

**MINUTES OF GENERAL COUNCIL MEETING
HELD AT 2 MEMORIAL PARK PLACE – 23 MAR 2021**



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 **7:31 pm**.

2.0 AGENDA

Upon review of the proposed Agenda;

MOTION 028 / 2021

*Councillor Carol King moved to **ADOPT** the agenda as presented.*

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

3.0 ADOPT MINUTES

Upon review of the minutes of a General Council meeting held **2 March 2021**, there were two minor errors reported.

MOTION 029 / 2021

*Deputy Mayor Joanne Whalen moved to **ADOPT** the minutes of 2 March 2021 with minor changes to items 5.1.3 and 10.0.*

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

4.0 BUSINESS ARISING FROM MINUTES

4.1 \$50.00 Gift Card for HTH Council – The Assistant Town Clerk informed Council that the gift card drop off has been arranged.

4.2 Department of Transportation and Infrastructure (DTI) Engagement regarding Duck Pond access – The Town Manager and Councillor Ralph LeGrow briefed council regarding ongoing efforts to gather information from DTI.

- 4.3 MUN Engineering Student – The Assistant Town Clerk informed Council that she had been in contact with the MUN coordinator regarding an engineering student. More information will be distributed in the near future.
- 4.4 Regional Wayfinding – Council reviewed the latest e-mail from the CAO of Conception Bay South regarding the regional wayfinding project involving 10 North East Avalon municipalities. After a short discussion:

MOTION 030 / 2021

*Councillor Carol King moved to **PROCEED** with the Regional Wayfinding Program in partnership with ACOA and 10 other North East Avalon municipalities on a cost share basis.*

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

- 4.5 Northeast Avalon Foodbank Request – Council reviewed a report provided by the Assistant Town Clerk, as well as additional e-mails/comments from other Killick Coast towns. After a short discussion;

MOTION 031 / 2021

*Deputy Mayor Joanne Whalen moved to **DONATE** \$1000.00 to the local Northeast Avalon Foodbank to offset operational costs. This will be considered by Council on an annual basis upon review of the NEA Foodbank's annual financial statements.*

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

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS - NIL

5.2 CORRESPONDENCE

- 5.2.1 Municipal Assessment Agency (MAA) – Council reviewed this MAA update from a 3 March Meeting of the Board of Directors.
- 5.2.2 Eastern Regional Service Board (ERSB) – Council reviewed these two weekly updates provided 3 & 11 March 2021.
- 5.2.3 Tina Neary – Council reviewed this request for Support at MNL Board of Directors for the position of MNL Avalon Director.

- 5.2.4 Department of Transportation and Infrastructure (DTI) – Council reviewed this circular which provides what procurement records are required to be maintained for public procurement and work.
- 5.2.5 DTI – Council reviewed this circular which provides the updated Municipal Water, Sewer & Roads Master Construction Specs.
- 5.2.6 Professional Municipal Administrators (PMA) – Council reviewed this lengthy PMA Bulletin which should be informative to all.
- 5.2.7 Water Resources Division – Council reviewed this correspondence which announces that annual reports are now available on line.
- 5.2.8 Canadian Union Postal Workers – Council reviewed this request for the town to make a resolution regarding postal banking, electric vehicles, checking in on vulnerable citizens to letter carriers etc.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

- 6.1.1 Letter from Animal Control Officer (ACO) – The Town Manager informed Council that a letter had been issued to a resident following multiple complaints regarding noisy animals overnight.
- 6.1.2 Approval to Transfer funds - The Town Manager requested approval to transfer funds between Town Accounts. After a short discussion;

Gas Tax Funds and MCW generator funds have been deposited into our operating account. I need to transfer \$3,693.97 and \$51,621.57 into the Capital Account and \$26,860.00 into our Gas Tax Account from our operating account.

MOTION 032 / 2021

*Councillor Carol King moved to **TRANSFER** \$3,693.97 & \$51,621.57 from the Towns Operating Account into the Capital Works account and \$26,860.00 from the Operating Account into the Gas Tax Funds account.*

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

- 6.1.3 Fire Inspection – The Town Manager informed Council that the Annual Fire inspection was completed the previous week.

6.1.3 Alarm System – The Town Manager informed Council that the alarm system has been showing a trouble light for the past week. Troy Life were in and replaced a drained battery.

6.2 REPORT FROM THE ASSISTANT TOWN CLERK

The Assistant Town Clerk briefed Council on the Afterschool program, Tutoring, the Killick Coast Games and other programs and funding opportunities.

6.3 CHANGE OF BOARD OF DIRECTORS

Following the auditor's recommendation:

MOTION 033 / 2021

*Councillor Ralph LeGrow moved to **REMOVE** Cyril Tobin and Leslie Tapper as the level 3 Director's on the Town of Bauline's CRA account, and **REPLACE** them with Craig LeGrow and Carol King. As well change the Town Managers level from level 2 Representative to a level 3 Representative.*

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

6.4 MNL VIRTUAL SYMPOSIUM/AGM

Council reviewed the correspondence regarding this year's MNL virtual symposium and AGM. The Town Manager was requested to register one person to attend.

6.5 COUNCIL PRIORITY DISCUSSION

After a short discussion, Council changed the meeting date to 27 April at 7:30 pm.

6.6 PUBLIC MEETING – 14 APRIL

A short discussion arose regarding the scheduled 14 April 2021 Public Meeting. Participants will be required to pre-register in order to comply with government safety regulations. An outline will be drafted and sent to Council for input/discussion.

6.3 ASSESSMENT REVIEW COMMISSIONER

Following a short discussion:

MOTION 034 / 2021

*Councillor Carol King moved to **APPOINT** Mr. Mitch Moran as the Town's 2021 Assessment Review Commissioner*

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

7 OLD BUSINESS

7.1 GREEN ENERGY UPDATE

The Town Manager provided an update on the Green Energy initiative.

7.2 ALTERNATE POWER SUPPLY UPDATE

The Town Manager informed Council that all the physical work is complete regarding the generator. The Manufacturer and Contractor is required to complete service and load tests, then inspections and training before the final commissioning of the equipment. This should occur over the next week or two.

7.3 RECREATION MULTIPURPOSE PARK UPGRADE

Deputy Mayor Joanne Whalen and the Assistant Town Clerk briefed Council on the residential committee meeting regarding the Covid Stimulus Program.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 035 / 2021

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

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

8.2 OUTSTANDING PAYABLES

After review of the Outstanding Payables;

MOTION 036 / 2021

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

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

9.0 COMMITTEE REPORTS

9.1 Northeast Avalon Joint Council – Council reviewed the draft minutes of the latest NEAJC meeting. Deputy Mayor Joanne Whalen gave a brief synopsis.

10.0 TABLE DISCUSSION

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

Councillor Carol King requested an update on her request from the last meeting regarding wood cutting activity behind the building, and if anyone knew what it was. The Town Manager informed Council that the area in question is a designated Wood Cutting Area, and there didn't seem to be any cutting activity on town property.

Councillor Chris Palmer informed Council that people parking in front of the mailboxes on Main Street, is causing an issue.

The Assistant Town Clerk asked if there had been any thought/discussion regarding moving the Come Home Year celebrations into 2022. She indicated that she was getting requests for wedding bookings.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **TUESDAY, 13 APRIL 2021 at 7:30 pm**; however cautioned that this may change depending on the scheduled Public Meeting of 14 April.

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 037 / 2021

*Councillor Carol King moved to **ADJOURN** the meeting of **23 March 2021**.*

Mayor Craig LeGrow adjourned the meeting at 10:44 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline