

**Minutes of a Regular Meeting  
The Town Council of Pouch Cove held  
Tuesday, April 23, 2013**

**Present:** Mayor Sarah Patten

**Councillors:** J. Sainsbury

**Also present:** Jacqueline Berkshire - Town Clerk  
Susan O'Keefe – Assistant Town Clerk

**Regrets:** Barbara Tilley – Town Manager  
W. Butt (Leave of Absence)

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**1. CALLED TO ORDER**

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

Mayor Patten outlined procedures to follow due to resignations of four (4) Councillors.

**2. ADOPTION OF THE AGENDA**

**13-131** Motion: J. Sainsbury/S. Patten

Motion to approve the Agenda as presented.

Motion Carried Unanimously.

**3. ADOPTION OF THE MINUTES**

**Regular Meeting of Council Monday, April 1, 2013.**

**13-132** Motion: J. Sainsbury/S. Patten

Motion to approve the minutes of Regular meeting of Council held on Monday, April 1, 2013 following clarification:

Page 4 (D) – Councillor Sainsbury checked with Mr. Day after the Council Meeting of April 1, 2013 and was advised that he “does not” provide oil as was originally thought.

Motion Carried Unanimously.

**4. BUSINESS ARISING**

No Business Arising.

**5. DEVELOPMENT APPLICATIONS**

**(1) Development Application – Owen O’Keefe – Single Family Home**

**13-133** Motion: J. Sainsbury/S. Patten

Motion to defer Development Application to construct a single family home at 614 Main Road until after the fall election when a new Council is elected. Mr. O’Keefe can appeal council’s decision to defer.

Motion Carried Unanimously.

**(2) Development Application – G. Thomas – Application to Sub-divide**

**13-134** Motion: J. Sainsbury/S. Patten

Motion to approve Application to subdivide property at 684-712 Pouch Cove Line subject to approval from Service NL and the Town providing Mr. Thomas with the unserved regulations.

Motion Carried Unanimously.

**(3) Development Application – G. O’Keefe – Single Family Dwelling**

**13-135** Motion: S. Patten/J. Sainsbury

Motion to refer Development Application to construct a 28’ x 44’ single family dwelling at 348 Main Road to the Town Planner for recommendation regarding the location of the placement of the dwelling on the property (Zoning) appears to be in Open Space Conservation.

Motion Carried Unanimously.

**(4) Development Application – D. Gardner – Accessory Building**

**13-136** Motion: J. Sainsbury/S. Patten

Motion to approve construction of a 16’ X 20’ accessory building at 65A Butler’s Road and remove existing accessory building when new construction is completed.

Motion Carried Unanimously.

**(5)Development Application – P. Williams - Single Family Dwelling**

13-137 Motion: J. Sainsbury/S. Patten

Motion to approve Development Application to construct 38' x 34'6" single family dwelling at Lot 9 Old Road subject to the installation of a culvert.  
Motion Carried Unanimously.

**(6)Development Application – W. Hudson – Single Family Dwelling**

13-138 Motion: J. Sainsbury/S. Patten

Motion to approve in principal construction of a 56'2 x 42'8 single family home at 784 Pouch Cove Line subject to approval of Service NL.

Motion Carried Unanimously.

**(7)Development Application – L. Chaulk – Accessory Building**

13-139 Motion: J. Sainsbury/S. Patten

Motion to approve construction of a 20' x 24' on Accessory Building at 471 Main Road.

Motion Carried Unanimously.

**(8)Development Application – R. Clarke & T. Vaters – Single Family Dwelling**

13-140 Motion: J. Sainsbury/S. Patten

Motion to approve construction of a 56'2" x 42'8" Single Family dwelling at 36-38 Walls Road subject to the approval of Service NL.

Motion Carried Unanimously.

**(9)Email - Mike Kelly – Micnoel Place**

Mr. Kelly forwarded an email requesting information regarding the first phase of Micnoel Place. He was in attendance in the gallery of the Council meeting and clarified Mayor Patten's questions regarding his email to obtain a building permit. He was advised that the Town would look into the matter further when the Town Manager returns from vacation as neither the Mayor nor Town staff were familiar with the documents Mr. Kelly was referring to however it is Council's understanding that the Town Manager does.

**6. NEW CORRESPONDENCE**

**(A)Correspondence – Minister Tom Hedderson – Drinking Water**

Minister Hedderson replied to the Town's letter requesting a meeting regarding the Town's drinking water dated March 6, 2013. Minister Hedderson advised that his officials are available to meet with the Town as well he suggested the joint meeting also include the

Town's Engineering Consultant, and the Department of Municipal Affairs. It was decided that when the Town Manager returns from vacation the meeting be coordinated.

**(B)Correspondence – Pouch Cove Recreation Commission**

It was decided by Council that the hiring practices for the Summer Employment positions would remain the same as in previous years. If however when the next Administration is in place this coming fall after the Municipal election the Pouch Cove Recreation Commission may wish to again put forward their proposal to change the hiring practice for future years.

**(C)Correspondence – Portugal Cove-St. Phillips – Proposed Amendment to the St. John's Urban Region Regional Plan – Rural to Urban Development**

**13-141** Motion: J. Sainsbury/S. Patten

Motion to support the Portugal Cove-St. Phillips Proposed Amendment to the St. John's Urban Region Regional Plan – Rural to Urban Development dated April 12, 2013 as presented.

Motion Carried Unanimously.

**(D)Email – George Story – 14 Braggs Lane**

**13-142** Motion: J. Sainsbury/S. Patten

Motion to refer request from George Story to Mr. Reg Garland for review and recommendation regarding his request to install an artisan well.

Motion Carried Unanimously.

**(E)Leave of Absence – Walter Butt**

**13-143** Motion: J. Sainsbury/S. Patten

Motion to approve Leave of Absence request from Councillor Walter Butt dated April 3, 2013 due to illness and his being admitted to hospital and forward a copy of Leave request to the Minister.

Motion Carried Unanimously

**(F)Correspondence – Cara Eustace & Chris Hickey**

**13-144** Motion: J. Sainsbury/S. Patten

Motion to support Mr. Hickey's and Ms. Eustace's request for the installation of two (2) street lights to be placed on Satellite Road as per street light guidelines for the Town of Pouch Cove.

Motion Carried Unanimously.

**(G)Communication – MNL – ATV’s – St. Lawrence – For Information.**

**(H)Playground Equipment Options – For Information.**

**(I)Circular – Assistant Deputy Minister – Changes to Tender Advertising Services – For Information.**

**(J)Wastewater Plant Manager & Operator Training & Tour – June 19, 2013- Halifax – For Information.**

**(K)Correspondence – Pro Com re: Town Suite Mapping Lite + Scanning re: Water**

**13-145** Motion: J. Sainsbury/S. Patten

Motion to defer to September when a new Administration is in place for the Town to review this software and digitization service.

Motion Carried Unanimously.

**(L) Update – Stiles Cove Recreation Complex – For Information.**

**(M) Bursey Manufacturing Inc. – Quote – Fuel Tank**

Council was provided with a quote from Bursey Manufacturing Inc. for above ground fuel tank – It was decided by Council that an inspection be done on the existing tank to explore whether its current condition is repairable.

**7. ACCOUNTS PAYABLE**

**13-146** Motion: J. Sainsbury/S. Patten

Motion to approve Accounts Payable dated April 23, 2013 in the amount of \$55,309.21.

Motion Carried Unanimously.

**8. FOREMAN’S REPORT**

**13-147** Motion: J. Sainsbury/S. Patten

Motion to accept Foreman’s Report as presented.

Motion Carried Unanimously.

**9. LIAISON REPORT**

Mayor Patten attended a NL Joint Council meeting in Avondale the week of April 15, 2013. The session was on Robin Hood Bay. She has information that she will provide to the office for information purposes.

10. COMMITTEE REPORTS - No Committee Reports.

11. NEW BUSINESS

There are concerns with pavement on Meetinghouse Road. Councillor Sainsbury advised the contractor that this falls under Capital Works. The contractor will provide a quote to remove the existing pavement. Residents will be asked if they want the pavement removed due to the increase of dust from the road.

13-148 Motion: J. Sainsbury/S. Patten

Motion to issue a Cleanup Order to the Pouch Cove Foundation property at 14 Gruchy's Hill due to safety concerns of residents.

Motion Carried Unanimously.

13-149 Motion: J. Sainsbury/S. Patten

Motion issue a Cleanup Order to Mr. Gary Hudson on Meetinghouse Road for a trailer which is in disrepair.

Motion Carried Unanimously.

13-150 Motion: S. Patten/J. Sainsbury

Motion issue contact the Department of Health to view the property at 1 Noseworthy's Lane due to its serious condition of disrepair and ongoing concerns of residents.

Motion Carried Unanimously.

The guardrail at the Marsh Road River Bridge is currently detached from the post and is falling into the River. It is a hazard to the general public and the Town will contact Transportation & Works Department to have the guardrail repaired.

12. ADJOURNMENT


13-151 Motion: J. Sainsbury/S. Patten

Motion to Adjourn.

Motion Carried Unanimously.

There being no further business the meeting adjourned at 7:10 p.m.

  
Jacqueline Berkshire, Town Clerk

  
Sarah Patten, Mayor