

MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 27 AUGUST 2019



PRESENT

Mayor Craig LeGrow
Deputy Mayor Joanne Whalen
Councillor Carol King
Councillor Ralph LeGrow
Councillor Chris Palmer
Town Clerk/Manager Craig Drover

REGRETS

Asst. Town Clerk Donna Connors

GUESTS

1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **7:48 pm**.

2.0 AGENDA

Upon review of the proposed Agenda;

MOTION 108 / 2019

*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 **6 August 2019**;

MOTION 109 / 2019

*Councillor Carol King moved to **ADOPT** the minutes of 6 August 2019 as presented.*

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

4.0 BUSINESS ARISING FROM MINUTES

4.1 INTERIOR PAINTING REQUESTS

The Town Manager informed Council that there had been an issue with the contractor and there is a meeting scheduled for 28 September. Council decided to defer this item to a later meeting.

4.2 SCHOOL BUS SHELTER

The Town Manager informed Council that the Lions Club had been contacted regarding this matter. They are interested in the project and will table it at their next meeting.

4.3 LAND PURCHASE

The Town Manager informed council that they are still awaiting the Auditor's report before the funds can be released. He is in contact with all stakeholders.

4.4 MUNICIPAL CAPITAL WORKS APPLICATION STATUS

An e-mail has been sent to the MHA requesting a meeting with the Minister.

4.5 CROWN LANDS

Councillor Ralph LeGrow tabled a draft design of the Duck Pond project. Council agreed. Councillor Ralph LeGrow indicated he would have the map produced at a better quality and sent to the Town Manager.

4.6 SEAVIEW LANE

The Town Manager informed Council that the Maintenance Supervisor and summer staff repaired some of the issues on Seaview Lane. Additional, more extensive repairs were still required.

4.7 DEFIBRILLATOR AND CPR

The Town Manager informed Council that an e-mail was sent to the Heart & Stroke foundation requesting training.

4.8 RNC TOWN HALL MEETING

The Town Manager informed Council that Chief Boland has accepted the invitation to attend a Town Hall meeting in Bauline. A date has yet to be determined. Council requested that the Town Manager reach out to the Killick Coast towns to see if they would like to attend as well.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

5.1.1 Development – Brian McGrath – Accessory building

Upon review of the development application

MOTION 110 / 2019

*Deputy Mayor Joanne Whalen moved to **APPROVE** the development of a 8' x 10' accessory building at 107 Pouch Cove 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. *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. *All municipal criteria and legislation is to be met and verified by the Town of Bauline’s Official;*
4. *The cost of the Building Permit will be \$100.00 plus \$1.00 per square meter of gross floor area; and*
5. *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 Carol King
Motion **CARRIED** unanimously*

5.2 CORRESPONDENCE

- 5.2.1 Portugal Cove-St. Philips – Council reviewed this proposed amendment number 8 from the town of Portugal Cove-St. Philips.
- 5.2.2 Quest Atlantic - Council reviewed this news and updates regarding green energy projects throughout the Atlantic provinces, along with upcoming events.
- 5.2.3 MNL – Women’s Leadership Summit – Council reviewed this correspondence regarding the first annual municipal leadership summit for women is happening in St. John’s on Wed, 13 Nov at the Delta Hotel.
- 5.2.4 AIM – Council reviewed the information on this Asset Management two day conference being held here in St. John’s 5-6 September. Councillor Ralph LeGrow indicated he may attend and requested that the Town Manager forward him the registration information.
- 5.2.5 Municipalities NL – Council reviewed the information on the upcoming MNL annual Convention and Trade Show scheduled for 14-16 November.
- 5.2.6 Water Resources – Council reviewed this exceedance report received from the Water Resource Division.

- 5.2.7 Department of National Defence – Council reviewed this letter from 37 Bde Gp St. John’s inviting the Mayor and Council to attend their job fair at the new HQ on the Boulevard scheduled for Saturday, 28 September 10:00 am to 4:00 pm. More info upon confirmation of attendance.
- 5.2.8 Military Family Resource Centre (MFRC)– Council reviewed this request from the St. John’s MFRC to distribute information to former and serving military members.
- 5.2.9 Pouch Cove Volunteer Fire Department - Council reviewed this invitation to the PCVFD’s annual firefighters Ball on Saturday 21 September. Councillor Ralph LeGrow indicated he would attend the ball. After a short discussion:

MOTION 111 / 2019

*Councillor Carol King moved to **DONATE** \$250.00 to the Pouch Cove Volunteer Fire Department at the annual Firefighter’s Ball.*

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

- 5.2.10 PMA – Annual Fall Training Forum - Council reviewed this information regarding the Fall Training Forum scheduled for 19-20 September at the Quality Suites Gander. Council agreed that the Assistant Town Clerk should attend, if available.
- 5.2.11 Prostate Cancer Canada – Council reviewed this request to recognize September as Prostate Cancer Awareness Month. After a short discussion:

MOTION 112 / 2019

*Councillor Chris Palmer moved to **PROCLAIM**:*

***Prostate Cancer Awareness Month
September 2019***

WHEREAS, prostate cancer is the most common cancer among Canadian men; and

WHEREAS, 1 in 7 Canadian men will be diagnosed with the disease; and

WHEREAS, an estimated average of 11 Canadian men die from prostate cancer every day; and

WHEREAS, the survival rate for prostate cancer is nearly 100 per cent when detected early, but 3 of 4 men will die when found late; and

WHEREAS, black men and those with a family history of the disease are at a greater risk; and

WHEREAS, since Prostate Cancer Canada was formed in 1994, the death rate has been cut in half; and

WHEREAS, awareness and conversations about prostate cancer can lead to screening and early detection that saves lives, and

WHEREAS, the Town of Bauline supports Prostate Cancer Canada and everyone committed to raising awareness about prostate cancer;

Seconded by Councillor Carol King

Motion **CARRIED** unanimously

Mayor LeGrow signed the proclamation

5.2.12 Canadian Union of Postal Workers – Council reviewed this request for Mayor LeGrow to engage the federal politicians during the campaign season regarding several Canada Post issues.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

6.1.1 Stage – The Town Manager informed Council that the stage had been ordered and should be here by the end of September.

6.1.2 Audit Notes – The Town Manager informed Council that the Auditor has devoted much more time than anticipated reconciling the Accounts and consolidating the Town's and Community Committee accounts. Additional time is required that is outside the scope of duties required for the audit, and will cost additional funds. After a short discussion Council agreed to proceed with the additional financial services.

6.1.3 The Wave – Council reviewed the wave and requested two more items to be added.

6.2 REPORT FOR ASSISTANT TOWN CLERK

The Town Manager presented the Assistant Town Clerks written report. After some discussion, Council directed the Town Manager to accelerate the ATC's training into the TM position, and start shifting Community Committee duties back to the Community Committee.

6.3 MUNICIPAL CHARITABLE DART TOURNAMENT

Council reviewed the responses from the Mayor's regarding the Municipal Charitable Dart Tournament. They also reviewed the advertising poster and registration forms. After some discussion the tournament was

scheduled for Saturday 2 November. The Town Manager was directed to send all the information to all Council members of cities/towns within the North East Avalon.

6.4 FALL BULK CLEAN-UP

Council discussed conducting a fall bulk clean-up. After some discussion, it was agreed not to proceed with a fall clean-up.

6.5 DECK AND SIGN MAINTENANCE

Deputy Mayor Joanne Whalen addressed Council and asked if there were any plans to re-stain the deck surrounding the Town Hall. After a short discussion, it was agreed not to stain the entire deck, but to look into staining the front door portion of the deck.

7.0 OLD BUSINESS

7.1 GREEN ENERGY PROJECT

Council discussed the green energy project and the upcoming formal meeting on this issue scheduled for 5 September at 6:00 pm. It was requested that Consultant Ashley Smith of Fundamental Inc. be invited to attend the meeting at 7:30 pm.

7.2 BROOK PATH BRIDGE

The Town Manager informed Council that the tender package has been dispatched and there has been a good response thus far. The public opening is scheduled for 6 September at 2:10 pm. The Mayor encouraged any Council member to attend.

7.3 MUNICIPAL NATURAL ASSET INVENTORY PROJECT

This item was deferred, as no new information has been received.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 113 / 2019

*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 114 / 2019

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

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

9.0 COMMITTEE REPORTS

There were no written reports received for review.

9.1 EMERGENCY RESPONSE COMMITTEE

ER Committee Chair, Councillor Chris Palmer addressed Council to let them know that we are still awaiting a final copy of the amended Joint Emergency Response Plan.

9.2 PLANNING AND DEVELOPMENT COMMITTEE

P&D Committee Chair, Councillor Ralph LeGrow addressed Council and tabled a draft design of the Duck Pond project. Council agreed with the design. Councillor Ralph LeGrow indicated he would have the map produced at a better quality and sent to the Town Manager. He also suggested that a meeting with the Crown Lands Division be scheduled in the near future.

9.0 TABLE DISCUSSION

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

Councillor Chris Palmer briefed Council on the 3 day FCM Transitions 2050 workshop hosted here in Bauline. Overall it was a successful event.

Mayor LeGrow requested that a letter be sent to a landowner regarding noise and an untidy property.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **Tuesday, 17 September 2019 at 7:45 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 115 / 2019

*Councillor Carol King moved to **ADJOURN** the meeting of **27 August 2019.***

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

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline