

**Minutes of a Regular Meeting
The Town Council of Pouch Cove held
Monday, June 3, 2013**

Present: Mayor Sarah Patten

Councillors: J. Sainsbury

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

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

1. CALLED TO ORDER

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

2. ADOPTION OF THE AGENDA

13-176 Motion: J. Sainsbury/S. Patten

Motion to approve the Agenda as presented with the following additions:

- Dates for Election
- Letter from the Vales
- Letter from Heritage Committee
- PC Fire Department Wage Loss Request

Motion Carried Unanimously.

3. ADOPTION OF THE MINUTES

Regular Meeting of Council Monday, May 13, 2013.

13-177 Motion: J. Sainsbury/S. Patten

Motion to approve the Minutes of Regular meeting of Council held on Monday, May 13, 2013 as presented.

Motion Carried Unanimously.

4. BUSINESS ARISING

13-178 Motion: S. Patten/J. Sainsbury

Motion to approve the Town paying \$100.00 every three (3) months to the secretary appointed to the joint Towns ICSP Committee when the Town of Pouch Cove hosts ICSP meeting.

Motion Carried Unanimously.

Mayor Patten advised that the door to the Chalet was kicked in and a new gate will be erected at the door. As well there are upgrades being quoted for the War Memorial.

5. DEVELOPMENT APPLICATIONS

(1) Development Application – G & J Comerford - Greenhouse

13-179 Motion: J. Sainsbury/S. Patten

Motion to approve Application to construct a 7' x 14' Greenhouse at 6 Baldhead Road.

Motion Carried Unanimously.

(2) Development Application – L. Moran & M. Penton - Accessory Building

13-180 Motion: J. Sainsbury/S. Patten

Motion to approve Application to construct a 24' x 24' accessory building at 17 Gully Road subject to construction being 1 Metre from the Boundary.

Motion Carried Unanimously.

(3) Development Application – B. Braithwait/V Stewart - Garage

13-181 Motion: J. Sainsbury/S. Patten

Motion to approve Application to construct a 22' x 32' Accessory Building at 35 Vale Drive subject to a 10% Variance with height.

Motion Carried Unanimously.

(4) Development Application – T. & T. Noseworthy - Garage

13-182 Motion: S. Patten/J. Sainsbury

Motion to approve Application to construct a 12' x 20' Accessory Building at 141-143 Main Road.

Motion Carried Unanimously.

6. NEW CORRESPONDENCE

(A) Correspondence – Residents of Castella’s Lane

Council will forward correspondence from the residents of Castella’s Lane to Town Engineer Sean Kavanagh for review and recommendation. Council believes that #8 was originally on the Main Road.

(B) Discretionary Use Ad - R. Tizzard (Tea Room) - Revisit

13-183 Motion: J. Sainsbury/S. Patten

Motion to approve in principal, further to there being no response to the Discretionary Use ad that was placed in the Telegram on May 18, 2013, the concept of a Tea Room at 675 Main Road subject to approval from the Department of Health.

Motion Carried Unanimously.

(C) Correspondence – Silver Threads (NL Power)

13-184 Motion: J. Sainsbury/S. Patten

Motion to approve payment of NL Power Invoices (January – May 2013) from Silver Threads which has now been taken over by the Town since it was damaged by flooding earlier this year. A Cheque will be issued in the amount of \$436.19 to the Silver Threads Seniors Group as they have already paid the account.

Motion Carried unanimously.

(D) PCV Fire Department - Honorarium

13-185 Motion: S. Patten/J. Sainsbury

Motion to pay honorarium to the Pouch Cove Volunteer Fire Department from January – June 2013 in the amount of \$6,437.50.

Motion Carried unanimously.

(E) Pouch Cove Fire Department – Insurance

13-186 Motion: S. Patten/J. Sainsbury

Motion to approve payment for Accident & Sickness Policy for the Volunteer Firemen’s Association issued by Volunteer Firemen’s Insurance Services Inc. and Underwritten by Chartis Insurance Company of Canada in the amount of \$4,771.00.

Motion Carried Unanimously.

(F)Pouch Cove Days Meeting #2 Minutes – April 25, 2013 – For Information

(G)Request – Financial Support – Pouch Cove Days 2013 Activities

13-187 Motion: S. Patten/J. Sainsbury

Motion to assist Pouch Cove Days with a contribution of \$1,000.00 to cover the cost of security for the weekend, DJ music and the sound system for the Saturday evening event.

Motion Carried Unanimously

(H)Town Suite – Municipal Software

13-188 Motion: J. Sainsbury/S. Patten

Motion to defer to obtain additional information.

Motion Carried Unanimously

(I)Business Proposal – In Home Child Care

13-189 Motion: J. Sainsbury/S. Patten

Motion to approve in Principal a child care facility at 11 O’Keefe’s Lane which will accommodate up to six (6) children subject to placement of a Discretionary Use Ad being placed in the Telegram on Saturday, June 8, 2013 at applicants cost.

Motion Carried Unanimously.

(J)Business Proposal – Photography Office

13-190 Motion: J. Sainsbury/S. Patten

Motion to approve in Principal a photography office at 8-10 Meetinghouse Road subject to placement of a Discretionary Use Ad being placed in the Telegram on Saturday, June 8, 2013 at applicants cost.

Motion Carried Unanimously.

(K) Quote – Welcome to Pouch Cove Sign

For information only. Council would like to obtain additional quotes for new signage at the entrance of the Town.

(L) Advance Drinking Water System – Harry Hollett

For information only. Council would like to look at costing, etc. regarding this system.

(M) Correspondence – City of St. John’s – Proposed Amendment to the St. John’s Urban Region Regional Plan Blackhead Road & Blackhead Crescent, St. John’s.

13-191 Motion: J. Sainsbury/S. Patten

Motion to support Department of Planning File #B-17-B.8 Proposed Amendment to the St. John’s Urban Regional Plan blackhead Road and Blackhead Crescent, St. John’s.

Motion Carried Unanimously.

(N) Municipal Government Carbon Footprint Challenge

Assistant Town Clerk is currently working on the application form. The Application Deadline is October 16, 2013.

(O) Correspondence – NEARE Development Board

13-192 Motion: J. Sainsbury/S. Patten

Motion to join as a Municipality Member (1,501-10,000 residents) of the Northeast Avalon Regional Economic Development Board in the amount of \$175.00 plus HST for the period June 1, 2013 – December 31, 2013..

Motion Carried Unanimously

(P) Quote – 28’ x 8’ deck (Silver Threads)

For information. Council would like to obtain additional quotes for the construction of a deck at the Silver Threads building.

(Q) Correspondence – Knights property’s 384-386 Main Rd & 388-390 Main Road

13-193 Motion: J. Sainsbury/S. Patten

Motion to approve in principal 2 building lots on Main Road as per correspondence dated May 30, 2013 subject to Services NL approval for Septic and hookup to Town water only.

Motion Carried Unanimously.

(R) 2013 Mayor’s March for Heart Disease & Stroke – For Information.

7. ACCOUNTS PAYABLE

13-194 Motion: J. Sainsbury/S. Patten

Motion to approve Accounts Payable as presented dated June 3, 2013 in the amount of \$30,318.71.

Motion Carried Unanimously.

8. FOREMAN'S REPORT

13-195 Motion: S. Patten/J. Sainsbury

Motion to approve Foreman's Report as presented dated June 3, 2013.

Motion Carried Unanimously.

Mayor Patten advised that Silver Threads which was damaged by a flood earlier this year had a reopening on Tuesday, May 29, 2013. MHA Kevin Parsons was in attendance.

9. LIAISON REPORT – No Liaison Reports.

10. COMMITTEE REPORTS - No Committee Reports.

11. NEW BUSINESS

13-196 Motion: J. Sainsbury/S. Patten

Motion to approve General Election 2013 important dates as presented:

August 23, 2013	Nomination advertisements to be posted
September 3, 2013	Nomination Day (8:00 am – 8:00 pm)
September 5, 2013	Nominees will be posted
September 11, 2013	Training and Swearing in for Election Officials
September 23, 2013	Last day for Proxy Voter Applications (4:00 pm)
September 24, 2013	Election Day (8:00 am – 8:00 pm)
September 25, 2013	Successful Candidates will be posted
October 7, 2013	First meeting and swearing in of newly elected Councillors

Motion Carried Unanimously.

13-197 Motion: S. Patten/J. Sainsbury

Motion to approve Election Officials remuneration in the amount of:

Returning Officer (RO)	1	\$300.00	\$300.00
Alternate Returning Officer (ARO)	1	\$250.00	\$250.00
Deputy Returning Officer (DRO)	4	\$200.00	\$800.00
Poll Clerk (PC)	4	\$200.00	\$800.00
Security/Door Guard	1	\$100.00	\$100.00
		Total	\$2250.00

Motion Carried Unanimously.

13-198 Motion: J. Sainsbury/S. Patten

Motion to appoint Assistant Town Clerk as the Alternate Returning Officer (ARO) in the event the Town Clerk is unable to fulfill the duties of Returning Officer in the 2013 General Municipal Election.

Motion Carried Unanimously.

Correspondence – The Vales Development Inc. – Correspondence from the Vales Development Inc. with respect to site meeting at the Vales, May 31, 2013 confirming the Town's concerns regarding the walkway.

Correspondence – Heritage Committee – Request for the Heritage Committee to take a more active role in the Memorial Services on a go forward basis, including the War Memorial, participating in the services, in addition to laying a wreath. Council agreed support the Heritage Committee's request.

13-199 Motion: J. Sainsbury/S. Patten

Motion to approve payment of Training Allowance Claim for attendance at the Fire Fighters Convention, June 29 - July 1, 2013, in the amount of \$800.00 for J. Shea and G. Sainsbury.

Motion Carried Unanimously

12. **ADJOURNMENT**


13-200 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