

**Municipality of Trinity Bay North
Regular Council Meeting January 16, 2024**

**Minutes of a regular meeting of the Council of the
Municipality of Trinity Bay North, held in the
Town Hall, January 16, 2024**

<i>Members Present</i>	Mayor	David Bartlett
	Deputy Mayor	Dean Lodge
	Councillors	Albert Johnson
		Doreen Rumbolt
		Pauline Stagg
		Terence Stead
	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 5:00p.m.

ADOPTION OF AGENDA

Councillor Rumbolt advised that she wanted #1 under new business removed as it is passed over to the Human Resources Committee.

Motion #2024-01-16-6363 – Tucker/Rumbolt

Be it resolved the agenda be adopted with the removal of item #1 under New Business.

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

ADOPTION OF MINUTES

Regular Meeting of December 19, 2023

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

- Page 3 – under motion 2023-12-19-6334 change the amount from “\$500” to “\$1,500”.

VB
OB

- Page 5 – under motion #2023-12-19-6343 and #2023-12-19-6344 change “*Acting Town Clerk*” to “*Assistant Town Clerk*”.
- Page 5 – under motion #2023-12-19-6344 delete “*of the possible closure of*” to “*look at options for the future*”.
- Page 10 – under motion #2023-12-19-6355 add “*as of April 30, 2024*”
- Page 12 – change “*stating that he didn’t feel comfortable partaking in this conversation*” to “*as he believes it is privileged information that should not be discussed in a public meeting*”. Also add “*the consensus of council felt that it was no benefit to discuss this further due to the lapse in time*”.

Motion #2024-01-16-6364 – Tucker/Lodge

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

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

BUSINESS ARISING FROM MINUTES

Action list updated

Councillor Stead excused himself and departed the meeting at 5:28p.m.

Councillor Stead returned to the meeting at 5:30p.m.

TOWN CLERK’S REPORT

Bills

The Town Clerk presented the bills for payment in the amount of \$43,251.49 and opened the floor for any questions.

Councillor Stagg declared herself in a possible conflict of interest as there is an invoice submitted from Spurrell’s Heavy Equipment Construction Inc. that is owned by her nephew. She departed the meeting at 5:37p.m.

Motion #2024-01-16-6365 – Tucker/Rumbolt

Be it resolved the bills submitted for payment in the amount of \$43,251.49 be approved.

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

Councillor Stagg returned to the meeting at 5:46p.m.

Budget Variance Report

*VR
JB*

The Quarterly Budget Variance Report for January-December, 2023 was included for council's perusal.

Quick Statistics Summary (Accounts Receivable)

The Quick Statistics Summary up to December 31, 2023 consisting of a breakdown of accounts receivable, collections for December, collections this year, adjustments and discounts for December, adjustments and discounts this year, and the percentage of taxes collected to date were enclosed for council's perusal.

Bank Balance

The bank balance to the end of December, 2023 was \$513,343.53.

The financial reports submitted are to be reviewed at the Finance Committee meeting.

TOWN MANAGER'S REPORT

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

Councillor Rumbolt excused herself and departed the meeting at 5:49p.m.

Councillor Rumbolt returned to the meeting at 5:50p.m.

FINANCE

A draft copy of the 2022 financial statement received from Richard Power Chartered Professional Accountant was enclosed for council's perusal. *Deferred to the Finance Committee.*

PUBLIC WORKS/WATER RESOURCES

Minutes of a meeting held on January 9, 2024 were enclosed for council's perusal.

MCW Application

It was suggested that we complete a multi-year plan for Main Street to be carried out in five phases.

Motion #2023-01-16-6366 – Lodge/Stagg

Be it resolved we obtain quotes for each phase of the Main Street project as outlined by the Public Works Committee and complete a multi-year Municipal Capital Works application.

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

VR AB

East Point Lift Station

Motion #2024-01-16-6367 – Lodge/Johnson

Be it resolved we complete a Municipal Capital Works application to replace the East Point lift station.

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

Trees on private property over roadway

Motion #2024-01-16-6368 – Lodge/Stead

Be it resolved we write the property owners of areas of concern where trees are growing into the roadway requesting, they remove or trim their trees.

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

Waste Management

Motion #2024-01-16-6369 – Lodge/Rumbolt

Be it resolved we contact other towns in the area to see if they are interested in a cost-shared arrangement on waste collection, possible recycling program and if they are interested in attending a meeting with the Provincial waste management.

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

Arch Rock Parking Lot

Motion #2024-01-16-6370 – Lodge/Stagg

Be it resolved we contact the Discovery Global Geopark to discuss the possibility of their assistance in the development of the Arch Rock parking lot.

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

Chlorine Tender

Motion #2024-01-16-6371 – Lodge/Rumbolt

Be it resolved we tender for the supply of water treatment chemicals (chlorine and soda ash) for a two-year contract.

In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Tucker} Opposed 1 {Councillor Stead}; Motion Carried

Motion #2024-01-16-6372 – Lodge/Rumbolt

*VF
WB*

Be it resolved motion #2024-01-16-6372 be rescinded as it could be a possible breach of the Procurement Act.

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

OCI Carpenter Shop

Motion #2024-01-16-6373 – Stead/Rumbolt

Be it resolved we move into a privileged meeting at 6:35p.m.

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

Councillor Tucker excused herself and departed the meeting at 6:37p.m.

Motion #2024-01-16-6374 – Stead/Rumbolt

Be it resolved we move back into the regular meeting at 6:38p.m.

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

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

Nothing to report

HUMAN RESOURCES

Minutes of a meeting held on January 3rd & 9th, 2024 were enclosed for council's perusal.

VR
AB

Councillor Tucker returned to the meeting at 6:40p.m.

Motion #01-16-6375 – Lodge/Stead

Be it resolved we contact the Department of Municipal and Provincial Affairs requesting information on the details of recording public minutes for internal use.
In favour 7 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg, Stead & Tucker} Opposed 0; Motion Carried

LIAISON REPORTS

Sir William F. Coaker Heritage Foundation

Nothing to report

Wharf Committee

Nothing to report

Peaches Cove-Green Bay Development Inc.

An email from Councillor Stead was enclosed for council's perusal regarding Peaches Cove funding request to ACOA.

Councillor Tucker declared herself in a perceived bias. She departed the meeting at 6:49p.m.

Motion #2024-01-16-6376 – Stead/Lodge

Be it resolved the Town Manager create a Municipal Capital Works file to install water/sewer at the Melrose Chalet to be considered by council after a review and recommendation from the Public Works Committee.
In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg & Stead} Opposed 0; Motion Carried

Councillor Tucker returned to the meeting at 6:52p.m.

Bonavista Peninsula Branch Line Association

Nothing to report

Hike Discovery

Nothing to report

Discovery Geopark

Nothing to report

Crime Prevention

Nothing to report

VR
WB

Trinity Bay North Historical Society

Nothing to report

CORRESPONDENCE

1. A letter was received from Kim Kieley, Director of Municipal Infrastructure with the Department of Transportation and Infrastructure advising the consultant engagement process for the Drinking Water Treatment Feasibility Project #17-MCW-23-00032 has been completed and CBCL Ltd. has been selected as the preferred proponent. *The Town Clerk advised she signed the document on behalf of the town due to deadline constraints.*

2. A domestic license application was received from John Sweet seeking approval to operate a personal sawmill.

Motion #2024-01-16-6377 – Stead/Rumbolt

Be it resolved we move into a privileged meeting at 6:54p.m.

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

Motion #2024-01-16-6378 – Stead/Rumbolt

Be it resolved we move back into the regular meeting at 7:00p.m.

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

3. An invoice was received from Municipalities Newfoundland and Labrador for the 2024 membership fee in the amount of \$2,661.20 and the 2024 PMA membership fee in the amount of \$426.90.

Motion #2024-01-16-6379 – Johnson/Lodge

Be it resolved we pay the 2024 MNL & PMA's membership fee in the amount of \$3,088.10.

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

4. An invoice was received from Legendary Coasts of Eastern Newfoundland for the 2024 membership fee in the amount of \$150.00.

Motion #2024-01-16-6380 – Lodge/Stagg

Be it resolved we pay the 2024 Legendary Coasts of Eastern Newfoundland's membership fee in the amount of \$150.00

In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt & Stagg} Opposed 1 {Councillor Stead}; Motion Carried

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5. A letter was received from Kim Kieley, Director of Municipal Infrastructure with the Department of Transportation and Infrastructure advising the consultant engagement process for the Catalina Sea Wall Project #17-GI-24-00083 has been completed and Meridian Engineering Inc. has been selected as the preferred proponent.

Motion #2024-01-16-6381 – Lodge/Stead

Be it resolved we enter into the contract for consultant services with Meridian Engineering Inc. for the Catalina Sea Wall Project #17-GI-24-00083.

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

NEW BUSINESS

None

NOTICES OF MOTION

None

ADJOURNMENT

Motion #2024-01-16-6382 – Lodge

Be it resolved the meeting adjourn.

The meeting adjourned at 7:04p.m.

The next regular meeting is scheduled for Tuesday, January 30, 2024 @ 5:00p.m.



**DAVID BARTLETT
MAYOR**



**VALERIE ROGERS
TOWN CLERK**