

**Municipality of Trinity Bay North
Regular Council Meeting September 19, 2023**

**Minutes of a regular meeting of the Council of the
Municipality of Trinity Bay North, held in the
Town Hall, September 19, 2023**

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

CALL TO ORDER

A quorum being present Mayor Bartlett called the meeting to order at 5:00p.m.

ADOPTION OF AGENDA

Motion #2023-09-19-6228 – Stead/Rumbolt

Be it resolved the agenda be adopted as presented.

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

ADOPTION OF MINUTES

Regular Meeting of August 19, 2023

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

- Page 3 – 2nd paragraph add “*Deputy*” Mayor Lodge
- Page 7 – under correspondence #1 change the wording from Councillor Stead declared himself in conflict of interest to Councillor Stead excused himself from this discussion due to a perception of bias

Motion #2023-10-24-6250 – Johnson/Lodge

rk
dB

Be it resolved the minutes of August 29, 2023 regular meeting of council be adopted with the above corrections.

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

BUSINESS ARISING FROM MINUTES

Sir William Ford Coaker Heritage Foundation (Appeal Letter)

A discussion arose on the lack of response received over the years by this council and prior councils in efforts to meet with the Coaker Foundation and the inaction of the numerous complaints of safety concerns. It was decided to contact Chairperson Bruce Sweetland to invite him to a meeting scheduled for Wednesday, October 4th @ 7:00p.m. as there has been no response to a letter sent to them dated September 12th requesting a meeting at their earliest convenience.

2021 Audit

As per motion 2023-08-29-6219 Richard Power sent the initial email he sent to Terri Hoffman from Beacon Accounting regarding some errors and omissions in the 2021 audit they completed.

Motion #2023-09-19-6230 – Stead/Lodge

Be it resolved the Town Clerk requires the Department of Municipal and Provincial Affairs assistance to audit the town's operational accounts and financial management practices with the intent to 1) determine the effectiveness of existing financial management practices of project accounts such as JCP, CEEP, Covid Stimulus, and MCW, and 2) to provide council a clear explanation with a recommended action plan for issues identified in the auditor's email discussions included as part of September 19, 2023 council meeting agenda package.

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

Councillor Johnson departed the meeting at 6:10p.m. due to a prior commitment.

TOWN CLERK'S REPORT

Bills

The Town Clerk presented the bills for payment in the amount of \$24,826.03 and opened the floor for any questions.

Due to the fact, that there were invoices submitted for payment from Rogers Service Ltd., Deputy Mayor Lodge declared himself in a conflict of interest as the owner is his spouse's brother.

vr
JB

Motion #2023-09-19-6231 – Stead/Rumbolt

Be it resolved we move into a privileged meeting at 6:20p.m.

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

Motion #2023-09-19-6232 – Stead/Rumbolt

Be it resolved we move back into the regular meeting at 6:21p.m.

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

Motion #2023-09-19-6233 – Stead/Rumbolt

Be it resolved that Deputy Mayor Lodge is not in a conflict of interest pertaining to voting on the payment of bills from Rogers Service Ltd. as this is a service already rendered.

In favour 3 {Mayor Bartlett, Councillors Rumbolt & Stead} Opposed 0; Motion Carried

Motion #2023-09-19-6234 – Stead/Rumbolt

Be it resolved the bills submitted for payment in the amount of \$24,826.06 be approved.

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

Budget Variance Report

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

Quick Statistics Summary (Accounts Receivable)

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

Bank Balance

The bank balance as of August 31, 2023 was \$706,724.69.

TOWN MANAGER'S REPORT

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

Manuel's Island**Motion #2023-09-19-6235 – Stead/Rumbolt**

VR
WB

*Be it resolved the Town Manager have the work on Manuel's inspected to ensure the work is complete and satisfactory before the next regular council meeting.
In favour 4 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Rumbolt & Stead}
Opposed 0; Motion Carried*

FINANCE

Nothing to report

PUBLIC WORKS/WATER RESOURCES

Minutes of a meeting held on August 31, 2023 were enclosed for council's perusal.

Historic District Water/Sewer MCW Project

Motion #2023-09-16-6236 – Lodge/Rumbolt

Be it resolved we advise the stakeholders on Main Street South about the delay of the Historic District W/S Upgrades MCW Project.

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

Budget

The Public Works Capital Works budget that was previously requested six months ago by the Mayor still has not been provided. It is urgent that it be provided for the upcoming budget.

RECREATION - PARKS/PLAYGROUNDS/TRAILS

Nothing to report

FIRE DEPARTMENT

Minutes of a meeting held on August 24, 2023 were enclosed for council's perusal. As the liaison of the Fire Department is not in attendance the minutes will be brought forth at the next regular council meeting.

TIDY TOWNS

Nothing to report

TOURISM/ECONOMIC DEVELOPMENT/LANDS

Nothing to report

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DB

HEALTH

Nothing to report

HUMAN RESOURCES

Nothing to report

LIAISON REPORTS**Sir William F. Coaker Heritage Foundation**

Nothing to report

Wharf Committee

Nothing to report

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***Motion #2023-09-19-6237 – Stead/Lodge***

Be it resolved Councillors Lodge and Stead work with the TBN Historic Society to establish an Ad-Hoc Advisory Committee with a terms of reference to provide a recommended action plan regarding the town's failure to follow through on a 2005 resolution of council to establish a Historic Advisory Committee.

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

rk
DB

Mayor Bartlett stated moving forward if committees do not have their minutes in before the agenda package deadline there will be no discussion unless there is an urgent topic that needs to be addressed.

LANDS

Councillor Rumbolt stated that she forgot to bring up under her committee report the tax sales.

Motion #2023-09-16-6238 – Rumbolt/Lodge

Be it resolved we proceed with the tax sales on twenty-three properties that have been identified by the Assistant Town Clerk and Councillor Rumbolt.

After discussion, because the properties were not brought forth for council's perusal, it was decided to bring it forward to the special meeting on September 26, 2023 so that we wouldn't prolong the procedure until our next regular meeting on October 10, 2023.

CORRESPONDENCE

1. An invitation was received from PMA to attend the Fall Forum from October 19-20, 2023 being held in Gander.

Motion #2023-09-19-6238 – Stead/Rumbolt

Be it resolved we send two (2) administrative staff to the PMA Fall Forum from October 19-20, 2023 in Gander.

In favour 4 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Rumbolt & Stead} Opposed 0; Motion Carried

2. A letter was received from the Planning Committee of the Canadian Cancer Society Bonavista and Area Relay 2023 requesting a donation or gift for their Relay 2023.

Motion #2023-09-19-6239 – Lodge/Stead

Be it resolved based on our donation budget we donate up to \$500.00 to the Canadian Cancer Society Bonavista and Area Relay 2023.

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

Mayor Bartlett stated that he hasn't been called to sign cheques lately and was wondering why. The Clerk replied that she assumed he was busy with his business this past summer and being that Councillor Rumbolt was here when cheques needed signing, she availed of the opportunity. The Mayor stated that at his training the first person to contact would be the Mayor followed by the Deputy Mayor or Finance Committee Chairperson then Councillor Rumbolt. The Clerk stated that was not the way it was stated in the Municipalities Act and that she would reach out to the Department of Municipal Affairs

VR
AB

and Provincial Affairs to obtain the mandated procedure on signing cheques and orders withdrawing money from our account.

NEW BUSINESS

None

NOTICES OF MOTION

None

ADJOURNMENT

***Motion #2023-09-19-6240 – Lodge
Be it resolved the meeting adjourn.***

The meeting adjourned at 7:25p.m.

The next regular meeting is scheduled for Tuesday, October 10, 2023 @ 5:00p.m.



**DAVID BARTLETT
MAYOR**



**VALERIE ROGERS
TOWN CLERK**