

TOWN OF BAULINE

MINUTES OF A REGULAR COUNCIL MEETING
HELD AT 1311 BAULINE LINE 20 NOVEMBER 2013

PRESENT

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

REGRETS

PUBLIC IN ATTENDANCE

1.0 CALL TO ORDER

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

2.0 ADOPT AGENDA

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

Seconded by Deputy Mayor Colin LeGrow
All in favour.

Motion **CARRIED**

3.0 ADOPT the MINUTES

3.1 Minutes of 30 October 2013

Deputy Mayor Colin LeGrow moved to **ADOPT** the minutes of 30 October 2013 with a minor administrative change in item 5.1.1.

Seconded by Councillor Craig LeGrow
All in favour.

Motion **CARRIED**

As the minutes of **30 October 2013** 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

Council was informed that due to questions raised by a contractor who would be submitting a bid, there was a required addendum to the tender package. The Tendering and Contract division of Transportation and Works is required to extend any close date to a tendering package by seven (7) days. This has pushed the tender close date for the construction of the New Town Hall to 26 November 2013.

The Mayor Returned Council to the order and sequence of AGENDA

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 Applications

5.1.1 Business/Vendor – Mobile Take Out – Scott and Chester King – update

The Town Manager informed council that he will meet with Mr. King regarding a recent response to the approval in principle letter sent after the last council meeting. Information regarding the meeting will be conveyed to council.

5.1.2 Business – Dog Kennel – Lee-Ann Hillier – update

Council reviewed Ms. Hillier's response to the approval in principle letter dispatched and agreed that the fenced in enclosure should be chain link fencing vice a wooden structure, however they did stress the need for a wooden privacy fence running the length of the kennel between the properties of 1220-1222 Bauline Line and 1216-1218 Bauline Line.

5.1.3 Development – Accessory Building – Lee-Ann Hillier

Upon review and discussion of the application;

Deputy Mayor Colin LeGrow moved to **APPROVE IN PRINCIPLE** the application to develop an accessory building 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 in accordance with the Town of Bauline's Municipal Plan and Development Regulations 2007-2017 and have the measurements confirmed by a town official.

Seconded by Councillor Jason King
All in favour.

Motion **CARRIED**

5.2 Correspondence

- 5.2.1 Pouch Cove Volunteer Fire Department – The letter inviting the Town of Bauline to participate in the Pouch Cove Annual Santa Clause Parade was reviewed by council. All agreed to participate in the parade.
- 5.2.2 Municipal Assessment Agency – The correspondence regarding the Municipality's ballot for the position of Director for the Municipal Assessment Agency was reviewed by Council. After discussion a vote was cast and presented to the Town Manager to submit to the Municipal Assessment Agency.
- 5.2.3 Betty Moore, Mayor of Clarkes Beach – This correspondence seeking re-election as the Avalon Director for the Municipal Assessment Agency was reviewed in conjunction with item 5.2.2 above.
- 5.2.4 Department of Municipal and Intergovernmental Affairs – The letter announcing the 2013 second semi-annual Municipal Operating Grant Payment was reviewed by council.
- 5.2.5 Eastern Waste Management – The waste management fee schedule for 2014 was reviewed by council. It was noted that there were no changes to the 2013 fee schedule.
- 5.2.6 Department of Municipal and Intergovernmental Affairs – The letter announcing the 2014 Municipal Operating Grant allocation was reviewed by council. It was noted with appreciation, that the Town of Bauline would see a 112% increase in its Municipal Operating Grant from \$16,232.00 in 2013 to \$34,452.41 in 2014.
- 5.2.7 Department of Municipal Affairs – The Mayor and Council acknowledged two letters from the Minister of Municipal Affairs inviting all Mayors of the North East Avalon Region to a meeting 2 December 2013 at 10:00 am at the Confederation Building. Mayor Dredge confirmed that he will attend.
- 5.2.8 Integrated Community Sustainability Plan (ICSP) – The "Seniors Survey" form presented by the ICSP committee was reviewed by council. Afterwhich;

Councillor Craig LeGrow moved to **DISPATCH** the "Seniors Survey" to the residents of Bauline.

Seconded by Councillor Carol King
All in favour.

Motion **CARRIED**

- 5.2.9 Municipal Assessment Agency – The Municipal Assessment Agency's Annual Report was reviewed by council. It was noted that of the 1191 property assessment appeals two were originated in Bauline.
- 5.2.10 Len King – The e-mail received from Mr. Len King was reviewed by Council. The content of the e-mail concerns property of Mr. King's late grandfather and the possibility of recovering the land and placing it in his

family's name. After review and discussion, council deferred the item, requested that the Town Manger further investigate the matter and report back to council.

5.2.11 Service NL – The memorandum indicating the cut-off date for Percolation Data for 2013 Building Season was reviewed and noted by council.

5.2.12 City of St. John's – Response to the Town of Bauline's Municipal Plan and Development Regulations Amendment Number 4. The City of St. John's does not support this proposed amendment. The town Planner has been contacted and the letter reviewed. The process remains the same; all information will be passed to the Minister of Municipal affairs for adjudication.

6.0 NEW BUSINESS

6.1 Report from Town Manager

6.1.1 Town Signage – The Town Manager informed council that the ten (10) Emergency Water Supply, two (2) Boat Launch and the three (3) Welcome to Bauline Signs have been installed. He went on to explain that there were still some maintenance to be carried out on some of the signs. All agreed that the new signs were aesthetically pleasing. It was recommended that more brush be cut away at a couple of locations. Additional discussion arose regarding the possibility of securing large rocks to place around the base of the Torbay/Bauline sign. Councillor Jason King raised a point that the old Welcome to Bauline Sign should be removed and placed in a prominent location in the New Town Hall. He also recommended that the posts currently being utilized by the old welcome sign be re-used as a base for a message board similar to the one in the center of the community. All agreed; after which:

Deputy Mayor Colin LeGrow moved to **RESEARCH** with the intent of installing a message board at the location of the Old Welcome to Bauline Sign.

Seconded by Councillor Carol King
All in favour.

Motion **CARRIED**

The Town Manager was directed to seek out options and quotes for a suitable message board and report back to council.

6.1.2 Bauline Flags – The Town Manager informed council that the 25 large and the 25 small Bauline Flags are due to arrive next week.

6.1.3 Safety Management Course – The Town Manager informed council that he is searching for a safety management course to apply for. The Deputy Mayor recommended searching the Workplace Health,

Safety and Compensation Commission (WHSCC) website for companies that offer the course. He went on to stress that this course should be attended by the Town Manager in the near future.

- 6.1.4 Area Lighting – Bauline Line Extension – The Town Manager informed council that the street lights have been installed on the Bauline Line Extension NL Power.
- 6.2 Water Update – An attempt to locate the ongoing water leak was made at the most likely location on 15 November 2013 by the Town Manager. It was unsuccessful and the leak continues. The Town Manager will continue to monitor the situation.
- 6.3 Fall Clean Up – The Fall Clean-up went well. Council thanked all residents that participated. It was noted that at any time if a resident has a bulk item that needs to be disposed of, he/she may contact the office and arrangements can be made. It was suggested that this information be published in the next flyer and on the website.
- 6.4 Bonfire Night – Bonfire night was well attended and well conducted. Council thanked all residents that participated. It was noted that having the Fall Clean-up the same day as the Bonfire night worked well. It was also noted that the tower lights were a great asset.
- 6.5 Remembrance Day – The Remembrance Day Ceremony was well attended despite the inclement weather. Council would like to take this opportunity to thank all participants and spectators especially those in uniform at the service.
- 6.6 Christmas Parade – They Mayor led the discussion with his report on the Christmas Parade Volunteer Meeting which was held 14 November 2013. A lengthy discussion ensued. There is a Christmas Parade volunteer committee which will (with the assistance of the town employee and all members of council), plan, coordinate, control, and conduct the Christmas Parade. The Christmas Parade will take place 7 December 2013 commencing at 2:00 pm near the Bauline Line and Bauline Line Extension intersection. In conjunction with the parade there will be the announcement of the Volunteer of the Year award, the Christmas Tree lighting ceremony, the collection for the food bank, prizes for 1st, 2nd and 3rd best float and possibly the seniors give away.

At the end of discussions:

Councillor Craig LeGrow moved to **PURCHASE** re-usable magnetic vehicle signs for the Town of Bauline to be placed on the vehicle pulling the Bauline Float. As well, to purchase peel and stick Bauline decals that can be handed out on the parade route.

Seconded by Deputy Mayor Colin LeGrow
All in favour.

Motion **CARRIED**

- 6.7 Website Information – The Town Manager informed council that the town will be starting a photo gallery in the near future and that some of the current pages need attention and content. Council acknowledged the request.
- 6.8 Town Payment Option - Interact – The Town Manager informed council that he had been approached by an interact payment service company and given quotes on the lease of interact equipment. Council reviewed and decided to re-visit the matter once Council occupies the new building.
- 6.9 Speed Limits and electronic data sign - Update – Council reviewed an e-mail from the Town of Pouch Cove requesting that the towns of Flatrock, Pouch Cove and Bauline consider purchasing their own electronic data sign. Council agreed to further research the idea as to cost etc. and present to council at a later date. The cost of renting was also discussed and the Town Manager is requested to look into that option as well.
- 6.10 Volunteer of the Year Award – With two nominations on the table, council voted and announced the Volunteer of the Year, 2013. Congratulations to Mr. Wade LeGrow. Mr. LeGrow will be presented with this laudable award at the Christmas Day Parade 7 December 2013. Wade was a member of the first Bauline Council. Over the years he has supported his community in countless ways and times. In 2013 Wade had a busy volunteer year. Once again he volunteered as the Community Representative to the Integrated Community Sustainability Plan (ICSP) committee. He strongly supported all activities this year including but not limited to, the Spring-Clean up and the Canada Day celebrations. A staunch member of the Bauline Harbour Authority Wade can always be relied upon to lend a hand, offer his equipment or give of his time and talents at any occasion. His unwavering support in all Bauline activities has garnered him the 2013 Volunteer of the Year award.

7.0 OLD BUSINESS

- 7.1 Previously addressed
- 7.2 Old Town Hall – Council requested that quotes for demolishing the Old Town Hall be sought.

- 7.3 Civic Address assignment on Bauline Line Extension – The Town Manager informed council that the civic address assignment of the properties on the Bauline Line Extension have been completed. The process is currently with the Municipal Assessment Agency to produce a supplemental roll and dispatch the assessment to residents.
- 7.4 Wetland Stewardship – Council reviewed e-mail threads between the Town and Ms. Charmaine Barney regarding the next step leading to the signing of the Wetland Stewardship Agreement. Ms. Barney is producing the conservation plan to be reviewed by council.
- 7.5 Municipal Plan and Development Regulation Amendment update

AMENDMENT # 2 – in a letter (4 Nov) the Minister of Municipal Affairs adopted the SJURRP amendment number 6. The Town may now proceed with a public hearing regarding this amendment. With that said:

Deputy Mayor Colin LeGrow moved to **ADOPT** Municipal Plan Amendment #2 and Development Regulation Amendment #2, 2012.

Seconded by Councillor Jason King
All in favour

Motion **CARRIED**

Deputy Mayor Colin LeGrow moved to **PROCEED** with a public hearing to be held at the Bauline United Church at the earliest possible convenience, based on the availability of a commissioner.

Seconded by Councillor Jason King
All in favour

Motion **CARRIED**

Deputy Mayor Colin LeGrow moved to **APPOINT** Thomas Strickland (with his acceptance) as the Commissioner for the public hearing regarding Municipal Plan Amendment #2 and Development Regulation Amendment # 2, 2012

Seconded by Councillor Jason King
All in favour

Motion **CARRIED**

AMENDMENT # 3 – In a letter dated 6 November 2013, the Town Planner requested that the Minister of Municipal Affairs register the Municipal Plan and Development Regulation Amendment # 3.

AMENDMENT # 4 – Council was informed that a second letter was received that does not support this amendment. The letter was from the City of St. John's and was reviewed at item 5.2.12 above.

8.0 FINANCES

8.1 Financial Statement

After review of the Financial Statement by Council;

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

Seconded by Councillor Carol King
All in favour

Motion **CARRIED**

8.2 Outstanding Payables

After review of the Outstanding Payables by Council;

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

Seconded by Deputy Mayor Colin LeGrow
All in favour

Motion **CARRIED**

9.0 COMMITTEE REPORTS

9.1 Planning and Development Committee – The Planning and developing committee currently have 4 items that they are addressing:

At the end of discussion regarding the AKS development on Duck Pond:

Councillor Jason King moved to **AMEND** the Town of Bauline Development Regulations 2007-2017 paragraph 80. *Subdivision Design Standards* sub-paragraph (c) (ii) to read:

(c) *The maximum length of any cul de sac shall be:*

(ii) **490m** *in areas not served by or planned to be served by municipal piped water and sewer services.*

Seconded by Councillor Carol King
All in favour

Motion **CARRIED**

The Town Manager is to liaise with the Town Planner to ensure that the Town Plan, and all peripheral and implied regulations are incorporated into the draft amendment and presented to council for review. This amendment is meant to be submitted in conjunction with the re-zoning application from AKS development.

9.2 Recreation Committee

- The report regarding the Christmas Parade was addressed previously.
- The Town Manager is to research different senior gift baskets and present options to council.
- There was a recommendation that Council get together in a social setting sometime after the next council meeting and before the Christmas Break. All agreed. Council to check dates and timings for maximum participation.

9.3 Finance Committee

As the budget is not due to be sent to Municipal Affairs until 31 January, the next budget meeting will be scheduled for early January 2014.

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)

There was no committee report submitted.

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 **11 December 2013 at 7:30 pm**

11.0 ADJOURNMENT

Deputy Mayor Colin LeGrow moved to **ADJOURN** the meeting of 20 November 2013.

Seconded by Councillor Craig LeGrow
All in favour

Motion **CARRIED**

As there was no further business to discuss, Mayor C. Dredge adjourned the meeting at 10:44 pm.

Christopher Dredge
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline