

**MINUTES OF GENERAL COUNCIL MEETING
HELD AT 2 MEMORIAL PARK PLACE – 11 MAY 2021**



PRESENT

Mayor Craig LeGrow
Deputy Mayor Joanne Whalen
Councillor Carol King
Councillor Ralph LeGrow
Councillor Chris Palmer
Town Clerk/Manager Craig Drover
Asst Town Clerk Donna Connors

REGRETS

GUESTS

Council met with MHA Joedy Wall at 7:00 pm, immediately preceding this General Council meeting.

1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **8:01 pm**.

2.0 AGENDA

Upon review of the proposed Agenda, Councillor Carol King requested that item 9.2 be added to the Agenda. After which;

MOTION 049 / 2021

*Deputy Mayor Joanne Whalen moved to **ADOPT** the agenda with the addition of item 9.2.*

*Seconded by Councillor Chris Palmer
Motion **CARRIED** unanimously*

3.0 ADOPT MINUTES

Upon review of the minutes of a General Council meeting held **20 April 2021**.

MOTION 050 / 2021

*Councillor Chris Palmer moved to **ADOPT** the minutes of 20 April 2021 as presented.*

*Seconded by Councillor Carol King
Motion **CARRIED** unanimously*

4.0 BUSINESS ARISING FROM MINUTES

4.1 Property Assessment Appeal Hearing – Council reviewed the decision letter produced by the Assessment Appeal Commissioner, following the assessment appeal hearing of 28 April.

- 4.2 MNL Symposium & AGM – Mayor LeGrow indicated that the MNL presentations should be available in the near future. Any councillor interested in viewing the presentations should contact him to make arrangements.
- 4.3 Priorities Meeting Review – Council reviewed the notes provided by Councillor Chris Palmer following the Priorities Meeting of 27 April.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

5.1.1 Revised Development – 130 Pouch Cove Line and Business Application

Council reviewed the revised business and development application regarding 130 Pouch Cove Line. The Town Manager informed Council that he was still awaiting additional information from the Town Planner. Council deferred any discussion until the Town Planner has had the opportunity to review and provide a recommendation.

5.1.2 Amended development to residence and House 1327 BL

Council reviewed the revised development application regarding 1327 Bauline Line. The Town Manager informed Council that the Town Planner did have an opportunity to review this revision. This application does not fall within the Town Plan and Development Regulations and the Town Planner recommended that Council do not proceed with this development. After a short discussion;

MOTION 051 / 2021

*Councillor Ralph LeGrow moved to **DENY** the revised development application at 1327 Bauline Line.*

*Seconded by Councillor Chris Palmer
Motion **CARRIED** unanimously*

5.2 CORRESPONDENCE

- 5.2.1 Resident Complaint – Council reviewed a resident complaint regarding staff being “cold” towards a resident. After a short discussion/review, Council maintained that staff have conducted town business professionally in all aspects.
- 5.2.2 Water Resources Management Division – Council reviewed this summary of the Water Resources Act. A short discussion ensued regarding current properties with structures close to various water edges.

- 5.2.3 Service Canada – Council reviewed this request to disburse information regarding Service Canada Centres and appointments during COVID-19.
- 5.2.4 Professional Municipal Administrators (PMA) – Council reviewed this bulletin regarding the PMA AGM and Training Schedule. Council encouraged town staff to attend one of the Municipal Election training sessions. As well, Mayor LeGrow, Councillor Palmer & Councillor LeGrow requested to be added to the Land Use Planning Training seminar scheduled for 18 May 1-3 pm.
- 5.2.5 Municipalities NL (MNL) – Council reviewed information regarding a Work Term Student program. Council recommended that the ATC look into this program to see if it can be utilized for the upcoming summer student work terms.
- 5.2.6 Department of Canadian Heritage – Council reviewed this funding approval in the amount of \$1,750.00 for Canada Day activities.
- 5.2.7 Department of Transportation and Infrastructure (DTI) – Council reviewed this correspondence which identifies the deadline for issuing amendments to open call for bids through DTI contracts division.
- 5.2.8 DTI – Council reviewed this correspondence regarding changes to front end documents informing municipalities that paper bid submissions will no longer be accepted by DTI Tendering and Contracts division as of 3 May. After this date, a new process and forms must be used.
- 5.2.9 Hospitality NL – Council reviewed this correspondence indicating that May is Tourism Awareness Month. Hospitality NL requested that the Town join a province-wide campaign and proclaim May 2021 as Tourism Awareness Month. Council agreed and Mayor LeGrow signed the proclamation.
- 5.2.10 Municipal Assessment Agency (MAA) – Council reviewed this MAA update from the board of directors, following their 16 April meeting.
- 5.2.11 MNL – Council reviewed this correspondence which announces the establishment of a joint Regional Economic Development Task Force focused on a more coordinated planning approach to regional economic development.
- 5.2.12 Quarry Review – Council reviewed this correspondence where additional comments were solicited.

5.2.13 MNL – Council reviewed several campaign letters regarding MNL board election positions.

5.2.14 Children’s Wish Foundation – Council reviewed this request from HMCS St. John’s to donate to the Children’s Wish Foundation for their 25th annual Run the Rock Campaign by the Canadian Navy. Council deferred this to the ongoing donation’s list to be reviewed by the Finance Committee.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

6.1.1 Kitchen Refrigerator - The Town Manager informed Council that the kitchen refrigerator is not working and beyond repair. Council approved the replacement of the appliance using staff discretion and judgement.

6.1.2 TM Summer Leave - The Town Manager presented Council with the below tentative Summer Leave plan.

Friday 21 May; and

JULY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

AUGUST						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Upon review Council agreed.

6.1.3 Public Works Update - The Town Manager briefed Council on the recent public works un-expected projects. After a lengthy discussion, the Town Manager was requested to obtain more quotes for a manganese filtration system, and to start the process for the replacement of the water distribution system, utilizing the assigned Gas Tax Funds.

6.2 REPORT FROM THE ASSISTANT TOWN CLERK

The Assistant Town Clerk addressed Council and briefed them on several meetings she attended. As well as the Killick Coast Games 2021, the new generator commissioning, summer student programs, summer camp, tutoring and the afterschool program.

6.3 SPRING CLEAN-UP

After a short discussion, Council agreed to conduct a COVID safe spring clean up. There will be no need of an annual household curb-side pick up this year due to the weekly bulk pick-up. However, the ditches and other areas will be targeted for clean-up. A call for volunteers will be distributed and the event should take place either 5 or 12 June 2021. The Town Manager was requested to coordinate and inform Council.

6.4 CANADA DAY

Council requested that the Town Manager and Assistant Town Manager prepare some pandemic safe Canada Day scenarios for Council's review; including the Beaumont Hamel Memorial Service.

6.5 WATER DISTRIBUTION SYSTEM

Councillor Chris Palmer addressed Council and re-iterated the need to have the water distribution system replaced. He then requested that council consider standing up an "oversite committee" comprised primarily of residents who are currently on town water, and chaired by a Council member. After a short discussion, Councillor Chris Palmer was requested to draft a short Terms of Reference, as he sees it, for review at the next Council meeting.

6.6 WASTE REDUCTION STRATEGY

Councillor Chris Palmer addressed Council and provided a written brief regarding re-energizing the Waste Reduction Committee. After a short discussion, Councillor Palmer was encouraged to proceed with the project.

7 OLD BUSINESS

7.1 GREEN ENERGY UPDATE

After a short discussion, it was requested that Fundamental Inc. be invited to attend a short meeting 18 May 2021 along with MP Jack Harris.

7.2 ALTERNATE POWER SUPPLY UPDATE

The Town Manager informed Council that this project has been completed. Council requested that it be removed from OLD BUSINESS.

7.3 RECREATION MULTIPURPOSE PARK UPGRADE

The Assistant Town Clerk informed Council that she is awaiting quotes from Wood Environment regarding this project.

7.4 ASSET MANAGEMENT

The Town Manager informed Council that the dates for this project is 2 August 2021 – 29 July 2022. He will be coordinating with the Chief Administrative Officer of Pouch Cove regarding the way ahead in this joint project.

7.5 REGIONAL WAYFINDING PROJECT

The Town Manager informed Council on the preliminary steps of this project.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 052 / 2021

*Deputy Mayor Joanne Whalen moved to **ACCEPT** the Financial Statement as presented.*

*Seconded by Councillor Carol King
Motion **CARRIED** unanimously*

8.2 OUTSTANDING PAYABLES

After review of the Outstanding Payables;

MOTION 053 / 2021

*Councillor Chris Palmer moved to **PAY** the Outstanding Payables as presented.*

*Seconded by Councillor Carol King
Motion **CARRIED** unanimously*

9.0 COMMITTEE REPORTS

9.1 P&D Committee – Councillor Ralph LeGrow briefed Council on his latest discussions with the Department of Transportation and Infrastructure, as well as his discussions with the Crown Land Division.

9.2 History & Heritage Committee – Councillor Carol King addressed Council and informed them that she is working on the names and location of the unmarked cemetery on Main Street. She has recently been informed that there may be a document indicating who was buried there. A short discussion ensued.

10.0 TABLE DISCUSSION

At this point, Mayor LeGrow asked if there were any other points that Council/Staff would like to address?

A short discussion arose regarding the use of the old War Memorial site on Main Street as a parking lot. Council directed the Town Manager to start the process of refurbishing the site as a town historical site.

Mayor Craig LeGrow informed Council that he would be discussing with the RNC to conduct additional police patrols during the 24 May long weekend.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **TUESDAY, 1 JUNE 2021 at 7:30 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 054 / 2021

*Councillor Carol King moved to **ADJOURN** the meeting of **11 May 2021.***

Mayor Craig LeGrow adjourned the meeting at 11:21 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline