



**Minutes of a Meeting of Council
The Town Council of Pouch Cove held
Monday, March 10, 2014**

Present: Mayor Joedy Wall
Deputy Mayor Mark Vardy

Councillors: Tish Williams
Robert Brink
Kim Jordan
Robert Tizzard
Roger Bill

Also present: Barbara Tilley – Town Manager/Clerk
Susan O’Keefe – Assistant Clerk

1. CALLED TO ORDER

Mayor Wall called the meeting to order at 6:29 p.m.

2. ADOPTION OF THE AGENDA

14-070 Motion: R. Brink/T. Williams

Motion to approve the Agenda for March 10, 2014 with additions under New Business.

(A) Communications Policy Discussion – Councillor R. Bill

Motion Carried Unanimously.

3. ADOPTION OF THE MINUTES

Regular Meeting of Council Monday, February 24, 2014

14-071 Motion: R. Brink/M. Vardy

Motion to approve the minutes of Monday, February 24, 2014 as presented.

Motion Carried Unanimously.

Special Meeting of Council Monday, February 24, 2014

14-072

Motion: M. Vardy/R. Brink

Motion to approve the minutes of Monday, February 24, 2014 as presented.

Motion Carried Unanimously.

4.

BUSINESS ARISING

(A) 72 Murrin's Road Appeal Hearing

The Appeal results were explained by Councillor R. Brink. The residents are required to submit a proper survey of the property. The Town is responsible for refunding the Appeal fee of \$113.00 that was paid by the resident.

(B) Request for Proposal

14-073

Motion: R. Brink/M. Vardy

Motion to rescind Motion #H. 14-060, from a regular meeting of Council on Monday February 24, 2014 as it reads:

(H) Drainage Valve Replacement

14-060

Motion: R. Tizzard/K. Jordan

Motion to advertise a Request for Proposal in the Evening Telegram to contract this work.

Motion Carried Unanimously.

Motion Carried Unanimously.

5.

DEVELOPMENT APPLICATIONS

(A) 38 Diamond's Road - Garage

14-074

Motion: R. Brink/R. Tizzard

Motion to approve application for garage at 38 Diamond's Road.

Motion Carried Unanimously.

(B) 5A Jordan's Lane - House

Councillor K. Jordan advised that the applicant is her nephew and asked if she was in conflict. Mayor J. Wall called the question and Councillor Jordan was declared not in conflict.

14-075 Motion: R. Brink/R. Tizzard

Motion to approve general development application for 5A Jordan's Lane.

Motion Defeated Unanimously.

Councillor R. Brink explained to Council that the Bank currently owns the property. There is currently a foundation of the previous house in this location. It is a very small building lot, and the survey provided is old. The applicant is looking for Approval in Principal to build. The lot only has a 45 ft depth, as measured by Town Staff, which is not big enough for the standard requirements for general development.

Councillor R. Tizzard advised tht this application should not have been accepted through the office, as the survey is old and the lot size was not acceptable. He suggested that the applicant should be refunded his fee and for Council to not make any decision regarding this application.

Councillor R. Brink advised that we have enough proper information to make a decision. Town Manager B. Tilley advised the requirements which are stated on the General Development Application Forms.

6. NEW CORRESPONDENCE

(A) Loan Renewal for Jack Byrne Arena

14-076 Motion: R. Brink/R. Tizzard

Motion to approve the loan renewal for the Jack Byrne Arena through Royal Bank of Canada at a rate of 3.51% over 5 years.

Motion Carried Unanimously.

(B) Finance Meeting Adjustments

14-077 Motion: R. Tizzard/R. Brink

Motion to accept the account adjustments brought forward by the Finance Committee as presented:

Date	Account Number	\$ Amount	Motion #
March 4t /14	WILLI001	\$765.00	14-076
March 4th /14	TOWN.001	\$2,296.32	14-076
March 4th /14	TBRSE001	\$45.00	14-076
March 4th /14	WATER001	\$508.34	14-076
March 4th /14	MURRJ001	\$206.47	14-076
March 4th /14	MURRJ001	\$34.13	14-076
Feb 7th /14	BELLM001	\$789.73	14-076
Feb 7th /14	BELLA001	\$1,451.13	14-076
Feb 12/14	MULLB	\$409.20	14-076
Feb12/14	BUTT003	\$313.20	14-076
Feb17/14	NEWEB001	\$127.83	14-076
Jan29/14	BAKET001	\$20.70	14-076
Nov 30/13	EMERN001	\$29.40	14-076
Nov 30/13	EMERN001	\$91.20	14-076
Oct4/13	GARDG001	\$73.20	14-076
Sept30/13	CHOIC001	\$561.00	14-076
Sept30/13	LAHED001	\$409.80	14-076
Sept 30/13	NINO.001	\$306.00	14-076
Sept 30/13	MULLJ001	\$444.00	14-076
Sept 30/13	NOSEC009	\$37.80	14-076
Sept 30/13	MULLJ001	\$66.00	14-076
Sept30/13	VATET002	\$19.80	14-076
June6/13	DUGAR001	\$91.20	14-076
June6/13	DEGAR001	\$89.14	14-076
June28/13	SULLE006	\$270.80	14-076
May16/13	MARCH001	\$470.00	14-076
May21/13	GALER001	\$184.20	14-076
Total		\$10,110.59	

Motion Carried Unanimously.

(C) Correspondence – Councillor R. Tizzard

14-078 Motion: T. Williams/M. Vardy

Motion to approve \$250 spending limit as a ‘gifting’ policy.

Amended Motion: R. Bill/T. Williams

Motion to defer this proposal until further information is gathered from other municipalities regarding their ‘gifting’ policy.

Motion Carried.

Against: R. Tizzard & R. Brink

(D) Kavanagh Associates – Per Diem Rates

14-079 Motion: T. Williams/R. Brink

Motion to accept the per diem rates for General Advice as proposed by Kavanagh Associates.

Motion Carried Unanimously.

14-080 Motion: T. Williams/K. Jordan

Motion to sign contract stating Kavanagh Associates will be the Town's engineer for obtaining general advice, based on the 2014 rates provided.

Motion Carried Unanimously.

(E) Atlantic Water & Wastewater Association Workshops

14-081 Motion: R. Tizzard/K. Jordan

Motion to send Town Foreman G. Noseworthy to workshops on May 8-9, 2014 in St. John's.

Motion Carried Unanimously.

(F) Severance Account Set Up

14-082 Motion: R. Tizzard/M. Vardy

Motion to set up Severance account.

Motion Carried Unanimously.

(G) Photocopy Machine Quotes

14-083 Motion: R. Tizzard/R. Brink

Motion to accept quote from Advantage Office for the new 48 month lease of a photocopy machine in the amount of \$102 per month.

Motion Carried Unanimously.

Mayor J. Wall advised Council of the three obtained quotes from Ricoh, Pinnacle & Advantage Office. Although the quotes are close, Mayor Wall confirmed with the Ricoh Representative that they had no prior knowledge of the quote amounts.

(H) Snow Blower Quotes

14-084 Motion: R. Bill/T. Williams

Motion to postpone purchasing a snow blower until the Fall 2014.

Motion Carried Unanimously.

(I) Correspondence – Northeast Minor Hockey Association

Councillor T. Williams advised that her son was on this particular hockey team and asked if she was in conflict. Mayor J. Wall called the question and Councillor Williams was declared in conflict. Councillor Williams left the room at 7:13pm.

It was decided that this would be taken as information only, as the Town of Pouch Cove does not give donations.

Councillor T. Williams returned to the Chambers at 7:16pm.

(J) Resident Correspondence – Marsh Road

For information only. Mayor J. Wall spoke with this resident and advised that the operators would do their best to keep snow out of the river.

(K) Correspondence – Recreation Commission Chair

14-085 Motion: M. Vardy/R. Brink

Motion to reorganize the hiring committee for the Recreation Summer Students as follows:

One Staff Member (Recreation Coordinator), one member of Council (Recreation Commission Liaison), and the Recreation Commission Chairperson.

Motion Carried Unanimously.

14-086 Motion: R. Bill/R. Brink

Motion to only apply the “2 year hiring rule” to full time positions only.

Motion Carried Unanimously.

The 2-year rule is implied for counting years of student employment with the summer program. Part-time employment will not count towards the “2-year rule”.

7. ACCOUNTS PAYABLE

14-087 Motion: R. Bill/T. Williams

Motion to approve Accounts Payable dated March 10, 2014 in the amount of **\$85,542.45**.

Motion Carried Unanimously.

8. PUBLIC WORK'S REPORT

There was no Public Works report for this meeting, however, Mayor J. Wall advised of an update. Mayor Wall discussed that our Town Foreman has been in the hospital for an extended period of time. This causes stress on the two employees as they are doing the work of three people. Through observation, it was deemed necessary that the Town should hire a contractor to help with the ploughing of the roads.

9. LIAISON REPORTS

Fire Department

The Fire Department had met on March 3, 2014 and would like to inquire about the Town's Emergency Plan and Emergency Centers.

ICSP

The ICSP Committee met on March 4, 2014 and would like to inquire about the costs of the Town's professional services and to share them amongst the committee members. They are also in the process of publishing a new business directory for the three towns.

10. COMMITTEE REPORTS

There are no committee reports for March 10, 2014.

10. NEW BUSINESS

(A) Communications Policy

Councillor R. Bill expressed his views on the Communications Policy that was passed during the last regular meeting of Council which was when he was out of the country, February 24, 2014. Councillor Bill advised that he supports this policy.

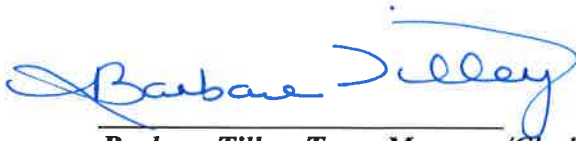
11. ADJOURNMENT

14-088 Motion: R. Brink/R. Bill

Motion to Adjourn.

Motion Carried Unanimously.

There being no further business the meeting adjourned at 7:46pm.



Barbara Tilley, Town Manager/Clerk



Joedy Wall, Mayor