

MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 28 JANUARY 2020



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

TRIO representative Mr. Terry Taylor

1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **7:35 pm**.

2.0 AGENDA

Upon review of the proposed Agenda;

MOTION 009 / 2020

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

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

At this point Mayor LeGrow addressed Council and directed them to Item 6.4. Mayor LeGrow welcomed Mr. Terry Taylor a TRIO representative. Mr. Taylor thanked the Mayor and Council for the opportunity to discuss employee benefit packages. Mayor LeGrow asked if Mr. Taylor was prepared to proceed with his presentation, which he was:

6.4 TRIO PRESENTATION

Mr. Taylor briefed council on various options regarding employee benefit packages. A discussion and question period ensued.

Mayor LeGrow thanked Mr. Taylor for his information. Mr. Taylor thanked Council for the opportunity and departed. Mayor LeGrow directed Council to item 3.0 of the agenda.

3.0 PREVIOUS MINUTES

Upon review of the minutes of a General Council meeting held **9 January 2020**;

MOTION 010 / 2020

*Councillor Carol King moved to **ADOPT** the minutes of 9 January 2020 as presented.*

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

4.0 BUSINESS ARISING FROM MINUTES

4.1 INTERIOR BUILDING PAINTING

The Town Manager informed Council that the contractor has commenced painting the interior of the building.

4.2 FOOD SAFETY REQUIREMENTS

The Assistant Town Clerk informed Council that the previous training regarding this matter is insufficient and recommended that 5 people consisting of staff, Council and Community Committee members undergo food safety training in order to be compliant with new provincial legislation. After a short discussion:

MOTION 011 / 2020

*Councillor Chris Palmer moved to **AUTHORIZE** up to 5 people consisting of staff, Council and the Community Committee, to undergo Food Safety Training as recommended by the Assistant Town Clerk.*

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

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS - NIL

5.2 CORRESPONDENCE

5.2.1 Federal Gas Tax Secretariat – Council reviewed this Circular and reporting package regarding the 2109 Annual Expenditure Report with a due date of 31 March.

5.2.2 Storm Preparedness – Council reviewed various correspondence regarding storm preparedness and the aftermath. After a short discussion, Council decided all correspondence was answered accordingly.

5.2.3 Professional Municipal Administrators (PMA) – Council reviewed the list of various upcoming PMA meetings and seminars. Council encouraged either the Town Manager and/or the Assistant Town Clerk to attend.

5.2.4 Department of Natural Resources – Council reviewed this correspondence announcing a meeting in St. John's Monday 10 February regarding the review and discussion of the legislation that regulates quarry activity. After a short discussion, Council decided that this would be a worthwhile meeting to attend. Mayor LeGrow encouraged any councillor to attend and authorized a staff member to attend if no Council member was available.

- 5.2.5 Conservation Corps NL – Council reviewed this request for proposals to apply for a Green Team project.
- 5.2.6 Municipal Affairs and Environment (MAE) – Council reviewed this letter from MAE which acknowledges receipt of the 2020 budget.
- 5.2.7 MAE – Council reviewed this letter from MAE which identifies a compliancy issue with the 2020 budget submission. Council noted the deficiency for next years submission.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGE

- 6.1.1 2019 Financial Audit – The Town Manager informed Council that the preparations for the 2019 audit are underway and are time consuming.
- 6.1.2 2020 Taxes – The Town Manager informed Council that he is about 1/3 completed for the municipal taxes preparations. He anticipates invoices to be dispatched by the first week of February.
- 6.1.3 Disclosure Statements – The Town Manager informed all councillors & staff to complete 2020 Disclosure Statements.
- 6.1.4 Floor Scrubber – The Town Manager recommended that the town purchase the floor scrubber that the Town of Flatrock is selling. After a short discussion:

MOTION 012 / 2020

*Councillor Chris Palmer moved to **PURCHASE** the used floor scrubber from the Town of Flatrock at a cost of \$1,500.00.*

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

6.2 REPORT FOR ASST TOWN CLERK

The Assistant Town Clerk provided Council with a written and verbal report on programing, bar operations, events, funding and Community Committee activity. She went on to discuss the new Bulk Buying program for seniors/families that is scheduled to commence the 2nd week February. Mayor LeGrow thanked the ATC for her efforts.

6.3 STORM WATCH – After Action Review (AAR)

A lengthy discussion arose focused on 4 main topics; preparedness, public assistance, town operations and back up power. Given the town's resources, preparedness and public assistance were deemed sufficient. Town operations carried on throughout the week following the storm which was deemed sufficient. It was determined that if the town had lost power for an extended period of time, the situation would have quickly deteriorated. Mayor LeGrow called a special meeting of Council to be held 11 February at 7:30 pm to discuss and decide on the way forward regarding the ongoing issue of emergency backup power to the building.

6.4 REMUNERATION

Council reviewed Regulation 89/01 of the Municipalities Act 1999. After which:

MOTION 013 / 2020

*Councillor Carol King moved to **REMUNERATE** council in 2020 at a rate of \$10,000.00 in accordance with regulation 89 of the Municipalities Act 1999.*

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

6.4 TRIO PRESENTATION

Mr. Terry Taylor completed his presentation earlier in the evening. After a short discussion, Council requested that Town Staff discuss what options would work best for them and present to Council at a later date.

7.0 OLD BUSINESS

7.1 GREEN ENERGY PROJECT

Council reviewed the latest e-mails and documents regarding this matter. Mayor LeGrow indicated that It can be further discussed at the special meeting scheduled for 11 February.

7.2 BROOK PATH BRIDGE UPDATE

Council reviewed the latest correspondence from NL Modular regarding this project.

7.3 CELL TOWER PROJECT

Council reviewed the latest e-mails and information regarding this project.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 014 / 2020

*Councillor Carol King moved to **ACCEPT** the Financial Statement as presented.*

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

8.2 OUTSTANDING PAYABLES

After review of the Outstanding Payables;

MOTION 015 / 2020

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

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

9.0 COMMITTEE REPORTS

There were no written reports received.

The Chair of the P&D Committee informed Council that he is calling a committee meeting 6 February at 7:30 pm.

The Chair of the ERC Committee informed Council that he is calling a committee meeting 20 February at 7:30 pm.

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 asked if there was information regarding the EXPRO development on Pouch Cove Line, Pouch Cove. There was no information to pass on.

Councillor Chris Palmer suggested that a special meeting be called to address the issue of a non-compliant residence in the town. A lengthy discussion arose. The Town Manager was directed to send correspondence to the Department of Municipal Affairs and Environment requesting to meet with a representative in order to determine a way forward in this matter.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **Tuesday, 18 February 2020 at 7:30 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 016 / 2020

*Councillor Chris Palmer moved to **ADJOURN** the meeting of **28 January 2020.***

Mayor Craig LeGrow adjourned the meeting at 10:51 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline