

MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 16 JULY 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

Deputy Mayor Joanne Whalen informed council that Mayor Craig LeGrow was delayed and requested that Council commence without him. Deputy Mayor Whalen called the meeting to order at **7:49 pm**.

2.0 AGENDA

Upon review of the proposed Agenda;

MOTION 087 / 2019

*Councillor Chris Palmer moved to **ADOPT** the agenda as presented.*

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

3.0 PREVIOUS MINUTES

Upon review of the minutes of **18 June 2019**;

MOTION 088 / 2019

*Councillor Carol King moved to **ADOPT** the minutes of 18 June 2019 as presented.*

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

4.0 BUSINESS ARISING FROM MINUTES

4.1 INTERIOR PAINTING REQUESTS

The Town Manager informed Council that a bid sheet had been re-distributed to the persons who provided quotes, as requested at the last council meeting. Still awaiting their return.

4.2 SCHOOL BUS SHELTER

Council reviewed an e-mail from the Superintendent of Operations, Department of Transportation and Works indicating that any structure would have to be built outside the departments right of way of 15 meters. Additional information was requested.

4.3 PARKING LOT AT DUCK POND

Council informed Council that he had met with the Department of Transportation and Works regarding the highway access permit required for the proposed parking lot at Duck Pond.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS - NIL

5.2 CORRESPONDENCE

5.2.1 Municipal Assessment Agency – Council reviewed this update from the Board’s meeting of 7 June.

5.2.2 Professional Municipal Administrators – Council reviewed this correspondence indicating that the town of Bauline would receive an incentive award for attending the PMA Convention.

5.2.3 Bruce Mans – Council reviewed this correspondence as an invitation to use UPLAND to review the Town’s Municipal Plan and Development Regulations. Council requested a quote.

5.2.4 Municipal Affairs and Environment – Council reviewed this letter regarding “2020 Budget and Municipal Taxation”.

5.2.5 Resident Request – Council reviewed this correspondence requesting approval to have his survey legally changed to remove a right of way. Council indicated that there was further investigation required.

5.2.6 Ron’s Disposal – Council reviewed this request to change Garbage Day pickup from Tuesdays to Wednesdays. After a short discussion:

MOTION 089 / 2019

*Councillor Carol King moved to **CHANGE** garbage and recycle waste pick up days from Tuesday to Wednesday effective 14 August 2019.*

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

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

- 6.1.1 Bauline Flags – The Town Manager informed Council that he has sold his last Bauline flag. He has also had several requests to purchase a Bauline flag. After a short discussion;

MOTION 090 / 2019

*Councillor Ralph LeGrow moved to **PURCHASE** 20 large and 20 small Bauline flags.*

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

- 6.1.2 Duck Pond Dock – The Town Manager requested that the Duck Pond Dock be repaired at an estimated cost of \$600.00. After a short discussion:

MOTION 091 / 2019

*Councillor Carol King moved to **REPAIR** the Duck Pond Dock at a cost of \$600.00.*

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

- 6.1.3 Shed Storage - The Town Manager informed council that storage space in the shed was getting low. He requested and was approved to purchase and install shelving units. The Town Manager also suggested that the current stage be decommissioned and a new collapsible stage be purchased. After a short discussion, Council requested that the Community Committee be approached to purchase the stage on a 50% cost shared venture.

At this point Mayor LeGrow attended the meeting. He directed Deputy Mayor Whalen to continue as Chair.

6.2 REPORT FOR ASSISTANT TOWN CLERK

The Assistant Town Clerk briefed council on programs, events, applications, funding and future initiatives.

6.3 CROWN LAND

Mayor LeGrow addressed Council and requested that in the near future, they review the Crown Land programs available to Municipalities.

6.4 ELECTIONS CANADA - LEASE

Council reviewed the standard lease and certificate of insurance regarding the request to lease the facility for the Federal Elections scheduled for 21 October 2019.

MOTION 092 / 2019

*Councillor Ralph LeGrow moved to **LEASE** Elections Canada the Community Centre for two (2) polling stations 21 October from 6:30 am to midnight.*

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

6.5 MOWERS & TRIMMERS

Upon review of applicable e-mails and quotes;

MOTION 093 / 2019

*Councillor Ralph LeGrow moved to **PURCHASE** two (2) lawn mowers and two (2) grass trimmers from Rideouts Tools at a cost not to exceed \$1,628.00 including HST.*

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

6.6 COMMUNITY COMMITTEE – CANADA DAY EXPENCES PROPOSAL

Upon review of the Canada Day Expense Proposal submitted by the Community Committee Treasurer;

MOTION 094 / 2019

*Councillor Ralph LeGrow moved to **REIMBURSE** the Community Committee 50% of net expenses attributable to the Canada Day event.*

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

7.0 OLD BUSINESS

7.1 GREEN ENERGY PROJECT

The Town Manager informed Council that phase one of the Transitions 2050 training is complete. Phase 2 will be held here at the Town Hall 14-16 August 2019 for all six participating municipalities.

7.2 BROOK PATH BRIDGE

The Town Manager informed Council that a draft tender package has been sent to Canadian Projects Limited (Cory Williams) for review.

7.3 MUNICIPAL NATURAL ASSET INVENTORY PROJECT

The Town Manager informed Council that there has been no new information received regarding this matter.

5.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 095 / 2019

*Councillor Chris Palmer moved to **ACCEPT** the Financial Statement as presented.*

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

8.2 OUTSTANDING PAYABLES

After review of the Outstanding Payables;

MOTION 096 / 2019

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

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

9.0 COMMITTEE REPORTS

There were no written reports received, and no reports given.

10.0 TABLE DISCUSSION

Deputy Mayor Joanne Whalen asked Council if there were any other items they would like to address at this time.

Councillor Ralph LeGrow asked if there was any response received, regarding the letter, sent to the owner of a non-compliant lot. The Town Manager informed Council that no correspondence has been received regarding the matter. Councillor Ralph LeGrow recommended, sending a second registered letter that requested a response. Council agreed.

11.0 NEXT GENERAL MEETING

Deputy Mayor Joanne Whalen scheduled the Next General Meeting for **Tuesday, 6 August 2019 at 7:45 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 097 / 2019

*Councillor Chris Palmer moved to **ADJOURN** the meeting of **16 July 2019.***

Deputy Mayor Joanne Whalen adjourned the meeting at 10:15 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline