

**Municipality of Trinity Bay North
Regular Council Meeting April 9, 2024**

**Minutes of a regular meeting of the Council of the
Municipality of Trinity Bay North, held in the
Town Hall, April 9, 2024**

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

CALL TO ORDER

A quorum being present Mayor Bartlett called the meeting to order at 4:38p.m.

ADOPTION OF AGENDA

Motion #2024-04-09-6504 – Johnson/Stead

Be it resolved the agenda be adopted as presented.

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

ADOPTION OF MINUTES

Special Meeting of March 11, 2024

Mayor Bartlett asked if there were any errors or omissions in the minutes of the special meeting of March 11, 2024 which had been circulated with the agenda.

Motion #2024-04-09-6505 – Stead/Lodge

Be it resolved the minutes of March 11, 2024 special meeting of council be adopted as presented.

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

Regular Meeting of March 12, 2024

VA
WB

Mayor Bartlett asked if there were any errors or omissions in the minutes of the regular meeting of March 12, 2024 which had been circulated with the agenda.

Motion #2024-04-09-6506 – Stead/Johnson

Be it resolved the minutes of March 12, 2024 regular meeting of council be adopted as presented.

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

Special Meeting of March 26, 2024

Mayor Bartlett asked if there were any errors or omissions in the minutes of the special meeting of March 26, 2024 which had been circulated with the agenda.

Motion #2024-04-09-6507 – Lodge/Stead

Be it resolved the minutes of March 26, 2024 special meeting of council be adopted as presented.

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

Special Meeting of March 28, 2024

Mayor Bartlett asked if there were any errors or omissions in the minutes of the special meeting of March 28, 2024 which had been circulated with the agenda.

- Change the paragraph under Tax Structure to read “*The Town Manager advised that David Clarke, Municipal Analyst with the Department of Municipal and Provincial Affairs contacted the office on Wednesday, March 27th advising him and the Town Clerk that after reviewing our 2024 Tax Structure, he stated that council is in breach of the Municipalities Act as you cannot have different residential mil rates*”.

Motion #2024-04-09-6508 – Stead/Rumbolt

Be it resolved the minutes of March 28, 2024 special meeting of council be adopted with the above correction.

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

Special Meeting of April 5, 2024

Mayor Bartlett asked if there were any errors or omissions in the minutes of the special meeting of April 5, 2024 which had been circulated with the agenda.

Motion #2024-04-09-6509 – Stead/Lodge

Be it resolved the minutes of April 5, 2024 special meeting of council be adopted as presented.

VR
AB

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

BUSINESS ARISING FROM MINUTES

Action list updated

Habitat Stewardship Agreement

The Town Clerk advised that Mary Bishop confirmed that the cost for Amendment 4 (Conservation Area) will be \$400 for the preparation of the maps and her fees to write the amendments, coordinate the process with the Town Clerk and MAPA is \$2,000 for a total cost of \$2,760.00. This amount does not include a public hearing if needed.

Mayor Bartlett stepped out of the chair at 4:46p.m. Deputy Mayor Lodge assumed the chair.

Motion #2024-04-09-6510 – Stead/Bartlett

Be it resolved on recommendation of the Town Clerk we increase budget section 5.1 – Planning & Zoning \$3,000 more to cover the cost of our Town Plan Amendment.

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

Mayor Bartlett resumed the chair at 4:56p.m.

Health

Motion #2024-04-09-6511 – Stead/Rumbolt

Be it resolved we move into a privileged meeting at 5:17p.m.

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

Motion #2024-04-09-6512 – Stead/Johnson

Be it resolved we move back into the regular meeting at 5:21p.m.

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

Asset Management Plan

Mayor Bartlett stepped out of the chair at 5:27p.m. Deputy Mayor Lodge assumed the chair.

VR
WB

A discussion occurred on the inadequacy of the Asset Management Plan that was submitted to council by AIM Network.

Mayor Bartlett resumed the chair at 5:33p.m.

Councillor Stagg arrived at 5:35p.m.

Coaker Foundation (Order)

Mayor Bartlett stepped out of the chair at 5:41p.m. Deputy Mayor Lodge assumed the chair.

A discussion occurred on the status of the Order.

Mayor Bartlett resumed the chair at 5:45p.m.

Blackmore's Cove Project

Mayor Bartlett stepped out of the chair at 5:51p.m. Deputy Mayor Lodge assumed the chair.

Mayor Bartlett resumed the chair at 5:54p.m.

Motion #2024-04-09-6513 – Stead/Lodge

Be it resolved Mayor Bartlett write a letter to the Minister of Fisheries, Forestry and Agriculture (cc MHA Pardy, Crown Lands & Catalina Harbour Authority) on the situation of the Port Union wharf and the town concerns.

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

Worker's Compensation

Motion #2024-04-09-6514 – Stead/Rumbolt

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

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

Motion #2024-04-09-6515 – Stead/Stagg

Be it resolved we move back into the regular meeting at 5:59p.m.

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

TOWN CLERK'S REPORT

VR
WB

Bills

The Town Clerk presented the bills for payment in the amount of \$32,396.48 and opened the floor for any questions.

Motion #2024-04-09-6516 – Stead/Lodge

Be it resolved the bills submitted for payment in the amount of \$32,396.48 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

Councillor Stead expressed concern that there may be errors in the Town Manager's Gas Tax reports and recommended that he review his Gas Tax accounts and audit as soon as possible. Council supported the recommendation as presented.

TOWN MANAGER'S REPORT

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

Water System Improvements MCW Project

Motion #2024-04-09-6517 – Stead/Lodge

Be it resolved an additional \$13,788.13 be allocated from the Town's Municipal Operating Grant to cover the total cost of the town share of the Water System Improvements Project #17-GI-22-00048 (\$57,044.11) as recommended by the Town Manager.

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

Motion #2024-04-09-6518 – Stead/Rumbolt

Be it resolved we move into a privileged meeting at 6:15pm.

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

Motion #2024-04-09-6519 – Stead/Stagg

Be it resolved we move back into the regular meeting at 6:20p.m.

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

Motion #2024-04-09-6520 – Stead/Lodge

Be it resolved the contract for the Water System Improvements Project #17-GI-22-00048 be awarded to RODCO Mechanical in accordance with their bid amount

VR JB

of \$574,284.70 as recommended by the Town Manager and confirmed as the lowest bid under the revised scope of work.

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

Asset Management Plan

Motion #2024-04-09-6521 – Lodge/Stead

Be it resolved the Town Manager submit a revised Capital Investment Plan to the Canada Community Building Fund to cover the Town share of the Asset Management Plan project cost in the amount of \$14,402 as recommended by the Town Manager.

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

Councillor Stead expressed concern that the draft Asset Management Plan was not effectively reviewed, it does not present a realistic plan for the future and fails to meet councils stated intent for all areas of town infrastructure and equipment. He recommended that the Town Manager work with the appointed councillors and the AIM representative to develop a realistic plan before another presentation to council is completed. Council agreed and supported the recommendation as presented.

Catalina Seawall Project

Motion #2024-04-09-6522 – Lodge/Rumbolt

Be it resolved that in accordance with the Town Manager's recommendation he submit a request to withdraw the Catalina Seawall and Storm Sewer project # 265-3-2003-7887 from the Canada Community Building Fund as it is not eligible for the program.

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

Phase 1 of Main Street

Motion #2024-04-09-6523 – Stead/Lodge

Move that the Town Manager provide the Public Works & Finance Committee a copy of Asset Management Plan's subsurface infrastructure diagrams for all planned/proposed Municipal Capital Works projects.

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

FINANCE

VR *WB*

Councillor Stead explained that there are increasing concerns with the continued failures to resolve the financial management backlog, specifically: not following through on council resolutions, not resuming routinely scheduled Finance meetings, missing financial management deadlines and the continued unnecessary financial cost to the town. He feels that this situation may result in a breach of the Municipal Code of Conduct. He explained that the existing council resolutions which were intended to resolve the issues have not worked and emphasized the need for immediate action, such as the possible closing of the Town Hall to allow staff time to focus on priority financial management tasks. He recommended that the Human Resources Committee be engaged to review council options to resolve the backlog. Council supported the recommendation as presented.

Motion #2024-04-09-6524 – Stead/Rumbolt

Be it resolved we move into privileged meeting at 6:43p.m.

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

Motion #2024-04-09-6525 – Stead/Stagg

Be it resolved we move back into the regular meeting at 6:48p.m.

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

Motion #2024-04-09-6526 – Johnson/Rumbolt

Be it resolved we leave the decision up to the staff when they schedule the day of the week to close the office to resolve the financial management tasks backlog.

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

Motion #2024-04-09-6527 – Stead/Lodge

Be it resolved a copy of all future opportunity funding applications be submitted through the Town Manager/Town Clerk and a log of all applications be maintained by the town administrative staff.

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

Motion #2024-04-09-6528 – Stead/Johnson

Be it resolved the Town Manager investigate obtaining a membership into the MERX public tendering system and provide council a recommendation for the next council meeting.

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

Motion #2024-04-09-6529 – Stead/Rumbolt

VR
RB

Be it resolved the Town Manager schedule himself on the next available CANOE training session.

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

Mayor Bartlett stated that as we are breach of Section 10 – Meeting Time Limits in our Rules of Procedure it is time to adjourn the meeting unless a councillor has a time sensitive topic to discuss before the next meeting.

Deputy Mayor Lodge stated that the Town Manager and himself were invited to attend the MMSB Regional Waste Management Forum from May 14-16, 2024 in St. John's.

Motion #2024-04-09-6530 – Johnson/Stagg

Be it resolved council is in support of Deputy Mayor Lodge and the Town Manager attending the MMSB Regional Waste Management Forum from May 14-16, 2024 in St. John's.

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

Deputy Mayor Lodge requested permission to order the compost bins approved under the Community Waste Diversion Project and the inclusive swings approved under the Recreation Disability Funding Program.

Motion #2024-04-09-6531 – Stagg/Rumbolt

Be it resolved Deputy Mayor Lodge be granted permission to order compost bins and the inclusive swings.

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

ADJOURNMENT

Motion #2024-04-09-6532 – Johnson

Be it resolved the meeting adjourn.

The meeting adjourned at 7:16p.m.

The continuation of this meeting is scheduled for Tuesday, April 16, 2024 @ 4:30p.m.

VR
WB



DAVID BARTLETT
MAYOR



VALERIE ROGERS
TOWN CLERK