

**MINUTES OF REGULAR COUNCIL MEETING HELD AT
2 MEMORIAL PARK PLACE 29 MAY 2017**



PRESENT

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

REGRETS

Councillor Craig LeGrow (attending CC meeting)

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 of the agenda;

MOTION 068 / 2017

*Deputy Mayor Colin LeGrow moved to **ADOPT** the agenda as presented.*

*Seconded by Councillor Carol King
All in favour.*

*Motion **CARRIED***

3.0 PREVIOUS MINUTES

Upon review of the minutes of 8 May 2017:

MOTION 069 / 2017

*Councillor Carol King moved to **ADOPT** the minutes of 8 May 2017 as presented.*

*Seconded by Councillor Jason King
All in favour.*

*Motion **CARRIED***

4.0 BUSINESS ARISING FROM MINUTES

4.1 COMMUNICATIONS AND MOU TOWN OF POUCH COVE

The Town Manager informed Council that the communication equipment has been successfully installed by the HiTech technicians. Deputy Mayor Colin LeGrow briefed Council on the status of the MOU between the town of Pouch Cove and Bauline. Council requested that the Deputy Mayor arrange a meeting with the Mayor of Pouch Cove and the Fire Chief to discuss the MOU once again.

4.2 JACK BYRNE REGIONAL ARENA

The Town Manager informed Council that an e-mail was sent to the president of the Jack Byrne Regional Arena regarding motion 058/2017 of the last meeting. No response has been received. Council requested that the Town Manager follow up.

4.3 MEMORIAL PATH

A discussion arose regarding the initial phase of the project. It was agreed that the Town Manager along with the Mayor and any other person available would hike to the crash site and attempt to mark a trail to the East Coast Trail. This excursion is planned for Saturday, 3 June at 9:00 am, weather permitting.

4.4 WAR MEMORIAL

The Town Manager informed Council that the cement base had been poured and the contractor has been contacted regarding the cleaning, engraving and moving of the cenotaph. This should commence mid June.

4.5 HEART & STROKE PAD PROGRAM

The Town Manager informed Council that application has been made to the Heart and Stroke Foundation regarding the PAD program. A decision should be made by end June.

4.7 SUMMER STUDENTS (UNIVERSITY/HIGH SCHOOL) & SUPERVISION

The Town Manager informed Council the History and Heritage Committee student has been hired and will be directly supervised by the Town Manager. In addition, application has been made for two summer high school students due to commence employment 27 June. The town is still awaiting approval from the Advanced Education and Skills department before a final decision can be made. Direct supervision of the summer students was discussed.

4.8 TOWN'S ACCESSORY BUILDING

Upon review of all quotes a discussion arose. After which;

MOTION 070 / 2017

*Deputy Mayor Colin LeGrow moved to **CONTRACT** Shed City to construct a 20' x 28' accessory building as proposed with the addition of the following items if not already included in the quoted price of \$13,505.00:*

- *Galvanized hardware*
- *Windows in the top panel of the overhead garage door*

- Reinforced concrete with appropriate wire mesh
- Exterior grade wall sheeting (1/2" if possible)
- 3' wide walk in door instead of 2/8" (with window if available)
- Electrical elbow to be installed in wall sill for future electrical connection
- Lots of nails to be used in construction
- Loft of adhesive to be used on asphalt shingles
- Tyvek wrap for entire exterior

Seconded by Councillor Jason King
All in favour.

Motion **CARRIED**

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

5.1.1 Grant King – Development – extension to existing residence.

Upon secretarial review;

MOTION 071 / 2016

Councillor Carol King moved to **APPROVE IN PRINCIPLE** the request to construct an extension to the residence at 1332 Bauline Line as presented by the Town Manager on behalf of Mr. Grant King. Prior to a permit being issued:

- Mr. King is to provide a complete development application with detailed sketch/plan of the proposed extension, and pay the applicable development fee;
- Mr. King 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 Deputy Mayor Colin LeGrow
All in favour.

Motion **CARRIED**

5.1.2 Kendall Whalen – Accessory Building 990 Bauline Line

Mr. Whalen is planning on constructing an oversized accessory building at 990 Bauline Line. He has been made aware of the Development Regulations regarding this matter and the process that Council would have to follow to adjudicate on an oversized accessory building.

After a short discussion:

Councillor Jason King moved to **SUPPORT** the request to construct an oversized accessory building at 990 Bauline Line as presented by the Town Manager on behalf of Mr. Kendall Whalen. Prior to tabling of the development application for approval:

- The Town Manager is to contact relevant adjacent home owners in writing to determine if they have any comments or concerns;
- Mr. Whalen 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 Deputy Mayor Colin LeGrow
All in favour.

Motion **CARRIED**

5.2 CORRESPONDENCE

5.2.1 Municipal Affairs and Environment– Council reviewed this correspondence regarding an amendment to the 2017 Election Campaign Contributions and reporting.

5.2.2 Elections NL – Council reviewed this Information Sharing Agreements regarding the distribution and control of the Electors List. After which the Town Manager and the Mayor signed the agreement.

5.2.3 Telecommunications – Council reviewed this correspondence regarding a second area code to be implemented in NL 2018.

5.2.4 Municipal Assessment Agency – Council reviewed this correspondence regarding proposed changes to Assessment Roll.

5.2.5 SAM Stewardship – Council reviewed this correspondence regarding the SAM Stewardship AGM being held in Torbay 2-3 June. There were no councillors available to attend.

6.0 NEW BUSINESS

6.1 REPORT FROM TOWN MANAGER

6.1.1 Election Officials - The Town Manager informed council that there were 4 election officials attend the training 26 May 2017. Information regarding Municipality Elections will start to be promulgated late June.

6.1.2 Town Sign - The Town Manager informed Council that the welcome to Bauline sign on the Pouch Cove Line route had been removed

by persons unknown. Council directed the Town Manager to have it replaced.

6.2 SAFETY REPORT/DISCUSSION

The Town Manager informed council that the safety concern raised at the last meeting regarding a partially exposed drum has been secured.

6.3 WATER UPDATE

The Town Manager informed Council that water quantity and quality are reported as good. He also informed council that he and the Water Operator will be conducting flushing operations Thursday 1 June along with cleaning of the chlorine pump system. The Town Manager also informed Council that the booster pumps previously used by the old reservoir water system has been disconnected from the water main and were now surplus. Council requested that the Town Manager contact the Water Resources Division to determine if there was a town looking to purchase used booster pumps. The Town Manager also recommended that a second chlorine pump system be purchased at the end of the year provided there were funds available in the water maintenance budget. Council agreed.

6.4 PUBLIC MEETING – After Action Review (AAR)

Council conducted an AAR regarding the public meeting held 16 May. The presentation was smooth and informative. There was good feedback and questions received at the meeting. The layout and structure also worked well. However, it was not well attended (18 in total) and there was too much food ordered. It was determined that the Public meeting was a worthwhile event and would continue along the same format. Council reviewed the points raised by the attendees. After which:

MOTION 073 / 2017

*Deputy Mayor Colin LeGrow moved to **CORRESPOND IN WRITING** with the Minister of the Department of Municipal Affairs and Environment with concerns regarding the continual expansion of Marine Park and its impact on the increased traffic going through Bauline and the added amount of refuse along the route. It was noted that the Town of Bauline has a total of 173 households, while Marine Park has close to 400 trailer sites, many of which are year round, with the closest route to and from St. John's being through Bauline.*

*Seconded by Councillor Carol King
All in favour.*

*Motion **CARRIED***

6.5 SPRING CLEAN UP

Council reviewed the Main Events List (MEL) for the upcoming spring clean up event kick-off and confirmed tasks.

6.6 MUNICIPAL PLAN AND DEVELOPMENT REGULATIONS – REVIEW

Council reviewed information from the current planner and proposal from HMJ Consulting. This item was deferred until the next Council 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 awaiting materials to arrive.

7.2 CELL COVERAGE

The Town Manager informed council that this project continues to move forward. Public consultation has commenced by Bell.

8.0 FINANCES

8.1 FINANCIAL STATEMENT

After review of the Financial Statement by Council;

MOTION 074 / 2017

*Deputy Mayor Colin LeGrow moved to **ACCEPT** the Financial Statement as presented.*

*Seconded by Councillor Jason King
All in favour*

*Motion **CARRIED***

8.2 OUTSTANDING PAYABLES

After review of the Outstanding Payables by Council;

MOTION 075 / 2017

*Deputy Mayor Colin LeGrow moved to **PAY** the Outstanding Payables as presented.*

*Seconded by Councillor Jason King
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 had commenced the position of Historical Artifact Conservator 29 May and will be employed with the town until 25 August 2017 on a cost shared basis. Projects have already been identified and conveyed to Ms. Goby.
- 9.5 Emergency Response Committee – Nothing further to report
- 9.6 Integrated Community Sustainability Plan Committee (ICSP) - There was no one present who could brief council on the last ICSP meeting.
- 9.7 Northeast Avalon Joint Council Committee (NEAJC) – no report submitted.
- 9.8 Community Committee – Councillor Craig LeGrow was not in attendance as he was attending a Community Committee meeting at the same time as the Council meeting.
- 9.9 War Memorial Committee. Committee Chair Colin LeGrow briefed Council on upcoming plans for the War Memorial and possible re-dedication ceremony. He indicated that a meeting will be scheduled in the near future.

10.0 TABLE DISCUSSION

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

Councillor Carol King suggested that the Bauline youth be engaged to create a large banner representing Bauline regarding the Canada 150 celebrations this year. All agreed that this would be an excellent idea.

Mayor Christopher Dredge suggested that as a gesture of appreciation Trevor of Technical Rope and Rescue be presented with a Town Mug and Polo Shirt for his outstanding marketing work over the past several months. Council agreed.

Mayor Christopher Dredge suggested that a letter be sent to the Minister of the Department of Transportation and Works regarding the lack of signage on Torbay Road and the Torbay Bypass Road directing visitors to Bauline. Council agreed.

11.0 NEXT GENERAL MEETING

Mayor Christopher Dredge scheduled the Next General Meeting for **Monday, 12 June 2017 at 7:45 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 076 / 2017

*Councillor Carol King moved to **ADJOURN** the meeting of **29 May 2017**.*

Mayor Christopher Dredge adjourned the meeting at 9:22 pm.

Christopher Dredge
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline