

**Municipality of Trinity Bay North  
Regular Council Meeting May 25, 2021**

**Minutes of a regular meeting of the Council of the  
Municipality of Trinity Bay North, held in the  
Frank Power Chalet, May 25, 2021**

<i>Members Present</i>	Mayor	Shelly Blackmore
	Deputy Mayor	Phyllis Humby
	Councillors	David Bartlett
		Albert Johnson
		Norman Rogers
		Neville Samson
		Pauline Stagg

<i>Also Present</i>	Town Clerk	Valerie Rogers
	Town Manager	Darryl Johnson

A quorum being present Mayor Blackmore called the meeting to order at 4:35p.m.

*Agenda*                                **Motion #2021-05-25-5187 – Bartlett/Rogers**  
***Be it resolved the agenda be adopted as presented.***  
***In favour 7 {Mayor Blackmore, Deputy Mayor Humby,***  
***Councillors Bartlett, Johnson, Rogers, Samson & Stagg}***  
***Opposed 0; Motion Carried***

*Minutes:*                                **Regular Meeting of May 10, 2021**  
*Regular Meeting*                      Mayor Blackmore asked if there were any errors or omissions  
in the minutes of the regular meeting of May 10, 2021 which  
had been circulated with the agenda.

- #3 in Business Arising has to change from Digital Strategist to Online Marketing person.

**Motion #2021-05-25-5188 – Stagg/Humby**  
***Be it resolved the minutes of the May 10, 2021***  
***regular meeting of council be adopted with the above***  
***correction.***  
***In favour 7 {Mayor Blackmore, Deputy Mayor Humby,***  
***Councillors Bartlett, Johnson, Rogers, Samson & Stagg}***  
***Opposed 0; Motion Carried***

*Delegation*

Barbara Humby

Ms. Humby attended the meeting to discuss the flooding on her property again. She stated she did everything that council asked her to do but still is experiencing flooding. She requested council fix the problem by putting a storm sewer drain from her basement entrance to our manhole. Council advised Ms. Humby that this was against legislation.

***Motion #2021-05-25-5189 – Bartlett/Johnson***

*Be it resolved the Town Manager investigate the legislation prohibiting stormwater drains being connected into sanitary sewer systems. Also, the Public Works Committee do a site visit on May 27<sup>th</sup>.*

*In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried*

*Business Arising***1) Social Media Policy*****Motion #2021-05-25-5190 – Bartlett/Samson***

*Be it resolved we revise the Social Media Policy as follows: remove under Section 2.0 . “and Mayor or designate” and replace it with “and a Councillor appointed by Council”.*

*In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried*

**2) Signs*****Motion #2021-05-25-5191 – Humby/Stagg***

*Be it resolved the logo in the Catalina sign be made a little smaller as to see more of the picture.*

*In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried*

**3) Crosswalk/Solar Panel*****Motion #2021-05-25-5192 – Stagg/Humby***

*Be it resolved if there is no response from a prior letter sent to the Department of Transportation and*

*Infrastructure regarding the playground crosswalk and the speed sign solar panel, we resend and register the letter.*

*In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried*

*Finance*

**1) Bills**

Bills were presented in the amount of \$6,170.50 plus prior invoices paid totaling \$3,588.07 for approval of payment.

***Motion #2021-05-25-5193 – Stagg/Johnson***

*Be it resolved the bills be paid in the amount of \$9,758.57.*

*In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried*

*Town Manager's Report*

**1) Email received from Ben Dooley**

The Town Manager advised he received an email from Ben Dooly, Teacher at the Catalina Elementary School requesting permission for his students from Grade 7 and 8 paint a rainbow crosswalk somewhere in the town. The Public Works Committee will investigate to see what would be the best location.

**2) Vista Family Resource Centre**

It was reported that some work needs to be completed at the Resource Centre i.e., broken window replaced, walls removed, etc. *It was decided to look at the possibility of applying for a project.*

**3) Ad – Wildlife**

The Department of Fisheries, Forestry and Agriculture had contacted the office requesting we place an ad on the local community channel advising the public to not feed the foxes.

**4) Lookout Park – ADA Washroom**

A quote was received from Crosbie Engineering Ltd. for engineering fees as follows:

- Initial Site Visit - \$1,500.00 (exclusive of HST and disbursements)

- M&E Design - \$1,500.00 (exclusive of HST and disbursements)

Any additional service incurred, over and above fee proposal, will be billed at the following per diem rates:

- Engineer - \$160.00/hr
- Project Manager - \$160.00/hr
- Tech - \$90.00/hr
- Clerical - \$50.00/hr

***Motion #2021-05-25-5194 – Stagg/Rogers***

***Be it resolved we accept the quote from Crosbie Engineering Ltd. pending the ability of Meridian Engineering Inc. to do the necessary scope of work.***

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

*Public Works*

Meeting scheduled for Thursday, May 27<sup>th</sup> @ 9:00a.m.

***Motion #2021-05-25-5195 – Bartlett/Samson***

***Be it resolved we write the Minister of Transportation and Infrastructure requesting a meeting to discuss ongoing issues in the town.***

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

The agenda will consist of the following: deplorable roads, bridge on Route 230, playground crosswalk, solar panel on speed sign, shoulders of roads, cutover on Route 230

*Recreation*

Minutes of a meeting held on May 13, 2021 were enclosed for council's perusal.

Deputy Mayor Humby provided council with two (2) plans to purchase a piece of playground equipment for the Catalina playground.

***Motion #2021-05-25-5196 – Johnson/Samson***

***Be it resolved we purchase the bigger piece of equipment that was chosen by the Recreation Commission.***

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

The Town Manager advised of the mischievous acts being carried out at Thompson Pond Park (i.e. throwing picnic tables in the pond, etc.)

***Motion #2021-05-25-5197 – Stagg/Johnson***

***Be it resolved we investigate the cost of trail cams.***

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

*Tidy Towns*

Minutes of a meeting held on May 10<sup>th</sup>, 2021 were enclosed for council's perusal.

The Town Manager advised that the Tidy Towns Committee is in the process of obtaining a quote from Coastal Paving to make a handicap parking lot at the Community Garden.

***Motion #2021-05-25-5198 – Bartlett/Samson***

***Be it resolved we seek more information on proper certification of ADA compliancy regarding handicap parking lots before we give the Tidy Towns approval to install one.***

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

*Economic Dev.*

Have the Trails Committee provide us with a summary of their mandate.

*Correspondence*

1. A travel claim was received from the Town Manager for travel expenses incurred from May 7-20, 2021 in the amount of \$205.48.

***Motion #2021-05-25-5199 – Humby/Johnson***

***Be it resolved we reimburse the Town Manager for travel expenses incurred from May 7-20, 2021 in the amount of \$205.48.***

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

2. An email was received from Nancy Robbins from ACOA advising of the Community Revitalization Fund and wondered whether the town might have some projects for this type of program. *Mayor Blackmore is to inform Ms. Robbins that we would be interested if it became available.*
3. An email was received from Jane Tucker inquiring what is required of the Trails Committee from a governance perspective. *Advise Ms. Tucker the committee is to do their own terms of reference.*
4. Minutes of a meeting held on May 17<sup>th</sup> by Hike Discovery was enclosed for council's perusal. *Gary Blackmore resigned as a business representative so we have to find a replacement.*

*New Business*

**1) Trails**

Councillor Bartlett enclosed a rack card from the Town of Bonavista in the form of a map outlining the businesses in Bonavista that was designed by Barbara Houston. He suggested that we engage somebody to do a rack card outlining our trail systems and parks. Councillor Bartlett to contact Ms. Houston to obtain a cost price.

***Motion #2021-05-25-5200 – Stagg/Humby***

***Be it resolved that council now adjourn to meet again on Monday, June 14, 2021 at 4:30p.m.***

***In favour 7 {Mayor Blackmore, Deputy Mayor Humby, Councillors Bartlett, Johnson, Rogers, Samson & Stagg} Opposed 0; Motion Carried***

The meeting adjourned at 7:30p.m.

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MAYOR

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TOWN CLERK

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**DATE**