



Minutes of a Regular Meeting of Council
The Town Council of Pouch Cove held
Monday, November 21, 2016

Mayor: Joedy Wall
Deputy Mayor: Mark Vardy

Councillors: Rob Tizzard
John Sainsbury
Tish Williams
Robert Brink
Greg King

Town Manager/Clerk: Barbara Tilley
Executive Clerk: Susan O'Keefe

1. CALL TO ORDER

Mayor J. Wall called the meeting to order at 4:30pm.

2. ADOPTION OF THE AGENDA

16-276 Motion: R. Brink/G. King
Motion to approve the agenda for November 21, 2016 as presented.
Motion: Carried
For: J. Wall, M. Vardy, R. Tizzard, T. Williams, R. Brink, G. King

3. ADOPTION OF THE MINUTES

Regular Meeting November 1, 2016

16-277 Motion: R. Tizzard/G. King
Motion to approve the minutes of a Regular Council Meeting dated November 1, 2016 as presented.
Motion: Carried
For: J. Wall, M. Vardy, R. Tizzard, T. Williams, R. Brink, G. King

4. BUSINESS ARISING

Manhole on Main Road

16-278 Motion: G. King/T. Williams
Motion to approve quote from Hudson's Excavating in the amount of \$2900 plus hst to repair the manhole on the intersection of Bank Road and the Main Road.
Motion: Carried
For: J. Wall, M. Vardy, R. Tizzard, T. Williams, R. Brink, G. King

Flow Meter

Staff has issued an Expression of Interest for Sale in the Telegram. Deadline for offers is December 9, 2016, 3:00pm.

5. CORRESPONDENCE

i. Food Bank Donation

It was the consensus of Council that we take part in offering a drop off location for turkey donations throughout the Christmas season. The chest freezer from the Chalet will be brought to the Town Hall for turkey storage.

ii. Resident 87C Marsh Road – Land/Tax Concerns

For information only. Resident will be contacted by staff to resolve issue

- iii. **Canadian Diabetes Association – 21 Day Challenge**
For information only. If anyone wants to participate, the information is on file at the office.

- iv. **Resident 21 Sullivan’s Loop – No Parking Sign Request**
This was referred to the Public Works Committee for review.

- v. **Heritage Society – Grave Site Restoration**
 - 16-279 Motion: T. Williams/R. Tizzard
Motion to approve funding grave site restoration at a 50/50 cost share with the Heritage Society to a maximum of \$1500, subject to all permissions being granted.
Motion: Carried
For: J. Wall, M. Vardy, R. Tizzard, T. Williams, R. Brink, G. King

- vi. **Recreation – Long Term Contract with All Saints Hall for Rentals**
 - 16-280 Motion: G. King/T. Williams
Motion to defer signing of the contract until all schedules have been attached for review.
Motion: Carried
For: J. Wall, M. Vardy, R. Tizzard, T. Williams, R. Brink, G. King

- vii. **Canada Revenue Agency – Community Volunteer Income Tax Program**
For information only.

- viii. **Eastern Regional Service Board – Fee Schedule 2017**
 - 16-281 Motion: T. Williams/M. Vardy
Motion to accept the 2017 Schedule of Fees from the Eastern Regional Service Board.
Motion: Carried
For: J. Wall, M. Vardy, R. Tizzard, T. Williams, R. Brink, G. King

6. BUSINESS

A. Development

- i. **General Development (House) – 227 Main Road**
 - 16-282 Motion: R. Tizzard/M. Vardy
Motion to defer general development for a single family dwelling located at 227 Main Road until changes are made to application to reflect the required amount of rear-yard depth.
Motion: Carried
For: J. Wall, M. Vardy, R. Tizzard, T. Williams, R. Brink, G. King

- i. **General Development (House) – 227 Main Road**
 - 16-283 Motion: R. Tizzard/M. Vardy
Motion to defer general development for a single family dwelling located at 229 Main Road until changes are made to application to reflect the required amount of rear-yard depth.
Motion: Carried
For: J. Wall, M. Vardy, R. Tizzard, T. Williams, R. Brink, G. King

B. Public Works

i. Committee Report

16-284 Motion: T. Williams/R. Tizzard

Motion to approve Public Works report dated November 9, 2016.

Motion: Approved

For: J. Wall, M. Vardy, R. Tizzard, T. Williams, R. Brink, G. King

ii. Softball Field Upgrades - Grant

For information only.

iii. Public Wastewater System – Collection and Treatment Memo

For information only. Town Manager advised it is imperative that all Council read this document. It has been referred to the Environment Committee to discuss and plan some educational events to offer to residents.

iv. Quotes – On-Call Emergency Snow Clearing

16-285 Motion: M. Vardy/T. Williams

Motion to approve quote from Hudson's Excavating in the amount of \$125/hour for on-call emergency snow clearing for the 2016/2017 winter season.

Motion: Carried

For: J. Wall, M. Vardy, R. Tizzard, T. Williams, R. Brink, G. King

v. Site Specific Health & Safety Plan – Salt/Sand Pick Up & Delivery

16-286 Motion: R. Tizzard/T. Williams

Motion to approve quote from BK Services for the pick up and delivery of salt/sand for the 2016/2017 winter season and sign off on the Site Specific Health & Safety Plan for salt/sand pickup at the White Hills depot.

Motion: Carried

For: J. Wall, M. Vardy, R. Tizzard, T. Williams, R. Brink, G. King

C. Finance

i. Accounts Payable \$107,227.20

16-287 Motion: T. Williams/M. Vardy

Motion to approve accounts payable listing dated November 21, 2016.

Motion: Carried

For: J. Wall, M. Vardy, R. Tizzard, T. Williams, R. Brink, G. King

Councillor J. Sainsbury arrived and entered the chambers at 5:42pm.

ii. Resolution to Increase Visa Limits

16-289 Resolution: R. Tizzard/T. Williams

BE IT RESOLVED that the Town of Pouch Cove increase the credit limit from \$5000 to \$10,000.

Resolution: Carried

For: J. Wall, M. Vardy, R. Tizzard, J. Sainsbury, T. Williams, R. Brink, G. King

7. LIAISON REPORTS

- Recreation** Wreath making classes are now full. Santa Claus Parade joint float between the town and Recreation committee. Tree lighting ceremony December 3rd, Skate with Santa December 11th, Christmas Story Hour December 13th, Christmas in the Cove December 14th, Snowfest February 24-March 4.
- NEAJC** No update.
- NEAR** Meeting today, minutes will be disbursed.
- Fire Department** Meeting scheduled for tonight, 8:00pm.
- Mayors/MHA** No update.
- Environment** No update.
- Library** No update
- Arena** Many events on the go, meeting scheduled for next week.
- Heritage** Heritage Days went very well. Mayor J. Wall congratulated the society on a great event.
- ICSP** Bauline still has concerns about Marine Drive Park and its expansion, along with traffic flow through their community. Bauline also had their Official Building Opening November 19th.
- HTH School Council** No update.

8. OTHER COMMITTEE REPORTS

Finance Committee

Councillor R. Brink advised the budget for 2017 has been drafted and meetings for the finance and full council will be scheduled for review.

Water Committee

Councillor R. Tizzard advised that an update has been printed and published. Mayor J. Wall advised that he spoke with Minister Eddie Joyce regarding the Water Treatment Plant project and was assured that our project is still on the books and waiting for official signatures.

9. NEW BUSINESS

Ronald McDonald House

Mayor J. Wall thanked those who volunteered to help out with the Ronald McDonald breakfast.

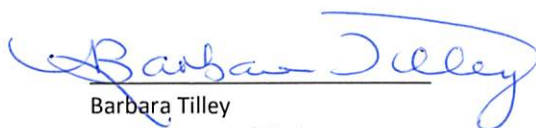
10. QUESTION & ANSWER

Council was addressed by Mr. Ken Pittman.

11. ADJOURNMENT

16-290 Motion: R. Tizzard/G. King

There being no further business, the meeting adjourned at 5:57pm.



Barbara Tilley
Town Manager/Clerk



Joedy Wall
Mayor