

# MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 23 OCTOBER 2018



## 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

### **1.0 CALL TO ORDER**

Mayor Craig LeGrow called the meeting to order at **7:53 pm**.

### **2.0 AGENDA**

Upon review of the proposed Agenda:

**MOTION 149 / 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 2 October 2018:

**MOTION 150 / 2018**

*Councillor Carol King moved to **ADOPT** the minutes of 2 October 2018 as presented.*

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

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

#### **4.1 TRAIL CUTTING**

The Town Manager informed Council that plans are ongoing for the 24 November Trail Cutting event.

#### **4.2 FALL FLEA MARKET**

The Assistant Town Clerk informed Council that everything is ready for the Fall Flea Market.

#### 4.3 CROWN LAND APPLICATION

The Town Manager informed Council that he had dropped off the application

#### 4.4 WAR MEMORIAL INSCRIPTION

Council reviewed the request to have an inscription engraved on the towns cenotaph. After which:

#### **MOTION 151 / 2018**

*Councillor Ralph LeGrow moved to **CONTRACT** Muirs Marble Works to engrave WO WESLEY LEGROW under the Korean Conflict side of the Cenotaph at a cost of \$450.00.*

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

#### 4.5 SNOW CLEARING CONTRACT

Council reviewed the three quotes for Snow Clearing and Ice Control 2018/2019. After which:

#### **MOTION 152 / 2018**

*Councillor Carol King moved to **CONTRACT** Kinsella Landscaping to carry out the 2018/2019 snow clearing and ice control contract at a cost of \$31,900.00 + HST.*

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

#### 4.6 BROOK PATH BRIDGE

Council reviewed the three quotes to complete the rehabilitation of the Brook Path Bridge. After which:

#### **MOTION 153 / 2018**

*Councillor Ralph LeGrow moved to **DEFER** this issue until the spring of 2019*

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

#### 4.7 MEETING WITH TOWN PLANNER

The Town Manager informed Council that there is meeting with the Town Planner (Reg Garland) scheduled for Friday 26 October at 1:00 pm. Mayor Craig LeGrow encouraged anyone able to attend to do so.

## **5.0 APPLICATIONS AND CORRESPONDENCE**

### **5.1 CORRESPONDENCE**

- 5.1.1 Municipal Affairs & Environment – Council reviewed this Circular, Operation 2020 regarding upcoming fire fighter training.
- 5.1.2 PCSP – Council reviewed this Avalon Regional Training hosted by Portugal Cove – St. Philips to be conducted 23 November from 9:00 am to 4:00 pm at a cost of \$65.00 per person. After a short discussion council requested additional information on this subject.
- 5.1.3 Crown Land Division – Council reviewed this interim response regarding Council's Crown Land application 54223.
- 5.1.4 Crown Land Division – Council reviewed this interim response regarding Council's Crown Land application 54224.
- 5.1.5 PCVFD – Council reviewed the invitation to participate in the Pouch Cove Volunteer Fire Department Christmas Parade. Council indicated they would be sending the town float to participate.
- 5.1.6 Gregory Stokes – Council reviewed the correspondence regarding the Town's Accountant's Change of Address and new affiliation with a larger accounting firm.

## **6.0 NEW BUSINESS**

### **6.1 REPORT FROM TOWN MANAGER**

The Town Manager addressed council and reported on the progress of upcoming activities, events initiatives and contracts.

### **6.2 REPORT FOR ASST TOWN CLERK**

The Assistant Town Clerk addressed council and reported on future programs, bar sales, Craft Fair success and other programs and initiatives.

### **6.3 CALL FOR 2019-2020 MCW APPLICATIONS**

Council reviewed the circular COR/2018/03484 dated 15 October 2018. After a lengthy discussion:

## MOTION 154 / 2018

Councillor Carol King moved to **APPLY FOR** Municipal Capital Works funding, for the following projects:

<b>PROJECT</b>	<b>FEDERAL</b>	<b>PROV</b>	<b>MUNICIPAL</b>	<b>TOWN COST</b>
Green Infrastructure	40%	50%	10%	\$ 75,500.00
Fire Hall		60%	40%	\$140,000.00
Roads (Bridge)		50%	50%	\$ 19,000.00

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

### 6.4 AED TRAINING BY HEART & STROKE

Council reviewed the offer by the Heart & Stroke Foundation to conduct a three hour training session on the new AED. Council requested that the Town Manager coordinate this with bar tenders, council members and other committee members being priority.

### 6.5 NATIONAL BUILDING CODE

Upon review of the Municipalities Act section 415(3):

## MOTION 155 / 2018

Councillor Carol King moved to **ADOPT** the National Building Code of Canada in accordance with subsection 414(3) of the Municipalities Act, 1999.

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

### 6.6 2019 BUDGET DISCUSSION

The Chair of the Finance Committee, (Councillor Carol King) addressed Council and informed them of the latest Finance Committee meetings regarding the 2019 Budget. She discussed 2019 proposed projects and cost estimates. After which there was a lengthy discussion. Points raised would be incorporated into the budget process for presentation at the next council meeting.

### 6.7 PRE BUDGET CONSULTATION

Council reviewed the pre-budget consultation power point presentation.

## 6.8 BONFIRE NIGHT

Council reviewed the outline for the Bonfire Night Event.

## 6.9 REMEMBRANCE DAY

Council reviewed the outline for the Remembrance Day Ceremony.

## 7.0 OLD BUSINESS

### 7.1 SATELLITE FIRE HALL

Council reviewed the proposal to be presented to the Mayor of Pouch Cove regarding the construction of a Firehall Satellite Station in Bauline. Some changes to the document were requested.

### 7.2 ALTERNATE ENERGY

A short discussion ensued regarding the decision to either proceed with a diesel generator as the alternate energy to the building, or await the re-scoping decision by Municipal Affairs to battery back up. This discussion was deferred until the next council meeting.

## 8.0 FINANCES

### 8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

**MOTION 156 / 2018**

*Councillor Carol King 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 157 / 2018**

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

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

### 8.3 STATEMENT OF REVENUE AND EXPENDITURE

After review of the Statement of Revenue and Expenditure;

**MOTION 158 / 2018**

*Councillor Chris Palmer moved to **ACCEPT** the Statement of Revenue and Expenditure as presented by Gregory Stokes CPA.*

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

### 9.0 COMMITTEE REPORTS

#### STANDING COMMITTEES

- 9.1 Finance Committee – Councillor Carol King had nothing further to discuss
- 9.2 Public Works Committee – Councillor Chris Palmer reported that there still seems to be a small manageable leak.

#### SPECIAL COMMITTEES

- 9.3 Planning and Development Committee – Councillor Ralph LeGrow informed council that there is a meeting with the Town Planner scheduled for Friday 26 October at 1:00 pm.
- 9.4 Community Committee – Councillor Chris Palmer referred to an e-mail that he had recently sent to council. He suggested that the Community Committee should have a more detailed business plan, and marketing plan.
- 9.5 History & Heritage Committee – Chair Carol King briefed council on the recent History & Heritage fair of 21 October. It was considered a success, however more attendance would have been preferred.
- 9.6 Emergency Response Committee – Chair Chris Palmer informed Council that he is in the process of purchasing a first aid cabinet as moved at the last Council meeting.
- 9.7 Northeast Avalon Joint Council Committee (NEAJC) – No report submitted.
- 9.8 War Memorial Committee – Chair Carol King had nothing further to report.
- 9.9 Public Affairs Committee – Chair Chris Palmer had nothing further to report.

9.10 Killick Coast Mayor's Committee – Mayor Craig LeGrow had nothing to report.

9.11 Come Home Year Committee – Mayor LeGrow informed Council that the next meeting of the CHY committee is scheduled for 6 November.

9.12 Trails Committee – No report was submitted.

## 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.

## 11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **Thursday, 15 November 2018 at 7:45 pm.**

## 12.0 ADJOURNMENT

As there was no further business to discuss;

**MOTION 159 / 2018**

*Councillor Ralph LeGrow moved to **ADJOURN** the meeting of **23 October 2018.***

**Mayor Craig LeGrow adjourned the meeting at 11:22 pm.**

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Craig LeGrow  
Mayor  
Town of Bauline

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Craig Drover  
Town Manager  
Town of Bauline