

# MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 24 MARCH 2020



## PRESENT

Mayor Craig LeGrow  
Deputy Mayor Joanne Whalen  
Councillor Carol King (Via conference call)  
Councillor Ralph LeGrow  
Councillor Chris Palmer  
Town Clerk/Manager Craig Drover  
Asst Town Clerk Donna Connors

## REGRETS

## GUESTS

**GENERAL INFORMATION:** This meeting was convened in Council Chambers with the physical distancing protocol observed. In addition, it was made public via Facebook Live with residents logged in and attending via social media.

### 1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **6:41 pm**. He welcomed all those attending via Facebook.

### 2.0 AGENDA

Upon review of the proposed Agenda;

**MOTION 035 / 2020**

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

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

### 3.0 PREVIOUS MINUTES

3.1 Upon review of the minutes of a General Council meeting held **3 March 2020**;

**MOTION 036 / 2020**

*Deputy Mayor Joanne Whalen moved to **ADOPT** the minutes of 3 March 2020 as presented.*

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

- 3.2 Upon review of the minutes of a Special Council meeting held **15 March 2020**;

**MOTION 037 / 2020**

*Deputy Mayor Joanne Whalen moved to **ADOPT** the minutes of a special meeting held 15 March 2020 as presented.*

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

**4.0 BUSINESS ARISING FROM MINUTES**

**4.1 INTERIOR BUILDING PAINTING**

The Town Manager informed Council that the interior painting project should be completed this week.

**4.2 REQUEST TO ACQUIRE FILL**

Council reviewed the additional e-mails and documents regarding the request to acquire fill from town property. After a brief discussion, this item was deferred to the Planning and Development committee for review and recommendations.

**4.3 INTERNATIONAL COUNCIL FOR LOCAL ENVIRONMENTAL INITIATIVES (ICLEI)**

Councillor Palmer briefed Council on the two hour ICLEI Webinar that he attended on 10 March. Overall it was an informative session, with great initiatives implemented by like minded towns.

**5.0 APPLICATIONS AND CORRESPONDENCE**

**5.1 APPLICATIONS – NIL**

**5.2 CORRESPONDENCE**

5.2.1 Provincial Wastewater Tech – Council reviewed this wastewater proposal provided by Provincial Wastewater Tech. Although not relevant at this time, it was requested to keep the literature regarding this technology for future discussion as needed.

5.2.2 Municipal Affairs and Environment – Council reviewed this correspondence regarding Fire Protection Services. It was requested that confirmation be obtained that the Town of Pouch Cove received this information as well.

5.2.3 Department of Transportation and Works (DTW) – Council reviewed this response from the DTW regarding its request to decrease speed limit in two areas of town. After a short discussion it was requested that the Town Manager contact the MHA in order to set up a meeting with the Minister of Transportation and Works.

5.2.4 NL Liquor Corporation – Council reviewed the annual letter and fee for the Bar Licence Renewal.

## **6.0 NEW BUSINESS**

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

6.1.1 Audit – The Town Manager informed Council that the 2019 Financial Audit has commenced. This year's audit will be different from previous years due to COVID-19.

6.1.2 Residents Complaints – The Town Manager informed Council that he had received 2 complaints from residents over the past several weeks. One was regarding the storage of old vehicles and junk on an adjacent property to the complainant, and the other was regarding snow clearing operations within the town.

6.1.3 Webmaster – The Town Manager informed Council that following a discussion with the Mayor, he had approached the former webmaster, and she has agreed to take on the webmaster duties again.

6.1.4 Cleaning Services – The Town Manager informed Council that he was looking at different feasible options for the buildings cleaning services.

### **6.2 REPORT FROM THE ASSISTANT TOWN CLERK (ATC)**

The ATC provided information on funding applications, and discussed the Bulk Buy program during the COVID-19 pandemic.

### **6.3 COVID-19**

Council discussed the following items and how they relate regarding ongoing isolation measures:

- Regular Operations;
- What can be done for/in the community for,
  - Seniors – food/prescription pickup/delivery etc,
  - School Age who are at home... colouring competition,
  - Social Distance recreation & Activities, and
  - Outdoor activities;
- Regional collaboration;

- General council meeting accessibility;
- General council meeting density;
- Cash flow; and
- Programming/recreation.

#### **6.4 ICS 100 – INTRODUCTION TO INCIDENT COMMAND SYSTEM**

Council reviewed this e-mail from Fire & Emergency Services (FES) regarding this prerequisite course for personnel that will be working in an Emergency Operating Centre (EOC). Mayor LeGrow encouraged all council and staff that have not completed this self paced course to do so.

### **7.0 OLD BUSINESS**

#### **7.1 GREEN ENERGY UPDATE**

Councillor Chris Palmer informed Council that the scheduled meeting for 23 March has been postponed until 30 March. Information will be passed on at the next Council Meeting.

#### **7.2 ALTERNATE POWER SUPPLY UPDATE**

Council reviewed the letter from Municipal Affairs and Environment (MAE) approving the request for a one year extension to the project. The Town Manager informed Council that the town have also been approved by MAE to sign the Primary Consultant Agreement with Wood Engineering.

#### **7.3 BROOK PATH BRIDGE**

The Town Manager informed Council that the Town's request to amend the current Capital Investment Plan (CIP) to provide funding for "Local Roads and Bridges". Has been received and reviewed at the Gas Tax Secretariat, a final decision is pending.

#### **7.4 CELL TOWER**

The Town Manager informed Council that this project is proceeding as planned.

#### **7.5 REZONING BAULINE LINE EXTENSION UPDATE**

The Town Manager informed Council that he had met with Town Planner and GEO Technician. Information was requested of one of the proponents. Once received a map will be produced in order to start the formal rezoning process.

## 8.0 FINANCES

### 8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

#### **MOTION 038 / 2020**

*Councillor Chris Palmer 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 039 / 2020**

*Deputy Mayor Joanne Whalen moved to **PAY** the Outstanding Payables as presented.*

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

## 9.0 COMMITTEE REPORTS

9.1 CHY Committee - Mayor Craig LeGrow addressed Council regarding the upcoming Come Home Year 2020 event. After a short discussion it was unanimously decided to postpone the event until 2021.

9.2 ERC Committee – Councillor Chris Palmer discussed the implementation of a pandemic protocol into the joint Emergency Response Plan, as suggested by the Fire and Emergency Services department. After a short discussion;

#### **MOTION 040 / 2020**

*Councillor Chris Palmer moved to **SUPPORT** the adoption of the Pandemic Protocol addition into the 2019 joint Pouch Cove and Bauline Emergency Response Plan.*

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

## 10.0 TABLE DISCUSSION

At this point, Mayor LeGrow asked if there were any other points that Council/Staff would like to address? Nothing further was discussed.

## 11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **Tuesday, 14 April 2020 at 7:30 pm.**

## 12.0 ADJOURNMENT

As there was no further business to discuss;

**MOTION 041 / 2020**

*Councillor Chris Palmer moved to **ADJOURN** the meeting of **24 March 2020.***

**Mayor Craig LeGrow adjourned the meeting at 8:05 pm.**

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Craig LeGrow  
Mayor  
Town of Bauline

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Craig Drover  
Town Manager  
Town of Bauline