

TOWN OF BAULINE

MINUTES OF A REGULAR COUNCIL MEETING HELD AT 1311 BAULINE LINE 15 JANUARY 2014

PRESENT

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

REGRETS

Deputy Mayor Colin LeGrow

PUBLIC IN ATTENDANCE

Sharon McDonald
Pam Dunn

1.0 CALL TO ORDER

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

2.0 ADOPT AGENDA

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

Seconded by Councillor Jason King
All in favour.

Motion **CARRIED**

3.0 ADOPT the MINUTES

3.1 Minutes of GENERAL COUNCIL MEETING 11 DECEMBER 2013

Councillor Craig LeGrow moved to **ADOPT** the minutes of 11 December 2013 as presented

Seconded by Councillor Carol King
All in favour.

Motion **CARRIED**

As the minutes of **11 December 2013** have been adopted by Council, The Mayor and Town Manager signed the original copy of the minutes.

3.2 Minutes of SPECIAL MEETING 6 JANUARY 2014

Councillor Jason King moved to **ADOPT** the minutes of the special meeting held 6 January 2014 as presented.

Seconded by Councillor Carol King
All in favour.

Motion **CARRIED**

As the minutes of **6 January 2014** have been adopted by Council, The Mayor and Town Manager signed the original copy of the minutes.

4.0 BUSINESS ARISING FROM MINUTES

There were no business items arising from previous minutes discussed.

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 and the Deputy Mayor attended a meeting with Dillon Engineering and Eastern Contractors 13 January 2014 in an effort to identify cost saving measures in the construction of the New Town Hall. In the absence of the Deputy Mayor, the Town Manager provided an overview of the meeting as follows:

There were two separate meetings held that day, one with all stake holders regarding the construction project and another between the Town and the Engineers regarding requested overages in fees to change the specification drawings.

In the first meeting, Eastern Contractors agreed to:

- Identify items that could be defrayed by the allocated gas tax funding for this particular project;
- Identify cost savings by commencing the project in the spring vice the winter, with the understanding that the Town is willing to delay the start date to March or April 2014;
- Re-cost the requested change from vaulted ceiling to flat ceiling (dropped T-Bar) in the Hall;
- Identify cost savings by changing the large timber trusses on the left side of the building to a standard "lean-to" truss;
- Request a closer look from the mechanical sub-contractors, specifically with regards to changing the rounded aesthetic look of the vents that would be utilized for vaulted ceilings to standard venting that would be covered by the dropped ceiling;
- Identify the cost of the door hardware, through suppliers; and
- Review the drawings and identify/recommend any other cost saving initiatives without jeopardizing quality or functionality.

Dillon Engineers agreed to:

- Produce new drawings with requested changes and provide them to Eastern Contractors in a timely manner so they can complete the review; and
- Facilitate the completion of the sitework by Southpaw Construction.

All agreed that this should be completed within two weeks of the meeting.

In the second meeting a discussion arose regarding the proposed additional fees associated with amending and redrawing the requested changes, specifically with regards to the ceiling in the main hall. The additional fees were consultant fees associated with Architectural, Mechanical, and Engineering which amounted to \$8000.00. The Town held the position that these changes were identified early in the project design and should not have gone to tender. The contracted engineers indicated that they did present what they interpreted to be the requested changes and the town was given two opportunities to review prior to being sent to tender.

After discussion;

Councillor Jason King moved to **SUPPORT** the requested additional fees and go through the process of sending the claim to Municipal Affairs for review and final approval on the cost sharing agreement between the town and the province, noting that the towns share would amount to \$800.00. He went on to say that, if denied by the provincial government, council should discuss with the contracted engineers again.

Seconded by Councillor Carol King
All in favour.

Motion **CARRIED**

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

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 Applications

- 5.1.1 CROWN LAND –Nina Crocker – Bauline Line
- 5.1.2 CROWN LAND – William Price - Bauline Line
- 5.1.3 CROWN LAND – Wayne LeGrow – Bauline Line

As all three of these applications are in the same vicinity, the Town manager was requested to brief Council on the current situation.

The Town Manager explained that all three applications are within the same area with some overlap. All three applications are currently tied to the Town's amendment number three, which requests re-zoning of the land from Open Space Conservation (OSC) to Residential Infill (RI). The property is required to be re-zoned to RI prior to being applied for. The area has been frozen by the town until the amendment process has finished, and although it is in the final stages, the Minister of Municipal Affairs has not approved nor registered the amendment and land use changes. Minutes of meetings in January and March 2012 refer to an agreement to cost share the rezoning fee between two of the three

parties; however, there seems to be some misunderstanding as to what the agreement was and what was being re-zoned.

Based on the report given by the Town Manager;

Councillor Carol King moved to **DEFER** all three Crown Land applications presented by Nina Crocker, Wayne LeGrow and William Price, until amendment number 3 is completed and more information surrounding the situation has been gathered.

Seconded by Councillor Craig LeGrow
All in favour.

Motion **CARRIED**

5.2 Correspondence

5.2.1 Municipal Assessment Agency – Council reviewed the News Release by the Municipal Assessment Agency announcing newly elected board members.

5.2.2 Gregory G. Stokes – Council reviewed a letter by the towns auditor quoting a price to complete the 2013 audit.

Upon discusson;

Councillor Carol King moved to **APPROVE** the quoted price of \$2500.00 for the Town Auditor, Gregory G. Stokes to conduct the Town of Bauline's 2013 financial audit.

Seconded by Councillor Jason King
All in favour.

Motion **CARRIED**

5.2.3 Heart and Stroke Foundation – A letter of appreciation with award announcements was reviewed by council.

5.2.4 Workplace Health, Safety and Compensation Commission – The 2014 assessment information by the WHSCC was reviewed by council.

5.2.5 Colin Doyle- RONA – Council reviewed an e-mail from Mr. Doyle congratulating the Town of Bauline on being selected for the 2014 RONA Kids Advantage program.

5.2.6 Tanya Whittle – TW FITNESS – Council reviewed an e-mail and flyer requesting the town to support a 30 day Fitness Challenge promotion. Council requested that the Town Manager further investigate and determine the feasibility of incorporating a link from our website to Ms. Whittles fitness challenge site.

5.2.7 Pam Dunn – Council reviewed a complaint regarding snow clearing on Main Street and on the hill leading into Main Street from Bauline Line. Ms. Dunn was asked to elaborate, which she did. After discussion the Town Manager was directed to draft a letter to the Department of Transportation and Works on behalf of council, identifying the issue and stressing councils safety concerns regarding the steep hill and timeliness of being cleared.

6.0 NEW BUSINESS

6.1 Report from Town Manager

6.1.1 Workers Safety Representative Course - The Town Manager informed council that he is loaded on the Workers Safety Course 29 January 2014.

6.1.2 Animal Control Officer Contract – The Town Manager informed council that correspondence with the Town of Torbay indicates that there should be an ACO contract in place within 4-6 weeks.

6.1.3 Electronic Participation in Council Meetings – The Town Manager informed council that although it is under review, there is no legislation authorizing council members to attend meetings via electronic means.

6.2 Water Update – With 2 leaks repaired since 1 January 2014, there is still a significant leak or combination of leaks suspected in the water distribution system. Efforts to locate the remaining leaks have failed. The last two leaks are assumed to have occurred due to the recent blackout and severe weather conditions.

6.3 Blackout – After Action Review – A review of the Minutes of the Special Council Meeting held 6 January 2014 was conducted. The only point added would be that in addition to the volunteer warming stations, council should also consider requesting those with accessible water during power outages to identify themselves on a volunteer basis as well.

6.4 Councillor Remuneration – Upon review of Newfoundland and Labrador Regulation 89/01 of the Municipalities Act, 1999:

Councillor Carol King moved to **APPROVE** a council remuneration for calendar year 2014. She went on to move that the Total remuneration for the year shall be \$6000.00 and so divided between all councillors on a quarterly basis.

Seconded by Councillor Jason King
All in favour.

Motion **CARRIED**

6.5 Municipal Assessment Appeals Commissioner Appointment –

After discussion;

Councillor Jason King moved to **APPOINT** Tom Strickland of Business Logistics, (provisional upon his acceptance) as the Municipal Assessment Appeals Commissioner for the Town of Bauline in the calendar year 2014.

Seconded by Councillor Carol King
All in favour.

Motion **CARRIED**

7.0 OLD BUSINESS

7.1 Previously addressed

7.2 Playground Equipment - As reviewed in item 5.2.5, Bauline has been selected for the 2014 RONA Kids advantage program. This “grant” provides for the shipping and freight of the purchased playground equipment. It also provides for two onsite supervising installers, one from Henderson and one from RONA. RONA will place a company logo on one of the panels or roof and the town can have its logo on another panel. Over the next few weeks we will finalize the design and colors (two only) and we have to identify where the playground will be going and what size of footprint we have. Swings take up a larger footprint. When the town applied for this grant, it was felt that construction of the New Town Hall would be further ahead. The timeframe for them to be here is around May. The town will have to prepare the site and raise volunteers for the day of the install, we will need a welder and a team of volunteers to erect the playground, it should only take one day.

7.3 Municipal Plan and Development Regulation Amendment

AMENDMENT # 2 – Public Hearing results – The 18 December 2013 Public Hearing regarding Amendment # 2 was cancelled due to no written correspondence received by 4:00 pm 16 December 2013 as advertised. The documents to be signed are en-route. With that said;

Councillor Craig LeGrow moved to **APPROVE** the Municipal Plan Amendment No. 2 2012, and Development Regulation Amendment No. 2, 2012.

Seconded by Councillor Jason King
All In favour

Motion **CARRIED**

7.4 Wetland Stewardship – Council reviewed the e-mail and request for information sent by Charmaine Barney. Ms. Barney is in the process of

writing the Habitat Conservation Plan as it pertains to the Wetland Stewardship for the Town of Bauline. After review the Town Manager was directed to draft a response and send to council for review, prior to dispatching it to Ms. Barney.

8.0 FINANCES

**Mayor Christopher Dredge declared a conflict of interest and left the chair
Councillor Jason King was appointed as chair**

8.1 Financial Statement

After review of the Financial Statement by Council;

Councillor Carol 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;

Councillor Craig LeGrow moved to **PAY** the Outstanding Payables as presented.

Seconded by Councillor Carol King
All in favour

Motion **CARRIED**

**Councillor Jason King left the chair
Mayor Christopher Dredge resumed the chair**

9.0 COMMITTEE REPORTS

9.1 Planning and Development Committee - After discussion the Planning and Development committee set a date of 22 January 2014 at 7:30 pm to convene their next committee meeting.

9.2 Recreation Committee - There was no committee report submitted

9.3 Finance Committee

9.3.1 Presentation of Schedule of Taxation and Fees

After discussion;

Councillor Craig LeGrow moved to **ADOPT** the 2014 Schedule of Taxation and Fees as presented by the Finance Committee.

Seconded by Councillor Carol King
Councillor Jason King objected based on the Mil Rate
The remainder In favour Motion **CARRIED**

9.3.2 Presentation of 2014 Budget

After discussion

Councillor Craig LeGrow moved to **APPROVE** the 2014 Budget as presented by the Finance Committee.

Seconded by Councillor Carol King
Councillor Jason King objected based on the Mil Rate
The remainder In favour Motion **CARRIED**

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)

9.6.1 Update of last meeting held 14 January 2014

Mayor Christopher Dredge presented council with an overview of the last ICSP meeting. After which he asked if council were prepared to investigate the purchase of an electronic traffic speed calculator on a cost shared basis with Pouch Cove. All agreed they were not at this time. The Mayor then asked if they were interested in investigating placing an Expression of Interest in conjunction with Pouch Cove and Flatrock for professional services such as Engineering, Legal and Planning services. This Expression of Interest would stand on a yearly basis for the duration of the current council. Council did agree to enter into a joint Expression of Interest for the Engineering professional service.

9.7 Northeast Avalon Joint Council Committee (NEAJC) - There was no committee report submitted

10.0 NEXT GENERAL MEETING

The Mayor scheduled the Next General Meeting for **5 February 2014 at 7:30 pm**

11.0 ADJOURNMENT

Councillor Carol King moved to **ADJOURN** the meeting of 15 January 2014.

Seconded by Councillor Jason King
All in favour

Motion **CARRIED**

As there was no further business to discuss, Mayor C. Dredge adjourned the meeting at 10:35 pm.

Christopher Dredge
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline