

**Municipality of Trinity Bay North  
Regular Council Meeting November 12, 2019**

**Minutes of a regular meeting of the Council of the  
Municipality of Trinity Bay North, held in the  
Town Hall, November 12, 2019**

<i>Members Present</i>	Mayor	Shelly Blackmore
	Deputy Mayor	Phyllis Humby
	Councillors	David Bartlett
		Albert Johnson
		Norman Rogers
		Neville Samson
		Pauline Stagg
<i>Also Present</i>	Town Clerk	Valerie Rogers
	Town Manager	Darryl Johnson

A quorum being present Mayor Blackmore called the meeting to order at 4:30p.m.

*Agenda*                    **Motion #2019-11-12-4754 – Samson/Stagg**  
                                  *Be it resolved the agenda be adopted as presented.*  
                                  **In favour 7 {Mayor Blackmore, Deputy Mayor Humby,**  
                                  **Councillors Bartlett, Johnson, Rogers, Samson & Stagg}**  
                                  **Opposed 0; Motion Carried**

*Minutes:*                    **Regular Meeting of October 28, 2019**  
*Regular Meeting*        Mayor Blackmore asked if there were any errors or omissions  
                                  to the minutes of the regular meeting of October 28, 2019  
                                  which had been circulated with the agenda.

*Under New Business #3 change it to Councillor Bartlett  
attended the council meeting scheduled with MP Churence  
Rogers*

**Motion #2019-11-12-4755 – Humby/Rogers**  
*Be it resolved the minutes of the October 28, 2019  
regular meeting of council be adopted with the above  
correction.*

*In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried*

*Business Arising*

### **1) Glen Mackey and Doug Brown**

Councillor Humby declared herself in conflict of interest and departed the meeting as her son works for Mr. Glen Mackey

Councillor Bartlett read the letter he had prepared to Glen Mackey as the motion stated in the prior meeting.

***Motion #2019-11-12-4756 – Samson/Johnson***

*Be it resolved we accept the letter prepared by Councillor Bartlett and forward to Glen Mackey.*

*In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried*

Councillor Bartlett handed out copies of the Request for Proposals (RFP) for Lookout Pond Park.

A lengthy discussion then occurred regarding an RFP for Thompson Pond Park as a result of a request for the purchase of a portion of the park and the Crown Land adjacent to the park. It was brought up for discussion putting the RFP's out for the two parks at the same time but due to the fact the town would have to apply for the Crown Land adjacent to Thompson Pond Park council felt like this would take a fair amount of time and would delay the RFP for Lookout Park as we own the land adjacent to Lookout Pond Park and it does not affect the park itself.

Councillor Humby returned to the meeting

Councillor Humby was presented a copy of the RFP and it was then decided to have council review it before our next regular meeting and any comments be addressed to Councillor Bartlett by Thursday, November 21, 2019.

### **2) Meetings with Ministers**

The Town Manager will follow up.

### 3) Dilapidated Property List

The Town Manager emailed a list to council members for review.

***Motion #2019-11-12-4757 – Bartlett/Rogers***

*Be it resolved we send letters out to the identified owners of the dilapidated properties that was provided in an email to council.*

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

### 4) Waste Management Site

The Town Manager brought to council's attention the problem with loaning keys out to access the site when it's not open. He stated it's becoming a major problem and to correct it is to not loan out anymore keys and to probably extend the amount of time the site is open.

***Motion #2019-11-12-4758 – Bartlett/Humby***

*Be it resolved we have the keys returned belonging to the waste site.*

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

The Town Manager suggested having the site open Monday – Saturday from 11:00am – 4:00pm to alleviate what's been happening in the site since the winter schedule came into effect. Mayor Blackmore wanted clarification as to how overtime on Saturday would affect the Collective Agreement. The Town Manager stated that the Collective Agreement identifies the position in the landfill site as straight time on Saturday.

Councillor Johnson had a concern regarding the worker not directing where the garbage should be dumped. The Town Manager stated that he has made the worker aware that he has to direct people on where to dump their waste.

***Motion #2019-11-12-4759 – Stagg/Rogers***

*Be it resolved we go back to having the waste management site open from Monday-Saturday 5 hours per day year round.*

*In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried*

### **5) Video Conferencing**

Jason Boyce to stop by when he has time.

### **6) Maintenance Depot**

Place on agenda for Public Meeting.

*Minutes:  
Special Meeting*

### **Special Meeting of November 4, 2019**

Mayor Blackmore asked if there were any errors or omissions to the minutes of the special meeting of November 4, 2019 which had been circulated with the agenda.

#### ***Motion #2019-11-12-4760 – Humby/Bartlett***

*Be it resolved the minutes of the November 4, 2019 special meeting of council be adopted as presented.*

*In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried*

*Business Arising*

### **1) Coaker Foundation**

They are available on November 20<sup>th</sup> but since the date was confirmed the Chamber of Commerce wants to have a meeting with the Coaker Foundation so the Mayor asked if we could have it at 4:30a.m. on that date. This was not a good time for some of the councillors.

#### ***Motion #2019-11-12-4761 – Bartlett/Stagg***

*Be it resolved we write the Coaker Foundation requesting their general outline of their development and future plans.*

*In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried*

### **2) Public Meeting**

December 4<sup>th</sup> @ 7:00p.m. at the Frank Power Chalet to discuss the RFP for Lookout Pond Park as it was felt this should be a stand alone meeting.

*Finance*

**1) Budget**

Mayor Blackmore stated that she would like to have an Open House to discuss the 2020 Budget to have public feedback.

***Motion #2019-11-12-4762 – Bartlett/Samson***

***Be it resolved we hold an Open House on the 2020 budget on November 27<sup>th</sup> @ 4:30p.m. at the Town Hall.***

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

**2) Bills**

Bills were presented in the amount of \$18,287.14.

***Motion #2019-11-12-4763 – Humby/Bartlett***

***Be it resolved the bills be paid in the amount of \$18,287.14.***

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

**3) Equipment**

A list of the town's equipment was included for council's perusal.

**4) Fleet Tracking**

A sample of the cost was included for council's perusal from the Town of Bonavista. The Town Manager stated that Telus will have a cost to present to him when he attends the MNL Convention.

*Town Manager's Report*

**1) Christmas Light Up and Star Lighting**

December 11<sup>th</sup> @ 7:00p.m.

**2) Main Street South Water and Sewer Project**

The Town Manager advised we have approval under the Small Communities funding but the criteria will not allow us to use our Gas Tax funds which we already have approval to

do. As a result of this criteria the town will have to borrow our 10% which is approximately \$100,000. He stated that he had inquired about whether we can get it under Municipal Capital Works Program and was told that it could be awhile before we could get approval which would delay the project.

***Motion #2019-11-12-4764 – Johnson/Bartlett***

***Be it resolved we write the Department of Municipal Affairs advising that we want the project to fall under the Municipal Capital Works program as we have secured our 10% Gas Tax Funding and we do not want to put a financial burden on our taxpayers.***

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

**3) Christmas Light Up Contest**

Defer to next meeting to obtain the policy that was passed for this season.

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|------------------------|--|
| <i>Economic Dev.</i>   | Meeting scheduled for Tuesday, November 19 <sup>th</sup> @ 7:00p.m.  |
| <i>Water Resources</i> | Two quotes were received from Meridian Engineering Inc. for Capital Works Projects for our Water System as follows: <ul style="list-style-type: none"> <li>▪ Intake Improvements in the amount of \$194,531.70</li> <li>▪ Pumping System Improvements in the amount of \$148,764.00</li> </ul> |
| <i>Correspondence</i>  | 1) A travel claim was received from the Town Manager for travel expenses incurred from October 25-November 7, 2019 in the amount of \$186.46.  |

***Motion #2019-11-12-4765 – Humby/Stagg***

***Be it resolved we reimburse the Town Manager for travel expenses incurred from October 25-November 7, 2019 in the amount of \$186.46.***

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

- 2) Information was received from Discovery Aspiring Geopark regarding their AGM on Tuesday, November

26, 2019. Also, including a nomination form for the election as director on the Board of Directors.

***Motion #2019-11-12-4766 – Bartlett/Humby***

***Be it resolved we nominate Mayor Blackmore for a seat on the Discovery Aspiring Geopark’s Board of Directors.***

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

Mayor Blackmore declined the nomination

Councillor Johnson departed the meeting due to prior commitments.

- 3) A letter was received from Department of Transportation and Works to MHA Craig Pardy regarding Stead’s Brook in Little Catalina.
- 4) A letter was received from The Discovery Collegiate’s graduates seeking a monetary donation towards their expenses for this year’s Graduation activities.
- 5) A letter was received from the Citizens Crime Prevention Association of Newfoundland and Labrador seeking support by purchasing an advertisement in their Bullying Prevention Awareness Guide which will be distributed to schools, libraries and other public facilities throughout the Province.

***Motion #2019-11-12-4767 – Rogers/Stagg***

***Be it resolved we purchase a ¼ Page (Business Card Full Colour) in the Citizens Crime Prevention Association of Newfoundland and Labrador’s “Bullying Prevention Awareness Guide” in the amount of \$235.00.***

***In favour 6 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

*New Business*

- 1) J.T. Swyers Co. Ltd. 100<sup>th</sup> Anniversary

***Motion #2019-11-12-4768 – Bartlett/Humby***

*Be it resolved we write Jim Swyers a congratulatory letter on J.T. Swyers Co. Ltd's 100<sup>th</sup> Anniversary in business.*

*In favour 6 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Rogers, Samson & Stagg} Opposed 0; Motion Carried*

*Motion #2019-11-12-4769 – Stagg/Bartlett*

*Be it resolved that council now adjourn to meet again on Monday, November 25, 2019 at 4:30p.m.*

*In favour 6 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Rogers, Samson & Stagg} Opposed 0; Motion Carried*

The meeting adjourned at 6:16 p.m.

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**MAYOR**

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**TOWN CLERK**

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**DATE**