

**Municipality of Trinity Bay North  
Regular Council Meeting January 24, 2022**

**Minutes of a regular meeting of the Council of the  
Municipality of Trinity Bay North, held in the  
Frank Power Chalet, January 24, 2022**

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

A quorum being present Mayor Bartlett called the meeting to order at 5:05p.m.

*Agenda*                      **Motion #2022-01-24-5440 – Stead/Rumbolt**  
   ***Be it resolved the agenda be adopted as presented.***  
   ***In favour 6 {Mayor Bartlett, Deputy Mayor Stead,***  
   ***Councillors Johnson, Lodge, Rumbolt & Tucker} Opposed***  
   ***0; Motion Carried***

Councillor Stagg arrived at 5:06p.m.

*Minutes:*                      **Regular Meeting of January 10, 2022**  
*Regular Meeting*            Mayor Bartlett asked if there were any errors or omissions in  
the minutes of the regular meeting of January 10, 2022 which  
had been circulated with the agenda.

- Remove Councillor Rumbolt from the vote count under the “Employee Christmas Bonus” as she declared herself in conflict of interest as her son is an employee of the town.
- Omission under the Town Manager’s Report – “Councillor Lodge stated that there was a lot of debris left around the trail from the upgrades. The Town Manager advised he would work at getting it removed”



**Motion #2022-01-24-5441 – Johnson/Lodge**

*Be it resolved the minutes of the January 10, 2022 regular meeting of council be adopted with the above corrections.*

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

*Business Arising***1) Iceberg Vodka****Motion #2022-01-24-5442 – Stead/Rumbolt**

*Be it resolved we move into a privileged meeting at 5:11p.m.*

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

**Motion #2022-01-24-5443 – Johnson/Stagg**

*Be it resolved we move back into the regular meeting at 5:43p.m.*

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

**Motion #2022-01-24-5444 – Johnson/Lodge**

*Be it resolved we accept the recommendation from Deputy Mayor Stead to proceed with the Mayor seeking legal advice regarding Iceberg Vodka Corporation and also contact our insurance company inquiring as to the liability coverage for individual councillors.*

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

**2) Rules of Procedure****Motion #2022-01-24-5445 – Stead/Tucker**

*Be it resolved we adopt the Rules of Procedure as presented.*

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

*rb*  
*rk*

### 3) Asset Management

*Motion #2022-01-24-5446 – Stead/Johnson*

*Be it resolved we obtain three (3) quotes as per the Procurement Act for the preparation of our Asset Management Plan.*

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

### 4) SAM (Stewardship Association of Municipalities Inc.)

Councillor Tucker gave a brief outline of who they are and what they do for municipalities.

*Motion #2022-01-24-5447 – Tucker/Stead*

*Be it resolved we engage SAM to sign a Habitat Stewardship Agreement with the Province of Newfoundland and Labrador.*

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

## Finance

### 1) 2022 Budget

*Motion #2022-01-24-5448 – Stead/Johnson*

*Be it resolved we defer the finance briefing for a special meeting on Tuesday, January 25<sup>th</sup> @ 5:30p.m.*

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

### 2) Bills

Bills were presented in the amount of \$30,442.74 for approval of payment.

*Motion #2022-01-24-5449 – Stead/Johnson*

*Be it resolved the bills be paid in the amount of \$30,442.74.*

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

### 3) Bank Balance

*RWB*



**Motion #2022-01-24-5450 – Stead/Johnson**

*Be it resolved we provide the bank balance on a monthly basis.*

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

**4) NL Power Invoice for Community Centre/Fire Hall**

Councillor Johnson expressed his concern regarding the high cost of the electric bill as there are heat pumps installed upstairs in the Community Centre and downstairs in the Fire Hall.

**Motion #2022-01-24-5451 – Johnson/Rumbolt**

*Be it resolved we advise Station 2 to set the heat pumps at 17 degrees.*

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

*Town Manager's Report*

**1) Capital Investment Plan – Garage Doors**

A quote for the supply and installation of R-18 overhead doors and the supply and installation of Micanan jackshaft operator upgrades for Station 1 was received from ML Garage Doors in the amount of \$20,792.00 (HST included).

**Motion #2022-01-24-5452 – Stagg/Lodge**

*Be it resolved the Municipality of Trinity Bay North submit its Capital Investment Plan to the Department of Municipal and Provincial Affairs for Gas Tax Funding in the amount of \$18,854.91 for Firehall Improvements.*

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

**2) Overhead Projector****Motion #2022-01-24-5453 – Stead/Rumbolt**

*Be it resolved the Town Manager to investigate the price of an overhead projector.*

*WB  
/R*

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

**3) Arch Rock Parking Lot**

Crown Land application has been sent.

**4) Lookout Park Trail**

Some of the debris has been removed and the rest will be removed soon.

**5) Museum Renovations**

Verbal quotes – nothing in writing

**6) Melrose Chalet Renovations**

Quotes on file

*Public Works*

**1) Minutes**

Minutes will be provided at the next regular meeting.

**2) Recommendations from Committee**

- **Recycling Program**

*Motion #2022-01-24-5454 – Stagg/Lodge*

*Be it resolved we contact the other towns on the Bonavista Peninsula to see if they would be interested in this venture.*

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

- **Meeting – Transportation and Infrastructure**

*Motion #2022-01-24-5455 – Stagg/Johnson*

*Be it resolved we contact the Minister of Transportation and Infrastructure to schedule a meeting. As this being several requests over the past couple of years we threaten to reach out to the media if not successful in securing a date.*

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

*JB  
R*

### 3) Wheelchair Ramp (Community Centre)

The Town Manager advised that the wheelchair ramp and the door at the Community Centre needs to be upgraded.

#### *Motion #2022-01-24-5456 – Stead/Rumbolt*

*Be it resolved we obtain quotes on upgrading the wheelchair ramp and the door at the Community Centre.*

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

*Parks/Rec/Trails*

Deputy Mayor Stead stated there were no accomplishments at their meeting and was wondering if we really want to continue this group or come up with other ideas.

#### *Motion #2022-01-24-5457 – Stead/Stagg*

*Be it resolved we restructure the Parks/Recreation/Trails committee as follows: Recreation/Parks/Playgrounds Committee consisting of 3 members of council and Trails Committee consisting of 3 members of council.*

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

**Recreation/Parks/Playgrounds** – Deputy Mayor Stead, Councillors Rumbolt and Lodge

**Trails Committee** – Councillors Johnson, Stagg and Tucker

*Tidy Towns*

#### **Allocation of Planters at Community Garden Policy**

#### *Motion #2022-01-24-5458 – Stead/Lodge*

*Be it resolved we adopt the Allocation of Planters at Community Garden Policy with the dates corrected.*

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



- Tourism/EDC* Mayor Bartlett gave a brief overview of his discussion with Nancy Robbins from ACOA regarding the Historic District Water and Sewer Project.
- Health* Meeting held on January 20, 2022. Minutes to be included in the next regular meeting's agenda package.
- HR Negotiating* Meeting held on January 19<sup>th</sup> and another meeting scheduled for Wednesday, January 26<sup>th</sup> @ 1:00p.m.
- Human Resources* Meeting held on January 19<sup>th</sup>

### **Recommendations from Committee**

- **Employment Contracts**

***Motion #2022-01-24-5459 – Lodge/Johnson***

*Be it resolved going forward Employment Contracts for town management, staff and non-unionized employees will be negotiated separately and any all details will not be based on collective agreement with union employees.*

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

- **HR Concerns**

***Motion #2022-01-24-5460 – Lodge/Tucker***

*Be it resolved any Human Resources concerns from management, staff, employees, or councillors should be brought forward to the HR Committee first (Deputy Mayor Stead, Councillors Johnson or Lodge); unless the concern involves a Human Resources Committee member. The HR Committee will then communicate to determine a way forward.*

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

- **Park Attendant**

***Motion #2022-01-24-5461 – Lodge/Stead***

*WBB  
R*

*Be it resolved the HR Committee along with the Town Manager draft up a job description for the Park Attendant and advertise as soon as possible.*

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

*Correspondence*

1. A travel claim was received from the Town Manager for travel expenses incurred from January 8-19, 2022 in the amount of \$206.05.

*Motion #2022-01-24-5461 – Stagg/Johnson*

*Be it resolved we reimburse the Town Manager for travel expenses incurred from January 8-19, 2022 in the amount of \$206.05.*

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


*Motion #2022-01-24-5462 – Lodge/Johnson*

*Be it resolved the meeting adjourn and be continued on Tuesday, January 25<sup>th</sup> if time permits after the budget briefing.*

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

The meeting adjourned at 7:17p.m.

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
TOWN CLERK

*February 21, 2022*  
\_\_\_\_\_  
DATE