

**MINUTES OF GENERAL COUNCIL MEETING HELD  
In COUNCIL CHAMBERS 5 October 2023**



**PRESENT**

Mayor Craig LeGrow  
Deputy Mayor Joanne Whalen  
Councillor Carol King  
Councillor Heidi Kolodniski -  
Councillor Chris Palmer  
Town Clerk/Manager Donna Connors  
Assistant Town Clerk Amanda Mahoney

**REGRETS**

**GUESTS** Dan Ruben

**GALLERY**

**1.0 CALL TO ORDER**

Mayor Craig LeGrow called the meeting to order at **7:01 p.m.**

**2.0 AGENDA**

Upon review of the proposed Agenda;

**MOTION 079 / 2023**

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

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

**3.0 ADOPT MINUTES**

Upon review of the minutes of 31 August 2023

**MOTION 080/ 2023**

*Councillor Chris Palmer moved to **DEFER** the minutes of 31 August as presented, for more description and explanation*

*Seconded by Deputy Mayor Joanne Whalen*

*Motion **CARRIED** unanimously*

**4.0 BUSINESS ARISING FROM MINUTES**

4.1 Written Committee Reports

4.1.1 Energy and Sustainability TOR- Updated Changes, submitted changes.

**MOTION 081/ 2023**

*Councillor Chris Palmer moved to **APPROVE** terms of reference*

*Seconded by Councillor Heidi Kolodniski*  
*Motion **CARRIED** unanimously*

*Make a call for new members for committees, approach people and advertise.*

4.1.2 Water Advisory TOR:

- Grants for infrastructure
- Convert problematic land that doesn't filter properly
- Hold a workshop
- Address reservoir flooding issue
- Remove knotweed
- Small scale source water protection and repair

**MOTION 082/ 2023**

*Councillor Heidi Kolodniski moved to **APPROVE** terms of reference*

*Seconded by Deputy Mayor Joanne Whalen*

*Motion **CARRIED** unanimously*

4.1.3 BCAD De-Briefing: Ideas moving forward determine date, well in advance for next year, come up with a new slogan so people don't get bored, have late September, make it more green, in terms of harvest and environment.

5.0 **COMMITTEES**

5.1 Planning and Development Committee – Nothing to report

5.2 Policy & Governance Committee – Nothing to report

5.3 Finance Committee – Budget Meeting Monday Oct 23rd

5.4 Public Works

Committees: Flyer to be sent out containing information on each committee, and asking for new members.

5.4.1 Waste Reduction Committee - Will meet in the next couple weeks.

5.4.2 Sustainable Energy & Environment Committee - Hoping to bring the committee back together.

5.4.3 Water Advisory Committee - Looking into generating our own compost that could go back into the community garden, applying for a \$25K grant, hoping to get approval to

pay someone to write the grant application so we would have a better chance at being selected. Aiming for curbside composting. MMSB reached out and wanted to do an article. (Note Council asks for breakdown of grant writing cost, and what would be expected in the future).

5.4.4 Community Garden Committee - New permanent committee member, Rhonda Hillier.

5.5 History & Heritage Committee – Cabinets for corridor, from Again and Again Furniture, hoping to get artifacts set up in them soon.

5.6 Emergency Response Committee – Looking to bring committee together for a meeting, maybe make a connection with Marine Park.

5.7 Community Committee – Nothing to report meeting October 16th.

5.8 Trails & Recreation Committee – Looking for a new chair for the committee.

5.9 NEJAC – Past two meetings cancelled, Meetings will be in person Wednesday nights.

## **6.0 APPLICATIONS AND CORRESPONDENCE**

### 6.0.1 Development Application Dicks

#### **MOTION 083/2023**

Deputy Mayor Joanne Whelan moved to APPROVE the application as presented.  
Seconded by Councillor Carol King

*Motion **CARRIED** unanimously*

### 6.0.2 Crown Land Application Kinsella

Deferred for more information.

### 6.0.3 Application LeGrow

#### **MOTION 084/2023**

Councillor Carol King moved to APPROVE the application as presented.

Seconded by Councillor Chris Palmer

*Motion **CARRIED** unanimously*

## **7.0 CORRESPONDENCE**

- 7.0.1 Fire Prevention Week - Took place on October 8th
- 7.0.2 MAPA - reviewed, community collaboration grants extended
- 7.0.3 Info Note - MNL, four women registered for Leadership Summit
- 7.0.4 Resident Email - Sign to be placed on Portugal Cove Line, area checked, sign ordered.
- 7.0.5 National Child Abuse Prevention

**MOTION 085/2023**

Mayor Craig LeGrow moved to DECLARE National Child Abuse Prevention Month as presented.

Seconded by Councillor Carol King

*Motion **CARRIED** unanimously*

## **8.0 NEW BUSINESS**

### **8.1 REPORT FROM TOWN MANAGER**

- 8.1.0 Assistant Town Clerk – Employment contract for Amanda Mahoney signed by Mayor and Amanda.
- 8.1.1 Letter Whalen- Ad to go in the Wave for maintenance worker, will separate driver/  
snow clearer and maintenance positions.
- 8.1.2 Public Works - Flushing Station quote \$2500.00 buy station and see about getting it done this spring. Road Repair - repair before winter.
- 8.1.3 Managers Meeting Sept 12 – Killick Coast Games Grant October 16th-20th
- 8.1.4 Audit October 30th - two staff onsite to complete the Audit next week.
- 8.1.5 Torbay Services - waiting on reply.
- 8.1.6 Town Planner Questionnaire - Will meet on Zoom Wednesday Oct 11th, 6:45pm
- 8.1.7 MO Entertainment update - will start clearing land next week.

### **8.2 OLD BUSINESS**

Planning and Initiative meeting deferred to the next agenda.

## **9. FINANCES**

### **9.1 FINANCIAL STATEMENT**

**MOTION 086/2023**

Councillor Carol King moved to ACCEPT The Financial Statements as presented

Seconded by Deputy Mayor Joanne Whalen

*Motion **CARRIED** unanimously*

## **9.2 OUTSTANDING PAYABLES**

**MOTION 087/2023**

Councillor Heidi Kolodniski moved to APPROVE the outstanding payables as presented.

Seconded by Councillor Chris Palmer

*Motion **CARRIED** unanimously*

## **9.3 BUDGET REVIEW**

**MOTION 088/2023**

Councillor Carol King moved to ACCEPT the budget to date as presented.

Seconded by Councillor Heidi Kolodniski

*Motion **CARRIED** unanimously*

## **9.4 BANK RECONCILIATIONS**

**MOTION 089/2023**

Deputy Mayor Joanne Whalen moved to ACCEPT the bank reconciliations as presented.

Seconded by Councillor Chris Palmer

*Motion **CARRIED** unanimously*

## **10.0 TABLE DISCUSSION**

At this point, Mayor LeGrow asked if there were any other points that Council/Staff would like to address?

- Back up snow clearing Driver ad to go in The Wave
- Afternoon High Tea – selling out
- Website Update, remove obsolete items

- How often to have council meetings, TBD unresolved.

## 11.0 NEXT GENERAL MEETING

The Mayor scheduled the Next Meeting for Thursday 26 October 2023 @ 7:00 pm

## 12.0 ADJOURNMENT

### **MOTION 090/2023**

Councillor Carol King moved to **ADJOURN** the meeting of 5 October, 2023,

**Mayor Craig LeGrow adjourned the meeting at 11:34pm.**

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Craig LeGrow Mayor Town of Bauline	<input type="checkbox"/>	Donna Connors Town Manager Town of Bauline
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