

Town of Buchans Meeting Minutes
 Meeting # 4
 Date: April 18th, 2023
 Time: 7:30 pm
 Location: Fire Hall – Main Street



Attending: 6	Mayor	Brian Fowlow
	Deputy Mayor	Thomasine Marjerrison
	Councillors	Melanie Dixon
		Mike O'Brien
		Mark Hiscock
		Dale Piercey
	Town Clerk / Manager	Tammy Hurley
	Town Works Supervisor	Steven Clarke
Absent: 1		Stephanie Nofle

Mayor Fowlow opened the meeting with a review and adoption of the minutes.

Mayor Fowlow asked if there were any errors or omissions to the minutes of the meeting held March 20th, 2023.

Be it resolved that the minutes be adopted.

Motion # 17 - 2023	Dixon / Marjerrison	
IN FAVOR: 6	Mayor	Brian Fowlow
	Deputy Mayor	Thomasine Marjerrison
	Councillors	Melanie Dixon
		Mike O'Brien
		Mark Hiscock
		Dale Piercey
Opposed (0)		
Absent (1)		Stephanie Nofle

Ground Search Rescue requested that they switch the current building they are in for the Fire Hall. It was motioned that the town will go ahead with the switch with the agreement that both the Buchans Fire Dept and GSAR will share the building and that the repairs to the roof at the fire hall be completed.

Motion # 18 - 2023	Hiscock / Piercey	
IN FAVOR: 6	Mayor	Brian Fowlow
	Deputy Mayor	Thomasine Marjerrison
	Councillors	Melanie Dixon
		Mike O'Brien
		Mark Hiscock
		Dale Piercey
Opposed (0)		
Absent (1)		Stephanie Noftle

Invoices for Payment

17-Apr-23			
Company Name	Project	Invoice #	Amount
Bell Mobility	Cell	3152023	\$402.79
Bell Aliant	Office	INV5906520	\$419.73
Brant	Tie Rod Loader	78 9809438	\$811.81
Control Pro	Investigate PLC	I-22-37686	\$3,835.25
Control Pro	Radio Supply & Install	I-22-37852	\$7,101.25
Department of Trans	Snow & Ice Control Materials	578761	\$1,868.75
Ackland Grainger	Shop supplies Fire Dept	9644613987	\$596.19
Day & Ross	Freight Cylinders	15007316898	\$383.46
Modern Business Equipment	Printer Meter	AR464170	\$42.44
Bell Aliant	FIRE	INV5955061	\$96.64
Bell Aliant	FIRE	INV5955059	\$214.16
Central Newfoundland Waste	Tipping Fees	117569	\$2,049.60
Western Petroleum	Furnace Oil Curling Club	396731	\$351.07
Safety Source Fire	SCBA Flow Test	890506	\$316.25
Exploits Regional Chamber	Membership Fee	11623	\$195.50
Buchans Home Hardware	Supplies for Green Depot	126925	\$1,250.00
Buchans Home Hardware	Supplies for Forbay Electrical	126529	\$38.32
Buchans Home Hardware	Grant Indigenous	126538	\$2,299.91
Buchans Home Hardware	Depot Supplies	126934	\$974.42
Artlin Safety & Industrial	Full Face & Cartridge	348797	\$412.79
Quadient Funds	Postage Meter	256763230331	\$467.06

Quadiant Lease	Lease Fee	6284008	\$143.75
Municipal Assessment Fee	Second Quarter	104411	\$3,633.50
Dicks & Company	Misc. Office	E00289071	\$136.75
Sharron's Sales & Services Ltd	Balance & Installation / Rims	535394	\$1,167.71
			\$29,209.10
Be it resolved that the invoices be paid when funds become available.			
Motion # 19	Dixon / O'Brien		
IN FAVOR: 6	Mayor	Brian Fowlow	
	Deputy Mayor	Thomasine Marjerrison	
	Councillors	Melanie Dixon	
		Mike O'Brien	
		Mark Hiscock	
		Dale Piercey	
Opposed (0)			
Absent (1)		Stephanie Nofle	

Discussion was had regarding the money owing to the CRA. It was agreed that Town Clerk / Manager pay a lump sum of \$25,000. Also, when making payments monthly add an extra \$2500 to each payment.

Motion to pay \$25,000 to CRA, and when making the monthly payment add an extra \$2500 to each payment.		
Motion # 20 - 2023	Marjerrison / Hiscock	
IN FAVOR: 6	Mayor	Brian Fowlow
	Deputy Mayor	Thomasine Marjerrison
	Councillors	Melanie Dixon
		Mike O'Brien
		Mark Hiscock
		Dale Piercey
Opposed (0)		
Absent (1)		Stephanie Nofle

Committee Reports

Staff Meeting	All good nothing to report	
Finance	<ul style="list-style-type: none">- Received the funds from Age Friendly community for the trailway to Ski hill.- Received the municipal operating grant for November 2022.- We received 2 federal Student grants so far. Still waiting to hear on the provincial.	
Economic Development	<ul style="list-style-type: none">- Action: Town Clerk / Manager – contact municipal affairs to find out the process of selling land, Surveying, and land development-	
Fire Dept / Emergency Plan	<ul style="list-style-type: none">- Action: Town Clerk / Manager /Town works supervisor– Contact home hardware for a quote to put the washroom into the new Fire Hall, also get the items ordered for the fire hall that was issued by OHS.- Action: Town Clerk / Manager - Complete the escape plan for the stadium which was also issued by OHS.- Action: Town Clerk / Manager – Contact the minister to find out where we are with the application for the new Fire Truck- Action: Town Clerk / Manager – Contact fire and emergency services to see if there is any funding available to purchase the valves to install the fire hydrants.	
Community Engagement	<ul style="list-style-type: none">- Deputy Mayor Marjerrison requested that the Town of Buchans purchase Hoodie’s for the Graduating Class, and have a new banner completed with the new logo.- Town Clerk / Manager asked if the town would purchase flowers for the street poles in Buchans this year.	
Motion that the Town of Buchans purchase Hoodie’s for the Graduation Class and have a new banner with the new logo.		
Motion # 21- 2023	Piercey / Marjerrison	
IN FAVOR: 6	Mayor	Brian Fowlow
	Deputy Mayor	Thomasine Marjerrison
	Councillors	Melanie Dixon
		Mike O’Brien
		Mark Hiscock

		Dale Piercey
Opposed (0)		
Absent (1)		Stephanie Nofle
Motion that the Town of Buchans agree to purchase 20 flowers along with the Buchans Lions Club for the community.		
Motion # 22- 2023	Piercey / Marjerrison	
IN FAVOR: 6	Mayor	Brian Fowlow
	Deputy Mayor	Thomasine Marjerrison
	Councillors	Melanie Dixon
		Mike O'Brien
		Mark Hiscock
		Dale Piercey
Opposed (0)		
Absent (1)		Stephanie Nofle
By Laws Enforcement	<ul style="list-style-type: none"> - - Deputy Mayor Marjerrison found a document that had the wood storage are policy. This document was found in a document called Office and Administration Policies. This will be review by the committee and will update to have all By-laws and policies in one central location. - 	
Town Works	<ul style="list-style-type: none"> - Spring Clean up will take place May 29 to June 2. - Town works Supervisor Clark stated that there is concern when there are water leaks etc. and the curb stops are located less than a foot from the home. - Action: Deputy Mayor to do a letter Re: Curb Stop and rules for the Town works to follow - Painting the Gazebo and request to order white road paint. - Water Tower Action: Town Clerk / Manager: Follow up with Keith for a date when he will be in town to install part. - Action: Town Clerk / Manager: Contact Gary Beck with Colemans to see if the offer to purchase signage for the ATV trails is still an option. 	

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Motion that white road paint, Paint for the exterior of town buildings and paint for the Gazebo be purchased. Also speed limit signs of 40km/hr for the town.		
Motion # 23- 2023	O'Brien / Marjerrison	
IN FAVOR: 6	Mayor	Brian Fowlow
	Deputy Mayor	Thomasine Marjerrison
	Councillors	Melanie Dixon
		Mike O'Brien
		Mark Hiscock
		Dale Piercey
Opposed (0)		
Absent (1)		Stephanie Nofle
Occ Health & Safety	- Nothing to Report	
Human Resources	- Nothing to report	
Next Meeting scheduled for May 15th, 2023, at 7:30pm Fire Hall meeting adjourned at 10:15 pm		
Motion # 24 - 2023	O'Brien / Fowlow	
Be it resolved that the meeting is Adjourned.		
IN FAVOR: 6	Mayor	Brian Fowlow
	Deputy Mayor	Thomasine Marjerrison
	Councillors	Melanie Dixon
		Mike O'Brien
		Mark Hiscock
		Dale Piercey
Opposed (0)		
Absent (1)		Stephanie Nofle