

MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 10 DECEMBER 2019



PRESENT

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

REGRETS

GUESTS

1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **7:32 pm**.

2.0 AGENDA

Upon review of the proposed Agenda, Item 6.6, 6.7, & 6.8 was requested to be added .

MOTION 155 / 2019

*Councillor Carol King moved to **ADOPT** the agenda with items 6.6, 6.7, & 6.8 added.*

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

3.0 PREVIOUS MINUTES

Upon review of the minutes of a General Council meeting held **19 November 2019**, Councillor Chris Palmer identified a minor error in item 10.0 paragraph 2. After a short discussion;

MOTION 156 / 2019

*Councillor Carol King moved to **ADOPT** the minutes of 19 November 2019 with the amendment to item 10.0 paragraph 2.*

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

4.0 BUSINESS ARISING FROM MINUTES

4.1 ASSESSMENT REVIEW COMMISSIONER

Upon review of Mr. Moran's correspondence, rates and resume;

MOTION 157 / 2019

Deputy Mayor Joanne Whalen moved to **APPOINT** Mr. Mitchel Moran as the Town's 2020 Assessment Review Commissioner.

Seconded by Councillor Carol King
Four in Favour
Councillor Chris Palmer opposed
Motion **CARRIED**

4.2 MUNICIPAL DART TOURNAMENT – SELECT CHARITY

After a short discussion:

MOTION 158 / 2019

Councillor Ralph LeGrow moved to **DONATE** the proceeds from the North East Avalon Charitable Dart Tournament in the amount of \$700.00 to the Single Parents Association of NL.

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

4.3 WEBMASTER

Council discussed the need for a webmaster and website host. After a short discussion, the Town Manager was directed to seek out quotes.

4.4 CHRISTMAS PARADE – AFTER ACTION REVIEW (AAR)

After a short discussion, it was determined that the Christmas Parade and Tree Lighting event went well. Mayor LeGrow passed on his gratitude to all involved, especially the Community Committee.

4.5 EAST COAST TRAIL ASSOCIATION (ECTA) - UPDATE

Council reviewed the ECTA's correspondence providing an update on activities in the Bauline area, and in particular plans for the Big Hill Path.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS - NIL

5.2 CORRESPONDENCE

5.2.1 Municipal Affairs and Environment (MAE) – Council reviewed this correspondence regarding the procurement policy for contracting professional services.

5.2.2 Municipal Assessment Agency (MAA) – Council reviewed this update from the Avalon Director of MAA, Betty Moore, following the Board of Directors meeting 14 December 2019 in St. Johns.

5.2.3 Eastern Health – Council reviewed this memorandum and information package regarding the exceedance of manganese in the town's water supply. After a short discussion, Council directed the Town Manager to issue a letter to all residents on town water and contact contractors to get quotes on a manganese filtration system.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGE

6.1.1 Christmas Leave – The Town Manager provided Council with a suggested leave plot during the Christmas and New Year period. After a short discussion, Council agreed to close the Town Office 24-26 December and 1 January.

6.1.2 Accumulated Lieu and Annual Leave – The Town Manager presented Council with the amounts of annual and lieu leave remaining for both himself and the Assistant Town Clerk. After a short discussion;

MOTION 159 / 2019

*Councillor Ralph LeGrow moved to **REMIT** payment of accumulated and lieu hours with the exception of 15 hours, that can be carried over into the new fiscal year.*

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

6.1.3 Floor Scrubber – The Town Manager informed Council that there were two used floor scrubbers available for purchase. After a short discussion, it was determined that this item would be deferred until the new year.

6.2 REPORT FOR ASST TOWN CLERK

The Assistant Town Clerk presented council with information regarding funding applications, ongoing programs, bar sales and future plans. Mayor LeGrow thanked her for her informative report.

6.3 FIRE AND EMERG SVCS – POUCH COVE

Council reviewed the e-mail thread between the Town Manager and the Pouch Cove CAO, regarding this years Fire and Emergency Services fees. Council agreed and look forward to further discussions regarding this matter.

6.4 CAPITAL INVESTMENT PLAN AND FED GAS TAX FUNDS

Upon review of amended Ultimate Recipient Gas Tax funding letter dated 7 June 2019 by ADM Dan Michielsen;

MOTION 160 / 2019

*Councillor Carol King moved to **APPROVE and SUBMIT** the amended Capital Investment Plan regarding future replacement of the water distribution system in Bauline.*

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

Mayor Craig LeGrow left the Chair
Deputy Mayor Joanne Whalen assumed the Chair

6.5 2020 BUDGET

Upon presentation of the 2020 Schedule of Taxation and Fees by the Chair of the Finance Committee and a short discussion;

MOTION 161 / 2019

*Councillor Carol King moved to **APPROVE** the 2020 Schedule of Taxation and Fees as presented*

*Seconded by Mayor Craig LeGrow
Motion **CARRIED** unanimously*

Upon presentation of the 2020 Budget by the Chair of the Finance Committee and a short discussion;

MOTION 162 / 2019

*Councillor Carol King moved to **APPROVE** the 2020 Budget as presented*

*Seconded by Mayor Craig LeGrow
Motion **CARRIED** unanimously*

Deputy Mayor Joanne Whalen left the Chair
Mayor Craig LeGrow resumed the Chair

6.6 ACCESS TO INFORMATION AND PRIVACY PROTECTION (ATIPP)

Council reviewed the request from the Federal Finance Department to review ATIPP documents for disclosure. After a short discussion, it was agreed that the documents should not be disclosed as they were presented in confidence and are regarding ongoing plans and projects. The Town Manager was directed to respond to the Finance Department.

6.7 ANNIVERSARY CERTIFICATE

Council reviewed and approved the 50th Wedding Anniversary certificate. Mayor LeGrow signed and sealed the document.

6.8 WEBMASTER

Council discussed the service provided by the former webmaster. After a short discussion;

MOTION 163 / 2019

*Deputy Mayor Joanne Whalen moved to **REMIT** \$100.00 to the former webmaster as a thank you for the years of service to the Town of Bauline.*

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

7.0 OLD BUSINESS

7.1 GREEN ENERGY PROJECT

The Town Manager informed Council that he is in discussions with Fundamental Inc. regarding using the approved funds to determine the optimal way forward.

7.2 MUNICIPAL NATURAL ASSETS INVENTORY (MNAI) PROJECT

The Town Manager informed Council that he has contacted LBMCOOC and informed them that the Town of Bauline supports this initiative. This has been acknowledged.

7.3 BROOK PATH BRIDGE UPDATE

Council reviewed the update from NL Modular regarding the Brook Path Bridge project. After a short discussion, Council expressed their disappointment that the project has not started.

7.4 BUILDING PAINTING UPDATE

Council reviewed the information regarding the sub-contractor's statement that they cannot paint the building until the new year. Council expressed their disappointment and directed the Town Manager to inform the contractor that the deadline to have the building painted would be 15 January.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 164 / 2019

*Deputy Mayor Joanne Whalen moved to **ACCEPT** the Financial Statement as presented.*

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

8.2 OUTSTANDING PAYABLES

After review of the Outstanding Payables;

MOTION 165 / 2019

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

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

9.0 COMMITTEE REPORTS

Council reviewed the written report received from the Trails Committee.

Mayor LeGrow briefed Council on the activities of the Community Committee.

10.0 TABLE DISCUSSION

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

Mayor LeGrow addressed Council and asked that the Council Social be postponed to 11 January. All agreed.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **Tuesday, 7 January 2020 at 7:30 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 166 / 2019

*Councillor Chris Palmer moved to **ADJOURN** the meeting of **10 December 2019.***

Mayor Craig LeGrow adjourned the meeting at 10:49 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline