

MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 3 MARCH 2020



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 **7:45 pm**.

2.0 AGENDA

Upon review of the proposed Agenda;

MOTION 019 / 2020

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

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

3.0 PREVIOUS MINUTES

3.1 Upon review of the minutes of a General Council meeting held **28 January 2020**;

MOTION 020 / 2020

*Councillor Ralph LeGrow moved to **ADOPT** the minutes of 28 January 2020 as presented.*

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

3.2 Upon review of the minutes of a Special Council meeting held **11 February 2020**;

MOTION 021 / 2020

*Councillor Chris Palmer moved to **ADOPT** the minutes of 11 February 2020 as presented.*

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

4.0 BUSINESS ARISING FROM MINUTES

4.1 INTERIOR BUILDING PAINTING

The Town Manager informed Council that the contractors have completed painting the main hall and are on track to complete the project in 2-3 weeks.

4.2 TRIO BENEFIT PACKAGE

Upon review of the preliminary Trio employee benefit package:

MOTION 022 / 2020

*Councillor Carol King moved to **APPLY** for an employee benefit package through TRIO for additional council review.*

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

4.3 FLOOR SCRUBBER

The Town Manager informed Council that the town picked up the floor scrubber from the Town of Flatrock. There are a few parts missing, which have been ordered and should arrive in 2-3 weeks.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

5.1.1 Rezoning – Bauline Line Extension - This item was deferred until later in the meeting at item 9.1

5.1.2 Development – Glenn Miller 900-904 Bauline Line

The Town Manager informed council that Mr. Miller's Development Application falls within the current Town Municipal Plan and Development Regulations. Upon review:

MOTION 023 / 2020

*Councillor Carol King moved to utilize Councils discretionary authority and **APPROVE IN PRINCIPLE** the vacant lot at 900-904 Bauline Line for the development of a residential dwelling 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. *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 Department of Transportation and Works 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 Building Permit will be \$100.00 plus \$1.00 per square meter of gross floor area;*
6. *A complete development application 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.*

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

5.2 CORRESPONDENCE

- 5.2.1 Epilepsy NL – Council reviewed this request from Epilepsy NL to proclaim 26 March as Purple Day. After review, council agreed and Mayor LeGrow signed the proclamation.
- 5.2.2 Colin LeGrow – Council reviewed this request for access to Harbour Front property owned by the Town to acquire landfill. Upon review, council requested more information regarding the request, and deferred the decision to another Council meeting.
- 5.2.3 Landscape NL – Council reviewed this opportunity from Landscape NL regarding *The Forgotten Corner* project. Some discussion arose regarding revitalizing “Loki’s Hill” as an historical Bauline barking pot location. It was requested that more information be gathered from Landscape NL to see if this type of project would qualify.
- 5.2.4 Municipal Assessment Agency (MAA) – Council reviewed this update Circular from MAA following the Board of Directors meeting 26 February.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGE

- 6.1.1 Food Inspection – The Town Manager informed Council that following a recent provincial food inspection, the Town was required to install an outside vent to the range hood in the kitchen. Work is to be completed by 30 June.
- 6.1.2 Office Computers – The Town Manager informed Council that both his and the ATC's computers are out of date and windows no longer supports the operating systems. The computers are very slow as well. Council requested that the Town Manger go through the process of identifying requirements and quotes to have both computers replaced.
- 6.1.3 Garbage on BLE – The Town Manager informed Council that arrangements were made to recover the garbage that was dumped on Bauline Line Extension. There were no identifying marks found on the garbage.
- 6.1.4 Federal Gas Tax – The Town Manager informed Council that the 2nd 2019 installment of the 2019 Gas Tax as well as the 1st 2020 installement were deposited into the Town's operating account in the amount of \$54,621.00. After a short discussion:

MOTION 024 / 2020

*Councillor Carol King moved to **TRANSFER** \$54,621.00 of Gas Tax Funds from the operating account into the gas tax funds account.*

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

6.2 REPORT FOR ASSISSTANT TOWN CLERK (ATC)

Council reviewed the ATC's written report.

6.3 CBC INTERVIEW

Deputy Mayor Joanne Whalen and Councillor Carol King briefed Council on the recent, on-site, CBC interview regarding the Town's Bulk Buy Program. Overall, it was a very positive news note.

6.4 2020 ATIPP TRAINING

Council reviewed the schedule of ATIPP training for coordinators (21 April) and for Council (22 April) in St. John's. After a short discussion, Deputy Mayor Joanne Whalen and Councillor Carol King indicated they were planning on attending. Staff and the remainder of Council were encouraged to attend by Mayor LeGrow.

6.5 AUDITOR PROPOSAL

Council reviewed the proposal from the Auditor regarding an ongoing monthly support contract. After a lengthy discussion, it was decided to decline the offer at this time, but permit the Town Manager to engage the auditing firm for support as he deemed necessary over the next year. After which, the proposal would be reviewed again.

7.0 OLD BUSINESS

7.1 GREEN ENERGY UPDATE

The Town Manager informed Council that there is a meeting scheduled for Monday 23 March 9:00-12:00 with Fundamental Inc. regarding all the ongoing green energy projects. Councillor Chris Palmer will be attending and any other council members were invited to attend. Council deferred an updated until after the 23 March meeting.

7.2 TOWN CROWN LAND APPLICATIONS - UPDATE

Council reviewed correspondence from the Crown Land Division regarding town applications around Duck Pond and Pouch Cove Line. After a lengthy discussion:

MOTION 025 / 2020

*Councillor Ralph LeGrow moved to **REQUEST** a speed limit reduction in the Duck Pond area for safety reasons and in the identified area of Pouch Cove Line for safety and economic reasons to 40km/h.*

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

7.3 ALTERNATE POWER SUPPLY UPDATE

Council reviewed the approved municipal capital works project MCW-19-00010 documentation. After a lengthy discussion;

MOTION 026 / 2020

Councillor Chris Palmer moved to **REQUEST** a one year extension to project MCW-19-00010 from April 2020 to April 2021 to have all contracts awarded.

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

7.4 BROOK PATH BRIDGE

Council reviewed the latest correspondence from NL Modular regarding the start of the Brook Path Bridge project. The Town Manager suggested that gas tax funds could be used to defray the cost of the project. After a short discussion;

MOTION 027 / 2020

Councillor Carol King moved to **AMEND** the current Capital Investment Plan to reallocate \$30,000.00 from the water distribution project to the Brook Path Bridge project.

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

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 028 / 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 029 / 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 P & D Committee - Bauline Line Extension – Business Proposal (Ongoing)

Councillor LeGrow (Chair of the P&D Committee) briefed council on two meetings held since the last Council Meeting. He then provided council with a recommendation regarding rezoning part of the Bauline Line Extension to accommodate some commercial enterprise. After a lengthy discussion;

MOTION 030 / 2020

*Councillor Ralph LeGrow moved to **REZONE** an area on the Bauline Line Extension to accommodate some commercial enterprise.*

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

The Town Manager was requested to liaise with the Town Planner to start the process.

9.2 ERC Committee – 13 Feb meeting brief & Emerg Resp Plan presentation

Councillor Chris Palmer (Chair of the ERC Committee) presented a written report and briefed Council on recent meetings held since the previous Council Meeting. He then presented Council with the updated joint Emergency Response Plan, and a draft table top exercise. After some discussion;

MOTION 031 / 2020

*Councillor Chris Palmer moved to **ADOPT** the revised 2019 joint Pouch Cove and Bauline Emergency Response Plan.*

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

9.3 CHY Committee - Mayor Craig LeGrow provided Council with information regarding the Come Home Year Committee activities.

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 indicated that there is a webinar meeting with ICLEI from 1:00-3:30 10 March if anyone was interested in attending. Councillor Palmer went on to recommend that the Come Home Year committee get it's own

website. He also indicated that the potholes throughout the community were a safety concern.

Deputy Mayor Joanne Whalen indicated that she had been talking to the Town's Water Operator and recommended that the town look into purchasing water test kits that go beyond the current chlorine test kit used at this time.

Mayor Craig LeGrow pointed out that he was concerned with how some residents are plowing their driveways into the roads and creating a safety hazard.

A short discussion on all items took place.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **Tuesday, 24 March 2020 at 7:45 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 032 / 2020

*Deputy Mayor Joanne Whalen moved to **ADJOURN** the meeting of **3 March 2020.***

Mayor Craig LeGrow adjourned the meeting at 10:57 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline