



COPY

## MINUTES OF MEETING

June 16, 2025 – 4:00 PM

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

A regular meeting of the Bonavista Town Council was held on Monday, June 16, 2025, at 4:05 p.m. in the Council Chambers. There were six members present; Mayor John Norman, and Councillors Nicole Abbott, David Hiscock, Lindsay Phillips, Barry Randell, and Colleen Tinkham were present in the Chambers. CAO Stephanie Lodge, and ECHO Crystal Fudge were also present.

The meeting was presided over by the Mayor.

It was moved by Councillor Abbott and seconded by Councillor Tinkham that the agenda of the meeting held on June 16, 2025, be adopted as read. Motion carried unanimously.

### Delegations/Proclamations/Presentations: - None

### Adoption of minutes: -

It was moved by Councillor Phillips and seconded by Councillor Tinkham that the minutes of the meeting held on May 20, 2025 be adopted as read. Motion carried unanimously.

### Business arising from the minutes: -

- Landfall Municipal Park – Councillor Hiscock suggested spreading calcium on the parking lot.
- Walkham's Gate Bridge – Follow up with the Department on repairs.

### Ratification of Motions from Privileged Meeting: -

- It was moved by Councillor Hiscock and seconded by Councillor Tinkham to hire Amy Rolls as Tourism and Communications Coordinator. Motion carried unanimously.
- It was moved by Councillor Tinkham and seconded by Councillor Abbott to post the Clerk/Typist (casual call-in) job position. Motion carried unanimously.
- It was moved by Councillor Tinkham and seconded by Councillor Hiscock that the conveyance of land at Old Days Pond Road to the Saltwater Community Association Inc. in accordance with the terms of the Memorandum of Understanding dated January 11, 2021 is hereby authorized, confirmed and approved. Motion carried unanimously.

### Committee Reports: - None

### Administrative Notes: -

- Climate Ready NL Development Training: It was moved by Councillor Abbott and seconded by Councillor Tinkham to commit to successful participation in development training through the Local Leadership for Climate Adaptation (LLCA) initiative, as outlined below:
  1. Complete designated Climate-Ready NL training sessions and activities.
  2. Engage in teamwork and knowledge-sharing as needed.



# MINUTES OF MEETING

June 16, 2025 – 4:00 PM

3. Pay the Climate-Ready NL municipal facilitation kit fee of \$50 to Municipalities Newfoundland and Labrador as invoiced.
  4. If a designated participant withdraws, identify a suitable replacement in consultation with Municipalities Newfoundland and Labrador.
- 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 \$127,890.66 be paid. Motion carried unanimously.
2. Quote for Sewer jet: It was decided not to purchase at this time.
3. Poll Tax write off: It was moved by Councillor Randell and seconded by Councillor Phillips to write-off 1998-2005 poll taxes owing on the account of the late Anthony Fisher in the amount of \$1,129.45. Motion carried unanimously.
4. Business Tax write-off: It was moved by Councillor Hiscock and seconded by Councillor Tinkham to write-off 2023-2024 business taxes owing on the account of H.T. Durdle Ltd. in the amount of \$5,636.40 as the business was closed during these years and did not re-open. Motion carried unanimously.

Permits:- Summary was reviewed and no issues were noted. Councillor Tinkham left the meeting at 4:38 p.m. and returned 4:39 p.m.

## Correspondence:-

| From                     | Date          | Regarding                                                         | Action/Resolution                                                                                                                                                                                                                                       |
|--------------------------|---------------|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Food Bank                | June 10, 2025 | Insurance donation                                                | It was moved by Councillor Randell and seconded by Councillor Tinkham to cover insurance expenses for the Food Bank in the amount of \$1,649.10. Motion carried unanimously.                                                                            |
| Barbara and Robert Young | June 2, 2025  | Opposition for proposed speed bump placement on Rolling Cove Road | Speed bumps on Rolling Cove Road, Old Catalina Road, Bakers Marsh Road and Sebastian Drive are part of a pilot project. Any concerns should be communicated once the project is implemented and enough time has passed to evaluate their effectiveness. |

## Notice of Motions:

- Arrears Sale By-Law: It was moved by Councillor Hiscock and seconded by Councillor Abbott to adopt the Arrears Sale By-Law. Motion carried unanimously.

## Councillors' Concerns: -

Mayor Norman's concerns: - None



# MINUTES OF MEETING

June 16, 2025 – 4:00 PM

Councillor Tinkham's concerns: - All concerns have been brought to the attention of Management.

Councillor Hiscock's concerns: -

1. Water tower removal – CAO stated the Town must submit a letter to the Department requesting permission to self-administer the project.
2. Red Point Road retaining wall – This will be passed to the DEO.
3. Butlers Crescent – Heritage barn in poor condition. This will be passed to the DEO and if necessary, a letter will be sent to the owner.
4. 60 Red Point Road – Property is dilapidated. This will be passed to the DEO and if necessary, a letter will be sent to the owner.
5. Church Street Festival (food vendors)– It was clarified that the call for food vendors is for the Makers Market and the Movie on the Lawn.

Councillor Abbotts' concerns: -

1. YMCA opening– It was stated the plan is for a June opening.

Councillor Phillips' concerns: -

1. Canon Bailey Road – Ditch needs to be cleared. This will be passed to the DEO.
2. Manager Mileage – This monthly expense will be added to bills to be paid.

Councillor Randell's concerns: -

1. Church Street to Walkham's Gate Bridge – Road repairs are needed. MHA Craig Pardy stated some repairs will occur when paving of Route 230 commences. DEO to contact the Department regarding Walkham's Gate Bridge.
2. Capital works – There has been no announcement of approvals.
3. Cape Shore Road – Shoulder of road is dangerous for drivers and pedestrians. DEO to contact the Department.
4. Dungeon Road – DEO will contact Parks Canada regarding grading.
5. Folley Hill – Road is in poor condition. This will be passed to the DEO.

Since there was no further business to be discussed, it was moved by Councillor Randell that the meeting be adjourned at 5:00 p.m.

Stephanie Lodge, CAO/Clerk



**Town of Bonavista**  
**Bills Presented for Approval**  
**Council Meeting**  
**June 16, 2025**

|    | Vendor                            | Department   | Description                                    | Amount     |
|----|-----------------------------------|--------------|------------------------------------------------|------------|
| 1  | NL Breathing Air Inc.             | Fire         | Compressor servicing                           | 1,007.42   |
| 2  | Dicks & Company                   | Office       | Printing supplies                              | 181.69     |
| 3  | NL Power                          | Misc.        | May Bill                                       | 9,964.16   |
| 4  | R&J Advertising                   | Misc.        | Advertising                                    | 100.00     |
| 5  | R&J Advertising                   | Museum       | Advertising                                    | 50.00      |
| 6  | Thomas Coffey Technical Services  | Fire         |                                                | 4,328.39   |
| 7  | Credit Recovery Ltd.              | Office       | Fees                                           | 514.28     |
| 8  | JCL Investments Inc.              | Roads        | Concrete                                       | 1,987.20   |
| 9  | JCL Investments Inc.              | Roads        | Concrete                                       | 1,251.20   |
| 10 | Brenntag Canada Inc.              | W&S          | Cylinder return                                | - 5,520.00 |
| 11 | J.T. Swyers Co. Ltd.              | Misc.        | April statement                                | 680.47     |
| 12 | Construction Signs Limited        | Roads        | Speed bumps                                    | 4,485.00   |
| 13 | Paint Shop Bonavista              | P. Works     | Paint for exterior seating                     | 80.32      |
| 14 | State Chemical Ltd.               | W&S          | Sewer solvent                                  | 960.00     |
| 15 | P.K's Resturant                   | Office other | Gift cards for professional administrative day | 200.00     |
| 16 | Safety Source Fire                | Fire         | Holmatro tool service                          | 1,817.00   |
| 17 | Mills, Pittman and Twyne Law Off. | Office       | Professional fees                              | 1,259.26   |
| 18 | Cal LeGrow                        | Recreation   | Insurance                                      | 333.50     |
| 19 | Paint Shop Bonavista              | P. Works     | Paint for exterior seating                     | 177.59     |
| 20 | Paint Shop Bonavista              | P. Works     | Painting supplies                              | 7.94       |
| 21 | Big Erics                         | Stadium      | Gloves                                         | 40.51      |
| 22 | Amazon                            | P. Works     | Safety vests                                   | 276.94     |
| 23 | Amazon                            | Roads        | Welding Helmet                                 | 217.35     |
| 24 | Amazon                            | W&S          | Spotlight                                      | 262.17     |
| 25 | Amazon                            | W&S          | Wrench                                         | 68.99      |
| 26 | Amazon                            | W&S          | Wrench                                         | 32.25      |
| 27 | Eastlink                          | Office       | March bill                                     | 356.39     |
| 28 | Eastlink                          | Office       | April bill                                     | 356.39     |
| 29 | Eastlink                          | Office       | May bill                                       | 356.39     |
| 30 | Modern Buisness Equipment Ltd.    | Office       | Credit                                         | - 381.97   |
| 31 | Newfoundland Power                | St. Lights   | May Street Lights                              | 9,749.27   |
| 32 | Stephanie Lodge                   | Office other | Travel Claim - meetings                        | 142.00     |
| 33 | Crystal Fudge                     | Office other | Travel Claim - meetings                        | 34.00      |
| 34 | David Hiscock                     | Sanitation   | Travel Claim - meetings                        | 646.00     |
| 35 | Sheena Power                      | Fire         | Travel Claim - training                        | 2,467.33   |
| 36 | Paint Shop Bonavista              | P. Works     | Paint for outside                              | 176.90     |
| 37 | P.K's Resturant                   | W&S          | Meals                                          | 188.91     |
| 38 | Kirk Way                          | P. Works     | Reimbursement                                  | 540.49     |
| 39 | C&E Automotive Ltd.               | P. Works     | Oil Change                                     | 126.50     |
| 40 | CBCL Limited                      | W&S          | Assessment                                     | 14,375.00  |
| 41 | Downhome Publishing Inc.          | Office other | Listing                                        | 90.85      |
| 42 | JCL Investments Inc.              | Roads        | Concrete                                       | 1,324.80   |
| 43 | Crystal Fudge                     | Museum       | Reimbursement                                  | 45.89      |
| 44 | TownSuite                         | Office       | Subscription                                   | 1,699.70   |
| 45 | Foodland                          | Recreation   | Cleanup day supplies                           | 59.34      |
| 46 | Foodland                          | Office       | Supplies                                       | 302.44     |
| 47 | Uline                             | P. Works     | Dog waste dispensers and bags                  | 707.37     |
| 48 | Irving Oil Limited                | W&S          | May statement                                  | 510.98     |
| 49 | GJM Enterprises LTD.              | P. Works     | Grass Trimmer line                             | 28.73      |
| 50 | Ellis Gas                         | Fire         | May statement                                  | 81.82      |
| 51 | R&J Advertising                   | Office other | Advertising                                    | 37.00      |
| 52 | R&J Advertising                   | W&S          | Advertising                                    | 25.00      |
| 53 | Raymond Guy & Sons Ltd.           | Misc.        | Delivery fees                                  | 390.30     |
| 54 | Great Canadian Dollar Store       | P. Works     | Signs                                          | 11.50      |
| 55 | BioMaxx                           | W&S          | Fees                                           | 4,330.60   |
| 56 | Toromont Cat                      | Sanitation   | Repairs to excavator                           | 3,309.71   |
| 57 | Brenntag Canada Inc.              | W&S          | Chlorine & Cylinders                           | 11,369.98  |

|    |                                         |              |                          |            |
|----|-----------------------------------------|--------------|--------------------------|------------|
| 58 | Mercer's Marine Equipment Ltd.          | P. Works     | Coveralls                | 206.94     |
| 59 | C&C Distributors Limited                | Misc.        | May statement            | 5,823.38   |
| 60 | Crewe's Garage Ltd.                     | Roads        | May statement            | 9,697.09   |
| 61 | Wolseley                                | W&S          | Parts                    | 5,109.15   |
| 62 | Brenntag Canada Inc.                    | W&S          | Credit                   | - 1,894.99 |
| 63 | Brenntag Canada Inc.                    | W&S          | Credit - Cylinder return | - 4,600.00 |
| 64 | Xplore                                  | Fire         | May bill                 | 126.49     |
| 65 | JCL Investments Inc.                    | Roads        | Concrete                 | 2,502.40   |
| 66 | Workplace NL                            | Misc.        | Statement                | 253.26     |
| 67 | Bonavista Flowers & Gifts               | Office other | Funeral arrangement      | 92.00      |
| 68 | Department of Fisheries, Forestry & Ag. | Office other | Lease                    | 1.15       |
| 69 | Bell Aliant                             | Fire         | May bill                 | 97.69      |
| 70 | Bell Aliant                             | Fire         | May bill                 | 107.13     |
| 71 | Bell Aliant                             | Museum       | May bill                 | 105.91     |
| 72 | Bell Aliant                             | W&S          | May bill                 | 382.54     |
| 73 | Orkin Canada                            | Sanitation   | Monthly Pest Control     | 695.15     |
| 74 | Orkin Canada                            | Legacy       | Monthly Pest Control     | 235.41     |
| 75 | HGO Automotive Ltd.                     | W&S          | Oil Change               | 146.59     |
| 76 | Foodland                                | Office other | Supplies                 | 149.03     |
| 77 | Amazon                                  | Fire         | Car wash supplies        | 18.49      |
| 78 | Costco                                  | Recreation   | Turf builder             | 643.92     |
| 79 | Vardy Villa Limited                     | Sanitation   | May garbage collection   | 26,565.00  |
| 80 | JCL Investments Inc.                    | Roads        | Concrete                 | 1,619.20   |
| 81 | Mills, Pittman and Twyne Law Off.       | Office other | Professional fees        | 350.75     |
| 82 | Telus Mobility                          | Office other | Credit                   | - 125.61   |
| 83 | Wesco Distribution                      | W&S          | Parts                    | 733.90     |
| 84 | Wesco Distribution                      | W&S          | Parts                    | 97.04      |
| 85 | Derek McNiece Promotions                | Fire         | Pens                     | 419.46     |
| 86 | Orkin Canada                            | Office other | Monthly Orking Aire      | 24.15      |
| 87 | Paint Shop Bonavista                    | Recreation   | Paint                    | 84.80      |

---

**127,890.66**