

**Municipality of Trinity Bay North  
Regular Council Meeting April 25, 2023**

**Minutes of a regular meeting of the Council of the  
Municipality of Trinity Bay North, held in the  
Town Hall, April 25, 2023**

<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 5:05p.m.

**ADOPTION OF AGENDA**

***Motion #2023-04-25-6067 – Rumbolt/Stagg***

***Be it resolved the agenda be adopted as presented.***

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

**ADOPTION OF MINUTES**

**Regular Meeting of April 4, 2023**

Mayor Bartlett asked if there were any errors or omissions in the minutes of the regular meeting of April 4, 2023 which had been circulated with the agenda.

- In Motion #2023-04-04-6052 remove Councillor Rumbolt from the voting count as she was not present

***Motion #2023-04-25-6068 – Stagg/Johnson***

***Be it resolved the minutes of April 4, 2023 regular meeting of council be adopted with the above correction.***

VB WB

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

### **Special Meeting of April 18, 2023**

Mayor Bartlett asked if there were any errors or omissions in the minutes of the special meeting of April 18, 2023 which had been circulated with the agenda

A brief discussion transpired on the wording of the 3<sup>rd</sup> paragraph from “will not be insuring to may not be insuring.”

*Motion #2023-04-25-6069 – Lodge/Stead*

*Be it resolved we change the wording in paragraph 3 in the special minutes from will not be insuring to may not be insuring.*

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

- Insert after the 3<sup>rd</sup> paragraph “Councillor Tucker departed the meeting at 1:50p.m. due to work commitments.”

*Motion #2023-04-25-6070 – Tucker/Johnson*

*Be it resolved the minutes of the April 18, 2023 special 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**

#### **Town Insurance**

*Motion #2023-04-25-6071 – Johnson/Rumbolt*

*Be it resolved on the recommendation of the Town Manager we reduce the values of insurance coverage as per the Special Meeting on April 18, 2023.*

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

#### **Graffiti on Rocks**

*Motion #2023-04-25-6072 – Tucker/Stead*

*Be it resolved we move into a privileged meeting at 6:05p.m.*

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

*Motion #2023-04-25-6073 – Tucker/Rumbolt*

*VR AB*

*Be it resolved we move back into the regular meeting at 6:07p.m.  
In favour 7 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg, Stead & Tucker} Opposed 0; Motion Carried*

*Motion #2023-04-25-6074 – Tucker/Johnson*

*Be it resolved Motion #2023-03-14-6021 be rescinded.  
In favour 7 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg, Stead & Tucker} Opposed 0; Motion Carried*

*Motion #2023-04-25-6075 – Tucker/Stead*

*Be it resolved a letter be written to those whose name is written in graffiti informing them the Trails Committee plans to remove it and asking if they would make an effort to join.  
In favour 7 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg, Stead & Tucker} Opposed 0; Motion Carried*

### **Fire Department**

Councillor Rumbolt declared herself in conflict of interest as her son is the Fire Chief. She departed the meeting at 6:15p.m.

Councillor Stagg provided a report of a meeting she and Councillor Johnson attended on April 23, 2023 with the executive.

The following topics were discussed: New Account, Equipment, Fire School Training, Safety Audit

*Motion #2023-04-25-6076 – Stead/Tucker*

*Be it resolved the town open an account for the sole purpose of the new fire truck.  
In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Stagg, Stead & Tucker} Opposed 0; Motion Carried*

*Motion #2023-04-25-6077 – Stead/Johnson*

*Be it resolved we send 4 firefighters to the Firefighters School scheduled for May in Grand Falls-Windsor pending funding ability.  
In favour 6 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Stagg, Stead & Tucker} Opposed 0; Motion Carried*

Chief Rumbolt also requested that the savings of the camera and smoke machine purchase to allocated to purchase the blast cage as \$6,000 was approved and the cost is \$8,600 plus tax. It was decided to have the Finance Committee review this request to see if it can be reallocated.

*VR WB*

Councillor Rumbolt returned to the meeting at 6:41p.m.

### **TOWN MANAGER'S REPORT**

The Town Manager provided a written report with the following topics to be discussed:

- JCP Application
- Job Descriptions
- MCW Projects
- Tender for Manuel's Island
- Committee Meetings
- Street light relocation
- Pumper truck

Also, enclosed was a PCA Amendment - Change Order Notice for project #17-GI-22-00048 Water System Improvements. The reason for the change is for the provision of a hot water tank to provide tempered water to existing and new combination drench shower/eye wash stations at both the pump house and the chlorine building in the amount of \$2,673.75 (includes HST)

*Motion #2023-04-25-6078 – Johnson/Stagg*

*Be it resolved we accept the Change Order for project #17-GI-22-00048 Water System Improvements in the amount of \$2,673.75 (includes HST).*

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

### **TOWN CLERK'S REPORT**

#### **Bills**

The Town Clerk presented the bills for payment in the amount of \$37,354.60 and opened the floor for any questions.

*Motion #2023-04-25-6079 – Stead/Rumbolt*

*Be it resolved the bills submitted for payment in the amount of \$37,354.60 be approved for payment.*

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

#### **Budget Variance Report**

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

*VR WB*

### **Quick Statistics Summary (Accounts Receivable)**

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

### **FINANCE**

Minutes of a meeting held on April 20, 2023 were enclosed for council's perusal.

### **Town Manager's Travel Claim**

*Motion #2023-04-25-6080 – Stead/Rumbolt*

*Be it resolved we reimburse the Town Manager for travel expenses incurred from March 6-April 14, 2023 in the amount of \$385.11.*

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

### **Limited Call for Bids**

*Motion #2023-04-25-6081 – Stead//Rumbolt*

*Be it resolved that all Limited Call for Bids be completed in writing and restricted to only businesses listed on the approved town business tax list. Where three viable bids cannot be obtained, the Town Manager is authorized to request bids from businesses not listed on the town's business list.*

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

### **ADJOURNMENT**

*Motion #2023-04-25-6082 – Stagg*

*Be it resolved the meeting adjourn to be continued on Thursday, April 27, 2023.*

The meeting adjourned at 7:05p.m.




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**DAVID BARTLETT**  
MAYOR




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**VALERIE ROGERS**  
TOWN CLERK