

**Municipality of Trinity Bay North
Regular Council Meeting September 15, 2025**

**Minutes of a regular meeting of the Council of the
Municipality of Trinity Bay North, held in the
Town Hall, September 15, 2025**

<i>Members Present</i>	Mayor Deputy Mayor Councillors	Dean Lodge Terence Stead Albert Johnson Doreen Rumbolt Pauline Stagg
<i>Absent</i>	Councillor	Kayla Hart
<i>Also Present</i>	Town Clerk Town Manager	Valerie Rogers Darryl Johnson
<i>Gallery</i>	Resident	Kevin Russell

CALL TO ORDER

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

ADOPTION OF AGENDA

Add to Correspondence: Letter from the Saltwater Community Association

Motion #2025-09-15-7209 – Stagg/Rumbolt

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

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

ADOPTION OF MINUTES

Regular Meeting of September 2, 2025

Mayor Lodge asked if the minutes of the regular meeting of September 2, 2025, which had been circulated with the agenda, contained any errors or omissions.

VR

- Correspondence #5 in the paragraph – replace “Arch’s Dream Museum” with “Catalina War Memorial”.

Motion #2025-09-15-7210 – Johnson/Stead

Be it resolved, the minutes of September 2, 2025, regular council meeting be adopted with the above correction.

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

Special Meeting of August 29, 2025

Mayor Lodge asked if the minutes of the special meeting of August 29, 2025, which had been circulated with the agenda, contained any errors or omissions.

- In the absent column remove “Councillor Johnson” and add “Councillor Stagg” to the list.
- Motion #2025-08-29-7183 change the mover and seconder from “Stead/Rumbolt” to “Rumbolt/Johnson”. Also add “and he is to notify council after the signing of the Change Orders”.

Motion #2025-09-15-7211 – Rumbolt/Johnson

Be it resolved, the minutes of August 29, 2025, special council meeting be adopted with the above corrections.

In favour 5 {Mayor Lodge, Deputy Mayor Stead, Councillors Johnson, Rumbolt & 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 #2025-09-15-7212 – Stead/Rumbolt

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

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



TOWN MANAGER'S REPORT

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

MCW Project - Catalina Main Street Water and Sewer Upgrades Phase 1

Motion #2025-09-15-7213 – Johnson/Rumbolt

Be it resolved that the Town Manager contact our MHA to request that he check on the issuance of the environmental permits for the Catalina Main Street Water and Sewer Upgrades project.

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

Melrose Chalet Water and Sewer Upgrades

Motion #2025-09-15-7214 – Stead/Stagg

Be it resolved, on the recommendation of the Town Manager, that the tender for the consulting services of the Melrose Chalet Water and Sewer Upgrades Project No. 17-MCW-26-00013 for \$35,540.22. be awarded to Meridian Engineering Inc. for \$35,540.22

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

2025/26 Fire Protection Vehicles Infrastructure Program, Project No. FES-NL250008

A letter was received from the Department of Justice and Public Safety confirming that the Government of Newfoundland and Labrador have approved funding for Trinity Bay North Town Council for the purchase of a new firefighting vehicle with an estimated project cost of \$850,000, taxes included. 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 Ultimate Recipient (Town of Trinity Bay North) is willing and able to meet its share of the costs.

Councillor Rumbolt declared herself in conflict of interest as her son is the Fire Chief. She sat in the gallery at 5:12 pm.

Motion #2024-09-15-7215 – Johnson/Stead

Be it resolved on the recommendation of the Town Manager, the Municipality of Trinity Bay North accepts the funding for the purchase of a new firefighting vehicle based on the conditions stated in the letter received from the Department of Justice and Public Safety on September 5, 2025.



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

Councillor Rumbolt returned to the meeting at 5:21 pm.

Heat Pump Installation at Town Hall

Motion #2025-09-16-7216 – Stead/Rumbolt

Be it resolved as per the Town Manager's estimated cost, supply and installation of three mini split heat pumps meeting the threshold for limited call bids, the town proceed with requesting bids from at least three contractors that supply and install heat pumps.

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

PUBLIC WORKS/WATER RESOURCES

Minutes of a meeting held on September 4, 2025, were enclosed for council's perusal.

RECREATION/PARKS/PLAYGROUNDS/TRAILS/TIDY TOWNS

Notes of a meeting held on September 2, 2025, were enclosed for council's perusal.

Funding/Grants

Motion #2025-09-15-7217 – Stead/Johnson

Be it resolved, permission be granted to the Recreation Committee to apply for an Active Living Grant for softball field work and a Wellness Grant for skating.

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

FIRE DEPARTMENT

Fire Inspections

Councilor Rumbolt declared herself in conflict of interest as her son is the Fire Chief. She sat in the gallery at 5:47 pm.

A discussion occurred on whether the fire department will conduct the fire inspections. Councillor Stagg advised that she will arrange a meeting with the fire department next week to get a definitive answer.

Councillor Rumbolt returned to the meeting at 5:51 pm.



HUMAN RESOURCES

Minutes of a meeting held on September 8, 2025, were enclosed for council's perusal.

LIAISON REPORTS

Recreational Wharf Committee

Minutes of a meeting held on September 9, 2025, were enclosed for council's perusal.

CEEP Project

Councillor Stagg declared herself in a conflict of interest as she has intentions of seeking employment under this program this year. She removed herself from the table/discussion at 6:09 pm.

Motion #2025-09-15-7218 – Stead/Rumbolt

Be it resolved that the 2025 CEEP intent be changed to build 1 – 24x10 foot wharf section as recommended by the Town Manager and to reapply for a final 24x8 foot section on the next available JCP Program.

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

Councillor Stagg returned to the meeting at 6:17 pm.

Motion #2025-09-15-7219 – Stead/Stagg

Be it resolved that the Town authorizes the TBN Recreational Marina Committee to establish a daily locked gate procedure from 9 pm to 9 am daily on a six-month trial basis.

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

CORRESPONDENCE

1. A letter was received from the Department of Fisheries, Forestry and Agriculture advising that the town has been approved for a grant of \$750 under the Community Garden Support Program.

Motion #2025-09-15-7220 – Stagg/Johnson

Be it resolved the letter from the Department of Fisheries, Forestry and Agriculture be placed on file.

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

2. A letter was received from the Saltwater Community Association Inc. requesting permission to utilize the basement of their building on 58 Charles Granger Memorial Drive for their "Breaking Barriers" Entrepreneur Program for Individuals with Exceptionalities.

Motion #2025-09-15-7221 – Johnson/Rumbolt

Be it resolved that we post an ad on TBN News and Views advising of the request from the Saltwater Community Association, and that if any residents in the area have any questions or concerns, they contact the Town Hall.

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

Motion #2026-09-15-7222 – Stead/Johnson

Be it resolved that if there are no concerns following the posted notice, then a permit be issued on a six-month trial basis.

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

3. A letter was received from the Venture Credit Union voicing their concern with activity in the wooded area behind their building on Frederick Avenue, i.e. remnants of charred wood indicating a fire, and the amount of garbage.

Motion #2025-09-15-7223 – Johnson/Stagg

Be it resolved we move into a closed meeting at 6:30 pm.

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

Mr. Russell exiting the council chambers

Motion #2025-09-15-7224 – Stagg/Johnson

Be it resolved we move back to the open meeting at 6:36 pm.

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

Mr. Russell returned to the meeting

Motion #2025-09-15-7225 – Stagg/Johnson

Be it resolved that the Town Manager reach out to the property owner and the Venture Credit Union to work on a solution to the ongoing issue that is happening behind their building.

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

VR 12

4. An invitation was received from the Canadian Public Works Association to attend their Fall Conference in Deer Lake from October 22-24, 2025.

Motion #2025-09-15-7226 – Stead/Rumbolt

Be it resolved the letter from the CPWA be placed on file.

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

5. A letter was received from the Kids Eat Smart Foundation, Newfoundland & Labrador, advising of their Radiothon on Wednesday, November 5, 2025, from 12:00 pm – 4:00 pm.

Motion #2025-09-15-7227 – Stagg/Johnson

Be it resolved that we donate \$200.00 to the Catalina Elementary School towards their “breakfast program”.

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

6. A letter was received from the Saltwater Community Association Inc. requesting the council's support by donating \$680.00 so they can provide short-term employment opportunities to two residents of Trinity Bay North to become eligible for the CEEP program. They advised that their association currently do not have sufficient funding to continue providing these opportunities on their own, as they have provided short-term employment opportunities to several residents of TBN in the past weeks.

Councillor Stagg removed herself from the discussion regarding the town's CEEP program and declared herself in a conflict of interest as she has intentions of seeking employment under this program this year. She removed herself from the table at 6:42 pm.

Councillor Stagg returned to the meeting at 6:50 pm.

Motion #2025-09-15-7228 – Stead/Rumbolt

Be it resolved that we give a one-time donation of \$680.00 to the Saltwater Community Association to provide short-term employment for two residents of Trinity Bay North.

In favour 4 {Mayor Lodge, Deputy Mayor Stead, Councillors Johnson & Rumbolt} Opposed 1 {Councillor Stagg; Motion Carried

ADJOURNMENT

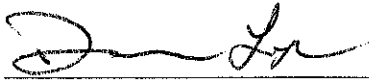
Motion #2025-09-15-7229 – Stagg/Rumbolt

Be it resolved the meeting adjourn.

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

The meeting adjourned at 6:52 pm.

The next regular meeting is scheduled for Monday, September 29, 2025 @ 4:30 pm.



DEAN LODGE
MAYOR



VALERIE ROGERS
TOWN CLERK