



COPY

## MINUTES OF MEETING

July 17, 2023 – 6:00 PM

### Call meeting to order/adoption of agenda:-

A regular meeting of the Bonavista Town Council was held on Monday, July 17, 2023, at 6:05 p.m. in the Council Chambers. There were five members present; Mayor John Norman, and Councillors Nicole Abbott, David Hiscock, Barry Randell, and Colleen Tinkham were present in the Chambers. CAO/Clerk Stephanie Lodge, and ECHO Crystal Fudge, were also present.

The meeting was presided over by the Mayor.

It was moved by Councillor Randell and seconded by Councillor Hiscock that the agenda of the meeting held on July 17, 2023, 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 June 19, 2023, be adopted as read. Motion carried unanimously.

### Business arising from the minutes: -

Councillor Abbott arrived at the meeting at 6:14 p.m.

- A discussion arose regarding the current condition of provincial roads and the effect this is having on the tourism season. It was decided to request a meeting with the Minister of Transportation and Infrastructure as well as the Minister of Tourism.
- Childcare at Matthew Elementary – It was decided to request another update on this project from the YMCA/Department of Education.
- The agenda for the upcoming meeting with Debbie Walsh, Vice President of Provincial Health was discussed.
- RV parking near Cape Shore Trail – It was decided to install a “no parking” sign.

### Committee Reports:-

*Recreation Meeting – Presented by Councillor Abbott (see attached minutes)*

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

### Administrative Notes:-

- Upcoming meetings: A list of upcoming meetings was reviewed.
- Mandatory training: All mandatory training must be completed by September 1, 2023.
- Request for bench at Cape Bonavista - It was agreed to have Mr. Bradley work with ECHO on the placement of this memorial bench.



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- CEEP application: It was decided to apply for upgrades to community pasture fencing and replacement of playground fencing.
- Rolling Cove Road RV Park: It was stated this business was not approved and therefore, a stop work order has been issued to the owner. It was moved by Councillor Hiscock and seconded by Councillor Tinkham to move forward with legal action should the RV Park located at 19-21/23-25 Rolling Cove Road continue to operate. Motion carried unanimously.
- Saltwater Community Association Building: It was stated that a survey of the donated land must be obtained and forwarded to the Association.
- Cape Shore Road development: It was stated that a plan amendment to allow this development would take approximately 3 months and cost approximately \$2,500.00. Since the town is undergoing a Town plan review to be completed by 2025, if an amendment is required sooner, the cost would be the responsibility of the applicant.

## 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 Tinkham that these bills in the amount of \$342,104.83 be paid. Motion carried unanimously.
2. The Cabot Stadium Statements of Income and Expenses for June 2023 and year-to-date 2023 were reviewed, and no issues were noted.

## Permits:-

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

## Correspondence:-

From	Date	Regarding	Action/Resolution
Jason Norman	July 6, 2023	Bonavista Brewing	It was decided to request more information regarding the change in business plan.
Discovery Health Care Foundation	July, 2023	Online Auction	It was decided to donate 2 Bonavista flags to the online auction.
Bonavista Historic Townscape Foundation	July 13, 2023	Bridge financing	It was moved by Councillor Hiscock and seconded by Councillor Randell to provide bridge financing in the amount of \$200,000.00 to Bonavista Historic Townscape Foundation to be repaid by December 31, 2023. Motion carried unanimously.
Church Street Festival	July, 2023	Sponsor	It was moved by Councillor Hiscock and seconded by Councillor Abbott to sponsor the Church Street Festival in the amount of \$2,000.00. Motion carried unanimously.
Donna Linthorne	July, 2023	Meeting request	It was decided a meeting is not necessary as the municipality does not have the authority to become involved in personal land disputes.





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## Notice of Motions:

Stadium Compressors: It was moved by Councillor Abbott and seconded by Councillor Randell to accept the bid submitted by Young's Industrial in the amount of \$21,111.33 to refit two stadium compressors. Motion carried unanimously.

## Councillors' Concerns:-

Mayor Norman's concerns:-

1. UNESCO – UNESCO evaluation for Bonavista and surrounding areas will take place between July 23-28<sup>th</sup>, 2023. Bonavista has had its status for nearly four years. Revalidation is an extremely thorough and strenuous process. Mayor Norman will be leading the evaluation and Town staff have been working on preparing certain sites.

Councillor Hiscock's concerns:-

1. Splash pad – equipment needs to be separated from the chemicals. It was stated it will be done this year.
2. Cape Shore Trail – the trail is becoming overgrown and needs maintenance. It was decided to contact Hike Discovery.

Councillor Tinkham's concerns:-

1. Long Beach – People are having beach fires and are burning items other than wood and leaving the garbage and glass behind. It was decided to erect a new sign for Long Beach with some important points to educate visitors.
2. Dumping on Dungeon Road – Councillor Tinkham suggested installing trail cameras in areas that are known to be used as dumping sites.
3. Unauthorized parking by Moreish Cupcakes – Councillor Tinkham suggested we use a "no parking" stencil at this location.
4. Water treatment – a discussion arose concerning a long-term solution for water treatment. It was decided to have the DEO and Water/Sewer Maintenance research possible solutions and have a meeting on this important topic.
5. Memorial Day – A discussion arose concerning low attendance at the Memorial Day ceremony. It was decided to reach out to the Legion and offer support for next year's ceremony.
6. Councillor Tinkham questioned if there is anything we can do as elected representatives of our community regarding issues such as inflation and increased/new taxes. It was stated that Municipalities Newfoundland and Labrador functions to advocate on behalf of incorporated municipalities in the province.

Councillor Abbott's concerns: -

1. Councillor Abbott asked about trees reaching over onto neighboring property. It was stated the neighbor has the right to trim anything that reaches over their property line.



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Councillor Randell:

1. Crown land applications – It was stated applications come to the town for approval once other government departments have reviewed and approved.
2. Bob Russell's road – This road is on the list for repair.
3. Update on harbour compliance for cruise ships – ECHO stated she is waiting for the Harbour Authority to complete the application. The Town will assist in the process if necessary.

Since there was no further business to be discussed, it was moved by Councillor Tinkham that the meeting be adjourned at 8:12 p.m.

Stephanie Lodge, CAO/Clerk



# MINUTES OF MEETING

RECREATION

**JULY 5, 2023 – 1:00 PM**

A meeting of the Bonavista Town Council Recreation Committee was held on Wednesday, July 5, 2023, at 1:00 p.m. in the Council Chambers. Councillor Abbott and Councillor Tinkham were in attendance. Also present at the meeting was Stephanie Lodge, CAO, Lloyd Stagg, Director of Recreation and Community Services, and Crystal Fudge, ECHO.

Councillor Abbott called the meeting to order at 1:00 p.m.

**Soccer Field/ Softball Field Update** – Work is continuing and the field is ready for topsoil and hydroseed.

**Softball Field** – It was stated that landscaping work is needed on the field. A discussion arose regarding volunteer work.

**Grant applications** – Applications for funding for a new scoreboard/clock and sound system for the Stadium have been submitted. Another one will be submitted for a new beach volleyball court.

**Church Street Festival** – The Recreation Committee will be providing a bouncy castle and BBQ at the Public Building on Saturday, July 29 from 11:00-4:00. Street hockey games are being planned for kids and the Committee is hoping to offer an event for Seniors. A disc golf demonstration will also be held during the week on Ryan's Hill.

**Correspondence regarding stadium signage** – It was decided the Town cannot become involved in the personal matter.

## **Management/Councillors Concerns**

Director of Recreation –

- Repairs from lightening damage to the BBQ chalet (Municipal Park) have begun. Director of Recreation is obtaining quotes to repair the remaining 3 sides of the chalet.
- Beaver Pond Road Track – A resting place by the brook has been cleared for those that walk the track. Tables and chairs will soon be placed.
- White Rock – A discussion arose regarding the restoration of the monument on White Rock and adding signage and benches to the area.
- Disc Golf at Cape Bonavista – A request was received to add a disc golf course at the Cape (old dump site). It would require no disruption of the land.  
Recommendation: To allow this course if the Pasture Committee agrees.

Since there was no further business to be discussed, the meeting adjourned at 2:10 p.m.



**Town of Bonavista**  
**Bills Presented for Approval**  
**Council Meeting**  
**July 17, 2023**

	Vendor	Department	Description	Amount
1	Eastlink	Office	Internet	333.39
2	Telus	Office	Phones	407.81
3	Bell Aliant	Fire	Phones	100.62
4	Bell Aliant	Fire	Phones	109.58
5	Bell Aliant	Museum	Phones	112.57
6	Bell Aliant	Office	Phones/Internet	340.71
7	Citizens Crime Prevention Assoc.	Office other	Ad	215.00
8	GBS Technologies	Office other	Cell phone (CAO paid \$309.82)	633.65
9	Aguathuna Drafting & Consulting	Seawall	To be reimbursed	8,231.17
10	Municipal Assessment Agency	Office other	3rd quarter fee	17,550.00
11	Kim's Flowers	Fire	Memorial wreath	63.25
12	Vardy Villa	Sanitation	Garbage collection	26,335.00
13	Irving	w/s	Gas	384.97
14	NL Power	Streetlighting	Streetlighting	9,878.53
15	Blue Oceans Satellite Systems Inc.	Rds	Vehicle Surveillance	423.66
16	Blue Oceans Satellite Systems Inc.	Rds	Vehicle Surveillance	423.66
17	Brenntag	w/s	Chlorine, soda ash, cylinders	16,016.21
18	Brenntag	w/s	Cylinder return	- 5,520.00
19	Brenntag	w/s	Cylinder return	- 5,520.00
20	Paint Shop	Rds	Paint	172.48
21	Brenntag	w/s	Chlorine, cylinders	11,088.46
22	Brenntag	w/s	Chlorine, cylinders	11,088.46
23	Battlefield	w/s	Tripod, laser detector/kit	1,011.89
24	Foodland	Office	Supplies	340.77
25	C&C Distributors	Various	Diesel, furnace oil	5,497.09
26	R&J Advertising	Office	Ad - Bulk garbage	200.00
27	Sweetland's Aggregate	Seawall	To be reimbursed	205,112.98
28	GJM Enterprises	Rds	Whipper snipper line	12.64
29	Brenntag	w/s	Cylinder return	- 5,520.00
30	MPT PLC Inc	Office other	Professional fee - release of lien	712.82
31	Richard Power	Office other	2022 audit	12,825.95
32	Bulldog Contracting	Recreation	Materials	114.49
33	Credit Recovery	Office other	Collections	47.78
34	Lodge's Plumbing & Electrical	Office other	Blower heater - basement	573.85
35	Orkin	Sanitation	Pest Control	595.98
36	Toromont CAT	Sanitation	Filters	127.16
37	Valmin Fire Protection	Fire	Inspection - supression system	201.25
38	Valmin Fire Protection	Fire	Inspection - Fire extinguishers	622.15
39	MPT PLC Inc	Office other	Professional fee	460.00
40	GFL Environmental	Rds/w&s/Rec.	Vac truck rental/operator	3,996.46
41	RFS Canada	Office other	Ricoh lease	563.45
42	Wolseley	w/s	Supplies	336.72
43	Crewe's Garage	Rds	Vehicle maint.	46.00
44	Orkin	Office other	Orkin aire	21.85

45	Orkin	Legacy	Pest Control	201.83
46	Dicks & Company	Office supplies	Office supplies	420.92
47	Ellis gas & Convenience	Fire	Gas	66.77
48	Raymond Guy	w/s	deliveries	943.96
49	Moreish Cupcakes	Office other	Staff party	66.65
50	MPT PLC Inc	Office other	Professional fees	373.75
51	Marsh's Taxi	Rds	Deliveries	46.00
52	Crewe's Garage	Fire	Inspections	1,020.53
53	Crewe's Garage	Rds	Vehicle maint.	134.01
54	NL Power	Various	Electricity	7,417.76
55	JT Swyers	Various	Supplies	4,392.89
56	BioMaxx	w/s	Sensor replacement	5,462.67
57	PK's	Office other	Staff BBQ	132.50
58	Dicks & Company	Office supplies	Office supplies	68.98
59	Dooley's Trucking	Office supplies	Freight	47.41
60	Toromont CAT	Rds	Parts	537.74

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**342,104.83**