

# MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 19 MARCH 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

## SPEAKING GUESTS

Mr. Stephen Quinton

### 1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **7:49 pm**.

### 2.0 AGENDA

Upon review of the proposed Agenda:

#### **MOTION 024 / 2019**

*Deputy Mayor Joanne Whalen moved to **ADOPT** the agenda as presented.*

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

### 3.0 PREVIOUS MINUTES

Upon review of the minutes of 5 February 2019, Councillor Chris Palmer noted that in item 4.4 he was not present at the meeting and at item 5.2.2 there was a misspelling in the word deficiencies. After which;

#### **MOTION 025 / 2019**

*Councillor Chris Palmer moved to **ADOPT** the minutes of 26 February with the requested amendments as noted.*

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

*At this point Mayor LeGrow left the order of business and directed Council to item 6.7. Mayor LeGrow welcomed Mr. Stephen Quinton to the meeting and asked if he was prepared to address council as requested. Mr. Quinton thanked the Mayor and Council for the opportunity to speak and proceeded to give a presentation on a "Come Home Year" activity that he thought would be well received and very successful. He requested that a trial event be planned and conducted 23 June 2019 in preparation for next years events. Mayor LeGrow thanked Mr. Quinton and invited him to stay for the rest of the meeting or depart. Mr. Quinton, thanked Council for their time and departed. Mayor LeGrow directed Council back to the order of the agenda and item 4.0.*

#### **4.0 BUSINESS ARISING FROM MINUTES**

##### **4.1 CITIZEN RECOGNITION POLICY**

This item was deferred until the next meeting.

##### **4.2 MEMORIAL PARK GROUNDS**

Council referred to an aerial map of Memorial Park Place and briefly discussed options and ideas for future landscaping ideas. Mayor LeGrow asked that Council take the maps home and think about what they would like to see around the grounds of the Town Hall and Community Centre.

##### **4.3 LEGAL MEETING**

Councillor Ralph LeGrow addressed Council and briefed them on the meeting with a law firm, regarding a second legal opinion at which the Town Manager, Councillor Chris Palmer and Councillor Ralph LeGrow attended. The follow-up letter from the firm was reviewed. No further action was required at this time.

##### **4.4 HEAT PUMP MEETING AND UPDATE**

The Town Manager informed Council that most of the controls have been updated and required hardware installed. The Town Manager gave a short presentation of the system and how it operates.

##### **4.5 TRAIL COMMITTEE FAMILY DAY EVENT**

Deputy Mayor Joanne Whalen addressed Council and briefed them on the recent family day event.

##### **4.6 BAULINE LINE VACANT LAND & ENVIRONMENT**

Council reviewed the response from the Environmental Division of Municipal Affairs. The Town Manager informed Council that he is awaiting a legal opinion on this matter, as requested. After a short discussion;

#### **MOTION 026 / 2019**

*Councillor Carol King moved to **PROCEED** with a government search as of records as discussed, regarding the property at a cost not to exceed \$50.00.*

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

#### **4.7 INTERIOR BUILDING MAINTENANCE**

The Town Manager informed Council that there has been some interest displayed regarding the call for bids on the painting of the building interior. Once all bids have been received he will notify Council.

#### **4.8 CELL COVERAGE**

Mayor LeGrow addressed Council and informed them that he had discussed the matter again with the appropriate levels of government.

### **5.0 APPLICATIONS AND CORRESPONDENCE**

#### **5.1 APPLICATIONS – NIL**

#### **5.2 CORRESPONDENCE**

5.2.1 Coalition of Canadian Municipalities for Energy Action – Council reviewed this Invitation to join this organization. They declined at this time.

5.2.2 Stewardship Association of Municipalities – Council reviewed the AGM information which will take place in Pouch Cove this year 10-11 May. Councillor Chris Palmer indicated that he is planning on attending. Mayor LeGrow encouraged any council member to attend if they were available.

5.2.3 NL Mosquito Project – Council reviewed this invitation to participate in a research project by MUN who is interested in finding out what mosquito species are in the province, what viruses they carry and how climate change will impact their distribution. After a short discussion, Council agreed to participate and requested that the Town Manager obtain more information.

5.2.4 The Forgotten Corner Project – Council reviewed this invitation to participate in a project set up by Landscape NL Horticultural Association (LNLHA). They are requesting municipalities to provide a high traffic area that LNLHA members can plan, design and install a landscaping project, Deadline for submissions is 19 April. After a short discussion, Council agreed to send in a submission.

5.2.5 Municipal Assessment Agency (MAA) – Council reviewed this correspondence regarding the MAA appeal process.

5.2.6 Municipal Assessment Agency (MAA) – Council reviewed this additional information regarding the MAA Collaborative Initiative Fund.

- 5.2.7 Juvenile Diabetes Research Foundation – Council reviewed this request for support. They declined at this time.
- 5.2.8 Heart and Stroke Foundation – Council reviewed this “Thank you” letter from the Heart and Stroke Foundation regarding the funds raised by the Municipal Charity Dart Tournament. After review, Council requested that this letter be sent to the Town of Torbay, as they won the tournament and directed the funds to the Heart and Stroke Foundation.
- 5.2.9 Royal Newfoundland Constabulary (RNC) – Council reviewed this correspondence from the RNC Chief of Police regarding an upcoming meeting.
- 5.2.10 Municipal Affairs and Environment (MAE) – Council reviewed this correspondence regarding multi-year capital works projects and their eligible expenses.

## 6.0 NEW BUSINESS

### 6.1 REPORT FROM TOWN MANAGER

- 6.1.1 Leave Request – Council reviewed and approved the leave requests for both the Town Manager 4-9 April and the Assistant Town Clerk 27 March – 2 April.
- 6.1.2 Compost Bins – The Town Manager informed Council that the town of Bauline has partnered with the towns of Torbay, Flatrock, Pouch Cove and LBMCO in an MMSB compost initiative. The town of Bauline will receive 15 compost bins. Council requested that this program be advertised in the next flyer.
- 6.1.3 ICSP MUN Study – The Town Manager informed Council that A PhD student has approached the former ICSP committee to be part of his research. There is a meeting scheduled 20 April at 1:00 pm with former members of the ICSP and the student.

### 6.2 REPORT FROM ASSISTANT TOWN CLERK

The Assistant Town Clerk presented her detailed report. After a discussion and question period:

#### **MOTION 027 / 2019**

*Deputy Mayor Joanne Whalen moved to **CONSENT TO** the Assistant Town Clerk attending two core Professional Municipal Administrator training sessions at a cost of \$150.00 each.*

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

### **6.3 LAND PURCHASE**

Council reviewed the deed and survey documents regarding the proposed land for purchase by the town. After a short discussion, the Town Manager was directed to raise a purchase and sale agreement with an agreed upon offer and send it to the selling family in order to initiate negotiations.

### **6.4 PATIO BAR LICENSE**

Council reviewed the requirements to set up a patio bar license. It was estimated that it would cost between \$7,000.00-\$10,000.00 to carry out the required renovations. This item was deferred until the next Council Meeting.

### **6.5 MUNICIPAL CHARITY DART TOURNAMENT**

Mayor Craig LeGrow addressed Council regarding the next Municipal Charity Dart Tournament. A short discussion ensued. Tentative dates selected were 26 October, 2 November or 9 November. Mayor LeGrow indicated that he would send an e-mail to the North East Avalon Mayor's with the dates to determine which date would work best and report back to Council.

### **6.6 VOLUNTEER BANQUET**

Mayor LeGrow addressed Council. He informed them that the 2019 Volunteer Week is 7-13 April. After a short discussion, Thursday evening 11 April was selected as the Town's Volunteer Appreciation Function. The Assistant Town Clerk was directed to coordinate a social event similar to that of last year. As discussion arose regarding the Volunteer of the Year nominations... The Town Manager informed council that he had received several nominations, but others were due to be received. Mayor LeGrow indicated that the selection of the Volunteer of the Year award recipient will take place over the next week or so at a special meeting of Council.

### **6.7 STEPHEN QUINTON TO ADDRESS COUNCIL**

A lengthy discussion arose regarding the presentation by Mr. Quinton and the proposed food hike event. There were concerns raised regarding the timeframe and amount of work on a weekend between two other town events. The Assistant Town Clerk was requested to contact Mr. Quinton again and gather more detail regarding the proposed event and report back to Council.

## 6.8 REMUNERATION

Council referred to the Remuneration Act Sections 3 & 4 & Municipalities Act section 205. After a short discussion:

### **MOTION 028 / 2019**

*Councillor Chris Palmer moved to **PAY REMUNERATION** to the Mayor and Councillors at an annual rate of \$2000.00 each. The remuneration is to be paid out in four quarters in accordance with the Remuneration Act and the Municipalities Act section 205.*

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

## 7.0 OLD BUSINESS

### 7.1 GREEN ENERGY PROJECT

Council reviewed the latest e-mail thread from Fundamental Inc. They requested that the Town Manager set up a meeting with Ashley Smith in the near future to ascertain where we are in the overall project and what the next steps are.

## 8.0 FINANCES

### 8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

### **MOTION 029 / 2019**

*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 030 / 2019**

*Councillor Ralph LeGrow moved to **PAY** the Outstanding Payables as presented.*

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

## 9.0 COMMITTEE REPORTS

### STANDING COMMITTEES

- 9.1 Finance Committee – Nothing further to report.
- 9.2 Public Works Committee – Councillor Chris Palmer reported there is still a slow leak in the water system which is being managed at this time.

### SPECIAL COMMITTEES

- 9.3 Planning and Development Committee – Councillor Ralph LeGrow had nothing further to report at this time.
- 9.4 Community Committee – Mayor Craig LeGrow reported on upcoming events for the Community Committee.
- 9.5 History & Heritage Committee – Nothing further to report
- 9.6 Emergency Response Committee – Chair Chris Palmer reported that the next meeting of the ERC there will be discussions regarding a table top exercise.
- 9.7 Northeast Avalon Joint Council Committee (NEAJC) – No report submitted.
- 9.8 War Memorial Committee – No report submitted.
- 9.9 Public Affairs Committee – Chair Chris Palmer reported that he was in the process of putting together a media release regarding our recent PCP award in Moncton NB.
- 9.10 Killick Coast Mayor's Committee – The next meeting is scheduled for 26 March in Torbay.
- 9.11 Come Home Year Committee – Nothing further to report.
- 9.12 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. There were no other items discussed at this time.

**11.0 NEXT GENERAL MEETING**

Mayor Craig LeGrow scheduled the Next General Meeting for **Tuesday, 16 April 2019 at 7:45 pm.**

**12.0 ADJOURNMENT**

As there was no further business to discuss;

**MOTION 031 / 2019**

*Deputy Mayor Joanne Whalen moved to **ADJOURN** the meeting of **19 March 2019.***

**Mayor Craig LeGrow adjourned the meeting at 11:20 pm.**

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Craig LeGrow  
Mayor  
Town of Bauline

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Craig Drover  
Town Manager  
Town of Bauline