

**Municipality of Trinity Bay North
Regular Council Meeting Minutes
Date: November 17, 2025
Location: Town Hall**

1. ATTENDANCE

Present:

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

2. CALL TO ORDER

Deputy Mayor Rumbolt called the meeting to order at 4:30 pm, confirming a quorum was present.

3. ADOPTION OF AGENDA

Motion #2025-11-17-7289 (Stagg/Johnson)

Resolution:

It was resolved that the agenda be adopted as presented.

Voting Results:

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

4. ADOPTION OF MINUTES

Regular Meeting – November 3, 2025

Deputy Mayor Rumbolt called for corrections or omissions.

Corrections to Previous Minutes

1. Change “Acting Town Clerk” to “Assistant Town Clerk” on page 5
2. Change Councillor Pye to Councillor Russell under the Public Works/Water Resources Committee on page 7.



Motion #2025-11-17-7290 (Pye/Russell)**Resolution:**

It was resolved that the minutes of November 3, 2025, regular council meeting, be adopted with noted corrections.

Voting Results:

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

5. BUSINESS ARISING**Pumper Truck Specifications Options**

Deputy Mayor Rumbolt declared a conflict of interest at 4:37 pm. due to her son's position as Fire Chief and observed the meeting from the gallery. Councillor Stagg assumed the chair.

The Town Manager has communicated that the Department of Fire Services has begun the tendering process, with the first tender for option 1 closing on November 28, 2025. The cost of the pumper truck will then be determined upon completion of this process. An official inquiry will then be made regarding the cost of installing an enclosed canopy, allowing the calculation of the total vehicle cost.

Deputy Mayor Rumbolt assumed the chair at 4:41 pm.

Trinity Bay North Historical Society – request for loan**Motion #2025-11-17-7291 (Stagg/Johnson)****Resolution:**

It was resolved that we move into a closed meeting at 4:45 pm.

Voting Results:

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

Motion #2025-11-17-7292 (Pye/Hogan)**Resolution:**

It was resolved that we move back into the open meeting at 4:49 pm.

Voting Results:

DR *VR*

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

Motion #2025-11-17-7293 (Pye/Russell)

Resolution:

It was resolved to advise the Trinity Bay North Historical Society that, under Section 195(2)(c) of the Towns and Local Services District Act the following applies: Notwithstanding subsection (1) a town shall not, for the purpose of facilitating economic development, provide loans or guarantees.

Voting Results:

- In Favour: 6 (Deputy Mayor Rumbolt, Councillors Hogan, Johnson, Pye, Russell and Stagg)
- Opposed 0
- **Motion Carried**

Assessment Review Commissioner

Motion #2025-11-17-7294 (Pye/Stagg)

Resolution:

It was resolved that we appoint Jeffrey Green as our Assessment Review Commissioner for 2026.

Voting Results:

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

Mayor Stead arrived at 4:51 pm.

6. DELEGATION

Darlene Warren, on behalf of the Wednesday night sewing group, submitted a request to address the storage space at the Albert M. Johnson Community Centre. She was unable to attend the meeting due to work obligations.

7. STAFF REPORTS

a) Town Clerk's Report

- Bills presented for payment: \$35,167.72

Motion #2025-11-17-7295 (Johnson/Rumbolt)**Resolution:**

It was resolved that the bills submitted for payment of \$35,167.72 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

Mayor Stead stepped out of the chair at 4:54 p.m. Deputy Mayor Rumbolt took the chair.

- **CEEP**

Councillor Stagg declared herself in a conflict of interest due to her employment with the CEEP program. She took a seat in the gallery at 5:06 p.m.

Mayor Stead asked the Town Manager whether the shelving unit had been built at the Albert M. Johnson Community Centre. The Town Manager responded that the employees still participating in the program do not possess the necessary skills to complete this work.

Deputy Mayor Rumbolt declared a conflict of interest due to her membership in the sewing group. She took a seat in the gallery at 5:07 p.m.

Mayor Stead stepped out of the chair at 5:07 p.m. Councillor Johnson took the chair.

Motion #2025-11-17-7296 (Stead/Russell)**Resolution:**

It was resolved that The Town Manager shall engage the services of a qualified carpenter to assist the CEEP employees with the construction of the shelving unit at the Albert M. Johnson Community Centre. The compensation for this service shall not exceed \$300.

Voting Results:

- In Favour: 5 {Mayor Stead, Councillors Hogan, Johnson, Pye and Russell}
- Opposed 0
- **Motion Carried**

JS *VR*

The Town Manager was asked by Mayor Stead to email councillors a cost analysis of CEEP project expenditures to date, specifying the amounts spent on each initiative identified in the application.

Mayor Stead assumed the chair at 5:15 p.m. Deputy Mayor Rumbolt and Councillor Stagg returned to the meeting at 5:15 p.m.

7. COMMITTEE REPORTS

a) FINANCE

The 2024 Financial Statement was presented for adoption.

Motion #2025-11-17-7297 (Pye/Rumbolt)

Resolution:

It was resolved that we adopt the 2024 Financial Statement.

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

Nothing to report

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

The minutes of a meeting held on November 10, 2025, were enclosed for council's review and consideration.

An update from Hike Discovery was enclosed for council's review and consideration. Councillor Stagg will forward the email provided from Hike Discovery to the Recreation/Trails Committee to allow conversation.

d) FIRE DEPARTMENT

Nothing to report

e) TOURISM/ECONOMIC DEVELOPMENT/LANDS

Nothing to report

JS *VR*

f) HUMAN RESOURCES

Nothing to report

g) WHARF

Mayor Stead included a letter from the Department of Forestry, Agriculture and Lands, notifying that our application for a Crown Grant has been approved for the area adjacent to the Port Union wharf on Main Street South.

h) LIAISON REPORTS

- Discussion on Scheduled Meeting Time

At a previous meeting, Councillor Johnson raised the possibility of changing the scheduled meeting time from 4:30 p.m. to 3:00 p.m. Councillor Johnson inquired whether this adjustment would be feasible.

Motion #2025-11-17-7298 (Johnson/Hogan)

Resolution:

It was resolved that the meeting time be changed from 4:30 p.m. to 3:00 p.m.

Voting Results:

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

8. CORRESPONDENCE

- Municipal Assessment Agency has announced the finalized list of candidates for the regional director positions on the Agency's Board of Directors.

Motion #2025-11-17-7299 (Stagg/Johnson)

Resolution:

It was resolved that the letter from the Municipal Assessment Agency be placed on file.

Voting Results:

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

- b) A letter has been received from Curtis Dawe introducing themselves and the services they provide.

Motion #2025-11-17-7300 (Stagg/Rumbolt)

Resolution:

It was resolved that the letter from Curtis Dawe be placed on file.

Voting Results:

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

- c) The Sir William Ford Coaker Heritage Foundation has submitted correspondence requesting an exemption from Property and Business taxes for 2022, 2023, 2024 and 2025.

Motion #2025-11-17-7301 (Stead/Johnson)

Resolution:

It was resolved that we move into a closed meeting at 5:52 p.m.

Voting Results:

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

Motion #2025-11-17-7302 (Stagg/Pye)

Resolution:

It was resolved that we move back to the open meeting at 5:58 p.m.

Voting Results:

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

Motion #2025-11-17-7303 (Stagg/Rumbolt)

Resolution:

It was resolved that the correspondence from the Sir William Ford Coaker Heritage Foundation be tabled until the next meeting, allowing the Town Clerk to obtain additional information.

JS *RE*

Voting Results:

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

d) Discovery Collegiate has submitted correspondence requesting that council consider contributing to their scholarship fund again this year.

Motion #2025-11-17-7304 (Johnson/Pye)**Resolution:**

It was resolved that we donate \$250.00 to the Discovery Collegiate's 2024-2025 scholarship fund.

Voting Results:

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

e) Correspondence was received from the Port Union Lions Club requesting a donation towards their Santa Claus Parade, scheduled for December 6, 2025.

Councillor Hogan declared a conflict of interest due to membership in the Port Union Lions Club. He took a seat in the gallery at 6:01 p.m.

Motion #2025-11-17-7305 (Stagg/Johnson)**Resolution:**

It was resolved that we donate \$100.00 to the Port Union Lions Club towards their Santa Claus Parade.

Voting Results:

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

Councillor Hogan returned to the meeting at 6:07 p.m.

f) Correspondence was received from the staff of the Tri-Pen AAA U15 Female hockey team, seeking sponsorship to support their success during the current season. The requested sponsorship will be utilized to offset operational costs associated with the team, as well as

expenses incurred by the parents of the players. Hannah Rumbolt has expressed hope that the Town will be able to provide support to her and her team.

- g) A request was received from Owen Rumbolt, a hockey team member of the Tri-Pen Osprey U13AAA asking the Town to consider sponsorship. The request included options for a monetary donation or sponsorship of jerseys for the season.

Deputy Mayor Rumbolt declared a conflict of interest as Hannah Rumbolt and Owen Rumbolt are her grandchildren. She departed the meeting at 6:08 p.m.

Motion #2025-11-17-7306 (Johnson/Pye)

Resolution:

It was resolved that individual community members will not be given donations. Also, all requests for donations are to be submitted to the council for consideration.

Voting Results:

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

Motion #2025-11-17-7307 (Pye/Johnson)

Resolution:

It was resolved that the Town Clerk provide a letter in response to correspondence received from the Tri-Pen AAA U15 Female hockey team and the Tri-Pen Osprey U13AAA hockey team.

9. NEW BUSINESS

None

10. NOTICES OF MOTION

None

11. ADJOURNMENT

Motion #2025-11-17-7308 (Stagg/Johnson)

Resolution:

It was resolved that the meeting be adjourned.

Voting Results:

- In Favour: 6 {Mayor Stead, Councillors Hogan, Johnson, Pye, Russell and Stagg}

JS *VP*

- Opposed 0
- **Motion Carried**

The meeting adjourned at 6:21 pm.

The next regular meeting is scheduled for Monday, December 1, 2025 @ 3:00 pm.



TERRY STEAD
MAYOR



VALERIE ROGERS
TOWN CLERK