

A regular meeting of Council was held on Monday February 4<sup>th</sup>, at 4:00 p.m., at the Bonaventure English Harbour Development Association building.

**Members Present:** Mayor Miller  
Deputy Mayor Joan Kane  
Councillor Thomas Toope  
Councillor Dawne Marlow  
Councillor Karen Huys  
Town Clerk/Manager Linda Sweet  
Water & Sewer Operator Glen Vokey

**Delegate:** Helene Gareau,

**Visitors:** Ian Morris

**Motion 2019-02-01:** was made by Councillor Huys to adopt the minutes of December 10<sup>th</sup>, 2018, it was seconded by Councillor Marlow. All in agreement, motion carried.

**Motion 2019-02-02:** was made by Councillor Huys to adopt the posted agenda, it was seconded by Councillor Marlow. All in agreement, motion carried.

### **Business Arising from Minutes**

Mayor Miller informed Council that 1<sup>st</sup> place Light up Christmas was Raymond Bailey, 2<sup>nd</sup> place was Ed Verge and 3<sup>rd</sup> place was Phoebe Hurdle.

Mayor Miller informed Council that at the last meeting it was agreed to apply for Heritage District Status with the Heritage Foundation of NL and the next process is to fill out the application.

Mayor Miller informed Council that we have received a letter from the Minister of Municipal Affairs and Environment regarding our request to re-allocate funding from our 2015-2016 Municipal Capital Works Program, Project No. 17-MCW-16-00046 Town Hall/Community Centre to purchase and restore the Parish Hall in Trinity as our new Town Hall. The letter stated we needed an assessment to ensure that the building can meet all operational and regulatory requirements for its intended purposes, including building codes, occupational health and safety, accessibility, and the general condition of the building. He went on to explain that he has left a message with the departments engineer Wanda Butler to seek clarification if we could use the services of the architect, Ron Fougere that we used for the design of a new Town Building or if we had to re-advertise.

### **Fire Department**

Mayor Miller informed Council that both doors at the Fire Department are damaged and in poor condition and needs to be replaced. He explained that we have a quote from

Overhead Door (NFLD) Ltd. \$8,660.00 plus taxes which includes removal and replacement of the two doors and remote opening. A discussion took place and **Resolution 2019-02-03:** was made by Deputy Mayor Kane to apply for a 90/10 Special Assistance Grant to replace both doors with the Town's share being \$903.12, it was seconded by Councillor Huys. All in agreement, resolution carried.

### **Heritage Committee**

Mayor Miller informed Council that we received a revised application from 5 Bugden's Lane with placement of new windows and door. A discussion took place and **Motion 2019-02-04:** was made by Councillor Huys to allow the shed to be moved providing it meets all setback, side-yard and rear-yard requirements and once moved it must have windows and door replaced as well as new 4" spruce siding to meet heritage regulations, it was seconded by Councillor Marlow. All in agreement, resolution carried.

Mayor Miller informed Council that the Heritage Committee reviewed 78 Main Road's application and had no problem other than the request to change one window which has been done. A discussion took place and **Motion 2019-02-05:** was made by Councillor Huys to approve 78 Main Road's application to build a house as per the plans presented, it was seconded by Councillor Toope. All in agreement, resolution carried.

Mayor Miller informed Council that the Heritage Committee reviewed 14 Water Street's application and had no concerns. Council discussed the wharf and agreed that they must get approval from Crown Land, Water Recourse Division before any decision could be made on the wharf. A discussion took place and **Motion 2019-02-06:** was made by Councillor Huys to approve the boathouse plans, it was seconded by Councillor Marlow. All in agreement, motion carried.

### **Incoming Correspondence**

- a) WHSCC Re: Assessment rate for 2019 \$1.84. Dec 11/18 - File
- b) Federation of Canadian Municipalities Re: 2019 Renewal \$98.62. December 12/18 - Pay
- c) Municipal Assessment Agency Re: Proposed changes to the supplementary roll schedule. Dec 27/18 - File
- d) NL 911 Re: Extrication calls to pager/voice recorders. Dec 27/18 - File
- e) Service NL Re: Proposed change of occupancy for 3 Dock Lane. Dec 27/19 - File
- f) Canadian Red Cross Re: Donation. Jan 8/19 – **Motion 2019-02-07:** was made by Deputy Mayor Kane to approve \$25.00, it was seconded by Councillor Marlow. All in agreement, motion carried.
- g) Recreation NL Re: Municipal membership fee \$75.00. Jan 14/19- A discussion took place and **Motion 2019-02-08:** was made by Councillor Huys to pay the membership fee, it was seconded by Councillor Marlow. All in agreement, motion carried.
- h) Canadian Heritage Re: Canada Day grant \$650.00. Jan 18/19 - File
- i) Dept. of Municipal Affairs Re: Town Hall/Community Centre. Jan 25/19 - File
- j) 7 Dock Lane Re: Response to our letters dated November 19 and December 17, 2018. Jan 25/19 – Mayor Miller read a letter from 7 Dock Lane stating he has not established

any business, and does not run a tourist business and is requesting his application to enlarge his existing building be reviewed by the Heritage Committee and Council on a timely and consistent basis without delay. A discussion took place and Council agreed that 7 Dock Lane be written a letter asking him to respect the fact that the property is listed on Trip Advisor as a 7 bedrooms, 3 bathrooms, sleeps 12 vacation home and that is considered a tourist business and should be treated as one and follow the same process as everyone else in Trinity who is operating such as business. Council agreed that the application be posted and forwarded to the Heritage Committee for review.

k) Trinity Historical Society Re: Donation towards the 8<sup>th</sup> Annual Trinity Bight Winter Carnival. Jan 25/19 – A discussion took place and **Motion 2019-02-09:** was made by Councillor Huys to approve \$50.00, it was seconded by Councillor Marlow. All in agreement, motion carried.

l) WHSCC Re: Important information about online access. Jan 28/19 - File

m) 2 Fleet Street Re: Replace fence. Jan 28/19 – Approved

n) 76 Main Road Re: Request for a Discretionary Use ad to erect a breakwater. Jan 30/19 – A discussion took place and **Motion 2019-02-10:** was made by Councillor Marlow to approve the Discretionary Use ad to erect a breakwater, it was seconded by Councillor Toope. All in agreement, motion carried.

o) PMA Re: Professional Development Session & Membership meeting in Clarenville on February 22<sup>nd</sup>, from 9:00 to 3:00. Jan 30/19 – Town Clerk/Manager to register

p) Municipal Affairs Re: Receipt of our 2019 Municipal Budget. Jan 30/19 - File

q) Kids Help Phone Re: Donation. Jan 30/19 – Donate \$25.00

#### **Outgoing Correspondence.**

- Letter to 5 Bugden's Lane asking for more information. - File

- Letter to Minister of Municipal Affairs asking to have the 2015-2016 Municipal Capital Works Program relocated to purchase and renovate the Parish Hall for the New Town Building. - File

- Letter to 1 High Street denying the request to upgrade the right-of-way. - File

- Letter to 7 Water Street denying the request to do renovations as they do not meet the heritage guidelines. - File

- Letter to 53 High Street with approval to build a porch. -File

- Letter to Archdeacon Caines letting him know we are in the process of seeking funds to make an offer to purchase the Parish Hall. - File

- Letter to 7 Dock Lane denying his application for an extension to the current structure until the ongoing matter regarding operating a business without proper permits was rectified. - File

- Letter to 2 Ash's Lane with approval of a garden shed. - File

Invoices for Operating Account from December 3<sup>rd</sup>, 2018 to January 31, 2019 \$112,369.33. A discussion took place and **Motion 2019-02-11:** was made by Deputy Mayor Kane to approve the invoices in the operating account, it was seconded by Councillor Huys. All in agreement, motion carried.

Income for Operating Account December 3<sup>rd</sup>, 2018 to January 31<sup>st</sup>, 2019, \$59,169.36

**Finances:**

<b>Operating Account</b>	<b>\$53,594.00</b>
<b>Recreation Account</b>	<b>\$2,764.62</b>
<b>Trinity Festival Account 2018</b>	<b>\$7,857.88</b>
Galley (Moose Burgers)	442.00
Trinity Coffee Company	350.00
<b>Festival Account</b>	<b>\$7,065.88</b>

A discussion took place and **Motion 2019-02-12:** was made by Councillor Marlow to accept the finances as presented, it was seconded by Councillor Huys. All in agreement, motion carried.

**New Business**

Town Clerk/Manager informed Council that the Town of Port Rexton is considering charging all contractors a yearly fee for using the dump. A discussion took place and it was decided that both Council's should get together and come up with a Terms of Reference for charging fees. Town Clerk/Manager to make arrangements for a meeting.

Mayor Miller informed Council that we have four applications for Crown Land on Fort Point Road but further information was needed before any discussion or decisions could be made. Town Clerk/Manager to contact the Town Planner to obtain some further advice and information.

Mayor Miller informed Council that the request to rezone land from Rural to Seasonal Residential for the above noted applications would also be deferred pending further information.

Town Clerk/Manager asked if she could make arrangements to have our 2018 audit prepared. A discussion took place and **Motion 2019-02-13:** was made by Councillor Huys to have Derrick R. Drodge do our 2018 audit; it was seconded by Councillor Marlow. All in agreement, motion carried.

**Motion 2019-02-14:** was made by Councillor Huys to adjourn the meeting at 5:00 p.m., it was seconded by Councillor Marlow. All in agreement, motion carried.

The next regular meeting of Council will be at 4:00 p.m., on Monday, March 4<sup>th</sup>, 2019 at the Bonaventure English Harbour Development Association.

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Mayor

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Town Clerk/Manager