

# MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE – 15 SEPTEMBER 2020



## PRESENT

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

## REGRETS

Deputy Mayor Joanne Whalen

## GUESTS

### 1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **7:48 pm**.

### 2.0 AGENDA

Upon review of the proposed Agenda, the Town Manager requested to add item 6.7. After which;

#### **MOTION 109 / 2020**

*Councillor Carol King moved to **ADOPT** the agenda with item 6.7 added to the Agenda.*

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

### 3.0 ADOPT MINUTES

Upon review of the minutes of a General Council meeting held **20 August 2020**;

#### **MOTION 110 / 2020**

*Councillor Chris Palmer moved to **ADOPT** the minutes of 20 August 2020 as presented.*

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

### 4.0 BUSINESS ARISING FROM MINUTES

#### 4.1 CROWN LAND APPLICATION

Council reviewed documentation received from a former resident. Councillor Ralph LeGrow briefed Council on his discussions with the Crown Land Division. After a short discussion:

*Councillor Ralph LeGrow moved to **APPLY** to Crown Lands for the area known as parcel D on Duck Pond to be utilized as a recreational area for the Town.*

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

#### **4.2 RESIDENT RESPONSE TO DUCK POND QUERY**

Council reviewed the response from a resident regarding a Duck Pond query.

### **5.0 APPLICATIONS AND CORRESPONDENCE**

#### **5.1 APPLICATIONS - NIL**

#### **5.2 CORRESPONDENCE**

5.2.1 Stewardship Association of Municipalities (SAM) – Council reviewed this announcement for the SAM virtual fall meeting scheduled for 3 October. Councillor Chris Palmer indicated that he was interested in attending the virtual meeting. It was noted that registration should be completed by 25 September.

5.2.2 Community Food Centres Canada – This announces that the final reporting deadline for the CFCC is 15 September. The Assistant Town Clerk informed Council that the Town's final report has already been submitted.

5.2.3 Municipalities NL – Council reviewed this correspondence indicating that the Plastic Bag Ban comes into effect 1 October 2020.

5.2.4 STATCAN – Council reviewed this e-mail announcing mandatory participation in another STATCAN survey.

5.2.5 Kidney Foundation – This correspondence is information regarding the Kidney Car program. Upon review Council requested that this be posted on the Town's social media sites.

5.2.6 Canadian Red Cross – Council reviewed this correspondence regarding a volunteer drive to join their Emergency Management Team. Council requested that it be posted on the Town's social media sites.

- 5.2.7 MUN – Council reviewed this message from MUN president, Vianne Timmons.
- 5.2.8 Municipal Assessment Agency – Council reviewed this update of the Municipal Assessment Agency following the Board of Directors meeting held 21 August.
- 5.2.9 CBCL – Council reviewed this invitation to participate in round table discussion hosted by the CBCL Engineering and the Provincial government regarding climate change risks and opportunities in NL.

## 6.0 NEW BUSINESS

### 6.1 REPORT FROM TOWN MANAGER

The Town Manager briefed Council on ongoing projects, issues and initiatives. After a short discussion, Council requested that a Community Info and Input meeting be scheduled for 1 October 2020 at 7:30 pm.

### 6.2 REPORT FROM THE ASSISTANT TOWN CLERK

Council reviewed the Assistant Town Clerk's (ATC) written report. The ATC also provided a verbal report, followed by a short question and answer session by Council.

### 6.3 ASSET MANAGEMENT – POUCH COVE & FCM GRANTS

Council reviewed correspondence regarding the joint FCM Asset Management grant project between the Towns of Pouch Cove and Bauline. After which:

#### **MOTION 112 / 2020**

Councillor Ralph LeGrow moved to **APPLY** for a \$50,000 grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for the Asset Management Planning - 8 Part Comprehensive Library in partnership with the Town of Pouch Cove.

Be it therefore resolved that the Town of Bauline commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Asset Management Plans
- Asset Maintenance Programs
- Water System Engineering Master Plans

Be it further resolved that the Town of Bauline commits \$ 5,556 from its budget toward the total costs of this initiative.

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

## 6.4 RESIDENTIAL PROPERTY STANDARDS

Council reviewed documentation provided by the Town Manager regarding the feasibility of incorporating a residential property standards regulation within the Town. After some discussion, Council agreed to proceed and requested the Town Manager draft a regulation for Councils review.

## 6.5 ENVIRONMENT, CLIMATE CHANGE AND MUNICIPALITIES

Council reviewed this annual call for the 2021-2022 Municipal Infrastructure applications. Upon review, the Town Manager was requested to research the possibility of making application under the MCW funding stream regarding the replacement of the water distribution system at a 90/10 split and utilize our 10% from the Gas Tax Funds to offset the overall cost.

## 6.6 Deferred to Privileged Meeting

## 6.7 EAST COAST TRAIL

Council reviewed an e-mail from the East Coast Trail association requesting to meet with representatives of council regarding a signage project. Upon review the Town Manager was requested to set up a meeting in the near future.

## 7.0 OLD BUSINESS

### 7.1 GREEN ENERGY UPDATE

7.1.1 Solar Panel Installation Project – The Town Manager informed Council that the solar panel installation project is on schedule to be completed early October.

7.1.2 Expression of Interest – City of St. John's – Upon review of the Expression of Interest document provided by the City of St. John's:

### **MOTION 113 / 2020**

*Councillor Chris Palmer moved to **SIGN** the Expression of Interest with the City of St. John's regarding the provincial NetZeroNL program.*

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

## 7.2 ALTERNATE POWER SUPPLY UPDATE

Council reviewed the Tender documents related to the Alternate Power Supply project. They reviewed the recommendation from the primary consultant and the provincial engineer. Council also reviewed the letter from the Minister Municipal Affairs and Environment authorizing the Town to award the project. After which:

### **MOTION 114 / 2020**

*Councillor Carol King moved to **AWARD** project 17-MCW-19-00010, Alternate Power Supply to Top Notch Electrical Ltd at a cost of \$183,398.55 on a 50/50 cost share basis with the provincial government.*

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

## 7.3 CELL TOWER

The Town Manager informed Council that the Cell Tower project has been awarded to a construction/installation company by Bell Canada. Construction should commence in the next couple of weeks.

## 7.4 AMENDMENT # 6

The Town Manager informed Council that the town is still awaiting response to the Town's 19 August letter from the provincial government.

## 8.0 FINANCES

### 8.1 2019 AUDIT

Upon review of the auditor's final documents:

### **MOTION 115 / 2020**

*Councillor Carol King moved to **ACCEPT** the 2019 Consolidated Financial Statement as presented*

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

### 8.2 TRP & TRS

Upon review of the Town's Tax Recovery Plan and Tax Receivable Summary:

## **MOTION 116 / 2020**

Councillor Ralph LeGrow moved to **ADOPT** the 2021 Tax Recovery Plan as presented.

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

## **MOTION 117 / 2020**

Councillor Ralph LeGrow moved to **ACCEPT** the 2020 Tax Receivable Summary as presented.

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

### **8.3 FINANCIAL STATEMENT**

After review of the Financial Statement;

## **MOTION 118 / 2020**

Councillor Carol King moved to **ACCEPT** the Financial Statement as presented.

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

### **8.4 OUTSTANDING PAYABLES**

After review of the Outstanding Payables;

## **MOTION 119 / 2020**

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

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

## **9.0 COMMITTEE REPORTS**

- 9.1 Community Committee – Mayor Craig LeGrow briefed Council on the recent Community Committee meeting.
- 9.2 Finance Committee – Chair Carol King called a meeting of the Finance Committee for Tuesday 29 September at 7:30 pm.

## 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 additional topics raised.

## 11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **TUESDAY, 6 October 2020 at 7:45 pm.**

## 12.0 ADJOURNMENT

As there was no further business to discuss;

**MOTION 120 / 2020**

*Councillor Chris Palmer moved to **ADJOURN** the meeting of **15 September 2020.***

**Mayor Craig LeGrow adjourned the meeting at 10:46 pm.**

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Craig LeGrow  
Mayor  
Town of Bauline

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Craig Drover  
Town Manager  
Town of Bauline

Upon adjournment of the General Council Meeting, Mayor LeGrow requested Council and Staff to remain for a short Privileged Meeting regarding honours and recognition.