



**Minutes of a Regular Meeting
The Town Council of Pouch Cove held
Monday, February 18, 2013**

Present: Mayor Sarah Patten
Deputy Mayor Kevin Connors

Councillors:

R. Furlong
J. Sainsbury
A. Murrin

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

Regrets: J. Mulley
W. Butt

1. CALLED TO ORDER

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

2. ADOPTION OF THE AGENDA

13-047 Motion: K. Connors/J. Sainsbury

Motion to approve the Agenda as presented.

Motion Carried Unanimously

3. ADOPTION OF THE MINUTES

Regular Meeting of Council Monday, January 28, 2013.

13-048 Motion: K. Connors/R. Furlong

Motion to approve the minutes of Regular meeting of Council held on Monday, January 28, 2013 as presented with the following errors and omissions:

Page 1 – Councillor Butt asked Mayor Patten for the floor before the meeting started. He advised he will no longer be attending any meetings outside the regularly scheduled meetings of Council *due to personal reasons*.

Page 3 – *J. Mulley excused himself from Chambers at 6:39 p.m. as he declared conflict.*

Motion 13-036 – *W. Butt/K. Connors*

Motion 13-037 – *K. Connors/W. Butt*

Page 3 – *J. Mulley returned to Chambers at 6:41 p.m.*

Motion 13-039 – Motion to approve Shannon's Family childcare *as there was* no feedback from Discretionary Use Ad placed in the Telegram.

Motion 13-040 – Motion to approve salary increase for Matthew Cooper in the amount of 3% effective January 1, 2013 *as proposed by the Flatrock Town Council.*

Page 5 – (I) Correspondence from *Matthew Cooper, Regional Recreation Coordinator, Town of Pouch Cove-Town of Flatrock* – Co-op Student.

Motion Carried Unanimously.

4. BUSINESS ARISING

Council asked if the boulders at 100-102 Gully Road have been moved to sixteen (16') from the centre of the road as was requested at a regular meeting of Council held on Monday, January 7, 2013. Town Manager advised that they had been moved.

Town Manager advised Council that the Compost Bins had been ordered for the Town in conjunction with the arrangement with the Town of Flatrock.

Mr. Wayne Rossiter and Mr. Ken Glynn of the Municipal Assessment Agency met with the Town regarding the parcel of land at 12 Sullivan's Loop. Mr. Glynn, Mr. Rossiter, Mayor Patten, Town Manager, Town Foreman and Sharon Wall viewed the site. The Town Manager, Mayor Patten, Mr. Glynn and Mr. Rossiter then returned to the Town Hall to review the files in regard to Sharon Wall's complaint. The decision of the MAA is to leave as is and the residents will have to seek legal counsel.

5. DEVELOPMENT APPLICATIONS

(1) Robert Brink – Development Application Extension

13-049 Motion: K. Connors/J. Sainsbury

Motion to approve requested extension as presented in drawings at 760 Main Road.

Motion Carried Unanimously.

(2) Andy Strugnell – Accessory Building

13-050 Motion: K. Connors/A. Murrin

Motion to approve 16x20 foot accessory building at 10 Strugnell's Marsh Road subject to the building being one (1) metre from the property line.

Motion Carried Unanimously.

(2) Larry Connors – Development Application Single Family Dwelling with In Law Suite

13-051 Motion: K. Connors/A. Murrin

Motion to approve in principal Development Application to erect a 4,401.6 square foot single family dwelling with an in law suite at Lot 1A Newell Place subject to the grade for sewer line being checked before footings are installed as well as the recommendation from the Town planner regarding open space conservation.

Motion Carried Unanimously.

6. NEW CORRESPONDENCE

(A) Correspondence – Paul & Joanne Slaney

13-052 Motion: K. Connors/R. Furlong

Motion to refer Mr. & Mrs. Slaney's correspondence regarding the tax on their child care facility to the Finance Committee.

Motion Carried Unanimously.

(B) Correspondence – Chester Guy King

13-053 Motion: K. Connors/J. Sainsbury

Motion to sever the parcel of land (lots 7, 8, 9, 10 and 11) and give it to Bauline as per recommendation of Town Planner, Reg Garland.

Motion Carried Unanimously.

(C) Email – Bruno Rodrigues – Units

13-054 Motion: K. Connors/R. Furlong

Motion to approve additional two (2) units at 850 Main Road, Pouch Cove as per updated concept drawings for affordable senior's complex.

Motion Carried Unanimously.

(D) Email – Bruno Rodrigues – Water Connection Fee

13-055 Motion: K. Connors/R. Furlong

Motion to waive \$2,500.00 fee per unit with the condition that each of the twelve (12) units has its own shutoff and that the infrastructure accommodate additional hookups over and above the senior's complex.

Motion Carried Unanimously.

13-056 Motion: K. Connors/J. Sainsbury

Motion for Rodrigues Estate Development Inc. (Bruno Rodrigues) to repair any damage done to the road/pavement due to the installation of water service at 850 Main Road, Pouch Cove.

Motion Carried Unanimously.

(E) Correspondence – Big Brothers Big Sisters – The Town has a no donation policy.

(F) MNL – Regional Meetings – March 15-16, 2013 – St. John's, NL

13-057 Motion: J. Sainsbury/R. Furlong

Motion to approve up to three (3) people to attend the 2013 MNL Regional meeting at the Capital Hotel in St. John's, NL March 15-16, 2013 at a cost of \$100.00 per attendee.

Motion Carried Unanimously.

(G) Northeast Avalon ACAP 2nd Annual Sustaining our Watersheds Workshop

13-058 Motion: A. Murrin/R. Furlong

Motion to approve Town Foreman and one (1) other employee to attend the Northeast Avalon 2nd Annual Sustaining our Watersheds Workshop Wednesday, February 27, 2013 at the Suncor Energy Fluvarium at a cost of \$20.00 per attendee.

Motion Carried Unanimously.

(H) Correspondence – Paul Kean.

13-059 Motion: K. Connors/A. Murrin

Motion to remove the 2nd water tax on property at 795 Pouch Cove Road as it will not be used as a two (2) apartment home.

Motion Carried Unanimously.

(I)Correspondence – Terry Power

13-060 Motion: K. Connors/A. Murrin

Motion to prorate taxes for 2012 to October 3, 2012 as per request of Mr. Terry Power due to his business closing at 147 Pouch Cove Highway on that date.

Motion Carried Unanimously.

(J)Museum Association of NL – Membership Renewal 2013-2014

13-061 Motion: J. Sainsbury/K. Connors

Motion to approve payment of Museum Association of Newfoundland & Labrador Membership renewal for 2013-2014 in the amount of \$40.00.

Motion Carried Unanimously.

(K)Correspondence –Town of Logy Bay, Middle Cove, Outer Cove – Municipal Plan Amendment No.'s 10 & 12, 2012 and Development Regulations Amendment No.'s 15 & 17, 2012

13-062 Motion: K. Connors/J. Sainsbury

Motion to support proposed St. John's urban Region Regional Plan Amendment, and Town of Logy Bay-Middle Cove-Outer Cove Municipal Plan Amendment No.'s. 10 and 12, 2012 and Development Regulations Amendment Nos. 15 and 17, 2012.

Motion Carried Unanimously.

(L)Correspondence – St. Agnes' & St. Michaels Parish

13-063 Motion: J. Sainsbury/A. Murrin

Motion to defer correspondence from St. Agnes' & St. Michaels Parish requesting that the Town reassess the Property Tax bill at 623A Main Road to Finance Committee for a recommendation.

Motion Carried Unanimously.

(M)Correspondence – Town of Torbay – Killick Coast Games – For information.

(N)2013 Clean & Safe Drinking Water workshop

13-064 Motion: K. Connors/A. Murrin

Motion to approve Town Foreman and Chair of Public Works (if available) to attend the 2013 Clean and Safe Drinking Water Workshop March 26-28, 2013 at Hotel Gander.
Motion Carried Unanimously.

(O)Neil Maynard Tournament – Advertising opportunity – The Town has a no donations policy.

(P)Motion – Review Commissioner for all 2013 Tax Year Appeals

13-065 Motion: A. Murrin/R. Furlong

Motion to appoint a Mr. Tom Strickland as the Town's review commissioner for all appeals for the 2013 tax year and ongoing until further notice.

Motion Carried Unanimously.

(Q)Full Day Kindergarten Petition – For Information.

(R)Correspondence – Coop Student.

Councillor Furlong agreed to represent the Town of Pouch Cove on the Interview Committee for the Co-op placement from the School of Human Kinetics and Recreation Co-op Department at MUN. Co-op student will fill the Program Coordinator position which will be shared between the Town of Pouch Cove and the Town of Flatrock.

(S)Correspondence – 1 Noseworthy's Lane

13-066 Motion: K. Connors/J. Sainsbury

Motion for applicant to obtain clear legal title to the property at 1 Noseworthy's Lane prior to moving forward with this matter.

Motion Carried Unanimously.

(T)Correspondence – Department of Environment regarding Burial of Wastes

13-067 Motion: K. Connors/J. Sainsbury

Motion to forward letter regarding Burial of Wastes dated February 6, 2013 with respect to on-site burial of wastes from the construction or demolition of residential structures including old or abandoned houses, barns, sheds, wharves, docks, retaining walls, etc. to all contractors doing work in the Town of Pouch Cove.

Motion Carried Unanimously.

(U)Article on THM Solution

Council recommended forwarding article to Sean Kavanagh for his review and comment and to investigate whether it would be feasible to upgrade the Town's system.

(V)Information on THM's – Dan Rubin

13-068 Motion: J. Sainsbury/K. Connors

Motion to write the Minister (and copy Kevin Parsons, MHA – Cape St. Francis) in light of the recent publicity of THM's for funding to resolve the problem within the Town of Pouch Cove.

Motion Carried Unanimously.

7. ACCOUNTS PAYABLE

13-069 Motion: K. Connors/A. Murrin

Motion to approve Accounts Payable dated February 18, 2013 in the amount of \$39,929.97.

Motion Carried Unanimously.

8. FOREMAN'S REPORT

13-070 Motion: J. Sainsbury/K. Connors

Motion to approve the Foreman's Report dated February 14, 2013 as presented.

Motion Carried Unanimously.

13-071 Motion: J. Sainsbury/K. Connors

Motion to approve quote from K & D Pratt for the supply, installation and startup of a flow switch on the PH system water feed flow meter at the treatment plant in the amount of \$700.60 (tax included).

Motion Carried Unanimously.

13-072 Motion: J. Sainsbury/A. Murrin

Motion to approve quote from Kavanagh Associates materials, labor, equipment cost/rental for replacement valves at PRV Chambers in the amount of \$15,875.20 (HST extra).

Motion Carried Unanimously.

9. **LIAISON REPORT**

Councillor Furlong read to Council the Fire Department Liaison Report dated February 18, 2013. *(copy attached)*

Deputy Mayor Connors advised that he attended the ICSP meeting and that the next meeting was scheduled for March 20, 2013.

Other items discussed were the wetlands, compost bins/MMSB and LED Lights program.

Mayor Patten advised that there was a Recreation Meeting scheduled for February 19, 2013. She also reminded everyone that the Closing Ceremonies for this year's Snowfest were scheduled for Sunday, February 24, 2013.

10. **COMMITTEE REPORTS**

No Committee Reports.

11. **NEW BUSINESS**

Quote – Legacy Electric Ltd.

13-073 Motion: J. Sainsbury/R. Furlong

Motion to accept quote from Legacy Electric Ltd. for the cost of material and labor for electrical upgrades to the Silver Threads building in the amount of \$3,104.93. It was noted that other quotes were requested however none were forthcoming.

Motion Carried Unanimously.

13-074 Motion: R. Furlong/J. Sainsbury

Motion to approve overages for additional labor and material not covered under the insurance claim for Silver Threads.

Motion Carried Unanimously.

MicNoel Place – Stop Work Order

13-075 Motion: R. Furlong/J. Sainsbury

Motion to issue a stop work order to Mr. Michael Kelly to cease work immediately and all further work at MicNoel Place as no approval was given and a Permit was not issued. In proceeding without approvals there have been many deficiencies and the work has created flooding for existing residences on MicNoel Place.

Motion Carried Unanimously.

12. **ADJOURNMENT**

13-076 Motion: A. Murrin/R. Furlong


Motion to Adjourn.

Motion Carried Unanimously.

There being no further business the meeting adjourned at 8:27 p.m.



Jacqueline Berkshire, Town Clerk



Sarah Patten, Mayor

Office

February 18, 2013
Fire Department Liaison Report

Meeting took place February 4, 2013.

Texting of emergency calls

through the St. John's Regional Fire Dept. is now complete.

- will still receive the traditional page first
- then a text will also be sent

Alarmed & Ready Challenge

Fire Chief is looking into this offer.... A partnership between Government, Fire & Emer. Services, NL Assoc of Fire Services & Insurance Bureau of Canada to allow community fire dept's to do a door to door campaign to ensure that residents have working smoke detectors.

- application online to be completed
- the offer includes as many as 30 smoke detectors & 24 batteries to start. These would be given to the dept free of charge to distribute to residents in need of a working smoke detector.
- more smoke detectors may be available after the first 30

Old Rescue

The Fire dept wishes to express their disappointment and dissatisfaction regarding the town reversing the previous decision that was made between The fire Commissioner's Office, The fire Dept. and the town to have the old rescue given back to the Fire Commissioners office to disperse to another community that was in much need of the rescue.

Certificate presented

FF Leslie Sullivan received his certificate in Emergency Communications which was completed in May 2012. Congratulations to FF Sullivan and thank you for your continued service to our community.

Add under New Business

Tower Site

If we could have public works go and look at the fence that was constructed around the new building. The fence is extended up a foot or more on one side, and filling it in, may only cause a water problem... buildup or flooding.

The tower site the electrical will be complete during the month of February and ready for the Radio source. Do we have an idea of when the radio source will be installed at the site.

Radio at Town Hall

-needs to be checked or maintenance upgrade as the pages are gargled and cannot be understood.

Washroom in the fire hall

Do the cleaners currently clean the washroom in the back of the building?

Back steps to the Fire Hall

Alternate exit, not shoveled, should this be the responsibility of Public Works

Snow- clearing

Currently when the snow plow passes by the driveways of FF's extra snow is being pushed into their driveways. They are not asking to have their driveways plowed, but would ask that if the operator could possibly lift the blade when passing FF's driveways so extra snow is not pushed in front of their driveways.

Emergency Plan

The Fire Fighters cell numbers are listed and have also been provided to residents by the town.

These are personal cell phones that are not paid for by the town. Therefore these numbers are not to be given to residents or published in any document for public use.

Power outage

During the last power outage the PCVFD set up and opened the fire hall to residents who were in need of warmth and a hot beverage or food. Although they tried to get word out of this service, a lot of residents were unaware they could go to the fire hall. The fire dept is requesting that the emergency centre at the fire hall be a standard setup and that residents are made aware through newsletters, etc that in the event of a future power outage this service is in place.