

# TOWN OF BAULINE

MINUTES OF REGULAR MEETING  
HELD AT 1311 BAULINE LINE 21 AUGUST 2013

## PRESENT

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

## REGRETS

Councillor Marie LeGrow

## PUBLIC IN ATTENDANCE

### 1.0 CALL TO ORDER

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

### 2.0 ADOPT AGENDA

Councillor J. King moved to **ADOPT** the agenda with the addition of item 4.2.11 Tidy Town Judges Correspondence.

Seconded by Councillor R. King  
All in favour.

Motion **CARRIED**

### 3.0 ADOPT the MINUTES

#### 3.1 Minutes of 23 July 2013

Councillor J. King moved to **DEFER** the adoption of the minutes of 23 July 2013 as presented pending clarification of a technical point. The Town Manager is to research and respond to Council prior to the next council meeting.

Seconded by Deputy Mayor C. LeGrow  
All in favour.

Motion **CARRIED**

### 4.0 APPLICATIONS AND CORRESPONDENCE

#### 4.1 Applications

##### 4.1.1 Development– Accessory Building, 23 Bauline Line Extension, Ryan McCarthy

Upon review and discussion of the application;

Councillor J. King moved to **APPROVE IN PRINCIPLE** the application to develop an accessory building at 23 Bauline Line Extension as presented by Ryan McCarthy. Prior to the issuance of the development permit, Mr. McCarthy 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 R. King  
All in favour.

Motion **CARRIED**

4.1.2 Development – Single Dwelling, Bauline Line, Gordon Chaytor

Upon review and discussion of the application;

Deputy Mayor C. LeGrow moved to **APPROVE IN PRINCIPLE** the application to develop a single dwelling residence at civic address 869-871 Bauline Line as presented by Gordon Chaytor. Prior to the issuance of the development permit, Mr. Chaytor 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 J. King  
All in favour.

Motion **CARRIED**

4.1.3 Development – Single Dwelling, Bauline Line, Gordon Chaytor

Upon review and discussion of the application;

Deputy Mayor C. LeGrow moved to **APPROVE IN PRINCIPLE** the application to develop a single dwelling residence at civic address 910-912 Bauline Line as presented by Gordon Chaytor. Prior to the issuance of the development permit, Mr. Chaytor 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 R. King  
All in favour.

Motion **CARRIED**

4.1.4 Crown Land – Previous Application, Chris Verge

Council reviewed all correspondence between, Mr. Verge, the Crown Lands Division, the Water Resource Management Division and the Town of Bauline. After which;

Deputy Mayor C. LeGrow moved to **DEFER** the application to develop a residence on Bauline Line as presented by Chris Verge, pending additional review by the Crown Land Division and Water Resources Management Division.

Seconded by Councillor R. King  
All in favour.

Motion **CARRIED**

4.1.5 Development – Accessory Building, 851 Bauline Line, Leonard Hatcher

Upon review and discussion of the application;

Deputy Mayor C. LeGrow moved to **APPROVE IN PRINCIPLE** the application to construct an Accessory Building at 851 Bauline Line as presented by Leonard Hatcher. Prior to the issuance of the development permit, Mr. Hatcher 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 J. King  
All in favour.

Motion **CARRIED**

4.2 Correspondence

- 4.2.1 Town of Paradise – Proposed Amendment to the St. John’s Urban Region Regional Plan (SJURRP) – The Town of Paradise is requesting to re-zone an area Northeast of Summit Drive to accommodate an un-serviced residential development. The amendment will change the zone from Residential Subdivision Area (RSA) to Residential Rural (RR). Council reviewed the proposal.
- 4.2.2 Fire and Emergency Services – Memo – The memo assigning Jim Barry as the Fire Protection Officer to our municipality was reviewed by council.
- 4.2.3 Town of Conception Bay South – This is a response to Bauline’s Municipal Plan and Development Regulations Amendment number 2. No issues or concerns were noted by the Town of Conception Bay South.
- 4.2.4 Town of Pouch Cove – This is a response to Bauline’s Municipal Plan and Development Regulations Amendment number 2. No Issues or concerns were noted by the Town of Pouch Cove.
- 4.2.5 City of Mount Pearl – This is a response to Bauline’s Municipal Plan and Development Regulations Amendment number 2. No Issues or concerns were noted by the City of Mount Pearl.
- 4.2.6. Town of Portugal Cove St. Phillip’s – Proposed Amendment to the SJURRP – The Town of Portugal Cove, St. Phillip’s is requesting to re-zone an area located off Tuckford Road to accommodate two lot residential subdivision (infill lots).. The amendment will change the zone from Rural to Residential Rural (RR) in their Municipal Plan and to Residential Infil (RI) in their Development Regulations. Council reviewed the proposal.
- 4.2.7 Website correspondence regarding recent stay in Bauline – This was a Positive e-mail from a family that vacationed in Bauline over the summer.

- 4.2.8 Town of Portugal Cove St. Phillip's – This is a response to Bauline's Municipal Plan and Development Regulations Amendment number 2. No issues or concerns were noted by the Town of Portugal Cove, St. Phillip's.
- 4.2.9 Website correspondence regarding possible move to Bauline and the intention to open a kennelling service. Council reviewed the correspondence and requested that the Town Manager gather more information from the requester. As well the Town Manager is to liaise with surrounding communities to determine what if any issues other municipalities have regarding kennelling services and properties.
- 4.2.10 Logy Bay, Middle Cove, Outer Cove - Proposed Amendment to the SJURRP – The town of Logy Bay, Middle Cove, Outer Cove is requesting to re-zone an area located off Logy Bay Road to accommodate a nine lot residential subdivision. The amendment will change the zone from Rural to Residential Low Density (RLD) in their Municipal Plan and Development Regulations. Council reviewed the proposal.
- 4.2.11 Tidy Town Judges Correspondence – Prior to the review of the correspondence, the Mayor informed council that he had escorted Art & Myra Colbourne (The Tidy Town Judges) around town 10 August 2013. Art & Myra Colbourne sent a card thanking the Mayor for his time stating that they “thoroughly enjoyed the tour and walk-about and especially meeting some of the residents.”

## **5.0 NEW BUSINESS**

### **5.1 Report from Town Manager**

#### **5.1.1 Summer Students -**

The summer students have been kept busy with maintenance projects and water repair. Their contract ends 30 August 2013.

#### **5.1.2 Municipal Assessment Agency (MAA) assistance**

The Municipal Assessment Agency has commenced its assessments of captured properties within Bauline including the Bauline Line Extension. The Town Manager has another scheduled meeting with a MAA representative scheduled for Tuesday 27 August 2013 to renumber Bauline Line Extension.

#### **5.1.3 Re-numbering on Pouch Cove Line**

The Town Manager informed council that he had a meeting with Canada Post. As the re-numbering of properties on Pouch Cove Line is a town requirement, one year free re-direction of mail for the residents will be offered by Canada Post. The new numbers were reviewed and amended by Councillor J. King. Drafted letters were reviewed by council and approval to dispatch to the residents was received. A list of all changes will be prepared and sent to Canada Post.

5.1.4 Printer replacement –

A New Printer has been ordered and should be received within a couple of days. Council thanked the Town Manager for the use of his personal printer while a new one was sourced.

5.1.5 Fall 2013 Operator Education Seminars –

The Town Manager informed council that the 2013 Water Operator Education Seminar course schedule is available. He will review the content and attempt to take a course that would benefit the town.

5.2 Water Update –

The Town Manager informed council that in the past month he has repaired three leaks. He feels that a five or ten year plan needs to be developed to replace the aging distribution system.

5.3 Killick Coast Games

The Mayor informed council that he attended the opening and closing ceremonies of the Killick Coast Games. The regional team that Bauline Residents were a part received the first place finish. Council congratulated the athletes involved and thanked the families and volunteers who supported the games.

5.4 Art work for the New Town Hall

A discussion arose concerning gathering pieces of art, history and heritage from local artists for display in the New Town Hall. The Mayor agreed to research prices of art work and report back to council.

5.5 New Town Signs

A discussion arose concerning “Town of Bauline” signs with the new logo.

Councillor J. King move to **PROCEED** with gathering quotes for one primary sign for Bauline Line and two secondary signs, one each for Bauline Line Extension and Pouch Cove Line.

Seconded by Deputy Mayor C. LeGrow  
All in favour.

Motion **CARRIED**

5.6 Old War Memorial Site

The Mayor informed council that he and the summer students worked on the old War Memorial site. They removed the old steel posts, placed a walkway and soil, and planted shrubs and flowers. The Mayor went on to explain that the location of the old war memorial site is a part of Bauline’s History and Heritage and he felt that it should be marked as such. He displayed a picture of what

other communities have done and felt that something similar would be appropriate.

Deputy Mayor C. LeGrow move to **PROCEED** with gathering quotes for a History and Heritage sign board to be placed at the Old War Memorial and presented at the next council meeting.

Seconded by Councillor J. King  
All in favour.

Motion **CARRIED**

#### 5.7 2013 Municipal Elections

In addition to the appointment of Craig Drover as the Returning Officer made at item 5.5.2 of the 1 May 2013 council meeting;

Deputy Mayor C. LeGrow moved to **APPOINT** Mae LeGrow as the Alternate Returning Officer in the event that the returning Officer is unable to fulfill his duties.

Seconded by Councillor J. King  
All in favour.

Motion **CARRIED**

Deputy Mayor C. LeGrow moved to **APPROVE** the appointment by the Returning Officer of Terry Hillier and Cynthia King as Poll Clerks in the upcoming 2013 municipal elections.

Seconded by Councillor J. King  
All in favour.

Motion **CARRIED**

Deputy Mayor C. LeGrow moved to **RECOMPENSE** the Returning Officer the Alternate Returning Officer and Poll Clerks at the suggested rate of pay as published in the Guide For Election Officials.

Seconded by Councillor J. King  
All in favour.

Motion **CARRIED**

#### **REMAINING CRITICAL DATES:**

<b>28 August</b>	NOMINATION DAY - 8:00 to 8:00 Town Hall
<b>28 Aug (earliest) – 4 Sep (Latest)</b>	post list of nominees in two places in town and local paper (flyer, Web)
<b>5-10 Sep</b>	Post date for Advance Polling day flyer
<b>11 Sep</b>	ADVANCE POLING DAY
<b>23 Sep</b>	Last Day to swear in Election Officials, Candidates and Agents and for impeditive voters to apply
<b>24 Sep</b>	ELECTION DAY – Polls open at 8:00 am and close at 8:00 pm
<b>25 – 27 Sep</b>	Request for recount period. Not more than 3 days after the election

25 Sep (Earliest) – 30 Sep (Latest)	Recounts must commence not more than 3 days after receiving the request
1 Oct	RO sends Election Report
8 Oct	Last Day to have new Councillors sworn in.
24 Oct	Election Documents are destroyed UNLESS there is a legal challenge
23 Dec	Councillors have 90 days to file Oath or Affirmation of Campaign Contributions Disclosure

## 6.0 OLD BUSINESS

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

South Paw construction is drawing to the end of their contract. A site survey is to be completed to confirm grade and also to give some idea as to the amount of rock that has to be removed (busted out) with the next phase of construction. This information is also required to be incorporated into the tender documents for the next contract tender process – the construction of the Building.

#### 6.1.1 Playground Equipment and Rona Kids Advantage Program

The playground equipment for the new town hall is still on hold for delivery. The issue is with the installation cost. The Town Manager is to research the possibility of applying for the Rona Kids Advantage Program, which is due to be available for submission in November 2013.

### 6.4 Old Town Hall

The Town Manager is to continue to acquire quotes on placing plywood and shingles over the old shingles of the Old Town Hall.

## 7.0 FINANCES

### 7.1 Financial Statement – After review of Council.

Councillor J. King moved to **ACCEPT** the Financial Statement as presented

Seconded by Deputy Mayor C. LeGrow  
All in favour.

Motion **CARRIED**

### 7.2 Outstanding Payables – After review of Council.

Deputy Mayor C. LeGrow moved to **PAY** the outstanding payables as presented.

Seconded by Councillor J. King  
All in favour.

Motion **CARRIED**

## 8.0 COMMITTEE REPORTS

There were no committee reports presented to council.

**9.0 NEXT GENERAL MEETING**

The Mayor scheduled the next Town Council meeting for 11 September 2013 at 7:00 pm.

**10.0 ADJOURNMENT**

Deputy Mayor C. LeGrow moved to **ADJOURN** the Town Council Meeting of 21 August 2013.

Seconded by Councillor R. King  
All in Favour

Motion **CARRIED**

There being no further business, the meeting was adjourned by the Mayor at **9:24 pm.**

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Christopher Dredge  
Mayor  
Town of Bauline

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Craig Drover  
Town Clerk/Manager  
Town of Bauline