



Minutes of a Special Meeting of Council  
The Town Council of Pouch Cove held  
Thursday, March 23, 2017

Mayor: Joedy Wall  
Deputy Mayor: Mark Vardy

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

Town Manager/Clerk: Barbara Tilley

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*This special meeting was called to discuss three issues; HR Update, Fire Department Vehicle Damage, and a letter from Minister Joyce.*

**1. CALL TO ORDER**

Mayor J. Wall called the meeting to order at 6:05pm.

**2. HR UPDATE - RESTRUCTURING**

Deputy Mayor M. Vardy gave a brief overview of the restructuring process. Job descriptions were given to employees to review and add or remove duties associated with their position. These documents were received and reviewed by the HR Committee. Deputy Mayor M. Vardy will draft a template that will be easy to read, with new duties and qualifications for each employee. The HR Committee is streamlining the process for Bert Meadus restructuring review.

**3. FIRE DEPARTMENT – VEHICLE DAMAGE**

During the wind storm, a vehicle belonging to one of the PCVFD members was damaged while on site. Neither the Town nor the Fire Department has a policy for this type of damage. Council is looking for an incident report on the damage, including pictures. The Town Manger is in possession of repair quotes and pictures of the vehicle.

The Town Manager stated that the conditions of the day were very extreme and the Town had several pieces of equipment damaged. The Town Manager was requested to contact the insurance provider to ask about coverage for town business, as well as firefighter's personal vehicles.

**4. LETTER FROM MINISTER JOYCE DATED MARCH 16, 2017 - COR/2017/00466-01**

*Councillor J. Sainsbury questioned whether Councillor R. Brink was in conflict of this information.*

**17-047** Motion: J. Sainsbury/Greg King

Motion to declare Councillor R. Brink in conflict of the letter received from Minister Joyce.

Motion:Carried

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

*Councillor Brink made a statement that on Saturday at 10 a.m. there is a session taking place on Creating a Respectful Workplace for informal **advice** and all should attend.*

*Councillor R. Brink declared conflict and left the building at 6:40pm.*

**17-048** Motion: G. King/M. Vardy

Motion to vacate Councillor Robert Brink's seat on the Pouch Cove Town Council.

Motion:Defeated

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

*Town Manager stated that the council could not remove Councillor R. Brink under the Municipalities Act.*

**17-049** Motion: Greg King/M. Vardy

Motion to request Councillor R. Brink to attend all Council meetings via Remote Attendance.

Motion:Carried

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

Against: J. Sainsbury

**17-050** Motion: Greg King/M. Vardy

Motion to write the Minister to have a meeting with Council to discuss his letter dated March 16, 2017 - COR/2017/00466-01.

Motion:Defeated

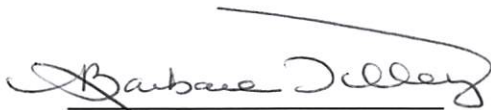
For: G. King, M. Vardy,

Against: J. Wall, R. Tizzard, J. Sainsbury, T. Williams

## 5. ADJOURNMENT

**17-051** Motion: R. Tizzard/J. Sainsbury

There being no further business, the meeting adjourned at 7:45pm.



Barbara Tilley  
Town Manager/Clerk



Joedy Wall  
Mayor