

# TOWN OF BAULINE

MINUTES OF REGULAR COUNCIL MEETING  
HELD AT 1311 BAULINE LINE 28 JANUARY 2015

## PRESENT

Mayor Christopher Dredge  
Deputy Mayor Colin LeGrow  
Councillor Carol King  
Councillor Craig LeGrow  
Councillor Jason King  
Town Manager Craig Drover  
Maintenance Supervisor Terry Hillier

## REGRETS

## PUBLIC IN ATTENDANCE

### 1.0 CALL TO ORDER

Council met at the pump house prior to the meeting for a demonstration on the newly installed emergency alternate power supply. After which they proceeded to the temporary town office at 1311 Bauline Line to convene the Regular Council Meeting.

Mayor Christopher Dredge called the meeting to order at **7:37 pm**.

### 2.0 ADOPT AGENDA

Upon Review of the Agenda:

Deputy Mayor Colin LeGrow requested that Item **6.10 New Projects** be added to the agenda.

**MOTION 015 / 2015**

*Councillor Carol King moved to **ADOPT** the agenda with item 6.10 New Projects added as requested.*

*Seconded by Deputy Mayor Colin LeGrow  
All in favour.*

*Motion **CARRIED***

### 3.0 ADOPT the MINUTES

#### 3.1 Minutes of General Council Meeting 12 January 2015

**MOTION 016 / 2015**

*Councillor Craig LeGrow moved to **ADOPT** the minutes of 12 January 2015 as presented.*

Seconded by Deputy Mayor Colin LeGrow  
All in favour.

Motion **CARRIED**

*As the minutes of 12 January 2015 have been adopted by Council, The Mayor and Town Manager signed the original copy of the minutes.*

#### **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

###### 7.1.1 Bar, Ethernet and Audio Visual discussion

The Town Manager informed council that he had discussed the structure of the bar with the contractors, concerning the possibility of having a door installed that joined the storage area with the bar. Due to the wall being a “shear” wall this was not structurally possible. In addition a discussion arose regarding ceiling speakers and projectors in the council chambers and the great hall; as well as Ethernet and a security system installation. The Town Manager was directed to liaise with the Engineers to determine what was involved in having these items installed in the building. Councillor Jason King requested a full set of large blue prints (shop drawings). He also requested the Town Manager to determine what the allowances were for phone lines and computer drops.

###### 7.1.2 Water Treatment

The Town Manager informed council that the water treatment plan for the building, which was initially supposed to be a chlorine system, has now been changed to a ultra violet system by Service NL. This should have a small cost savings as well as an easier system to maintain.

###### 7.1.3 Review correspondence to engineers and MIGA

Council reviewed draft correspondence requesting a meeting with the engineers and the Municipal and Intergovernmental Affairs. Upon review, Council directed the Town Manager to proceed and set up the meeting at the earliest possible convenience.

7.1.4 Meeting with Eastern Contracting Foreman, 27 January 2015

The Town Manager recounted his meeting with Eastern Contracting's foreman. He informed council that the shingles have been delivered on site. That the windows are in St. John's and should be delivered to the site in the near future. Plumbers, Electricians and Mechanical workers are ready to commence work as soon as the remainder of the site is framed and secured. Progress on the site has been good over the past several weeks.

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

**5.0 APPLICATIONS AND CORRESPONDENCE**

**5.1 APPLICATIONS – NIL**

5.1.1 Development – Peter Billard 879 Bauline Line – Accessory Building

The Town Manager informed council that the requested accessory building was 82 square meters in floor area, but the remainder of the application were within the guidelines of the Municipal Plan and Development Regulations. Upon a short discussion:

**MOTION 017 / 2015**

*Deputy Mayor Colin Legrow Moved to utilize Council's discretionary authority and **APPROVE IN PRINCIPLE** the development application to construct an accessory building as presented by Mr. Peter Billard (Brian Davis) of 879 Bauline Line. Mr. Billard is to meet all provincial and municipal legislation and have the measurements verified by a town official prior to a building permit being issued.*

*Seconded by Councillor Craig LeGrow  
All in favour.*

*Motion **CARRIED***

At this point Councillor Craig LeGrow raised a concern that the property behind Mr. Billard appears to have been cleared beyond the approved "home garden lease" agreed to by council in a previous meeting. Council requested that the Town Manager liaise with Crown Lands to determine what was approved and what has been developed.

5.1.1 Crown Land – Town of Bauline Old Quarry Site – Recreational Grant

Upon review of the application:

**MOTION 018 / 2015**

*Councillor Colin LeGrow Moved to **APPROVE** the Municipal Recommendation Form for a Crown Land Application as submitted by the Town of Bauline in order to use the Old Quarry site as a community recreational area.*

*Seconded by Councillor Carol King*

At this point a lengthy discussion ensued:

*Councillor Craig LeGrow Opposed the Motion*

*Councillor Jason King Opposed the Motion*

*The Mayor was in favor of the Motion*

*Motion **CARRIED***

5.1.2 Crown Land – Town of Bauline New Town Hall Location – Recreational Grant

**MOTION 019 / 2015**

*Deputy Mayor Colin LeGrow Moved to **APPROVE** the Municipal Recommendation Form for a Crown Land Application as submitted by the Town of Bauline in order to use the area surrounding the New Town Hall site as a community recreational area.*

*Seconded by Councillor Jason King*

*All in Favour*

*Motion **CARRIED***

A discussion arose concerning the property at Duck Pond.

**MOTION 020 / 2015**

*Deputy Mayor Colin LeGrow Moved to **APPLY** for a Crown Land recreational grant, for the land currently used at Duck Pond, by the Town of Bauline. This will be for continued use as a community recreational area.*

*Seconded by Councillor Carol King*

*All in Favour*

*MOTION **CARRIED***

## 5.2 CORRESPONDENCE

- 5.2.1 Municipalities NL – Circular – Amendment to the Municipalities Act 1999 - Council reviewed this circular which amends the Municipality Act to provide greater flexibility and clarity for municipalities to sell, lease or dispose of Municipal-owned real and personal property.
- 5.2.2 Fire and Emergency Services – Council reviewed this memorandum regarding the application process for Fire Protection Vehicle Program.
- 5.2.3 The United Church of Canada – Bicentennial Ceremony - Council reviewed the correspondence regarding the Bicentennial Ceremony for the United Church of Canada.
- 5.2.4 Water Resources management – 2015 Clean and Safe Drinking Water Workshop – Gander NL

Upon review of this correspondence regarding the 2015 Clean and Safe Drinking Water Workshop:

### **MOTION 021 / 2015**

*Councillor Craig LeGrow moved to **APPROVE** that the Maintenance Supervisor, Terry Hillier, attend the 2015 Clean and Safe Drinking Water Workshop in Gander NL 24-26 March 2015.*

*Seconded by Councillor Carol King  
All in Favour*

*Motion **CARRIED***

- 5.2.5 508 (Caribou) Air Cadet Sqn – Council reviewed the request for the Mayor to be the reviewing officer for the year end inspection and parade of the 508 (Caribou) Air Cadet Sqn. This was considered an honour by council and thanked the Air Cadet Squadron for this invitation and for participating in the 2014 Christmas Parade. After which:

### **MOTION 022 / 2015**

*Deputy Mayor Colin LeGrow moved to **DONATE** \$100.00 to the 508 (Caribou) Air Cadet Sqn in appreciation for them attending and performing at the 2014 Christmas Parade.*

*Seconded by Councillor Carol King  
All in Favour*

*Motion **CARRIED***

## 6.0 NEW BUSINESS

### 6.1 Report from Town Manager

#### 6.1.1 Audit

The Town Manager informed council that Mr. Gregory Stokes performed the initial part of the 2014 audit 22 January 2015. He assisted in setting up new accounts and answered many questions. He took a complete copy of the Town's Simply Accounting System in order to do an in-depth audit at his office before submitting his final audit results. He was very pleased at how the towns record keeping was maintained and all the checks and balances we have in place to ensure tracking and accuracy of receivables, payables and deposits. He will be contacting our financial institutions and some of the people that have outstanding receivables with us. Overall this part of the audit went very well.

#### 6.1.2 Office Equipment

With the division of responsibilities and the growing number of files the town is accumulating it is requested that the town purchase a large and a small filing cabinet.

**MOTION 023 / 2015**

*Councillor Craig LeGrow moved to PURCHASE a large filing cabinet at a cost not to exceed \$250.00.*

*Seconded by Councillor Carol King  
All in Favour*

**Motion CARRIED**

The Town Manager informed council that due to the office phone being broken, a new one was purchased at a cost of \$169.00.

#### 6.1.3 Garbage dumped along Bauline Line

The Town Manager informed Council that Mr. Wade LeGrow visited the office Monday 19 January and reported the dumping of 18 bags of garbage along Bauline Line near Duck Pond. The Town Manager received an e-mail with photos from Ms. Kirby Duggan regarding the same issue. The Town Manager sent an e-mail to Sgt. Kevin Foley, 19 January with the details and he responded that the investigating officer was on days off and would get in contact with me when he returned. Deputy Mayor Colin LeGrow informed Council that he had been in communication with the investigating officer and passed on more information concerning the suspect and the visit made by the RNC to the suspects residence. Unfortunately nothing could be done at this time. The Mayor

extended his gratitude on behalf of the Town to Mr. Wade LeGrow, Ms. Kirby Duggan and the Deputy Mayor for their attention to this matter.

#### 6.1.4 Resident Request

The Town Manager informed council that Mr. Peter Billard of 879 Bauline Line has requested that a street light be placed on the pole outside of his house. He informed the Town Manager that his vehicles have been broken into twice in the recent past. Upon discussion, council asked if the light density in that area was any less than in other parts of the town. The Town Manager informed council that pole light density is approximately a light on every fourth utility pole. Mr. Billard's house is the middle of two lights. At this point Council did not feel it necessary to increase the density of pole lighting in that area.

#### 6.1.5 Town Manager Leave Plan

The Town Manager informed council that this upcoming year would be busy for him personally and submitted a draft leave plan up to the end of the summer as follows:

##### Requested Leave Dates:

- 13 February 2015
- 6-7 April 2015
- 15 May 2015
- 25-30 June 2015
- 13 July 2015, and
- 7-14 August 2015.

He indicated that the Maintenance Supervisor would be available for these requested days. Council reviewed the draft leave plan.

#### 6.2 Maintenance Report

The Maintenance supervisor provided Council with a list of items achieved since last meeting and upcoming projects.

#### 6.3 Safety Discussion

The Safety Officer provided the following update and discussed:

Mr. Hillier reported that he received two calls regarding light poles that are out. One on Brook Path and the other on Seaview lane. Both have been reported to NL Power and should be repaired in the near future.

A propane gas leak at the Pump house was discovered this evening (28 January 2015). The connection has been secured and Irving Energy will be contacted in the morning.

First Aid qualifications should be updated for the staff.

6.4 Water Update

The Maintenance Supervisor provided council with the water update. Water quality and quantity remain good. There are no suspected leaks at this time.

6.5 43<sup>rd</sup> annual PMA Conference

The Town Manager informed council that the Professional Municipal Administrator's conference is scheduled to be held in Corner Brook in April 2015.

6.6 Presentation by Tara Power – Safe Grad Night – Deferred

Ms. Power has indicated that she will be away this evening on business, but should be here for the next council meeting. Council requested that the Town Manager liaise with Ms. Power and inform her of the next council meeting.

6.7 Events – Canada Day Entertainment

The Town Manager informed Council that Mr. Lou Skinner with the band Generation contacted the office concerning the band playing at the Town of Bauline's Canada Day celebration. After which:

**MOTION 024 / 2015**

*Councillor Carol King moved to **HIRE** the four member band "Generation" to perform at the Town of Bauline's 2015 Canada Day celebration.*

*Seconded by Deputy Mayor Colin LeGrow  
All in Favour*

*Motion **CARRIED***

6.8 Public Meeting and Budget presentation

Council reviewed the draft presentation for the public meeting scheduled for 5 February 2015 at 7:00 pm. The Mayor scheduled a meeting for 4 February 2015 at 7:30 pm to go over the presentation in more detail.

6.9 Council social

The Town Manager informed council that the council social is booked at Milestones 31 January 2015 at 7:00 pm.

6.10 New Projects

At this time, the Mayor suggested deferring this item to the end of the meeting, if time permits. All agreed.

**7.0 OLD BUSINESS**

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

7.2 Amendment Number 5

The 21 January 2015 Public Hearing regarding Amendment # 5 was cancelled due to no written correspondence received by 4:00 pm 19 January 2015 as advertised.

**MOTION 025 / 2015**

*Councillor Jason King moved to **APPROVE** the Municipal Plan Amendment No. 5 2014, and Development Regulation Amendment No. 5, 2014.*

*Seconded by Councillor Craig LeGrow  
All In favour*

*Motion **CARRIED***

***As Amendment number 5 have been approved by Council, The Mayor and Town Manager signed and sealed the original copies for dispatch.***

**8.0 FINANCES**

8.1 Financial Statement

After review of the Financial Statement by Council;

**MOTION 026 / 2015**

*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;

**MOTION 027 / 2015**

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

*Seconded by Councillor Craig LeGrow  
All in favour*

*Motion **CARRIED***

## 9.0 COMMITTEE REPORTS

### 9.1 Planning and Development Committee –

9.1.1 Review e-mails regarding D&P Holdings – The Planning and Development Committee reviewed the e-mail from D&P Holdings and requested a meeting 4 February 2015 at 7:30 pm. The Town Manager was requested to make the necessary arrangements.

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 – The History and Heritage Committee announced that a recent discovery has uncovered old photographs and a series of interviews carried out in 2009. They have requested that the next flyer should call to residents to submit old photographs to be scanned by the town staff.

9.5 Emergency Response Committee - There was no committee report submitted.

9.6 Integrated Community Sustainability Plan (ICSP) - Mayor Christopher Dredged provided a report of the ICSP meeting held 6 January 2015. As well he discussed the ICSP initiative to purchase a regional map by each of the three towns. After which:

**MOTION 028 / 2015**

*Deputy Mayor Colin LeGrow moved to **PURCHASE** a regional map as part of the ICSP initiative.*

*Seconded by Councillor Carol King  
All in favour*

*Motion **CARRIED***

9.7 Northeast Avalon Joint Council Committee (NEAJC) – There was no committee report submitted. Mayor Dredge asked council if there would be any other council member interested in representing the Town of Bauline on this committee. Councillor Craig LeGrow indicated he would review the requirements and discuss at the next meeting.

## 10.0 TABLE DISCUSSION

At this point the chair recommended bringing item 6.10 back to the table and requested Councils input into what they considered would be valuable new projects to take on:

### 6.10 New Projects

**Councillor Carol King:** the development of walking trails in addition to hiking trails in the community.

**Deputy Mayor Colin LeGrow:** The development of walking trails by cutting out a trail to the Big Hill this summer. Developing a sliding hill as a winter activity and creating pavilion lookouts in key spots in the community.

**Councillor Jason King:** The development of walking and hiking trails that are easily accessible by residents.

**Councillor Craig LeGrow:** The development of walking and hiking trails as an extension to the recreational area from the New Town Hall site going to the US Military Plane crash and the East Coast Trail.

**Mayor Christopher Dredge:** The development of a multi-purpose court at the old town hall site.

With that said the Mayor requested that Trails be an item of discussion on the next Council meeting agenda.

At this point the Mayor asked if there were any other items to discuss. There were none.

## 11.0 NEXT GENERAL MEETING

Mayor Christopher Dredge scheduled the Next General Meeting for **Thursday 19 February 2015 at 7:30 pm.**

## 12.0 ADJOURNMENT

*Councillor Carol King moved to **ADJOURN** the meeting of **28 January 2015***

**As there was no further business to discuss, Mayor Christopher Dredge adjourned the meeting at 10:37 pm.**

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Christopher Dredge  
Mayor  
Town of Bauline

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Craig Drover  
Town Manager  
Town of Bauline

