

A regular meeting of Council was held on Monday, December 2nd, at the Town Hall at 7:00 p.m.

Members Present:

Mayor Paul Stapleton
Deputy Mayor Christian Hayter
Councillor Tom Toope
Councillor Barbara Warren
Town Clerk/Manager Linda Sweet
Water & Sewer Operator Glen Vokey
Fire Chief George Hayter

Regrets:

Councillor Kevin Ealey

Visitors: Reg Johnson

Mayor Stapleton called the meeting to order at 7:00 p.m.

Mayor Stapleton informed Council that we received two additional pieces of correspondence to add to the agenda. **Motion 2024-12-82:** was made by Councillor Toope to adopt the agenda that was posted online with the two new pieces of correspondence, it was seconded by Councillor Warren. Mayor Stapleton, Deputy Mayor Hayter, Councillors Toope, and Warren in agreement, no objections, motion carried.

Motion 2024-12-83: was made by Councillor Warren to adopt the minutes of November 4, it was seconded by Deputy Mayor Hayter. Mayor Stapleton, Deputy Mayor Hayter, Councillors Toope and Warren in agreement, no objections, motion carried.

Deputy Mayor Hayter informed Council that he was in contact with Ian Morris and Kevin Toope regarding how they got coordinates for the trails on the South Side. He went on to say that he was going to map it on his phone and would contact Crown Lands to find out if it would be more convenient to request an extension to the existing trail or apply for a new application. Council agreed for Deputy Mayor Hayter to proceed.

Deputy Mayor Hayter informed Council that himself and Councillor Toope met with the snow clearing contractor and they were not willing to change the current contract. Council agreed that they would look at making changes to the 2025/27 contract.

Councillor Warren informed Council that the application to the MMSB for a refillable water station has been applied for and Service NL has verified that if a UV Light was installed the water would be safe to drink even if we were on a boil water advisory. A discussion took place and Council agreed that we would wait to see if the application got approved before making any decisions.

Mayor Stapleton informed that Council held a budget meeting and proposed the following for the 2025 budget. Increase the mill rate from 4.25 to 4.5, increase the minimum property tax from \$270.00 to \$300.00, increase the minimum business tax from \$270.00 to \$300.00, increase the fire and emergency services fee for non-incorporated communities from \$50.00 to \$75.00, exempt the not-for-profits from property taxes only all other taxes if applicable would apply (water and sewer/business).

Town Clerk/Manager informed Council that we do have the ability under 1.3.7 of the 2025 budget to charge a Tourist Accommodations Tax (By-Law Requirement maximum 4% daily rate). She went on to explain that before we can charge this new tax, we would have to adopt a new by-law, however this cannot be done until Municipal Affairs implements a regulation to support the by-law. As well Municipal Affairs has set 4% to be the maximum tourism rate, the municipality can change that to be lower; the accommodations must be registered with the province for the tax to be charges; and any revenue that is collected would have to be used for tourism/marketing expenses. A discussion took place and Council agreed to revisit the 2025 budget once the Town can adopt a new by-law to bring in the Tourist Accommodations Tax.

A discussion took place and **Resolution 2024-12-84:** was made by Councillor Toope to adopt the 2025 budget in the amount of \$465,173.41 with the following changes; mill rate 4.5, minimum property tax \$300.00, minimum business tax \$300.00, fire and emergency services fee for non-incorporated communities \$75.00, and not-for-profit be charged water and sewer and business tax were applicable, it was seconded by Deputy Mayor Hayter. Mayor Stapleton, Deputy Mayor Hayter, Councillors Toope and Warren in agreement, no objections, motion carried.

Fire Department

Fire Chief Hayter informed Council that he received a quote from Thomas Coffey Technical Services to install a 5” hard suction hose and change out some gauges in the amount of \$5,484.24. A discussion took place and Council funds have not been allocated in the current budget to cover this expenditure and agreed to defer this to the next meeting.

Water & Sewer

The Water and Sewer operator informed Council that the line on the South Side to Trinity has been brined and our lift stations have been pumped out. We are now waiting for our bi-annual PMA on our lift stations and is hopeful it will be completed within the next few weeks.

Incoming Correspondence

- a) Fort Point Lions Club Re: Donation for the Christmas parade scheduled for December 7th. – A discussion took place and Council agreed to donate \$50.00.
- b) Department of Transportation and Infrastructure Re: Seasonal Asphalt Reminder 2024. - File
- c) Department of Transportation and Infrastructure Re: New Intake for Federal Government Program. - File

- d) Department of Transportation and Infrastructure Re: Proposed Changes to MI Master Specification. - File
- e) Department of Tourism, Culture, Arts and Recreation Re: Heritage funding programs. - File
- f) Municipal Assessment Agency Re: 2025 Assessment Service Fee. - File
- g) Innovation, Science and Economic Development Canada Re: Seeking help soliciting nominations of outstanding teachers and educators for the Prime Minister’s Awards for Teaching Excellence, for Teaching Excellence in Science, Technology, Engineering and Math, and for Excellence in Early Childhood Education. – File
- h) Trinity Historical Society Re: Supporting the implementation of an accommodation tax as proposed by Municipal Affairs. – A discussion took place and Council agreed that they would consider implementing the Tourist Accommodation Tax once a by-law was in place.
- i) Department of Justice and Public Safety Re: 2024/25 Fire Protection Vehicles Infrastructure Program, Project No. FES-NL240006. Mayor Stapleton informed Council that the Government of Newfoundland and Labrador has approved funding for Trinity Town Council for the purchase of a new firefighting vehicle with estimated project cost of \$370,000.00. The cost sharing arrangement for this vehicle is based on an 80/20 Provincial/Municipal ratio and the funding is approved on the condition that the Town is willing and able to meet its share of the costs. A discussion took place and **Resolution 2024-12-85:** was made by Councillor Warren to approve Project No. FES-NL240006, it was seconded by Councillor Toope. Mayor Stapleton, Deputy Mayor Hayter, Councillors Toope and Warren in agreement, no objections, motion carried.

Outgoing Correspondence

-Letter of approval for 8 Hunt’s Loop to build a shed. - File

Invoices for Operating Account from November 4th to 28th, 2024, \$31,418.43. A discussion took place and **Motion 2024-12-86:** was made by Councillor Warren to pay the invoices in the operating account, it was seconded by Deputy Mayor Hayter. Mayor Stapleton, Deputy Mayor Hayter, Councillors Toope and Warren in agreement, no objections, motion carried.

Income for Operating Account from November 4th to 28th, 2024, \$63,326.03

Operating Account	\$47,948.12
Southside Trail	\$283.20
Donation Fort to Forge	218.20
Fort to Forge	\$15,070.62
Trinity Festival	\$4,226.30

Town Clerk/Manager informed Council that she has two cheques ready for signing, one for the Fort Point Lions Club and one for the Trinity & Area Volunteer Fire Department in the amount of \$7,535.31 each which represents the proceeds from the Fort to Forge 2024. A discussion took place and **Motion 2024-12-87:** was made by Councillor Warren to accept the finances as presented, it was seconded by Deputy Mayor Hayter. Mayor Stapleton, Deputy Mayor Hayter, Councillors Toope and Warren in agreement, no objections, motion carried.

New Business

Mayor Stapleton informed Council that we received our draft Consolidated Financial Statements for the year ended December 31, 2023, from Derrick R. Drodge. A discussion took place and **Resolution 2024-12-88:** was made by Councillor Toope to adopt the draft Consolidated Financial Statements for the year end December 31, 2023, for the Town of Trinity, it was seconded by Deputy Mayor Hayter. Mayor Stapleton, Deputy Mayor Hayter, Councillors Toope and Warren in agreement, no objections, motion carried.

Mayor Stapleton informed Council that we received the adjusting journal entries for the year end December 31, 2023. A discussion took place and **Motion 2024-12-89:** was made by Councillor Toope to approve the adjusting journal entries for the year end December 31, 2023, for the Town of Trinity, it was seconded by Deputy Mayor Hayter. Mayor Stapleton, Deputy Mayor Hayter, Councillors Toope and Warren in agreement, no objections, motion carried.

Town Clerk/Manager informed Council that she has prepared the Tax Recover Plan for 2023 and has collected 84.7% of the taxes. A discussion took place and **Resolution 2024-12-90:** was made by Deputy Mayor Hayter to accept the Tax Recovery Plan as presented, it was seconded by Councillor Warren. Mayor Stapleton, Deputy Mayor Hayter, Councillors Toope and Warren in agreement, no objections, motion carried.

Motion 2024-12-91: was made by Councillor Warren to adjourn the meeting at 8:00 p.m., it was seconded by Councillor Toope. Mayor Stapleton, Deputy Mayor Hayter, Councillors Toope and Warren in agreement, no objections, motion carried.

The next regular meeting of Council will be Monday, January 13, at 7:00 p.m., at the Town Building.

Mayor

Town Clerk/Manager