

**MINUTES OF SPECIAL COUNCIL MEETING HELD AT
2 MEMORIAL PARK PLACE 16 JANUARY 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 **7:57 pm**.

2.0 AGENDA

Upon review of the proposed Agenda:

MOTION 001 / 2018

*Councillor Carol King moved to **ADOPT** the agenda as presented.*

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

*Motion **CARRIED***

3.0 PREVIOUS MINUTES

Upon review of the minutes of 18 December 2017;

MOTION 002 / 2017

*Councillor Chris Palmer moved to **ADOPT** the minutes of 18 December 2017 as presented.*

*Seconded by Councillor Carol King
All in favour.*

*Motion **CARRIED***

4.0 BUSINESS ARISING FROM MINUTES

4.1 ALTERNATE POWER & GREEN ENERGY

Councillor Chris Palmer indicated that there was a meeting with the president of Fundamental Inc. (Ashley Smith) scheduled for Monday 22 January at 9:30 am if anyone wished to attend. They would be discussing alternate power and green energy items.

4.2 TARGA

The Town Manager informed council that, as requested, he contacted the TARGA coordinator in Flatrock and discussed the issue with her. TARGA had been contacted and a verbal response received. Council requested that a meeting be set up between Councillor Marion McCarthy of Flatrock and Councillor Chris Palmer to discuss the TARGA Prologue 2018, as well as other issues surrounding TARGA.

4.3 BAN ON PLASTIC BAGS

Council reviewed the correspondence from Municipalities NL (MNL) regarding the Ban on Plastic Bags petition. After review the Town Manager was requested to draft letters for the Mayors signature utilizing the MNL templates.

4.4 FIRST AID TRAINING

The Town Manager informed Council that there are two dates secured for First Aid Training. The 10 & 17 of March. The instructor has been contacted and confirmation of the dates have been requested. Council reviewed the list of 20 recommended candidates which included Council, Staff, Sub Committee members and Bar Staff.

4.5 FIRST AID CABINET

Council reviewed the quote from Medical Mart Supplies. After a short discussion, the Town Manager was directed to further investigate.

4.6 MUNICIPAL DART CHALLENGE

Council reviewed the letters and invitations to be sent out to 16 municipal, provincial, federal and other agencies. Mayor Craig LeGrow signed the letters and the Town Manager was directed to dispatch them.

4.7 NEW RESIDENCE WELCOME PROGRAM

This item was deferred to the next general council meeting.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS - NIL

5.2 CORRESPONDENCE

5.2.1 MP Nick Whalen – Council reviewed this correspondence from Honourable Nick Whalen who is interested in hosting a roundtable on Smart Cities on Tuesday 23 Jan at 7:00 pm. A response has

been sent back indicating that the Town of Bauline is interested in attending.

- 5.2.2 Town of Flatrock – Council reviewed this householder sent out by the Town of Flatrock to its residents.
- 5.2.3 Betty Moore – Council reviewed this thank you letter from Betty Moore for support in being elected as the Municipal Assessment Agency (MAA) Avalon Director.
- 5.2.4 Canada Summer Jobs 2018 – Council reviewed the application instructions for the Canada Summer Jobs 2018 program. After a short discussion it was agreed to not apply this year due to the hiring process ongoing for the Assistant Town Clerk Position.
- 5.2.5 Environmental & Cultural Hiring Opportunity (ECHO) – Council reviewed the application instructions for the ECHO program. After a short discussion it was agreed to not apply this year due to the hiring process ongoing for the Assistant Town Clerk Position.
- 5.2.6 HMJ Consulting – Council reviewed the latest correspondence with HMJ Consulting regarding the Town Plan and Development Regulations. After a short discussion, the Town Manager was requested to coordinate a meeting with the Town Planner and the Planning & Development Committee.
- 5.2.7 Gregory Stokes – Council reviewed this correspondence from Gregory Stokes regarding the 2017 financial audit. After which:

MOTION 003 / 2017

*Councillor Carol King moved to **CONTRACT** Gregory Stokes, CA to carry out the 2017 audit and prepare the financial statements at a cost of \$3,250.00*

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

*Motion **CARRIED***

- 5.2.8 Town of Torbay – Council reviewed the new confirmation of rates letter received from the Town of Torbay. After which

MOTION 004 / 2017

*Councillor Carol King moved to **CONTRACT** the Town of Torbay to provide Animal Control services for 2018 as detailed in the 9 January 2018 letter.*

*Seconded by Councillor Chris Palmer
All in favour.*

*Motion **CARRIED***

5.2.9 Workplace NL – Council reviewed the 2018 assessment information from Workplace NL.

5.2.10 Municipal Affairs & Environment – Council reviewed this correspondence regarding public consultations to modernize the Municipalities Act 1999. It was noted that comments are required by 31 January 2018. A short discussion ensued.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

6.1.1 HST & CRA – The Town Manager informed Council that the second half of the HST Rebate has been applied for.

6.1.2 MOG & Provincial Gas Tax – The Town Manager informed Council that the 2017 second installment of the Municipal Operating Grant (MOG) and the Provincial Gas Tax funds have been deposited into the Town's Account.

6.1.3 Committee Write ups for the Website – The Town Manager requested that the chair of each committee provide a short background paragraph to have placed on our website. All agreed

6.2 SAFETY REPORT/DISCUSSION

Nothing further discussed at this time.

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. The next phase of the screening will take place after Friday 19 January 2018 when the application process closes.

6.5 COME HOME YEAR

Mayor LeGrow addressed council regarding hosting a "Bauline Come Home Year" in 2020. A lengthy discussion arose. The Town Manager was directed to place an information piece in the next flyer calling for volunteers.

7.0 OLD BUSINESS

There was no old business discussed at this time.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement by Council;

MOTION 005 / 2017

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

*Seconded by Councillor Chris Palmer
All in favour*

*Motion **CARRIED***

8.2 OUTSTANDING PAYABLES

After review of the Outstanding Payables by Council;

MOTION 006 / 2017

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

*Seconded by Councillor Carol King
All in favour*

*Motion **CARRIED***

8.0 COMMITTEE REPORTS

- 9.1 Planning and Development Committee – Chair Ralph LeGrow had nothing further to report.
- 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 Thursday, 18 January in Flatrock.
- 9.6 Northeast Avalon Joint Council Committee (NEAJC) – Councilor Chris Palmer briefed Council on the latest meeting of NEAJC. He provided the Town Manager with material to retain in a common NEAJC meeting folder.
- 9.7 Community Committee – Councillor Ralph LeGrow briefed Council on recent Community Committee activities. He also briefed Council on a

meeting held 15 January regarding bar operations (Councillor Ralph LeGrow, Councillor Chris Palmer, Dianne LeGrow, Debi Hynes, John King and Bill O'Toole were in attendance). It was requested that a short power point presentation be created by the Town Manager to present to the Community Committee executive by Council at an upcoming meeting. Time and place to be determined at a later date.

- 9.8 War Memorial Committee – Councillor Carol King had nothing to report.
- 9.10 Public Affairs Committee – Councillor Chris Palmer addressed Council. He informed them that he will attempt to have some press release ideas for council to review at the next Council meeting.
- 9.11 Social Media – Deputy Mayor Joanne Whalen addressed Council and informed them that social media activity on the town's Facebook page has been good.
- 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. Councillor Carol King requested that the Town Manger review the call list provided to Troy Life monitoring, as she has been contacted several times over the past few weeks regarding an alarm at the Town Hall. Deputy Mayor Joanne Whalen asked that 2018 Public Budget Meeting be added to the next agenda.

11.0 NEXT GENERAL MEETING

Mayor Craig LeGrow scheduled the Next General Meeting for **Tuesday, 6 February at 7:45 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 007 / 2018

*Deputy Mayor Joanne Whalen moved to **ADJOURN** the meeting of **16 January 2018.***

Mayor Craig LeGrow adjourned the meeting at 11:32 pm.

Craig LeGrow
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline