

# TOWN OF BAULINE

MINUTES OF REGULAR COUNCIL MEETING  
HELD AT 2 MEMORIAL PARK PLACE 12 JULY 2016

## PRESENT

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

## REGRETS

Mayor Christopher Dredge

## PUBLIC IN ATTENDANCE

### 1.0 CALL TO ORDER

Deputy Mayor Colin LeGrow, requested that Councillor Carol King chair the meeting. Councillor Carol King accepted.

Councillor Carol King called the meeting to order at **8:58 pm**.

### 2.0 AGENDA

Upon Review of the Agenda:

**MOTION 092 / 2016**

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

*Seconded by Deputy Mayor Colin LeGrow  
All in favour.*

*Motion **CARRIED***

### 3.0 PREVIOUS MINUTES

#### 3.1 MINUTES OF GENERAL MEETING HELD 15 JUNE 2016;

Upon Review of the Minutes:

**MOTION 093 / 2016**

*Deputy Mayor Colin LeGrow moved to **ADOPT** the minutes of 15 June 2016 as presented.*

*Seconded by Councillor Jason King  
All in favour.*

*Motion **CARRIED***

### 4.0 BUSINESS ARISING FROM MINUTES

There were no items discussed from previous minutes.

### 5.0 APPLICATIONS AND CORRESPONDENCE

## 5.1 APPLICATIONS

### 5.1.1 Development – Accessory Building, Richard Arnold, 826 Bauline Line.

Council reviewed written correspondence received from a resident as requested in the public consultation phase of this development application. After which:

#### **MOTION 094 / 2016**

*Deputy Mayor Colin LeGrow moved to **APPROVE IN PRINCIPLE** the request to construct an oversized accessory building (30' x 50') at 826 Bauline Line as presented by Mr. Richard Arnold, and erect an accessory building (12' X 14") he has moved from his previous residence. Prior to the issuance of a development permit:*

- *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 both accessory buildings have the same or complimentary finishes on the outside as you primary residence.*

- *That no portion of the accessory building be utilized for commercial enterprise such as automotive repairs;*
- *All municipal criteria and legislation is to be met and verified by the Town of Bauline's Official;*
- *A Building Permit is to be obtained from the Town of Bauline prior to any work or construction commencing on the site, and*
- *Have the measurements confirmed by a town official.*

*Seconded by Councillor Jason King  
All in favour.*

**Motion CARRIED**

### 5.1.2 Managers Approval Report –

The Town Manager informed council of the following permits approved since the last meeting:

- Jake King – Accessory Building extension at 1314 Bauline Line.

**5.2 CORRESPONDENCE**

- 5.2.1 Ronald McDonald House – Council reviewed this request for support from the Ronald McDonald House, but declined at this time.
- 5.2.2 CUPW – Council reviewed this request to provide input to the Canada Post Review, but declined at this time.
- 5.2.3 Allied Youth 1051 Torbay Post – Council reviewed this request from the Allied Youth 1051 Post in Torbay to plant a tree at new Town Hall location. After some discussion it was agreed and the Town Manager was requested to notify the AY group and coordinate the event.
- 5.2.4 Premier’s Forum – Council reviewed the list of Candidates and the biographies that were received. After a short discussion:

**MOTION 095 / 2016**

*Be it resolved that the Municipality of Bauline, hereby selects the following four (4) candidates as our choice to represent the Avalon Region at the 2016 Premier’s Forum on Local Government on Wednesday, October 5<sup>th</sup>, 2016 at the Delta Hotel in St. John’s, NL.*

<b>CANDIDATE</b>	<b>POSITION</b>	<b>TOWN</b>	<b>“X”</b>
Aker, Dave	Councillor	City of Mount Pearl	
Clarke, Glenn	Councillor	Town of Victoria	
Cumby, Fred	Mayor	Town of Hearts Content	
Gosine, Gary	Mayor	Town of Wabana	
Hillier, Norman	Councillor	Town of Clarkes Beach	
Hiscock, Eric	Councillor	Town of New Perlican	
Paul, Roddy	Mayor	Town of Ferryland	
Rose, Scott	Mayor	Town of South River	
Scott, Craig	Councillor	Town of Torbay	X
Tessier, Steve	Mayor	Town of Conception Bay South	X
Tucker, Moses	Mayor	Town of Portugal Cove-St. Philip’s	X
Wall, Joedy	Mayor	Town of Pouch Cove	X

**Motion by:** Councillor Craig LeGrow

**Seconded by:** Councillor Jason King

*All in favour.*

**Motion CARRIED**

- 5.2.5 Municipal Affairs – Council reviewed this circular regarding changes in HST and PST Rebate to Municipal Infrastructure projects.

- 5.2.6 Municipalities NL – Council reviewed the 2016 Municipal Long Service Awards program. There were no candidates from the Town of Bauline who met the criteria this year.
- 5.2.7 Climate Change and Energy Efficiency – Council reviewed this invitation to attend a consultation session regarding Climate Change. Anyone who was interested in attending was encouraged to register.
- 5.2.8 Municipal Affairs – Council reviewed this circular regarding the Revised Project Status Report Template for reporting HST and PST.
- 5.2.9 Department of Fisheries and Oceans – Council reviewed this guide from DFO regarding Self-Assessment for works in or around bodies of water.
- 5.2.10 Municipal Affairs – Council reviewed this correspondence regarding the Appeal Fee Change from \$100.00 to \$200.00; (\$230.00 including taxes).
- 5.2.11 St. John's Fire Fighter's Association – Council reviewed this request for Support by purchasing ad space in the St. John's Fire Fighter's Association booklet. The request was denied at this time.

## **6.0 NEW BUSINESS**

### **6.1 REPORT FROM TOWN MANAGER**

- 6.1.1 Clothing Apparel – The Town Manager informed Council of the items received for sale to the public.
- 6.1.2 Summer Students – The Town Manager informed Council that the Town had been successful in it's application for summer student reimbursement for part of the salary of one student.
- 6.1.3 Gas Tax Module in MSIS – The Town Manager informed Council that as of 28 June there is a new Gas Tax Module within the MSIS program.
- 6.1.4 Leave Dates – The Town Manager submitted his leave passes for the summer period. He requested 25-29 July and 15-19 Aug as vacation. Council agreed.
- 6.1.5 Letter to VOCCM – The Town Manager informed Council that the application for a \$500.00 grant through the VOCCM Cares foundation was successful.
- 6.1.6 Building Security Alarms – The Town Manager informed Council that since the last service call by the Alarm technicians, there has been no false alarms. He also recommended that the Town look into installing surveillance cameras around the building.

- 6.1.7 Community Enhancement Employment Program – The Town Manager presented information regarding this provincially funded program that provides short term employment. Workers in rural areas are employed by local government or community organizations for up to 400 hours to assist them with eligibility for EI benefits. Council requested that the Town Manager gather more information about this program.
- 6.1.8 Assessment Project – The Town Manager informed Council that the Assessment Project was completed by Mrs. Kathy Burton. Council thanked Mrs. Burton for her volunteerism to the community and for her hard work on this project.
- 6.1.9 Canteen Proposal – The Town Manager presented Council with a Proposal to operate a canteen in the Community Centre. This was produced by the Town's SWASP student, Dylan Short. Upon review, Council agreed to proceed with the canteen. They requested that the Town Manager liaise with the Community Committee in this endeavour and commended Dylan for his work on the project.

## **6.2 SAFETY REPORT**

The Safety discussion was regarding the use of the new playground. With the new playground now open and being used on a regular basis, it was determined that signage regarding speed limits and children at play be erected on Memorial Park Place.

## **6.3 WATER UPDATE**

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

### **6.3.1 Municipal Water Supply and Maintenance Testing Contract**

The Town Manager presented Council with a draft contract for T & R Consulting Inc to provide water supply maintenance and testing on the town's water system. Upon review they agreed, but requested that other quotes be sought out.

## **6.4 MAYOR'S MARCH**

It was recommended to conduct the Mayor's March for Heart and Stroke on Thursday, 11 August at 7:00 pm walking from Duck Pond to the new building. The Town Manager was requested to contact His Worship to confirm if this was acceptable.

## **6.5 TIDY TOWNS JUDGING**

A letter was presented indicating that the Tidy Town Judges, Edwena Kavanagh and Gerry White will arrive at the Town Office at 2:00 pm on Tuesday, 2 August 2016.

## **6.6 BUDGET – PUBLIC CONSULTATION**

This item was deferred until the next meeting.

## 6.7 REMAINING 2016 EVENTS

Council reviewed the remaining 2016 events to determine and define the areas of responsibility between Council and the Community Committee. They decided to defer the discussion until the next Council meeting for the following events:

- Bonfire Night:
- Remembrance Day:
- Christmas Parade:

Upon discussion of the annual Fall Clean-up event:

### **MOTION 096 / 2016**

*Councillor Jason King moved to **CANCEL** the 2016 curbside bulk Fall Clean-up for fiscal reasons.*

*Seconded by Deputy Mayor Colin LeGrow  
All in favour.*

*Motion **CARRIED***

Council then discussed the TARGA NL 2016 event scheduled for 11 September. They requested that the Town Manager liaise with the TARGA organization to determine if there was an opportunity to hold a Bauline Town event with representatives, drivers and cars from Targa attending.

## 6.8 TARGA - STAGE SAFETY COORDINATOR

Chris Palmer has accepted the volunteer position as the Stage Safety Coordinator for the Bauline prologue race 11 September 2016.

## 6.9 BOARD ROOM / COUNCIL CHAMBER USE

Deputy Mayor Colin LeGrow addressed Council and requested that Council Chambers be open for the Community Committee to hold its meetings there. After a lengthy discussion:

### **MOTION 097 / 2016**

*Deputy Mayor Colin LeGrow moved to **PERMIT** access to Council Chambers by the Community Committee to hold their committee meetings.*

*Seconded by Councillor Carol King  
Three (3) in favour.  
One (1) opposed*

*Motion **CARRIED***

## 7.0 OLD BUSINESS

**7.1 TOWN HALL / MEMORIAL PARK - CAPITAL WORKS PROJECT 11057**  
The Town Manager informed Council that deficiency list items continue to be completed. There are only a few items left to complete. He is working with Eastern Contracting and Dillon Consulting to finalize the remaining items.

**7.2 MOU WITH POUCH COVE FOR FES.**  
The Deputy Mayor informed Council that the Emergency Response Committee had met with the Fire Chief and a HiTech Communications representative regarding the need to have secure communications between Pouch Cove and Bauline. At the meeting, a plausible solution that would meet the needs of all stakeholders was reviewed, and a quote was requested through HiTech. The Town Manager informed Council that he had received the quote this evening, prior to the meeting and presented the quote to Council.

At this time Deputy Mayor Colin LeGrow, informed Council that his company uses HiTech Communications for their communication needs. He indicated that he has no monetary or other gain from this venture between the Town and HiTech communications; however, felt he had to disclose this information and ask Council if they felt he was in a conflict of interest. Upon discussion and deliberation; Council unanimously decided that Deputy Mayor Colin LeGrow was not in conflict.

Discussions resumed regarding the quote from HiTech. The Town Manager was requested to contact other companies to request comparable quotes.

## **8.0 FINANCES**

**8.1 FINANCIAL STATEMENT**  
After review of the Financial Statement by Council;

**MOTION 098 / 2016**

*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 099 / 2016**

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

*Seconded by Councillor Carol King  
All in favour*

*Motion **CARRIED***

### **8.3 BUDGET REVIEW**

The Town Manager reviewed the budget as of the end of the second quarter. He raised concerns regarding the funds expended to date. He recommended that a Finance Committee meeting be scheduled in the near future to discuss in detail.

### **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 – Report at item 7.2 received.
- 9.6 Integrated Community Sustainability Plan Committee (ICSP) - No report submitted
- 9.7 Northeast Avalon Joint Council Committee (NEAJC) – No Report submitted
- 9.8 Community Committee –Councillor Craig LeGrow briefed council on items regarding the Community Committee.
- 9.9 War Memorial Committee – The Chair, Deputy Mayor Colin LeGrow, scheduled a meeting for 20 August at 8:30 pm.

### **10.0 TABLE DISCUSSION**

At this point Councillor Carol King asked if there were any items that council or staff would like to address. There were no further items discussed.

### **11.0 NEXT GENERAL MEETING**

Councillor Carol King scheduled the Next General Meeting for **Wednesday, 10 August 2016 at 7:30 pm.**

### **12.0 ADJOURNMENT**



As there was no further business to discuss;

**MOTION 100 / 2016**

*Councillor Jason King moved to **ADJOURN** the meeting of **12 July 2016**.*

**Councillor Carol King adjourned the meeting at 11:01 pm.**

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Christopher Dredge  
Mayor  
Town of Bauline

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Craig Drover  
Town Manager  
Town of Bauline