

MINUTES OF REGULAR COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 16 MARCH 2017



PRESENT

Deputy Mayor Colin LeGrow
Councillor Carol King
Councillor Craig LeGrow
Town Manager Craig Drover

REGRETS

Mayor Christopher Dredge
Councillor Jason King

PUBLIC IN ATTENDANCE

1.0 CALL TO ORDER

Deputy Mayor Colin LeGrow called the meeting to order at **7:45 pm**.

2.0 AGENDA

Upon review of the agenda, there were two items requested to be added under item 5.2 Correspondence as follows:

5.2.12 FCM - Federation of Canadian Municipalities Climate Change Grant

5.2.13 Justin Kinsella – letter requesting support

MOTION 028 / 2017

*Councillor Craig LeGrow moved to **ADOPT** the agenda with the two items added as requested.*

*Seconded by Councillor Carol King
All in favour.*

*Motion **CARRIED***

3.0 PREVIOUS MINUTES

As there was not a quorum of attendees to the previous meeting, the adoption of the minutes from 23 February 2017 were deferred until the next Council meeting.

4.0 BUSINESS ARISING FROM MINUTES

4.1 COMMUNICATIONS AND MOU TOWN OF POUCH COVE

The Chair of the Emergency Response Committee briefed council on the meeting held 13 March with HiTech Communications. He went on to present the second draft of the MOU regarding the provision of Fire and Emergency services by the Town of Pouch Cove. As the Chair is still awaiting a response from the Town of Pouch Cove regarding an item in the MOU, a motion for adoption will be deferred to a later Council meeting.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS - NIL

5.2 CORRESPONDENCE

- 5.2.1 Department of Children, Seniors & Social Development – Council reviewed this correspondence which informs the town that they have been successful in the Community Healthy Living Fund Grant. It also encloses the Final report which has to be submitted at the end of the purchases.
- 5.2.2 Terry Fox Foundation – Council reviewed this Thank you and Congratulatory letter from the Terry Fox Foundation regarding the inaugural Terry Fox Run in Bauline Last year.
- 5.2.3 Department of Municipal Affairs – Council reviewed this quarterly Debt Servicing Loan Payment from NFMFC.
- 5.2.4 Regional Mayors to Minister of Justice – Council reviewed this regional letter sent to the Minister of Justice requesting changes to the ATV and dirt bike use on public roads legislation.
- 5.2.5 NLLC – Council reviewed this Licensed Establishment Annual letter and licensing fee request from the NLLC. Council directed the Town Manager to pay the annual licensing fee of \$500.00.
- 5.2.6 Department of Municipal Affairs - Council reviewed this letter which informs council that Budgets can be adjusted up to 31 March.
- 5.2.7 Department of Municipal Affairs – Council reviewed this letter informing council that year end claims submission are now due.
- 5.2.8 Principal of new Torbay Intermediate School – Council reviewed this e-mail correspondence regarding the naming process for new 5-7 School. The Town Manager informed Council that this information has been dispatched to the residents through e-mail and have been published on our website.
- 5.2.9 Office of Nick Whalen – Council reviewed this e-mail correspondence regarding a Free Income Tax Clinic coordinated by Federal MP Nick Whalen. The Town Manager informed Council that this has been dispatched to the residents through e-mail and have been published on our website.
- 5.2.10 Jessica Anstey – Council reviewed this e-mail correspondence regarding an individual interested in moving horse stables into Bauline. Upon review of the letter Council directed the Town Manager to contact Ms. Anstey and request that she submit a proposal with location for review by Council.

- 5.2.11 Fire Tech Systems – Council reviewed the Fire Inspection certificate and inspection sheets. They requested that the Town Manager display the certificate in a prominent area.
- 5.2.12 Office of Hon. Nick Whalen – Council reviewed e-mail correspondence regarding FCM Climate Change Grants. Upon review Council requested that the Town Manager contact the organization to determine if an alternate power supply to the new building would be applicable for this grant.
- 5.2.13 Justin Kinsella – Council reviewed a letter from Mr. Kinsella asking if Council would permit the transformation of part of the barn located at 714-810 Bauline Line into storage units. Council indicated they would support the request provided it meets zoning regulations and a full development plan is submitted for review.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

- 6.1.1 Credit Card increase – The Town Manager informed Council that as requested, the credit card limit is in the process of being increased.
- 6.1.2 WiFi enhancement – The Town Manager informed Council that the Enhanced WiFi has been installed throughout the building. There are now 5 additional access points (4 in main hall and one in Chambers).
- 6.1.3 Canadian Linen Contract – The Town Manager informed Council that the Town is now in a contract with Canadian Linen, who will change the mats on a weekly basis and will also check and replace paper towel and toilet paper.
- 6.1.4 BIZPAL Meeting – The Town Manager informed Council that he will be meeting with a provincial government employee regarding BIZPAL on Wednesday 22 March.
- 6.1.5 Liquor Licence Inspection – The Town Manager informed Council that a NLLC inspector has contacted him and will be conducting an Establishment License inspection over the next week or so.
- 6.1.6 Food Licence Inspection – The Town Manager informed Council that a Provincial Government inspector recently carried out a food licence inspection; there were no issues.
- 6.1.7 Simply Accounts project – The Town Manager informed Council that the Simply accounting project is complete.

6.1.8 Annual Expenditure Report – The Town Manager informed Council that he had contacted the Town’s auditor requesting that the gas tax annual expenditure report be submitted on or before 31 March 2016.

6.2 SAFETY REPORT/DISCUSSION

Two safety items were discussed. The mats near all the entrances and through the concourse were an added safety feature to the overall use of the building. This will mitigate slipping on wet floors as patrons enter and exit the building. As a safety/security measure; Deputy Mayor Colin LeGrow requested that the Town Manager solicit quotes to have camera systems installed throughout the building.

6.3 WATER UPDATE

The Town Manager informed Council that the major leak in the lower part of the town is still being managed and its exact location has not yet been determined. Repair operations will get undergo when either, the weather improves, the leak gets worse, or the leak is found.

6.4 PUBLIC MEETING

The Town Manager informed Council that he will be in Gander on business during the scheduled Public Meeting 4 April. Council informed the Town Manager that the Public Meeting will be postponed, but deferred setting a date until the next Council Meeting.

6.5 INSURANCE POLICY

Upon review of an e-mail regarding the Town’s liability coverage, there was a short discussion. Deputy Mayor Colin LeGrow requested that the Town Manager contact the Town’s insurance company to determine if the Town required the amount of insurance it currently has, and to see if it can be reduced, as well as determine if there would be any cost savings. The remainder of Council agreed.

6.6 JACK BYRNE REGIONAL ARENA

Council reviewed an e-mail from a board member of the Jack Byrne Regional Arena, asking if the Town of Bauline wished to enter into an ownership agreement with the expansion phase of the arena. Upon a short discussion, Council unanimously agreed to meet with the board of directors and discuss the options available. The Town Manager was requested to contact the Board of Directors at the earliest convenience.

7.0 OLD BUSINESS

7.1 TOWN HALL / MEMORIAL PARK - CAPITAL WORKS PROJECT 11057

7.1.1 Final Payment – The Town Manager informed Council that he was in the process of drafting a letter to be sent to Dillon as requested at the last meeting.

7.1.2 Heat pumps – The Town Manager informed Council that another mechanical company has been engaged to inspect the heating system for efficiency, as requested at the last meeting.

7.1.3 Bathroom Floors – The Town Manager informed council that the repair project is ongoing.

7.2 CELL COVERAGE

The Town Manager informed Council that communications continue with Bell contractors on moving forward with the cell tower. Recently a surveyor has been on site recording coordinates and elevations.

7.3 PATIO LIQUOR LICENCE

The Town Manager informed Council that he had been approached by the Community Committee asking if a patio establishment licence would be in place this summer. Council reviewed the requirements and requested that the Town Manager solicit quotes to have the electrical and structural work completed.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement by Council;

MOTION 029 / 2017

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

*Seconded by Councillor Craig LeGrow
All in favour*

*Motion **CARRIED***

8.2 OUTSTANDING PAYABLES

After review of the Outstanding Payables by Council;

MOTION 030 / 2017

*Councillor Craig LeGrow moved to **PAY** the Outstanding Payables as presented.*

*Seconded by Councillor Carol King
All in favour*

*Motion **CARRIED***

8.3 BUDGET REVIEW

The Town Manager led Council through the first quarter budget review.

9.0 COMMITTEE REPORTS

- 9.1 Planning and Development Committee – No report submitted.
- 9.2 Recreation Committee – No report submitted.
- 9.3 Finance Committee – No report submitted.
- 9.4 History & Heritage Committee – No report submitted.
- 9.5 Emergency Response Committee – In addition to item 4.1, the Chair of the ERC Committee informed council that the committee is also looking into the installation of a dry hydrant as required and the feasibility of installing an alternate power supply to the building in 2017.
- 9.6 Integrated Community Sustainability Plan Committee (ICSP) - Council reviewed the minutes of the previous ICSP meeting.
- 9.7 Northeast Avalon Joint Council Committee (NEAJC) – no report submitted.
- 9.8 Community Committee – Councillor Craig LeGrow informed council of ongoing initiatives and multitude of events planned by the Community Committee.
- 9.9 War Memorial Committee. No report submitted.

10.0 TABLE DISCUSSION

At this point, Council was asked if there were any other items they wished to address. Following a discussion regarding the ICSP committee and the Regional Mayors Meeting; Deputy Mayor Colin LeGrow requested that in two meeting's time, that an item be added to the agenda regarding a regional committee approach.

11.0 NEXT GENERAL MEETING

Deputy Mayor Colin LeGrow scheduled the Next General Meeting for **Monday, 3 April 2017 at 7:45 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 031 / 2017

*Councillor Carol King moved to **ADJOURN** the meeting of **16 March 2017**.*

Deputy Mayor Colin LeGrow adjourned the meeting at 10:35 pm.

Christopher Dredge
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline