

TOWN OF BAULINE

MINUTES OF A REGULAR COUNCIL MEETING
HELD AT 1311 BAULINE LINE 29 July 2014

PRESENT

Mayor Christopher Dredge
Deputy Mayor Colin LeGrow
Councillor Craig LeGrow
Councillor Jason King
Town Manager Craig Drover
Assistant Terry Hillier

REGRETS

Councillor Carol King

PUBLIC IN ATTENDANCE

1.0 CALL TO ORDER

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

Regarding the minutes of the GENERAL COUNCIL MEETING **9 July 2014**

*Councillor Craig LeGrow moved to **ADOPT** the minutes of 9 July 2014 pending the correction to measurements recorded in item 5.2.2.*

*Seconded by Councillor Jason King
All in favour.*

*Motion **CARRIED***

As the minutes of 9 July 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 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

The Town Manager informed Council that he has visited the site several times and met the Forman, Mike Lynch. Progress is well and visible. NL Power is currently working with a resident to set up an easement agreement in order to install additional utility poles leading to the site. As well NL Power raised a concern regarding the need of 3 phase power supply vice single phase. The issue has been sent to the Engineers to determine necessity.

As the previous scheduled meeting between the Town, the Engineers and Contractors could not take place due to scheduling conflicts; Council directed the Town Manager to arrange the meeting either the 5th or 7th of August.

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

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

Deputy Mayor Colin LeGrow declared a Conflict of interest and left the building.

5.1.1 Technical Rope and Rescue – Review Crown Lands Division correspondence

Upon Review of the correspondence received from the Crown Land Division, council requested an amendment to the suggested area to be frozen and supplied information regarding a previous application in that area. The Town Manager was directed to liaise with the Crown Lands Division regarding this matter.

Deputy Mayor Colin LeGrow was recalled to the meeting.

5.2 REZONING - NIL

5.3 CORRESPONDENCE

5.3.1 Minister of Municipal and Intergovernmental Affairs – Council reviewed a circular regarding Remote Meeting Attendance and Youth Representatives. This circular enables Councils to approve attending council meetings remotely and to approve Youth Representation on council. Upon review:

Deputy Mayor Colin LeGrow Moved to **APPROVE** Council Members attending General Council Meetings and sub-committee meetings remotely and develop a Remote Meeting Attendance policy.

Seconded by Councillor Craig LeGrow
All in favour.

Motion **CARRIED**

Mayor Christopher Dredge left the Chair
Councillor Craig LeGrow assumed the Chair

Mayor Christopher Dredge Moved to **APPROVE IN PRINCIPLE** the appointment of Youth Representative(s) to council pending the development and adoption of a Council Youth Representative Policy and Terms of Responsibility.

Seconded by Deputy Mayor Colin LeGrow
All in favour.

Motion **CARRIED**

Councillor Craig LeGrow left the Chair
Mayor Christopher Dredge resumed the Chair

- 5.3.2 Independent Statutory Review Committee – Council reviewed a memorandum to ATIPPA Coordinators requesting that a survey be completed and returned by 15 August 2014.
- 5.3.3 Royal Newfoundland Constabulary Association – Council reviewed the Complimentary copy of the 23rd Annual RNCA Community Guide and Certificate of Appreciation.
- 5.3.4 Chris Palmer – Council reviewed an e-mail from Mr. Palmer Congratulating the Town on its superb Canada Day Celebrations.

6.0 NEW BUSINESS

6.1 Report from Town Manager

6.1.1 Resident Complaints

6.1.1.1 Unacceptable Property Conditions

At this time Councillor Craig LeGrow requested to address Council. He stated that he is related to one of the resident properties being complained about in this item of discussion. Addressing the chair he asked if he was considered in a conflict of interest. The Mayor confirmed that there were no financial benefits that could be gained and then, individually asked each attending council member if they felt Councillor Craig LeGrow was in a

Conflict of Interest. Each councillor and the Deputy Mayor responded that Councillor Craig LeGrow was not considered to be in a conflict of interest regarding this issue.

Council reviewed the Letter and the photographs submitted. A lengthy discussion ensued. After which it was determined:

- There are no municipal regulations regarding temporary structures, storage containers etc. and their placement. It was recommended that temporary structures, storage containers, trailers etc. be made an agenda item at the next Planning and Development Committee meeting.
- There are different opinions on what would be considered an eyesore and what does not, however all agreed that the properties presented in the complaint required cleaning-up and maintenance.
- There were other properties within the community identified by council that also required attention.

With that said, council directed the Town Manager to draft three letters to residents requesting that their fishing properties be made more presentable. These letters will be reviewed by council prior to being dispatched.

6.1.1.2 Water Complaint after Leak repair

Council reviewed the e-mail from a resident who recently had a leak repaired outside their property. The repair contributed to the resident being left without water for several days. Council reviewed the process and timeline taken for the repair and determined that all necessary steps were taken to repair the leak as fast as possible and that the resident was provided with drinking and disposable water.

6.1.1.3 Dangerous ditch on Seaview Lane

Council reviewed an e-mail indicating that there is a dangerous ditch on Seaview Lane, requesting that a guardrail be installed. The Town Manager informed council that he had surveyed the site and determined that the site was indeed eroding. He felt there was no room for

a guardrail, but possibly a buried culvert could work. Upon discussion council felt that due to the large runoff in that area during certain times of the year, a professional service should be engaged to determine the best route to take. Three council members agreed they would meet at the location on Seaview lane to gauge the situation and report at the next council meeting.

6.1.1.4 Water and debris runoff on Westerpoint Lane

Council reviewed an e-mail regarding water and debris runoff from Main Street onto Westerpoint lane creating huge deposits of silt, rock and sand on the property of landowners and municipal roads. As well there is a complaint that water is now entering the basement of one of the properties. Council discussed and recommended that the Town Manager check with the Department of Transportation to determine if there is anything they can do, as Main Street is a provincial route. As well when a professional service is engaged to determine solutions to the Seaview Lane issued discussed at item 6.1.1.3 above, they can also review the issue at Westerpoint Lane for a resolution.

6.2 Water Update

The Town Manager informed Council that there was one leak repaired on Seaview Lane since the last council meeting. As well there is a small leak in the Chlorine Pump lines which is affecting the chlorine residuals. This is due to be repaired in the near future.

6.3 Response to Forest Fire – After Action Review

Pouch Cove Fire Department, the City of St. John's and the Department of Forestry Fire and Emergency Services responded to a forest fire in Bauline 15 July 2014. A discussion ensued regarding the effectiveness of the response by the Town in this situation. It was noted that The Pouch Cove/Bauline Emergency Management Plan is currently being vetted by the Fire and Emergency Services NL, leaving the town without an emergency plan to follow. With that said, there were items that council felt should be noted and corrected in the event of another emergency. Some items were:

- All council members should be contacted immediately in the event of an emergency.
- A list of volunteers who agree to be part of an emergency response team should be maintained with contact information.

- A first responder vehicle was seen speeding though Main Street and nearly hit bystanders as it navigated the turn towards the Quarry site.

The Town Manager reported that when he arrived on scene, there was a council member and three volunteers taking direction from emergency responders and assisting in traffic control and equipment transportation. Without an emergency plan to follow he felt the operation went very smoothly.

6.4 Summer Student Grant – Post Secondary

Council reviewed an e-mail from Advanced Education and Skills (AES) received Friday 25 July 2014 authorizing funding for one (1) post-secondary student for five (5) weeks at 35 hours per week. Forms and completed paperwork was due back to AES by Monday 28 July 2014. The Town Manager informed council that he had received an earlier e-mail indicating that the town request for a post-secondary summer student was denied. He went on to explain that if it were possible and the student was hired yesterday (28 July 2014) the five weeks would end 7 September 2014, when the students are due to return to school. Upon review, and given the timeframe council decided to decline the offer.

6.5 Gas Tax Allocation 2014-2019

Council reviewed the Gas Tax Allocation for 2014-2019. The Total amount of \$122,384.00 would be broken down into 5 annual increments.

7.0 OLD BUSINESS

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

7.2 Alternate power supply to the pump house –

The alternate power supply to the pump house project is progressing. The base to house the generator has been constructed and the Electrical contractor has been notified.

7.3 Town Amendment Updates

Amendment # 4 As this amendment was adopted at the last council meeting:

*Councillor Craig LeGrow Moved to **APPOINT** Tom Strickland, of Business Logistics, as the Commissioner to hear public concerns regarding Municipal Plan Amendment No. 4, 2013 and Development Regulations Amendment No. 4, 2013.*

*Seconded by Councillor Jason King
All in Favour* *Motion **CARRIED***

*Councillor Jason King Moved to **SCHEDULE** a public hearing to take place at the Bauline United Church on Thursday 28 August 2014 at 7:00 pm to hear concerns regarding Municipal Plan Amendment No. 4, 2013 and Development Regulations Amendment No. 4, 2013*

*Seconded by Councillor Craig LeGrow
All in Favour* *Motion **CARRIED***

8.0 FINANCES

8.1 Financial Statement

After review of the Financial Statement by Council;

*Councillor Craig LeGrow moved to **ACCEPT** the Financial Statement as presented.*

*Seconded by Councillor Jason King
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 Jason King
All in favour*

*Motion **CARRIED***

9.0 COMMITTEE REPORTS

9.1 Planning and Development Committee – There was no committee report submitted.

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 – There was no committee report submitted.

9.5 Emergency Response Committee – Deputy Mayor Colin LeGrow gave a verbal presentation of his meeting with His Worship Joedy Wall, Mayor of Pouch Cove. The meeting with the Pouch Cove Mayor primarily related to:

- the Joint Emergency Response Plan between Pouch Cove and Bauline
- a Memorandum of Understanding regarding Fire and Emergency Services provided by the Pouch Cove Fire Department; and
- future cost sharing/invoicing of the provided services.

Deputy Mayor LeGrow went on to say the meeting was a positive, productive initial meeting.

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

11.0 NEXT GENERAL MEETING

The Mayor scheduled the Next General Meeting for **20 August 2014 at 7:30 pm.**

12.0 ADJOURNMENT

*Councillor Jason King moved to **ADJOURN** the meeting of **29 July 2014.***

As there was no further business to discuss, Mayor Christopher Dredge adjourned the meeting at 10:05 pm.

Christopher Dredge
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline