

**Municipality of Trinity Bay North
Regular Council Meeting January 31, 2023**

**Minutes of a regular meeting of the Council of the
Municipality of Trinity Bay North, held in the
Town Hall, January 31, 2023**

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

CALL TO ORDER

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

ADOPTION OF AGENDA

Motion #2023-01-31-5951 – Stead/Rumbolt

Be it resolved the agenda be adopted as presented.

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

ADOPTION OF MINUTES

Regular Meeting of January 10, 2023

Mayor Bartlett asked if there were any errors or omissions in the minutes of the regular meeting of January 10, 2023, which had been circulated with the agenda.

- On page 2 remove Mayor Bartlett resumed the chair at 5:50p.m.
- Motion #2023-01-10-5942 change Opposed 0 to Opposed 1

Motion #2023-01-31-5952 – Stagg/Johnson

vr *sb*

Be it resolved the minutes of January 10, 2023 regular meeting of council be adopted with the above corrections.

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

BUSINESS ARISING FROM MINUTES

Fire Department

Motion #2023-01-31-5953 – Stagg/Stead

Be it resolved we move into a privileged meeting at 5:15p.m.

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

Motion #2023-01-31-5954 – Rumbolt/Stagg

Be it resolved we move back into the regular meeting at 5:23p.m.

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

Motion #2023-01-31-5955 – Stead/Johnson

Be it resolved the fire department file an incident report to the RCMP.

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

Councillor Tucker joined the meeting at 5:13p.m.

TOWN CLERK'S REPORT

Bills

The Town Clerk presented the bills for payment in the amount of \$18,633.17 and opened the floor for any questions.

Motion #2023-01-31-5956 – Stead/Johnson

Be it resolved the bills submitted for payment in the amount of \$18,633.17 be approved for payment.

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

TOWN MANAGER'S REPORT

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

- Tower Guard - completed

VR
WB

- Ownership of Blackmore's Cove – no indication on ownership
- Update on approved MCW Projects
- 2023 Budget
- Recreation Lottery License
- Garage doors – Craig's Locksmithing instructed to carry out work
- JCP Application date – can't apply until after March 31, 2023
- Letter of Understanding regarding brush cutting – needs approval from union employees
- Worked on ICIP for MCW projects

Motion #2023-01-31-5957 – Stead/Lodge

Be it resolved the Town Manager draft a JCP application to be reviewed by Public Works/Finance Committee before the next regular meeting of council.

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

He also enclosed a letter as per council's instruction explaining the reason our maintenance staff couldn't get any grounds maintenance done this past summer/fall.

Motion #2023-01-31-5958 – Stead/Lodge

Be it resolved the Town Manager as per his recommendation provide a job description with duties, qualifications needed, salary and benefit costs, employment dates, etc. for a grounds maintenance position to be reviewed by the Human Resources and Finance Committee.

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

FINANCE

Minutes of a meeting held on January 9th and 26th, 2023 were enclosed for council's perusal.

Insurance

Motion #2023-01-31-5959 – Rumbolt/Stead

Be it resolved approval be given to Councillor Rumbolt to speak to our insurance provider about the town's current insurance policy.

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

Motion #2023-01-31-5960 – Lodge/Rumbolt

VR
AB

*Be it resolved we revert back to our previous insurance coverage.
In favour 7 {Mayor Bartlett, Deputy Mayor Lodge, Councillors Johnson, Rumbolt, Stagg, Stead & Tucker} Opposed 0; Motion Carried*

Garbage Collection

One tender was received for the collection of our garbage from Vardy Villa Limited in the amount of \$1,750.00 per week plus HST.

Motion #2023-01-31-5961 – Stead/Stagg

Be it resolved based upon the Town Manager’s recommendation we award the tender to Vardy Villa Limited in the amount of \$1,750.00 per week plus HST for the collection of solid waste in the Municipality of Trinity Bay North.

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

Capital Investment Plans

Motion #2023-01-31-5962 – Stead/Rumbolt

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 \$70,466 for the town’s share of the Duffett’s Hill Storm Sewer and Water & Sewer project.

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

Motion #2023-01-31-5963 – Rumbolt/Stagg

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 \$56,800 for the town’s share of the East Point Storm Sewer and Water & Sewer project.

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

Motion #2023-01-31-5964 – Stead/Johnson

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 \$6,097 for the town’s share of the Trinity Bay North Asset Management Plan.

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

Dump Truck Purchase

VF *AB*

Motion #2023-01-31-5965 – Johnson/Lodge

Be it resolved we contact the Minister of Municipal and Provincial Affairs requesting permission to borrow \$225,000 from the Royal Bank of Canada for a 10-year term to purchase a plow/salt truck.

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

PUBLIC WORKS/WATER RESOURCES

Minutes of a meeting held on January 26, 2023 were enclosed for council's perusal with the following topics discussed:

1) Municipal Infrastructure Projects

- Water System upgrades
- Water/Sewer in Historic District

Motion #2023-01-31-5966 – Johnson/Stead

Be it resolved the Public Works Committee conduct a meeting with the Sir William Ford Coaker Heritage Foundation and other stakeholders from the affected street as soon as possible. The meeting is to provide project details and to conduct discussion of a mutually agreeable start date for consideration of Council.

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

- Insurance on town buildings
- Tenders for town equipment and services
- Town Hall & Catalina Public Building upgrades – *Recommendation is to prepare work scopes and submit an application under the Green and Inclusive Community Buildings Program for funding for upgrades to these buildings.*

Motion #2023-01-31-5967 – Lodge/Stagg

Be it resolved we apply under the Green and Inclusive Community Buildings Program for upgrades to the Town Hall and the Catalina Public Building.

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

- Department of Transportation and Infrastructure – *Recommendation to contact MHA on making Route 230, 230-24 & 230-26 area roads a priority. Also, contact the department cc MHA with concerns of using Frederick*

VR JB

Avenue as a turnaround for plows which not only causes damage to the road but is also a safety concern.

- Ability Employment Corporation
- Dilapidated properties and dumped vehicles – *Recommendation is to report issue of vehicles dumped on Church Road to Service NL and the Department of Environment and Climate Change.*

Motion #2023-01-31-5968 – Lodge/Stagg

Be it resolved we report the issue of vehicles dumped on Church Road in Little Catalina to Service NL and the Department of Environment and Climate Change.

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

- Waste Management – *Recommendation ** a policy for contractor use of waste site be written and new signs be erected.*
- MMSB Waste Management Forum – *Recommendation for Town Manager and Deputy Mayor/Public Works Chair attend the Forum.*

Motion #2023-01-31-5969 – Lodge/Johnson

Be it resolved the Town Manager and Deputy Mayor Lodge attend the MMSB's Waste Management Forum from March 14-15, 2023 in Gander.

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

- Proposed Public Works budget cuts

RECREATION - PARKS/PLAYGROUNDS/TRAILS

Minutes from the Recreation Committee from a meeting held on January 17th, 2023 were enclosed for council's perusal with the following topics discussed: Treasurer's Report, Fundraisers and Events, Ice Rink in Bag, Active Living Application, Winter Carnival and other topics.

Minutes from the Hiking Trails Committee from a meeting held on January 12th, 2023 were enclosed for council's perusal with the following topics and recommendations discussed:

- Melrose to Squirter
- Arch Rock Trail – ***Erosion Work*** - *Recommendation to discuss with the Geopark the possibility of applying for a Green Team to complete a sustainability plan for the trail and to partner with them on this. Drainage*

VR AB

Work – Recommendation to use large rocks as a footpath over wet areas near Arch Rock itself and to construct a rustic fence parallel to said footpath to deter ATV's from crossing the footpath. Also, for committee member Austin Norman to use lumber from old picnic table salvaged from Murphy's Cove Trail to make a box for carrying large rocks.

- Lookout Pond Trail
- Logo
- Strategic Plan Development
- Graffiti – *Recommendation to purchase 5 wire brushes and allow Trails Committee to remove graffiti on beach at East Point.*
- Green Island Lighthouse write up
- Active Living Program
- Budget requests
- Port Union South Boardwalk extension idea – *Recommendation is to write a letter to museum association pitching an idea of crushed stone walkway behind museum and barking pot linking shipyard and Coaker boardwalk.*

Motion #2023-01-31-5970 – Tucker/Lodge

Be it resolved a letter be written to the Port Union Historical Museum Association pitching an idea of placing a crushed stone walkway behind the museum and barking pot linking the shipyard and the Coaker Foundation's boardwalk.

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

- Winter Carnival
- Committee Restructuring
- Green Team
- Arch Rock Trail LTO
- Redo sign right down in Murphy's Cove

FIRE DEPARTMENT

Fire Department and Recreation books for 2022 are ready for internal audit.

TIDY TOWNS

Nothing to report.

TOURISM/ECONOMIC DEVELOPMENT/LANDS

vr *wb*

Minutes of a meeting held on January 11th & 23rd, 2023 were enclosed for council's perusal with the following topics discussed:

- Thompson Pond Park Development
- ACOA

Motion #2023-01-31-5971 – Rumbolt/Johnson

Be it resolved we move into a privileged meeting at 6:50p.m.

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

Motion #2023-01-31-5972 – Rumbolt/Stagg

Be it resolved we move back to the regular meeting at 6:55p.m.

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

- Manuel's Island
- List of Businesses
- Tourism
 - Signage
 - Legendary Coast's Tourism Portal/Consultant at no cost

Motion #2023-01-31-5973 – Johnson/Stagg

Be it resolved permission be given to the EDC to contact the consultant to obtain more information and possibly get him to visit our town (at no cost) to give us ideas on how to promote our area..

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

Motion #2023-01-31-5974 – Rumbolt/Stead

Be it resolved permission be given to the EDC to investigate the cost to have our rack card of trails made and posted next to the Geopark sign on Route 230 at the Southern Bay intersection.

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

- Lands – Recommendation to seek council's approval to proceed with getting the four parcels of land auctioned off asap.

Motion #2023-01-31-5975 – Rumbolt/Stagg

Be it resolved the following steps be taken with regards to land sales: 1) carry through with the sale of lands prepped for auction asap; 2) the EDC and staff prepare for the sale of approximately 9 properties identified by

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staff as ready for processing and; 3) the EDC and staff to identify and process any remaining tax delinquent properties for sale.

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

HEALTH

Minutes of a meeting held on January 26, 2023 were enclosed for council's perusal with the following topics discussed:

- Harassment Policy – *Recommendation for the Health Committee in cooperation with HR Committee work on a Code of Conduct for adoption on February 21, 2023.*
- Food Bank – *Recommendation to contact the Food Bank to see what the food bank needs, especially in terms of fresh produce. If there is a need for garden greens or other home-grown vegetables, to work on a program of volunteer fish pan gardeners.*

Motion #2023-01-31-5976 – Stead/Stagg

Be it resolved permission be given to the Health Committee to contact Gary Blackmore to find out the needs of the Food Bank.

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

HUMAN RESOURCES

Minutes of a meeting held on January 10th & 26th, 2023 were enclosed for council's perusal with the following topics discussed:

- Town Manager's Agreement
- Labour Relations
- Parks and Recreation Position – *Recommendation to apply for Youth employment position for upcoming Summer. Another recommendation is to have the Human Resources Committee develop new positions for seasonal Parks, Trails, and Recreation Coordinator and for seasonal maintenance to reflect modifications needed to previous job description. Both positions to be developed to fall within budgeted allowances.*

Motion #2023-01-31-5977 – Lodge/Stead

Be it resolved the Human Resources Committee develop new positions for seasonal recreation and maintenance to reflect modifications needed to previous job description. Positions to be developed to fall within budgeted allowances.

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

VR SB

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.

CORRESPONDENCE

None

NEW BUSINESS

1. Signing Authority

Motion #2023-01-31-5978 – Johnson/Stagg

Be it resolved we add Deputy Mayor Lodge to the list of signing authorities at the Venture Credit Union.

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

2. Assessment Review Commissioner

Motion #2023-01-31-5979 – Stead/Stagg

Be it resolved we appoint Jeffrey Green as the town's Assessment Review Commissioner.

VR *SB*

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

3. Sea Cadets

Councillor Stead reported that Deputy Mayor Lodge and himself met with Richard Edwards, National Newfoundland Director with the Navy League of Canada, NL Division and Major Gilman, Officer Commanding the Newfoundland Cadet Detachment on January 27th to discuss the future of the Sea Cadet corps in the area. Councillor Stead stated that he will be the liaison to provide information to council.

4. TBN Historical Society

Councillor Stead stated that Deputy Mayor Lodge and himself are actively seeking members to form a Society.

NOTICES OF MOTION

None

ADJOURNMENT

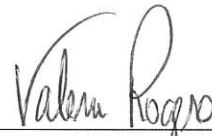
Motion #2023-01-10-5980 – Lodge

Be it resolved the meeting adjourn and be continued on Tuesday, February 21, 2023.

The meeting adjourned at 7:33p.m.



DAVID BARTLETT
MAYOR



VALERIE ROGERS
TOWN CLERK