

MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 18 SEPTEMBER 2018



PRESENT

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

REGRETS

Asst Town Clerk Donna Connors

1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **7:47 pm**.

2.0 AGENDA

Upon review of the proposed Agenda:

MOTION 122 / 2018

*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 28 August 2018:

MOTION 123 / 2018

*Deputy Mayor Joanne Whalen moved to **ADOPT** the minutes of 28 August 2018 as presented.*

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

4.0 BUSINESS ARISING FROM MINUTES

4.1 BIG DATA BIG IDEA – JOINT EOI

After a short discussion:

MOTION 124 / 2018

Councillor Chris Palmer moved to **DEFER** this item until after the next Killick Coast Mayor's Meeting.

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

4.2 TRACT CONSULTING – ASSET MANAGEMENT

Councillor Ralph LeGrow briefed Council on the Asset Management presentation given by Tract Consulting 29 August. After a short discussion:

MOTION 125 / 2018

Councillor Ralph LeGrow moved to **CONTRACT** Tract Consulting to commence phase one of the Asset Management Process in conjunction with other regional communities.

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

4.3 MNL CONFERENCE

The Town Manager informed Council that the Mayor and Councillor Ralph LeGrow has been registered to attend the MNL Conference in Gander 4-6 October.

4.4 BAULINE APPAREL ORDER

After a short discussion:

MOTION 126 / 2018

Councillor Carol King moved to **PURCHASE** Bauline promotional material in the way of hats, mugs, totes, t-shirts in the amount not to exceed \$1,000.00.

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

4.5 CONTRACT RENEWALS

The Town Manager informed Council that the contract renewal process is ongoing.

4.6 2019 BUDGETARY PROCESS

After a short discussion, Councillor Carol King called a Finance Committee meeting, Thursday, 11 October at 8:00 pm to commence the 2019 budgetary process. She encouraged all sub-committees of council to submit their respective budgets for review.

4.7 MUNICIPAL DART TOURNAMENT

A short discussion ensued regarding the upcoming Municipal Dart Tournament scheduled for 13 October.

4.8 TRAIL CUTTING VOLUNTEER WEEKEND

Deputy Mayor Joanne Whalen indicated that the Trails Committee is planning the weekend event for 24/25 November. A short discussion ensued regarding identifying the cutting areas on the trail prior to the actual event.

4.9 FIREFIGHTER'S BALL

Mayor LeGrow encouraged any member of Council or Staff to attend the Firefighter's Ball scheduled for 29 September.

4.10 MEETING REQUEST WITH CROWN LANDS DIVISION

As requested, a meeting has been arranged between the Crown Lands division and the Town of Bauline for 25 September at 10:30 pm at the Howley Building, Higgins Line.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 CORRESPONDENCE

5.1.1 MAE – Fire Services Division – Council reviewed this request to promote Fire Prevention Week 7-13 October. It was agreed to advertise this information on the Town's social media sites.

5.1.2 St. John's Fire Fighter's Association – Council reviewed this request for support by purchasing ad space in their prevention guide. Council declined at this time.

5.1.3 Municipal Affairs and Environment – Council reviewed this Circular regarding 2019 Municipal Budget Form & training dates. It was noted that the 2019 budget should be adopted by 1 December and submitted to MAE by 31 December.

- 5.1.4 MNL Avalon Director – Council reviewed this request for support at MNL convention by Glenn Clarke as he runs for the position of Avalon Director again this year.
- 5.1.5 Municipalities NL – Council reviewed this correspondence from MNL announcing that they are selling their building at 460 Torbay Road and purchasing a new building at 79 Mews Place.
- 5.1.6 True Patriot Love – Council reviewed the True Patriot Love flyer. Mayor LeGrow encouraged Council and Staff to attend this event. Council requested that this information be advertised on the Towns website and social media.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

- 6.1.1 Leave Dates – The Town Manager presented his leave pass for 21-24 September. Council agreed and Mayor LeGrow signed the leave pass.
- 6.1.2 Duck Pond Signs – The Town Manager briefed council on the placement of the signs in Duck Pond by the Bauline Boaters organization. Council requested that the Town Manager contact the organization, have the signs removed and if they wish to have signs place in/around Duck Pond, to submit their request in writing.
- 6.1.3 Federal Election – The Town Manager briefed council on the request by the Federal Government to rent the Town Hall as a polling station during the 21 October 2019 federal election process.
- 6.1.4 Naming of Bar – The Town Manager presented a draft outline of the ceremony to name the Bar in memory of a former Community Committee Member. After a short discussion, all agreed.
- 6.1.5 Tax Arrear Letters – The Town Manager informed Council that letters have been dispatched to those with outstanding taxes.

6.2 REPORT FROM ASSISTANT TOWN CLERK

In the absence of the Assistant Town Clerk, Deputy Mayor Joanne Whalen and the Town Manager provided information on the following items;

- Several ongoing funding applications,
- the Bar Point of Sale (POS) system,
- New Bar hiring process and training,
- New Bar sign and picture, and
- Karate Demo and Program.

6.3 PRE-BUDGET CONSULTATION

Council reviewed last years power point presentation. After a short discussion it was agreed to defer this item until after the initial Finance Committee meeting, 11 October.

6.4 BONFIRE NIGHT

After a short discussion, the Town Manager was directed to liaise with the Community Committee to coordinate the event and report back at the next council meeting

6.5 REMEMBRANCE DAY

Council reviewed a draft outline for the upcoming event. This item was deferred until the next council meeting.

6.6 2019 CHRISTMAS PARADE

Council decided to hold the Christmas Parade, Saturday, 1 December commencing at 2:00 pm.

6.7 VOLUNTEER OF THE YEAR AWARD & APPRECIATION EVENT

After a discussion:

MOTION 127 / 2018

*Councillor Carol King moved to **RECOGNIZE** The Bauline Volunteer of the Year and host an Appreciation Event, during the "Volunteer Week" 7-13 April 2019.*

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

6.8 SENIORS DINNER

Mayor Craig LeGrow indicated that the Seniors Appreciation Dinner is tentatively scheduled for 8 December 2018, and will be coordinated and conducted by the Community Committee.

7.0 OLD BUSINESS

7.1 ALTERNATE POWER AND GREEN ENERGY

Council reviewed a draft funding application prepared by Fundamental Inc for the Low Carbon Economy Fund. After a short discussion, there was a request to find out where the re-scoping of the diesel generator to battery back-up was at the Municipal Affairs and Environment level.

7.2 SATELLITE FIRE HALL

Mayor LeGrow briefed council on a meeting he attended with the Pouch Cove Mayor, Fire Chief and acting Pouch Cove Town Manager. After a short discussion, the Chair of the Emergency Response Committee and the Town Manager were requested to review all documents and provide a proposal that the Mayor will discuss with the Pouch Cove Mayor.

7.3 JACK BYRNE ARENA

After a short discussion:

**At this point Mayor Craig LeGrow left the Chair
Deputy Mayor Joanne Whalen assumed the Chair**

MOTION 128 / 2018

*Mayor Craig LeGrow moved to **NOT EXPEND FUNDS** to buy into the original expenses of the Jack Byrne Arena at a cost of approximately \$40,000.00*

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

MOTION 129 / 2018

*Mayor Craig LeGrow moved to **NOT FINANCIALLY SUPPORT** the second ice pad at the Jack Byrne Arena at a cost of approximately \$44,000.00.*

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

**At this point Deputy Mayor Joanne Whalen left the Chair
Mayor Craig LeGrow resumed the Chair**

7.4 BROOK PATH BRIDGE

Council reviewed the e-mail from Canadian Projects Limited. A discussion arose regarding the possibility of additional costs in engineering fees for this project.

7.5 STORY BOARDS – BUC & OTHER LOCATIONS

This item was deferred to a later Council meeting.

7.6 CELL COVERAGE

The Town Manager informed Council that the Assistant Town Clerk is in the process of finalizing the application fund for this project.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 130 / 2018

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

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

8.2 OUTSTANDING PAYABLES

After review of the Outstanding Payables;

MOTION 131 / 2018

*Councillor Chris Palmer moved to **PAY** the Outstanding Payables as presented.*

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

8.3 THIRD QUARTER BUDGET REVIEW

After review of the third quarter budget a short discussion ensued. After which;

MOTION 132 / 2018

*Councillor Carol King moved to **ACCEPT** the third quarter budget review as presented.*

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

9.0 COMMITTEE REPORTS

STANDING COMMITTEES

- 9.1 Finance Committee – Councillor Carol King reiterated that the Finance Committee will meet 11 October at 8:00 pm.
- 9.2 Public Works Committee – Councillor Chris Palmer informed Council water quality and quantity are reported as satisfactory. There is a suspected leak that has not been found.

SPECIAL COMMITTEES

- 9.3 Planning and Development Committee – Councillor Ralph LeGrow indicated that he will attempt to convene a meeting 25 September.
- 9.4 Community Committee – Councillor Chris Palmer briefed Council on the Community Committee's ongoing activities and events.
- 9.5 History & Heritage Committee – Chair Carol King informed Council that there is a H & H fair scheduled for 21 October, and she is planning on convening a meeting the week of 24 September.
- 9.6 Emergency Response Committee – Chair Chris Palmer informed Council that he is planning a table top exercise in the fall. He is also requesting a meeting be convened in conjunction with the P&D Committee, 25 September.
- 9.7 Northeast Avalon Joint Council Committee (NEAJC) – No report submitted.
- 9.8 War Memorial Committee – Chair Carol King had nothing to report.
- 9.9 Public Affairs Committee – Councillor Chris Palmer had nothing further to report.
- 9.10 Social Media – Deputy Mayor Joanne Whalen had nothing to report.
- 9.11 Regionalization Steering Committee – Mayor Craig LeGrow had nothing to report.
- 9.12 Killick Coast Mayor's Committee – Mayor Craig LeGrow informed Council that the next meeting is scheduled for tomorrow evening 19 September.
- 9.13 Come Home Year Committee – No report submitted.
- 9.14 Trails Committee – Deputy Mayor Joanne Whalen had nothing further to report.

10.0 TABLE DISCUSSION

Mayor Craig LeGrow asked Council if there were any other items they would like to address at this time.

Deputy Mayor Joanne Whalen indicated that there is a requirement for Council to adopt the National Building Code as its standard on an annual basis.

Councillor Ralph LeGrow asked how the registration was going for the Municipal Dart Tournament, 13 October. The Town Manager indicated that there are 4 teams registered and interest seems good. Councillor LeGrow then requested that the Department of Transportation and Works be contacted again regarding the broken Guard Rail and Brush Cutting operations in the Town.

The Town Manager informed Council that he had received the 2019 Assessment Roll.

Mayor Craig LeGrow and Councillor Ralph LeGrow asked if everything was ready to start Darts and Chase the Ace 12 September 2018. The Assistant Town Clerk informed Council that everything is onsite and ready.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **Tuesday, 2 October 2018 at 7:45 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 133 / 2018

*Councillor Carol King moved to **ADJOURN** the meeting of **18 September 2018.***

Mayor Craig LeGrow adjourned the meeting at 11:46 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline