

# TOWN OF BAULINE

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

## PRESENT

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

## REGRETS

Maint Supr Terry Hillier

## PUBLIC IN ATTENDANCE

### 1.0 CALL TO ORDER

Mayor Christopher Dredge called the meeting to order at **7:48 pm**.

### 2.0 ADOPT AGENDA

Upon Review of the Agenda:

**MOTION 101 / 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

3.1 Upon review of the 9 July 2015 minutes:

**MOTION 102 / 2015**

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

*Seconded by Councillor Craig LeGrow  
All in favour.*

*Motion **CARRIED***

***As the minutes of 9 July 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 East Coast Trail - Memorandum of Understanding

Council was informed that the MOU between the East Coast Trail Association and the Town of Bauline is scheduled to be signed by the Mayor and the President of the ECTA early next week.

##### 4.2 Tidy Town Judging

Council was informed that Tidy Town Judges will be in Bauline 6 August 2015. The Mayor will meet with the judges and give them a tour of the town. The Maintenance supervisor is coordinating some projects for the judging.

##### 4.3 Social Media Acknowledgement Form

Council reviewed the social media policy acknowledgment form, and those required to sign it did so. It was requested that it also be sent to the Community Committee chairperson for completion.

***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

The Town Manager informed council of the following items that has taken place since the last General Council meeting:

- NL Power has installed power to the building,
- flooring has commenced,
- electricians are back on site,
- Mechanical subcontractors are back on site,
- Septic tank has been installed, inspected and approved,
- Dropped ceiling installation has started; and
- Door hardware installation has started.

##### 7.1.1 Change Order 4 & 5

Upon review of Change Orders 4 and 5:

**MOTION 103 / 2015**

*Councillor Craig LeGrow moved to **APPROVE** Change Orders number 4 and 5 of Municipal Capital Works Project number 11057.*

*Seconded by Councillor Carol King  
All in favour.*

**Motion CARRIED**

- 7.1.2 Project number 11057 – Amendment number 1.  
Upon review of Amendment number one to project number 11057;

**MOTION 104 / 2015**

*Deputy Mayor Colin LeGrow moved to **AUTHORIZE** the Mayor and Town Clerk to enter into Amendment number 1 to Municipal Capital Works project number 11057 on behalf of the Council of Bauline.*

*Seconded by Councillor Carol King  
All in favour.*

*Motion **CARRIED***

At this time the Mayor and Town Manager (Clerk) signed the amended agreement.

*At this point and in Accordance with item 4.0 of the 25 September 2013 Town Council Minutes, the Mayor returned council to the order and sequence of the AGENDA and directed council to item 5.0*

**5.0 APPLICATIONS AND CORRESPONDENCE**

**5.1 APPLICATIONS**

**NIL**

**5.2 CORRESPONDENCE**

**5.2.1 Municipal and Intergovernmental Affairs**

Council reviewed this amendment to the Municipalities Act regarding the disposing of Municipal assets in excess of \$500.00 value.

**5.2.2 St. John's Fire Fighters**

Council reviewed this request to purchase ad space in the "Children's Fire Safety Journal, they declined at this time.

**5.2.3 Professional Municipal Administrators**

Council reviewed the training schedule for Professional Municipal Administrators and encouraged the Town Manager to attend any required training.

**5.2.4 Hospitality Newfoundland and Labrador**

Council reviewed this package requesting that towns ensure all tourism providers in our community meet recognized standards and licensing requirements so that travellers can plan experiences to meet or exceed their expectations. At this time it was noted that there are rental properties within the community that are advertised

as seasonal tourist rentals. The Town Manager was requested to follow up on these properties.

5.2.5 Forum for Young Canadians

Council reviewed this program whereby the town is encouraged to sponsor a youth (14-19) for an opportunity to go to Ottawa and learn about government process from behind the scenes. It is a non-partisan program. It was requested that this item be placed on the Town website to determine if anyone was interested in the program.

5.2.6 Atlantic Canada Water and Wastewater

Council reviewed this document regarding the ACWAW conference that runs from 4-6 October 2015. Council encouraged the Maintenance Supervisor to take advantage of this conference if available.

5.2.7 Literacy NL

Council reviewed this letter announcing that Literacy NL will close at the end of July due to the cut in government funding.

5.2.8 Municipalities NL

Council reviewed this information package announcing the MNL Annual General Meeting 2015 which is scheduled for 5-7 November 2015. It was requested that this item be deferred for a later meeting.

5.2.9 Municipal and Intergovernmental Affairs

Council reviewed this correspondence indicating that there will be a Capital Works announcement 3 August 2015 in Petty Harbour. It requested that a council representative be there. Both the Mayor and Deputy Mayor indicated they will try and attend.

5.2.10 Sexual Assault Crisis and Prevention Centre

Council reviewed this correspondence announcing Sexual Violence Awareness week from 14-18 September 2015. The organization requested that every Municipality in NL become engaged by signing a proclamation. After some discussion:

**MOTION 105 / 2015**

*Councillor Carol King moved to **DECLARE** the week of 14-18 September 2015 as Sexual Violence Awareness Week and support the Mayor signing the proclamation to this effect.*

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

*Motion **CARRIED***

## 6.0 NEW BUSINESS

### 6.1 Report from Town Manager

#### 6.1.1 Resident Complaint

The Town Manager informed council that he had a discussion with a resident concerned with the development at 900-904 Bauline Line. He is worried that previous uses of the property may have left the land with environmental hazards. Upon discussion, Council realized that this topic has been discussed in the past and the Town Manager confirmed that he has been monitoring the site. To date there has not been any problems seen. Council felt that this matter is being properly monitored but requested that the Town manager contact a provincial environmental officer regarding what other measures the town should take. It was requested that other towns also be asked if they have experienced similar circumstances.

### 6.2 Maintenance Report

In the absence of the Maintenance Supervisor, the Town Manager informed council of the following ongoing projects:

- Several more Garbage boxes have been completed, but require staining.
- The Wetland Habitat Stewardship sign has partially installed on the Bakeapple Marsh;
- The Notice Board area has been cleaned up and trimmed;
- Sweeping operations down over the hill have commenced; and
- Brush cutting operations have been ongoing throughout town.

### 6.3 Safety Report

No report submitted

### 6.4 Water Update

The Town Manager informed Council that Water levels are good, there were no leaks detected and chlorine residuals are satisfactory.

### 6.5 Gas Tax Capital Investment Plan amendments

The Town Manager informed Council that conversations with the Gas Tax Secretariat indicate that, as the Town Hall project includes a community center and have recreational components such as the playground, walking/hiking trails and eventually the cenotaph, then the parking lot paving may be eligible to be paid out of Gas Tax funds as well. In order to accomplish this Council would be required to decrease funding in one approved Capital Investment Plan project and increase the Capital Invest Plan regarding the asphalt installation at the New Town Hall site. After some discussion:

**MOTION 106 / 2015**

Councillor Carol King moved to **DECREASE** the Approved Capital Investment Plan regarding the future replacement of the water distribution by \$60,000.00

Seconded by Deputy Mayor Colin LeGrow  
All in favour.

Motion **CARRIED**

**MOTION 107 / 2015**

Councillor Carol King moved to **INCREASE** the Approved Capital Investment Plan number regarding the installation of asphalt at the New Town Hall and Community Center Municipal Capital Works project number 11057.

Seconded by Councillor Craig LeGrow  
All in favour.

Motion **CARRIED**

6.6 Mayor's March for Heart Disease and Stroke – After Action Review

A discussion arose regarding the Mayor's March for Heart Disease and Stroke which occurred the evening of 27 July 2015. It was not well attended which were attributed to several factors such as;

- An unexpected event which took place in June necessitated the date being pushed into July instead of June;
- The 27<sup>th</sup> of July was the first nice evening in about 3 weeks;
- The Food fishery was ongoing.

Upon additional discussion, it was recommended that the format remain the same, however the event should be scheduled in June vice July.

Mayor Christopher Dredge thanked the volunteers that did attend the walk for this much needed charity.

6.7 Request from Mr. Douglas Kavanagh

The Town Manager informed Council that Mr. Kavanagh has approached council and is requesting approval to use the town logo on his vehicle that is entered in the TARGA race. He has also requested that the town provide a decal for the car which will be advertised throughout the race. After some discussion;

**MOTION 108 / 2015**

Councillor Craig LeGrow moved to **APPROVE** Mr. Douglas Kavanagh to use the town logo on his vehicle during the TARGA race, and to provide a decal for display on the vehicle.

Seconded by Councillor Carol King  
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  
The Town Manager informed Council that between the poor weather experienced the entire month of July, and higher priorities the trail cutting operations has not commenced. Staff is still planning on getting this item started while the students are employed.

**8.0 FINANCES**

8.1 Financial Statement  
After review of the Financial Statement by Council;

**MOTION 109 / 2015**

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

Seconded by Deputy Mayor Colin LeGrow  
All in favour

Motion **CARRIED**

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

**MOTION 110 / 2015**

Deputy Mayor Colin LeGrow moved to **PAY** the Outstanding Payables as presented.

Seconded by Councillor Carol King  
All in favour

Motion **CARRIED**

## 9.0 COMMITTEE REPORTS

9.1 Planning and Development Committee – No report submitted for review.

9.2 Recreation Committee - No report submitted for review.

9.3 Finance Committee - No report submitted for review.

9.4 History & Heritage Committee – No report submitted for review.

9.5 Emergency Response Committee

The Chair of the Emergency Response Committee (Deputy Mayor Colin LeGrow) addressed council and informed them that there are still items to address prior to re-convening with the Pouch Cove Fire Chief. He set a date for the next ERC meeting of 3 August 2015 at 8:30 PM. Agenda items will consist of:

- Communication issues;
- Access to water for the Pouch Cove Fire Department;
- Water access on the Bauline Line Extension; and
- The feasibility of water storage and options.

9.6 Integrated Community Sustainability Plan (ICSP) - No report submitted for review

9.7 Northeast Avalon Joint Council Committee (NEAJC) – No report submitted for review

9.8 Community Committee – Councillor Craig LeGrow informed council that the Community Committee is going in the right direction.

## 10.0 TABLE DISCUSSION

Mayor Christopher Dredge informed council that he had received a complaint regarding the bonfire site at the Harbour Front Quarry. The Town Manager was directed to contact a local contractor to have the pile pushed into a smaller footprint. It was also recommended that information regarding the bonfire site be placed in the next flyer, i.e. only wood accepted, as well as placing a sign near the site indicating that this is the Town's bonfire site and to only deposit wooden materials.

Mayor Christopher Dredge also recommended that a donation of \$100.00 be given to the Harbour Authority for the use and assistance during the Canada Day activities. The remainder of Council agreed.

The topic of Beer Glasses was raised by the Town Manager, Council was informed that 200 beer glasses with the town logo on them could be purchased at a cost of \$698.00. There have been requests to purchase these items by the public. Another discussion arose regarding this matter as to whether this would



be considered a Community Committee item or not. It was agreed to inform the Community Committee and determine if they wished to be involved or not. In the meantime and after some discussion:

**MOTION 110 / 2015**

*Councillor Craig LeGrow moved to **PURCHASE** 200 beer glasses at a cost of \$698.00.*

*Seconded by Deputy Mayor Colin LeGrow  
All in favour*

*Motion **CARRIED***

**11.0 NEXT GENERAL MEETING**

Mayor Christopher Dredge scheduled the Next General Meeting for **Thursday 27 August 2015 at 7:30 pm.**

**12.0 ADJOURNMENT**

*Councillor Carol King moved to **ADJOURN** the meeting of **30 July 2015***

**As there was no further business to discuss, Mayor Christopher Dredge adjourned the meeting at 9:16 pm.**

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Christopher Dredge  
Mayor  
Town of Bauline

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Craig Drover  
Town Manager  
Town of Bauline