



COPY

MINUTES OF MEETING

June 19, 2023 – 6:00 PM

Call meeting to order/adoption of agenda:-

A regular meeting of the Bonavista Town Council was held on Monday, June 19, 2023, at 6:00 p.m. in the Council Chambers. There were six members present; Mayor John Norman, Deputy Mayor Reg Butler and Councillors David Hiscock, Lindsay Phillips, Barry Randell, and Colleen Tinkham were present in the Chambers. CAO/Clerk Stephanie Lodge, was also present.

The meeting was presided over by the Mayor.

It was moved by Councillor Randell and seconded by Deputy Mayor Butler that the agenda of the meeting held on June 19, 2023, be adopted as read with an amendment to add "Tax Recovery Plan" and "Conflict of Interest Complaints" to the administrative notes section. Motion carried unanimously.

Delegations/Proclamations/Presentations:- None

Adoption of minutes:-

It was moved by Councillor Hiscock and seconded by Deputy Mayor Butler that the minutes of the meeting held on May 29, 2023, be adopted as read. Motion carried unanimously.

Business arising from the minutes: - None

Councillor Tinkham attended the meeting at 6:14 p.m.

Committee Reports:-

Finance Meeting – Presented by Councillor Hiscock (see attached minutes)

It was moved by Councillor Hiscock and seconded by Deputy Mayor Butler to approve the Town of Bonavista Financial Statements for the year ended December 31, 2022, as prepared by the independent auditor, Richard Power. Motion carried unanimously.

Administrative Notes:-

- AEC worker mileage allowance – it was moved by Deputy Mayor Butler and seconded by Councillor Hiscock to reimburse the AEC Supervisors \$50/week for use of their personal vehicle. Motion carried unanimously.
- 2023 MNL Conference – those planning to attend must advise the CAO as registration is now open.
- RCMP meeting – It was agreed to schedule this meeting in the coming weeks.
- Adoption of Tax Recovery Plan - It was moved by Councillor Hiscock and seconded by Councillor Tinkham to approve the 2023 Tax Recovery Plan for collection of arrears of taxes for previous years as presented. Motion carried unanimously.
- Conflict of Interest Complaints: As per the Municipal Conduct Act, Council shall consider the conflict of interest complaint and the report provided by the CAO.



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- Councillor Tinkham left the meeting 6:34 p.m. and returned 6:42 p.m. It was moved by Councillor Randell and seconded by Councillor Hiscock to dismiss the conflict-of-interest complaint against Councillor Tinkham. Motion carried unanimously.
- Deputy Mayor Butler left the meeting 6:42 p.m. and returned 6:48 p.m. It was moved by Councillor Tinkham and seconded by Councillor Phillips to dismiss the conflict-of-interest complaint against Deputy Mayor Butler. Motion carried unanimously.
- Councillor Randell left the meeting 6:48 p.m. and returned 6:52 p.m. It was moved by Deputy Mayor Butler and seconded by Councillor Hiscock to dismiss the conflict-of-interest complaint against Councillor Randell. Motion carried unanimously.
- Mayor Norman left the meeting 6:52 p.m. and returned 7:00 p.m. It was moved by Councillor Hiscock and seconded by Councillor Randell to dismiss the conflict-of-interest complaint against Mayor Norman. Motion carried unanimously.
- ECHO Crystal Fudge - It was moved by Councillor Tinkham and seconded by Councillor Hiscock to dismiss the conflict-of-interest complaint against ECHO Crystal Fudge. 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 Hiscock and seconded by Councillor Randell that these bills in the amount of \$86,053.96 be paid. Motion carried unanimously.
2. The Cabot Stadium Statement of Income and Expenses for May 2023 was reviewed, and no issues were noted.

Permits:-

- A summary of permits was presented for information/review purposes.
- Cape Shore Road development – It was stated the current town plan does not allow the development. It was agreed to obtain information on the best way to proceed.

Correspondence:-

From	Date	Regarding	Action/Resolution
Make-a-Wish	Jun, 2023	Donation	It was decided not to donate at this time as the Town supports the local RCMP make-a-wish tree.
TBN	Jun, 2023	Health Care Committee	Councillor Hiscock and Mayor Norman will attend on behalf of Council.
MAA	Jun 14, 2023	Update	N/A
MAA	Jun, 2023	2023 Scholarship	N/A
Harbour Fest Inc.	Jun, 2023	Sponsorship package	It was moved by Councillor Hiscock and seconded by Deputy Mayor Butler to become a Pumpkin Spice sponsor at a cost of \$2,000.00 for the 2023 Harbour Fall Festival. Motion carried unanimously.
Discovery Trail GSAR	Jun 1, 2023	Grand opening invitation	Councillor Hiscock will attend on behalf of Council.



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Myra Herritt	Jun, 2023	Medical First Responder Course	It was decided not to participate in this course.
Citizens Crime Prevention Association	Jun, 2023	Advertisement in Suicide Prevention Handbook	It was moved by Deputy Mayor Butler and seconded by Councillor Hiscock to support the Association by purchasing an advertising space at a cost of \$250. Motion carried unanimously.

Notice of Motions: None

Councillors' Concerns:-

Mayor Norman's concerns:-

1. Condition of Route 235 – Mayor Norman asked for an update on this paving project. It was stated the tender was awarded but the timeline to complete is unknown. Mayor Norman will contact MHA Craig Pardy.
2. Parking area – Mayor Norman suggested we create a parking area with signage near Long Beach for 4-5 vehicles.
3. Childcare – Mayor Norman suggested we request a formal update from the Minister regarding the progress of the pilot program at Matthew Elementary.
4. Healthcare update – New emergency department and Wellness Centre Phase 2 should be open and in operation late this summer/early Fall. Emergency coverage for the summer months is positive and the Fall schedule is being worked on. Recruitment for Nurse Practitioner and Physician vacancies is ongoing.

Councillor Hiscock's concerns:-

1. 4 Powell's' Lane – DEO to investigate the need for curb/gutter in this area.
2. Matthew Legacy – the 25th anniversary of the Matthew is June 24, 2023. There will be breakfast and live music at the site to celebrate.

Councillor Tinkham's concerns:- None

Councillor Phillips' concerns:- None

1. Increase in property values- It was stated the increase in property tax is due to an increase in property value as calculated by the Municipal Assessment Agency.

Councillor Randell:

1. Affordable housing – New affordable renting housing program was included in 2023 budget (\$70 million dollar investment for three years).
2. Provincial roads – MHA Craig Pardy has requested a roads maintenance schedule for the district. Councillor Randell has suggested that he obtain permission in writing for the Town to perform some repairs on the roads.



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3. Church Street Fencing – It was stated that the new fence is discolored, and work has not yet begun to finish the work. DEO will follow up with the contractor.

Deputy Mayor Butler

1. Grading of Dungeon Road– This will be done once weather improves and materials have arrived.
2. Parking at post office – Post office parking lot should not be used for Garrick Theater events during daytime hours. Staff will be notified of this issue.
3. Water tower – There has been no update on the removal of the water tower. The provincial government is working on a solution.
4. Fire Truck – Construction is in progress.
5. 63A Riverstyx Road – DEO to investigate and correct the water issue at this property.
6. RV Campers at Municipal Park – Deputy Mayor Butler suggested we revisit the idea of charging a small fee for RV overnight parking at the Municipal Park.

Since there was no further business to be discussed, it was moved by Deputy Mayor Butler that the meeting be adjourned at 7:35 p.m.

Stephanie Lodge, CAO/Clerk



MINUTES OF MEETING

FINANCE

JUNE 15, 2023 – 3:30 AM

A meeting of the Bonavista Town Council Finance Committee was held on Thursday, June 15, 2023, at 3:30 p.m. in the Council Chambers. Mayor Norman, Councillor Tinkham, and Councillor Hiscock were present in the Chambers. Also present at the meeting was Stephanie Lodge (CAO/Clerk). Richard Power and Michaela Mahar of Richard Power & Associates joined the meeting via teleconference.

Councillor Hiscock called the meeting to order.

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

Presentation by Richard Power and Michaela Mahar–

Mr. Power presented the financial statements for the Town of Bonavista for the year ended December 31, 2022. It was stated the Town is in a healthy financial position, has a strong debt-to-equity ratio and a surplus for 2022 once adjusted for the amortization of capital assets. No major issues were noted during the audit process.

Recommendation: To approve the Town of Bonavista Financial Statements for the year ended December 31, 2022, as prepared by the independent auditor, Richard Power.

Since there was no further business to be discussed, the meeting adjourned at 4:10 p.m.

**Town of Bonavista
Bills Presented for Approval
Council Meeting
June 19, 2023**

	Vendor	Department	Description	Amount
1	Xplore	Fire	Internet	121.89
2	NL Exchequer	Office other	Gas/Carbon tax exemption permit	120.00
3	CPA NL	Office other	Membership dues	1,276.50
4	Amazon	Office other	ipad chargers, case	120.69
5	Elias Tucker	Rds	Sticks - pasture fence	500.00
6	Amazon	w/s	Tools	111.88
7	Amazon	w/s	Tools	141.54
8	Keith Parady	Fire	Fire Emerg. Services Training School	2,822.68
9	Kathryn Parady	Fire	Fire Emerg. Services Training School	434.00
10	Sheena Power	Fire	Fire Emerg. Services Training School	1,424.00
11	John Norman/Candian Tire	Rds	Gardening tools for AEC workers	628.19
12	Kirk Way	Rds	Travel - Clarendville for supplies	108.00
13	Brenntag	w/s	Materials	2,463.88
14	Cruise Association of NL	Office other	Membership dues	330.00
15	PMA	Office other	Convention regitration - virtual	454.25
16	Marsh's Taxi	Fire/Rds	Deliveries	69.00
17	Safety Source	Fire	Boots	459.89
18	GB Signs	Rds	Signs	1,359.30
19	OMB Parts	Office other	Cleaning supplies	49.42
20	Wolseley	w/s	Leak turner c/w case	6,172.07
21	Mercer's	Rds	Gloves	194.29
22	Colton Concrete	Rds	Riser rings	517.50
23	Bonavista Cabs	Rds	Deliveries	23.00
24	Bonavista Cabs	w/s	Deliveries	23.00
25	Paint Shop	w/s	Supplies	233.56
26	Paint Shop	Recreation	Supplies	96.80
27	Avalon Hydraulics Limited	Rds	Vehicle maintenance	455.40
28	Vardy Villa	Sanitation	Garbage Collection	21,160.00
29	C&E Automotive	Rds	Maintenance	69.00
30	C&E Automotive	Fire	Parts	711.79
31	Morgan Printing	Office Supplies	Supplies	333.50
32	Battlefield	Rds	Parts	1,885.43
33	Brenntag	w/s	Cylinder return	- 5,520.00
34	Wolseley	w/s	Parts	192.05
35	Bell Aliant	Fire	Phones	97.69
36	Bell Aliant	Fire	Phones	106.39
37	Bell Aliant	Museum	Phones	109.00
38	Bell Aliant	Office	Phones	330.79
39	Fire House Service & Supply	Fire	Hose	3,146.40
40	Valmin Fire Protection	Fire	Test	515.20
41	Brenntag	w/s	Chlorine, Cylinders	13,552.34
42	Biomaxx	w/s	2nd Quarter outfall sampling/flow meter	4,162.43
43	Brine Contracting	Recreation	Pegs for soccer field	264.50
44	Blue Oceans Satallity Systems	Rds	Vehicle Surveillance	423.66

45	Rock Racing	Rds	Vehicle maintenance	167.89
46	Valmin Fire Protection	Fire	Tests	414.00
47	Crewe's Garage	Rds	Gas Jan-Mar	2,204.74
48	Irving	w/s	Gas	588.47
49	NL Power	Streetlighting	Streetlighting	9,881.40
50	Raymond Guy & Sons	Rds & w/s	Deliveries	717.62
51	Waterwerks	Office other	Town map 1st payment	4,600.00
52	Orkin	Sanitation	Pest control	595.98
53	Orkin	Legacy	Pest control	201.83
54	Wolseley	w/s	Materials	311.31
55	R&J Advertising	Office other	Ad - flushing lines	100.00
56	Xylem Canada	w/s	Repairs to pump	1,274.65
57	Foodland	Office Supplies	Office Supplies	495.75
58	Dicks & Co	Office Supplies	Office Supplies	293.12
59	C&C Distributors	Dump/Office	Diesel, furnace oil	1,956.30

86,053.96