

MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE – 1 JUNE 2021



PRESENT

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

REGRETS

Deputy Mayor Joanne Whalen

GUESTS

1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **7:39 pm**.

2.0 AGENDA

Upon review of the proposed Agenda, Councillor Chris Palmer requested that items 6.5 & 6.6 be added to the Agenda. After which;

MOTION 055 / 2021

*Councillor Carol King moved to **ADOPT** the agenda with the addition of items 6.5 and 6.6.*

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

3.0 ADOPT MINUTES

Upon review of the minutes of a General Council meeting held **11 May 2021**.

MOTION 056 / 2021

*Councillor Chris Palmer moved to **ADOPT** the minutes of 11 May 2021 as presented.*

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

4.0 BUSINESS ARISING FROM MINUTES

4.1 Spring Clean-Up – The Town Manager informed Council that flyers were sent out, and the information was posted on social media. The date for the event is scheduled for 12 June, with registration by 8 June. A short discussion ensued regarding the event.

4.2 War Memorial – The Town Manager informed Council that the area of the former War Memorial Site has been cordoned off and plans have been

made to beautify the area. Council requested that both former War memorial sites be cleaned up, painted and repaired.

- 4.3 Water Oversight Committee – Council reviewed the flyer produced by Councillor Chris Palmer. After a short discussion the Town Manager was requested to distribute them to all residents currently on town water. Council also reviewed a draft Terms of Reference (TOR) produced by Councillor Palmer.
- 4.4 Meeting with MNL, MUN and EDSB regarding partnering with High School science project. The Town manager briefed council on the meeting of 19 May 2021.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

- 5.1.1 UPDATE – Bauline Line Extension Crown Land Application MO Entertainment

Council reviewed the application status of MO Entertainment. After a short discussion, Council requested that the Town Manager reach out to the MHA's office, the Department of Transportation and Infrastructure and the applicant to attempt to mitigate.

- 5.1.2 UPDATE – Pouch Cove Line Crown Land Application Lakewood Development

Council reviewed the Crown Land referral regarding the Lakewood Development application on Pouch Cove Line. After which;

MOTION 057 / 2021

*Councillor Chris Palmer moved to **SUPPORT** Lakewood Development's Crown Land Application as presented.*

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

- 5.1.3 Quarry Permit Application – Bauline Line Extension – Parsons Paving

Council reviewed the Quarry Permit Application on the Bauline Line Extension, submitted by Parsons Paving. After a brief discussion;

MOTION 058 / 2021

*Councillor Carol King moved to **NOT SUPPORT / DENY** Parson's Paving application for a quarry permit on the Bauline Line Extension as presented.*

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

5.1.4 Revised Development – 130 Pouch Cove Line

Council reviewed the revised application for a General Industry development on Pouch Cove Line. The Town Manager briefed Council regarding his conversation with the Town Planner. After a lengthy discussion;

MOTION 059 / 2021

*Councillor Chris Palmer moved to **SUPPORT IN PRINCIPLE** The Development of a Motorcycle Museum on Pouch Cove Line under their discretionary authority as a General Industry development. A public consultation letter will be dispatched to the residents of Bauline, after which Council will review the application and comments prior to adjudication.*

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

5.2 CORRESPONDENCE

5.2.1 East Coast Trail Association (ECTA) – Council reviewed the letter from ECTA regarding updates on the trails in Bauline as well as future initiatives.

5.2.2 Municipal Assessment Agency (MAA) – Council reviewed the Letter from MAA regarding the 2022 assessment roll.

5.2.3 Stewardship Association of Municipalities (SAM) – Council reviewed this correspondence regarding the 2021 SAM AGM, 11 June via Zoom. Councillor Chris Palmer volunteered to attend.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

6.1.1 Annual Capital & Expenditure Report - The Town Manager briefed Council on the mandatory report from Stats Canada.

6.1.2 Community Sustainability Measures & Exemptions - The Town Manager briefed Council on the requirements regarding the provincial Community Sustainability Measures and Exemptions reports.

6.1.3 Transfer of Funds – The Town Manager informed Council that the provincial portion of the last Generator Invoice (\$13,180.19) was deposited into the Towns operating account, and needs to be transferred into the MCW account. After a short discussion;

MOTION 060 / 2021

*Councillor Carol King moved to **TRANSFER** \$13,180.19 from the Town’s operating account into the Municipal Capital Works Account, representing the Provincial Governments share of the latest MCW project payment.*

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

6.2 REPORT FROM THE ASSISTANT TOWN CLERK

The Assistant Town Clerk briefed Council on programing, summer student employment and ongoing initiatives.

6.3 ELECTIONS

The Town Manager briefed Council on the last two Zoom meetings with MNL regarding the upcoming elections. Council reviewed the packages and Deadline & Time Frame charts. It was noted with a “vote by mail” option, significant increase in workload will be unavoidable. After a lengthy discussion;

6.3.1 VOTE BY MAIL

MOTION 061 / 2021

*Councillor Carol King moved to **ALLOW** a Vote By mail option in the 2021 Municipal Elections.*

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

6.3.2 VOTE BY MAIL – Ministerial Request

MOTION 062 / 2021

*Councillor Chris Palmer moved to **REQUEST** authority from the Minister of Municipal and Provincial Affairs to exercise the option under section 54 of the Municipal Elections Act to authorize residents to vote by mail in the 2021 Municipal Elections.*

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

6.3.3 VOTE BY MAIL - Regulations

MOTION 063 / 2021

*Councillor Ralph LeGrow moved to **DRAFT** a Vote by Mail regulation for review and approval by the Minister of Municipal & Provincial Affairs for the 2021 Municipal Elections.*

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

6.4 **FORESTRY FIVE YEAR PLAN – ZONE 1**

Council reviewed the correspondence regarding the Forestry Five Year Plan for Zone 1. Council indicated that they will participate in the online consultation opportunity in the near future.

6.5 **CONTACT LISTS**

Councillor Chris Palmer addressed Council and requested that an attempt be made to develop an e-mail distribution list for quick dissemination by council. The current method has limited capabilities and accessibility. Council agreed.

6.6 **RIGHT OF WAY**

Councillor Chris Palmer addressed Council regarding a known “right of way” easement that is currently being blocked by the land owner. A discussion ensued, with further discussion to be had in the future.

7 OLD BUSINESS

7.1 GREEN ENERGY UPDATE

The Town Manager and Councillor Chris Palmer briefed Council on the latest green energy items. After a short discussion it was requested to set up a meeting with Fundamental Inc.

7.2 RECREATION MULTIPURPOSE PARK UPGRADE

Council reviewed the engineering quote from Wood Environment to carry out the engineering and project management portion of the project. After short discussion;

MOTION 064 / 2021

*Councillor Carol King moved to **CONTRACT** Wood Environmental Solutions to complete the engineering and project management duties for the Covid Stimulus Program – 2021.*

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

7.3 ASSET MANAGEMENT

After a short discussion, the Town Manager was requested to contact the CAO of Pouch Cove to commence the preliminary discussions regarding this project.

7.4 REGIONAL WAYFINDING PROJECT

The Town Manager briefed Council on the progress regarding this project. Council reviewed the draft proposals and presentation slides.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 065 / 2021

*Councillor Carol King 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;

MOTION 066 / 2021

*Councillor Ralph LeGrow moved to **PAY** the Outstanding Payables as presented.*

*Seconded by Councillor Chris Palmer
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 her research is continuing regarding the location and names of the unmarked cemetery on Main Street. Mr. Dale Jarvis has agreed to assist.
- 9.3 ERC – Councillor Chris Palmer informed Council that he will be calling an ERC meeting over the next couple of weeks.
- 9.4 NEAJC – Council reviewed the draft minutes from the latest NEAJC meeting.

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 requested that all present bow their heads as she offered a prayer for the 215 young souls recently discovered at a former Residential School in Kamloops BC.

Councillor Chris Palmer informed Council that he had recently been in the Telegram and on the radio program Crosstalk regarding his recent assistance from an unknown Good Samaritan.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **TUESDAY, 22 JUNE 2021 at 7:30 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 067 / 2021

*Councillor Carol King moved to **ADJOURN** the meeting of **1 June 2021**.*

Mayor Craig LeGrow adjourned the meeting at 11:39 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline