

**Minutes of a Regular Meeting
The Town Council of Pouch Cove held
Monday, May 13, 2013**

Present: Mayor Sarah Patten

Councillors: J. Sainsbury

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

Regrets: W. Butt (Leave of Absence)

1. CALLED TO ORDER

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

2. ADOPTION OF THE AGENDA

13-152 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 23, 2013.

13-153 Motion: J. Sainsbury/S. Patten

Motion to approve the minutes of Regular meeting of Council held on Monday, April 23, 2013 following errors & omissions:

Page 2 – Motion 13-136 – Motion to approve construction of a 16’ x 20’ accessory building at 54A Butler’s Road *and remove the existing accessory building upon completion of the new construction.*

Page 3 – Motion 13-138 should be *784 Pouch Cove Line...*

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.

Page 6 - *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 to 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 to contact the Department of Health to view property at 1 Noseworthy's Lane due to its serious condition of disrepair and ongoing concerns of residents.

Motion Carried Unanimously.

Motion Carried Unanimously.

4. **BUSINESS ARISING** - No Business Arising.

5. **DEVELOPMENT APPLICATIONS**

(1) Development Application – Barb Hudson – Building Lot

13-154 Motion: J. Sainsbury/S. Patten

Motion to approve Lot 7 – Old Road (744 square metres) as a building lot.

Motion Carried Unanimously.

(2) Development Application – C. Bugden – Accessory Building

13-155 Motion: S. Patten/J. Sainsbury

Motion to approve Application to construct a 20' x 24' accessory building at 73 Mundy's Road.

Motion Carried Unanimously.

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

13-156 Motion: J. Sainsbury/S. Patten

Motion to approve building application to construct a 28’ x 44’ single family dwelling at 348 Main Road subject to approval from Services NL.

Motion Defeated. Mayor Patten & Councillor Sainsbury against. (Land is in Open Space/Conservation).

6. NEW CORRESPONDENCE

(A)Correspondence – M. Cooper – First Aid Training

13- Motion: J. Sainsbury/S. Patten

Motion to approve funding for up to five (5) members of the Pouch Cove Recreation Commission to complete first aid training. The cost of this training will be \$425.00.

Motion Carried Unanimously.

(B)Business Application/Proposal - R. Tizzard (Tea Room)

13-157 Motion: J. Sainsbury/S. Patten

Motion to place a Discretionary Use Ad (at applicant’s expense) in The Telegram, Saturday, May 18, 2013 regarding Mr. Tizzard’s Business Application/Proposal to open a tea shop at his residence at 675 Main Road. Mr. Tizzard was also advised to apply to Department of Health.

Motion Carried Unanimously.

(C)Q & A – National Building Code (Must be adopted each year by Council)

13-158 Motion: J. Sainsbury/S. Patten

BE IT RESOLVED that the Town of Pouch Cove adopt the National Building Code in accordance with subsection 414(3) of the Municipalities Act, 1999, regulations made by a Town controlling and respecting the design, construction, alteration, reconstruction, minimum lot size and occupancy of buildings in their community should be in accordance, at a minimum, with the National Building Code of Canada.

Motion Carried unanimously.

13-159 Motion: S. Patten/J. Sainsbury

BE IT RESOLVED that the Town of Pouch Cove confirm the responsibility for compliance with the National Building Code in regard to these regulations is with the

home owner and/or developer/contractor.

Motion Carried unanimously.

The Town Manager advised that National Building Code compliance is stated on the Town's General Development Building Permits.

(D) Correspondence from City of St. John's – Transportation Plan

13-160 Motion: S. Patten/J. Sainsbury

Motion to take part in the City of St. John's Transportation Plan.

Motion Defeated. Mayor Patten & Councillor Sainsbury Against.

Councillor Sainsbury stated that the Town of Pouch Cove does not border St. John's however we can provide any information the City of St. John's requests but the Town is not prepared to provide financial support if any is requested.

(E) Correspondence – Town of Bauline – Proposed St. John's Urban Region Regional Plan Amendment Town of Bauline Municipal Plan Amendment No. 3, 2012 and Development Regulations Amendment No. 3, 2012.

13-161 Motion: J. Sainsbury/S. Patten

Motion to support proposed St. John's Urban Region Regional Plan Amendment Town of Bauline Municipal Plan Amendment No. 3, 2012 and Development Regulations Amendment No. 3, 2012.

Motion Carried Unanimously.

(F) Quote – Bursey Manufacturing Inc.

13-162 Motion: J. Sainsbury/S. Patten

Motion to replace fuel tank at side of Town Hall with a 1000 gallon above ground double wall fuel storage tank as per quote from Bursey Manufacturing Inc. in the amount of \$5750.00 plus HST.

Motion Carried Unanimously.

13-163 Motion: J. Sainsbury/S. Patten

Motion to accept quote from Atlantic Plumbing & Heating to transport and install 1000 gallon above ground double wall fuel storage tank in the amount of \$2934.50 plus HST.

Motion Carried Unanimously

(G)Correspondence Portugal Cove St. Philip's – Proposed Amendment to the St. John's Urban Regional plan – Rural to Urban Development.

13-164 Motion: J. Sainsbury/S. Patten

Motion to support proposed amendment to the St. John's Urban Regional Plan – Rural to Urban Development.

Motion Carried Unanimously

(H)Training & Professional Development Opportunities 2013 – Elected Officials and Municipal Administrators.

13-165 Motion: J. Sainsbury/S. Patten

Motion to approve Training & Professional Development Opportunity (Training for Election Officials) for Town Clerk and Assistant Town Clerk on May 31, 2013.

Motion Carried Unanimously

(I)Resolution –NEARDB – ICSP

13-166 Motion: S. Patten/J. Sainsbury

BE IT RESOLVED that the Town of Pouch Cove agrees to participate in the implementation of key initiatives as identified in the Collaborative Integrated Community Sustainability Plan (ICSP – years 1-3) with the communities of Bauline and Flatrock and the Northeast Avalon Regional Economic Development board and contribute \$6,837.92 (June 1 – December 31, 2013) to the Northeast Avalon Regional Economic Development Board.

Motion Defeated. Mayor Patten & Councillor Sainsbury Against.

Integrated Community Sustainability Plan (ICSP) – The Towns of Bauline, Flatrock and Pouch Cove met on May 6, 2013 and unanimously agreed they would not enter into an additional contract with the Northeast Avalon Regional Economic Development Board upon expiry of the current ICSP Agreement but will instead collaborate together for the benefit of their Towns. The three (3) Towns will meet again in Bauline on May 14, 2013 at 7:00 p.m. Anna Kralik was appointed Secretary at the May 6 meeting and compensation for this position will be discussed at the meeting on May 14.

(J)Correspondence – The Vales Development Inc. – Restructuring

Mayor Patten read the correspondence from The Vales Development Inc. to the gallery. The letter outlined the company's new structure as well as the various contacts the Town would be dealing with on the "The Vales" development. The letter also consisted of an invitation to Council and the Town Manager to attend the official re-launch of The Vales.

(K) Correspondence – The Vales Development Inc. – Approval in Principal

There were several items which were discussed that were not addressed in the correspondence from the Vales Development Inc. Council asked that a reply to the correspondence be forwarded addressing the omitted items.

(L) Correspondence – Taxes at 567 Main Road – Nancy Penton

It was the decision of Council that the outstanding Taxes for the property at 567 Main Road will remain. If, however the property is conveyed out in the future, a further request will be entertained by Council.

(M) Correspondence – Municipal Assessment Agency Clar Simmons Scholarship Award. – For Information.

(N) Proclamation – June is Recreation Month

13-167 Motion: K. Connors/J. Sainsbury

Motion to proclaim June as Recreation Month in the Town of Pouch Cove.

Motion Carried Unanimously

7. ACCOUNTS PAYABLE

13-168 Motion: J. Sainsbury/S. Patten

Motion to approve Accounts Payable adjustments from May 2, 2013 Finance Committee Meeting in the amount of \$21,160.18.

Motion Carried Unanimously.

13-169 Motion: S. Patten/J. Sainsbury

Motion to approve Accounts Payable dated May 13, 2013 in the amount of \$31,464.53.

Motion Carried Unanimously.

8. FOREMAN'S REPORT – No Foreman's Report available.

9. LIAISON REPORT

Co-op Student – Due to unexpected funding cuts for the joint co-op student the Regional Recreation Coordinator is working on alternatives so the Towns can utilize the coop student. An update is anticipated to be available at the upcoming Council Meeting scheduled June 3, 2013.

10. COMMITTEE REPORTS - No Committee Reports.

11. NEW BUSINESS

13-170 Motion: J. Sainsbury/S. Patten

Motion to remove trailer belonging to Mr. Gary Hudson located at Meetinghouse Road and was destroyed by fire and charged as a civil debt to his account. The Town took the lowest quote in the amount of \$2000.00 from J & S Excavating.

Motion Carried Unanimously.

13-171 Motion: J. Sainsbury/S. Patten

Motion to replace shingles on dugouts. One quote was received in the amount of \$2000.00 plus HST (labour & materials).

Motion Defeated. Mayor Patten & Councillor Sainsbury against.

The Town will attempt to obtain other quotes.

13-172 Motion: S. Patten/J. Sainsbury

Motion to clean up and level debris and create parking lot at Ball Park site. The Town took the lowest quote from J & S Excavating in the amount of \$2500.00 plus HST.

Motion Carried Unanimously.

13-173 Motion: J. Sainsbury/S. Patten

Motion to accept quote from RNS Landscaping in the amount of \$1750.00 plus HST to remove sod in the overgrown pathways, lay weed deterrent fabric and replenish sand in walkways at Kirby's Garden.

Motion Carried Unanimously.

13-174 Motion: J. Sainsbury/S. Patten

Motion to accept lowest quote from RNS Landscaping in the amount of \$1300.00 plus HST to remove sod from the perimeter of the softball field (warning track) and replace with sand.

Motion Carried Unanimously.

12. ADJOURNMENT

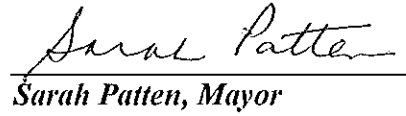
13-175 Motion: J. Sainsbury/S. Patten

Motion to Adjourn.

Motion Carried Unanimously.

There being no further business the meeting adjourned at 7:35 p.m.


Jacqueline Berkshire, Town Clerk


Sarah Patten, Mayor