

MINUTES OF GENERAL COUNCIL MEETING HELD DURING PANDEMIC VIA ZOOM 12 MAY 2020



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

INVITED VIA ZOOM

GENERAL INFORMATION: This meeting was convened via ZOOM Technology with each attendee at home. In addition, the public was invited to attend given the meeting ID and Password.

1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **7:50 pm**, and welcomed everyone attending from their homes.

2.0 AGENDA

Upon review of the proposed Agenda;

MOTION 053 / 2020

*Councillor Carol King moved to **ADOPT** the agenda as presented.*

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

3.0 PREVIOUS MINUTES

Upon review of the minutes of a General Council meeting held **21 April 2020**;

MOTION 054 / 2020

*Councillor Chris Palmer moved to **ADOPT** the minutes of 21 April 2020 as presented.*

*Seconded by Councillor Ralph LeGrow
Motion **CARRIED** unanimously*

4.0 BUSINESS ARISING FROM MINUTES

4.1 CLEANING SERVICES

The Town Manager informed Council that cleaning services have been suspended. Contact has been initiated for a consultant to inspect the building to determine what level of cleaning services would be required on a go forward basis, and a meeting has been set for the near future. Council agreed to have the Community Centre floors stripped and waxed during this downtime.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

5.1.1 Development Application – Accessory Building – Adam Williams

Upon review of the tabled development application submitted by Mr. Adam Williams:

MOTION 055 / 2020

*Under council's discretionary authority, Councillor Ralph LeGrow moved to **APPROVE IN PRINCIPLE** the development of an 83 square meter accessory building at 869 Bauline Line as submitted by Mr. Adam Williams. The following conditions will apply:*

- 1. The development shall conform to the requirements of the Residential Infill (RI) Land Use Zone of the Town of Bauline Municipal Plan and Development Regulations 2007 – 2017;*
- 2. In accordance with paragraph 38 of the Municipal Development Regulations,*

“an accessory building shall be clearly incidental and complementary to the use of the main buildings in character, use and size”

Therefor there is a requirement to ensure that the accessory building have the same or complimentary finishes on the outside as the primary residence.

- 3. The responsibility of this construction for compliance with the National Building Code rests with the home owner and/or the contractor;*
- 4. All municipal criteria and legislation is to be met and verified by the Town of Bauline's Official;*
- 5. The cost of the Building Permit will be \$100.00 plus \$1.00 per square meter of gross floor area; and*
- 6. A Building Permit is to be obtained from the Town of Bauline prior to any work or construction commencing on the site.*

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

5.2 CORRESPONDENCE

- 5.2.1 Eastern Health – Council reviewed this correspondence regarding Community Support During COVID-19
- 5.2.2 Municipal Affairs and Environment – Council reviewed this series of Circulars to Municipalities regarding COVID-19, they included:
 - 5.2.2.1 MAE – COVID 19 - Supporting Rural and Remote Communities;
 - 5.2.2.2 MAE – COVID-19 – Supporting Vulnerable Populations;
 - 5.2.2.3 MAE – COVID-19 – How to self-isolate;
 - 5.2.2.4 MAE – COVID-19 – How to wash your hands; and
 - 5.2.2.5 MAE – COVID-19 Prevention.
- 5.2.3 Municipal Affairs and Environment – Council reviewed this correspondence which directs municipalities to include a new statement within any tenders.
- 5.2.4 Municipal Affairs and Environment – Council reviewed this correspondence which announces temporary variation of statutory deadlines for municipalites.
- 5.2.5 Association of Early Childhood Educators of NL – Council reviewed this request to proclaim 24-30 May as Early Childhood Educator’s Week. All agreed, Mayor LeGrow agreed to sign the proclamation 13 May 2020.
- 5.2.6 Children’s Wish Foundation – Council reviewed this request for a financial donation to support the Run the Rock campaign. Council requested that this organization be added to the rotating list for supported funding.
- 5.2.7 Municipal Affairs and Environment – Council reviewed this correspondence regarding Covid-19 alert levels.
- 5.2.8 Town of Paradise – Council reviewed this proposed amendment received from the Town of Paradise.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

Council reviewed and approved a leave pass submitted by the Town Manager.

6.2 REPORT FROM THE ASSISTANT TOWN CLERK

The Assistant Town Clerk provided a written and verbal report to council regarding, funding, Senior bulk buy program, summer staff and ongoing initiatives.

6.3 BULK CLEAN-UP

After discussions surrounding a curbside bulk clean up, the following was an abbreviated event agreed upon by Council.

- Curbside bulk pick up will be Monday 8 June, with the same regulations as last year for what can and cannot be put out for pick up.
- There will be no kick off event or BBQ;
- Residents will be asked to pick up roadside garbage in front of their houses in order to be entered for a prize draw.

MOTION 056 / 2020

*Deputy Mayor Joanne Whalen moved to **PROVIDE** two \$150.00 gift cards to two families who sent in pictures of them picking up garbage in front of their houses, as part of the annual spring clean up event.*

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

6.4 WATER LEAK

The Town Manager informed Council that a planned water shut-off and road closure will take place on Monday morning 25 May, in order to deal with a water leak.

6.5 DAM BREAK FLOOD STUDY

Council reviewed this study by Golder Associates who were commissioned by the Provincial Government to conduct. Mayor LeGrow encouraged council members to review in detail and send any comments along to the Town Manager.

7.0 OLD BUSINESS

7.1 GREEN ENERGY PROJECT

Council reviewed a briefing note provided by the Town Manager regarding the FCM T2050 funding grant in the amount of \$36,000.00. After a lengthy discussion:

MOTION 057 / 2020

*Councillor Chris Palmer moved to **EXPEND** the \$36,000.00 FCM Funding on installing as much solar energy panels on the roof of the Town Hall and Community Centre to reduce green house gases and energy usage.*

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

7.2 ALTERNATE POWER SUPPLY UPDATE

7.2.1 Council reviewed the initial Primary Engineering Consultant invoice regarding this project. After a short discussion:

MOTION 058 / 2020

*Councillor Carol King moved to **PAY** the \$5,499.30 invoice on a 50/50 cost share with the Provincial Government.*

*Seconded by Deputy Mayor Joanne Whalen
Motion **CARRIED** unanimously*

~~7.2.2 Approval to Borrow After some discussion:~~

~~**MOTION 059 / 2020**~~

~~*Deputy Mayor Joanne Whalen moved to **BORROW** \$99,752.00 from the Royal Bank of Canada at a fixed loan term of five (5) years, to be amortized over a five (5) year period at a fixed rate of 3.82%. This loan will be used to provide alternate power supply to the Town Hall and Community Centre as detailed in the 17-MCW-19-00010 approved municipal capital works project.*~~

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

Item 7.2.2 Repealed at Council Meeting 2 Jun motion 065/2020
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~~**MOTION 060 / 2019**~~

~~*Deputy Mayor Joanne Whalen moved to **REQUEST** an approval to borrow from the Department of Municipal Affairs and Environment for the amount of \$99,752.00 to complete approved municipal capital works project 17-MCW-19-00010.*~~

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

7.3 CELL TOWER

The Town Manager briefed council on the latest developments regarding the Cell Tower project. All seems to be moving forward with an estimated completion date of end August.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 061 / 2020

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

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

8.2 OUTSTANDING PAYABLES

After review of the Outstanding Payables;

Councillor Ralph LeGrow indicated that Canadian Linen should be suspended during the pandemic. All agreed. The Town Manager was directed to contact the company to request a suspension of services until the building is back to normal operations.

MOTION 062 / 2020

*Councillor Carol King moved to **PAY** the Outstanding Payables as presented.*

*Seconded by Councillor Ralph LeGRow
Motion **CARRIED** unanimously*

9.0 COMMITTEE REPORTS

- 9.1 Council reviewed the North East Avalon Joint Council minutes.
- 9.2 P&D Committee – Councillor Ralph LeGrow provided information from their meeting of 7 May. A lengthy discussion arose.
- 9.3 Community Committee – The Assistant Town Clerk provided a verbal report on behalf of the Community Committee. Mayor LeGrow and Council expressed their appreciation for the ongoing work being carried out by Megan Hibbs and other members of the CC during this pandemic.

10.0 TABLE DISCUSSION

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

Councillor Carol King identified a property that she believed required to be cleaned up and garbage removed. She also identified an area where private brush cuttings along the main road needed to be removed. She proposed that perhaps the Town could invest in some sort of beautification award for those owners who maintain their properties. A short discussion arose and it was agreed that once the pandemic is over, that Council would reconsider this option.

Councillor Chris Palmer identified a property that had sustained damage by the Town's snow clearing operations this year. The Town Manager informed Council that he had already been in discussion with the property owner and contractor regarding this property.

The Town Manager informed Council that he had contacted the Department of Transportation and Works regarding the guide rails in the Town. They had responded indicating that they would have the Highways supervisor inspect them.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **Tuesday, 2 June 2020 at 7:30 pm via ZOOM.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 063 / 2020

*Deputy Mayor Joanne Whalen moved to **ADJOURN** the meeting of **12 May 2020.***

Mayor Craig LeGrow adjourned the meeting at 10:02 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline