

**Municipality of Trinity Bay North
Regular Council Meeting March 12, 2024**

**Minutes of a regular meeting of the Council of the
Municipality of Trinity Bay North, held in the
Town Hall, March 12, 2024**

<i>Members Present</i>	Mayor	David Bartlett
	Deputy Mayor	Dean Lodge
	Councillors	Doreen Rumbolt (via telephone) Pauline Stagg Terence Stead
<i>Absent</i>	Councillor	Albert Johnson (arrived later)
<i>Also Present</i>	Town Clerk	Valerie Rogers

CALL TO ORDER

A quorum being present Mayor Bartlett called the meeting to order at 4:33p.m.

ADOPTION OF AGENDA

Motion #2024-03-12-6467 – Lodge/Stead

Be it resolved the agenda be adopted as presented.

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

ADOPTION OF MINUTES

Regular Meeting of February 27, 2024

Mayor Bartlett asked if there were any errors or omissions in the minutes of the regular meeting of February 27, 2024 which had been circulated with the agenda.

Motion #2024-03-12-6468 – Stead/Stagg

Be it resolved the minutes of February 27, 2024 regular meeting of council be adopted as presented.

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

BUSINESS ARISING FROM MINUTES

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Action list updated

Councillor Johnson arrived at 4:39p.m.

Health

Mayor Bartlett stepped out of the chair at 4:42p.m. Deputy Mayor Lodge assumed the chair.

Motion #2024-03-12-6469 – Bartlett/Stead

Be it resolved we move into a privileged meeting at 4:42p.m.

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

Motion #2024-03-12-6470 – Bartlett/Stead

Be it resolved we move back into the regular meeting at 4:52p.m.

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

Mayor Bartlett resumed the chair at 4:52p.m.

Coaker Foundation

Mayor Bartlett stepped out of the chair at 5:14p.m. Deputy Mayor Lodge assumed the chair.

Motion #2024-03-12-6471 – Bartlett/Johnson

Be it resolved a letter be written to the Sir William Ford Coaker Heritage Foundation advising we are willing to work with them however the letter that was sent to the appeals board by council as well as our responsibilities under the municipality act warrant action be taken by the municipality. We will clarify in writing to the foundation of our requirements as well as attach the response from Mr. Cotter in regards to correspondence to close this matter. At present council is neither in a position nor willing to rescind the order and look forward to working with the Coaker Foundation to resolve this matter.

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

Article 178 of the Municipalities Act 1999

178. A council may remove from real property solid waste, noxious substances and anything that poses a hazard to public health and safety or adversely effects the amenities

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of the surrounding property, and charge the owner or occupier of the real property for the costs of its collection and disposal.

We trust that The Coaker foundation will follow through on the action items as per our meeting as we await correspondence and follow-up on action items from Coaker regarding our February 8, 2024 meeting.

Mayor Bartlett resumed the chair at 5:21p.m.

TOWN CLERK'S REPORT

Bills

The Town Clerk presented the bills for payment in the amount of \$31,544.12 and opened the floor for any questions.

Motion #2024-03-12-6472 – Stead/Stagg

Be it resolved we move into a privileged meeting at 5:27p.m.

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

Motion #2024-03-12-6473 – Stead/Stagg

Be it resolved we move back into the regular meeting at 5:40p.m.

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

Motion #2024-03-12-6474 – Stead/Lodge

Be it resolved the bills submitted for payment in the amount of \$31,626.08 be approved as per the recommendation of the Town Clerk.

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

TOWN MANAGER'S REPORT

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

Water Feasibility Study

Motion #2024-03-12-6475 – Stead/Lodge

Be it resolved the Town Clerk open up a Municipal Capital Works project bank account for the Water Feasibility Study Project as recommended by the Town Manager.

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

Councillor Rumbolt departed the meeting at 5:50p.m.

Thompson Pond Park

Motion #2024-03-12-6476 – Stead/Johnson

Be it resolved we move into a privileged meeting at 5:55p.m.

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

Motion #2024-03-12-6477 – Stead/Stagg

Be it resolved we move back into the regular meeting at 6:04p.m.

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

FINANCE

Scheduling of Future Finance Meetings

Councillor Stead expressed his continued concern that the Finance Committee functions remain stalled due to executive/administration staff's inability to prepare for, schedule and attend Finance meetings. There was also no commitment of overtime to resolve the finance task backlog, despite a council resolution for up to 6 hours per month until the backlog is resolved.

Motion #2024-03-12-6478 – Stead/Lodge

Be it resolved the Town Manager schedule a minimum of 2 hours overtime every 2nd week until the outstanding Finance task backlog is resolved and the Finance Committee is returned to a routine monthly meeting schedule.

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

2024 Business Tax List

Motion #2024-03-12-6479 – Stead/Johnson

Be it resolved we move into a privileged meeting at 6:21p.m.

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

Motion #2024-03-12-6480 – Stead/Stagg

Be it resolved we move back into the regular meeting at 6:58p.m.

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

Motion #2024-03-12-6481 – Stead/Lodge

Be it resolved on the recommendation of the Town Clerk we accept the 2024 business tax listing with some removals and additions.

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

Town Insurance

Councillor Stead expressed his continued concern that despite repeated explanations of council knowingly breaching the Procurement Act on two separate occasions over almost three years, the Town Manager has still not provided a draft tender for the Finance Committee review. After a lengthy discussion, where the Mayor explained that Council had already provided multiple resolutions to have the information provided for a Finance Committee review and the Town Clerk confirming that the deadline for contract renewal is April 21, 2024 council again reinforced the requirement for the Town Manager to provide the information as soon as possible.

Motion #2024-03-12-6482 – Stead/Lodge

Be it resolved we move into a privileged meeting at 6:59p.m.

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

Motion #2024-03-12-6483 – Lodge/Johnson

Be it resolved we move back into the regular meeting at 7:03p.m.

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

PUBLIC WORKS/WATER RESOURCES

Nothing to report

RECREATION - PARKS/PLAYGROUNDS/TRAILS

Councillor Stead highlighted the individual successes of Deputy Mayor Dean Lodge. He expressed his appreciation for the Deputy Mayor's great personal efforts in completing multiple opportunity funding applications on behalf of our community over the past two years. Councillor Stead explained that because of the Deputy Mayor's hard work, our community has received tens of thousands of dollars in recreational funding which have and will continue to be used to significantly benefit the residents of our municipality. Well done Deputy Mayor Lodge.

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FIRE DEPARTMENT

Nothing to report

TIDY TOWNS

Nothing to report

TOURISM/ECONOMIC DEVELOPMENT/LANDS

Nothing to report

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

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Trinity Bay North Historical Society
Nothing to report

CORRESPONDENCE

1. An invitation was received from the Department of Environment and Climate Change Water Resources Management Division to attend the 1-day Basic Water Chemistry Course being held virtually on March 14, 2024.

Motion #2024-03-12-6484 – Stead/Lodge

Be it resolved that a minimum of one (1) position be approved for a Public Works employee to attend the next available Water Treatment Operators Training event as recommended by the Town Manager.

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

2. A letter was received from Kenneth Reid tendering his resignation as Chairperson and member of the Tidy Towns Committee.

Motion #2024-03-12-6485 – Stagg/Lodge

Be it resolved we accept Kenneth Reid's resignation from the Chairperson and member of the Tidy Towns Committee.

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

3. A letter was received from Jane Tucker advising that our Trails Committee is working with the Discovery UNESCO Global Geopark to put together an application for a Conservation Corps of Newfoundland and Labrador Green Team for Arch Rock trail development. She pointed out in our 2024 budget we allocated \$1,500 for Trails and the application requires the town to contribute \$2,000 therefore the Committee is requesting the town to allocate the extra \$500. *This is already dealt with as the deadline for the submission of the application was March 1, 2024.*

4. An invoice in the amount of \$426.94 was received from PSDcitywide for municipal grant services for the period March 9, 2024 - March 9, 2025.

Motion #2024-03-12-6486 – Stagg/Johnson

Be it resolved we pay the invoice from PSDcitywide in the amount of \$426.94 for municipal grant services.

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

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5. A letter was received from MMSB advising that our application submitted under the 2023-24 Community Waste Diversion Project has been conditionally approved for \$9,625.

Councillor Stead explained that executive staff are unclear who tracks and maintains a complete awareness of requested and approved grant revenues and expenditures.

Motion #2024-03-12-6487 – Stead/Lodge

Be it resolved the Town Manager and Town Clerk work together to maintain a record of all grant revenues and expenditures by completing routine monthly Finance Committee reports for council review.

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

6. An invitation was received from the Department of Environment & Climate Change Water Resources Management Division to attend their 2024 Water and Wastewater Workshop from March 26 to 28 in Gander.

Motion #2024-03-12-6488 – Stead/Lodge

Be it resolved we authorize two (2) public works employees and two (2) council members to attend the 2024 Water and Wastewater Workshop taking place in Gander.

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

7. An invitation was received from PMA to attend their 2024 Convention and Trade Show from April 9-11 in Gander.

Motion #2024-03-12-6489 – Stead/Johnson

Be it resolved two (2) administrative staff be permitted to attend the PMA’s 2024 Convention and Trade Show taking place in Gander.

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

NEW BUSINESS

None

NOTICES OF MOTION

None

ADJOURNMENT

*Motion #2024-03-12-6490 – Stagg
Be it resolved the meeting adjourn.*

The meeting adjourned at 7:18p.m.

The next regular meeting is scheduled for Tuesday, March 26, 2024 @ 4:30p.m.



**DAVID BARTLETT
MAYOR**



**VALERIE ROGERS
TOWN CLERK**