

**Municipality of Trinity Bay North
Regular Council Meeting July 12, 2022**

**Minutes of a regular meeting of the Council of the
Municipality of Trinity Bay North, held in the
Town Hall, July 12, 2022**

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

CALL TO ORDER

A quorum being present Mayor Bartlett called the meeting to order at 5:06p.m.

ADOPTION OF AGENDA

Motion #2022-07-12-5680 – Stead/Tucker

Be it resolved the agenda be adopted as presented.

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

ADOPTION OF MINUTES

Regular Meeting of June 13, 2022

Mayor Bartlett asked if there were any errors or omissions in the minutes of the regular meeting of June 13, 2022 which had been circulated with the agenda.

- Page 1 – Regular meeting of May 24, 2022 should read Deputy Mayor Stead instead of Mayor Bartlett
- Page 2 – Special meeting of May 31, 2022 should read Deputy Mayor Stead instead of Mayor Bartlett

Motion #2022-07-12-5681 – Stead/Tucker

*mm
AB*

Be it resolved the minutes of the June 13, 2022 regular meeting of council be adopted with the above corrections.

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

BUSINESS ARISING FROM MINUTES

Asset Management

Mayor Bartlett informed that our funding application has made it to the second level. He will make contact by email no later than Monday as to the status of the application.

Melrose Chalet

Discussion on the need for a detailed follow up from the Peaches Cove-Green Bay Development Inc. on what work is to be done and their request for assistance to hire the services of a qualified carpenter to monitor the work being carried out.

Mayor Bartlett stepped out of the chair and Deputy Mayor Stead took the chair.

Motion #2022-07-12-5682 – Bartlett/Stagg

Be it resolved the town allocate up to \$3000 to hire a qualified carpenter to monitor the Melrose Chalet renovations and to provide a report at the end of the JCP as to what is required to meet code and to report back to council.

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

Mayor Bartlett resumed the chair.

Dilapidated Properties/Wrecks

Updated list to be made available for the next meeting. Former OCI building to be included.

Insurance

No further update available on all the buildings to be included in the policy. Town Clerk to have the report available for the next Finance Meeting on July 18th.

RCMP Letter

Letter expressing concern over the staffing levels at the Bonavista Detachment to be sent next week

*mm
WB*

Vista Family Resource Centre

Councillors Lodge and Rumbolt of the Public Works Committee visited the centre to assess repairs to be completed. Carpeting needs to be replaced with flooring and a window is in need of repair.

Doctor Shortage

A letter will be sent next week.

Municipal Plan

Public Works Committee will look into the process to amend the plan to change the zoning of Little Catalina and Melrose from residential to mixed.

Councillor Tucker stepped out @ 5:27pm

Councillor Tucker returned @ 5:30pm

TOWN CLERK'S REPORT**Bills**

The Acting Town Clerk presented the bills for payment in the amount of \$48,646.03.

Motion #2022-07-12-5683 – Stead/Johnson

Be it resolved the bills be paid in the amount of \$48,646.03.

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

TOWN MANAGER'S REPORT**Playground Crosswalk**

MHA Craig Pardy will be contacted to see if there has been any further movement on the painting of the crosswalk.

New Truck

Town Foreman will be asked to contact Western Star on the delivery date of the new truck.

CEEP Project

Possible projects to include Lookout Trail, Canteen Deck, Museum Entry & Windows, Removing of Alders, Trail Viewing Platform & Municipal Building improvements.

Motion #2022-07-12-5684 – Stagg/Johnson

*mm
WB*

Be it resolved Deputy Mayor Stead and Town Clerk work on completing the application and update council by email.

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

COMMITTEE REPORTS

HEALTH

Health Committee report enclosed for council's perusal.

Council members that attended a public meeting on June 28th with Eastern Health on health care concerns in this area gave an overview of the discussions held.

Motion #2022-07-12-5685 – Stagg/Stead

Be it resolved we move into a privileged meeting @ 5:35pm.

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

Motion #2022-07-12-5686 – Johnson/Stagg

Be it resolved we move out of the privileged meeting @ 5:44pm.

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

PUBLIC WORKS

Covered Garbage

An ad is to be place on our Facebook page "TBN News and Views" advising the public that waste material is to be covered when being carried to the waste site. The town foreman is to be notified to inform the waste site attendant to inform those using the site of the same.

Amber Light

No further word from Transportation and Infrastructure on the installation of an amber light at the crosswalk to the Catalina playground. The recommendation was made to proceed with the purchase and installation of the light.

Roofing Tenders

Motion #2022-07-12-5687 – Rumbolt/Stagg

Be it resolved we move into a privileged meeting @ 5:46pm.

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

ABM

Motion #2022-07-12-5688 – Johnson/Stagg

Be it resolved we move out of the privileged meeting @ 5:56pm.

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

The roofs of both the Frank Power Chalet and Fire Hall are leaking and requires repairs to be completed asap. Councillor Rumbolt will contact the companies who bid on the roofing tenders to see their earliest possible start date.

GJM Apartments - Hydrant

A request received from GJM Apartments for assistance with the purchase of an additional fire hydrant and for an extension on an existing one.

Motion #2022-07-12-5689 – Stagg/Johnson

Be it resolved the Fire Chief be asked to look into the issue of the required hydrants for area and bring recommendations back to council.

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

Street Light Request

A request was received from a resident living in a senior's complex for a street light to be installed. The issue was investigated by Public Works who advised that there is sufficient lighting in the area.

Motion #2022-07-12-5690 – Johnson/Rumbolt

Be it resolved a letter be written to the individual requesting the street light that it was determined that there is sufficient lighting in the area.

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

Hydrant Relocation

A resident of Little Catalina has requested that a hydrant in their area be moved to prevent backing into. Town Foreman will be advised to look into the installation of markers or barrier to prevent from being hit.

250 Main Street

A letter was received stating concerns about 250 Main Street. Property is to be added to the list of dilapidated properties and a letter sent to the owner.

RECREATION

Catalina Museum

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WB

Repairs have been made to the door and bridge but the building is in need of repairs. Working on recruiting new members and project possibilities.

Student Supervision

Motion #2022-07-12-5691 – Stagg/Stead

Be it resolved we move into a privileged meeting @ 6:10pm.

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

Motion #2022-07-12-5692 – Stagg/Stead

Be it resolved we move out of the privileged meeting @ 6:25pm.

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

Motion #2022-07-12-5693 – Stead/Johnson

Be it resolved the Human Resources meet with Acting Town Manager and Park Attendant.

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

TRAILS

Arch Rock

Councillor Stagg stepped out @ 6:26pm

List of materials has been compiled to repair the platform at Arch Rock Trail.

Councillor Stagg returned @ 6:29pm

Motion #2022-07-12-5694 – Tucker/Johnson

Be it resolved we spend a maximum of \$3000.00 for repairs to Arch Rock platform.

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

Fossil Protection Signs

Councillor Tucker has spoken with the Town Foreman about the placement of the signs. Follow up will be made with him.

Smart and Caring Community Fund

Motion #2022-07-12-5695 – Tucker/Stagg

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*Be it resolved the Trails Committee work with the Economic Development Committee to complete the application for funding for trail maintenance.
In favour 6 {Mayor Bartlett, Deputy Mayor Stead, Councillors Johnson, Rumbolt, Stagg & Tucker} Opposed 0; Motion Carried*

FIRE DEPARTMENT

The Fire Chief has expressed concern over lack of a liaison attending meetings. He will be advised to put in a formal request for a council member to attend a meeting when there are issues that require someone to be present.

Mayor Bartlett removed himself from the chair. Deputy Mayor Stead took the chair.

Motion #2022-07-12-5696 – Bartlett/Johnson

Be it resolved we move into a privileged meeting @ 6:39pm.

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

Motion #2022-07-12-5697 – Bartlett/Stagg

Be it resolved we move out of the privileged meeting @ 6:45pm.

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

Mayor Bartlett resumed the chair

Motion #2022-07-12-5698 – Johnson/Rumbolt

Be it resolved the fire chief be requested to attend the next council meeting.

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

WATER

Water Issue

A resident of Little Catalina has been experiencing issues with very dirty water for a while now. It has been addressed by our maintenance workers. The Town Foremen is to be asked to see if other residents of the area have the same issue.

LAND

Thompson Pond Park

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Councillor Stagg asked for clarification as to what information she is to obtain from Crown Lands. Mayor Bartlett will check with them and seek legal advice on the town's position.

139 Discovery Trail

Councillor Stagg will contact Imperial Oil to see if the oil storage tanks were removed from the property at 139 Discovery Trail when the garage closed.

HEALTH

Community Transportation Program

Motion #2022-07-12-5699 – Tucker/Johnson

Be it resolved survey questions be sent out via email to council for review to be presented during the next meeting.

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

RIOT (Rural Initiative Outreach) Harm Reduction Program

Motion #2022-07-12-5700 – Tucker/Stagg

Be it resolved the RIOT Program Poster and FAQ Sheet be posted on our Facebook page and website.

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

Doctor Shortage

Motion #2022-07-12-5701 – Stagg/Johnson

Be it resolved the Health Committee contact Dr. Milley directly seeking input from her on experience working and living in Bonavista.

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

HUMAN RESOURCES

Employment Agreements

Employment agreements circulated that have recently been agreed upon and signed by Town Clerk and Assistant Town Clerk

Motion #2022-07-12-5702 – Johnson/Tucker

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Be it resolved the employment contracts for the Town Clerk and Assistant Town Clerk for the period of January 1, 2022 – June 30, 2026 be accepted as presented.

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

Motion #2022-07-12-5703 – Stead/Stagg

Be it resolved we move into a privileged meeting @ 7:12pm.

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

Motion #2022-07-12-5704 – Johnson/Rumbolt

Be it resolved we move out of the privileged meeting @ 6:26pm.

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

LIAISON REPORTS

Coaker Foundation

Deputy Mayor Stead informed council that he had no details on the meeting between the Coaker Foundation and Iceberg Vodka as he received notification of the meeting too late to attend.

Crime Prevention

Next meeting tentatively scheduled for July 27th.

Councillor Johnson excuse himself from the meeting at 7:30pm

CORRESPONDENCE

Citizens Crime Prevention Association of Newfoundland & Labrador

A request received seeking support in the purchase of an ad in their Drug Awareness Guide

Motion #2022-07-12-5705 – Stagg/Tucker

Be it resolved we purchase an 1/8 Business Card ad in the CCPANL'S Drug Awareness Guide as in previous years.

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


ADJOURNMENT

Motion #2022-07-12-5706 – Stagg/Tucker

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Be it resolved the meeting adjourn with the next meeting scheduled for August 8, 2022.

The meeting adjourned at 7:32pm.



**DAVID BARTLETT
MAYOR**



**MELINDA MACKEY
ACTING TOWN CLERK**

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A/P Transaction Journal

Printed: 3:35:04PM Jul 08, 2022

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Vendor	Opening Balance	Credits	Payments	Balance
BELLA001 Bell Alliant	\$511.03	\$0.00	\$0.00	\$511.03
BULLLD001 Bulldog Contracting Ltd.	\$8,383.50	\$0.00	\$0.00	\$8,383.50
CATAL008 Catalina Convenience & Gas Bar	\$200.00	\$0.00	\$0.00	\$200.00
COLLA001 Collabria	\$344.08	\$0.00	\$0.00	\$344.08
EASTL001 EastLink	\$468.73	\$0.00	\$0.00	\$468.73
FIREH001 Fire House Service and Supply	\$149.48	\$0.00	\$0.00	\$149.48
FLUEN001 Filuent IMS	\$1,495.00	\$0.00	\$0.00	\$1,495.00
MUNIC001 Municipal Assessment Agency	\$8,872.50	\$0.00	\$0.00	\$8,872.50
NEWFO002 Newfoundland Power Co. Ltd.	\$9,507.31	\$0.00	\$0.00	\$9,507.31
PROTE002 Protek Industries Ltd.	\$2,318.40	\$0.00	\$0.00	\$2,318.40
R~JAD001 R&J Advertising	\$50.00	\$0.00	\$0.00	\$50.00
RECRE001 ReCreate Consulting	\$69.00	\$0.00	\$0.00	\$69.00
VARDY001 Vardy Villa Limited	\$15,640.00	\$0.00	\$0.00	\$15,640.00

Vendor
 VISTA002 Vista Safety Training

Opening Balance	Credits	Payments	Balance
\$667.00	\$0.00	\$0.00	\$667.00
\$48,676.03	\$0.00	\$0.00	\$48,676.03

Account Summary

Account	Name	Total
6000-7000	EXP HYDRO - OFFICE	378.24
6025-7500	EXP HYDRO - LIFT STATIONS	203.49
6026-7500	EXP HYDRO - BOOSTER STATION	33.53
6027-7500	EXP HYDRO PUMPHOUSE	1,284.47
6028-7500	EXP HYDRO CHLORINE HOUSE	276.43
6035-7400	EXP HYDRO - STREET LIGHT	6,177.36
6040-7000	EXP TELEPHONE - OFFICE	376.87
6050-7300	EXP TELEPHONE - CELLULAR	66.72
6060-7000	EXP ADVERTISING	22.67
6065-7000	EXP OFFICE SUPPLIES/EXP	252.64
6136-7000	EXP WORKSHOPS, TRAINING	604.86
6148-7200	TBN RECREATION ADMINISTRATION	549.03
6149-7100	FIRE DEPT ADMINISTRATION	1,986.15
6160-7000	EXP PROP ASSESSMENT FEE	8,872.50
6230-7400	EXP ROADS - MAINTENANCE	9,704.86
6240-7600	EXP GARBAGE COLLECTION	14,182.90
7998-0000	EXP HST REBATE	3,703.31
	Total:	48,676.03