



MINUTES OF MEETING

September 22, 2025 – 6:00 PM

Call meeting to order/adoption of agenda: -

A regular meeting of the Bonavista Town Council was held on Monday, September 22, 2025, at 6:08 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, ECHO Crystal Fudge, and DEO Kirk Way were 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 September 22, 2025, be adopted as read. Motion carried unanimously.

Delegations/Proclamations/Presentations: - None

Adoption of minutes: -

It was moved by Councillor Hiscock and seconded by Councillor Tinkham that the minutes of the meeting held on August 27, 2025 be adopted with the following amendments under Councillor Hiscock's "Management Meeting" concern:

- Councillor Phillips was contrary to the motion.
- Add: The Confidential Secretary may take time in lieu or receive pay for extra time worked.

Business arising from the minutes: -

- Council will review the short-term accommodations regulations once the new town plan has been adopted.
- Harbour Fest is taking place October 4, 2025
- Water study has been completed.

Committee Reports: - None

Administrative Notes: -

Sale of Property 141-145 Sebastian Drive

- Sale of property valued at less than \$500 – It was moved by Councillor Hiscock and seconded by Councillor Tinkham to sell a section of encroached land located at 141-145 Sebastian Drive to Terry Tremblett under Section 189 of the Towns and Local Services Districts Act. Motion carried unanimously.
- Sale or lease of property valued at \$500 or more – It was moved by Councillor Hiscock and seconded by Councillor Tinkham to sell a section of land located at 141-145



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Sebastian Drive in accordance with this Section 190 of the Towns and Local Services Districts Act. Motion carried unanimously.

- **Municipal Plan:** It was moved by Councillor Tinkham and seconded by Councillor Abbott to instruct the consultant (Tract Consulting Inc.) to submit the draft updated Municipal Plan and Development Regulations (202602036) and associated mapping to the Land Use Planning Section of the Department of Municipal Affairs and Community Engagement for Section 15 review under the Urban and Rural Planning Act, 2000. Motion carried unanimously.
- **Municipal Plan and Development Regulations Comments for Consideration –** It was moved by Councillor Hiscock and seconded by Deputy Mayor Butler to rezone the area on Elliston Road from rural residential to residential, however no water/sewer service will be available in this development area. Motion carried unanimously.
 - All other comments received would have to be addressed in a by-law and would not be included in the municipal plan.
- **Fireworks 2025:** As the province-wide fire ban prohibited the firing of fireworks during Church Street Festival, it was decided to schedule the show during the Month of Merry. A tentative date has been set for December 13, 2025.
- **Old Days Pond Replacement:** The following bids to repair and replace 300m of the Old Day's Pond Boardwalk were presented to Council;
 - Bulldog Contracting: \$234,500.00
 - Homebase NL: \$494,000.00
 - It was moved by Deputy Mayor Butler and seconded by Councillor Tinkham to accept the bid from Bulldog Contracting Ltd in the amount of \$234,500.00 for the repair and replacement of 300m of the Old Day's Pond Boardwalk. Motion carried unanimously.
- **CIP application:** – It was moved by Deputy Mayor Butler and seconded by Councillor Hiscock to submit a Capital Investment Plan to the Department of Municipal and Provincial Affairs for Canada Community-Building Funds in the amount of \$50,000 (Includes H.S.T. and rebate) for the Town's contribution of the Old Day's Pond Replacement project. Motion carried unanimously.
- **Capital works 2025:** An estimate of \$479,870.00 was received for the Rocky Drung extension water/sewer estimate. It was moved by Councillor Randell and seconded by Deputy Mayor Butler to apply for cost-shared funding through the Municipal Capital Works Call for Applications with the Municipal Infrastructure Division of the Department of Transportation and Infrastructure for the following project scopes and values:
 - 3. Rocky Drung Extension W/S Upgrades \$479,870.00

The Town of Bonavista agrees to provide its share of the cost-shared funding for this project should it be selected for funding and acknowledges that project costs above the approved project total cost will be the sole responsibility of the Town. The Town's share of the funding for the projects are as follows:



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3. Rocky Drung Extension W/S Upgrades \$74,514.00
- Public works pickup truck: A replacement is needed for the 2016 public works pickup truck. It was moved by Councillor Hiscock and seconded by Deputy Mayor Butler for the Town of Bonavista to borrow from Venture Credit Union, \$77,064.10 for the purchase of a 2025 F-350 from Clarendville Ford, for a term of 5 years, amortization period of 5 years. Rate will be 7.70%. Motion carried unanimously.
 - YMCA Opening- The ribbon cutting will be on September 26, 2025 12:00-1:00. Councillors attending should advise the CAO.

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 \$155,906.03 be paid. Motion carried unanimously.
2. It was moved by Deputy Mayor Butler and seconded by Councillor Abbott to write-off 2013-2025 poll taxes owing on the account of the late Shane Tremblett in the amount of \$2,580.15. Motion carried unanimously.

Permits:- Summary was reviewed and no issues were noted.

- 28 Old Days Pond Road Discretionary Use Notice: Mayor Norman removed himself from the table at 6:38 pm due to a conflict of interest. It was moved by Councillor Tinkham and seconded by Councillor Abbott to approve the permit application for 28 Old Days Pond Road. Motion carried unanimously. Mayor Norman returned to the meeting at 6:42 p.m.
- Demo permit 51 Rolling Cove Road and 31 Red Point Road: Both demolition permits were denied based on the Development Regulations and therefore the decision will not be reconsidered.

Correspondence:- None

Notice of Motions: None

Councillors' Concerns: -

Mayor Norman's concerns: - All concerns have been addressed with Management.

Councillor Phillips:-

1. Water tower – CAO stated the tender has been issued and the demolition should occur in November.
2. Housing needs - Both subdivision developments that were approved by the Town are currently in review with the Province.
3. Public works communication – Councillor Phillips stated a resident is having difficulty connecting with the DEO. It was stated there have been no messages received from this resident.



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4. Petty trespass act – Councillor Phillips questioned why this order is preventing a resident from entering the Town Hall. The situation that occurred at the March 11, 2025 meeting was discussed, and it was stated that Council has a legal responsibility to protect Management and Staff.

Councillor Tinkham's concerns: -

1. As RCMP liaison, Councillor Tinkham received the Mayors' report and any Councillor wishing to view it should contact her. Councillor Tinkham stressed the importance of a strong relationship between the Council and the RCMP and it is her hope that the liaison positions continues.

Councillor Hiscock's concerns: - All concerns have been addressed with Management.

Councillor Abbotts' concerns: -

1. Upgrade to municipal park building
2. As library liaison, Councillor Abbott extended congratulations to Brenda Wilton on her retirement.

Councillor Randell's concerns: -

1. Dilapidated house on Canaille Road – Councillor Randell suggested issuing an order to the property owner.
2. Bank – The Chair of the Bank Committee is contacting the Community Credit Union to gauge interest in setting up in Bonavista.
3. CEEP Project – As it has been difficult securing materials for the restructure of flakes, a project amendment to repair the pasture fence will be submitted.
4. Sebastian Drive – A resident has invested time and money into a piece of land that is now being auctioned as part of the Town's tax sales. It was stated that this resident does not own the land and therefore has no legal title to it.

Deputy Mayor Butler –

1. John Cabot Statue– Deputy Mayor Butler expressed concern regarding the concrete around the statue.
2. 20 Red Cove Road - Curb repair - this has been passed along to DEO.
3. Fire Department
 - a. It was moved by Deputy Mayor Butler and seconded by Councillor Abbott to obtain quotes for the purchase of a new pickup truck for the Fire Department. Motion carried unanimously.
 - b. It was moved by Deputy Mayor Butler and seconded by Councillor Hiscock to hire an Engineer to do an inspection of building and produce a report and an estimate for repairs to the exterior of the Fire Hall. Motion carried unanimously.
 - c. Emergency Generator – It was decided to delay this discussion.
 - d. Budget increase – It was decided to delay this discussion.



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4. Deputy Mayor acknowledged and thanked Councillor Tinkham for serving a successful term on Council.

Since there was no further business to be discussed, it was moved by Councillor Randell that the meeting be adjourned at 7:30 p.m.

Stephanie Lodge, CAO/Clerk