

**Municipality of Trinity Bay North**  
**Regular Council Meeting Minutes**  
**Date: March 9, 2026**  
**Location: Town Hall**

## **1. ATTENDANCE**

### **Present:**

- Mayor: Terence Stead
- Deputy Mayor: Doreen Rumbolt
- Councillors: Edmund Hogan, Albert Johnson, Harvey Pye, Kevin Russell, Pauline Stagg
- Town Clerk: Valerie Rogers

### **Absent:**

- Town Manager: Darryl Johnson

## **2. CALL TO ORDER**

Mayor Stead called the meeting to order at 3:06 pm, confirming a quorum was present.

## **3. ADOPTION OF AGENDA**

**Motion #2026-03-09-7401 (Rumbolt/Stagg)**

### **Resolution:**

Be it resolved that the agenda be adopted as presented.

### **Voting Results:**

- In Favour: 7 {Mayor Stead, Deputy Mayor Rumbolt, Councillors Hogan, Johnson, Pye, Russell and Stagg}
- Opposed: 0
- **Motion Carried**

## **4. ADOPTION OF MINUTES**

**Regular Meeting – February 23, 2026**

Mayor Stead called for corrections or omissions.

**Motion #2026-03-09-7402 (Stagg/Russell)**

### **Resolution:**

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Be it resolved that the minutes of the regular council meeting held on February 23, 2026, be adopted as presented.

**Voting Results:**

- In Favour: 7 {Mayor Stead, Deputy Mayor Rumbolt, Councillors Hogan, Johnson, Pye, Russell and Stagg}
- Opposed: 0
- **Motion Carried**

**5. BUSINESS ARISING**

● **Fire And Life Safety Inspections**

Deputy Mayor Rumbolt declared a conflict of interest at 3:15pm. due to her son's position as Fire Chief and observed the meeting from the gallery.

**Motion #2026-03-09-7403 (Stagg/Pye)**

**Resolution:**

Be it resolved that the Town proceed with posting an internal advertisement to all Fire Department members, as well as an external job posting, seeking a qualified individual to carry out fire inspections in accordance with the Town's Fire Inspection By-law.

**Voting Results:**

- In Favour: 6 {Mayor Stead, Councillors Hogan, Johnson, Pye, Russell and Stagg}
- Opposed: 0
- **Motion Carried**

Deputy Mayor Rumbolt returned to the meeting at 3:18 p.m.

● **RCMP Meeting**

The notes from the meeting with the RCMP held on February 17, 2026, have been provided for Council's review and consideration.

The following recommendations were brought forth:

**Local Television Advertisement**

1. That the Town draft and publish a public-service television announcement emphasizing the importance of reporting all witnessed or suspected illegal activity directly to the Bonavista RCMP Detachment and encouraging residents to participate actively in community safety efforts.

**Correspondence to the Clarendville RCMP Sergeant**

2. That a formal letter be prepared for Council's review and approval, requesting that the Clarendville RCMP Sergeant consider increasing the number of active police officers assigned to the Bonavista Detachment to address escalating policing demands and ensure adequate service levels.

### **Community Open House on Policing and Public Safety**

3. That the Town coordinate and host a Community Open House to provide residents with updates on policing activity, crime trends, and community safety initiatives, while also offering an opportunity for residents to ask questions, share concerns, and engage directly with RCMP representatives and Town officials.

### **Petition for Federal Advocacy**

4. That the Mayor obtain an official petition document and oversee the collection of resident signatures requesting that MP Rowe raise the Town's concerns in Parliament, specifically advocating for increased RCMP staffing levels in Bonavista and for reforms to the justice system that would impose more stringent penalties and court processes with greater emphasis on victims' rights.

### **• Barbara Humby**

The mayor has submitted a letter addressed to Barbara Humby for Council's consideration and approval prior to its distribution.

### **Motion #2026-03-09-7404 (Pye/Rumbolt)**

#### **Resolution:**

Be it resolved that the Town proceed with the step-by-step approach outlined in the correspondence to Ms. Humby, as follows:

1. That the Town confirm whether the weeping tile system surrounding Ms. Humby's residence is connected to the municipal wastewater disposal system.
2. That the Town undertake and fund an engineering assessment of Route 230 in front of her property to determine the cause of flooding affecting the property and to provide recommended remedial measures.
3. That the Town install an asphalt drainage swale along Route 230 in front of her property.

#### **Voting Results:**

- In Favour: 7 {Mayor Stead, Deputy Mayor Rumbolt, Councillors Hogan, Johnson, Pye, Russell and Stagg}
- Opposed: 0

### **6. DELEGATION**

- Rodney Anstey

Deputy Mayor Rumbolt declared a conflict of interest at 3:55pm. due to her son's employment with the town and observed the meeting from the gallery.

Mr. Anstey attended the meeting to address an ongoing issue he has experienced over the past several years involving an employee responsible for snow clearing on Collin's Lane and on a section of East Point Road that includes his partner's Airbnb property.

Mayor Stead advised that his complaint will be referred to the Human Resources Committee, which will review the matter and present a recommendation at the next regular meeting.

Deputy Mayor Rumbolt returned to the meeting at 4:22 p.m.

## **7. STAFF REPORTS**

### **a) Town Clerk's Report**

- **Bills**

Bills presented for payment: \$46,070.43

#### **Motion #2026-03-09-7405 (Rumbolt/Hogan)**

#### **Resolution:**

Be it resolved that the bills submitted for payment of \$45,070.43 be approved on the recommendation of the Town Clerk.

#### **Voting Results:**

- In Favour: 7 {Mayor Stead, Deputy Mayor Rumbolt, Councillors Hogan, Johnson, Pye, Russell and Stagg}
- Opposed: 0
- **Motion Carried**

### **b) Town Manager's Report**

No report

## **7. COMMITTEE REPORTS**

### **a) FINANCE**

The minutes from the meeting conducted on March 3, 2026, have been provided for the council's review and consideration.

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- **Annual Expenditure Report - Local Government Community Building Fund Agreement**

**Motion #2026-03-09-7406 (Rumbolt/Johnson)**

**Resolution:**

Be it resolved that the Annual Expenditure Report, as prepared by the auditor for the Local Government Canada Community Building Fund Agreement for the period of January 1 to December 31, 2025, be hereby adopted.

**Voting Results:**

- In Favour: 7 {Mayor Stead, Deputy Mayor Rumbolt, Councillors Hogan, Johnson, Pye, Russell and Stagg}
- Opposed: 0
- **Motion Carried**

**b) PUBLIC WORKS/WATER RESOURCES**

The notes from a meeting held in February & March 2026, have been provided for Council's review and consideration.

**c) RECREATION/PARKS/PLAYGROUNDS/TRAILS/TIDY TOWNS**

No report

**d) FIRE DEPARTMENT**

The Town Manager presented the procurement file for the purchase of a pumper truck and advised that a motion would be required for Council to proceed to tender.

Deputy Mayor Rumbolt declared a conflict of interest at 5:06pm. due to her son's position as Fire Chief and observed the meeting from the gallery.

The mayor raised several issues regarding the draft tender submitted by the Town Manager:

- **Incorrect Specifications**  
Council had previously been provided specifications for *two* trucks, but the tender should only reference *one* truck.
- **Missing Procurement Act Requirements**  
The draft tender did not include the mandatory *open call for bids* statements required under the Procurement Act.
- **Unclear Cost Estimate**

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The cost estimate referenced in the draft was unclear. It referred to specifications sent by the Fire Chief to Fire and Emergency Services, which were described as “good to go” once approved by both Council and the Fire Chief.

**However:**

- There is no document confirming that Council and the Fire Chief approved the specifications.
- This approval document is required for the procurement file to properly protect the Town, the Town Manager, and the Fire Department.
- The cost estimate included in the tender should be the one directly obtained by the Fire Chief from a company, not an indirect or unclear reference.

The mayor noted that Council is concerned about ongoing delays in completing the procurement process.

Council resolved to support publishing an open tender, *provided that*:

- The Town Manager reviews all areas of concern identified by the mayor.
- The procurement file is amended as necessary to ensure compliance and proper documentation.
- All corrections are completed before the tender is published.

**Motion #2026-03-09-7407 (Stagg/Johnson)**

**Resolution:**

Be it resolved that the Town of Trinity Bay North, on the recommendation of the Town Manager, issue an open call for the purchase of a two-door pumper truck with a transverse pump panel, as described in the attached specifications.

**Voting Results:**

- In Favour: 6 {Mayor Stead, Councillors Hogan, Johnson, Pye, Russell and Stagg}
- Opposed: 0
- **Motion Carried**

Deputy Mayor Rumbolt returned to the meeting at 5:13 p.m.

**e) TOURISM/ECONOMIC DEVELOPMENT/LANDS**

No report

**f) HUMAN RESOURCES**

No report

## g) WHARF

The minutes from the meeting conducted on February 24, 2026, have been provided for the council's review and consideration.

The committee reviewed and fully endorsed Jamie Lane's request to utilize the front section of the wharf for the purposes of loading and unloading passengers associated with his tourism business. Approval was granted with an annual fee of \$100, subject to adjustment in the following year if deemed necessary. The committee further supported his request to park his trailer on-site for daily operational use.

## h) LIAISON REPORTS

No reports

## 8. CORRESPONDENCE

- a) An email was received from Sexton Lumber Fire Committee requesting a letter of support to assist them in demonstrating community unity and resilience as they seek the necessary resources and assistance in response to the recent fire and subsequent evacuation. *Deputy Mayor Rumbolt agreed to prepare the letter of support upon receiving clarification regarding the specific nature of the support being requested.*
- b) Correspondence was received from the Department of Municipal and Community Affairs confirming that no material deficiencies were identified in the Town's 2026 Municipal Budget Submission Form. The Department also noted that the town's tax structure is fully compliant with the Towns and Local Service Districts Act legislation.
- c) A letter was received from Mr. John Humby regarding alleged damage to his vehicle. Mr. Humby reports that his parked car was struck by snow, rocks, sand, salt, and grass while snow clearing operations were being carried out on Humby's Hill. The material was propelled from the roadside by a sand and plow truck operated by an employee of TBN. Mr. Humby asserts that the Town is responsible for the damage caused during the course of these operations and is seeking the Town's consideration of the matter.

*Mayor Stead referred the complaint to the Human Resources Committee. The Committee will review the issue and provide a recommendation at the next regular meeting*

- d) A letter was received from the Department of Municipal and Community Affairs regarding Financial and Human Resource Oversight - Role of Council.
- e) A letter was received from the Department of Municipal and Community Affairs providing a reminder of the Code of Conduct requirements for municipalities. The correspondence reiterated the importance of adhering to established standards of conduct and maintaining compliance with applicable legislation.

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- f) Correspondence was received from PMA regarding their annual Convention and Trade Show, scheduled to take place April 14-16, 2026.

## 9. NEW BUSINESS

None

## 10. NOTICES OF MOTION

None

## 11. ADJOURNMENT

**Motion #2026-03-09-7408 (Stagg/Johnson)**

### **Resolution:**

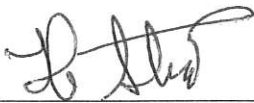
Be it resolved that the meeting be adjourned.

### **Voting Results:**

- In Favour: 7 {Mayor Stead, Deputy Mayor Rumbolt, Councillors Hogan, Johnson, Pye, Russell and Stagg}
- Opposed: 0
- **Motion Carried**

The meeting adjourned at 6:04 pm.

The next regular meeting is scheduled for Monday, March 23, 2026 @ 3:00 pm.



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**TERRY STEAD**  
MAYOR



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**VALERIE ROGERS**  
TOWN CLERK