

# TOWN OF BAULINE

MINUTES OF REGULAR COUNCIL MEETING  
HELD AT 1311 BAULINE LINE 30 APRIL 2015

## PRESENT

Mayor Christopher Dredge  
Councillor Carol King  
Councillor Craig LeGrow  
Councillor Jason King  
Town Manager Craig Drover  
Maint Supr Terry Hillier

## REGRETS

Deputy Mayor Colin LeGrow

## PUBLIC IN ATTENDANCE

### 1.0 CALL TO ORDER

Mayor Christopher Dredge called the meeting to order at **7:32 pm**.

### 2.0 ADOPT AGENDA

Upon Review of the Agenda:

**MOTION 056 / 2015**

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

*Seconded by Councillor Carol King  
All in favour.*

*Motion **CARRIED***

### 3.0 ADOPT PREVIOUS MINUTES

Upon review of the 9 April 2015 minutes:

**MOTION 057 / 2015**

*Councillor Carol King moved to **ADOPT** the minutes of 9 April 2015 as presented.*

*Seconded by Councillor Jason King  
All in favour.*

*Motion **CARRIED***

***As the minutes of 19 February 2015 have been adopted by Council, The Mayor and Town Manager signed the original copy of the minutes.***

## 4.0 BUSINESS ARISING FROM MINUTES

### 4.1 Vicki MacBain's request for accessibility transportation support.

In accordance with item 5.2.6 of the 9 April 2015 General Minutes, Staff researched the options regarding transportation options for disabled persons. It was discovered that "Go Bus" is an extension of the St. John's transportation system. Bauline is not part of their service area and the town does not have any influence on where they will operate. "Wheel Way" is a private company and is available and willing to travel to the Bauline Area. A quoted price from Bauline to St. John's and return was \$76.00. Additional investigation revealed that some other communities avail of government grants for items of this nature. An "Elderly Committee" of sorts would have to be established and incorporated and then they can apply for government grants for elderly/disabled persons. A grant in the amount of \$10,000.00 was recently awarded to a community in our region and can be used to offset transportation costs in situations such as this.

Upon further discussion, council encouraged any citizen who wished to establish an "elderly committee" to make written application to the town office. They directed the Town Manager to respond to Mrs. MacBain with the information presented.

***At this point and 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 Additional Fund Request

With the recent information regarding budget overruns on the new town hall project, council discussed funding options. After which

### **MOTION 058 / 2015**

*Councillor Carol King moved to **REQUEST** additional funds in the amount of \$113,636.35 on a 90/10 split agreement with the Provincial Government in order to offset budget overruns on the Capital Works Project 11057.*

*Seconded by Councillor Jason King  
All in favour.*

*Motion **CARRIED***

7.1.2 Building Meeting review – 21 April

Council reviewed the minutes of the Special Meeting held 21 April 2015. After which:

**MOTION 059 / 2015**

*Councillor Craig LeGrow moved to **ADOPT** the minutes of Special Meeting held 21 April 2015 as presented.*

*Seconded by Councillor Carol King  
All in favour.*

*Motion **CARRIED***

7.1.3 Construction Update

The Town Manager informed council that there has been 5 site visits by staff since the last meeting. Progress continues and timelines are still on track. There have been issues raised concerning the electrical/mechanical room. As it stands the current configuration of electrical panels and mechanical works does not fit. A meeting with the consultants, contractors and tradesman is scheduled for 1 May 2015 to address the issue. Earlier this week, Councillor Jason King raised the concern of missing shingle tabs and the fact the shingles are 3 tab vice single tab. Consultation with the contracted specifications and discussion with the engineers has revealed that the proper shingle is installed on the building. The contractor indicated they will repair any broken shingle and they will also investigate the last 20-30 feet of the roadside roof to see if there was frost shield installed... if not they will affect the repair.

7.1.4 Community Committee Update

The call for volunteers to sit on the Community Committee is successful so far. To date there are 6 volunteers (including council and staff) who have come forward.

7.1.5 Flooring change presentation – Councillor Jason King

Councillor Jason King presented the floor installation and design plan to Council.

***At this point and 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***

## 5.0 APPLICATIONS AND CORRESPONDENCE

### 5.1 APPLICATIONS

#### 5.1.1 Quarry Application – Bauline Line Extension

Council reviewed an e-mail and quarry application received from Andrea Devereaux of the Mineral Lands Division. Upon review

**MOTION 060 / 2015**

*Councillor Jason King moved to **DENY** the application for a quarry permit on the Bauline Line Extension, as there are currently development plans in place for that area.*

*Seconded by Councillor Carol King  
All in favour.*

*Motion **CARRIED***

At this point, it was requested that the Town Manager liaise with the Department of Natural Resources, Forestry Division regarding designated woodcutting areas and the requirement for municipalities to consult with them regarding development in these areas.

The Town Manager was also requested to liaise with MATRIX Excavation to coordinate an on-site visit at the current quarry on the Bauline Line Extension in the next few weeks.

#### 5.1.2 Development Application – Ed Chaytor 910-912 Bauline Line

Council reviewed the application presented by Mr. Ed Chaytor to develop a single family dwelling at 910-912 Bauline Line. After which:

**MOTION 061 / 2015**

*Councillor Craig LeGrow moved to **APPROVE IN PRINCIPAL** Mr. Ed Chaytor's application to construct a single family dwelling at 910-912 Bauline Line as presented. Prior to the issuance of the development permit, Mr. Chaytor is to meet all regulations and criteria and have the measurements verified by a Town official for compliance with the Town of Bauline's Municipal Plan and Development Regulations 2007-2017*

*Seconded by Councillor Carol King  
All in favour.*

*Motion **CARRIED***

## 5.2 CORRESPONDENCE

### 5.2.1 East Coast Trail (ECT) – Request to meet with Council.

Council reviewed this request by East Coast Trail Association to meet with council and conduct a 30 min presentation. After discussion Council agreed that the ECT be added to the next General Council Meetings agenda in order to conduct their presentation.

### 5.2.2 Lands Branch Division – Definition of Building Height

Council reviewed this correspondence indicating that the Department of Municipal and Intergovernmental Affairs is considering a revision to the term “Building Height”.

### 5.2.3 Multi-Materials Stewardship Board (MMSB) – New Funding Program for Municipalities

Council reviewed this correspondence regarding MMSB announcing a new funding program with a proposal deadline of 26 May 2015.

### 5.2.4 Mothers Against Drunk Drivers (MADD) – Request for support by purchasing advertising space

Council reviewed this request for financial support through the purchase of advertising space in support of MADD. A discussion arose and it was noted that the town receives many of these types of requests. Councillor Jason King suggested that council look into budgeting a percentage of revenue to divert to charities on a rotational basis. It was requested that the Town Manager produce a spreadsheet for donations to charities for presentation at the next council meeting.

### 5.2.5 Service NL – Application for food establishment licence

Council reviewed this correspondence announcing that the town is approved to proceed with the food establishment (kitchen). A permit will be issued upon final inspection a day or two before opening.

### 5.2.6 Electoral Districts Boundaries Commission – Public Notice

Council reviewed this public notice regarding the NL Electoral Districts Boundaries Commission’s notice of proposal and public sittings.

### 5.2.7 Canadian Fitness and Lifestyle Research Institute – Survey

Council reviewed this survey on Canadian fitness and lifestyle from a municipality’s perspective. The Town Manager was requested to complete and return the survey.

5.2.8 Government Purchasing Agency – Delegation form for “Credit Card System for Fuel”

Council reviewed this contract participation form for “Credit Card System for Fuel Purchase at the Pump”. Council noted that at this time, there is no requirement to participate, but may be something to consider in the future.

5.2.9 Matthew Cooper – Invitation to join in a Joint Flatrock and Pouch Cove softball tournament hosted by Portugal Cove – St. Phillips for members of Council and Staff.

Council reviewed this invitation for any council and/or staff to form a joint Pouch Cove, Flatrock and Bauline Softball team to participate in the Mayor’s March tournament in Portugal-Cove, 6 June 2015. Mayor Christopher Dredge indicated that he would participate and requested that an RSVP be sent on his behalf.

5.2.10 Municipal Assessment Agency – Elected Official Training... to improve the Property Assessment System.

Council reviewed this elected official training opportunity regarding, improving the Property Assessment system put off by MAA. At this time there were no council members available.

5.2.11 City of Mount Pearl – Building Height Definition and Minutes of Meeting # 30 of the Eastern Regional Service Board

Council reviewed this correspondence sent to the City of Mount Pearl regarding the Building Height definition.

5.2.12 Fire and Emergency Services – National Wildfire Community Preparedness Day

Council reviewed this announcement that, 2 May 2015 is the first ever National Wildfire Community Preparedness day. Council recommended that this item be placed on the Town’s website.

5.2.13 Matthew Cooper – 2015 Killick Coast Games registration

Council reviewed this correspondence announcing the Killick Coast Games registration deadline of 5 June 2015. It was requested that this information be placed on the website and included in the next household mail out.

5.2.14 Department of Municipal and Intergovernmental Affairs – 2014 Gas Tax Expenditure Report

Council reviewed this document indicating that the Gas Tax Annual Expenditure Report is due by 30 June 2015. The Town Manager informed council that the Town’s report is complete and they will be reviewing it later in the meeting.

5.2.15 Department of Municipal and Intergovernmental Affairs – 2015  
Municipal Operating Grant Budget

Council reviewed this letter announcing that our total Municipal Operating Grant for this year will be \$34,452.41. The first installment (1/2) will be issued shortly.

5.2.16 Department of Municipal and Intergovernmental Affairs – 2014  
Financial Statement Template

Council reviewed this document indicating that the town's Consolidated Financial statement is due by 30 June 2015. The Town Manager informed council that the contracted auditor has already commenced the process.

5.2.17 Municipalities NL – Certificate of membership and Member's  
Handbook

Council reviewed this package from MNL which included the Certificate of membership, the member's handbook, and the 2015 Member's Card for each council member.

5.2.18 Jason King – Request to meet with Council or the Planning and  
Development Committee

The Town Manager informed council that Mr. Jason King (King Sod Farms) has requested to meet with either the Planning and Development committee or Council to discuss a matter concerning his agricultural lease on Bauline Line Extension. Council requested that the Town Manager contact Mr. King and invite him to the next council meeting.

5.2.19 Vigilant – Capital Works Project Management.

Council reviewed this package from Vigilant, a company that specializes in overseeing Municipal Capital Works projects.

5.2.20 NML – Municipal Awareness Day

Council reviewed this information package on this year's Municipal Awareness Day with the theme of "Get Involved: Municipal Government – Youth Leadership".

## **6.0 NEW BUSINESS**

### 6.1 Report from Town Manager

#### 6.1.1 Rink Passes

The Town Manager informed council that there are fifty rink passes available at the Jack Byrne Arena for the upcoming season. Free community skating passes are available every third year with renewal of the dasher board advertising space.

## 6.2 Maintenance Report

The Maintenance Supervisor informed council of the following items:

- He had Received notification that Food Licence has been approved pending an Inspection. The inspection is to be completed 2 days prior to the opening of the new town hall.
- A revised application has been submitted to Crown Land for the Walking Trails surrounding the new town hall site.
- New water emergency signs have been placed at Duck Pond and Tommy Whites Pond.
- Used appliances for the Kitchen in the New Town Hall were picked up at a very reduced price.
- The quote from Bae Newplan-SNC Lavalin regarding the weight restriction of the bridge on Brook Path has been received.

After some discussion it was requested that additional quotes be solicited regarding the state of the bridge and weight restrictions.

## 6.3 Safety Discussion

The Safety Officer informed council that a face shield has been purchased in order to safely add chlorine to the mixture at the pump house.

## 6.4 Water Update

The Maintenance Supervisor informed council of the following:

- Water levels are good, no leaks detected.
- Chlorine levels are good.
- He received the 2014 Summer Drinking Water Quality Report. The bacterial levels were well below the allowable limits, as follows:
  - : Trihalomethanes – Max 100 micrograms per litre, ours were 65.8
  - : Haloacetic acid – Max 80 micrograms per litre, ours were 44.8

## 6.5 Spring Clean-up

Upon review of quotes from Kinsella Services:

### **MOTION 062 / 2015**

*Councillor Craig LeGrow moved to **CONTRACT** Kinsella Services to conduct the Town's spring bulk clean-up operations between 11-15 May 2015 at a cost not to exceed \$2300.00 plus tipping fees.*

*Seconded by Councillor Jason King  
All in favour.*

*Motion **CARRIED***



After reviewing the main events list (MEL) for this event, council decided to identify 23 May 2015 as an alternate date for the kick-off event, currently scheduled for 9 May 2015.

6.6 Summer Student Program

The Town Manager informed council that in accordance with the special meeting held 21 April 2015; three (3) summer student employees have been applied for through the LaMPSS system. To date the town has received two (2) resumes.

6.7 Canada Day

The Town Manager informed council that the Canada Day events coordination is on progressing well. The entertainment and bouncy castle have been confirmed.

6.8 Audited Report – Gas Tax Funds

Upon review of the Gas Tax Funds Audited Report by Gregory Stokes:

**MOTION 063 / 2015**

*Councillor Carol King moved to **ACCEPT** the 2014 Gas Tax Funds audited report as presented by Gregory Stokes, C.A.*

*Seconded by Councillor Craig LeGrow  
All in favour.*

*Motion **CARRIED***

**7.0 OLD BUSINESS**

7.1 Town Hall / Memorial Park - Capital Works Project 11057

Previously addressed

7.2 Town Trails

Previously reported.

**8.0 FINANCES**

8.1 Financial Statement

After review of the Financial Statement by Council;

**MOTION 064 / 2015**

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

*Seconded by Councillor Craig LeGrow  
All in favour*

*Motion **CARRIED***

- 8.2 Outstanding Payables  
After review of the Outstanding Payables by Council;

**MOTION 065 / 2015**

*Councillor Carol King 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 – The Chair of the History and Heritage Committee (Mayor Christopher Dredge) informed council that there is a scheduled meeting with Dale Jarvis in the near future.
- 9.5 Emergency Response Committee - There was no committee report submitted.
- 9.6 Integrated Community Sustainability Plan (ICSP) - Mayor Christopher Dredge informed council that there is a scheduled ICSP meeting, hosted by the town of Bauline scheduled for 5 May 2015.
- 9.7 Northeast Avalon Joint Council Committee (NEAJC) – Mayor Christopher Dredge provided a report on the 8 April NEAJC meeting. It was primarily a presentation by Eastern Waste Management. Councillor Craig LeGrow indicated that he would be the alternate to this committee and requested to be informed when the next meeting is scheduled.

**10.0 TABLE DISCUSSION**

At this point the chair asked if there were any other business that anyone would like to discuss.

Councillor Craig LeGrow informed council that he had met with Mr. Ed Delaney, (Trail Manager for the East Coast Trail system) regarding maps and place names. He had also been informed that the first East Coast Trail meeting

actually took place in Bauline. With the East Coast Trail ending its circuit in Bauline; this is considered an historical event.

Councillor Carol King requested information regarding the recent police presence on Pouch Cove Line. The Town Manager informed council that he had spoken with Sgt. Foley of the RNC, who could not comment on ongoing investigations, but did say there was no reason for the general public to be alarmed.

Mayor Christopher Dredge asked Council Members to think about getting together and purchasing a Bauline print amongst member of council and to present it to the town as a memento of the opening of the new Town Hall and Council Chambers. He also requested that garbage bins be installed at the harbour front quarry site in two locations, in an effort to reduce garbage being thrown on the ground in that area.

There were no other items of discussion raised.

#### **11.0 NEXT GENERAL MEETING**

Mayor Christopher Dredge scheduled the Next General Meeting for **Thursday 21 May 2015 at 7:30 pm.**

#### **12.0 ADJOURNMENT**

*Councillor Craig LeGrow moved to **ADJOURN** the meeting of **30 April 2015***

**As there was no further business to discuss, Mayor Christopher Dredge adjourned the meeting at 10:52 pm.**

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Christopher Dredge  
Mayor  
Town of Bauline

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Craig Drover  
Town Manager  
Town of Bauline