



COPY

MINUTES OF MEETING

April 15, 2024 – 4:00 PM

Call meeting to order/adoption of agenda: -

A regular meeting of the Bonavista Town Council was held on Monday, April 15, 2024, at 4:05 p.m. in the Council Chambers. There were four members present; Councillors Nicole Abbott, David Hiscock, and Barry Randell were present in the Chambers. Mayor John Norman joined the meeting via videoconference. CAO Stephanie Lodge and ECHO Crystal Fudge were also present.

The meeting was presided over by the Mayor.

It was moved by Councillor Hiscock and seconded by Councillor Randell that the agenda of the meeting held on April 15, 2024, be adopted as read. Motion carried unanimously.

Delegations/Proclamations/Presentations: - None

Adoption of minutes: -

It was moved by Councillor Hiscock and seconded by Councillor Randell that the minutes of the meeting held on March 11, 2024 and March 25, 2024 be adopted as read with an amendment to Councillor Abbott's concern in the March 11th minutes. Motion carried unanimously.

Business arising from the minutes: - None

Committee Reports: -

Public Works Committee Meeting – Presented by Councillor Randell (see attached minutes)

It was moved by Councillor Hiscock and seconded by Councillor Randell to accept the quote from Toromont CAT for the purchase of a new front-end loader as presented under the Canoe Purchasing Program and to request an approval to borrow from the Department of Municipal and Provincial Affairs in the amount of \$249,358 to finance the loader over a 5-year term, 10-year amortization period. Motion carried unanimously.

All recommendations presented in the report were agreed upon by Council.

Administrative Notes: -

- AEC workers start date – It was decided to request a May 13, 2024 start date and to arrange a call with AEC to discuss the flower planting arrangement that was implemented last year.
- 2024 MNL Conference– This year, the conference is being held in Gander on Nov 7-9. Any Councillors that would like to attend should contact the CAO.
- Royal NL Regiment Memorial High School Hockey Tournament Sponsor – it was moved by Councillor Randell and seconded by Councillor Abbott to sponsor the Royal NL Regiment Memorial High School Hockey Tournament in the amount of \$250.00. Motion carried unanimously.



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- Front office update – interviews are being held the week of April 22, 2024 to fill the casual/call-in position.

Finances: -

1. A list of bills for approval to pay was presented. A copy of this list of bills is attached. It was moved by Councillor Randell and seconded by Councillor Hiscock that these bills in the amount of \$241,092.92 be paid. Motion carried unanimously.
2. The Cabot Stadium Statements of Income and Expenses for March were reviewed, and no issues were noted.

Permits:-

- A summary of permits was presented for information/review purposes.

Correspondence:-

| From | Date | Regarding | Action/Resolution |
|---|----------------|---------------------------------------|--|
| All Saints Bonavista | Apr. 4, 2024 | Donation | It was moved by Councillor Abbott and seconded by Councillor Randell to donate \$1,141.58 to the Bonavista & Area Food Bank to help cover the costs of relocation. Motion carried unanimously. |
| Royal Newfoundland Constabulary Association | April, 2024 | Community guide sponsorship | It was decided not to support this initiative as the Town supports the local RCMP detachment. |
| Ronald McDonald House | Apr. 3, 2024 | Donation | It was moved by Councillor Hiscock and seconded by Councillor Abbott to donate \$500.00 to the Ronald McDonald House Charity. Motion carried unanimously. |
| Canadian Cancer Society | April 2024 | 2024 Donation | The town will donate to the local Cancer Relay for Life. |
| Terry Fox Foundation | April 2024 | Request to support Cancer Research | The Town will partner with Matthew Elementary since they are an organized contributor of this charity. |
| CBDC | April 2024 | Board of Directors Volunteer Position | N/A |
| Municipal Assessment Agency | March 20, 2024 | Update | N/A |
| Betty Fitzgerald | March 21, 2024 | Concern re: recent meeting | N/A – Council is not aware of any such comments being made. |
| Bonavista-Trinity Minor Hockey Association | March 25, 2024 | Donated ice time | It was moved by Councillor Hiscock and seconded by Councillor Randell to donate 10 hours of ice time to BTMHA. Motion carried unanimously. |



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| Silver Wings Figure Skating Club | March 22, 2024 | Donated ice time | It was moved by Councillor Hiscock and seconded by Councillor Abbott to donate 10 hours of ice time to Silver Wings Figure Skating Club. Motion carried unanimously. |
| Talamh Eisc Construction Controls (Kevin Durdle) | April 5, 2024 | Assistance for housing development | DEO to follow up on request. |

Notice of Motions:

- None

Councillors’ Concerns: -

Mayor Norman’s concerns: -

1. Chemotherapy Services at Bonavista Hospital – Mayor Norman would like further information around why chemo is not being offered at the health facility and a timeline on when the services will be returning. An update will be requested.
2. Water tower removal – CAO stated that a Request for Information has been released by the Department of Infrastructure to gauge interest and cost estimates.
3. CNA graduation – A Councillor will attend this event on May 16 on behalf of Council.
4. Scotiabank – Mayor Norman would like a meeting with the VP of Scotiabank to discuss the offer submitted by the Townscape Foundation. CAO is engaging with Venture Credit Union and Royal Bank in Trinity regarding a transfer of the Town’s loans.
5. Physician recruitment – Recruitment efforts are ongoing and Mayor Norman is continuing to engage with a prospective physician who has full intentions of relocating to work at the Bonavista Centre at the completion of his training.
6. Mayor Norman has concerns regarding a lack of support, understanding and protection from MNL and Municipal Affairs with regards to the new legislation. CAO will arrange a meeting with MNL to discuss what actions they are taking on behalf of Municipalities.

Councillor Hiscock’s concerns: -

1. Councillor Hiscock gave a summary of some changes in the new legislation (accommodation tax, water & sewer fee, poll tax, ticketing, etc.)
2. Tax sales – ECHO stated these should be posted this summer.
3. Town Map – ECHO stated the new town maps have arrived and will be distributed this season.
4. Sidewalks – Councillor Hiscock stated the replacement of the brick needs to be finished this year.

Councillor Abbott’s concerns: -

1. Streetlights on Hospital Road – DEO to look at the dark area and the placement of the lights and report back to the Public Works Committee.
2. Councillor Abbott highlighted some recent accomplishments of Youth in our Community. Three divisions won a banner at the Provincial Tournament, Silver Wings Skating Club held their annual



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ice show, skaters and coaches attended NL Winter Games and the Discovery Collegiate Girls Hockey Team is attending the Royal Newfoundland Regiment Memorial High School Hockey Tournament.

3. The Recreation Committee is gauging interest for adult recreation in the Community.
4. The Pre-K program at Matthew Elementary has begun.
5. The Recreation Committee has been awarded three student job positions for the upcoming season.

Councillor Randell's concerns: -

1. Pasture Fence repair – This will be completed when the Summer Crew starts work.
2. Sidewalk repair – Councillor Randell would like to see an early start to replacing the sidewalk bricks.
3. Lower Mockbeggar Road needs to be graded. This will be passed to the DEO.
4. Paving Route 235 – this work will be starting this week. Councillor Randell will contact MHA Craig Pardy to advocate extending paving down through Church Street.

Since there was no further business to be discussed, it was moved by Councillor Randell that the meeting be adjourned at 5:35 pm. The next meeting will be held May 6, 2024 at 6:00 p.m.

A handwritten signature in blue ink that reads 'Stephanie Lodge'. The signature is written in a cursive style and is positioned above a horizontal line.

Stephanie Lodge, CAO/Clerk

Town of Bonavista
 Bills Presented for Approval
 Council Meeting
 April 15, 2024

| | Vendor | Department | Description | Amount |
|----|--------------------------|----------------|----------------------------------|-----------|
| 1 | Orkin | Office other | Orkin Aire | 21.85 |
| 2 | Marsh's Taxi | Rds | Deliveries | 69.00 |
| 3 | Municipalities NL | Office other | Eastern Regional Meeting | 150.00 |
| 4 | Bell Aliant | Fire | Phones | 214.57 |
| 5 | Bell Aliant | Museum | Phones | 65.73 |
| 6 | Bell Aliant | Office | Phones | 358.80 |
| 7 | C&C Distributors | Various | Diesel, furnace oil | 11,267.10 |
| 8 | Craig's Locksmith | Fire | Service call, parts | 6,210.00 |
| 9 | Credit Recovery | Office other | Collections | 134.60 |
| 10 | Dicks & Co. | Office | Supplies | 607.04 |
| 11 | Dicks & Co. | Office | Supplies | 505.99 |
| 12 | Dricon Sealers | Rds | Traffic Paint | 1,200.00 |
| 13 | Foodland | Office other | Supplies | 352.21 |
| 14 | Raymond Guy & Sons | w/s | Deliveries | 231.84 |
| 15 | Morgan Printing | Office | Supplies | 243.80 |
| 16 | Newfoundland Power | Streetlighting | Streetlighting | 9,945.80 |
| 17 | Orkin | Legacy | Pest Control | 201.83 |
| 18 | Orkin | Sanitation | Pest Control | 595.98 |
| 19 | Telus Communications | Rds | Vehicle Surveillance | 423.66 |
| 20 | Toromont | Rds | Parts | 1,470.70 |
| 21 | JT Swyers | Fire | Supplies | 287.63 |
| 22 | Toromont | Rds | Parts | 202.37 |
| 23 | Vardy Villa | Sanitation | Garbage Collection | 21,390.00 |
| 24 | Toromont | Rds | Parts | 510.57 |
| 25 | Toromont | Rds | Parts | 531.31 |
| 26 | Toromont | Rds | Travel - repairs | 1,965.35 |
| 27 | Vista Safety Training | Rds | Training | 6,693.00 |
| 28 | Vista Safety Training | Fire | First Aid | 1,288.00 |
| 29 | Workplace NL | CEEP | Assessment | 6.00 |
| 30 | Workplace NL | Office other | Assessment | 16,093.91 |
| 31 | Biomaxx | w/s | 1st Quarter payment | 4,134.93 |
| 32 | Brenntag | w/s | Chlorine, cylinder | 11,182.30 |
| 33 | Cdn. Public Works Assoc. | rds | Spring conference registration | 345.00 |
| 34 | Xylem Canada | w/s | Submersible pump | 10,086.19 |
| 35 | Richard Power | Office other | Gas tax audit | 1,035.00 |
| 36 | Cal LeGrow | Office other | Insurance renewal | 74,319.40 |
| 37 | Irving Oil Limited | w/s | Gas | 386.85 |
| 38 | Municipalities NL | Office other | Municipal Symposium Registration | 350.00 |
| 39 | Credit Recovery | Office other | Collections | 4.60 |
| 40 | Discovery Global Geopark | Office other | Annual Membership | 100.00 |
| 41 | Mills Pittman Twyne | Office other | Professional Fees | 516.75 |
| 42 | NL Power | Streetlighting | Streetlighting | 9,944.40 |
| 43 | Telus Communications | Rds | Vehicle Surveillance | 423.66 |
| 44 | RFS | Office other | Copier lease | 563.45 |

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|----|-----------------------------|--------------|--|-----------|
| 45 | Orkin | Office other | Orkin Aire | 21.85 |
| 46 | NL Power | Light Bill | Light Bill | 10,751.07 |
| 47 | C&C Distributors | Various | Diesel, furnace oil | 8,249.29 |
| 48 | Ellis Gas & Convenience | Fire | Gas | 51.65 |
| 49 | Raymond Guy & Sons | w/s, rds | Deliveries | 209.30 |
| 50 | Battlefield | rds | Filters | 307.31 |
| 51 | Battlefield | w/s | Chlorine, soda ash | 16,110.05 |
| 52 | Bonavista Flowers & Gifts | Office other | Flowers | 89.62 |
| 53 | Crewe's Garage | Rds | Truck maintenance | 1,916.43 |
| 54 | Fire House Service & Supply | Fire | Parts/repairs | 422.88 |
| 55 | Dicks & Co. | Office | Supplies return | - 134.34 |
| 56 | Marsh's Taxi | Rds | Deliveries | 23.00 |
| 57 | JT Swyers | Office | Supplies | 78.64 |
| 58 | Mercer's Marine | Rds | Gloves, boots | 871.92 |
| 59 | Mercer's Marine | Rds | Gloves | 13.08 |
| 60 | Mercer's Marine | Stadium | Boots, jacket | 459.33 |
| 61 | RNFLDR Memorial Hockey | Office other | Bronze sponsorship | 250.00 |
| 62 | David Hiscock | Office other | MNL Meetings - Clarendville | 228.00 |
| 63 | Crystal Fudge | Office other | PMA Conference - Gander | 168.00 |
| 64 | Stephanie Lodge | Office other | PMA Conference - Gander | 1,026.60 |
| 65 | David Hiscock | Office other | UMC meetings - Pasadena | 1,076.65 |
| 66 | Darrin Hicks | w/s | Water/wastewater workshop - Gander | 439.60 |
| 67 | Kirk Way | rds | Water/wastewater workshop - Gander | 439.60 |
| 68 | Sandra O'Connor | Museum | Training - GFW | 871.90 |
| 69 | Mitchell Russell | Fire | Training - Trinity | 57.90 |
| 70 | PKs Restaurant | w/s, office | Meals - overtime | 132.42 |
| 71 | Employee | Office other | compassion gift | 50.00 |
| 72 | Employee | Office other | compassion gift | 50.00 |
| 73 | Cabot Stadium | Stadium | Reimburse funds received for advertising space | 230.00 |

241,092.92



MINUTES OF MEETING

PUBLIC WORKS

APRIL 12, 2024 – 10:00 AM

A meeting of the Bonavista Town Council Public Works Committee was held on Friday, April 12, 2024, at 10:00 a.m. in the Council Chambers. Councillor Barry Randell was in attendance. Also present at the meeting was Kirk Way, Director of External Operations (DEO) and Stephanie Lodge (CAO/Clerk).

Councillor Randell called the meeting to order.

The following items were discussed, and recommendations were made to present to Council as a whole:

New Wheel Loader – Last payment on the 2014 loader loan is October 2024. A replacement will need to be ordered soon for a Fall arrival.

Recommendation: Obtain a quote from Canoe to purchase (with trade) a CAT Loader with snow bucket.

New Pick-Up Truck – The 2013 town pickup truck is in bad shape and needs replacement.

Recommendation: To finance the purchase of a new pickup truck. Three Quotes should be obtained.

Heavy Equipment Operator – A replacement position will be needed in the next few weeks.

Recommendation: To post the job when the formal resignation is received.

Old Diesel Engine in Pumphouse – Since the new generator has been installed at the pumphouse, the old diesel engine is no longer required. The Town has no use for it.

Recommendation: To invite tenders for the sale of the engine.

Summer Crew Start Date – Due to the good weather, many projects can be started early this year (pasture fence, sidewalks, BBQ hut, etc.)

Recommendation: Summer crew to start on April 23, 2024.

Management update:

- a) Seawall – CAO stated there is currently warranty work being completed on the seawall. DEO to reach out to Mayor Norman to discuss.
- b) Policies – A discussion arose around internal policies that need to be developed and implemented.

Councillor Concerns-

Councillor Randell would like the replacement of the sidewalk bricks to happen this season. A discussion arose around the condition of provincial roads. Councillor Randell to reach out to MHA Craig Pardy to discuss.

Since there was no further business to be discussed, the meeting was adjourned at 10:49 a.m.