

**MINUTES OF GENERAL COUNCIL MEETING
HELD AT 2 MEMORIAL PARK PLACE – 20 APR 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

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, Councillor Chris Palmer requested that item 6.7 be added to the Agenda. After which;

MOTION 038 / 2021

*Councillor Chris Palmer moved to **ADOPT** the agenda with the addition of item 6.7.*

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

3.0 ADOPT MINUTES

Upon review of the minutes of a General Council meeting held **23 March 2021**, there were two minor errors reported.

MOTION 039 / 2021

*Councillor Ralph LeGrow moved to **ADOPT** the minutes of 23 March 2021 as presented.*

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

4.0 BUSINESS ARISING FROM MINUTES

4.1 Regional Wayfinding Letter – Council reviewed the letter sent to the Town of CBS project lead and coordinator.

4.2 Property Assessment Appeal Hearing – The Town Manager informed Council that the property assessment appeal hearing is scheduled for 28 April at 10 am. Council reviewed the letter sent to the appellant.

- 4.3 Priorities Meeting Review – Council reviewed the list provided by Councillor Chris Palmer regarding a priorities review meeting scheduled for 27 April at 7:00 pm. The Mayor encouraged all council member to attend.
- 4.4 MNL Symposium & AGM – The Assistant Town Clerk informed Council that she registered the Mayor for the virtual Symposium and AGM schedule to take place 6-8 May 2021.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

- 5.1.1 Crown Lands Application – MO Entertainment – Bauline Line Extension

Council reviewed the Crown Land Application submitted by the provincial government regarding the MO Entertainment project on Bauline Line Extension. After a short discussion:

MOTION 040 / 2021

*Councillor Ralph LeGrow moved to **SUPPORT** MO Entertainment's Crown Land Application as presented.*

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

- 5.1.2 Development – 1325 Bauline Line

Council reviewed the development application to construct a new residence and accessory building at 1325 Bauline Line. After a short discussion:

MOTION 041 / 2021

*Councillor Carol King moved to **APPROVE IN PRINCIPLE** the construction of a residence 30' x 40' and an accessory building 20' x 24' at 1325 Bauline Line 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 (Regulations available upon request);
2. A Provincial Government Services NL, Operations Division Certificate of Approval is required for well and septic system prior to release of a building permit from the Town;

3. A Provincial Government Service NL Highway Access Permit is required prior to release of a building permit from the Town;
4. All municipal criteria and legislation is to be met and verified by the Town of Bauline's official;
5. The cost of the Residence Building Permit will be \$100.00 plus \$1.00 per square meter of gross floor area;
6. A complete development application including building plans must be submitted to council for review and a building permit is to be obtained from the Town of Bauline prior to any work or construction commencing; and
7. In accordance with item 5.10 of the Town Council Meeting held 1 May 2013, the responsibility of this construction for compliance with the National Building Code rests with the home owner and/or developer/contractor
8. Regarding the accessory building; 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.

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

5.1.3 Extension – 1327 Bauline Line

Council reviewed a development application to develop an extension to the house at 1327 Bauline Line by 25' x 28' and the accessory building by 16' x 20'. After a short discussion:

MOTION 042 / 2021

*Councillor Ralph LeGrow moved to **APPROVE IN PRINCIPLE** the extension of the residence by 25' x 28' and an extension to the current accessory building by 16' x 20' for a total accessory building square footage of 640 (59.5 square meters), at 1327 Bauline Line 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 (Regulations available upon request);

2. All municipal criteria and legislation is to be met and verified by the Town of Bauline's official;
3. The cost of the Residence Building Permit will be \$100.00 plus \$1.00 per square meter of gross floor area;
4. A complete development application must be submitted to council for review including the extension building plans, and a building permit is to be obtained from the Town of Bauline prior to any work or construction commencing;
5. In accordance with item 5.10 of the Town Council Meeting held 1 May 2013, the responsibility of this construction for compliance with the National Building Code rests with the home owner and/or developer/contractor
6. Regarding the accessory building; 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.

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

5.2 CORRESPONDENCE

- 5.2.1 Local youth Science Pilot – Council reviewed this request to participate in a high school science project regarding a youth climate change action group. After a short discussion, Council indicated they will support this project. The Town Manager was requested to contact the coordinator.
- 5.2.2 Department of Transportation & Infrastructure – Engineering Requirements – Council reviewed this correspondence which identifies engineering requirements for government sponsored projects.
- 5.2.3 ADC – Introduction of Engineering services – Council reviewed this introduction of new engineering services provided by ADC. It was noted that the Town is currently working with consultants regarding the matters advertised by ADC.

- 5.2.4 Miles for Smiles Foundation– Request to sign proclamation – Council reviewed This request to sign an annual proclamation proclaiming April as Child Abuse Prevention Month. Council agreed and the Mayor signed the document.
- 5.2.5 The Canadian Hard of Hearing Assoc – Information and Resource package – Council reviewed this information and resource package that the Town can promote and use regarding people with hearing issues. Council agreed to promote this package.
- 5.2.6 Falun Dafa Day – Council reviewed this request for either a letter of greetings or a proclamation regarding a Falun Dafa Day in Canada. Upon review and a short discussion, Council declined.
- 5.2.7 Department of Transportation & Infrastructure – Green and Inclusive Community Buildings Program – Council reviewed this correspondence which identifies a new funding program.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

- 6.1.1 Approval to Transfer funds - The Town Manager requested approval to transfer Gas Tax Funds (HST rebate), MCW Cell Tower funds and Covid Stimulus funds from the operating account into their respective accounts. After a short discussion:

The request was to transfer \$60,750.00 (Covid Stimulus) and \$11,655.55 (Final Cell Tower Funds) into the Capital Account and \$3,089.00 (HST Portion of Brook Path Bridge) into our Gas Tax Account from our operating account.

MOTION 043 / 2021

*Councillor Carol King moved to **TRANSFER** \$11,655.55 & \$60,750.00 from the Towns Operating Account into the Capital Works account and \$3,089.00 from the Operating Account into the Gas Tax Funds account.*

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

- 6.1.2 Leave Passes - Council reviewed and signed the leave pass for the Town Manager.

6.1.3 Complaint – Council reviewed a complaint regarding a culvert on Bauline Line. After a short discussion, the Town Manager was requested to forward the complaint onto the Department of Transportation and Infrastructure, as the culvert and Bauline Line is their responsibility.

6.2 REPORT FROM THE ASSISTANT TOWN CLERK

The Assistant town Clerk addressed Council and briefed them on ongoing programs, funding opportunities and summer student funding possibilities.

6.3 PUBLIC MEETING – 21 APRIL

Council reviewed the presentation in preparation for the Public Meeting scheduled for 21 April at 7:30 pm.

6.4 AUDITOR'S ENGAGEMENT LETTER

Council reviewed the Auditor's engagement letter and the Mayor signed.

6.5 ANNUAL GAS TAX AUDITED EXPENDITURE REPORT

Council reviewed the 2020 Annual Gas Tax Audited Expenditure Report. After a short discussion:

MOTION 044 / 2021

*Councillor Carol King moved to **ACCEPT** the 2020 Gas Tax Audited Expenditure Report as presented by Brian T. Scammell, CPA.*

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

6.6 ELECTIONS

Council reviewed two pieces of correspondence from Municipal and Provincial Affairs regarding municipal elections. After a short discussion, the Town Manager was requested to start the process to request that mail in voting be an option for the upcoming Municipal Elections.

6.7 FEDERATION OF CANADIAN MUNICIPALITIES (FCM) & ICLEI CANADA MEETINGS

Councillor Chris Palmer addressed Council and informed them that there are several upcoming web meetings provided by FCM and ICLEI. Some were free to attend such as the 27 Apr webinar meeting regarding electronic vehicle (EV) solutions and the 4 May webinar on Climate Action. Other meetings, a fee was required. Councillor Palmer informed Council that he would be attending some of the free meetings and invited other

Council members to do so as well. Mayor LeGrow thanked Councillor Palmer and encouraged other Councillors to attend the virtual meetings if they were able.

7 OLD BUSINESS

7.1 GREEN ENERGY UPDATE

The Town Manager briefed Council on the latest developments regarding the solar panel installation. There was discussions regarding the Community Food Systems project. After which:

MOTION 045 / 2021

*Deputy Mayor Joanne Whalen moved to **COMMIT** \$9,000.00 of in kind staff resources and a \$900.00 admin fee for the application of the LFIF – Bauline Community Food System project.*

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

At this point Councillor Chris Palmer suggested that Council should meet with Fundamental Inc, and MP Jack Harris regarding ongoing initiatives. After a short discussion, the Town Manager was requested to contact Fundamental Inc and the MP's office to determine if they would be available between 18-20 May for a short meeting.

7.2 ALTERNATE POWER SUPPLY UPDATE

The Town Manager briefed Council on the latest developments with the Alternate Power Supply project.

7.3 RECREATION MULTIPURPOSE PARK UPGRADE

The Assistant Town Clerk briefed Council on the meeting with the engineering consultant which took place 16 April.

7.4 ASSET MANAGEMENT

Council reviewed a Letter from FCM, which approved a \$50,000.00 grant to carry out the town's asset management plan. This project is in partnership with the Town of Pouch Cove.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 046 / 2021

*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 047 / 2021

*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 Northeast Avalon Joint Council – Council reviewed the draft minutes of the latest NEAJC meeting. Deputy Mayor Joanne Whalen gave a brief synopsis.
- 9.2 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.
- 9.3 Emergency Response Committee (ERC) – Councillor Chris Palmer indicated that he would like to start the process of a Table Top exercise again. He also noted that most of the First Aid courses that Council took 3 years earlier, were about to expire.
- 9.4 Community Committee (CC) – The ATC briefed Council on what was ongoing with the Community Committee. As well the current term of the committee is about to end, and some executive members have indicated that they would be stepping down.

10.0 TABLE DISCUSSION

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

Deputy Mayor Joanne Whalen discussed the brush cutting operations that were conducted by the Department of Transportation and Infrastructure.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **TUESDAY, 11 MAY 2021 at 7:30 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 048 / 2021

*Deputy Mayor Joanne Whalen moved to **ADJOURN** the meeting of **20 April 2021.***

Mayor Craig LeGrow adjourned the meeting at 10:25 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline