

# TOWN OF BAULINE

MINUTES OF REGULAR COUNCIL MEETING  
HELD AT 1311 BAULINE LINE 12 NOVEMBER 2014

## PRESENT

Mayor Christopher Dredge  
Deputy Mayor Colin LeGrow  
Councillor Carol King  
Councillor Craig LeGrow  
Town Manager Craig Drover  
Maint Supr Terry Hillier

## REGRETS

Councillor Jason King

## PUBLIC IN ATTENDANCE

### 1.0 CALL TO ORDER

Mayor Christopher Dredge called the meeting to order at **7:30 pm**.

### 2.0 ADOPT AGENDA

Upon Review of the Agenda.

**MOTION 185 / 2014**

*Councillor Craig LeGrow moved to **ADOPT** the agenda as presented.*

*Seconded by Councillor Carol King  
All in favour.*

*Motion **CARRIED***

### 3.0 ADOPT the MINUTES

The adoption of the previous minutes were deferred, pending a quorum of councillors being present that attended the meeting of 22 October 2014.

### 4.0 BUSINESS ARISING FROM MINUTES

There was no business from previous minutes discussed at this meeting.

*In Accordance with item 4.0 of the 25 September 2013 Town Council Minutes, the Mayor Departed from the order and sequence of the AGENDA and directed council to item 7.1*

## 7.1 Town Hall / Memorial Park - Capital Works Project 11057

The Town Manager informed council of the following points:

- The door frames have arrived on site;
- Some lumber is on site;
- However there has been very little progress since the last council meeting.

A lengthy discussion arose concerning the lack of progress. The Town Manager was directed to request a meeting of all stakeholders in this project at the earliest possible time, expressing Councils displeasure of the slow progress. He was also directed to invite M.H.A Parsons to the meeting.

### **MOTION 186 / 2014**

*Deputy Mayor Colin LeGrow moved to **RESEARCH** the options and costs associated with retaining a separate third party to advise the town on issues/contracts involving the new town hall site. Duties of this person would include the review documents when required and act as a Project Advisor to the Town.*

*The motion did not receive a Second*

*Motion **DEFEATED***

A lengthy discussion arose concerning the recent project Change Order number 2. The Change Order alters the planned three phase electrical power to single phase. The cost of this change order is an additional \$42,786.54. Questions were raised as to how three levels of engineers could miss the fact that there is only single phase power available in Bauline. After review of the detailed breakdown of the expense, it was determined that the additional cost would have been borne whether it was discovered now or in the past. After which:

**Mayor Christopher Dredged left the Chair**  
**Deputy Mayor Colin LeGrow assumed the Chair**

### **MOTION 187 / 2014**

*Mayor Christopher Dredge moved to **APPROVE** Change Order number 2 and move forward with the project.*

*Seconded by Councillor Craig LeGrow  
Three members of Council in favour.  
Deputy Mayor Colin LeGrow Opposed*

*Motion **CARRIED***

**Deputy Mayor Colin LeGrow left the Chair  
Mayor Christopher Dredge resumed the Chair**

*The Mayor Returned Council to the order and sequence of the AGENDA.*

## **5.0 APPLICATIONS AND CORRESPONDENCE**

### **5.1 APPLICATIONS**

- 5.1.1 DEVELOPMENT – Bradley Cahill, replacing Accessory Building and attaching to current residence Bauline Line

Upon review of the application:

**Mayor Christopher Dredge left the Chair  
Deputy Mayor Colin LeGrow assumed the Chair**

#### **MOTION 188 / 2014**

*Mayor Christopher Dredge moved to **APPROVE IN PRINCIPLE** the application to replace the existing accessory building at 1275 Bauline Line and attach it to the current residence as presented by Bradley Cahill. Prior to the issuance of the development permit, Mr. Cahill 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 Carol King  
All in favour.*

*Motion **CARRIED***

**Deputy Mayor Colin LeGrow left the Chair  
Mayor Christopher Dredge resumed the Chair**

- 5.1.2 DEVELOPMENT – Bradley Cahill, Sub-dividing property and constructing a new residence - Bauline Line

The Town Manager explained to Council that Mr. Bradley Cahill is requesting to sub-divide his property in order to build a second house. His plan will be to move into the new house and sell/rent the first house. His property has 243 foot frontage which is sufficient frontage for sub-dividing, however only the new lot will have the required ½ acre lot size. The existing lot will be approximately 100 foot deep on one side and then 177 on the other side.

Upon review of the application:

**MOTION 189 / 2014**

*Councillor Carol King moved to **APPROVE IN PRINCIPLE** the application to sub-divide and develop property at 1275 Bauline Line as presented by Bradley Cahill. Prior to the issuance of the development permit, a site visit is to be carried out by a Town Official to determine compliance with Municipal Plan. The regulations concerning property adjacent to a waterway, is to be confirmed regarding a development buffer. As well, If required, a discretionary notice must be sent to neighboring residents. The Property is to be surveyed as two separate properties and sub-divided prior to any development. Mr. Cahill 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 Craig LeGrow  
All in favour.*

**Motion CARRIED**

5.1.3 DEVELOPMENT – Accessory Building – Lee-Ann Hillier, Bauline Line

Upon review of Ms. Hillier's application, and in light that there were no written responses to the discretionary notices sent to the neighboring residents of 1222 Bauline Line:

**MOTION 190 / 2014**

*Councillor Craig LeGrow moved to **APPROVE IN PRINCIPLE** the application to construct an accessory building for use in a dog kennel business at 1222 Bauline Line as presented by Lee-Ann Hillier. Prior to the issuance of the development permit, Ms. Hillier 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 Deputy Mayor Colin LeGrow  
All in favour.*

**Motion CARRIED**

## 5.2 CORRESPONDENCE

- 5.2.1 Eastern Waste Management – This letter announces that the fee structure for 2015 will remain the same as last year. (Landfill \$67.60 per tonne and Recyclables \$20.00 per tonne)
- 5.2.2 Holy Trinity High School – This correspondence is an Invitation for the Mayor or a council representative to attend the annual Graduation Exercises 20 November 2014.
- 5.2.3 Gas Tax Secretariat – This Compliance Agreement requires Council to tender all Gas Tax funded projects and to retain all documentation for audit purposes.
- 5.2.4 Memorial University – Council reviewed a Remembrance Day Card from Memorial University wishing for a peaceful coming year.
- 5.2.5 Workplace Health, Safety & Compensation Commission – Council reviewed the 2015 Assessment Information and acknowledged the Town's 2015 PRIME assessment rate as \$2.11
- 5.2.6 Chris Palmer & Colleen O'Toole – Council reviewed an E-mail of appreciation from the residents at 1 Wester Point Lane regarding efforts made to alter town roads to alleviate water issues.
- 5.2.7 Town of Pouch Cove – Council reviewed the Invitation to participate in Christmas Parade in the Town of Pouch Cove. All efforts will be made to join our neighbors parade scheduled for 6 December at 10:30 am. The Town Manager was requested to liaise with the staff of Pouch Cove and invite their town to join our Christmas Parade.
- 5.2.8 Municipalities NL – NEAR PLAN, Council reviewed the Oversight Committee's response to the Tract Consultants Presentation.
- 5.2.9 Teamsters Canada – Council reviewed the correspondence regarding the TV Advertisement on Rail Safety by Teamsters Canada.
- 5.2.10 Municipal and Intergovernmental Affairs – Council reviewed the letter regarding the second installment of the Municipal Operating Grant in the amount of \$17,226.21. The Town Manager informed council that the funds have been received and deposited in the bank.

5.2.11 Municipal and Intergovernmental Affairs – Council reviewed the Capital Investment Plan Approval by the provincial government.

5.2.12 Canadian Wireless Telecommunications Association (CWTA) – Council reviewed the letter regarding, Recycle My Cell Phone Program from the CWTA. They requested the Town Manager acquire more information on the program and indicated they are interested in participating.

## **6.0 NEW BUSINESS**

### **6.1 Report from Town Manager**

6.1.1 Gas Tax Signage – The Town Manger informed council that: The required Gas Tax Sign has arrived and will be placed on site in the near future.

6.1.2 Traffic Control Training – The Town Manger informed council that: The Traffic Control training is scheduled for 22 Nov 14 at Puglisevich from 9:00 am to 1:30 pm. Currently we have the following candidates. Craig Drover, Bob Whittle, Gary Whittle, Pam Dunn, John King, Craig LeGrow and Christopher Dredge. There is space for two more candidates.

### **6.2 Town Maintenance**

The Maintenance Supervisor briefed council on maintenance projects since the last council meeting and on upcoming projects.

### **6.3 Safety Discussion**

The Maintenance Supervisor briefed council on safety concerns he had encountered during the past three weeks including the Bonfire night event. He proposed solutions which were discussed and agreed upon.

### **6.4 Water Update**

The Maintenance Supervisor informed council that there was a major water main leak discovered and repaired 5 November 2014. At this time the water quality and quantity is good, and no other leaks are suspected.

### **6.5 Bauline Logo Apparel**

The Town Manager informed Council that most of the items have been ordered. It is hoped/anticipated that some of the items will arrive before the annual Christmas Parade.

## 6.6 Events

### 6.6.1 Fall Clean up – After Action Review

A discussion arose concerning the use of bins for the first time for a town Clean-Up. It worked extremely well for the Fall Clean-up with 3 bins full. It was noted that the Spring Clean-up is traditionally much larger and drop off bins may not be feasible. Council will revisit this matter at a later meeting.

### 6.6.2 Bonfire Night – After Action Review

An after action review was conducted regarding the Bonfire Night event. The following positive items were noted:

- Overall Setup was very good and safe;
- Two tower lights worked very well;
- Limited vehicles on site worked very well;
- Hot chocolate in urns worked very well and were adequately powered off the tower generator;
- Wieners and marshmallows in containers worked well;

The following points were raised for improvement:

- One safety issue observed, were kids on the rocks where there was no fencing. Safety Officer recommended ordering an additional 50' of fencing to barricade the left side of the quarry.
- A point was raised regarding the lighting on the culvert on Beach Road. It was recommended that lighting not be pointed directly at the area, or guardrails/barricades be set up on either side of the culverts;
- 100 cups of Hot chocolate was dispensed, next year plan for 150 cups;

Council discussed the large wood pile and the fact that the fire was slow to start. This was primarily due to the prolonged rain period for two weeks prior to the event.

It was decided to allow residents to continue to drop off wooden items at that site commencing with the Spring Clean-up. This will be cost effective and create a safe and entertaining method of disposing of wooden waste.

### 6.6.3 Remembrance Day – After Action Review

An after action review was conducted regarding the Remembrance Day Ceremony. The following positive items were noted:

- Overall Setup was very good and safe;
- The event was very well attended with over 100 spectators;
- Very appropriate program and music;

The following points were taken for improvement;

- More Chairs should be placed;
- More programs should be printed;

### 6.6.4 Christmas Parade – Update

Council reviewed the proposed Main Events List for the upcoming Christmas Parade. All items are on schedule. The Mayor will chair a meeting of Christmas Parade volunteers the evening of 20 November 2014, as announced on the website and through flyer mail outs.

### 6.6.5 Seniors Gift Baskets – Update

The Town Manager informed council that items for this years Senior Gifts have been ordered and should arrive shortly.

### 6.7 Killick Coast Mayors Meeting – deferred from last meeting

The Mayor briefed council on the Killick Coast Mayors Meetings. These meetings involving the Mayors of Torbay, Logy Bay, Middle Cove, Outer Cove, Pouch Cove, Flatrock and Bauline was established to enhance regional connections. They have met a couple of times already with very positive results. All members are engaged and committed to regional advancement.

### 6.8 Pioneer Log Homes – Media

The Town Manager informed council that there is significant media interest surrounding Pioneer Log Homes, its provincial distributor (who lives in Bauline) and the approved Log Home development on Duck Pond. One production company is proposing to donate a sign to Pioneer Log Homes on an upcoming Television Series. The NL distributor has requested input from the Town Council. Council expressed interest in viewing the design and the location where the sign would be placed, and being kept apprised of upcoming media events.

6.9 2015 Waste Removal Contract

The Town Manager informed council that the 2015 Waste Removal Contract has been discussed and signed with Around the Bay Disposal.

He noted that the waste removal Christmas schedule is as follows:

Wednesday 17 Dec (regular)  
Monday 22 Dec (2 days early)  
Monday 29 Dec (2 days early)  
Wednesday 7 Jan 2015 (Regular)

6.10 2015 Snow Removal and Ice Control Contract

Out of three letters (request for quotes) that were dispatched for the Snow Removal and Ice Control Contract, Council reviewed the only submission from Kinsella Services. After which:

**MOTION 191 / 2014**

*Councillor Craig LeGrow moved to **AWARD**, Kinsella Services with the 2015 Snow Removal and Ice Control Contract.*

*Seconded by Councillor Carol King  
All in favour.*

*Motion **CARRIED***

6.11 Budget

The Chair of the Finance Committee, Councillor Carol King, set the next Finance Committee meeting to be held Tuesday, 18 November at 7:30 pm in the Temporary Town Office (1311 Bauline Line).

**7.0 OLD BUSINESS**

7.1 Town Hall / Memorial Park - Capital Works Project 11057 - Previously addressed

7.2 Amendments

The Town Manager informed council that Amendment number 4 was published in the Gazette 31 October 2014. It is now approved as an amendment to Bauline's Municipal Plan.

7.3 Alternate Power Supply

The town Manager informed council that this project continues to evolve. Irving Oil has placed the three 420 lb propane tanks on site. The next phase will be to have these connected to the generator. Then for VRI Electrical to complete its electrical work.

8.0 **FINANCES**

8.1 Financial Statement

After review of the Financial Statement by Council;

**MOTION 192 / 2014**

*Deputy Mayor Colin LeGrow 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 193 / 2014**

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

*Seconded by Deputy Mayor Colin LeGrow  
All in favour*

*Motion **CARRIED***

8.3 Additional Expenditure

At this point Council discussed the proposal of purchasing "Board Space" at the Jack Byrne Arena to promote the Town. After which:

**MOTION 194 / 2014**

*Councillor Craig LeGrow moved to **PURCHASE** advertising space on the rink boards at the Jack Byrne Arena at a cost not to exceed \$1500.00.*

*Seconded by Councillor Carol King  
All in favour*

*Motion **CARRIED***

## 9.0 COMMITTEE REPORTS

- 9.1 Planning and Development Committee – There was no committee report submitted.
- 9.2 Recreation Committee - There was no committee report submitted.
- 9.3 Finance Committee – There was no committee report submitted.
- 9.4 History & Heritage Committee – There was no committee report submitted.
- 9.5 Emergency Response Committee – There was no committee report submitted.
- 9.6 Integrated Community Sustainability Plan (ICSP) – Councillor Carol King briefed Council on the regional meeting held in Flatrock 4 November 2014.
- 9.7 Northeast Avalon Joint Council Committee (NEAJC) – Mayor Christopher Dredge briefed Council on the NEAJC meetings.

## 10.0 TABLE DISCUSSION

The Maintenance Supervisor requested the status of the Town's Occupational Health and Safety Manual review by the Deputy Mayor. The Deputy Mayor informed council that the review was almost complete. There will be some amendments to be made but not much.

## 11.0 NEXT GENERAL MEETING

Mayor Christopher Dredge scheduled the Next General Meeting for **3 December 2014 at 7:30 pm.**

## 12.0 ADJOURNMENT

*Councillor Carol King moved to **ADJOURN** the meeting of **12 November 2014.***

**As there was no further business to discuss, Mayor Christopher Dredge adjourned the meeting at 9:59 pm.**

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Christopher Dredge  
Mayor  
Town of Bauline

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Craig Drover  
Town Manager  
Town of Bauline