

**Minutes of a Regular Meeting
The Town Council of Pouch Cove held
Tuesday, July 16, 2013**

Present: Mayor Sarah Patten

Councillors: J. Sainsbury

**Also present: Barbara Tilley – Town Manager
Jacqueline Berkshire - Town Clerk
Susan O’Keefe – Assistant Town Clerk**

1. CALLED TO ORDER

Mayor Patten called the meeting to order at 6:35 p.m.

2. ADOPTION OF THE AGENDA

13-227 Motion: J. Sainsbury/S. Patten

Motion to approve the Agenda as presented with the following additions:

- A. Vaters – Extension to Deck
- Email – M. Gillingham – filling commercial vehicles from local pond

Motion Carried Unanimously.

3. ADOPTION OF THE MINUTES

Regular Meeting of Council Tuesday, June 25, 2013

13-228 Motion: J. Sainsbury/S. Patten

Motion to approve the Minutes of Regular meeting of Council held on Tuesday, June 25, 2013 as presented.

Motion Carried Unanimously.

4. BUSINESS ARISING

13-229 Motion: S. Patten/J. Sainsbury

Motion to approve Development Application for David Snow for Renovation and Add on at 22 Noseworthy's Hill previously deferred by way of Motion 13-205.

Motion Carried Unanimously.

13-230 Motion: J. Sainsbury/S. Patten

Motion to approve Development Application for David Snow for renovations and construction at 22A Noseworthy's Hill previously deferred by way of Motion 13-206.

Motion Carried Unanimously.

Council advised that the deck is now done at Silver Threads.

Council asked the Town Manager the status of the War Memorial. She advised that there has been difficulty obtaining quotes as there is lead in the current memorial. The Town may have to look at it being replaced. Council asked that staff try to obtain quotes.

13-231 Motion: J. Sainsbury/S. Patten

Motion to approve electrical add on at the Chalet to a maximum of \$2500.00 plus HST. Work to be done by Legacy Electrical and will include supplying materials and labour.

Motion Carried Unanimously.

Letter will be written to residents of Castella's Lane further to their request dated May 8, 2013 regarding a feasibility assessment of the extension of municipal sewer services to the residents of Castella's Lane.

Preparation of the site of the new Town sign will be taking place and it will be erected within the next few weeks. Thirty (30) loads of topsoil is required for the new site.

5. DEVELOPMENT APPLICATIONS

(1) Development Application – A. Strugnell – Accessory Building

13-232 Motion: S. Patten/J. Sainsbury

Motion to approve Application to construct a 10' x 12' Shed at 10 Strugnell's Marsh with the condition that construction is at least one (1) metre from the boundary.

Motion Carried Unanimously.

(2) Development Application – J. Hynes – Accessory Building

13-233 Motion: J. Sainsbury/S. Patten

Motion to approve Application to construct a 20' x 24' accessory building at 585 Main Road. Mr. Hynes must also apply to Transportation and Works for location of driveway on Main Road.

Motion Carried Unanimously.

(3) Development Application – K. Hobbs – Accessory Building

13-234 Motion: J. Sainsbury/S. Patten

Motion to approve Application to construct 12' x 12' Accessory Building at 1 Lawrence Lane.

Motion Carried Unanimously.

(4) Development Application – A. Vaters - Deck

13-235 Motion: S. Patten/J. Sainsbury

Motion to approve Application to construct a 11' x 20' raised deck which will be attached to existing security fence and deck at 153 Town Circle.

Motion Carried Unanimously.

6. NEW CORRESPONDENCE

(A) Email – Prestige East Re: Shuttle Bus Proposal to St. John's

Prestige East Taxi of Torbay have proposed a shuttle to pick up, in the surrounding communities residents, and drop them off at Stavanger Drive. The service is looking for support from Council regarding this issue. The Town Manager advised that the ICSP have discussed this issue and were in the process of doing a study on transportation in conjunction with Metro Bus however with this proposal it was decided by Council that it would support this proposal. A letter will be written to Prestige East Taxi advising them of the Town support in this effort as well as put the Taxi service's link on the Town's website.

(B) Correspondence – R. Bill – 17-32 Bank Road

Correspondence from Roger Bill to update Council on the progress of the proposal to develop 17-32 Bank Road. Additionally Mr. Bill has asked the Council to clarify regarding the numbering of his property and whether 17-32 Bank Road is correct in an effort to avoid confusion in the future.

(C)Correspondence – M. Cooper – Annual Leave

13-236 Motion: J. Sainsbury/S. Patten

Motion to approve annual leave for Matthew Cooper from August 26 – August 30, 2013.

Motion Carried unanimously.

(D) Correspondence – Town of Appleton

Letter of Condolence regarding the recent passing of Councillor Walter Butt was forwarded to the Town on behalf of the Town of Appleton. Council asked that the letter be forwarded on to Joan Butt, Walter Butt's widow.

(E)Pouch Cove Days Update

Susan O'Keefe, Chairperson of the Pouch Cove Days Committee gave an update regarding Pouch Cove Days held July 5-7, 2013. She advised that it was a well attended and the Committee was pleased with the overall event. Planning will start in September for the 2014 Pouch Cove Days event. The next meeting is scheduled this evening, July 16, 2013 at 8:00 p.m.

(F)Correspondence – Municipal Affairs – Road Upgrading & Paving

13-237 Motion: S. Patten/J. Sainsbury

BE IT RESOLVED that the Town of Pouch Cove accept 2013 Municipal Capital Works Program Project No. 17-MCW-14-14030 – Road Upgrading & Paving in the amount of \$400,000.00 cost less GST rebate and the Town's contribution to be \$38,230.00 as outlined in the Government of Newfoundland & Labrador – Municipal Affairs correspondence dated June 26, 2013.

Resolution Carried unanimously.

(G) Email – Traveller's Guild Ad

13-238 Motion: J. Sainsbury/S. Patten

Motion to approve purchase of full back page ad in the 2014 Newfoundland & Labrador Traveler's Guide in the amount of \$6,448.00 plus HST.

Motion Defeated. Mayor Patten and Councillor Sainsbury against.

(H)Correspondence – J. Craniford

Ms. Craniford wrote Council asking that calcium be placed on Old Road and Sam's Place to cut down on the dust from traffic driving on the roads as well as from the wind blowing it around. Town Manager advised that we were late getting the order in and therefore are on the second shipment which is expected to arrive shortly. The Town has, however, purchased

a small quantity of calcium which will be distributed on roads in the interim until the regular shipment arrives.

Regarding Ms. Craniford's issue regarding whether Council can close off the pathway at the end of Old Road due to ATV's and dirt bikes using it as a thoroughfare with excessive speed, tearing up the roadway as well as being a safety issue for the children who play in the area. Councillor Sainsbury advised that it is a matter of respect for people using recreational vehicles to use good judgment when riding their vehicles. The Town will however look into who owns the land and reply to Ms. Craniford.

(I) Proposed Amendment to the St. John's Urban Region Regional Plan St. John's Municipal Plan Amendment No. 113, 2013 and St. John's Development Regulations Amendment No. 567, 2013 Proposed Expansion to Existing Quarry Site – East White Hills Road

13-239 Motion: J. Sainsbury/S. Patten

Motion to support the proposed amendment to the St. John's Urban Region Regional Plan St. John's Municipal Plan Amendment No. 113, 2013 and St. John's Development Regulations Amendment No. 567, 2013 proposed expansion to existing Quarry site – East White Hills Road.

Motion Carried Unanimously.

(J) Correspondence – Kevin Parsons, MHA – Pouch Cove Days

The Town received a correspondence from Kevin Parsons, MHA, (Mayor Patten read the letter to Council and the Gallery) congratulating the Pouch Cove Days Committee on bringing back the event after 16 years. He stated that it was a wonderful tradition to the Community. He wanted to congratulate and recognize Chairperson Susan O'Keefe for the time and effort she put into the planning and coordinating of the event with her Committee.

(K) Thank you – 2013 Pouch Cove Days Committee

The Pouch Cove Days Committee forwarded a card of thanks to the Town for its support of the newly revived Pouch Cove Days. Mayor Patten read the note to Council and the gallery.

(L) Quote – Painting of Concrete Blocks at Town Hall

13-240 Motion: J. Sainsbury/S. Patten

Motion to approve in quote from Brian Evans to paint nine (9) concrete blocks at the Town Hall in the amount of \$1000.00 with the Town supplying all materials.

Motion Carried Unanimously.

7. ACCOUNTS PAYABLE

13-241 Motion: J. Sainsbury/S. Patten

Motion to approve Accounts Payable as presented dated July 16, 2013 in the amount of \$49,917.18.

Motion Carried Unanimously.

8. FOREMAN'S REPORT

13-242 Motion: J. Sainsbury/S. Patten

Motion to approve Foreman's Report as presented dated July 11, 2013.

Motion Carried Unanimously.

9. LIAISON REPORT

Mayor Patten advised that the next Arena meeting will be held on Thursday, July 25, 2013.

Mayor Patten also advised that Recreation is in the process of getting ready for the Killick Coast Games which will be held this year in Pouch Cove August 11 – 15, 2013.

As well she wanted to thank Rev. Stuckless for filling in at the Ceremony on Canada Day.

The Town Manager advised that the next ICSP meeting is scheduled to be held August 21, 2013.

10. COMMITTEE REPORTS - No Committee Reports.

11. NEW BUSINESS

A Federal Government application has been completed for New Horizons for Seniors for technical equipment for Silver Threads i.e. computers, televisions, etc.

The work on the walking trail at the Vales has been stopped. The Town Manager spoke with the Department of Environment. Work has ceased until a permit is obtained from Department of Environment.

13-243 Motion: S. Patten/J. Sainsbury

Motion to approve piano tuning in the amount of \$50.00 to Newfound Pianos.

Motion Carried Unanimously.

12. ADJOURNMENT


13-244 Motion: J. Sainsbury/S. Patten

Motion to Adjourn.

Motion Carried Unanimously.

There being no further business the meeting adjourned at 7:33 p.m.


Jacqueline Berkshire, Town Clerk


Sarah Patten, Mayor