

MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PL – 8 NOVEMBER 2021



PRESENT

Mayor Craig LeGrow
Deputy Mayor Joanne Whalen
Councillor Carol King
Town Clerk/Manager Craig Drover
Asst Town Clerk Donna Connors

REGRETS

Councillor Heidi Kolodniski
Councillor Chris Palmer

GUESTS

GALLERY

1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **7:22 pm**.

2.0 AGENDA

Upon review of the proposed Agenda, the following items were requested to be added: 5.1.1, 5.2.12, 5.2.13, 5.2.14, 6.1.4, 6.2.1 & 6.7.

MOTION 138 / 2021

*Councillor Carol King moved to **ADOPT** the agenda with the additions as requested.*

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

3.0 ADOPT MINUTES

Upon review of the minutes of 14 October 2021

MOTION 139 / 2021

*Deputy Mayor Joanne Whalen moved to **ADOPT** the minutes of 14 October 2021 as presented.*

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

4.0 BUSINESS ARISING FROM MINUTES

4.1 Harassment Prevention Plan

Deputy Mayor Joanne Whalen addressed Council and requested that all council member and staff forward their recent OH&S training certificates to her.

4.2 Priorities Discussion

Council reviewed their list of priorities garnered from the 26 October meeting.

4.3 Community Centre and Committee

Following up from Council's meeting of 26 October, a Community Committee meeting was scheduled for 9 November at 8:00 pm.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

5.1.1 Development – Public Consultation 130 Pouch Cove Line regarding Motorcycle Museum.

Council reviewed the outline for the Public Consultation Meeting regarding this development, which is scheduled for Thursday 18 November 2021.

5.1.2 Business Application – Dog Daycare – 16 Main Street

Council reviewed this business application. After some discussion, it was requested that the proponent provide more information regarding a business plan, particulars regarding sufficient space in accordance with provincial guidelines to operate an animal daycare, parking etc.

5.1.3 Development Accessory Building – 62 Pouch Cove Line

Council reviewed this Development application. After which:

MOTION 140 / 2021

*Deputy Mayor Joanne Whalen moved to **APPROVE IN PRINCIPLE** the construction of a 10' x 12' accessory building at 62 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. *The responsibility of this construction for compliance with the National Building Code rests with the home owner and/or the contractor;*
4. *All municipal criteria and legislation are to be met and verified by the Town of Bauline's Official;*
5. *The cost of the Building Permit will be \$100.00; and*
6. *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 Municipal Assessment Agency (MAA) – 2022 Assessment Fees.
Council reviewed this letter that sets the 2022 Assessment fees at \$7462.00 annually (\$1865.50 quarterly).
- 5.2.2 Eastern Regional Service Board (ERSB) – Vaccinations.
Council reviewed this correspondence which announces that anyone being elected for the Board of Directors for the Eastern Regional Service Board will need to be vaccinated.
- 5.2.3 Municipal and Provincial Affairs (MAPA) – Resources.
Council reviewed this letter which welcomes new municipal council members and informs them of some resources available to Councils.
- 5.2.4 Municipalities NL (MNL) – Code of Conduct legislation.
Council reviewed this letter which informs councils that Bill 37 was brought forward for the second reading at the House of Assembly. Deputy Mayor Whalen informed Council that there will be mandatory training over the next few months.
- 5.2.5 Municipal Assessment Agency (MAA) – 2021 Report.
Council reviewed this report to Stakeholders from the Municipal Assessment Agency.
- 5.2.6 MUN President – Monthly update.
Council reviewed this monthly report from the MUN president Vianne Timmons
- 5.2.7 Betty Moore – Election of board members.
Council reviewed this request for support from Betty Moore who is seeking re-election as the Avalon Director to the MAA.

- 5.2.8 Public Procurement Agency – Request for information.
Council reviewed this request to complete a spreadsheet for the Public Procurement Agency. Council agreed.
- 5.2.9 Municipalities NL (MNL) – Campaign Messages.
Council reviewed the campaign messages for the MNL Board from the following people candidates:
- 5.2.9.1 Harold Murphy
 - 5.2.9.2 Rod Delaney
 - 5.2.9.3 Lynn Decker-Ellsworth
 - 5.2.9.4 Trina Appleby
 - 5.2.9.5 Terry Randell
- 5.2.10 Municipal and Provincial Affairs (MAPA) – Elected Official Info.
Council reviewed this request for information for emergency response purposes. After a short discussion, council agreed.
- 5.2.11 Dollywood Foundation – Request for Donation.
Council reviewed this request for a \$1000.00 donation to kick off a reading program within the Killick Coast region. After a short discussion, council was not in favour of supporting this request, at this time.
- 5.2.12 Eastern Regional Service Board (ERSB) – Landfill Fees.
Council reviewed this correspondence regarding the tipping fees at the provincial landfill sites.
- 5.2.13 Municipalities NL (MNL) – New Board Members.
Council reviewed this correspondence which announces the newly elected board members to MNL.
- 5.2.14 Municipal Assessment Agency (MAA) – Ballot – Avalon Director.
Council reviewed this municipalities ballot for the position of Avalon Director for the Municipal Assessment Agency. After a short discussion, council made a decision to vote for Mr. Eric Snow.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

- 6.1.1 Construction Signs – The Town Manager provided Council with a quote from Construction Signs regarding electronic speed signs. After a short discussion, it was decided not to proceed at this time.
- 6.1.2 Engineering Student – The Town Manager informed Council that Shalindra Senalankadhikara started his MUN work term with the Town on 1 November 2021.

6.1.3 Town Plan RFQ – The Town Manager provided the *Request for Quotes* document, regarding a new Town Plan and Development Regulations. He informed Council that this was sent to four planners.

6.1.4 Engineering Services RFQ – The Town Manager provided the *Request for Quotes* document, regarding an engineering design for the replacement of the water distribution system. He informed Council that this was sent to six engineering firms.

6.2 REPORT FROM THE ASSISTANT TOWN CLERK

The Assistant Town Clerk addressed council and briefed them on items such as Come Home Year, Pub night, Book Club, the Community Committee meeting, as well as the afterschool and tutoring programs.

6.3 BONFIRE NIGHT

Council discussed the Bonfire night event. All went well and there were no items to be addressed for next years event.

6.4 REMBRANCE DAY

Council reviewed the program for the Remembrance Day ceremony. It was noted that most likely it would be moved inside due to pending weather. Council approved the indoor program.

6.5 AWARDS CEREMONY

After a lengthy discussion, it was decided to move the special awards ceremony to another day instead of 11 November. The Town Manager was requested to inform the two recipients that the ceremony has been postponed, and that they will be notified when a new date has been selected.

6.6 CHRISTMAS PARADE

Council requested that the Community Committee be engaged to ensure that the Christmas Parade was planned and executed. The date is in conjunction with the Town of Pouch Cove's parade, 4 December, with Bauline's parade commencing at 2:00 pm. The Town Manager informed Council that the RNC have been notified and will be providing a police escort for that day.

6.7 MANGANESE FILTRATION SYSTEM

After review and a short discussion:

MOTION 141 / 2021

*Deputy Mayor Joanne Whalen moved to **CONTRACT** Superior Water and Pump to install a Manganese Filtration System to the town's water supply utilizing gas tax funds.*

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

7 OLD BUSINESS

7.1 GREEN ENERGY UPDATE

After a short discussion it was requested that a meeting with Fundamental Inc. be coordinated.

7.2 RECREATION MULTIPURPOSE PARK UPGRADE

The Town Manager informed Council that this project is progressing well.

7.3 ASSET MANAGEMENT

The Town Manager informed Council that this project is progressing well.

7.4 REGIONAL WAYFINDING PROJECT

Council reviewed the latest correspondence regarding this project.

8 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 142 / 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 143 / 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 Planning and Development Committee – Chair, Mayor Craig LeGrow & DM Joanne Whalen. Nothing to report.

9.2 Policy & Governance Committee – Chair, Deputy Mayor Joanne Whalen. Nothing to report.

9.3 Finance Committee – Chair, Councillor Carol King called a Finance Committee meeting for 16 November at 7:00 pm.

9.4 Public Works Committee – Chair, Councillor Chris Palmer and Councillor Heidi Kolodniski.

sub-committees of the Public Works Committee:

9.4.1 Water Advisory Committee – Councillor Heidi Kolodniski submitted a written report/minutes of the Water Advisory Committee. Council reviewed these minutes.

9.4.2 Waste Reduction Committee – nothing to report.

9.4.3 Sustainable Energy & Environment Committee – nothing to report;

9.4.4 Community Garden Committee – nothing to report.

9.5 History & Heritage Committee – Chair, Councillor Heidi Kolodniski and Councillor Carol King. Nothing to report.

9.6 Emergency Response Committee – Chair, Councillor Chris Palmer. Nothing to report.

9.7 Northeast Avalon Joint Council Committee (NEAJC) – Representative Deputy Mayor Joanne Whalen. Alternate Councillor Chris Palmer. Deputy Mayor Joanne Whalen informed Council that the next NEAJC meeting is scheduled for 16 November.

9.8 Community Committee – Chair, Councillor Carol King and Mayor Craig LeGrow. Nothing to report.

9.9 Trails & Recreation Committee – Chair, Deputy Mayor Joanne Whalen and Councillor Heidi Kolodniski. Nothing to report.

10.0 TABLE DISCUSSION

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

There were no other items discussed at this meeting.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **TUESDAY, 30 November 2021 at 7:00 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 144 / 2021

*Deputy Mayor Joanne Whalen moved to **ADJOURN** the meeting of **8 November 2021.***

Mayor Craig LeGrow adjourned the meeting at 10:30 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline