

MINUTES OF REGULAR COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 31 JULY 2017



PRESENT

Mayor Christopher Dredge
Councillor Jason King
Councillor Craig LeGrow
Town Manager Craig Drover

REGRETS

Deputy Mayor Colin LeGrow
Councillor Carol King

PUBLIC IN ATTENDANCE

1.0 CALL TO ORDER

Mayor Christopher Dredge called the meeting to order at **8:45 pm**.

2.0 AGENDA

Upon review, the Town Manager requested that five (5) items be added to agenda.

MOTION 101 / 2017

*Councillor Craig LeGrow moved to **ADOPT** the agenda with the five items added as requested by the Town Manager.*

*Seconded by Councillor Jason King
All in favour.*

*Motion **CARRIED***

3.0 PREVIOUS MINUTES

As there wasn't a quorum of council members present that attended the previous Council Meeting, the adoption of the Minutes of 10 July 2017 was deferred.

4.0 BUSINESS ARISING FROM MINUTES

4.1 FIRE SERVICE MOU - TOWN OF POUCH COVE

Councillor Jason King informed Council that there is a meeting scheduled for Friday 4 August at 1:00 pm between the Bauline Emergency Response Committee (ERC) and the Mayor of Pouch Cove along with the Fire Chief and Town of Pouch Cove Town Manager. He went on to inform Council that he is unable to attend, however the Chair (Deputy Mayor Colin LeGrow) and Committee Member Craig Drover is planning on attending. A discussion arose, after which:

MOTION 102 / 2017

*Councillor Craig LeGrow moved to **NOT SIGN** a Fire and Emergency Services Memorandum of Understanding with the Town of Pouch Cove if the document contradicts the Town of Bauline's Municipal Plan and Development Regulations regarding Back Lot Development.*

*Seconded by Councillor Jason King
All in favour.*

*Motion **CARRIED***

4.2 SUMMER STUDENTS

The Town Manager briefed council on the employment of the summer students and Historical Artifact conservator. After a short discussion, Council agreed to employ the High School students until 18 August, and the Historical Student until 26 August.

4.3 INTERPRETIVE AND HISTORICAL SIGNS

Council reviewed some samples of signs that would be an appropriate replacement for the War Memorial formerly located at the Bauline United Church. After which:

MOTION 103 / 2017

*Councillor Jason King moved to **OBTAIN** three quotes for interpretive/historical signs, with the intention of purchasing an information sign to be placed at the previous location of the Bauline War Memorial.*

*Seconded by Councillor Craig LeGrow
All in favour.*

*Motion **CARRIED***

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

5.1.1 Stephanie King – Residence 1066 Bauline Line Extension
Upon review of the development application:

MOTION 104 / 2017

*Councillor Jason King moved to **APPROVE IN PRINCIPLE** the construction of a single-family residence at 1066 Bauline Line Extension subject to the following conditions:*

- 1. The development shall conform to the requirements of the Residential Infill (RI) Land Use Zone of the Town of Bauline Municipal Plan and Development Regulations 2007 – 2017;*
- 2. A Provincial Government Services NL, Operations Division Certificate of Approval is required for well and septic system prior to release of a building permit from the Town;*
- 3. A Provincial Government Department of Transportation and Works Highway Access Permit is required prior to release of a building permit from the Town;*
- 4. All municipal criteria and legislation is to be met and verified by the Town of Bauline's official;*
- 5. The cost of the Building Permit will be \$100.00 plus \$1.00 per square meter of gross floor area;*

6. *A complete development application must be submitted to council for review and a building permit is to be obtained from the Town of Bauline prior to any work or construction commencing; and*
7. *In accordance with item 5.10 of the Town Council Meeting held 1 May 2013, the responsibility of this construction for compliance with the National Building Code rests with the home owner and/or developer/contractor.*

*Seconded by Councillor Craig LeGrow
All in favour.*

Motion CARRIED

5.2 CORRESPONDENCE

- 5.2.1 Department of Transportation and Works – Council reviewed this response from the Department of Transportation and Works indicating that they will not install speed bumps on Pouch Cove Line.
- 5.2.2 Municipal Assessment Agency – Council reviewed this correspondence indicating that the MAA will be proceeding with the proposed changes to the Assessment Roll.
- 5.2.3 Canadian Red Cross – Council reviewed this correspondence requesting a visit in order to recruit volunteers within our area. The Town Manager was requested to visit with a representative and report back to council.
- 5.2.4 Epilepsy NL – Council reviewed this request for financial support. They declined at this time.
- 5.2.5 Local Governance and Planning Division – Council reviewed this interim reply from the Local Governance and Planning Division regarding a request for information on the expansion of a local RV park.
- 5.2.6 Heart and Stroke Foundation – Council reviewed this response from the Heart and Stroke Foundation indicating that the Town was not successful in its application for an AED and training. Council suggested that an AED be budgeted for in the next fiscal cycle.
- 5.2.7 Alzheimer Society – Council reviewed this request from the Alzheimer's society to host a coffee break in support of their organization. Council declined at this time.
- 5.2.8 Killick Coast Games – Council reviewed this invitation for the Mayor to attend the opening ceremonies of the 2017 Killick Coast Games. Mayor Dredge requested that a reply be sent indicating his attendance.

5.2.9 Wendy & Dean Bolger – Council reviewed a letter from Mr. & Mrs. Bolger requesting a review of adjacent property’s surveys and town regulations with regards to a “right of way”. The Town Manager informed council that he had searched the applicable documents and there are no surveys of the adjacent properties on file. In addition there are no town regulations/by-laws regarding private property and right of way access. After some discussion, Council requested that the Town Manager liaise with Mr. & Mrs. Bolger indicating that there are no records to provide and that this is considered a legal matter between land owners.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

6.1.1 Leave – The Town Manager informed Council that he will be proceeding on leave 5-13 August.

6.1.2 Department of Tourism WiFi Decals – The Town Manager informed Council that the Department of Tourism WiFi Decals have arrived and they have been distributed throughout the building.

6.1.3 Declaration of Bankruptcy – The Town Manger informed Council that a property owner, not living in Newfoundland, has declared bankruptcy. Outstanding taxes are substantial.

6.1.4 Credit Recovery Ltd. (CRL) – The Town Manger informed Council that CRL is recommending legal action against one of the delinquent tax payers. Council agreed and requested that the remainder of council be contacted prior to proceeding with legal action.

6.1.5 Complaints – The Town Manager informed Council of three complaints received since the last meeting. A discussion arose regarding the complaints and recommended resolutions.

6.2 SAFETY REPORT/DISCUSSION

There were no safety items raised or discussed.

6.3 WATER UPDATE

The Town Manager informed Council that the water quality and quantity are reported as good. No leaks are suspected.

6.4 TARGA BBQ

Upon review of recent e-mails regarding this matter, and a short discussion:

MOTION 105 / 2017

Councillor Craig LeGrow moved to **HOST** a Targa Volunteer BBQ after the Targa Prologue race 10 September 2017. Hamburgers and Hotdogs along with musical entertainment will be provided by Council.

Seconded by Councillor Jason King
All in favour.

Motion **CARRIED**

6.5 RECREATION EXPANSION AT MEMORIAL PARK

Mayor Christopher Dredge briefed council of his meeting with Derrick Walsh of Matrix Construction. After a short discussion;

At this point:
Mayor Christopher Dredge left the Chair
Councillor Jason King assumed the Chair

MOTION 106 / 2017

Mayor Christopher Dredge moved to **INVESTIGATE** the feasibility within the current budget to collaborate with Matrix Construction to provide fill for the expansion of the recreational area of Memorial Park.

Seconded by Councillor Craig LeGrow
All in favour.

Motion **CARRIED**

Councillor Jason King left the Chair
Mayor Christopher Dredge resumed the Chair

6.6 CROWN LANDS GRANT

Council reviewed the Crown Lands Division document regarding the acquisition of the Harbour Front Quarry by the Town of Bauline as a recreational area. After a short discussion:

MOTION 107 / 2017

Councillor Jason King moved to **ENGAGE** a surveyor to complete the required tasks for the purchase of Crown Land. The costs of this project is to be borne in the 2018 budget and completed by 12 July 2018.

Seconded by Councillor Craig LeGrow
All in favour.

Motion **CARRIED**

6.7 MHA REQUEST

Council reviewed the e-mail sent on behalf of MHA Kevin Parsons 12 July regarding a safety concern on private property. After a lengthy discussion

Council decided that safety on private property is a landowner's liability. The expending of public funds to mitigate private concerns is not the responsibility of the Town. A letter should be sent to the landowner indicating that a safety concern has been raised. It was requested that the Town Manager liaise with MHA Parsons with Councils decision.

6.8 PETITION TO BAN SINGLE-USE PLASTIC BAGS

Council reviewed this request to sign a petition to ban selling/using single-use plastic bags within the province. Upon discussion it was requested that this item be deferred until the next council meeting. It was also requested that the Town Manager contact neighboring communities to gauge the interest in this petition.

6.9 COMMUNITY COMMITTEE – DISHWASHER QUOTE

In accordance with Motion 093/2017, 12 June 2017 the Community Committee provided Council with a quote for a dishwasher that they would like installed in the kitchen. After a short review, council agreed to proceed with the submitted dishwasher. It was noted that the electrical contractor and plumbing contractor would require competitive quotes prior to proceeding with the installation.

7.0 OLD BUSINESS

7.1 TOWN HALL / MEMORIAL PARK - CAPITAL WORKS PROJECT 11057

7.1.1 Final Payment – Council decided to hold the final payment until the Dry Hydrant project was complete.

7.1.2 Bathroom Floors – Councillor Jason King informed Council that materials have not arrived yet.

7.2 CELL TOWERS

The Town Manager informed Council that Bell is working with surveyors to complete the site design.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement by Council;

MOTION 108 / 2017

*Councillor Jason 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 109 / 2017

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

*Seconded by Councillor Craig LeGrow
All in favour*

*Motion **CARRIED***

8.3 2016 AUDITED FINANCIAL STATEMENTS

After review of the 2016 Audited Financial Statements by Council;

MOTION 110 / 2017

*Councillor Craig LeGrow moved to **ADOPT** the 2016 Audited Financial Statements as presented by Gregory Stokes, C.A.*

*Seconded by Councillor Jason King
All in favour*

*Motion **CARRIED***

8.4 BUDGET

Council reviewed the 2017 budget status as of 28 July 2017.

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 – Nothing further to report.
- 9.6 Integrated Community Sustainability Plan Committee (ICSP) - No report submitted.
- 9.7 Northeast Avalon Joint Council Committee (NEAJC) – Mayor Christopher Dredge briefed Council on the NEAJC's visit to Wabana Bell Island.
- 9.8 Community Committee – Councillor Craig LeGrow briefed council on ongoing initiatives of the Community Committee.
- 9.9 War Memorial Committee. No report submitted.

10.0 TABLE DISCUSSION

At this point, Mayor Christopher Dredge asked Council if there were any other items they wished to address.

Councillor Jason King recommended to proceed with getting prices for plastic lawn signs requesting drivers to slow down. All agreed.

Mayor Christopher Dredge recommended putting up a low fence with ropes around the War Memorial to deter children from riding their bikes on the platform and climbing on the cenotaph. All agreed.

At this point, Mayor Christopher Dredge addressed Council and thanked them for the past years of dedication and support. He formally announced that he will not be running for municipal elections this fall.

11.0 NEXT GENERAL MEETING

Mayor Christopher Dredge scheduled the Next General Meeting for **Monday, 28 August 2017 at 7:45 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 111 / 2017

*Councillor Craig LeGrow moved to **ADJOURN** the meeting of **31 July 2017.***

Mayor Christopher Dredge adjourned the meeting at 11:18 pm.

Christopher Dredge
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline