

# TOWN OF BAULINE

## MINUTES OF REGULAR MEETING HELD AT 1311 BAULINE LINE 20 FEBRUARY 2013

### PRESENT

Mayor Christopher Dredge  
Deputy Mayor Colin LeGrow  
Councillor Rita King  
Councillor Jason King  
Town Clerk/Manager Craig Drover

### REGRETS

Councillor Marie LeGrow

### PUBLIC IN ATTENDANCE

Desmond Whalen  
William O'Toole  
Sharron O'Toole  
Jason Birmingham

#### 1.0 CALL TO ORDER

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

#### 2.0 ADOPT AGENDA

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

Seconded by Councillor J. King  
All in favour.

Motion **CARRIED**

#### 3.0 ADOPTION of MINUTES

##### 3.1 Minutes of 9 January 2013 – deferred from last meeting

Councillor J. King moved to **ADOPT** the minutes of 9 January 2013 as presented.

Seconded by Deputy Mayor C. LeGrow  
All in favour.

Motion **CARRIED**

As the minutes of 9 January 2013 have been adopted by Council, The Mayor and Town Manager signed the original copy of the minutes.

##### 3.2 Minutes of 31 January 2013

In the absence of a quorum of council members who attended the 31 January 2013, General Council Meeting, the minutes of 31 January 2013 could not be adopted and this item is deferred until the next Town Council Meeting.

##### 3.3 BUSINESS ARISING FROM MINUTES

There were no items arising from previous minutes discussed.

#### 4.0 APPLICATIONS AND CORRESPONDENCE

##### 4.1 Applications

4.1.1 Development Application – Single Dwelling Residence –  
Don Peddle, Timberwood Construction 19 Bauline Line Extension

Deputy Mayor C. LeGrow moved to **APPROVE IN PRINCIPAL** the application to construct a residence on Bauline Line Extension as presented by Mr. Don Peddle of Timberwood Construction. Prior to the issuance of the development permit, Mr. Peddle 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.

Seconded by Councillor R. King  
All in favour.

Motion **CARRIED**

4.1.2 Development Application – Accessory Building – Sterdie Sheppard  
1313 Bauline Line

Deputy Mayor C. LeGrow moved to **APPROVE IN PRINCIPAL** the application to construct a an Accessory Building at 1318 Bauline Line as presented by Sterdie Sheppard. Prior to the issuance of the development permit, Mr. Sheppard 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.

Seconded by Councillor J. King.  
All in favour.

Motion **CARRIED**

4.1.3 Re-zone Application – OSC to RI – Randy Janes

Councillor J. King moved to **APPROVE IN PRINCIPAL** the application to re-zone a building lot as a back lot in the area behind 990-1012 Bauline Line as presented by Mr. Randy Janes. It is understood that this request is presented in order to meet criteria for the application and development of a single dwelling residence in accordance with the newly approved amendment number 1 to the towns Municipal Plan regarding back lot development. The utilization of Crown Land to access the property is to remain accessible by the public. Mr. Janes is to meet all regulations and criteria to rezone as detailed by the Town's official for compliance with the Town of Bauline's Municipal Plan.

Seconded by Deputy Mayor Colin LeGrow  
All in favour.

Motion **CARRIED**

4.1.4 Crown Land Application – Minor parcel adjacent to current property  
– Ali Syed 828 Bauline Line

Deputy Mayor C. LeGrow moved to **DEFER** the Crown Land Application for a minor addition to the property of Ali Syed of 828 Bauline Line as presented by Mr. Syed. A detailed review of the application and the development plan in the area is required prior to a decision being made. This application will be presented at the next Town Council Meeting.

Seconded by Councillor J. King  
All in favour.

Motion **CARRIED**

## 4.2 Correspondence

- 4.2.1 Letter from Minister of Municipal Affairs – the letter announcing a Special Grant in the amount of \$500.00 from the Minister to celebrate the 25<sup>th</sup> anniversary of incorporation, was reviewed by council. A receipt and thank you letter is to be returned to the Minister.
- 4.2.2 The Training and Professional Development Opportunities schedule was reviewed by council.
- 4.2.3 The Letter from Pollution Prevention Division was reviewed by council. The letter re-iterated that the Burial of wastes originating from the construction or demolition of residential or related structures outside an approved landfill is prohibited.
- 4.2.4 The memorandum regarding Fire and Emergency Services Training School was reviewed by council.
- 4.2.5 The Town received a charitable donation receipt in the amount of \$50.00 from the Terry Fox Run foundation.
- 4.2.6 An E-Mail from MHA requesting Road Condition report by 15 March 2013 was reviewed by council. The Deputy Mayor noted that there was an area near Tommy Whites Pond that required immediate attention and requested that the Town Manager inform the MHA ASAP.
- 4.2.7 The Letter from Office of Public Engagement regarding the URock Volunteer Awards was reviewed by council.

Deputy Mayor C. LeGrow moved to **NOMINATE** Jason Birmingham and Marlaine King for the “Individuals 30 years of age or under” category for their outstanding voluntary contributions to the town of Bauline on many occasions including volunteering as members of the Recreation Committee.

Seconded by Councillor R. King  
All in favour.

Motion **CARRIED**

- 4.2.8 The Letter from Mackenzie Mitchell and Pam Dunn requesting to build a bus shelter at the old cenotaph site near their residence of 23 Main Street was reviewed by council. After discussion regarding this request and other similar requests in the past:

Councillor R. King moved to **NOT APPROVE** the request of Mr. Mitchell and Ms. Dunn to build a bus shelter at the location of the old War Memorial. Council went on to thank Mr. Mitchell and Ms. Dunn for their offer and commitment, but based on liability concerns and similar denied requests in the past, the request is not supported at this time.

Seconded by Councillor J. King  
All in favour.

Motion **CARRIED**

## 5.0 NEW BUSINESS

### 5.1 Report from Town Clerk/Manager

- 5.1.1 Office Computer Crash and Recovery - The Town Manager reported that there had been a power failure 10 February causing a computer crash. The recovery took 2.5 days but all data was recovered. He recommended that an uninterruptable power supply (UPS) and a laptop be purchased to alleviate power surges and downtime due to loss of the only town computer.

Deputy Mayor C. LeGrow moved to **APPROVE** the purchase of an uninterruptable power supply and surge protector to ensure the security of municipal data. He also moved to **APPROVE** the purchase of a laptop computer as a backup computer system and for the use during public presentations.

Seconded by Councillor R. King  
All in favour.

Motion **CARRIED**

- 5.1.2 Animal Control – The Town Manager reported that he is still in contact with the CAO of Torbay and Torbay is still considering the proposal of entering into an Animal Control Contract with the Town of Bauline.
- 5.1.3 Website – Although the Towns Website is up and running, it is still considered under construction. Amendments proposed by the Mayor and Town Manager have been sent to Blue River Media for incorporation into the design of the website and they are currently updating the design.
- 5.1.4 Assessment Roll and Civic numbering Pouch Cove Line – The Town Manager announced that he is still corresponding with the Municipal Assessment Agency to schedule a date for the Town's review and civic numbering on Pouch Cove Line.
- 5.1.5 Scheduled Maintenance days – The Town Manager informed council that due to the computer crash 11-13 February, the 2012 Financial Audit was rescheduled to 14 February which in turn postponed the scheduled maintenance day. The Maintenance Day has been rescheduled to Friday 22 February where the Town Manager will be in the pump house performing preventative maintenance.
- 5.1.6 TELUS Meeting – The Town Manager informed council that a TELUS representative, Mrs. Jacqueline Dupont, attended a meeting 14 February at the town office. The reason for the meeting was to determine what can be done to improve cell coverage within the town. Mrs. Dupont will liaise with TELUS engineers and report back to the Town Manager on findings.

5.2 Water Update

5.2.1 Water Leak – The Town Manager informed council that there has been a confirmed leak within the towns water lines. It is being monitored and has not increased in water loss since its discovery 14 February. The town is currently losing about 2.5 to 3 gal/h. The runoff will be monitored and addressed by Transportation and Works, ice control contractors, as well as the Town Manager. The plan is to push as far into warmer weather as possible before excavation commences.

5.2.2 Bacteriological Water Analysis Reports – The town has received 3 reports all indicating satisfactory results.

5.3 Honorarium for Mayor (volunteer water maintenance work)

As discussed at the previous meeting: the Minister was unable to grant approval for payment in arrears however does recommend that an honorarium may be paid for volunteer maintenance work completed. This motion has been passed secretarially by voice and e-mail and needs to be ratified at a council meeting.

The Mayor left the Chair  
The Deputy Mayor adopted the Chair

Councillor J. King moved to **APPROVE** the payment of a \$600.00 honorarium to the Mayor for volunteer Water Maintenance Work conducted during the months of April to August 2012, in the absence of the regular Water Maintenance person.

Seconded by Councillor R. King  
All in favour.

Motion **CARRIED**

The Deputy Mayor Left the Chair  
The Mayor resumed the Chair

5.4 Assessment Appeal Board – With notification from the Municipal Assessment Agency that there are three residents that appealed their Municipal Assessments, there is a requirement to conduct an appeal board.

Councillor R. King moved to **APPOINT** Tom Strickland (with his acceptance), as commissioner for the Appeal Board hearing the appeals by residents concerning their 2012 Municipal Assessments.

Seconded by Councillor J. King  
All in favour.

Motion **CARRIED**

5.5 Town of Bauline Public Meeting – A discussion arose concerning the logistics surrounding the Public Meeting held 6 February, in order to gain Lessons Learned for future similar events. Other than minor issues the format will be utilized at the next public meeting scheduled for 21 February.

5.6 Town Clean-up (Spring, Fall) – The Town Manager recommended that there be a two day spring clean-up and a two day Fall clean-up vice one 5 day spring cleanup. Council agreed and directed the Town Manager to liaise with Around the Bay Disposal to determine a two day period in late May and another in November.

- 5.8 Area Development Concept Plan – In an effort to properly promote growth within the town, Council directed the Town Manager to engage EXP Services NL and/or Hatch Mott MacDonald Group to obtain a quote regarding producing an area development plan.

## 6.0 OLD BUSINESS

- 6.1 Town Hall / Memorial Park - Capital Works Project 11057 – update

6.1.2 Capital Investment Plan and Signage for Gas Tax Projects

In the absence of a quorum of council members who attended the 31 January 2013, this item could not be addressed and is deferred until the next Town Council Meeting.

- 6.2 Wetland Stewardship – The Wetland Stewardship Public Hearing is scheduled for 21 February at 7:00 pm. The Mayor will introduce Ms. Charmaine Barney the appointed Chairperson of this hearing.

## 7.0 FINANCES

- 7.1 Financial Statement

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

Seconded by Councillor R. King  
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**

## 8.0 COMMITTEE REPORTS

- 8.1 Recreation Committee - Members in Attendance
- |                  |                       |
|------------------|-----------------------|
| Desmond Whalen   | Chair Person          |
| Sharron O'Toole  | Secretary / Treasurer |
| William O'Toole  | Member                |
| Jason Birmingham | Member                |

The Recreation Committee Chair addressed council and announced that the Recreation Committee is dissolving. All assets and funds were presented to council. A suggestion was made by the Treasurer on behalf of the committee that as each activity, event or occasion arises where volunteers are required that a call for volunteers go out and a coordinator be delegated from the responders.

The Mayor passed on his regrets for the disbandment of a committee that has offered so much to the community. He went on to thank all committee members present for their volunteer service and a job well done over the many years they have been incorporated.

Deputy Mayor C. LeGrow moved to **ACCEPT** the assets and funds from the dissolved Recreation Committee and further moved that the \$1944.91 cheque presented to the town be **EXPENDED** for recreational purchases and activities within the community.

Seconded by Councillor J. King  
All in favour.

Motion **CARRIED**

**9.0 NEXT GENERAL MEETING**

The Mayor scheduled the next Town Council meeting for **13 March 2013 at 7:00 pm.**

**10.0 ADJOURNMENT**

Councillor J. King moved to **ADJOURN** the Town Council Meeting of 20 February 2013.

Seconded by Deputy Mayor C. LeGrow  
All in Favour

Motion **CARRIED**

There being no further business, the meeting was adjourned by the Mayor at **9:35 pm**

---

Christopher Dredge  
Mayor  
Town of Bauline

---

Craig Drover  
Town Clerk/Manager  
Town of Bauline