

TOWN OF BAULINE

MINUTES OF REGULAR COUNCIL MEETING
HELD AT 2 MEMORIAL PARK PLACE 3 MARCH 2016

PRESENT

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

REGRETS

PUBLIC IN ATTENDANCE

Mayor Christopher Dredge

1.0 **CALL TO ORDER**

Deputy Mayor Colin LeGrow called the meeting to order at **7:44 pm**.

2.0 **AGENDA**

Upon Review of the Agenda:

MOTION 024 / 2016

*Councillor Carol King moved to **ADOPT** the agenda as presented.*

*Seconded by Councillor Craig LeGrow
All in favour.*

*Motion **CARRIED***

3.0 **PREVIOUS MINUTES**

Upon review of the Minutes of General Council Meeting 11 February 2016:

MOTION 025 / 2016

*Councillor Jason King moved to **ADOPT** the minutes of 11 February 2016 as presented*

*Seconded by Councillor Carol King
All in favour.*

*Motion **CARRIED***

As the minutes of 11 February 2016 have been adopted by Council, The Deputy Mayor and Town Manager signed the original copy of the minutes.

4.0 **BUSINESS ARISING FROM MINUTES**

There were no business items of previous minutes raised or discussed at this time.

At this point and in Accordance with item 4.0 of the 25 September 2013 Town Council Minutes, the Deputy Mayor left the order and sequence of the agenda and directed council to item 7.1

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

The Town Manager briefed council on the current status of the Exhaust Fans and required balancing of the heat system; the latest changes to the Audio system, lighting system and bathroom exhaust fans. A discussion arose regarding the liquor license application. As all the ads and notices displayed in the newspaper and posted in various locations indicated that the Town of Bauline would be applying for a Liquor License; it was determined that the Liquor Licence would be applied for in the Town of Bauline's Name, with members of the Community Committee listed as officers/directors.

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

5.0 APPLICATIONS AND CORRESPONDENCE

5.1 APPLICATIONS

5.1.1 Leonard Hatcher – Development Application

Upon review of the deveopment application submitted by Mr. Leonard Hatcher:

MOTION 026 / 2016

*Councillor Craig LeGrow moved to **APPROVE IN PRINCIPAL** Mr. Leonard Hatcher's application to construct a single family dwelling at 853 Bauline Line as presented. Prior to the issuance of the development permit, Mr. Hatcher 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***

5.1.2 JeenesFit – Business Application

Upon review of David Jeenes' business application and application to operate a home office at 870 Bauline Line:

*Councillor Craig LeGrow moved to **APPROVE** Mr. David Jeenes Business Application and application to have a home office at 870 Bauline Line.*

*Seconded by Councillor Carol King
All in favour.*

*Motion **CARRIED***

5.2 CORRESPONDENCE

- 5.2.1 Municipal and Intergovernmental Affairs (MIGA) – Council reviewed this correspondence indicating that the town has \$2,200.91 of Gas Tax Funds un-allocated at this time.
- 5.2.2 Municipalities Newfoundland Labrador – Council reviewed this MNL membership package which included:
- Members handbook
 - Structure of MNL
 - Board and Staff contact info
 - Work plan for 2016
 - Meeting schedule
 - Membership discounts
 - James Hiscock memorial scholarship notice.
 - Membership cards for each council member
 - Receipt for membership fees paid; and
 - Membership certificate.
- 5.2.3 Newfoundland Police Curling Association – Council reviewed this request of support by purchasing advertisement space. Council declined at this time.
- 5.2.4 The Arthritis Society – Council reviewed this request to host a fund raising event. Council declined at this time.
- 5.2.5 Municipal Infrastructure and Engineering Branch – Maintenance Assurance Manual (MAM) – Council reviewed this correspondence regarding the development of a MAM in order to renew our “Permit to Operate” the water system. This will be required in the near future. The cost is estimated at \$5,000-\$10,000.00. Council requested that the Town Manager look further into this matter.
- 5.2.6 Town of Flatrock – Council reviewed the Town of Flatrock proposed amendment to the St. John’s Urban Region Regional Plan.
- 5.2.7 Fire and Emergency Services – Council reviewed the FES Training School calendar.

- 5.2.8 Municipal and Intergovernmental Affairs (MIGA) – Council reviewed this correspondence regarding the deadline for the 2015 Ultimate recipient Audited Annual Expenditure Report for Gas Tax. It was noted that the Town’s Auditor prepares and submits this report.
- 5.2.9 Fire and Emergency Services – Council reviewed the Capacity Cards for the Community Center and the information regarding the public posting of them.

6.0 NEW BUSINESS

6.1 Report from Town Manager

- 6.1.1 Assessment Project - The Town Manager informed council that he will be meeting with Kathy Burton to explain the project to her in the near future.
- 6.1.2 Cell coverage TELUS – The Town Manager informed council that TELUS engineers have the building floor plan and are currently trying to work out an in house solution for cell coverage boosting.
- 6.1.3 Jack Byrne ArenaDasher Board – The Town Manager informed council that the Jack Byrne Arena dasher board invoice has been received along with 50 free skate passes. After a short discussion, it was agreed to pass the tickets to the Community Committee for distribution to volunteers as they see fit.

6.2 Safety Report

- 6.2.1 Review Working Alone Policy
The Deputy Mayor had an opportunity to review the policy and made draft amendments to the document. Council reviewed and agreed with the changes. The Town Manager was requested to incorporate the alterations into the document for review at the next council meeting. At this point the Deputy Mayor suggested contacting a college such as Keyin Tech to try and get a work term placement in order to produce other safety related documents.

6.3 Water Update

After reviewing the latest Service NL water reports with Council, The Town Manager informed council that the water quality and quantity remains stable and good.

6.4 Private septic system issue – Seaview Lane

Council discussed the outstanding issue regarding a private septic system that crosses Seaview Lane.

6.5 Public Meeting – 24 Feb - AAR

Council discussed the public meeting which took place 24 February 2016. For the first public meeting held in the new building, all went well.

6.6 Washed Out Culverts

Council discussed at length the issue regarding the washed out culverts leading up to the Harbour Front Quarry. The Town Manager informed council that he had met with three members of the Harbour Authority concerning this matter. At that time it was learned that the culverts were put in place by Modern Paving for use during the break water project in 1988/89. The Harbour Authority does not own or maintain the accesses. It is not a provincial route and the Town of Bauline does not maintain it. There is allegedly private property on the other side of the culverts, but no taxes are being collected and no one has come forward to officially claim any of the property.

After a lengthy discussion;

MOTION 028 / 2016

*Councillor Jason King moved to **REPAIR** the access by placing blasted rock followed by suitable fill on top of the culverts and install a sign indicating that the access is not maintained for vehicle traffic.*

*Seconded by Councillor Carol King
All in favour.*

*Motion **CARRIED***

At this point Deputy Mayor requested that the Town Manager place a notice in the next town flyer asking anyone who owns property on the other side of the washed out culver to come forward.

6.7 Budget Revision

The Town Manager informed council that he had a telephone conversation with Mr. David Clarke, the town MIGA analyst. He noted a number of items that require amendment and the attention of council regarding the recently submitted budget. Budget revisions must be ratified by a motion of council by the 31 March. The Town Manager informed council that he will be working on this matter over the next several weeks; request a Finance Committee meeting prior to the next General Council meeting who in turn will present the revised agenda to Council at the next General Meeting. Council agreed with this course of action.

7.0 OLD BUSINESS

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

8.0 FINANCES

8.1 Financial Statement

After review of the Financial Statement by Council;

MOTION 029 / 2016

*Councillor Craig 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 030 / 2016

*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 – No report submitted

9.2 Recreation Committee – No report submitted

9.3 Finance Committee – No report submitted

9.4 History & Heritage Committee – No report submitted

9.5 Emergency Response Committee – The Deputy Mayor briefed council on the meeting held between the Pouch Cove Mayor, Fire Chief, and the Bauline Emergency Committee. In attendance were also the Town Manager and Councillor Carol King. The meeting was a positive, productive meeting whereby the Pouch Cove Mayor indicated that he has already directed the Town's Lawyers to work on a MOU between the two towns regarding Fire and Emergency Services. The Deputy Mayor indicated that the cost to have compatible communications is estimated at \$15,000.00 but the set-up would have to be worked out between the towns with the assistance of Hi-Tech communications. It was also noted by the Fire Chief that the Town of Pouch Cove will have to purchase a new pumper truck (as a primary vehicle) in five years IAW current legislation. He is preparing a plan to have the replaced pumper truck positioned in Bauline as an additional first responder asset in this area.

- 9.6 Integrated Community Sustainability Plan Committee (ICSP) - Councillor Craig LeGrow briefed council on the last ICSP meeting which was held in Pouch Cove 1 March 2016. A copy of the Minutes were available for Councils review.
- 9.7 Northeast Avalon Joint Council Committee (NEAJC) – No Report submitted.
- 9.8 Community Committee – Councillor Craig LeGrow briefed council on the previous meeting of the Community Committee.
- 9.9 War Memorial Committee – No Report Submitted.

10.0 TABLE DISCUSSION

There were no additional items of discussion added at this time.

11.0 NEXT GENERAL MEETING

Deputy Mayor Colin LeGrow scheduled the Next General Meeting for **Thursday 24 March 2016 at 7:30 pm.**

12.0 ADJOURNMENT

As there was no further business to discuss;

MOTION 031 / 2016

*Councillor Carol King moved to **ADJOURN** the meeting of **3 March 2016.***

As there was no further business to discuss, Deputy Mayor Colin LeGrow adjourned the meeting at 10:53 pm.

Christopher Dredge
Mayor
Town of Bauline

Craig Drover
Town Manager
Town of Bauline