational infrastructure and landscaping around the town.

Motion #2024-06-18-6654 – Stead/Rumbolt

Be it resolved the Town Manager post an ad on the Community Channel and the town's Facebook page for tentative JCP employment (pending funding approval) before the next council meeting.

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

Fire Department Inspections

The Town Manager reported that he had received an email response from the Fire Commissioner's office which he had provided to all of council. Councillor Stead explained that he interpreted the response to say that no other towns does inspections on Airbnb's and asked if that would change the rest of council's intent to impose an Airbnb inspection requirement of our fire department and residents. The Town Manager explained that he believed an initial inspection should be completed on the start-up of all Airbnbs. Councillor Stead reiterated his request from previous meetings for staff to provide a recommended

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type of policy document that council could use to implement its order for the recommended inspections.

Department of Transportation and Infrastructure

The Town Manager referenced an email from a Transportation and Infrastructure representative which identified the potential creation of a policy document for provincial funding supporting town repairs to provincial roads that present an ongoing public safety concern. Councillor Stead asked if he intended to make a request to repair any of the dangerous areas in the province's roads in Trinity Bay North. The Town Manager reported there was no immediate plan to do so, but agreed to work with the Public Works Committee to consider the possibility.

Motion #2024-06-18-6655 – Lodge/Johnson

Be it resolved the Town Manager seek pre-approval funding support from the Minister of Transportation and Infrastructure for the town to re-erect the crosswalk sign that was knocked down during the winter season and paint the crosswalk on Route 230.

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

Deadline Completion Dates for Municipal Capital Works Projects

Councillor Stead stated he liked the information that was provided and requested that his previous request for “contracted start and completion dates for all approved Capital Works Projects” also be included as part of future reports and that the Public Works Committee consider providing this type of information to residents through the town “News and Views” website. The Town Manager agreed to provide the information as requested.

MCW Projects – Seawall

Motion #2024-06-18-6656 – Stagg/Rumbolt

Be it resolved we move into a privileged meeting at 5:51p.m.

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

Motion #2024-06-18-6657 – Stagg/Johnson

Be it resolved we move back into the regular meeting at 5:53p.m.

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

FINANCE

2024 Amended Budget

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Councillor Stead provided a list of direct questions to a staff-amended budget proposal for council review and stated that he believes the Town Manager's and Town Clerk's responses to all budget management questions provided in February, March, and May of 2024 are essential to an informed decision on an amended budget. He explained that council and staff have been aware of the requirement for an amended budget to be approved by the Minister of Municipal and Provincial Affairs since January/February 2024. As the completion of a budget proposal is a staff requirement, which is now six months overdue, there is concern that council could breach its financial authority when approving future bill payments. It is strongly recommended that executive staff complete an updated chart of accounts and amended 2024 budget as soon as possible.

Complaint regarding reckless use of ATV's in Lookout Park

Motion #2024-06-18-6658 – Stead/Stagg

Be it resolved we move into a privileged meeting at 6:03p.m.

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

Councillor Stagg was advised that she may be in a conflict of interest due to the juvenile in question being a relative. She departed the meeting at 6:03p.m.

Motion #2024-06-18-6659 – Stead/Johnson

Be it resolved we move back into the regular meeting at 6:11p.m.

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

Motion #2024-06-18-6660 – Lodge/Johnson

Be it resolved a letter be sent to the household discussed in the privileged meeting advising the RCMP and Child Protection and Youth Services will be contacted regarding the reckless use of an ATV being used by their juvenile.

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

Councillor Stagg returned to the meeting at 6:12p.m.

Motion #2024-06-18-6661 – Stead/Rumbolt

Be it resolved we post on the Town's Facebook page a safety advisory in reference to the illegal use of ATVs in the town's parks and properties.

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

PUBLIC WORKS/WATER RESOURCES

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Nothing to report

RECREATION - PARKS/PLAYGROUNDS/TRAILS

Nothing to report.

FIRE DEPARTMENT

Nothing to report.

TIDY TOWNS

Nothing to report.

TOURISM/ECONOMIC DEVELOPMENT/LANDS

Nothing to report.

HEALTH

At the June 4, 2024, regular meeting Councillor Stagg explained that she was the only remaining council representative of the three original members and she had limited time available for the liason role through the Summer. Councillor Stead explained that he had considered/understood Councillor Stagg's concerns and offered to fill her position on the Public Works Committee in an effort to ensure continuity on the Health Committee.

HUMAN RESOURCES

Recreation

Motion #2024-06-18-6662 – Stead/Lodge

Be it resolved we move into a privileged meeting at 6:25p.m.

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

Motion #2024-06-18-6663 – Stead/Stagg

Be it resolved we move back into the regular meeting at 6:28p.m.

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

It was decided to table another item for later in the meeting.

LIAISON REPORTS

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Sir William F. Coaker Heritage Foundation

Nothing to report

Wharf Committee

Councillor Stead proved a copy of his presentation for the June 12, 2024 Wharf Committee meeting for council review.

The Town Manager reported that he had started work on a tender to remove the recreational wharf at Blackmore's Cove and that the expected cost was within the limits of a "Limited Call for bids" process.

Motion #2024-06-18-6664 – Stead/Lodge

Be it resolved a tendering process for a Limited Call for Bids to remove the unsafe/hazardous recreational wharf at Blackmore's Cove be completed as soon as possible as recommended by the Town Manager and the TBN Recreational Wharf Committee.

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

Peaches Cove-Green Bay Development Inc.

Nothing to report.

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.

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CORRESPONDENCE

1. A letter was received from the Bonavista-Trinity Regional Chamber of Commerce providing their membership with an update.
2. A letter was received from Legendary Coasts Newfoundland and Labrador in response to a letter sent to them regarding the recently published #Explore NL, Experience Discovery Trail Map.

NEW BUSINESS

Human Resources Item

Motion #2024-06-18-6665 – Stead/Lodge

Be it resolved we move into a privileged meeting at 6:49p.m.

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

The Town Manager and Town Clerk was asked to leave the meeting.

Motion #2024-06-18-6666 – Stagg/Lodge

Be it resolved we move back into the regular meeting at 7:02p.m.

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

The Town Clerk returned to the meeting at 7:03p.m.

Motion #2024-06-18-6667 – Lodge/Hart

Be it resolved after reviewing the Administrative Assistant position, and as the full-time position was a temporary conditional position intended to help correct deficit spending, the position will revert to its original capacity as a part-time position effective August 31, 2024. The classification for this position can be reviewed again in the future if it is demonstrated that there is any increased revenue or if deficit spending is reduced.

In favour 4 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Hart & Stead} Opposed 3 {Councillors Johnson, Rumbolt & Stagg}; Motion Carried

NOTICES OF MOTION

None

ADJOURNMENT

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Motion #2024-06-18-6668 – Stagg

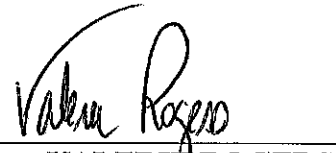
Be it resolved the meeting adjourn.

The meeting adjourned at 7:05p.m.

The next regular meeting is scheduled for Tuesday, July 2, 2024 @ 4:30p.m.



DAVID BARTLETT
MAYOR



VALERIE ROGERS
TOWN CLERK