

**Municipality of Trinity Bay North  
Special Council Meeting August 14, 2025**

**Minutes of a Special Meeting of the Council of the  
Municipality of Trinity Bay North, held at the  
Town Hall, August 14, 2025**

*Members Present*

Mayor	Dean Lodge
Deputy Mayor	Terry Stead
	Doreen Rumbolt
	Pauline Stagg

*Absent*

Councillor	Kayla Hart
	Albert Johnson

*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 9:03 am.

The purpose of the meeting was to deal with the following:

1. Accounts Payable invoices
2. The Consultant Change Order Notice for the Catalina Seawall Project
3. The Consultant Change Order Notice #2 & #3 for the Catalina Main Street Water and Sewer Upgrades Phase 1 project
4. The awarding of the tender for the 2025-2027 Audit

**Accounts Payable Invoices**

The Town Clerk presented the bills for payment of \$40,404.47 and opened the floor for any questions.

***Motion #2025-08-14-7178 – Stead/Rumbolt***

***Be it resolved the bills submitted for payment of \$40,404.47 be approved on the recommendation of the Town Clerk.***

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

**Consultant Change Order Notice #1 - Catalina Seawall Project**



The reason for CCON #1 is the additional units required to complete the work which wasn't included in the original quantities, as well as removal of quantities that are no longer required including: supply and placement of guide railing, supply and placement of pre-cast maintenance holes and supply and placement of 100mm minus rock fill (ditch lining) for a total of \$5,097.72 including HST.

The Town Manager suggested we table this topic for the next regular meeting, as he received another email regarding the seawall that he couldn't review before this meeting.

### **Consultant Change Order Notice # 2 - Catalina Main Street Water and Sewer Upgrades Phase 1 Project**

The reason for CCON 2 is the revision of the concept design and estimate to align with the reduced scope of work due to budget constraints. It also includes all correspondence with the town and Municipal Infrastructure regarding the scope reduction. The additional cost is \$11,074.50 (includes HST).

#### ***Motion #2025-08-14-7179 – Hart/Rumbolt***

*Be it resolved on the recommendation of the Town Manager, we accept CCON #2 – Catalina Main Street Water and Sewer Upgrades Phase 1 Project for \$11,074.50 (includes HST). Also, a letter from the mayor will be attached to the change order outlining our concerns about the consultant's scope of work.*

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

### **Consultant Change Order Notice # 3 - Catalina Main Street Water and Sewer Upgrades Phase 1 Project**

The reason for CCON #3 is for field costs – traffic control and drilling at a cost of \$8,625 including HST.

It was decided to table this topic for the next regular meeting to meet with Jody Soper, T&I, on Wednesday, August 20.

### **Tender – 2025-2027 Audit**

One tender for was received from Jordan Penney CPA Professional Corp. for the 2025-2027 Audit services as follows:

Annual Financial Statement Audit	CCBF Compliance Audit
2025 - \$14,000	2025 - \$1,200
2026 - \$14,500	2026 - \$1,250
2027 - \$15,000	2027 - \$1,300

Fees are subject to HST

***Motion #2025-08-14-7180 – Stead/Stagg***

***Be it resolved that, per the Town Clerk and Manager's recommendation, we award the 2025-2027 Audit Services tender to Jordan Penney CPA Professional Corp as follows:***

***Annual Financial Statement Audit***

***2025 - \$14,000 plus HST***

***2026 - \$14,500 plus HST***

***2027 - \$15,000 plus HST***

***CCBF Compliance Audit***

***2025 - \$1,200 plus HST***

***2026 - \$1,250 plus HST***

***2027 - \$1,300 plus HST***

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

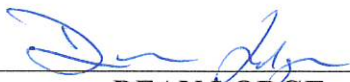
**ADJOURNMENT**

***Motion #2025-08-14-7181 – Stagg/Rumbolt***


***Be it resolved the meeting adjourn.***

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

The meeting adjourned at 9:45 am.



**DEAN LODGE  
MAYOR**



**VALERIE ROGERS  
TOWN CLERK**