

A regular meeting of Council was held on Monday March 4th, at 4:00 p.m., at the Bonaventure English Harbour Development Association building.

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

Delegate: Darryl Marsh

Visitors: Ian Morris, George Hayter, Fred Goldsworthy, Wayne White, Helen Gareau

Motion 2019-03-20: was made by Councillor Huys to adopt the minutes of February 4th, it was seconded by Councillor Toope. All in agreement, motion carried.

Motion 2019-03-21: was made by Councillor Marlow to adopt the minutes of February 19th, it was seconded by Councillor Huys. All in agreement, motion carried.

Motion 2019-03-22: was made by Deputy Mayor Kane to adopt the posted agenda, it was seconded by Councillor Huys. All in agreement, motion carried.

Business Arising from Minutes

Mayor Miller informed Council that the Department of Municipal Affairs and Environment determined that we need to advertise for a Consultant Fee Request to do an assessment of the condition and of the Parish Hall. He went on to say the Consultant Fee Request went out on February 20th to six architecture firms and the closing date is March 8th. Once the request are in they will be reviewed by the Department and then forwarded to the Town for review but the usual process is the lowest tender. Once an architect is selected the contract will include the condition of the existing building, feasibility of renovation and purchase recommendation, renovation concept development, project phasing plan, preparation of tender ready design package, tendering and construction phases and project close-out.

Fire Department

Mayor Miller informed Council that the Special Assistance grant for the garage doors has been submitted and we are waiting for a reply.

Mayor Miller informed Council that the Fire Department will be holding an Election of Officers this coming Thursday.

Heritage Committee

Mayor Miller informed Council that we received an application from 7 Dock Lane to enlarge the existing building and received two letters of concern.

Mayor Miller read two letters of concern, one was regarding the windows on the west side that looked modern style and out of character with the remainder of the building. The other letter was regarding the expanded footprint of the house and its proximity to the edge of the Bay and the property line. The distance from the proposed structure to the property line (5 m) is significantly less than the minimum setback allowed for the rear yard (9 m). As well as concerns regarding the construction being so close to the water line is ill advised given the high probability of storm damage and potential liability of the Town if this proposal is approved. Moreover, the town's Development Regulations do not permit any development within 15 meters of the high water mark any body of water or wetland without approval from the Department of Environment and Conservation and, if fish habitat is affected, from Fisheries and Oceans.

Mayor Miller also read a letter from the applicant advising that they have disabled it's availability on Trip Advisor and they do not have any established business or business entity and 7 Dock Lane is a private home.

A discussion took place and **Motion 2019-03-23:** was made by Councillor Huys to deny the application based on the Development Regulations **9.7.15** Design Standards – new construction and alterations *Section 1* The prevailing massing, scale, forms and styles of the buildings, structures, and landscape of this Zone shall be retained. **9.7.6 Lot Requirements** minimum rear yard is 9 m and the applicant only has 5 m, and the impact of rising sea levels and the associated consequences are unknown, it was seconded by Deputy Mayor Kane. All in agreement, motion carried.

Mayor Miller informed Council that 51 High Street has requested a permit to remove existing cedar shingles and re-shingle with red fibreglass shingles and remove existing wooden windows and replace with vinyl inserts. A discussion took place and **Motion 2019-03-24:** was made by Councillor Huys to deny the application based on the Development Regulations **9.7.15** Design Standards – new construction and alterations *Section 1* The prevailing massing, scale, forms and styles of the buildings, structures, and landscape of this Zone shall be retained. *Section 3* Before issuing a permit for development or major renovations of a property the Town shall be satisfied that every reasonable effort has been made to provide a compatible use for the property that requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose. *Section 4* the character defining elements of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material, distinctive architectural feature, or example of skilled craftsmanship shall not be permitted unless the feature is unsalvageable, in which case the feature shall be duplicated in the appropriate material and original design. *Section 5* Original architectural features which have deteriorated shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material

shall match the material being replaced in composition, design, colour, texture, and other visual qualities. Repair or replacement of missing original architectural features shall be based on accurate duplication of features, substantiated by heritage, physical, or conjectural designs or the availability of different architectural elements from other building or structures, it was seconded by Councillor Marlow. All in agreement, motion carried.

) Dept. of Municipal Affairs Re: Spring 2019 Operator Education Seminars. Feb. 12/19 File

b) Municipal Assessment Agency Re: Update on the Municipal Assessment Agency. Feb 21/19 - File

c) Municipal Assessment Agency Re: Collaborative Initiative Fund. Feb 21/19 – Mayor Miller informed Council that Collaborative Initiative Fund is a one-time grant of up to \$2.00 per assessed parcel to assist in funding an innovation that would enhance property assessment and valuation. He explained that this would be a good opportunity to have John Burgess of Control Survey do a presentation on GIS mapping. Town Clerk/Manager to arrange a time for Mr. Burgess to do the presentation.

d) Service NL Re: Proposed change of occupancy for 5 Gallivan’s Lane. Feb 25/19 - File

e) Recreation NL Re: Upcoming events. Feb 27/19 - File

Outgoing Correspondence.

- Letter to 5 Bugden’s Lane with approval to move a shed from 35 High Street to 5 Bugden’s Lane.
- Letter to 78 Main Road with approval to build a house.
- Letter to 14 Water Street with approval to build a boathouse/shed.
- Letter to 7 Dock Lane regarding getting the business that is listed on Trip Advisor licensed.
- Letter to residents that have expired permits.

Invoices for Operating Account from February 4th to 28th, 2019, \$21,021.71. A discussion took place and **Motion:2019-03-25:** was made by Councillor Huys to pay the invoices in the operating account, it was seconded by Councillor Toope. All in agreement, resolution carried.

Income for Operating Account February 4th to 28th, 2019, \$70,753.28

Finances:

Operating Account	\$103,838.94
Recreation Account	\$2,764.62
Trinity Festival Account	\$7,065.88

A discussion took place and **Motion 2019-03-26:** was made by Councillor Huys to approve the finances as presented, it was seconded by Councillor Marlow. All in agreement, motion carried.

New Business

Darryl Marsh informed Council he received a letter from the Town Clerk/Manager reminding him that his permit expired in August 2019 and the siding needed to be completed by then. He went on to explain that there are many sheds in Trinity without siding and until they put siding on he should not be forced to.

Mayor Miller explained that the Town Clerk/Manager was asked to review all permits that were expired within the last two years or about to expire that were not completed as stated in their application to be sent a reminder and that is why you have received this letter and that he was not the only one that received it.

After much discussion Mayor Miller moved on to the next topic on the agenda.

Mayor Miller informed Council that we have had complaints that there are several backyard businesses that are not registered and not paying business tax. A discussion took place and **Motion 2019-03-27:** was made by Deputy Mayor Kane to have the Town Clerk/Manager send these individuals an invoice for small business tax, it was seconded by Councillor Marlow. All in agreement, motion carried.

Motion 2019-03-28: was made by Councillor Huys to adjourn the meeting at 4:40 p.m., it was seconded by Deputy Mayor Kane. All in agreement, motion carried.

The next regular meeting of Council will be at 4:00 p.m., on Monday, April 1st, 2019 at the Bonaventure English Harbour Development Association.

Mayor

Town Clerk/Manager