

**MINUTES OF GENERAL COUNCIL MEETING HELD
In COUNCIL CHAMBERS January 23, 2025**



PRESENT

Mayor Craig LeGrow
Deputy Mayor Joanne Whalen
Councillor Heidi Kolodniski
Councillor Terry Hillier

Town Clerk/Manager Donna Connors
Assistant Town Clerk Amanda Mahoney

REGRETS

GUESTS

GALLERY
3 Residents

1.0 CALL TO ORDER

Mayor Craig LeGrow called the meeting to order at **7:05 p.m**

2.0 ADOPT AGENDA

MOTION 07 / 2025

Councillor Terry Hillier moved to **ADOPT** the agenda as presented.

Seconded by Deputy Mayor Joanne Whalen
All In Favour.

Motion **CARRIED**

3.0 ADOPT MINUTES

Adopt the minutes of 16 December 2024

MOTION 08 / 2025

Deputy Mayor Joanne Whalen moved to **ADOPT** the minutes as presented

Seconded by Councillor Heidi Kolodniski
All In Favour.

Motion **CARRIED**

Adopt Minutes from Special Meeting January 13th, 2025

MOTION 09 / 2025

Deputy Mayor Joanne Whalen moved to **DEFER** the minutes as presented

Seconded by Councillor Terry Hillier
All In Favour.

Motion **CARRIED**

4.0 BUSINESS ARISING FROM MINUTES

- 4.1 Report from Policy Meeting: Deputy Mayor Joanne Whalen and Councillor Terry Hillier to review and update the towns policies and procedures, once finished they will be uploaded to the town website and anyone new to council or staff will be required to view the policies and procedures as part of their training. Will reach out to MAPA for a list of required policies.
- 4.2 Town Manager Resignation: Town Manager resignation received. Council may appoint a new town manager, and the former town manager will help out until a new person is hired and trained.
- 4.3 Gas Tax Audit: Reviewed and Signed

MOTION 010 / 2024

Deputy Mayor Joanne Whalen moved to **ADOPT** the Bauline Gas Tax Audit 2023

Seconded by Councillor Heidi Kolodniski
All In Favour.

Motion **CARRIED**

- 4.4 Budget Review Letter: question raised regarding purpose of review. Town manager to seek clarification and question if it is because the flat rate has changed to square.
- 4.5 By-election: Deputy Mayor Joanne Whalen ask if there should be a by-election after Councillor King's resignation. Legislation does not require a bi-election but The Town Manager will contact MAPA to ask if a bi- election is warranted.

5.0 APPLICATIONS

NIL

6.0 CORRESPONDENCE

6.0.1 SAM Agreement:

MOTION 011 / 2025

Councillor Heidi Kolodniski moved to **ADOPT** SAM Agreement as presented.

Seconded by Councillor Terry Hillier
All In Favour.

Motion **CARRIED**

- 6.0.2 Tourist Accommodation Tax: correspondence regarding implementation of a tourist accommodation tax in the new Towns and Local Service District Act. No requirement to implement. In the new Towns Act but is not required, we have not put it in the 2025 budget or the town plan.
- 6.0.3 Mandatory Orientation : Circular regarding Mandatory Council Orientation. All councillors have registered to attend as required or for refresher.
- 6.0.4 Federal Government Grant Intake: correspondence reviewed. No action required.
- 6.0.5 Listing of Act websites: access to a one page document where you can find all the acts, and review them.
- 6.0.6 Commercial Development: update provided regarding potential commercial development on Bauline Line Extension. The draft proposal was reviewed by council but was for information purposes only with no action required at this point. .

7.0 NEW BUSINESS

7.1 REPORT FROM TOWN MANAGER

7.1.1 Staff Time Sheets: Reviewed

7.1.2 Audit Managers Notes: Reviewed

7.1.3 Regional Planner: Reviewed letter as information from town planner. Due to vacancy within the Government of Newfoundland, no regional planner therefore no one qualified to sign off on the recently adopted town plans. Council directed the Town Manager to send a letter to the Minister requesting action and supporting our Town Planner's position and for the letter to be copied to MHA Joedy Wall.

8. FINANCES

8.1 FINANCIAL STATEMENT

MOTION 012 /2025

Deputy Mayor Joanne Whalen moved to **ACCEPT** The Financial Statements as presented.

Seconded by Councillor Terry Hillier
All in favor.

Motion CARRIED

8.2 OUTSTANDING PAYABLES

MOTION 013 /2025

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

Seconded by Councillor Terry Hillier
All in favor.

Motion **CARRIED**

9.0 TABLE DISCUSSION

Councillor Kolodniski : People may think Bonfire hill is a dump site and may be putting things there that cannot be safely burnt on bonfire night. There needs to be a No Dumping sign put up.

Town Manager: Regional transportation study still moving along and will be submitted soon. All Town Managers and Council members invited to the fire study March 5th 2pm and 7pm in Torbay Commons.

Councillor Terry Hillier: Pump House Heaters need to be replaced or come up with a better source of heat. Would a propane heater be safe? The Mayor suggested calling Irving and getting a technician to come out. Councillor Hillier will price out heaters.

10.0 NEXT GENERAL MEETING

The Mayor scheduled the Next Meeting for **Thursday February 13, 2025 @ 7:00pm**

11.0 ADJOURNMENT

MOTION 014 /2025

Deputy Mayor Joanne Whalen moved to **ADJOURN** the meeting of 23 Jan 2025

Mayor Craig LeGrow adjourned the meeting at 8:53 p.m

Craig LeGrow
Mayor
Town of Bauline

Donna Connors
Town Manager
Town of Bauline