

**Municipality of Trinity Bay North
Regular Council Meeting May 20, 2025**

**Minutes of a regular meeting of the Council of the
Municipality of Trinity Bay North, held in the
Town Hall, May 20, 2025**

Members Present

Mayor	Dean Lodge
Deputy Mayor	Terence Stead
Councillors	Kayla Hart
	Albert Johnson
	Doreen Rumbolt
	Pauline Stagg

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 4:34 pm.

ADOPTION OF AGENDA

Motion #2025-05-20-7088 – Stagg/Rumbolt

Be it resolved the agenda be adopted as presented.

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

ADOPTION OF MINUTES

Regular Meeting of May 5, 2025

Mayor Lodge asked if the minutes of the regular meeting of May 5, 2025, which had been circulated with the agenda, contained any errors or omissions.

Under Tourism/Economic Development/Lands Committee Reports, add the following omission: “*The Mayor expressed concern regarding the building belonging to the Sir William Ford Coaker Heritage Foundation on Coaker Drive, which caused a road closure.*”

Motion #2025-05-20-7089 – Stead/Johnson

Handwritten initials: SL and JK

Be it resolved, the minutes of the May 5, 2025, regular council meeting be adopted with the above correction.

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

BUSINESS ARISING FROM MINUTES

Habitat Conservation Plan

Motion #2025-05-20-7090 – Stead/Hart

Be it resolved the town staff schedule a public meeting to discuss the Habitat Conservation Plan and publish the date, time, and place on TBN News & Views and the community channel.

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

Fire Inspections

Councillor Rumbolt declared herself in a conflict of interest as her son is the Fire Chief. She removed herself from the council table at 4:38 pm. and sat in the gallery.

Councillor Stagg advised that the scheduled meetings didn't occur as the Fire Chief was busy.

Mayor Lodge requested that Councillor Stagg or the Town Manager find out by the next meeting if the qualified designated firefighters will perform the fire inspections.

Councillor Rumbolt returned to the table at 4:41 pm.

Emergency Plan

Motion #2025-05-20-7091 – Stead/Hart

It is resolved that the Deputy Mayor work with the Town Manager and other volunteer councillors to help complete the Emergency Plan.

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

Garbage Collection Contract

Motion #2025-05-20-7092 – Stead/Johnson

Be it resolved, we proceed with the garbage collection contract process for a one-year term with the option to renew for two years as per the Town Manager's recommendation.

RL *JK*

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

TOWN CLERK'S REPORT

Bills

The Town Clerk presented the bills for payment of \$34,456.43 and opened the floor for any questions.

Councillor Stagg questioned the invoices from Orkin Canada Corporation on whether this was a monthly billing as it was relatively high. Deputy Mayor Stead then asked if this was a contract in place and, if not, whether it would fall under the procurement procedure. He suggested it be passed over to the Finance Committee for further investigation.

Motion #2025-05-20-7093 – Stagg/Stead

Be it resolved that the Finance Committee investigate whether the pest control service currently has a contract with the town.

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

Motion #2025-05-20-7094 – Rumbolt/Hart

Be it resolved the bills submitted for payment of \$34,456.43 be approved on the recommendation of the Town Clerk.

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

TOWN MANAGER'S REPORT

The Town Manager provided a written report on items he's been working on since the last meeting and opened the floor for any questions.

Dilapidated House in Coaker Drive

Mayor Lodge stepped out of the chair at 5:06 pm. Deputy Mayor Stead took the chair.

Motion #2025-05-20-7095 – Lodge/Johnson

Be it resolved we give the Sir William Ford Coaker Heritage Foundation be given to the end of May to have arrangements in place to remove their building on Coaker Drive that has resulted in the closure of the road, if not will result in the town proceeding with a tender to remove the building with the cost of removal being billed to them.

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

Mayor Lodge resumed the chair at 5:10 pm.

Potholes

Deputy Mayor Stead expressed his concern over the condition of the roads. He suggested that the \$50,000 allocated in the budget for road work be used to hire two people solely for road repair.

Councillor Rumbolt declared herself in a conflict of interest as her son is a town employee. She removed herself from the council table at 5:13 pm. and sat in the gallery.

Motion #2025-05-20-7096 – Stead/Stagg

Be it resolved the Town Manager investigate using the town road maintenance capital allocated in the budget to hire employees to fix potholes.

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

Garage/Town Hall

Mayor Lodge asked if the town manager could arrange for a contractor to repair or replace the garage roof section that caused the leak, as the maintenance staff is scheduled to relocate to this location at the end of the month. Also, we need to have our employees clean the mould accumulated due to the leak. Councillor Johnson was concerned because he stated there is a considerable amount of mould, which poses a risk to the employees if they do not wear the proper equipment to perform this job.

Motion #2025-05-20-7097 – Stead/Lodge

Be it resolved we do a proper air quality service test for the town hall and the maintenance garage. Also hire a contractor to repair the roof in the garage area and cut out the bad sections inside after completion.

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

Councillor Rumbolt returned to the table at 5:20 pm.

Motion #2025-05-20-7098 – Stead/Rumbolt

Be it resolved the Town Manager seek emergency funding through the provincial government to repair the roof of the maintenance garage at the Town Hall and remediate the mould in the building.

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[Signature]

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

East Point Storm Sewer & Water and Sewer Upgrades

The Town Manager advised that he received a letter from Meridian Engineering Inc. stating that the lowest bidder for the above-noted project was R&D Construction Ltd., with a bid of \$642,850.00 (HST included). They also stated that there were some quantity updates to the Unit Price Table, which resulted in a reduction of \$57,880.65.

They advised the bid is in good order and represents a valid bid; therefore, with this in mind, they recommend the town award to R&D Construction Ltd. for the amount of \$584,969.35 (HST included)

The Town Manager advised Councillor Stagg to withdraw from the discussion as her nephew is the subcontractor for this project.

Councillor Stagg declared herself in a conflict of interest. She removed herself from the council table at 5:26 pm. and sat in the gallery.

Motion #2025-05-20-7099 – Johnson/Rumbolt

Be it resolved on the Town Manager's recommendation the award for the East Point Storm Sewer & Water and Sewer Upgrades Project #17-MCW-25-00025 be awarded to R&D Construction Ltd. in the amount of \$584,969.35 (HST included).

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

Councillor Stagg returned to the table at 5:28 pm.

FINANCE

2025 Fire Department Equipment Application

Councillor Rumbolt declared herself in a conflict of interest as her son is the Fire Chief. She removed herself from the council table at 5:40 pm. and sat in the gallery.

Deputy Mayor Stead stated that the Town Manager had been requested to provide a recommendation to cover the cost of the town's share, which is \$56,278 if the application is successful.

Councillor Rumbolt returned to the table at 5:42 pm.

Tax Collections By-Law

Motion #2025-05-20-7100 – Stead/Rumbolt

Be it resolved the Tax Collections By-Law be adopted as presented and recommended by the Town Clerk.

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

Sole Source Provider***Motion #2025-05-20-7101 – Stead/Rumbolt***

Be it resolved that Cal Legrow Insurance and Financial Group be designated as the sole source provider for a Trinity Bay North municipal insurance services contract renewal due in April 2026, as recommended by the Town Manager.

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

Motion #2025-05-20-7102 – Stead/Stagg

Be it resolved that Brenntag Canada Inc. be designated as the sole source provider for a chlorine and soda ash contract renewal in July 2025, as recommended by the Town Manager.

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

Tax Collections***Motion #2025-05-20-7103 – Hart/Stead***

Be it resolved that the Town Clerk bring in the part-time Assistant Town Clerk for two weeks to provide a list of properties owing more than four years in back taxes, including amounts, collection efforts & next step recommendations for collection.

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

Mayor Lodge wanted to ask a couple of privileged questions so he asked for a motion to move into a closed meeting.

Motion #2025-05-20-7104 – Hart/Stagg

Be it resolved we move into a closed meeting at 5:54 pm.

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

Mayor Lodge advised Deputy Mayor Stead he may be perceived as biased due to the question he wanted to ask the Town Clerk regarding a business tax. He left the council chambers at 6:05 pm.

Deputy Mayor Stead returned to the meeting at 6:06 pm.

Motion #2025-05-20-7105 – Stagg/Hart

Be it resolved we move back into the open meeting at 6:13 pm.

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

RECREATION/PARKS/PLAYGROUNDS/TRAILS/TIDY TOWNS

The minutes of a meeting held on May 15, 2025, were enclosed for council's perusal.

TOURISM/ECONOMIC DEVELOPMENT/LANDS

The minutes of a meeting held on May 14, 2025, were enclosed for council's perusal.

Our Creative Home Mural

Councillor Rumbolt advised that the unveiling of the mural is scheduled for June 19th at 7:00 pm, with plans to serve refreshments. Councillor Johnson wondered if the council would support this by allotting some funding to provide the refreshments that night..

Motion #2025-05-20-7106 – Johnson/Stead

Be it resolved that we provide \$100 towards the refreshments for the unveiling of the mural ceremony on June 19th.

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

Affordable Housing

The Town Manager requested council to move into a closed meeting.

Motion #2025-05-20-7107 – Stagg/Rumbolt

Be it resolved we move into a closed meeting at 6:25 pm.

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

Motion #2025-05-20-7108 – Johnson/Rumbolt

Be it resolved we move back into the open meeting at 6:26 pm.

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

HUMAN RESOURCES

Council Hart emailed the minutes of a meeting held on May 6, 2025, to the council for their perusal.

Vacation Schedules

Councillor Rumbolt declared herself in a conflict of interest as her son is a town employee. She removed herself from the council table at 6:29 pm. and sat in the gallery.

Councillor Hart stated that the vacation schedules are yet to be received.

Councillor Rumbolt returned to the table at 6:36 pm.

Councillor Johnson departed the meeting at 6:37 pm. due to prior commitments.

LIAISON REPORTS

Regional Waste Management

The minutes of a meeting held on May 8, 2025, were enclosed for the council's perusal. Representatives from the towns of Elliston, Kings Cove, and Port Rexton were in attendance.

One of the topics discussed was the possibility of establishing/incorporating a regional board to investigate the possibility of developing a regional waste site.

Catalina Seawall Project

Deputy Mayor Stead advised that he was forwarded an email from the Geopark from a resident who expressed concern that where the seawall is being constructed in Catalina, there is a bed of Ediacaran fossils, which he fears might be destroyed during the construction process, to which the Geopark raised concerns.

The Deputy Mayor stated in a response to the email to the Geopark, *"To ensure equal clarity, I would prefer a more collaborative approach where the town is provided the requested site location information to allow town staff to work collaboratively with the contractor to work out the best possible way to prevent any unintended fossil damage, while at the same time allowing for this vital town project to continue without unnecessary delay."*

He further explained that the Town Manager dealt with it in a very professional way. In response to the complaints, he advised that all permitting requirements had been met and that there were no confirmed locations of fossils in the area. He also asked the contractor not to conduct any construction work in that area.



CORRESPONDENCE

1. An email was received from Newfoundland and Labrador Provincial Emergency Operations Centre regarding Emergency Preparedness Week 2025.

Motion #2025-05-20-7109 – Stagg/Hart

Be it resolved, the letter from the Newfoundland and Labrador Provincial Emergency Operations Centre be placed on file.

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

2. An invitation was received from MNL to attend their Avalon-Eastern Regional meeting on June 6-7, 2025, in Carbonear.

Motion #2025-05-20-7110 – Stead/Hart

Be it resolved, we will send one person to the MNL's Avalon-Eastern Regional meeting on June 6-7, 2025, in Carbonear.

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

3. A letter was received from the Municipal Assessment Agency providing an update on their Agency.

Motion #2025-05-20-7111 – Stagg/Hart

Be it resolved the letter from the Municipal Assessment Agency be placed on file.

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

Motion #2025-05-20-7112 – Stead/Hart

Be it resolved, we will continue efforts to liaise directly with the Discovery UNESCO Global Geopark to identify the Catalina dome site locations so that we can allow the town permitting process to protect the sites from unnecessary damage and reinforce resident ambassador and policing efforts and then discuss the potential collaborative efforts for long term site protective measures to include all known fossil sites in the Geopark boundaries.

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

ADJOURNMENT

Motion #2025-05-20-7113 – Stagg

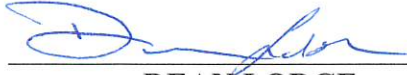
Be it resolved the meeting adjourn.

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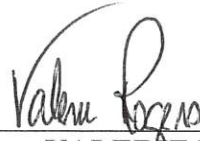
*In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Hart, Rumbolt & Stagg}
Opposed 0; Motion Carried*

The meeting adjourned at 6:57 pm.

The next regular meeting is scheduled for Monday, June 2, 2025 @ 4:30 pm.



**DEAN LODGE
MAYOR**



**VALERIE ROGERS
TOWN CLERK**