

**Municipality of Trinity Bay North
Regular Council Meeting Minutes
Date: July 6, 2026
Location: Town Hall**

1. ATTENDANCE

Present:

- Mayor: Terence Stead
- Councillors: Edmund Hogan, Albert Johnson, Harvey Pye, Pauline Stagg
- Town Clerk: Valerie Rogers
- Town Manager: Darryl Johnson

Absent:

- Deputy Mayor: Doreen Rumbolt
- Councillor: Kevin Russell

2. CALL TO ORDER

Mayor Stead called the meeting to order at 4:00 pm, confirming a quorum was present.

3. ADOPTION OF AGENDA

Motion #2026-07-06-7477 (Pye/Stagg)

Resolution:

Be it resolved that the agenda be adopted as presented.

Voting Results:

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

4. ADOPTION OF MINUTES

Regular Meeting – June 1, 2026

Mayor Stead called for corrections or omissions.

Corrections to Previous Minutes

- Page 11 – After motion #2026-06-01-7466 paragraph 1 change the wording as follows: Mayor Stead has stated that he does not support the Fire Department's use of donated funds to penalize a local business in preference of an out-of-town business.
- Page 11 – Change the second paragraph to "Mayor Stead requested that the minutes reflect that the councillors in attendance, together with the Town Manager and Town Clerk, confirmed that his interpretation of Councillor Stagg's comments was consistent with what they understood to have been stated."
- Page 11 – Change the third paragraph to "Councillor Stagg requested that it be formally noted for the record that she has never opposed a resolution passed by Council. She further clarified that she raised this matter at the request of the Recreation Commission, who expressed concern regarding the Fire Department's intention to purchase beverages from another community, and asked that she bring this issue forward for Council's awareness and consideration."
- In the voting count in motions #7467, 7468, 7469, 7470, 7471 and 7472 change "Deputy Mayor Stead" to "Deputy Mayor Rumbolt".
- In the voting count in motions #7473, 7474, 7475 and 7476 remove "Councillor Johnson" and add "Councillor Stagg".

Motion #2026-07-06-7478 (Stagg/Pye)

Resolution:

Be it resolved that the minutes of the regular council meeting held on June 1, 2026, be adopted with the noted corrections.

Voting Results:

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

5. BUSINESS ARISING

Fire and Life Safety Inspections

A quotation has been received from Basil Daley, Fire Inspector, for the provision of fire inspection services covering three gas station/convenience store properties and four residential apartment buildings, each containing four dwelling units.

The Inspector has quoted a total cost of \$3,000, plus applicable mileage calculated at the provincial government rate per kilometre. The quoted amount includes:

- Completion of the full fire inspection for all identified properties.
- One follow-up inspection, if required, to verify corrective actions and confirm that acceptable solutions have been implemented.

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This quotation reflects the Inspector's standard service package for multi-property inspections and associated compliance verification.

Motion #2026-07-06-7479 (Stagg/Johnson)

Resolution:

Be it resolved that Council accepts the quoted cost of \$3,000, together with mileage calculated at the provincial government rate per kilometre, for the provision of fire inspection services. This approval encompasses the inspection of three gas station/convenience store properties and four residential apartment buildings, each containing four dwelling units, and includes one follow-up inspection, if required, to verify that corrective actions have been completed and that acceptable solutions have been implemented.

7. STAFF REPORTS

a) Town Clerk's Report

• **Bills**

Bills presented for payment: \$57,928.59.

Motion #2026-07-06-7480 (Pye/Hogan)

Resolution:

Be it resolved that the bills submitted for payment of \$57,928.59 be approved on the recommendation of the Town Clerk.

Voting Results:

- In Favour: 5 {Mayor Stead, Councillors Hogan, Johnson, Pye, 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 June 30, 2026, were provided for the council's review and consideration.

New Bank Account

Motion #2026-07-06-7481 (Pye/Johnson)**Resolution:**

Be it resolved that authorization is granted to open an account at Venture Credit Union, to be titled "TBN Recreational Marina," for the purpose of managing financial transactions associated with marina operations.

Voting Results:

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

Councillor Johnson departed the meeting at 5:01 p.m. due to a prior commitment.

Town Manager's Travel Claim**Motion #2026-07-06-7482 (Pye/Stagg)****Resolution:**

Be it resolved that the Town Manager's travel claim for the period March 24 to June 23, 2026, be approved for payment in the amount of \$1,036.98, as reviewed and recommended by the Finance Committee.

Voting Results:

- In Favour: 4 {Mayor Stead, Councillors Hogan, Pye, and Stagg}
- Opposed: 0
- **Motion Carried**

Operational Capacity – Town Manager**Concern:**

The Town Manager is increasingly unable to fulfill core infrastructure, financial, and administrative management responsibilities due to the escalating workload associated with the maintenance and repair of the Town's aging infrastructure assets. This challenge is further intensified by expanding administrative and reporting obligations required to ensure compliance with the new Towns and Local Service Districts Act. Together, these pressures are creating a significant strain on the Manager's operational capacity and the Town's ability to meet legislative and service delivery expectations.

Motion #2026-07-06-7483 (Pye/Hogan)**Resolution:**

Be it resolved that the Human Resources Committee undertake a formal consultation with Town staff, including Public Works and Finance, for the purpose of evaluating the feasibility and operational necessity of establishing a Town Operations Manager position. This assessment shall

consider the potential benefits of additional managerial support to the Town Manager and Public Works staff in the coordination and oversight of daily municipal operations.

Voting Results:

- In Favour: 4 {Mayor Stead, Councillors Hogan, Pye, and Stagg}
- Opposed: 0
- **Motion Carried**

Verbal Claim Regarding Mackey's Independent Store

Concern:

There has been a long-standing verbal claim asserting that significant damage to the main floor structure and paved parking area of *Mackey's Independent Store* was caused by failures associated with the municipal water system, including water line leaks, inadequate surface drainage, and ineffective subsurface water management. The claim maintains that these conditions contributed to persistent water infiltration and deterioration affecting the property.

Motion #2026-07-06-7484 (Pye/Stagg)

Resolution:

Be it resolved that the verbal claim submitted by Mr. and Mrs. Mackey regarding alleged damage to the main floor and paved parking area of Mackey's Independent Store, attributed to municipal water system leaks and inadequate surface and subsurface drainage, be accepted as a formal claim. Further, that staff proceed with the actions recommended in the Finance Committee letter dated June 25, 2026, as tabled at the July 6, 2026, Council meeting.

Voting Results:

- In Favour: 4 {Mayor Stead, Councillors Hogan, Pye, and Stagg}
- Opposed: 0
- **Motion Carried**

b) PUBLIC WORKS/WATER RESOURCES

The minutes from the meeting conducted on June 30, 2026, were provided for the council's review and consideration.

Waste Site Facility

Concern:

Mayor Stead formally reiterated his serious concern regarding the unsafe conditions at the Waste Site Facility, stating for the record that the site presently constitutes both a public safety risk and an environmental hazard. He further noted that Council's Resolution of June 1, 2026, expressly required a site visit and directed the Town Manager to prepare and submit a completed Waste Site Management Plan for Council's review.

Mayor Stead emphasized that the preparation and delivery of the Waste Site Management Plan remain a top priority, and he stipulated the importance of ensuring that this matter is addressed without delay, given the risks posed to residents, staff, contractors, and the surrounding environment.

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

No report

d) FIRE DEPARTMENT

No report

e) TOURISM/ECONOMIC DEVELOPMENT/LANDS

No report

f) HUMAN RESOURCES

Councillor Pye provided points for discussion to be included for the next regular meeting.

g) TBN RECREATIONAL MARINA

Councillor Pye indicated his intention to discuss the proposed amendment to the existing agreement previously brought forward by Jamie Lane, specifically relating to access provisions for Mr. Lane's tour boat operation.

Motion #2026-07-06-7485 (Pye/Stagg)

Resolution:

Be it resolved that Council proceed into a closed meeting at 5:29 p.m. pursuant to the applicable provisions for confidential discussions, specifically relating to finances.

Voting Results:

- In Favour: 4 {Mayor Stead, Councillors Hogan, Pye, and Stagg}
- Opposed: 0
- **Motion Carried**

Mayor Stead formally declared a perception of bias, noting that his spouse serves as a member of the Committee. In accordance with established conflict-of-interest protocols, Mayor Stead recused himself from all discussion and decision-making on the matter and departed the Council Chambers at 5:30 p.m.

Motion #2026-07-06-7486 (Stagg/Pye)

Resolution:

Be it resolved that we move back to the open meeting at 5:37 p.m.

Voting Results:

- In Favour: 3 {Councillors Hogan, Pye, and Stagg}
- Opposed: 0
- **Motion Carried**

Mayor Stead returned to the meeting at 5:37 p.m.

h) LIAISON REPORTS

No reports

8. CORRESPONDENCE

- a) A letter was received from the Dunfield to Bonaventure Waste Collections Committee regarding the outstanding balance inherited from the previous committee. In their correspondence, the Committee acknowledged that the debt was incurred prior to the current members assuming responsibility and advised that they are working diligently to address the financial obligations left by their predecessors. The Committee requested that Council consider providing financial assistance to help reduce the outstanding balance, recognizing that the current Committee was not responsible for creating the debt but is committed to resolving it.

This item is to be included on the agenda for consideration at the upcoming Special Meeting of Council.

- b) A letter was received from Mr. Paul Eddy, requesting that Council give consideration to dedicating the Little Catalina playground in honour of the late Aulton Stead, a young resident of Little Catalina who tragically lost his life in a swimming accident in 1972. Mr. Eddy further inquired whether Council would permit the placement of a memorial stone at the site to commemorate Mr. Stead's memory and longstanding connection to the community.

Motion #2026-07-06-7487 (Stagg/Pye)**Resolution:**

Be it resolved that Council authorize the publication of a formal notice on the Town's Facebook page seeking public feedback on the request submitted by Mr. Paul Eddy to dedicate the Little Catalina Playground in honour of the late Aulton Stead;

And be it further resolved; that staff issue a formal written response to Mr. Eddy, advising him of Council's intent to solicit community input prior to consideration of the dedication request.

Voting Results:

- In Favour: 4 {Mayor Stead, Councillors Hogan, Pye, and Stagg}
- Opposed: 0
- **Motion Carried**

c) A letter has been received from the Port Union Historical Museum Association requesting an exemption from business tax and property tax for the 2026 taxation year, citing the organization's not-for-profit status and its role in preserving local heritage, cultural assets, and community programming. The Association is seeking Council's consideration of full relief from applicable municipal taxes for 2026.

Motion #2026-07-06-7488 (Stagg/Hogan)**Resolution:**

Be it resolved that the Town of Trinity Bay North hereby approves the request submitted by the Port Union Historical Museum Association for an exemption from business tax and property tax for the 2026 taxation year;

And be it further resolved that staff apply the exemption in accordance with municipal policy and to notify the Association in writing of Council's decision.

Voting Results:

- In Favour: 4 {Mayor Stead, Councillors Hogan, Pye, and Stagg}
- Opposed: 0
- **Motion Carried**

d) A letter has been received from the Royal Newfoundland Constabulary Association requesting Council's support through the purchase of an advertisement space in their upcoming Annual Guide. The Association advises that proceeds generated from this publication are used to support their organizational activities throughout the province, including a significant charitable contribution this year to the Kid's Help Phone, which provides 24/7 support and counselling services to children and youth across Newfoundland and Labrador.

Motion #2026-07-06-7489 (Stagg/Pye)**Resolution:**

Be it resolved we place the letter from the Royal Newfoundland Constabulary Association on file.

Voting Results:

- In Favour: 4 {Mayor Stead, Councillors Hogan, Pye, and Stagg}
- Opposed: 0
- **Motion Carried**

- e) A letter was received from Donna and Lee Johnson requesting that the municipal water system be extended from the residence of Calvin Johnson to their property. The Johnsons advised that their existing well water supply is unsuitable for consumption due to elevated sulfur levels and that they continue to experience extremely low water pressure, resulting in ongoing functional issues within their household. They further noted that they are seeking connection to the municipal water system only, as they maintain their own private septic system.

Motion #2026-07-06-7490 (Pye/Stagg)

Resolution:

Be it resolved that the Town Manager prepare and present to Council a detailed cost estimate for extending the municipal water system from Calvin Johnson's residence to the property of Donna and Lee Johnson, including anticipated materials, labour, and all associated project costs.

Be it further resolved that upon receipt of the cost estimate, Council shall review the information and determine any subsequent actions or considerations required.

Voting Results:

- In Favour: 4 {Mayor Stead, Councillors Hogan, Pye, and Stagg}
- Opposed: 0
- **Motion Carried**

9. NEW BUSINESS

None

10. NOTICES OF MOTION

None

11. ADJOURNMENT

Motion #2026-07-06-7491 (Stagg/Pye)

Resolution:

Be it resolved that the meeting be adjourned.

Voting Results:

- In Favour: 4 {Mayor Stead, Councillors Hogan, Pye, and Stagg}
- Opposed: 0
- **Motion Carried**

The meeting adjourned at 5:55 pm.

The next regular meeting will be held on Monday, August 3, 2026, at 3:00 p.m.



TERRY STEAD
MAYOR



VALERIE ROGERS
TOWN CLERK