

**Municipality of Trinity Bay North
Regular Council Meeting September 2, 2025**

**Minutes of a regular meeting of the Council of the
Municipality of Trinity Bay North, held in the
Town Hall, September 2, 2025**

Members Present

Mayor	Dean Lodge
Deputy Mayor	Terence Stead
Councillors	Kayla Hart (arrived later)
	Albert Johnson
	Pauline Stagg

Absent

Councillor	Doreen Rumbolt
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Also Present

Town Clerk	Valerie Rogers
Town Manager	Darryl Johnson

CALL TO ORDER

A quorum being present Mayor Lodge called the meeting to order at 4:32 pm.

ADOPTION OF AGENDA

Add to New Business: Lookout Park Proposal & donation request from the Trinity Bay North 50+ Club Inc.

Motion #2025-09-02-7185 – Stead/Stagg

Be it resolved the agenda be adopted with the above additions included.

In favour 4 {Mayor Lodge, Deputy Mayor Stead, Councillors Johnson & Stagg} Opposed 0; Motion Carried

ADOPTION OF MINUTES

Regular Meeting of July 15, 2025

Mayor Lodge asked if the minutes of the regular meeting of July 15, 2025, which had been circulated with the agenda, contained any errors or omissions.

Motion #2025-09-02-7186 – Stead/Johnson



Be it resolved, the minutes of July 15, 2025, regular council meeting be adopted as presented.

In favour 4 {Mayor Lodge, Deputy Mayor Stead, Councillors Johnson & Stagg} Opposed 0; Motion Carried

Special Meeting of August 14, 2025

Mayor Lodge asked if the minutes of the special meeting of August 14, 2025, which had been circulated with the agenda, contained any errors or omissions.

- Omission in motion #2025-08-14-7179 – “Also, a letter from the mayor will be attached to the change order outlining our concerns about the consultant’s scope of work.”

Motion #2025-09-02-7187 – Stagg/Stead

Be it resolved, the minutes of August 14, 2025, special council meeting be adopted with the above correction.

In favour 4 {Mayor Lodge, Deputy Mayor Stead, Councillors Johnson & Stagg} Opposed 0; Motion Carried

BUSINESS ARISING FROM MINUTES

Action report updated

TOWN CLERK’S REPORT

Bills

The Town Clerk presented the bills for payment of \$40,742.40 and opened the floor for any questions.

Motion #2025-09-02-7188 – Stead/Johnson

Be it resolved the bills submitted for payment of \$40,742.40 be approved on the recommendation of the Town Clerk.

In favour 4 {Mayor Lodge, Deputy Mayor Stead, Councillors Johnson & Stagg} Opposed 0; Motion Carried

Councillor Hart arrived at 4:45 p.m.

TOWN MANAGER’S REPORT

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

Seawall

Motion #2025-09-02-7189 – Stead/Hart

Be it resolved that the Town Manager complete the rest area near the seawall on Main Street.

*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried*

Little Catalina Wharf

Motion #2025-09-02-7190 – Stead/Johnson

Be it resolved that the Town Manager apply for land to construct a wharf in an area of Little Catalina.

*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried*

Port Union Wharf

Motion #2025-09-02-7191 – Stead/Hart

Be it resolved that a fence and gateway be installed at the entrance of the Port Union wharf.

*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried*

Thompson Pond Park

Motion #2025-09-02-7192 – Stead/Johnson

Be it resolved that a gate be installed in Thompson Pond Park inside the park beyond the washroom facilities.

*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried*

FINANCE

Minutes of a meeting held on August 19, 2025, were enclosed for council's perusal.

Uncollectable Business Tax Write-Offs

Motion #2025-09-02-7193 – Stead/Johnson

Be it resolved, we write off \$11,246.37 of the uncollectable business tax arrears.

*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried*

DL VR

Town Manager's Travel Claim

Motion #2025-09-02-7194 – Stead/Hart

Be it resolved that the Town Manager's travel claim from May 20 to August 13, 2025, for \$993.75, be approved for payment.

*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried*

PUBLIC WORKS/WATER RESOURCES

Municipal Capital Works Projects

Motion #2025-09-02-7195 – Stagg/Hart

Be it resolved we move into a closed meeting at 5:38 pm.

*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried*

Motion #2025-09-02-7196 – Stagg/Hart

Be it resolved we move back to the open meeting at 5:40 pm.

*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried*

Consultant Change Order Notice #3 – Catalina Main Street Water and Sewer Upgrades Phase 1 Project

Motion #2025-09-02-7197 – Stead/Johnson

Be it resolved on the recommendation of the Town Manager, we accept CCON #3 – Catalina Main Street Water and Sewer Upgrades Phase 1 Project for \$8,625 (including HST).

*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried*

RECREATION/PARKS/PLAYGROUNDS/TRAILS/TIDY TOWNS

Motion #2025-09-02-7198 – Stead/Hart

Be it resolved that the Town Manager plan to remove the brush near the multi-purpose court.

*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried*

TOURISM/ECONOMIC DEVELOPMENT/LANDS

Lookout Park Master Plan

Dr VR

The Town Manager advised that we received three tenders for the development of the Lookout Park Master Plan as follows:

- 1) Mills & Wright Landscape Architect - \$37,748.75
- 2) Murray's Landscape Services - \$39,744.00
- 3) Tract Consulting Inc. - \$54,854.48

Motion #2025-09-02-7199 – Stagg/Stead

Be it resolved that based on the recommendation of the Town Manager in conjunction with the Tourism/Economic Development/Lands Committee, the contract to develop a Master Plan for Lookout Park be awarded to Mills & Wright Landscape Architecture in the amount of \$37,748.85.

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

CORRESPONDENCE

1. A letter was received from the Citizens' Crime Prevention Association of Newfoundland and Labrador thanking us for supporting the Digital Children's Internet Safety Guide Project.

Motion #2025-09-02-7200 – Stagg/Stead

Be it resolved the letter from the Citizens' Crime Prevention Association of Newfoundland and Labrador be placed on file.

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

2. A letter was received from the Canadian Postmasters and Assistants Association requesting the town's support to protect Canada's universal, public postal service.

Motion #2025-09-02-7201 – Stagg/Hart

Be it resolved the letter from the Canadian Postmasters and Assistants Association be placed on file.

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

3. A letter was received from the Canadian Cancer Society, Bonavista and Area Fundraiser for Daffodil Place 2025, seeking a monetary donation.

Motion #2025-09-02-7202 – Stead/Stagg

Be it resolved that a donation of \$500 be given to the Canadian Cancer Society, Bonavista and Area Fundraiser for Daffodil Place 2025.

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***In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried***

4. A letter was received from the TBN Recreational Marina Committee requesting a gate and fencing be installed on the concrete pier at the head of the new wharf in Port Union for safety reasons. *Dealt with under the Town Manager's Report.*

5. A letter was received from the Trinity Historical Society Inc. seeking the town's support for their auction through the provision of a donation.

Motion #2025-09-02-7203 – Hart/Johnson

***Be it resolved the letter from the Trinity Historical Society Inc. be placed on file.
In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried***

Deputy Mayor Stead advised that the Mifflin family has donated the mortar located on their property to the Trinity Bay North Historical Society, which will be relocated to the grounds of the Catalina War Memorial.

Motion #2025-09-02-7204 – Stead/Johnson

***Be it resolved that we allocate \$1,000 in our budget to cover the cost of the relocation of the mortar.
In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried***

6. A letter was received from the Navy League of Canada Catalina Branch requesting the use of the basement section of the Catalina public building for their use, as they need additional space outside of the space they are utilizing upstairs in the building.

Motion #2025-09-02-7205 – Hart/Johnson

***Be it resolved that we respond to Carolyn Butt, President of the Navy League of Canada Catalina Branch advising that we allow them the use of the basement section of the Catalina public building.
In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried***

7. A letter was received from the Citizens' Crime Prevention Association of Newfoundland and Labrador seeking the town's support to help their Association contribute to safer communities by purchasing an advertisement space in the "Bullying Awareness Guide".

Motion #2025-09-02-7206 – Stagg/Stead

Be it resolved, we purchase a 1/8-page (Business Card) advertisement in the "Bullying Awareness Guide" for \$285.00.

*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried*

NEW BUSINESS

Trinity Bay North 50+ Club Inc.

The Trinity Bay North 50+ Club Inc. requested a donation towards their card game fundraiser in aid of the CBN fire losses.

Motion #2025-09-02-7207 – Stead/Johnson

Be it resolved a donation of \$200.00 be given to the Trinity Bay North 50+ Club's fundraiser in aid of the CBN fire losses.

*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried*

ADJOURNMENT

Motion #2025-09-02-7208 – Stagg/Johnson


Be it resolved the meeting adjourn.

*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Johnson & Stagg}
Opposed 0; Motion Carried*

The meeting adjourned at 6:02 pm.

The next regular meeting is scheduled for Monday, September 15, 2025 @ 4:30 pm.


DEAN LODGE
MAYOR


VALERIE ROGERS
TOWN CLERK