

TOWN OF BAULINE

MINUTES OF REGULAR MEETING HELD AT 1311 BAULINE LINE 10 APRIL 2013

PRESENT

Mayor Christopher Dredge
Deputy Mayor Colin LeGrow
Councillor Rita King
Councillor Marie LeGrow
Town Manager Craig Drover

REGRETS

Councillor Jason King

PUBLIC IN ATTENDANCE

NIL

1.0 CALL TO ORDER

Mayor C. Dredge called the meeting to order at 7:05 pm.

2.0 ADOPT AGENDA

Councillor R. King moved to **ADOPT** the agenda as presented.

Seconded by Councillor M. LeGrow
All in favour.

Motion **CARRIED**

3.0 ADOPTION of MINUTES

3.1 Minutes of 13 March 2013

Councillor M. LeGrow moved to **ADOPT** the minutes of 13 March 2013 as presented.

Seconded by Councillor R. King
All in favour.

Motion **CARRIED**

As the minutes of 13 March 2013 have been adopted by Council, The Mayor and Town Manager signed the original copy of the minutes.

3.2 BUSINESS ARISING FROM MINUTES

There was no business arising from previous minutes discussed.

4.0 APPLICATIONS AND CORRESPONDENCE

4.1 Applications

4.1.1 Development Application – Accessory Building – Richard Chornaby – 24 Bauline Line Extension

A review of the recent Development Regulations Amendment number 1, 2012 was conducted. Under the new Schedule C paragraph 2 sub-paragraph (c).

Councillor M. LeGrow moved to **APPROVE IN PRINCIPAL** the application to construct an accessory building at 24 Bauline Line Extension as presented by Richard Chornaby. Prior to the issuance of the development permit, Mr. Chornaby is to meet all regulations and criteria and have the measurements verified by the Town's official for compliance with the Town of Bauline's Municipal Plan and Development Regulations 2007-2017.

Seconded by Councillor R. King
All in favour.

Motion **CARRIED**

Deputy Mayor C. LeGrow declared a Conflict of Interest and left the building.

4.1.2 Development Application – Accessory Building – Wade LeGrow – 1150 Bauline Line

A review of the recent Development Regulations Amendment number 1, 2012 was conducted. Under the new Schedule C paragraph 2 sub-paragraph (c).

Councillor M. LeGrow moved to **APPROVE IN PRINCIPAL** the application to extend the size of an accessory building at 1150 Bauline Line as presented by Wade LeGrow. Prior to the issuance of the development permit, Mr. LeGrow is to meet all regulations and criteria and have the measurements verified by the Town's official for compliance with the Town of Bauline's Municipal Plan and Development Regulations 2007-2017.

Seconded by Councillor R. King
All in favour.

Motion **CARRIED**

Deputy Mayor C. LeGrow was recalled to the meeting.

4.2 Correspondence

4.2.1 RNC invitation to the International Police & Peace Officer Memorial Service – 15 May 2013 - This letter was reviewed by council and the Town Manager was directed to send their regrets to the organizer.

4.2.2 Municipal Symposium – Gander, 9-11 May 2013 - A review of the agenda of the upcoming symposium was conducted. It was agreed that representation from council would be beneficial. The Deputy Mayor volunteered to attend and all were in agreement.

4.2.3 Heart & Stroke Foundation – Mayor's March – 10-16 June 2013 - Upon review of the material.

Councillor M. LeGrow moved that council **PARTICIPATE** in the Mayor's March for the Heart & Stroke Foundation 10 June 2013 with an alternate date being 11 June 2013.

Seconded by Councillor R. King
All in favour.

Motion **CARRIED**

The Town Manager was directed to initiate a plan for the event for review by council at the next Town Council Meeting.

- 4.2.4 Town of Paradise – Proposed amendment to the St. John’s Urban Region Regional Plan - The proposed amendment by the Town of Paradise was reviewed by council; no objection was raised.
- 4.2.5 Municipal Engineering and Planning Branch Circular - This circular notifies municipalities that effective immediately all Tender Advertising Services associated with municipal infrastructure projects will be conducted through Tendering and Contracts Engineering Support Services Division of the Department of Transport and Works.
- 4.2.6 Capital Investment Plan Approval – This correspondence notified council that the recently submitted Capital Investment Plan regarding the New Town Hall was approved by Municipal Affairs. It also stated that the Gas Tax Funding for this project will be released.
- 4.2.7 E-Mail from Miss Teen Head Office - This e-mail suggests that Miss Teen NL will assist and attend community events. A reply e-mail requesting Miss Teen NL to attend the Canada Day/25th Anniversary Celebrations of Bauline was sent by the Town Manager. A positive response has been received, but details to be coordinated.
- 4.2.8 2013 MNL Membership Package – The Municipalities of Newfoundland and Labrador membership package arrived and was reviewed by council.

5.0 NEW BUSINESS

5.1 Report from Town Manager

- 5.1.1 Safe Drinking Water Workshop – Gander - The Safe Drinking Water workshop in Gander was very well attended with about 350 people from across NL. Presenters were from across North America and presentations were informative and dynamic. Meetings with key officials from the provincial government also took place and much information gathered. Regional networks were also developed which will mutually benefit the communities involved.
- 5.1.2 Animal Control – Negotiations with Torbay continue prior to adopting a contract. An issue concerning sporadic cell service and its safety impact on the Animal Control Officer has recently surfaced and is being discussed.
- 5.1.3 Website – The newly designed website is up and running. Populating the pages with information is the next step and will occur over the next several months.
- 5.1.4 Scheduled Maintenance days – The Town Manager informed council that the next maintenance day will be Friday 26 April 2013 where the Town Manager will be performing maintenance in the pump house and road maintenance within the town.

- 5.1.5 PMA Convention 17-19 Apr - The PMA Convention will run from 17-19 April in St. John's. The office will be closed for those three days, however e-mail and phone messages will be monitored in the evenings. A flyer will be sent out and information placed on the Website.
- 5.1.6 Crown Land – Town acquisition options - A discussion with Crown Lands revealed that a municipality can apply for Crown Land for recreational purposes including green space, the cost would be minimal. A municipality may also purchase Crown Land for commercial purposes/development; it must be done in the same process as any other application and land purchased at fair market value.
- 5.1.7 Compost Bins - Flatrock has indicated that the contract was successful regarding the compost bins. No date as to when they will be available nor the exact cost per bin at this time. A Training seminar will be web-based and delivered 9 May 2013.
- 5.1.8 Playground Equipment - A recent catalogue received from Henderson Recreation Equipment Ltd showing up to 40% discount on Playground equipment was reviewed by Council. Realizing the potential cost savings and the requirement of a substantial play structure for the community, the Town Manager was directed to further investigate and if considered feasible:

Councillor M. LeGrow moved to **PURCHASE** a play structure at a cost not to exceed \$15,000.00 from the sales catalogue of Henderson Recreation Equipment Ltd.

Seconded by Councillor R. King
All in favour.

Motion **CARRIED**

- 5.2 Water Update – No issues were reported concerning the Towns Water Supply. The 2012 Spring Drinking Water report was received 5 April and the drinking water quality was reported as EXCELLENT in that report.

5.3 Canada Day & 25 Anniversary Celebrations –

- 5.3.1 Sky High Amusements - A contract has been signed with Sky High Amusements to provide services for the event.
- 5.3.2 Lapel Pins - Council reviewed research material and two quotes to have lapel pins produced.

Councillor M. LeGrow moved to **PURCHASE** 1000 lapel pins as quoted by Imprint Speciality.

Seconded by Councillor R. King
All in favour.

Motion **CARRIED**

- 5.3.3 Main Events List - Council discussed the Main Events List of the Canada Day/25th Anniversary. The Town Manager was directed to research the cost and availability of entertainment for the daytime and evening time activities.

5.3.4 Miss Teen NL – The Town Manager is in contact with the Miss Teen NL Headquarters concerning Miss Teen NL attending/performing at this years celebrations.

5.4 Assessment Appeal Board – The Town Manager informed council that the Assessment Appeal Board met 4 April 2013 at the Town Office. A report by the Commissioner, Mr. Tom Strickland will follow.

5.5 Town Clean-up (Spring, Fall) – Council reviewed the Agenda, List of Supplies and coordinating instructions surrounding the Spring Clean-up event scheduled for 4 May 2013. A flyer will be sent out 11 April 2013 announcing the event with another flyer scheduled to be promulgated the week before the event with additional information and instruction. In preparation for the activities:

Councillor M. LeGrow moved to **EXPEND** necessary funds to purchase, gifts, supplies and refreshments for the 2013 Spring Clean-Up event scheduled for 4 April 2014.

Seconded by Councillor R. King
All in favour.

Motion **CARRIED**

5.6 New Capital Investment Plan – In addition to the Capital Investment Plan approved at item 4.2.6 above, the Town of Bauline is required to submit another Capital Investment Plan to expend the remaining Gas Tax Funding of \$34,148.91 on approved Gas Tax related projects. (A portion of Item 6.1.2 of 13 March 2013 Town Council Meeting was not approved by the Gas Tax Secretariat). With that said:

Councillor M. LeGrow moved to **EXPEND** the \$34,148.91 remaining gas tax allocations up to and including 31 March 2014 on asphalt installation on the new road leading to the New Town Hall at Memorial Park.

Seconded by Councillor R. King
All in favour.

Motion **CARRIED**

5.7 Tidy Towns – upon review of the registration material:

Deputy Mayor C. LeGrow moved to **REGISTER** the town for the 2013 Tidy Towns event again this year.

Seconded by Councillor M. LeGrow
All in favour.

Motion **CARRIED**

5.8 Fundraising Ideas – The Town Manager is to investigate on what methods can the town employ to raise money for the future requirements associated with the new Town Hall and Community Center.

5.9 Furniture for the New Building – The Town Manager was directed to research what other community centers were using in the way of banquet tables and chairs, i.e. round, square etc. Determine which would be better suited for the town's future community center.

- 5.10 Summer Student Workers – The Town Manager was directed to contact the office of the MHA to acquire the details regarding the summer student workers program for this year.
- 5.11 Quarry Permit – MATRIX construction – The Mayor reported on the meeting between MATRIX construction (Derek Walsh), Councillor J. King, Town Manager and himself which was conducted at the quarry site on 19 March 2013. After a brief discussion:

Deputy Mayor C. LeGrow moved to **APPROVE** the Quarry Permit reinstatement of MATRIX Construction on Bauline Line Extension.

Seconded by Councillor M. LeGrow
All in favour.

Motion **CARRIED**

- 5.12 Watershed zone – The Town Manager informed council that he had engaged the Water Resource Management Division to determine what the procedure was to have a watershed zone designation removed. This was carried out at the request of a resident, but no response has been received yet.
- 5.13 Brush cutting and signage for Emergency Water Supply areas – The Town Manager was directed to contact the Deputy Mayor early next week to attend to this item.

6.0 OLD BUSINESS

- 6.1 Wetland Stewardship – With the recent cutbacks to provincial government and in particular the Environment and Conservation Department, The Town Manager has been directed to liaise with Ms. Barney to determine if it was deemed appropriate to proceed with the Wetland Stewardship Public Hearing without a representative of that department.
- 6.3 Old Town Hall Site – Upon review of the material at hand regarding the options, constraints and costs associated with either removing the old town hall or recycling it into a usable accessory building of the town, Deputy Mayor C. LeGrow volunteered to meet with an Industrial Hygienist to further investigate the requirements and report back to council at a later date.
- 6.4 Amendments
- 6.4.1 AMENDMENT # 2 – At the request of Council, the Town Planner has moved the portion of this amendment concerning the new town zone Residential Rural (RR) and attached it to Amendment # 3 in anticipation of this amendment progressing faster. This was completed to facilitate recently requested development.
- 6.4.2 AMENDMENT # 3 - Progressing faster than anticipated, a letter from the Minister has authorized the town to proceed with this amendment. The Town Planner has been engaged.
- 6.4.3 AMENDMENT # 4 – A letter and documentation was reviewed by council regarding this amendment and request to proceed with re-zoning. As this amendment was previously supported, and was placed on hold by the applicant, no further motion was required. Council continues to support

this rezoning request and acknowledges the applicants intention of developing $\frac{3}{4}$ acre lots as requested.

7.0 FINANCES

7.1 Financial Statement

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

Seconded by Councillor M. LeGrow
All in favour.

Motion **CARRIED**

7.2 Outstanding Payables

Deputy Mayor C. LeGrow moved to **PAY** the outstanding payables as presented.

Seconded by Councillor R. King
All in favour.

Motion **CARRIED**

7.3 Auditors Report – Gas Tax Expenditure Report

Councillor M. LeGrow moved to **ACCEPT** the Auditors Gas Tax Expenditure Report for the year ended December 31, 2012 as presented by Gregory Stokes, CA.

Seconded by Councillor R. King
All in favour.

Motion **CARRIED**

8.0 COMMITTEE REPORTS

There were no committee reports presented to council.

9.0 NEXT GENERAL MEETING

The Mayor scheduled the next Town Council meeting for **1 May 2013 at 7:00 pm.**

10.0 ADJOURNMENT

Councillor M. LeGrow moved to **ADJOURN** the Town Council Meeting of 10 April 2013.

Seconded by Councillor R. King
All in Favour

Motion **CARRIED**

There being no further business, the meeting was adjourned by the Mayor at **10:39 pm**

Christopher Dredge
Mayor
Town of Bauline

Craig Drover
Town Clerk/Manager
Town of Bauline