



COPY

MINUTES OF MEETING

December 9, 2024 – 4:00 PM

Call meeting to order/adoption of agenda: -

A regular meeting of the Bonavista Town Council was held on Monday, December 9, 2024, at 4:00 p.m. in the Council Chambers. There were seven members present; Mayor John Norman, Deputy Mayor Reg Butler, and Councillors Nicole Abbott, David Hiscock, Lindsay Phillips, Barry Randell and Colleen Tinkham were present in the Chambers. CAO Stephanie Lodge was also present.

The meeting was presided over by the Mayor.

It was moved by Deputy Mayor Butler and seconded by Councillor Abbott that the agenda of the meeting held on December 9, 2024, be adopted as read. Motion carried unanimously.

Delegations/Proclamations/Presentations: - None

Adoption of minutes: -

It was moved by Councillor Randell and seconded by Councillor Tinkham that the minutes of the meeting held on November 25, 2024, be adopted as read. Motion carried unanimously.

Business arising from the minutes: -

Committee Reports:

Tourism & Culture Committee Meeting– Presented by Councillor Tinkham (see attached minutes)

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

Administrative Notes: -

- Lion's Club Seniors Dinner Invite – It was agreed that Deputy Mayor Butler will attend on behalf of Council.
- Christmas gifts – It was moved by Deputy Mayor Butler and seconded by Councillor Tinkham to purchase turkeys to gift to Council, Staff and Fire Department Members as per previous practice. Motion carried unanimously.

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 \$70,291.79 be paid. Motion carried unanimously.
2. The Cabot Stadium Statements of Income and Expenses for November 2024 were reviewed, and no issues were noted.



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3. Tax write-off: It was moved by Councillor Hiscock and seconded by Deputy Mayor Butler to write-off 2011-2024 poll taxes owing on the account of the late Nicole Ryan in the amount of \$3,300.00. Motion carried unanimously.

Permits:-

- None

Correspondence:-

From	Date	Regarding	Action/Resolution
The Royal Canadian Legion	December 2024	Ad in Veterans Service Recognition Book	It was moved by Councillor Hiscock and seconded by Councillor Tinkham to donate towards this Book the same as in previous years. Motion carried unanimously.

Notice of Motions:

- None

Councillors' Concerns: -

Mayor Norman's concerns: -

1. Physician update – A physician that the Town has been actively recruiting to startup family practice in 2025 has decided to accept employment elsewhere due to complexities within the Health Authority. An in-person meeting will be requested with the Premier and Minister of Health to discuss this issue, and the delays/challenges with physician recruitment strategies and efforts.

Councillor Hiscock's concerns:

1. Aerial imagery – Councillor Hiscock suggested the Town request a quote from Eagleview (through The Municipal Assessment Agency (MAA)) to have an aerial assessment completed for property appraisals. This will help MAA enhance property assessment and will possibly generate additional revenue for the Town.

Councillor Tinkham's concerns: - None

Deputy Mayor Butler's concerns: - None

Councillor Randell's concerns: -

1. Ward Crescent – A request for cleanup of debris from a neighboring property – It was stated Town staff should do this when there is a safety issue and bill the owner of the property due to a violation of the occupancy and maintenance regulation.



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2. Infilling of wetlands– Councillor Randell stated this is still occurring. Wetland preservation will be incorporated into the new town plan and a fine structure for unauthorized infilling will be implemented in a Town By-Law.

Councillor Phillips' Concerns:-

1. Walkham's Bridge – Councillor Phillips suggested we request a meeting with the Department of TI and MHA Craig Pardy to discuss the condition and resurfacing of Walkham's Bridge. CAO to arrange in the new year.

Councillor Abbott's concerns: - None

Since there was no further business to be discussed, it was moved by Councillor Tinkham that the meeting be adjourned at 5:06 p.m.

Stephanie Lodge, CAO/Clerk

Town of Bonavista
 Bills Presented for Approval
 Council Meeting
 December 9, 2024

	Vendor	Department	Description	Amount
1	Eastlink	Office	Internet	356.39
2	Telus	Office	Cell Phones	749.51
3	Riff's Department Store	Office	Christmas Lights	627.66
4	Mercer's Marine Equipment Ltd.	Roads	Clothing	1,679.45
5	Dicks & Company	Office	Ink & Toner	241.48
6	Kirk Way	Roads	Part	12.00
7	Toromont Cat	Roads	Servicing	847.92
8	Electric Motor & Pump	W/S	Repairs to motor	882.05
9	Quadient Leasing Canada Ltd.	Office	Postage Meter	563.51
10	Dicks & Company	Office	Office Supplies	236.76
11	OMB Parts & Industrial Ltd.	Office	Cleaning Supplies	18.39
12	Newfoundland Power	Street Lghts	Street Lights	9,933.37
13	Colleen Tinkham	Office other.	Reimbursement - Remebrance Day supplies	84.41
14	P.K's Resturant	W/S	Water Leak meal	114.60
15	Irving	W/S	Monthly statement	470.91
16	Amy Ricketts	Office	Reimbursement - Christmas/Office supplies	240.37
17	Eastern Destination Management	Office	Legendary Coasts membership	175.00
18	C&C Distributors	Misc.	Fuel & Oil	7,207.38
19	BioMaxx	W/S	Outfall Sampling	4,245.69
20	Paint Shop	Office other.	Christmas Float Supplies	219.51
21	Young's Industrial	Stadium	Installation of Pump	13,257.20
22	Young's Industrial	Stadium	Electric motor	2,825.55
23	Young's Industrial	Stadium	Pump	12,011.75
24	R&J Advertising	Office other.	TV Advertisement	75.00
25	R&J Advertising	Office other.	TV Advertisement	50.00
26	R&J Advertising	Office other.	TV Advertisement	50.00
27	Modern Paving	Roads	Cold mix	1,092.50
28	Mercer's Marine Equipment Ltd.	Roads	Clothing	143.58
29	Brenntag Canada Inc.	W/S	Chlorine & Cylinders	11,397.66
30	Brenntag Canada Inc.	W/S	Credit - Cylinders	- 4,600.00
31	Brenntag Canada Inc.	W/S	Credit - Chlorine & Cylinders	1,871.53
32	Stewart McKelvey	Office	Professional Services	195.50
33	Etsy	Misc.	Name Tags & Plate	90.68
34	Valmin Fire Protection	Stadium	Annual Inspection	179.40
35	Wolseley	W/S	Repair Clamp	1,095.99
36	CRD Creighton	Roads	Snow Clearing Repairs	978.93
37	Post Media	Office other.	Notice of Public Hearing	634.80
38	Amy Ricketts	Office other.	Electrical cords	35.36

70,291.79



MINUTES OF MEETING

TOURISM & CULTURE

November 28, 2024 – 11:00 AM

A meeting of the Bonavista Tourism and Culture Committee was held on Thursday, November 28, 2024, at 11:00 a.m. in the Council Chambers. Councillor Colleen Tinkham was in attendance. Mayor John Norman joined the meeting via teleconference. Also present at the meeting was Crystal Fudge, Economic, Cultural and Heritage Officer (ECHO) and Stephanie Lodge, CAO/Clerk.

Councillor Tinkham called the meeting to order.

Tourism Tax – The new Towns and Local Service Districts Act allows towns to impose a tourism accommodations tax of up to 4% of the nightly rate. A discussion around by-law implementation and staffing arose.

RECOMMENDATION: to arrange a single topic meeting to discuss the details of implementing this tax in 2025.

Tourism Panels/Story Boards – These are in a state of disrepair.

RECOMMENDATION: Replacement of the boards will be added to the list of prioritized items to be completed.

RV Dumping Station – It would be convenient for RV users if the dumping station by the Sunset Lounge was restored. The possibility of hiring a student to manage the site was discussed as well as regionalization opportunities when applying for students.

RECOMMENDATION: Look into student programs to see if the Town can apply for a Park Attendant.

Cruise Ships – The Town has no legal recourse with regards to the current situation with the Harbour Authority.

RECOMMENDATION: Request one last meeting with the Harbour Authority Board.

Bonavista Museum Season Update – A summary of the 2024 season at the Museum was discussed.

Since there was no further business to discuss, the meeting adjourned at 12:15 p.m.



MINUTES OF MEETING

January 9, 2025 – 3:30 PM

Call meeting to order/adoption of agenda: -

A special meeting of the Bonavista Town Council was held on Thursday, January 9, 2025, at 3:30 p.m. in the Council Chambers. There were six members present; Councillors Nicole Abbott, David Hiscock, Barry Randell, Lindsay Phillips and Colleen Tinkham were present in the Chambers. Mayor John Norman joined the meeting via teleconference. ECHO Crystal Fudge, and CAO Stephanie Lodge were also present.

The meeting was presided over by the Mayor.

The purpose of this meeting was to discuss the purchase of fitness equipment for use at the gymnasium and exercise room at the Dr. Hilda Tremblett Wellness Centre.

The Town will enter into a no-cost lease agreement with the YMCA for the fitness equipment to be used at the facility. The YMCA NL has selected FDF Group as the vendor for equipment in all locations province wide. Their expertise in equipment selection, layout, and navigating the logistics in delivery, set-up, and service to remote locations is unparalleled. This specific equipment meets YMCA requirements as the operating partner in the Wellness Centre, both for program delivery and for ease of maintenance (centralized parts inventory contributes to efficiency of repairs).

A quote from FDF Group at a total cost of \$186,291.71 was reviewed.

It was moved by Councillor Tinkham and seconded by Councillor Randell to submit a Capital Investment Plan to the Department of Municipal Affairs and Environment for Gas Tax Funding in the amount of \$168,936.56 for the purchase of fitness equipment as outlined in the quote from FDF Group for use at the gymnasium and exercise room at the Dr. Hilda Tremblett Wellness Centre. Motion carried unanimously.

Since there was no further business to be discussed, it was moved by Councillor Abbott that the meeting be adjourned at 3:46 pm.

Stephanie Lodge, CAO/Clerk