

**Minutes of a Regular Meeting
of The Town Council of Pouch Cove held
Monday, July 16th, 2012**

Present: Mayor Sarah Patten
Deputy Mayor Kevin Connors

Councillors:
W. Butt
R. Furlong-McGrath
J. Mulley
A. Murrin
J. Sainsbury

Also present : Barbara Tilley - Town Manager
Roxann Butler - Town Clerk

1. Called to Order :

Mayor Patten called the meeting to order at 6:40 p.m.

2. Adoption of the Agenda :

Motion: W. Butt / J. Mulley

12-200 Motion to approve the Agenda as presented with the addition under New Development: (9) Bragg's Lane; Under New Correspondence: (O) The Vales and under Liaison Report: Fire Department.

Motion Carried Unanimously

3. Adoptions of the Minutes

(1) Special Meeting of Thursday, June 8th, 2012

12-201 Motion: J. Mulley / W. Butt

No omissions or errors.

Motion Carried Unanimously

(2) Regular Meeting of Monday, June 18th, 2012

12-202 Motion: W. Butt / K. Connors

No omissions or errors.

Motion Carried Unanimously

(2) Regular Meeting of Wednesday, June 21st, 2012

12-203 Motion: W. Butt / J. Mulley
No omissions or errors.
Motion Carried Unanimously

4. **Business Arising**

12-204 Motion: K. Connors / W. Butt

Motion to rescind Motion 12-167 Re: The Vales Subdivision Development Agreement and Motion 12-168 Re: Bradley McGrath Development Application.

Motion Carried Unanimously

A camera has been purchased to install in areas of the Town where illegal dumping is a problem.

A stop work order has been issued to the owner of the unpermitted cabin at Miles Pond.

The Expression of Interest for a Development Control Officer received one application from an individual with no related work experience or education.

12-205 Motion: W. Butt / K. Connors

Motion to approve in principle development application for 17-32 Bank Road conditional to the Bank Road being brought up to Town standards, inspected and turned over to the Town prior to the dwelling being constructed.

Motion Carried Unanimously

5. **Development Applications**

(1) Paul Whalen - Crown Land

12-206 Motion: J. Mulley / W. Butt

Motion to approve the Crown application for a hunting shelter near Miles Pond.

Motion Defeated Unanimously

(2) Bradley McGrath - M1- 5-7 Mountain Crescent - Development

12-207 Motion: J. Mulley / W. Butt

Motion to approve the development application for M1- 5-7 Mountain Crescent subject to approval from Government Services.

Motion Carried. Sainsbury against.

(3) Joy Rybakov - Accessory Building

12-208 Motion: J. Mulley / J. Sainsbury

Motion to approve an accessory building measuring 5.5 metres X 7.3 metres at 7 Foley Crescent.

Motion Carried Unanimously

(4) Leroy Nichols- Parcel B - Gully Road Development

12-209 Motion: W. Butt / J. Mulley

Motion to approve the development application for Parcel B Gully Road as presented.

Motion Defeated. Sainsbury, Furlong-McGrath, Butt and Murrin against.

(5) Chad and Berkley Sainsbury - Extension to Accessory Building

12-210 Motion: J. Mulley / K. Connors

Motion to approve a 6 X 11 Foot extension to an existing accessory building at 13 Castella's Lane.

Motion Carried Unanimously

(6) Maureen Dugal - Accessory Building

12-211 Motion: W. Butt / J. Mulley

Motion to approve an accessory building measuring 8 X 10 Feet at 30-40 Meetinghouse Road.

Motion Carried Unanimously

(7) Terry O'Toole - Extension

12-212 Motion: W. Butt / J. Mulley

Motion to approve an extension measuring 16X28 Feet to the existing dwelling at 51 Marsh Road.

Motion Carried. Sainsbury against.

(8) Josephine Connors - Development/Engineer's Advice/Response

12-213 Motion: J. Mulley / J. Sainsbury

Motion to approve the development application as presented for 20 Meetinghouse Road based on the recommendations from the Town Engineer and subject to the approval of Government Services.

Motion Carried Unanimously

12-214 Motion: J. Sainsbury / R. Furlong-McGrath

Motion to require a waiver to be signed for the development application for 20 Meetinghouse Road for flooding purposes.

Motion Carried Unanimously

(9) Bragg's Lane Accessory Building Application Revisited

12-215 Motion: J. Sainsbury / R. Furlong-McGrath

Motion to approve the accessory building application for 11-13 Bragg's Lane based on the revised plot plan.

Motion Carried Unanimously

6. **New Correspondence**

(A) Municipal Affairs - Correspondence - Potential Conflict of Interest alleged by a Town Employee

12-216 Motion: R. Furlong-McGrath / A. Murrin

Motion that in reference to subsection 207 (1) (d) of the Municipalities Act 1999 Mayor Sarah Patten is in a conflict of interest regarding all NAPE discussions, NAPE negotiations and NAPE settlements where a monetary interest for NAPE exist.

Motion Carried. Deputy Mayor Connors and Councillor Butt against.

12-217 Motion: R. Furlong-McGrath / A. Murrin

Motion that in reference to Section 206 (2) of the Municipalities Act 1999

that Council declare Mayor Sarah Patten's seat vacant whereby Mayor Sarah Patten failed to disclose that she has a conflict of interest dealing with monetary interest matters between her employer NAPE and the Town of Pouch Cove.

Motion Defeated. Deputy Mayor Connors, Councillors Butt and Sainsbury against.

(B) Policy-Water Lines/Sewer Lines Approved by Engineer at builders expense

12-218 K. Connors / W. Butt

Motion to require an engineer's inspection and approval of any new water lines/sewer lines installed in the Town. This action is to be at the owner's expense.

Motion Carried Unanimously

(C) Paul Quigley - Correspondence

12-219 Motion: W. Butt / J. Sainsbury

Motion to defer Paul Quigley's request for Council support for his application for a quarry permit in the Blackhead area until more information is forthcoming.

Motion Carried. Butt and Sainsbury against.

(D) Brian Murray - Correspondence

12-220 Motion: J. Mulley / J. Sainsbury

Motion to approve request to build a camper and place on a piece of private land behind Noseworthy's Hill.

Motion Defeated Unanimously

(E) Nancy Penton - Correspondence

12-221 Motion: R. Furlong-McGrath / J. Sainsbury

Motion to approve the posting of a message surrounding an upcoming family reunion on the Town sign.

Motion Carried Unanimously

(F) Capital Works - Announcement

Info only.

(G) Charmaine Barney - Public Meeting Request

12-222 Motion: J. Mulley / J. Sainsbury

Motion to defer the Municipal Stewardship Program Agreement to be reviewed during the review of the Town Plan.

Motion Carried Unanimously

(H) Silver Threads - Correspondence

12-223 Motion: K. Connors / W. Butt

Motion to cover the cost of Silver Threads' annual cleaning and inspection of the Silver Threads Club's furnace by Ultramar.

Motion Carried Unanimously

(I) Nino Construction - Correspondence

12-224 Motion: K. Connors / W. Butt

Motion to approve the Town's acceptance of Nino Construction's proposal to pay the Town \$10,000 towards the cost of a new water and sewer line in the area of New Road. In return, Mr. Jason Connors will be permitted to hook onto this new line.

Motion Carried Unanimously

(J) Quotes for Kiddie Park Extension

12-225 Motion: K. Connors / W. Butt

Motion to accept the quote from Hudson's Excavating in the amount of \$10,500 plus HST for work to be completed as described at the Lion's Club Kiddies Park, Gruchy's Hill.

Motion Carried Unanimously

12-226 Motion: K. Connors / W. Butt

Motion to share the cost 50/50 with the Pouch Cove Lion's Club for work completed by Hudson's Excavating.

Motion Carried Unanimously

(K) Information on Transparency and Accountability Act

Information Only.

(L) Circular - changes to Supplementary General conditions

Information Only.

(M) Bill 20

Information Only.

(N) Sam Connors - Correspondence

Information Only.

(O) The Vales Correspondence

12-227 Motion: J. Mulley / K. Connors

Motion to approve the signing of the Subdivision Development Agreement for the Vales of Tolt Mountain between the Town of Pouch Cove and 52182 Newfoundland & Labrador Limited.

Motion Carried Unanimously

7. Accounts Payable

12-228 Motion: J. Mulley / K. Connors

Motion to approve the Accounts Payable at \$57,971.92

Motion Carried Unanimously

8. Foreman's Report

12-229 Motion: K. Connors / W. Butt

Motion to approve the Foreman's Report as presented.

Motion Carried Unanimously

12-230 Motion: K. Connors / W. Butt

Motion to accept the tender bid from Terra Nova Motors for a 2013 GMC Sierra 2500 HD 4X4 Diesel Pickup for a cost of \$49,432.98 including HST.

Motion Defeated Unanimously

9. Liaison Report

The Fire Department Liaison presented her report. New recruits are desperately needed and the Fire Department wishes to place information on the town sign and website offering information for new members to join. Firefighter Janet Taylor is coordinating the Annual Fireman's Ball.

Invitations should be out by the end of July with a response date by September 3, 2012. No monthly meeting is scheduled for over the summer months. Fire Department training will be ongoing however.

Motion Carried Unanimously

12-231 Motion: R. Furlong-McGrath / A. Murrin

Motion to approve the cost for eight shirts for Fire Department representatives attending the Annual Convention for a cost of \$203.40 inclusive.

Motion Defeated. Mayor Patten, Deputy Mayor Connors, Councillors Sainsbury and Butt against.

Councillor Furlong-McGrath also questioned if there was a way the Town can encourage residents to place civic house numbers on their dwellings. Councillor Furlong-McGrath was advised that the Town places notices on all yearly invoices and newsletters and often on the Town sign encouraging residents to place civic house numbers on their dwellings stating that it can save time during life saving events.

No update has been received surrounding a static water supply at The Vales subdivision.

The liaison raises concern over debris at the Stiles Cove Complex. Councillor Furlong-McGrath was advised the boughs have been either mulched or burned and the debris has been cleaned up.

Councillor Furlong-McGrath inquired if occupancy permits include an inspection of a dwelling including missing steps/stairs. The Town Manager responded that a condition to any building permit is that the dwelling is built to National Building Code. The Town Manager suggested that perhaps a letter addressed by the Fire Chief can be sent to residents encouraging them to have adequate entry points to their homes in case of life saving response.

12-232 Motion: R. Furlong / A. Murrin

Motion to approve the hiring of Jacqueline Berkshire for the position of Town Clerk effective Wednesday, July 18th, 2012.

Motion Carried Unanimously

10. Committee Report

No Committee Reports at this time.

11. New Business

12-233 Motion: R. Furlong / A. Murrin

Motion to approve the payment of accrued meeting time and vacation time to Town Clerk Roxann Butler.

Motion Carried Unanimously

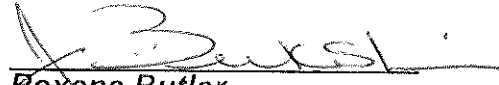
12. **Adjournment**

12-234 Motion: J. Mulley / R. Furlong-McGrath


Motion to Adjourn.

Motion Carried Unanimously

There being no further business the meeting adjourned at 7:40 p.m.

tel


Roxane Butler
Town Clerk



Sarah Patten
Mayor

Town of Pouch Cove Public Works Committee

Feb 28 2012

7:00pm - 8:25 pm

Present: John Sainsbury (Chairperson)

Absent:

Jeff Mulley (Member)

None

Gerald Noseworthy (Town Forman)

David Noseworthy (Outside Worker)

Jason Noseworthy (Outside Worker)

➤ Errors or Omissions

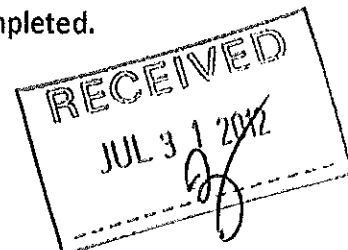
Minutes of Jan 18 2012 were read and signed by all present. John and Jeff were in constant contact with the outside Forman regarding any concerns between meetings.

➤ Items from Jan 18 2012

- The turnaround on Diamond road was addressed. Gerald had a second look at it and feels that if the end of Diamonds road was to be open to the main road for the purpose of snow clearing personal vehicles may use this area for personal use and there maybe damage to personal vehicles. He felt that it would be a wise decision to leave the current dead end in place and use current practise for snow clearing turn around in place.

➤ Equipment and Vehicles

- The Town of Pouch Cove has received the new backhoe. The piece of equipment is not registered and we are waiting on the vehicle registration to be completed. There was no ditching bucket purchased with the new backhoe. A rotary sweeper and forks for lifting pallets was purchased. The backhoe has to go to Toromont Cat to have the necessary brackets for coupling the sweeper and forks for quick disconnect.
- The winter tires for 2002 pickup were purchased and installed. Door pins and replacement of some of the front suspension work has completed.



- Replacement for existing ½ tonne pickup was discussed. The town may purchase a newer pickup when the old 1990 backhoe is sold. It was the consensus that a ¾ tonne model should be purchased and a snow plow with sander be installed. The plow and sander would be used as a backup sander and to help with some very small roads within the community. The town maybe able to lease a pickup rather than purchase one and when lease is expired return the vehicle for another. This practise would keep the pickup in a newer model ever 3 – 5 years and avoid using current equipment until it is no longer useful.
- Hearing protection has been purchased and is located in the 1975 Cat loader for the operators to use during operation due to loud noise level inside the cab during operation.
- Seat replacement of the 1975 loader is completed.
- The dump truck has had the left mirror replaced, additional spot lights installed for snow clearing purposes and rubber flap installed on the top of the snow blade to help with some snow coming off the blade and onto the windshield when plowing snow. A new carbide blade was ordered for the dump truck and should be available in the first week in March 2012

➤ Water and Sewer

- Water leak at Snook property repaired was repaired and cleanup and property restoration will be undertaken when the weather permits most likely in the spring when the frost is out of the ground.
- There is no progress on the replacement of the existing sewer lift station. It is presumed that this work will begin in the spring or summer of 2012

➤ Roads report

- Jason met with the residents of William's hill regarding the parking of personal vehicle parking on William's Hill and they came to a agreeable parking area for the residents during the winter months. Jason discussed the parking area with the other town equipment operators.
- Repair of pavement cross cuts were discussed at council meeting and no policy as adopted. Gerald is to obtain price on asphalt cutting wheel for the new backhoe.
- Many of the gravel bi-roads have potholes due to rise and fall of winter temperatures. Will fill and back drag as the weather and temperatures permits with loader. Satellite road has several potholes located at the top of the road

near the intersection of Satellite road and the main highway. The outside workers have been filling these but due to the poor condition of the road the repairs are not holding. When the summer months come a larger section of asphalt will have to be removed and repaved.

- Some of the bi roads have overgrowth of trees and branches and are obstructing the view of the road and preventing the equipment operators from having a clear view of the road in particular Hudson's lane. These roads will have the branches and trees removed. We will rent a brush chipper to dispose of the branches when all roads have had all the overgrowth removed
- Resident of Baldhead road has a concern with current snow clearing practise. Gerald will meet with the resident and address concern.

➤ Building Report

- Gerald to check with Town manager on status of replacement of the garage doors for the Fire Department.
- The recommend electrical upgrades as recommended by Occupational Health and Safety have been completed. Although not noted in the report an additional light will be placed over the big garage man door for safety and security.
- The renovations of the library have been completed and a reopening has been scheduled for March 6 2012
- The light in the upstairs staff lunchroom needs to be replaced

➤ Building Report cont...

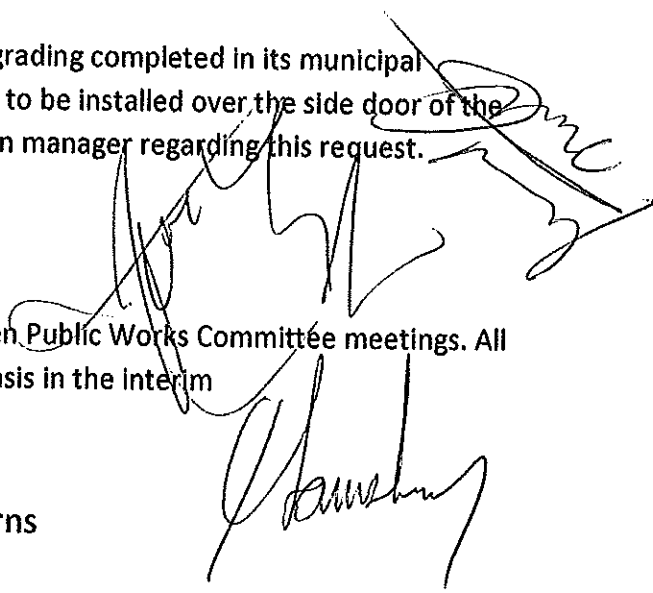
- The town is having some electrical upgrading completed in its municipal buildings. Gerald has requested a light to be installed over the side door of the big garage. Gerald will check with Town manager regarding this request.

➤ Items from council meetings

- No items due to length of time between Public Works Committee meetings. All issues were addressed on an ongoing basis in the interim

➤ New Items to be discussed or concerns

None



**Jack Byrne Arena Report
to Town Council Meeting of August 6, 2012**

A quarterly meeting of the Jack Byrne Arena was held July 19, 2012.

The new equipment has arrived and been in use for several months now. The ice cover is working very well and has allowed extra bookings that were not possible before this acquisition. Some upcoming events are:

- Extra wrestling event - September 13
- Torbay Fall Fair - October 20
- Possible Government event - October
- Tentative concert for late September
- Harley Davidson Rally - July 19 and 20, 2013
- Municipal Elections - September 24, 2013

The new digital sign should be in place for September and once installed should be a revenue generator as well as a great addition to in-house advertising.

A 30 x 40 ft. garage is being erected at the rear of the building to store the ice cover and other items.

There has been no change in the prime rates of \$200 per hour for time between 6 and 10 p.m. and the \$190 per hour from 10 to midnight. Minor hockey and figure skating rates will move from \$170 to \$175 per hour. The weekday rate of \$115 remains unchanged as it encompasses mostly school groups.

A plan has been put in place to convert all the existing fluorescent lights over a period of time to a more efficient type of lighting, which has already been installed over the ice surface.

The building has been painted throughout the lower level and all the seating area was cleaned with a pressure washer. The ice resurfacer (Zamboni) had to be sent out for some major work due to a broken axle. (Also being checked with manufacturer).

A Committee has been set up to look at the Lease Agreement, which was originally signed by the four Towns in 2008.

Sarah Patten
Council Rep.