

MINUTES OF REGULAR COUNCIL MEETING HELD AT 2 MEMORIAL PARK PLACE 12 JUNE 2017



PRESENT

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

REGRETS

Deputy Mayor Colin LeGrow

PUBLIC IN ATTENDANCE

1.0 CALL TO ORDER

Mayor Christopher Dredge called the meeting to order at **7:45 pm**.

2.0 AGENDA

Upon review, the Town Manager requested that three (3) items be added to agenda.

MOTION 077 / 2017

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

*Seconded by Councillor Carol King
All in favour.*

*Motion **CARRIED***

3.0 PREVIOUS MINUTES

Upon review of the minutes of 29 May 2017:

MOTION 078 / 2017

*Councillor Carol King moved to **ADOPT** the minutes of 29 May 2017 as presented.*

*Seconded by Councillor Jason King
All in favour.*

*Motion **CARRIED***

4.0 BUSINESS ARISING FROM MINUTES

4.1 FIRE SERVICE MOU - TOWN OF POUCH COVE

The Town Manager informed Council that he had received an e-mail from the Mayor of Pouch Cove indicating that the Fire Chief was out of town and a meeting would be scheduled upon his return.

4.2 JACK BYRNE REGIONAL ARENA

The Town Manager informed Council that a follow up e-mail was dispatched as requested. A response was received indicating that the matter would be addressed at the next Board of Directors meeting.

4.3 MEMORIAL PATH

The Town Manager informed Council that the planned hike to the crash site on 3/4 June did not take place. Another timing will be set in the near future.

4.4 WAR MEMORIAL

Council inspected the work completed by Muir's Marble Works. Discussions arose regarding completing a design for the surrounding site. It was agreed that this would be a multi-year project, and that the majority of the Cenotaph work was completed for this year. Additional discussion arose regarding a temporary walking area while plans were made for a more permanent site. It was agreed to construct a simple wooden platform to and around the war memorial that would be wheel chair accessible. The Town Manager was directed to proceed.

4.5 SUMMER STUDENTS & SUPERVISION

The Town Manager informed Council that he had received two resumes from Bauline youths applying for summer employment. He went on to inform council that the Town was still awaiting the decision regarding summer student funding for High School students. After a short discussion:

MOTION 079 / 2017

*Councillor Jason King moved to **HIRE** Matthew Chaytor and Noah Janes as summer employment students commencing 27 June – 18 August on a 5 hour a day, 5 days a week work schedule.*

*Seconded by Councillor Carol King
All in favour.*

*Motion **CARRIED***

Another discussion arose regarding supervision of the high school students. The Town Manager informed Council that since he had been informed that the Water Operator was not available this year to supervise the students, he had approached several members of the community regarding the Maintenance Supervision position. A discussion arose regarding the public announcement of the position, time constraints prevented public notification. After which:

MOTION 080 / 2017

Councillor Jason King moved to **HIRE** Jim Murray as summer employment student Supervisor commencing 27 June – 18 August on a 5 hour a day, 5 days a week work schedule.

Seconded by Councillor Carol King

Councillor Craig LeGrow opposed due to no public advertising

Three (3) in favour.

Motion **CARRIED**

4.6 TOWN'S ACCESSORY BUILDING

Council inspected the accessory building stone pad. The Town Manager informed Council that the pad had to be re-done due to it being below a water source. This caused the pad to be higher than anticipated, because of this and the fact that electrical wires ran between the light poles, he had sent a change order to the contractor to reduce the garage from 20' x 28' to 20' x 24'. A discussion arose regarding the reduced square footage, after which Council agreed.

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

5.1.1 Kendall Whalen – Accessory Building 990 Bauline Line

The Town Manager informed council that letters were sent to the neighbors of 990 Bauline Line requesting comments by 2:00 pm 12 June or it would be considered that there is no issue. There were no letters comments or concerns received at the office. Upon Review:

MOTION 081 / 2017

Councillor Carol King moved to exercise Councils discretionary authority and **APPROVE IN PRINCIPLE** the request to construct an oversized accessory building (34' x 32') at 990 Bauline Line as presented by the Town Manager on behalf of Mr. Kendall Whalen, subject to the following conditions:

- 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;
- In accordance with paragraph 38 of the Municipal Development Regulations,

- *“an accessory building shall be clearly incidental and complementary to the use of the main buildings in character, use and size”*
- *Therefor there is a requirement to ensure that the accessory building have the same or complimentary finishes on the outside as your primary residence.*
- *That no portion of the accessory building be utilized for commercial enterprise such as automotive repair;*
- *All municipal criteria and legislation is to be met and verified by the Town of Bauline’s Official;*
- *The cost of the Building Permit will be \$100.00 plus \$1.00 per square meter of gross floor area; and*
- *A Building Permit is to be obtained from the Town of Bauline prior to any work or construction commencing on the site.*

*Seconded by Councillor Jason King
All in favour.*

Motion CARRIED

5.1.2 Justin Kinsella – Accessory Building 812 Bauline Line

Council reviewed the application to construct a 18’ x 26’ accessory building at 812 Bauline Line. Upon review it met all criteria in accordance with the Municipal Plan and Development Regulations. After which:

MOTION 082 / 2017

*Councillor Craig LeGrow moved to **APPROVE IN PRINCIPLE** the request to construct an accessory building at 812 Bauline Line as presented by the Town Manager on behalf of Mr. Justin Kinsella. Prior to a permit being issued:*

- *Mr. Kinsella is to meet all regulations in accordance with the Town of Bauline Municipal Plan and Development Regulations 2007-2017; and*
- *Have the measurements confirmed by a town official.*

*Seconded by Councillor Carol King
All in favour.*

Motion CARRIED

5.2 CORRESPONDENCE

- 5.2.1 Department of Tourism – Council reviewed this correspondence regarding a Tourism Establishment Licence and WiFi decals for the building. The Town Manger informed Council that he had ordered the WiFi decals.
- 5.2.2 Heart & Stroke Foundation – Council reviewed this correspondence regarding participation in the 2017 Mayor’s March for Heart and Stroke campaign. After which:

MOTION 083 / 2017

*Councillor Carol King moved to **PARTICIPATE** in the 2017 Mayor’s March for Heart and Stroke Campaign.*

*Seconded by Councillor Craig LeGrow
All in favour.*

*Motion **CARRIED***

- 5.2.3 Royal St. John’s Regatta – Council reviewed this correspondence requesting support for the 199th running of the St. John’s Regatta by purchasing ad space in the program. Council declined at this time.
- 5.2.4 From Council to Mayor of Pouch Cove – Council reviewed this outgoing correspondence regarding a development on property in Bauline that expands into the Town of Pouch Cove’s boundary. Upon review, the Mayor signed the letter.
- 5.2.5 From Council to Minister of Municipal Affairs and Environment – Council Reviewed a draft letter to the Minister MAE regarding concerns surrounding the expansion of Marine Park and its affect on traffic and refuse within the Town of Bauline. Amendments were made. A second letter was requested to be drafted to the Minister of Transportation and Works regarding traffic calming along Pouch Cove Line. The Town Manager was requested to draft both letters for the Mayors signature.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

- 6.1.1 Security Cameras – The Town Manager informed Council that the security cameras had been installed and that each of them should have received an e-mail requesting them to sign into the web based program in order to view the cameras. A discussion arose regarding the need for Council Members to have access to the cameras and recordings. After which:

MOTION 084 / 2017

*Councillor Craig LeGrow moved to **LIMIT ACCESS** to the web based security camera views and recordings to the Town Manager only. Council and other authorities can view specific recordings as*

it relates to an incident or offence captured by the security cameras. This Motion shall be incorporated into the Bauline Municipal Policy Manual.

*Seconded by Councillor Jason King
All in favour.*

*Motion **CARRIED***

6.1.2 Leave – The Town Manager informed Council that he will be proceeding on leave commencing Friday after work for a one week period.

6.2 SAFETY REPORT/DISCUSSION

The Town Manger informed Council that the KALTEC Silhouette traffic calming sign has arrived. It will be assembled and installed in the near future.

6.3 WATER UPDATE

The Town Manager informed Council that the water quality and quantity are reported as good. There are no leaks suspected. Flushing Operations and Chlorine pump maintenance was carried out Thursday 1 June. Another flushing operation is planned in the next few weeks.

6.4 MUNICIPAL ELECTIONS

The Town Manager briefed Council on the recent Municipal Election Training received. Upon review of Council's responsibilities prior to the elections:

MOTION 085 / 2017

*Councillor Craig LeGrow moved to **NOT HOLD** a separate ballot for Mayor and that all nominations will be for Councillor at Large.*

*Seconded by Councillor Carol King
All in favour.*

*Motion **CARRIED***

MOTION 086 / 2017

*Councillor Carol King moved to **APPOINT** Terry Hillier as the Alternate Returning Officer for the upcoming 2017 Municipal Elections.*

*Seconded by Councillor Jason King
All in favour.*

*Motion **CARRIED***

MOTION 087 / 2017

Councillor Craig LeGrow moved to **CONDUCT** a one day nomination of candidates period from 8:00 am to 8:00 pm 30 August 2017 with regards to the upcoming 2017 Municipal Elections.

Seconded by Councillor Jason King
All in favour.

Motion **CARRIED**

MOTION 088 / 2017

Councillor Craig LeGrow moved to **NOT CONDUCT** an Advance Poll day with regards to the upcoming 2017 Municipal Elections.

Seconded by Councillor Jason King
All in favour.

Motion **CARRIED**

6.5 SPRING CLEAN UP

Mayor Christopher Dredge informed council that he had postponed the Spring Clean-up kick off event to 17 June due to poor weather. It was noted that the Bauline United Church was holding an event 17 June from 11:00 am to 1:00 pm. After a short discussion it was decided to proceed with the Spring Clean-up kick off event, but to commence at 2:00 pm with a target time for the BBQ being 5:30 pm.

6.6 MUNICIPAL PLAN AND DEVELOPMENT REGULATIONS

Mayor Christopher Dredge led a discussion regarding what changes (additions or deletions) did council members feel could be done to the Municipal Plan and Development Regulations. A short discussion was had. After which, Mayor Dredge requested that this item be placed on the Agenda under Old Business at the next meeting.

7.0 OLD BUSINESS

7.1 TOWN HALL / MEMORIAL PARK - CAPITAL WORKS PROJECT 11057

7.1.1 Bathroom Floors – Councillor Jason King informed Council that Urban Flooring had received the approval to repair the bathroom floors from Eastern contracting and were still awaiting materials to arrive.

7.2 CELL TOWER

Upon Review;

MOTION 089 / 2017

*Councillor Craig LeGrow moved to **ACCEPT** Bell Mobility Inc's proposal to construct a wireless telecommunications facility on town property provided it is constructed substantially in accordance with plans submitted.*

*Seconded by Councillor Jason King
All in favour*

*Motion **CARRIED***

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement by Council;

MOTION 090 / 2017

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

*Seconded by Councillor Carol King
All in favour*

*Motion **CARRIED***

8.2 OUTSTANDING PAYABLES

After review of the Outstanding Payables by Council;

MOTION 091 / 2017

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

*Seconded by Councillor Carol King
All in favour*

*Motion **CARRIED***

8.3 TAX RECOVERY PLAN & SUMMARY

After review of the Tax Recovery Plan and the Tax Recovery Summary by Council:

MOTION 092 / 2017

*Councillor Jason King moved to **ACCEPT** the Tax Recovery Plan and the Tax Recovery Summary as of 31 December 2016 as presented by the Town Manager.*

*Seconded by Councillor Craig LeGrow
All in favour*

*Motion **CARRIED***

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 – Mayor Dredge informed Council that the Canada Summer Jobs student Elizabeth Goby is gainfully employed.
- 9.5 Emergency Response Committee – Nothing further to report
- 9.6 Integrated Community Sustainability Plan Committee (ICSP) - Mayor Christopher Dredge informed Council that the last ICSP meeting for the year will be hosted here in Bauline, 15 Jun.
- 9.7 Northeast Avalon Joint Council Committee (NEAJC) – no report submitted.
- 9.8 Community Committee – Mayor Dredge briefed the remainder of Council on the meeting between Council and the CC held 1 June. Councillor Craig LeGrow briefed council on ongoing initiatives of the Community Committee. After which:

MOTION 093 / 2017

*Councillor Craig LeGrow moved **APPROVE** the installation of a dishwasher in the kitchen by the Community Committee pending review of the final specifications. The installation will be overseen by the Town Manager.*

Seconded by Councillor Carol King

Councillor Jason King Opposed as it is not necessary.

Three (3) in favour

*Motion **CARRIED***

- 9.9 War Memorial Committee. No report submitted

10.0 TABLE DISCUSSION

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

Councillor Jason King asked about the Heat Pump repairs and how they were working. He also noted that the heat in the staff bathroom with the door closed is higher than normal. He requested that this be checked out. Council agreed.

Mayor Christopher Dredge requested that a meeting be set up with the owner of Matrix Construction (Quarry operator) some evening over the next few weeks to discuss operations at the quarry. Council agreed.

Mayor Christopher Dredge suggested that a sign indicating that the wood pile on the Harbour Front Quarry is a Bonfire Pit. This will inform those traveling the East Coast trail that this is not a garbage site. Council agreed.

11.0 NEXT GENERAL MEETING

Mayor Christopher Dredge scheduled the Next General Meeting for **Monday, 10 July 2017 at 7:45 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 094 / 2017

*Councillor Carol King moved to **ADJOURN** the meeting of **12 June 2017.***

Mayor Christopher Dredge adjourned the meeting at 10:16 pm.

Christopher Dredge
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline