

# MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE – 19 NOVEMBER 2020



## PRESENT

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

## REGRETS

Councillor Chris Palmer

## GUESTS

### 1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **7:49 pm**.

### 2.0 AGENDA

Upon review of the proposed Agenda;

**MOTION 140 / 2020**

*Deputy Mayor Joanne Whalen moved to **ADOPT** the agenda as presented.*

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

### 3.0 ADOPT MINUTES

Upon review of the minutes of a General Council meeting held **27 October 2020**;

**MOTION 141 / 2020**

*Councillor Ralph LeGrow moved to **ADOPT** the minutes of 27 October 2020 as presented.*

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

### 4.0 BUSINESS ARISING FROM MINUTES

#### 4.1 ANNUAL CONTRACTS

##### WASTE REMOVAL CONTRACT

Upon review of the received Waste Removal bids;

## **MOTION 142 / 2020**

*Deputy Mayor Joanne Whalen moved to **AWARD** the 2021 Waste Removal contract to Ron's Disposal Services at an annual rate of \$19,479.16 + HST and tipping fees.*

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

### **EMPLOYEE CONTRACTS**

Following a previous privileged Council Meeting;

## **MOTION 143 / 2020**

*Councillor Carol King moved to **APPROVE** a three year contract with both the Town Manager and the Assistant Town Manager with a 4% increase in salary the first year (2021) and a 3% increase in each of the following two years. The remainder of the contracts are to remain the same.*

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

### **4.2 RADIO EQUIPMENT / ANTENNA MOVE**

Council reviewed e-mails and quotes from contractors and consultants regarding moving the current radio and antennas from the building to the new cell tower. After some discussion, it was agreed to defer this decision to the spring of 2021.

### **4.3 ENGINEERING STUDENT WORK TERM**

Council reviewed information regarding the proposed MUN engineering student work term. The Assistant Town Clerk (ATC), is in the process of a funding application for this venture, and the decision was deferred until the outcome of the application was known.

## **5.0 APPLICATIONS AND CORRESPONDENCE**

### **5.1 APPLICATIONS**

#### **5.1.1 ACCESSORY – Amendment to Approval in Principle**

Council reviewed a requested amendment to a previously approved accessory building development application. After some discussion:

Councillor Ralph LeGrow moved to **APPROVE IN PRINCIPLE** the construction of a 9.8m x 8.5m Accessory Building as requested in the amended application received from Mr. Adam Williams. The following conditions are to be adhered to:

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 are 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 (\$180.00); 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 Deputy Mayor Joanne Whalen  
Motion **CARRIED** unanimously*

### **5.1.2 LIGHT INDUSTRY – Discretionary Use**

Council reviewed an application to construct a 42’ x 60’ light industry building on Pouch Cove Line. It was deemed within Council’s discretionary authority to approve. After some discussion, it was decided to gather more information from the applicant as well as have additional discussions with the Town Planner.

### 5.1.3 ACCESSORY – Approval in Principle – 2 Small Accessory

Council reviewed this application to construct two (2) accessory buildings at 45 Main Street. Council indicated they support the idea, however additional discussion with the applicant and Town Planner is warranted.

### 5.1.4 EXTENSION – Approval in Principle

Council reviewed the application to construct a 25' x 25' extension to 1023 Bauline Line Extension. Upon discussion and review:

#### **MOTION 145 / 2020**

Councillor Ralph LeGrow moved to **APPROVE IN PRINCIPLE** the construction of a 25' x 25' extension to 1023 Bauline Line Extension as presented, under the following conditions:

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. The extension 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 extension have the same or complimentary finishes on the rest of 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 are to be met and verified by the Town of Bauline’s Official. This will require an onsite visit prior to construction.
5. The cost of the Building Permit will be \$100.00 plus \$1.00 per square meter of gross floor area (\$160.00); 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 Deputy Mayor Joanne Whalen*  
*Motion **CARRIED** unanimously*

## **5.2 CORRESPONDENCE**

- 5.2.1 Eastern Regional Service Board (ERSB) – Council reviewed this correspondence which details the 2021 landfill rates.
- 5.2.2 ATIPPA – Council reviewed this correspondence regarding the mandatory 5 Year review by Honourable Orsborn as a Committee of one, to review the ATIPPA process.
- 5.2.3 Dept of Transportation & Infrastructure (DTI) – Council reviewed this circular announcing that uploaded Front End Documents are to be used effective immediately on all MCW project tenders.
- 5.2.4 Cal LeGrow Insurance – Council reviewed the Errors and Omissions Renewal application.
- 5.2.5 Municipal Assessment Agency (MAA) – Council reviewed this MAA update following their 28 October 2020 Board of Director’s meeting.
- 5.2.6 Dept of Tourism, Culture, Arts & Recreation – Council reviewed this announcement that tenders for municipal contracts should typically have a letter of good standing Certificate of Recognition (COR) from the NL Construction Safety Association (NLCSA).
- 5.2.7 NL Organization of Women Entrepreneurs (NLOWE) – Council reviewed this request from NLOWE to connect with members of the community through advertising their contact information. Council agreed and asked that this be placed in the next edition of *The Wave* and be posted on social media sites.

## **6.0 NEW BUSINESS**

### **6.1 REPORT FROM TOWN MANAGER**

Council reviewed and approved the Christmas Leave plans for staff.

### **6.2 REPORT FROM THE ASSISTANT TOWN CLERK**

The Assistant Town Clerk provided Council with a report on funding, programing, student employment, and bulk food items.

### **6.4 PCSP ENVIRONMENT COMMITTEE REQUEST**

In the absence of Councillor Chris Palmer, this item was deferred until the next Council meeting.

## 6.5 SENIORS DINNER

After a short discussion, and in light of the current pandemic protocols, Council agreed to partner with the Pouch Cove Lions Club and offer the senior residents of Bauline a hot turkey dinner provided by the Pouch Cove Lions Club. Council indicated they would offer some support to cook if required, a monetary donation to the Lions Club and would coordinate picking up the meal and delivering it to Bauline Residents.

## 6.6 CHRISTMAS PARADE

A discussion occurred to confirm items were in place for the Annual Christmas Parade scheduled for 5 December.

## 6.7 RNC KILLICK COAST COMMITTEE

Mayor LeGrow addressed Council and briefed them on his recent meeting with the RNC Chief. The Mayor would be the primary contact for the newly formed RNC Killick Coast Committee and Councillor Ralph LeGrow volunteered to be the alternate representative.

## 7.0 OLD BUSINESS

### 7.1 ALTERNATE POWER SUPPLY UPDATE

The Town Manager briefed Council on the progress of the Alternate Power Supply project.

### 7.2 CELL TOWER

The Town Manager briefed Council on the progress of the Cell Tower Project.

### 7.3 AMENDMENT # 6

Council reviewed the documentation regarding Amendment # 6.  
Afterwards:

### **MOTION 146 / 2020**

*Councillor Ralph LeGrow moved to **APPROVE** the Bauline Municipal Plan Amendment # 6 and the Municipal Development Regulation amendment # 6 as presented.*

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

## 8.0 FINANCES

### 8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

**MOTION 147 / 2020**

*Councillor Carol King moved to **ACCEPT** the Financial Statement as presented.*

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

### 8.2 OUTSTANDING PAYABLES

After review of the Outstanding Payables;

**MOTION 148 / 2020**

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

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

## 9.0 COMMITTEE REPORTS

9.1 NEAJC – Council reviewed the minutes from the latest North East Avalon Joint Council meeting.

9.2 Finance Committee – Chair, Councillor King called a Finance Committee meeting for Wednesday 25 November at 7:00 pm

A discussion arose regarding the pre-budget public consultation meeting. After a short discussion it was agreed to hold a pre-budget public consultation meeting at 7:00 pm 2 December 2020.

9.3 Community Committee – Mayor Craig LeGrow and the Assistant Town Clerk (ATC) briefed council on the Community Committee activities and the Christmas parade activities/plans.

## 10.0 TABLE DISCUSSION

At this point, Mayor LeGrow asked if there were any other points that Council/Staff would like to address? There were no additional items raised.

## 11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **TUESDAY, 8 December 2020 at 7:45 pm.**

## 12.0 ADJOURNMENT

As there was no further business to discuss;

**MOTION 149 / 2020**

*Deputy Mayor Joanne Whalen moved to **ADJOURN** the meeting of **19 November 2020.***

**Mayor Craig LeGrow adjourned the meeting at 10:28 pm.**

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Craig LeGrow  
Mayor  
Town of Bauline

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Craig Drover  
Town Manager  
Town of Bauline