



**Minutes of a Meeting of Council
The Town Council of Pouch Cove held
Monday, December 16, 2013**

Present: Mayor Joedy Wall
Deputy Mayor Mark Vardy

Councillors: Tish Williams
Robert Brink
Roger Bill
Robert Tizzard

Absent: Kim Jordan

Also present: Barbara Tilley – Town Manager
Jacqueline Berkshire - Town Clerk

1. CALLED TO ORDER

Mayor Wall called the meeting to order at 6:30 p.m.

2. ADOPTION OF THE AGENDA

13-432 Motion: T. Williams/B. Brink

Motion to approve the Agenda as presented.

Motion Carried Unanimously.

3. ADOPTION OF THE MINUTES

Regular Meeting of Council Monday, December 2, 2013

13-433 Motion: B. Brink/R. Bill

Motion to approve the minutes of Monday, December 2, 2013 as presented.

Motion Carried Unanimously.

4. BUSINESS ARISING

5. DEVELOPMENT APPLICATIONS

(1) Development Application – 34 Bank Road – Extension – R. Bill

Councillor Bill declared conflict and left Chambers at 6:40 p.m.

13-434 Motion: M. Vardy/B. Brink

Motion to defer Development Application for a 30' x 36' extension at 34 Bank Road to Monday, January 13, 2014 Meeting of Council

Motion Carried Unanimously.

Councillor Bill returned to chambers at 6:55 p.m.

(2) Development Application – 49 Foley Crescent – Single Family – N.H Holdings

13-435 Motion: B. Brink/T. Williams

Motion to approve Development Application to construct a 42' x 30' single family dwelling at 49 Foley Crescent subject to approval from Service NL and the installation of a culvert.

Motion Carried Unanimously.

(3) Development Application – 53 Foley Crescent – Single Family – Kavanagh's Construction

13-436 Motion: B. Brink/T. Williams

Motion to approve development application to construct a 43' x 36' single family dwelling at 53 Foley Crescent subject to approval from Service NL and the installation of a culvert.

Motion Carried Unanimously.

(4) Development Application – 66 Main Road – Accessory Building – J. Whey

13-437 Motion: B. Brink/T. Williams

Motion to approve development application to construct a an accessory building at 66 Main Road subject to the size of the proposed construction and the existing wood shed being a combined total of 75 square meters to meet the existing Town regulations.

Motion Carried Unanimously

6. NEW CORRESPONDENCE

(A) Fourth Quarter Council Remuneration 2013

13-438 Motion: T. Williams/R. Brink

Motion to approve Fourth Quarter Council Remuneration 2013 in the amount of \$4,300.00.

Motion Approved Unanimously.

(B) Draft Municipal Habitat Stewardship Proposal

Draft Municipal Habitat Stewardship Proposal for the information of Council.

(C) Referral Letter – Dept. Natural Resources – Hudson’s Excavating Ltd.

13-439 Motion: T. Williams/R. Brink

Motion to approve/support Referral Letter for Application for current Quarry Permit Number 126821 for Hudson’s Excavating Ltd. in the Town of Pouch Cove.

Motion Carried Unanimously.

(D) Referral Letter – Dept. Natural Resources – GWK Holdings Inc.

Deputy Mayor Vardy declared conflict and stepped out of Chambers at 7:10 p.m.

13-440 Motion: R. Bill/T. Williams

Motion to approve/support Referral Letter for Application for current Quarry Permit Number 125600 for GWK Holdings Inc. at 700m from the end of Meeting House Road in the Town of Pouch Cove.

Motion Carried Unanimously.

(E) Referral Letter – Dept. Natural Resources – Garry Knight

13-441 Motion: R. Bill/R. Brink

Motion to approve/support Referral Letter for Application for current Quarry Permit Number 126694 for Garry Knight off Meeting House Road in the Town of Pouch Cove.

Motion Carried Unanimously.

Deputy Mayor Vardy returned to Chambers at 7:12 p.m.

(F) Correspondence from Pouch Cove Lions Club – For the information of Council

(G) Councillor Orientation – L W Consulting (revisit)

13-442 Motion: R. Tizzard/ B. Brink

Motion to approve Councillor Orientation with LW Consulting in the new year at a cost of \$1,150.00 plus tax.

Motion Carried Unanimously.

(H)Email – Street Light – Gully Road

13-443 Motion: T. Williams/ M. Vardy

Motion to approve placement of additional street light at Gulley Road as requested by Laura and Corey Cross in email dated December 12, 2013.

Motion Defeated Unanimously. *Councillor Jordan absent.*

(I) Email – Adventure Place Childcare

13-444 Motion: T. Williams/R. Brink

Motion to defer request by Adventure Place Childcare (email) dated December 11, 2013 to Finance Committee.

Motion Carried Unanimously.

(J)Resolution 2014-2015 Capital Works Project – Apply for Water Treatment Facility – (no correspondence attached)

13-445 Motion: R. Tizzard/R. Brink

BE IT RESOLVED THAT The Town of Pouch Cove apply under the 2014-2015 Capital Works Project for a Water Filtration Facility in the amount of \$2,500,000.00 cost shared by 90/10% funding.

Motion Carried Unanimously

(J) Motion for Byron Smith to do Financial Evaluation for 2014-2015 Capital Works Application (no correspondence attached)

13-446 Motion: T. Williams/R. Brink

Motion to approve the Byron Smith Chartered Accountant to do a Financial Evaluation for the 2014-2015 for the Capital Works Application at a cost of between \$1200.00 – \$1500.00.

Motion Carried Unanimously

(L)Correspondence – Sharon Wall – Sullivan’s Loop – For the information of Council

(M) Correspondence – Lisa, Penney, J. J. Patten – Access to Bank Road

Councillor Bill declared conflict and excused himself from Chambers at 7:18 p.m.

13-447 Motion: R. Brink/M. Vardy

Motion for the Town to install a culvert at Bank Road as per the request of residents at 17 and 21 Bank Road in correspondence dated December 12, 2013.

Motion Defeated Unanimously. *Councillor Jordan absent.*

Councillor Bill returned to Chambers at 7:20 p.m.

(N) Correspondence – Reg Elliot – William’s Hill – For the information of Council

(O) Telephone System for Town Hall

13-448 Motion: R. Brink/R. Tizzard

Motion to purchase new telephone system for the Town Hall in the amount of \$1,274.45 tax included from Ring Central.

Motion Carried Unanimously.

(P) Jack Byrne Arena – Municipal Weekly Report dated November 29, 2013 – For the information of Council.

(Q) Draft Job Description – Recreation & Special Events coordinator

13-449 Motion: R. Bill/R. Tizzard

Motion to approve Draft Job Description for the Recreation and Special Events Coordinator as presented.

Motion Carried Unanimously.

(R) TownSuite Upgrade (revisit)

13-450 Motion: R. Brink/M. Vardy

Motion to approve upgrade to TownSuite in the amount of \$6,450.00 as quoted in the meeting with Pro Com. Town Manager and Councillor Brink to have training for Staff on the new upgrades.

Motion Carried Unanimously.

(S) Draft Job Description – Recreation & Special Events coordinator

13-451 Motion: T. Williams/R. Tizzard

Motion to approve defer the purchase of chairs for Council Chambers.

Motion Carried Unanimously.

(T) I.T. Update – Councillor Tizzard

Councillor Tizzard updated Council as to IT changes and upgrades at the Town Hall. He advised we have moved from Bell Aliant to Rogers for internet service at a savings of

approximately \$780.00 per year. He also advised once the the new phone system is in place we may require a cable company to run wires.

(U) Indian Night – update from Councillor Tizzard

Councillor Tizzard reminded Council and members of the Gallery that the sales of the Indian Night are quite good and there is to date about 70 tickets sold. There are still tickets available at \$20.00 each. The dinner will be held at the Lion's Club, who have kindly donated the space, on Saturday, December 21, 2013.

Motion Carried Unanimously.

7. Accounts Payable

13-452 Motion: T. Williams/R. Brink

Motion to approve Accounts Payable dated December 16, 2013 in the amount of \$49,410.59.

Motion Carried Unanimously.

8. PUBLIC WORK'S REPORT

13-453 Motion: R. Brink/R. Tizzard

Motion to approve the Public Work's Reports dated December 12, 2013 as presented.

Motion carried unanimously.

Purchase Tires – GMC Canyon 2010

13-454 Motion: R. Brink/R. Bill

Motion to approve the purchase of new tires for the Town's 2010 GMC Canyon through Central Purchasing.

Motion carried unanimously.

9. LIAISON REPORTS – No Liaison Reports.

10. COMMITTEE REPORTS

Human Resources/Administration – Human Resources/Administration met on December 12, 2013. There was a brief meeting Deputy Mayor Vardy to Chair in Councillor Bill's absence. Councillor Williams agreed to chair the Negotiating Committee.

Finance – The Finance Committee is scheduled to meet on December 17, 2013 at 4:00 p.m.

11. NEW BUSINESS

Councillor Tizzard advised that he has been in contact with RNC Sgt. S. Ennis regarding speed signs. Sgt. Ennis advised that there is a sponsorship program whereby the sign can then be moved from Town to Town. He will be updated when more information is available.

Additionally there is an ATV Task Force in the process of being implemented.

12. ADJOURNMENT

13-455 Motion: B. Brink/T. Williams

Motion to Adjourn.

Motion Carried Unanimously.

There being no further business the meeting adjourned at 7:50


for Jacqueline Berkshire, Town Clerk


Joedy Wall, Mayor