

MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 28 AUGUST 2018



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

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 110 / 2018

*Deputy Mayor Joanne Whalen 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 7 August 2018:

MOTION 111 / 2018

*Councillor Chris Palmer moved to **ADOPT** the minutes of 7 August 2018 as presented.*

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

4.0 BUSINESS ARISING FROM MINUTES

4.1 HON. NICK WHALEN'S VISIT – 8 AUGUST 2018

Council discussed the meeting held 8 August with Hon. Nick Whalen where the Town's top five (5) priority projects were presented to Hon. Whalen as he prepares for the 2019 federal budget submission. After a lengthy discussion it was requested that the Town Manager liaise with the MP's constituency office for clarification on some funding questions, in particular the cell coverage project.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 CORRESPONDENCE

- 5.1.1 NL Sexual Assault Crisis & Prevention Centre – Council reviewed the request to sign a proclamation declaring the week of 17-21 September as “Sexual Violence Awareness Week”. After some discussion;

MOTION 112 / 2018

*Councillor Chris Palmer moved to **ADOPT** the following proclamation;*

WHEREAS: The *Newfoundland and Labrador Sexual Assault Crisis and Prevention Centre (NLSACPC)* works to provide support, information, and education to the province of Newfoundland and Labrador, in the area of sexual violence, and

WHEREAS: The NLSACPC is now commemorating the 19th anniversary of Sexual Violence Awareness Week as well as the 34th anniversary of their Take Back the Night march to further the common goal of eliminating sexual violence, and

WHEREAS: We recognize the necessity of supporting survivors and the urgent need to end sexual violence and its contributing factors so that we may have safe, healthy communities, and

WHEREAS: Sexual assault is a crime that can affect anyone regardless of factors like age, gender, ability, social and cultural location, or other variables; and

WHEREAS: The rate of sexual assault in Newfoundland and Labrador continues to be higher than the national average, and

WHEREAS: This Municipal Government recognizes the need for people of our community to live in safe and caring communities where violence is unacceptable, and supports efforts that raise awareness and educate the public, and

THEREFORE: Be it resolved that I, Craig LeGrow, Mayor of Bauline, do hereby proclaim September 17th – 21st, 2018 as Sexual Violence Awareness Week and encourage all citizens to become involved in activities organized throughout this week.

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

Mayor Craig LeGrow signed the Proclamation.

- 5.1.2 Municipalities NL– Council reviewed this correspondence regarding a joint submission of an “Expression of Interest”. The EOI would provide municipalities with an opportunity to create a detailed regional profile, that will include comprehensive demographic data as well as economic data. After a short discussion, Mayor LeGrow indicated that this topic is scheduled to be discussed at the next Killick Coast Mayor’s meeting, after which he will report back to Council. The item was deferred.
- 5.1.3 Municipal Assessment Agency – Council reviewed the MAA Board of Directors report from the 26 July meeting.
- 5.1.4 Kids Eat Smart– Council reviewed this request for donations towards the Kids Eat Smart Radiothon on 6 November. Council declined at this time.
- 5.1.5 Municipalities NL – Council reviewed the correspondence regarding the MNL Conference in Gander 4-6 Oct. After a short discussion;

MOTION 113 / 2018

*Councillor Chris Palmer moved to **APPROVE** 2 council members to attend the MNL Conference in Gander NL, 4-6 Oct. Names are to be determined and submitted to the Town Manager before 14 September 2018.*

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

- 5.1.6 Tract Consulting– Council reviewed the invitation to participate in a Asset Management Planning presentation in Flatrock, 29 August at 6:30 pm. Mayor LeGrow encouraged the Town Manager and any other council member to attend.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

- 6.1.1 Leave Dates – The Town Manager presented his leave pass for 31 August – 4 September. Council agreed and Mayor LeGrow signed the leave pass.
- 6.1.2 Summer Students – The Town Manager briefed council on the work completed by the students over the summer. He requested that Council review the Letters of Appreciation to the students for the Mayors signature. The letters were reviewed and signed.
- 6.1.3 Bauline Apparel order – The Town Manager indicated that he had received a request to purchase some Bauline apparel items. Council requested that an item be placed in the next household flyer prior to an order being submitted.

6.2 REPORT FROM ASSISTANT TOWN CLERK

The Assistant Town Clerk provided information on the following items;

- Several ongoing funding applications,
- the Summer Camp Program,
- the Bar Point of Sale (POS) system,
- New Bar hiring process and training, and
- Upcoming community events.

6.3 CONTRACT RENEWALS & NEW CONTRACTS

The Town Manager informed Council that the following contracts need to be renewed this upcoming fall;

- Snow Clearing & Ice Control,
- Garbage and Recycling,
- Excavation Services,
- Water Operator Services,
- General Maintenance Services, and
- Building Cleaning Services.

6.4 2019 BUDGETARY PROCESS

After a short discussion, the Finance Chair indicated that sub-committees of Council should be submitting their 2019 budget requests to the Finance Committee for review during the budgetary process. Requests for 2019 funds should be received by 21 September 2018. Requests for funding should include a detailed list of 2019 projects and estimated costs associated with the events/projects. After which;

MOTION 114 / 2018

*Councillor Carol King moved to **CONDUCT** a 2019 Pre-Budget Consultation Monday, 29 October 2018 at 7:30 pm.*

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

6.5 FALL CRAFT/FLEA MARKET

After a short discussion, it was agreed that the Fall Craft/Flea Market would take place Sunday, 28 October 2018 from 1:00 – 4:00 pm in the Community Centre.

6.6 MUNICIPAL INVITATIONAL DART TOURNAMENT

A discussion arose regarding the possibility of the Town of Bauline hosting a Regional Municipal Dart Tournament. After which;

MOTION 115 / 2018

*Councillor Ralph LeGrow moved to **HOST** a North East Avalon Regional Dart Tournament open to all members of the NEAJC, their affiliated Fire Departments, the Eastern Regional Service Board and the Municipal Assessment Agency.*

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

6.7 TRAIL CUTTING VOLUNTEER WEEKEND

A discussion arose regarding a previous plan to cut a municipal trail to the World War II crash site near *Church Pond*.

MOTION 116 / 2018

*Deputy Mayor Joanne Whalen moved to **CONDUCT** a volunteer Trail Cutting and “Boil-Up” event 24/25 November 2018 for residents interested in participating.*

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

Deputy Mayor Joanne Whalen indicated that she would ask the Trails Committee to reconnoitre the area and mark the areas to be cut prior to 24 November. She also requested that a call for volunteers be promulgated in the next few flyers (*The Wave*).

6.8 SIGNIFICANT INCIDENT REPORTING

Mayor Craig LeGrow indicated that there was a significant incident at Duck Pond the afternoon of 26 August. Media had contacted him for comments early 27 August. Mayor LeGrow informed Council that he would be discussing implementing a significant incident protocol with the Pouch Cove Mayor and Fire Department.

7.0 OLD BUSINESS

7.1 ALTERNATE POWER AND GREEN ENERGY

Council reviewed an e-mail regarding the FCM Transitions 2050 funding opportunity. After a lengthy discussion;

MOTION 117 / 2018

*Councillor Chris Palmer moved to **PARTICIPATE** in the FCM Transitions 2050 on a cost shared basis with other municipalities. The Town of Bauline will contribute \$2,400.00 in cash and \$11,850.00 in “in-Kind” wages for two Bauline representatives over a two-year period.*

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

7.2 SATELLITE FIRE HALL

Council reviewed the proposed new article 7 of the MOU with the Town of Pouch Cove regarding FES services. After some discussion, Mayor LeGrow tasked the Chair of the Emergency Response Committee to strike a small committee and review all documents pertaining to this item. It was requested that a report be prepared for the next council meeting.

7.3 JACK BYRNE ARENA

After a short discussion this item was deferred until the next Council Meeting.

7.4 BROOK PATH BRIDGE

Council reviewed The engineering study produced by Canadian Projects Limited. After a short discussion

MOTION 118 / 2018

*Councillor Ralph LeGrow moved to **PROCEED** with the tendering/contracting phase of the refurbishing of the Brook Path Bridge project based on the Engineering study and cost estimate.*

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

7.5 STORY BOARDS – BUC & OTHER LOCATIONS

Councillor Carol King addressed Council and informed them that some work has been done on this item by the Bauline United Church, regarding what information they would like displayed. After a short discussion this item was deferred to a later council meeting.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 119 / 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 120 / 2018

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

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

9.0 COMMITTEE REPORTS

STANDING COMMITTEES

- 9.1 Finance Committee – Councillor Carol King requested that the Finance Committee meet in the near future.
- 9.2 Public Works Committee – Councillor Chris Palmer informed Council water quality and quantity are reported as satisfactory.

SPECIAL COMMITTEES

- 9.3 Planning and Development Committee – Councillor Ralph LeGrow requested that Crown Lands division be contacted to request a meeting at their location to discuss processes and land in Bauline.
- 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.
- 9.6 Emergency Response Committee – Chair Chris Palmer informed Council that he is planning a table top exercise in the fall.
- 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 suggested that in the fall a press release should be sent out regarding the Town's top 5 priorities of work and the accomplishments on them so far.
- 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 the week of 17-22 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.

Councillor Carol King asked if there were still plans for a development on the Bauline Line Extension? The Town Manager indicated that he would look into it.

Councillor Chris Palmer asked if there are any town regulations regarding non-permanent structures. The Town Manager informed him that presently there were not.

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, 18 September 2018 at 7:45 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 121 / 2018

*Deputy Mayor Joanne Whalen moved to **ADJOURN** the meeting of **28 August 2018.***

Mayor Craig LeGrow adjourned the meeting at 11:00 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline