

A regular meeting of Council was held on Monday, December 10<sup>th</sup>, at 4:00 p.m., at the Bonaventure English Harbour Development Association building.

**Members Present:** Deputy Mayor Joan Kane  
Councillor Thomas Toope  
Councillor Dawne Marlow  
Councillor Karen Huys  
Town Clerk/Manager Linda Sweet  
Water & Sewer Operator Glen Vokey

**Regrets:** Mayor Jim Miller

**Delegates:** Helene Gareau, Mary Clarke

**Visitors:** Ed Burry, Ian Morris

**Motion 2018-12-74:** was made by Councillor Marlow to adopt the minutes of November 5<sup>th</sup>, it was seconded by Councillor Huys. All in agreement, motion carried.

**Motion 2018-12-75:** was made by Councillor Huys to adopt the posted agenda with four additions, 5 Bugden's Lane, Permit Review, Parish Hall and 7 Dock Lane it was seconded by Councillor Marlow. All in agreement, motion carried.

### **Business Arising from Minutes**

Deputy Mayor Kane informed Council that we received an update from our Town Planner regarding the public paths/right-of-ways and we do own these paths but are not obligated to upgrade and improve them particularly if the land is not being developed. She went on to say as owner of the right-of-ways Council is well within its rights to require that a public right-of-way be upgraded to a Town standard to service a proposed development. Following acceptance of the upgrading, the Town would then be responsible for servicing and upgrading the road to the development and if there is no development occurring, then there is no need to upgrade the right-of-way. Town Clerk/Manager to write 1 High Street regarding the decision that Council will not be upgrading the right-of-ways.

Deputy Mayor Kane informed Council that we met two weeks ago to discuss 2019 budget and have decided that the mil rate would be reduced from 41/4 to 4 and the remainder of the taxes would remain as in the 2018 budget. A discussion took place and **Resolution 2018-12-76:** was made by Councillor Huys to reduce the mil rate to 4 and the remaining tax rate stay the same as 2018 with the total budget being \$404,688.44, it was seconded by Councillor Toope. All in agreement, resolution carried.

A discussion took place regarding paying out the water and sewer loan with the excess funding from the 2018 fiscal year and **Resolution 2018-12-77:** was made by Councillor

Huys to pay out the existing water and sewer loan of \$32,577.13, it was seconded by Councillor Marlow. All in agreement, resolution carried.

### **Heritage Committee**

Deputy Mayor Kane informed Council that we have received an application from 7 Water Street to extend upward by raising the roof to a 12 on 12 from front to rear with a 12 on 12 dormer on the east and west facades. A discussion took place and members of the Heritage Committee as well as Council had concerns about the casement windows as this is not allowable in the Heritage Area. Councillor Huys felt that these windows were not permitted in the Heritage Area and did not approve of them going in the addition; as well she had some concerns about the exterior finishing.

Ms. Clarke explained that she was not doing this addition but wanted approval because she was putting the house on the market. She explained that when a parcel of land is sold it often has planning permission for a particular style house and this improves the value of the land to show a house can be built and if the buyer does not like the design they will buy elsewhere. She went on to say that she wishes to sell the house with a particular vertical addition and the potential buyer would know this is what has been approved. Ms. Clarke also noted that she was putting back vinyl siding and casement windows as is currently on the existing house.

Councillor Toope informed Ms. Clarke that her application stated she would be using four inch exposure spruce clapboard, with the traditional felt moulding, frieze board, corner, door and window trim, and wide water table board.

A discussion took place and **Motion 2018-12-78:** was made by Councillor Huys to deny the application based on the fact the applicant has no intentions on doing the addition and the windows and siding did not meet the heritage guidelines, it was seconded by Councillor Marlow. All in agreement, motion carried.

Deputy Mayor Kane informed Council that we received an application from 53 High Street to build a porch and it has gone to the Heritage Committee for review and approval and has been posted for 30 days with no objections. A discussion took place and **Motion 2018-12-79:** was made by Councillor Huys to approve 53 High Streets application to build a porch as presented, it was seconded by Councillor Toope. All in agreement, motion carried.

Deputy Mayor Kane informed Council that we received a letter from 5 Bugden's Lane stating they received a letter from Council on November 5<sup>th</sup> with the new check list for renovations and felt that they were exempt from the form as they had their application in before this check list existed. She went on to say the letter stated they intended to use the building as a shed and they had enclosed pictures of an existing Trinity shed that they would make sure to come as close as possible to in materials and looks. Councillor Huys stated that if the shed was allowed to be moved it would have to meet the Heritage

Guidelines and asked the applicant to submit a diagram with the placement and type of windows, doors and siding that will meet the Heritage guidelines.

Ms. Gareau expressed concerns that the shed may not be sound enough to make the move and felt they shouldn't have to do any renovations unless it could be moved successfully.

Council agreed that if the shed is allowed to be moved the heritage renovations would not have to be done until after the move. A discussion took place and **Motion 2018-12-80:** was made by Councillor Huys to deny the application and have a new one submitted with a diagram of the building with placement and type of windows, doors and siding, it was seconded by Councillor Toope. All in agreement, motion carried.

### **Incoming Correspondence**

a) Copy of a letter from Tourism, Culture, Industry and Innovation that was sent to 7 Dock Road advising they must hold a valid Tourist Establishment Licence. Nov 13/18 - File

b) Dept. of Tourism, Culture, Industry and Innovation Re: Updating our Tourism Establishment Licence. Nov 19/18 - File

c) Dept. of Municipal Affairs Re: Training for Consultants. Nov 21/18 - File

d) DIVE Ventures Re: Request to renovate Random Foodex into a 9 bedroom Hostel as accommodations. Nov 21/18 – Letter was sent approving providing all Government approvals were met.

e) Service NL Re: BWA removed. Nov 21/18 - File

f) Fort Point Lions Club Re: Donation for the Santa Claus parade. Nov 26/18 –Donate \$50.00

### **Outgoing Correspondence.**

- Letter to 15 Water Street denying the request to demolish the house.

- Letter to 5 Bugden's Lane requesting more information.

- Letter to 7 Dock Road asking them to apply for a Tourist Establishment Licence.

Invoices for Operating Account from November 5<sup>th</sup> to 30<sup>th</sup>, 2018, \$25,234.12

A discussion took place and **Motion 2018-12-81:** was made by Councillor Marlow to pay the invoices in the operating account, it was seconded by Councillor Huys. All in agreement, motion carried.

Income for Operating Account November 5 to 30, 2018, \$5,316.35

### **Finances:**

**Operating Account** **\$108,340.16**

**Recreation Account** **\$2,764.62**

A discussion took place and **Motion 2018-12-82:** was made by Councillor Huys to accept the finances as presented, it was seconded by Councillor Marlow. All in agreement, motion carried.

## **New Business**

Deputy Mayor Kane asked if we would be doing Light up Christmas this year and Council agreed to do the same as previous years. Once the date and time is set the Town Clerk/Manager will post.

Deputy Mayor Kane informed Council that we met with Jerry Dick to review municipal heritage designation and he gave a very informative presentation. A discussion took place and **Motion 2018-12-83:** was made by Councillor Marlow to move forward with the Municipal Heritage Designation with the first step being holding a public presentation in May 2019, it was seconded by Councillor Toope. All in agreement, motion carried.

Deputy Mayor Kane informed Council that garbage collection will be on Friday's starting December 14<sup>th</sup>.

Deputy Mayor Kane informed Council that we made a profit of \$9,714.07 from the Trinity Festival weekend. A discussion took place and **Motion 2018-12-84:** was made by Councillor Marlow to donate \$4,000.00 to the Fire Department and leave the remaining \$5,714.07 to put some new equipment in the playground, it was seconded by Councillor Huys. All in agreement, motion carried.

Deputy Mayor Kane asked if the Town Clerk/Manager could do a review of permits issued and write those that have expired and explain they are no longer valid and let them know they have to resubmit their application for approval from Council. As well any permits that have been issued with work not completed write and let them know they have to complete what was in the application.

A discussion took place regarding purchasing the Parish Hall with the intent of turning it into the New Town Building. Deputy Mayor Kane suggested that the first process may be to write the Minister of Municipal Affairs and Environment and ask to have the funds that were allocated to build a new building relocated to the purchase of the Parish Hall and renovation work. A discussion took place and **Resolution 2018-12-85:** was made by Councillor Huys to write the Minister of Municipal Affairs and Environment and ask to have the 2015-16 Municipal Capital Works Program, Project No. 17-MCW-16-00046 Town Hall/Community Centre relocated to the purchase of the Parish Hall and renovation work, it was seconded by Councillor Marlow. All in agreement, resolution carried.

Deputy Mayor Kane also suggested writing Archdeacon Caines with the Anglican Diocese of Central Newfoundland and let them know that we are in the process of seeking funds to make an offer to purchase the Parish Hall along with a proposal of what the intended use of the building will be should they be willing to sell.

Deputy Mayor Kane informed Council that we received an application from 7 Dock Lane to build an extension to the current structure. A discussion took place and it was decided that due to ongoing concerns regarding 7 Dock Lane operating a business without proper permits to do so the application would be put on hold until this matter was rectified.

Town Clerk/Manager to write 7 Dock Lane and explain that his application will be put on hold until further notice.

On behalf of Council Deputy Mayor Kane wished everyone a Merry Christmas and a Happy New Year.

**Motion 2018-12-86:** was made by Councillor Toope to adjourn the meeting at 5:00 p.m., it was seconded by Councillor Marlow. All in agreement, motion carried.

The next regular meeting of Council will be at 4:00 p.m., on Monday, February 4<sup>th</sup>, 2019, at the Bonaventure English Harbour Development Association.

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Mayor

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Town Clerk/Manager