

MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE, BAULINE - 25 JUNE 2020



PRESENT

Mayor Craig LeGrow
Deputy Mayor Joanne Whalen
Councillor Carol King – via teleconference
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 **7:37 pm**, and welcomed everyone back in Council Chambers.

2.0 AGENDA

Upon review of the proposed Agenda;

MOTION 078 / 2020

*Councillor Chris Palmer moved to **ADOPT** the agenda as presented.*

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

3.0 ADOPT MINUTES

Upon review of the minutes of a General Council meeting held **2 June 2020**;

MOTION 079 / 2020

*Councillor Carol King moved to **ADOPT** the minutes of 2 June 2020 as presented.*

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

4.0 BUSINESS ARISING FROM MINUTES

4.1 CLEANING SERVICES

Deputy Mayor Joanne Whalen informed Council that she will contact the contractor to determine if they have completed their review of the building regarding cleaning services.

4.2 RESIDENT COMPLAINTS

The Town Manager informed Council that he had been in contact with a Service NL supervisor regarding the environmental complaint. The inspector for this area is currently on vacation, but will schedule a visit upon his return.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

AT THIS POINT DEPUTY MAYOR JOANNE WHALEN DECLARED A CONFLICT OF INTEREST AND LEFT THE BUILDING

5.1.1 Development Application – Accessory Building Extension – Marven Whalen 1040 Bauline Line

Council reviewed the development application submitted to add an extension to an existing accessory building which will create an accessory building that is 95m². The Town Manager informed Council that he had received two responses from the public notice to neighbors with no issue. The Planning and Development Committee, Councillor Ralph LeGrow provided his recommendation. After which:

MOTION 080 / 2020

*Councillor Ralph LeGrow moved to **APPROVE IN PRINCIPLE** the development application of Mr. Whalen to construct an accessory building not to exceed 95 m² at 1040 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;*
- 2. That the total building area not exceed 95 m² square meters;*
- 3. 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.

4. *The responsibility of this construction for compliance with the National Building Code rests with the home owner and/or the contractor;*
5. *All municipal criteria and legislation is to be met and verified by the Town of Bauline's Official;*
6. *The cost of the Building Permit will be \$100.00 plus \$1.00 per square meter of gross floor area (waived for 2020 construction season); and*
7. *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*

5.1.2 Development Application – Accessory Building Extension – Marvin Whalen 1044 BL

Council reviewed the development application submitted to add an extension to an existing accessory building which will create an accessory building that is 105.5m². The Town Manager informed Council that he had received two responses from the public notice to neighbors with no issue. The Planning and Development Committee, Councillor Ralph LeGrow provided his recommendation. After which:

MOTION 081 / 2020

*Councillor Ralph LeGrow moved to **APPROVE IN PRINCIPLE** the development application of Mr. Whalen to construct an accessory building not to exceed 95 m² at 1040 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;*
2. *That the total building area not exceed 95 m² square meters;*
3. *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.

- 4. The responsibility of this construction for compliance with the National Building Code rests with the home owner and/or the contractor;*
- 5. All municipal criteria and legislation is to be met and verified by the Town of Bauline's Official;*
- 6. The cost of the Building Permit will be \$100.00 plus \$1.00 per square meter of gross floor area (waived for 2020 construction season); and*
- 7. 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*

AT THIS POINT DEPUTY MAYOR JOANNE WHALEN WAS RECALLED TO THE MEETING.

5.1.3 Possible Development Application – Accessory Building – Colin LeGrow 45 Main Street

The Chair of the Planning and Development Committee addressed Council. He informed them that he had called a meeting of the P&D committee 16 June to discuss this matter. He had also requested that the Town Manager meet with the Department of Transportation and Works to discuss the possible development application. His recommendation was for Council not to support the construction of an accessory building at the location requested by the applicant. This recommendation was based on the Industrial-Marine (IM) Zone table indicating the various building set-backs required, none of which can be met in the current zone.

5.2 CORRESPONDENCE

5.2.1 Municipal Affairs and Environment – Council reviewed this correspondence providing direction regarding signage and photographs for ICIP Project photographs.

5.2.2 Municipal Affairs and Environment – Council reviewed this letter for the Town's Approval to Borrow regarding the Municipal Capital Works project to install a generator as alternate power to the building.

- 5.2.3 Municipalities NL – Council reviewed this comprehensive tool to determine what implications are to towns for the provincial alert levels during COVID 19.
- 5.2.4 Trail Committee – Council reviewed this request to hike the trails as a committee of Council. Council agreed.
- 5.2.5 Youth Ventures – Council reviewed this request to waive permit/vending fees to youth entrepreneurs. After a short discussion;

MOTION 082 / 2020

*Deputy Mayor Joanne Whalen moved to **WAIVE** permit and vending fees for young entrepreneurs during the remainder of the 2020 year.*

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

- 5.2.6 Municipal Affairs and Environment – Council reviewed the changes to Procurement Thresholds.
- 5.2.7 Federation of Canadian Municipalities (FCM) – Council reviewed this letter of congratulations from FCM on achieving Milestone 1 under the Partners for Climate Protection program.
- 5.2.8 Municipal Affairs and Environment – Council reviewed this Permit to Alter a Body of Water in support of the Brook Path bridge rehabilitation project.
- 5.2.9 Fire-Tech – Council reviewed the 2020 fire inspection certificate.
- 5.2.10 Eastern Regional Service Board (ERSB) – Council reviewed this letter indicating what ERSB services they provide as the province transitions into alert level 3.
- 5.2.11 Municipalities NL – Council reviewed this Call for Federal Emergency Funds support by engaging in a letter writing campaign to several levels of government in order to secure funds for Municipalities. After a brief discussion, Council agreed to complete a templated letter as suggested.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGE

- 6.1.1 Manganese Exceedance Report – The Town Manager informed Council that this is the second such letter since the exceedance threshold was lowered several months ago. He indicated that he is still awaiting quotes for a filtration system, but listed this as a priority item for mitigation.

6.1.2 Community Sustainability Report – The Town Manager informed Council that he would be working on this time consuming report in the near future.

6.1.3 Leave Request – The Town Manager submitted a leave pass. Council reviewed and approved.

6.2 REPORT FROM THE ASSISTANT TOWN CLERK

The Assistant Town Clerk (ATC), provided a lengthy and detailed report regarding:

- Summer students,
- Summer camp,
- Bulk buy,
- Patio licensing,
- Funding applications,
- Funds already received,
- Programs,
- Community committee, and
- Bar reports,

At this point the ATC directed Council's attention to the e-mail she sent out regarding the recommendations surrounding the hiring of summer students as outside workers and Camp Counsellors. After a short discussion all were in agreement with the recommendations and the ATC was requested to proceed as recommended.

Mayor LeGrow thanked the ATC for her efforts.

6.3 MEMORIAL SERVICE

The Town Manager informed Council that everything is ready to hold a Memorial service if Council wished to proceed. The ATC informed Council on the restrictions surrounding gatherings during the pandemic. A lengthy discussion ensued, after which Council decided not to proceed with a Memorial Service that would limit attendees and participants to 50 people, as this ceremony is usually attended by more than 100.

7.0 OLD BUSINESS

7.1 GREEN ENERGY UPDATE

Councillor Chris Palmer and the Town Manager addressed Council and provided them with a recommendation for the 10 weeks of work that Fundamental Inc would carry out as part of the six community partnership along with FCM. Councillors were requested to review the recommendation and be prepared to discuss at the next Council meeting.

7.2 CELL TOWER

The Town Manager informed Council that he had several meetings with different contractors on this project over the past couple of weeks. The project is still moving forward.

7.3 AMENDMENT # 6

The Town Manager provided a draft amendment # 6 for Council's review. He informed Council that discussions with the proponents have taken place. The P&D Committee Chair informed Council that he had added a paragraph changing the size of an accessory building in Bauline. There were a few minor changes requested, and one of the proponents has requested additional review before it is approved.

7.4 BROOK PATH BRIDGE

The Town Manager informed Council that the rehabilitation of the bridge commenced a week ago. There has been issues with the abutments, which meant the engineer has been engaged to mitigate the issue. The issue is expected to be resolved in the next day or so.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 083 / 2020

*Councillor Chris Palmer 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 084 / 2020

*Deputy Mayor Joanne Whalen moved to **PAY** the Outstanding Payables as presented.*

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

8.3 BANK LOAN LETTER

At this point Council reviewed a letter to be signed by the Mayor and the Town Manager in order to borrow funds from RBC to complete the Alternate power project. Council agreed and Mayor LeGrow signed the letter.

9.0 COMMITTEE REPORTS

- 9.1 NEAJC – Council reviewed the latest set of minutes. Deputy Mayor Whalen briefed Council.
- 9.2 P&D Committee – Councillor Ralph LeGrow address Council regarding 16 June meeting. Much of the information was passed on in previous items of this meeting. Councillor LeGrow, requested that the Town Manager call the former owner of property in Bauline to determine if they were prepared to cancel a Crown Land Application that they currently hold. A discussion arose and the Town Manager was requested to make the phone call.

10.0 TABLE DISCUSSION

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

Councillor Chris Palmer raised a concern that he felt that Council should start the preparations for Come Home Year 2021 as soon as possible, in order to be ready for July/August 2021.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **Tuesday, 14 July 2020 at 7:30 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 085 / 2020

*Deputy Mayor Joanne Whalen moved to **ADJOURN** the meeting of **25 June 2020.***

Mayor Craig LeGrow adjourned the meeting at 10:59 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline