

**MINUTES OF SPECIAL COUNCIL MEETING HELD AT  
2 MEMORIAL PARK PLACE 6 FEBRUARY 2018**



**PRESENT**

Mayor Craig LeGrow  
Deputy Mayor Joanne Whalen  
Councillor Carol King  
Councillor Ralph LeGrow  
Councillor Chris Palmer  
Town Clerk/Manager Craig Drover

**REGRETS**

**PUBLIC IN ATTENDANCE**

**1.0 CALL TO ORDER**

Mayor Craig LeGrow called the meeting to order at **7:48 pm**.

**2.0 AGENDA**

Upon review of the proposed Agenda:

**MOTION 008 / 2018**

*Deputy Mayor Joanne Whalen moved to **ADOPT** the agenda as presented.*

*Seconded by Councillor Carol King  
All in favour.*

*Motion **CARRIED***

**3.0 PREVIOUS MINUTES**

Upon review of the minutes of 16 January 2018;

**MOTION 009 / 2018**

*Councillor Chris Palmer moved to **ADOPT** the minutes of 16 January 2018 as presented.*

*Seconded by Deputy Mayor Joanne Whalen  
All in favour.*

*Motion **CARRIED***

**4.0 BUSINESS ARISING FROM MINUTES**

**4.1 ALTERNATE POWER & GREEN ENERGY**

Upon review of the proposal submitted by Fundamental Inc.

**MOTION 010 / 2018**

*Deputy Mayor Joanne Whalen moved to **CONTRACT** Fundamental Inc. to proceed with the initial phase of project consultation regarding the Town's initiative to incorporate alternate power and green energy into the town's*

*infrastructure. Conditional on a more detailed scope of work and hourly rate review.*

*Seconded by Councillor Chris Palmer  
All in favour.*

*Motion **CARRIED***

#### **4.2 TARGA**

The Town Manager informed council that a meeting with Councillor Marion McCarthy of Flatrock was scheduled for Wednesday Friday 9 February to discuss their experiences with TARGA over the past 15 years.

#### **4.3 MUNICIPAL DART CHALLENGE**

The Town Manager informed Council that all invitations and letters have been dispatched. As of now there has been six replies, four organizations have confirmed their attendance, two have declined the invitation.

#### **4.4 NEW RESIDENCE WELCOME PROGRAM**

Deputy Mayor Joanne Whalen outlined what she envisioned as a new residence welcome program. After a short discussion, council agreed and requested that some packages be put together for dispensing as new residents move into Bauline.

#### **4.5 2017 FINANCIAL AUDIT**

The Town Manager informed Council that the 2017 Financial Audit is scheduled for Monday 19 February.

#### **4.6 ANIMAL CONTROL**

The Town Manager informed Council that the new Animal Control Officer, Terilynn Farrell, has been identified by the Town of Torbay. The new ACO and Town Manager will be sitting down in the next couple of days to discuss ongoing issues in the Town.

#### **4.7 SUB COMMITTEE WRITE-UPS**

The Town Manager informed Council that he had received several sub-committee write-ups to be posted on the Town's website. He encouraged other committee chairs to submit theirs.

### **5.0 APPLICATIONS AND CORRESPONDENCE**

#### **5.1 APPLICATIONS - NIL**

## 5.2 CORRESPONDENCE

- 5.2.1 Holy Trinity High – Council reviewed this correspondence from Holy Trinity High requesting financial support for Safe Grad 2018. After a short discussion:

### **MOTION 011 / 2018**

*Deputy Mayor Joanne Whalen moved to **DONATE** \$300.00 towards the Holy Trinity High Safe Grad 2018 event.*

*Seconded by Councillor Carol King  
All in favour.*

*Motion **CARRIED***

- 5.2.2 Seniors NL – Council reviewed this correspondence regarding a presentation and discussion meeting by Seniors NL. It will take place in the Flatrock Community Centre 20 March, 12:00-3:30 pm. Bauline residents are invited to attend.
- 5.2.3 Community Sector Council – Council reviewed this circular announcing that the Government of Canada has discontinued funding for the SWASP program this year.
- 5.2.4 NL Police Curling Association – Council reviewed this request for support by purchasing ad space in the souvenir hockey program or act as a game sponsor by purchasing tickets to the game. Council declined at this time.
- 5.2.5 Municipal Affairs and Environment– Council reviewed this letter indicating that there were no deficiencies found in the 2018 budget submission.
- 5.2.6 East Coast Trail Association – Council reviewed this letter requesting a meeting regarding upgrades to the trails in Bauline. In particular the Big Hill path. It appears that in accordance with the MOU between the Town and ECTA, they will be requesting financial support to defray the cost of the upgrades. Council requested that the Town Manager set up a meeting at the earliest convenience.
- 5.2.7 Municipal Affairs and Environment– Council reviewed this letter which is a reminder that the deadline to submit the 2016 Tax Recovery Plan and Tax Receivable Summary is 28 February. The Town Manger informed Council that all pertinent documentation has been sent into MAE on behalf of the Town.

## 6.0 NEW BUSINESS

### 6.1 REPORT FROM TOWN MANAGER

- 6.1.1 Municipal Taxes – The Town Manager informed Council that the Municipal Taxes have been prepared and dispatched.
- 6.1.2 Fire Inspection – The Town Manager informed Council that the fire alarms and extinguishers have been through their annual inspections on 26 January.
- 6.1.3 Private Property Land Dispute – Council reviewed e-mails from a resident regarding a private land dispute. It was determined that this situation is not a council issue. The Town Manger was requested to research by-laws with regards to the placement of garbage boxes.
- 6.1.4 Crown Land Quarry – The Town Manager reminded council that the crown land application for the property at the quarry is required to be surveyed in order for the land to be transferred to town property. He provided the three quotes of surveyor companies. After which:

#### **MOTION 018 / 2018**

*Councillor Ralph LeGrow moved to **CONTRACT** Martin Survey at a cost of \$3000.00 to survey the crown land property at the Harbour Front Quarry.*

*Seconded by Councillor Carol King  
All in favour.*

*Motion **CARRIED***

- 6.1.5 Hand Held Radios - Quote – The Town Manager presented Council with the quote for six (6) additional hand held radios as requested by the Emergency Response Committee. Upon review:

#### **MOTION 019 / 2018**

*Councillor Chris Palmer moved to **PURCHASE** six (6) additional hand held radios from HiTech communications.*

*Seconded by Councillor Carol King  
All in favour.*

*Motion **CARRIED***

- 6.1.6 1075 Bauline Line – The Town Manager informed council of the latest legal discussions regarding the purchase and sale of the non-compliant property at 1075 Bauline Line. After a short discussion, Council requested that they be kept informed of any further discussions, and if need be a special meeting of Council would be called at the discretion of the Chair.

- 6.1.7 Recreational Exercise Class – The Town Manager informed Council that currently there is an exercise class being conducted by a private contractor out of the Town’s Community Centre. He has been approached by the Town of Pouch Cove and Flatrock to run the program as part of their Town’s recreational program offered to the public by the town. Funding can be applied for through the town and costs to the residents are significantly cheaper. The Town Manger suggested that Council look at a similar program here in Bauline. Council agreed to review this suggestion and requested that the Town Manager discuss with the exercise instructor to see if he would be interested in a similar arrangement.
- 6.1.8 Municipal Quarry Application Fee – There was a short discussion regarding the Municipal Quarry Application Fee.
- 6.1.9 T4s and T4As – The Town Manager informed Council that T4s and T4As were just about complete and the T4 Summary should be dispatched to CRA in the next few days.

## **6.2 SAFETY REPORT/DISCUSSION**

At this point, the First Aid training was discussed along with other Emergency Response Committee initiatives. After a short discussion, Council requested that Councillor Chris Palmer draft a letter to be sent to Hon. Kevin Parsons requesting funding for some of the ERC initiatives. Councillor Palmer agreed. In addition, the dates of 17 March and 7 April were confirmed as the dates of the First Aid training and it was suggested that Council and staff be trained on 17 March, while the Community Committee and bar staff be trained 7 April. All agreed.

## **6.3 WATER UPDATE**

The Town Manager informed Council that the water quality and quantity are reported as good.

## **6.4 ASSISTANT TOWN CLERK POSITION**

The Town Manager briefed Council on the application process. After a short discussion it was determined that six (6) applicants would be interviewed between Monday and Tuesday 12<sup>th</sup> & 13<sup>th</sup> February. Mayor Craig LeGrow thanked the Deputy Mayor and Town Manager for their efforts in this process.

## **6.5 COME HOME YEAR**

Mayor LeGrow addressed council regarding hosting a “Bauline Come Home Year” in 2020. A short discussion arose and it was requested that this item be deferred until next Council meeting.

## **6.6 ROAD CONDITIONS**

Councillor Chris Palmer addressed council and reviewed his e-mail to them which he previously sent. A short discussion ensued and it was pointed out that if a particular bad part of the road (pot hole) was reported to Department of Transportation and Works, then if there is damage to a vehicle afterwards, it could make any claim process easier. Mayor Craig LeGrow thanked Councillor Palmer for his points.

## **6.7 NL ENVIRONMENTAL INDUSTRY ASSOC (NEIA)**

Council reviewed Councillor Palmer's e-mail regarding a proposal to join NEIA, given councils recent green energy project. After a short discussion it was requested that this item be deferred to the next Council meeting.

## **6.8 COMMUNITY BUSINESS DEVELOPMENT CORPORATION (CBDC)**

Council reviewed Councillor Palmer's draft letter to the Executive Director of CBDC. It was agreed to dispatch the letter. The Town Manager was requested to transfer the letter to Town Letterhead and send it to Councillor Palmer for signature and promulgation.

## **6.9 HIRING PROGRAMS FOR GREEN ENERGY PROJECTS**

Council reviewed Councillor Palmer's e-mail regarding hiring programs for green energy projects. A short discussion arose and it was requested that this item be deferred to a later Council meeting.

## **7.0 OLD BUSINESS**

### **7.1 NEW TOWN HALL PROJECT**

The Town Manager informed Council that the Primary Consultant was requesting final payment on the project which was completed in 2016. Council determined that in light of the major electrical issues which are still causing problems with the heat pumps and other disputed factors, final payment will be withheld until all items have been addressed.

### **7.2 CELL COVERAGE**

The Town Manager informed Council that he had e-mail the Bell Network Specialist (Paul Greene) requesting information on solutions to the lack of cell coverage in Bauline. There has been no response as of yet.

## **8.0 FINANCES**

### **8.0 FINANCIAL STATEMENT**

After review of the Financial Statement by Council;

**MOTION 020 / 2018**

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

*Seconded by Councillor Chris Palmer  
All in favour*

*Motion **CARRIED***

**8.1 OUTSTANDING PAYABLES**

After review of the Outstanding Payables by Council;

**MOTION 021 / 2018**

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

*Seconded by Deputy Mayor Joanne Whalen  
All in favour*

*Motion **CARRIED***

**8.2 LOAN RENEWAL**

The Town Manager presented a letter from RBC regarding a small loan that is up for renewal. The amount of the loan is \$6,526.59. After a short discussion;

**MOTION 022 / 2018**

*Councillor Ralph LeGrow moved to **PAY** loan number 05263-77252930-013 in the amount of \$6,526.59.*

*Seconded by Councillor Carol King  
All in favour*

*Motion **CARRIED***

**9.0 COMMITTEE REPORTS**

9.1 Planning and Development Committee – Chair Ralph LeGrow addressed council. After a short discussion he requested that Steve Barnable be contacted and requested to meet with Council regarding the purchase of Crown Land by a municipality as a source of revenue.

9.2 Finance Committee – Chair Carol King had nothing to report.

9.3 History & Heritage Committee – Chair Carol King reported that another history and heritage fair is in the planning stages.

9.4 Emergency Response Committee – Chair Chris Palmer had nothing further to report.

- 9.5 Integrated Community Sustainability Plan Committee (ICSP) – Deputy Mayor Joanne Whalen informed Council that the next ICSP meeting is scheduled for Tuesday, 13 February in Pouch Cove.
- 9.6 Northeast Avalon Joint Council Committee (NEAJC) – Councillor Chris Palmer and Deputy Mayor Joanne Whalen had nothing further to report as the next scheduled meeting was 14 February.
- 9.7 Community Committee – Councillor Ralph LeGrow briefed Council on recent Community Committee activities.
- 9.8 War Memorial Committee – Councillor Carol King had nothing to report.
- 9.10 Public Affairs Committee – Councillor Chris Palmer briefly addressed Council regarding possible press releases.
- 9.11 Social Media – Deputy Mayor Joanne Whalen had nothing further to report at this time.
- 9.12 Regionalization Steering Committee – Mayor Craig LeGrow had nothing 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.

Mayor Craig LeGrow informed Council that the next Mayor's meeting was scheduled for Thursday 22 February.

## 11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **Tuesday, 27 February at 7:45 pm.**

## 12.0 ADJOURNMENT

As there was no further business to discuss;

**MOTION 023 / 2018**

*Councillor Carol King moved to **ADJOURN** the meeting of **6 February 2018.***

**Mayor Craig LeGrow adjourned the meeting at 12:05 am.**

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Craig LeGrow  
Mayor  
Town of Bauline

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Craig Drover  
Town Manager  
Town of Bauline