

MINUTES OF GENERAL COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 29 OCTOBER 2019



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

GUESTS

1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **7:06 pm**.

2.0 AGENDA

Upon review of the proposed Agenda, Item 7.2 was requested to be added.

MOTION 139 / 2019

*Councillor Carol King moved to **ADOPT** the agenda with items 5.1.2, 6.1.4, 6.1.5, 6.8 and 6.9 added.*

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

3.0 PREVIOUS MINUTES

Upon review of the minutes of a General Council meeting held **7 October 2019**;

MOTION 140 / 2019

*Councillor Chris Palmer moved to **ADOPT** the minutes of 7 October 2019 as presented.*

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

4.0 BUSINESS ARISING FROM MINUTES

4.1 MMSB – SOLID WASTE MANAGEMENT INNOVATION FUND

Council reviewed the e-mails and quotes received by Fundamental Inc regarding the Solid Waste Management Innovation Fund. A discussion ensued, after which Council decided to defer this item to a later date.

4.2 NEWLEEF PRESENTATION

Councillor Palmer briefed Council regarding his attendance at the Newleaf Seminar 16 October.

4.3 MP MEETING REQUEST

Council reviewed Councillor Palmer's recommendation to send a letter to the newly elected MP for St. John's East, requesting a meeting at the earliest convenience to discuss the Town's key issues. Council agreed and Mayor LeGrow signed a draft letter prepared by the Town Manager.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

5.1.1 Business Application– Dereck & Crystal Bursey – DCJ Construcion

After a short discussion and review of information provided by the Town Manager;

MOTION 141 / 2019

*Councillor Carol King moved to **APPROVE** the business application for DCJ Construction as submitted by Dereck & Crystal Bursey.*

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

5.2 CORRESPONDENCE

5.2.1 Municipal Assessment Agency – Council reviewed this correspondence regarding a one day workshop at the Capital Hotel 10 December targeted for frontline municipal staff.

5.2.2 Municipalities NL – Council reviewed this request for conference registration volunteers as Registration Clerks. The times to be filled are 13-15 November. Mayor LeGrow encouraged anyone that could volunteer to do so.

5.2.3 Municipalities NL – Council reviewed this request for donations for conference's "Eastern Night" event. After a short discussion;

**Mayor Craig LeGrow left the Chair
Councillor Chris Palmer assumed the Chair**

MOTION 142 / 2019

*Mayor Craig LeGrow moved to **DONATE** \$350.00 to the MNL Eastern Night event.*

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

**Councillor Chris Palmer left the Chair
Mayor Craig LeGrow resumed the Chair**

- 5.2.4 Memorial University of NL (MUN) – Council reviewed this 2019 MUN President’s Report “Rooted in Place” (Gary Kachanoski).
- 5.2.5 Municipalities NL – Council reviewed this correspondence regarding the Premier’s Forum on local government – and a call for nominations. After a short discussion;

MOTION 143 / 2019

*Councillor Carol King moved to **NOMINATE** Mayor Craig LeGrow as the Avalon Region representative to the Premier’s Forum on Local Government to be held 14 November. Mayor LeGrow accepted the nomination.*

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

- 5.2.6 Kids Eat Smart – Council reviewed this correspondence regarding a radiothon & request for donation to the “Kids Eat Smart” program. Council declined at this time.
- 5.2.7 Stewardship Association of Municipalities (SAM) – Council reviewed this correspondence regarding the towns 2020 budgetary submission and request from SAM to budget at least one individual to attend one or both of the meetings in 2020. It is also a note to have the Habitat Conservation Plan incorporated into the Town Plan. Council deferred this item to the Finance Committee.
- 5.2.8 Pouch Cove Volunteer Fire Department – Council reviewed this invitation to participate in the Pouch Cove Christmas Parade 7 December at 10:30. It was requested that this information be passed on to the Community Committee.

- 5.2.9 Business Logistic Services – Council reviewed this letter announcing Tom Strickland's resignation as public hearing commissioner.
- 5.2.10 Citizen's Crime Prevention NL – Council reviewed this Request to purchase advertising space to produce 10,000 copies of a Bullying handbook that will be distributed to schools and other organizations throughout NL. Council declined at this time.
- 5.2.11 True Patriot Love Foundation – Council reviewed this correspondence inviting anyone to the dinner production of Where Once they Stood. This dramatic musical and comedic tribute to the 100th anniversary of Beaumont Hamel will be held 11 November at the CLB Armoury commencing at 6 pm. Tickets are \$75.00 each. Mayor LeGrow encouraged anyone who could attend to do so.
- 5.2.12 Federation of Canadian Municipalities (FCM) – Council reviewed this welcome letter to Partners for Climate Protection (PCP) Program which highlights their programs, resources and support that they can offer.
- 5.2.13 Memorial University of NL (MUN) – Council reviewed this annual memorial flyer produced and disbursed by MUN.
- 5.2.14 Husqvarna Marine Park – Council reviewed this invitation to grand opening and demonstration at the new Husqvarna store at Marine Park.
- 5.2.15 Mitchell Moran – Council reviewed this correspondence from Mr. Moran requesting that he be considered to become the Town's Assessment Review Commissioner with the resignation of Tom Strickland (Business Logistic Services). Council deferred this item and requested that the Town Manager contact neighboring communities to determine who they have contracted as their review commissioner.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGE

- 6.1.1 Groundwater Supply Protection – The Town Manager informed council that the Water Resource Management Division of MAE has indicated that our groundwater supply well and building are not currently protected under section 39 and 61 of the Water Resources Act. An application would have to be submitted along with \$400.00 + HST. After a short discussion;

MOTION 144 / 2019

*Councillor Carol King moved to **APPLY** for protections of a public groundwater supply area under section 39 and 61 of the Water Resource Act, and to pay the application fee of \$400.00 plus HST.*

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

- 6.1.2 Flags for each school – The Town Manager recommended that a Bauline flag be presented to each school in the area to keep for events such as remembrance day. Council agreed.
- 6.1.3 Unused Wells – The Town Manager informed Council that the Water Resource Management division has requested the location of unused or abandoned wells. Council did not know of any public wells, but were aware of private dug wells that were no longer being used. The Town Manager would discuss with the Water Resource Management division.
- 6.1.4 Municipal Capital Works project number 17-MCW-19-00010 – The Town Manager informed Council that the deadline for this project is fast approaching.

6.2 REPORT FOR ASSISTANT TOWN CLERK

The Assistant Town Clerk briefed council on funding opportunities, upcoming events, staffing, bar sales and other items. She then presented Council with the draft job description for the part time employee. After a short discussion, Mayor LeGrow indicated to the remainder of Council to review the draft over the next week and to have any comments back to the ATC by Tuesday, 5 November.

6.3 2020 BUDGETARY DISCUSSION

The Chair of the Finance Committee addressed Council and informed them that the Finance Committee has had a preliminary meeting. She then requested that another Fin Committee meeting be scheduled for 7 November.

6.4 MUNICIPAL CHARITABLE DART TOURNAMENT

After a short discussion, Council agreed to proceed with the Municipal Charity Dart Tournament 2 November.

6.5 BONFIRE NIGHT

Council reviewed and approved the main events list for the Bonfire Night event.

6.6 REMEMBRANCE DAY

Council reviewed and approved the main events list for the Remembrance Day ceremony and reception.

7.0 OLD BUSINESS

7.1 GREEN ENERGY PROJECT

Council reviewed emails from Fundamental Inc. regarding the alternate power project, the green energy project and the solid waste reduction project. The Town Manager and Councillor Chris Palmer were encouraged to continue discussions with Fundamental Inc. regarding feasible solutions to alternate power and green energy.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement;

MOTION 145 / 2019

*Councillor Chris Palmer moved to **ACCEPT** the Financial Statement as presented.*

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

8.2 OUTSTANDING PAYABLES

After review of the Outstanding Payables;

MOTION 146 / 2019

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

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

8.3 FINANCIL AUDIT QUOTE - 2019

Council reviewed the Financial Audit Quote and information gathered by the Town Manager. After a short discussion;

MOTION 147 / 2019

*Councillor Carol King moved to **ACCEPT** the 2019 Audit Quote as presented by Abbot + White CPA in the amount of \$5,250.00 + HST.*

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

9.0 COMMITTEE REPORTS

There were no written reports received.

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 when the painters were scheduled to start painting the interior of the building. The Town Manager indicated that he would contact the contractor to find out.

Councillor Ralph LeGrow Informed Council that he will be trying to coordinate a Planning and Development Committee meeting in the near future.

Mayor LeGrow asked who was planning on attending the MNL Conference 13-15 November. At this time no councillors had registered. Mayor LeGrow indicated that anyone attending should register in the next few days.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **Tuesday, 19 November 2019 at 7:30 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 148 / 2019

*Councillor Chris Palmer moved to **ADJOURN** the meeting of **29 October 2019**.*

Mayor Craig LeGrow adjourned the meeting at 10:45 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline