



**TOWN OF POUCH COVE
MINUTES OF A REGULAR MEETING OF COUNCIL
MONDAY MARCH 21, 2022**

Mayor:	Mark Vardy	Councillors:	Todd Vaters (VIRTUAL)
Deputy Mayor:	Kara Connors		Danny Connors
			Erin Nugent
Chief Administrative Officer:	Brian Peach		Jennifer Noseworthy
Town Clerk & Program Coordinator	Susan Arns		Kate Sullivan

1. CALL TO ORDER

Mayor M. Vardy called the meeting to order at 6:02pm.

2. ADOPTION OF THE AGENDA

22-034 Motion: J. Noseworthy/E. Nugent
Motion to approve the agenda as presented.
Motion: Carried
For: M. Vardy, K. Connors, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

3. ADOPTION OF THE MINUTES

22-035 Motion: J. Noseworthy/K. Connors
Motion to approve the minutes of a Regular Council Meeting – February 21, 2022.
Motion: Carried
For: M. Vardy, K. Connors, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

4. BUSINESS ARISING

No business arising.

5. DELEGATE

No delegate.

6. CORRESPONDENCE

a. Pouch Cove Garden Committee

22-036 Motion: K. Connors/ J. Noseworthy
Motion to approve purchase of fence for the Pouch Cove Garden Committee in the amount of \$7307 plus hst.
Motion: Defeated
Against: M. Vardy, K. Connors, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

Councillor T. Vaters joined the meeting virtually 6:06pm.

b. Municipal Assessment Agency Update

For information only.

c. Proclamation – Purple Day for Epilepsy March 26, 2022

Mayor Mark Vardy signed and proclaimed March 26, 2022 as Purple Day for Epilepsy.

7. ROADS AND PUBLIC SAFETY

a. Roads and Public Safety Committee Report

Councillor D. Connors reviewed the Roads & Public Safety Committee Report. Councillor J. Noseworthy reviewed the Fire Chief's report.

- 22-037** Motion: D. Connors/Erin Nugent
Motion to approve the Roads and Public Safety Committee Report as presented.
Motion: Carried
For: M. Vardy, K. Connors, T. Vaters, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

A copy of the Roads and Public Safety Meeting Minutes is attached.

8. WATERWORKS AND ENVIRONMENT

a. Waterworks and Environment Committee Report

There was no Waterworks & Environment Committee Meeting.

9. RECREATION AND COMMUNITY SERVICES

a. Recreation & Community Services Report

Deputy Mayor K. Connors reviewed the Recreation and Community Services Committee Update.

- 22-038** Motion: K. Sullivan/J. Noseworthy
Motion to approve the Recreation & Community Services Committee Update as presented.
Motion: Carried
For: M. Vardy, K. Connors, T. Vaters, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

A copy of the Recreation and Community Services Meeting Minutes is attached.

b. Jack Byrne Regional Sports & Entertainment Center Board Appointment

- 22-039** Motion: D. Connors/E. Nugent
Motion to approve Mr. Tony Palmer as the Town of Pouch Cove community Representative for the Jack Byrne Sports & Entertainment Center Board.
Motion: Carried
For: M. Vardy, K. Connors, T. Vaters, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

10. GENERAL BUSINESS

a. CAO REPORT

- 22-040** Motion: K. Connors/E. Nugent
Motion to approve CAO Report as presented.
Motion: Carried
For: M. Vardy, K. Connors, T. Vaters, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

b. Accounts Payables Listing

- 22-041** Motion: E. Nugent/T. Vaters
Motion to approve Accounts Payables List as presented.
Motion: Carried
For: M. Vardy, K. Connors, T. Vaters, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

c. Permit Log

22-042 Motion: J. Noseworthy/K. Connors
Motion to approve Permit Log.

PERMIT LOG FEBRUARY 19, 2022 – MARCH 18, 2022

PERMIT NUMBER	DATE ISSUED	CIVIC ADDRESS	PERMIT TYPE	DESCRIPTION
2022-006	17-02-22	683 MAIN ROAD	REPAIR	REPLACE DAMAGE DRYWALL IN GARAGE
no permit required	Mar 1/22	200 SATELLITE RD	REPAIR	TEMPORARY FENCING TO ALLOW OUTDOOR PATIO DURING EVENTS
2022-008	Mar 1/22	261 - 265 MAIN ROAD	GENERAL REPAIR	
2022-009	Mar 1/22	8 BIRCH HILL	GENERAL REPAIR	REPAIR GARAGE
2022-010	Mar 10/22	654 MAIN RD	GENERAL REPAIR	PORCH REPAIR / DOORS
2022-011	Mar 10 22	14 Gruchy's Hill	Site Clearing	Site Clearing for parking lot expansion
2022-012	Mar 17/22	38 Mundy's Road	GENERAL DEVELOPMENT	single family dwelling
2022-013	Mar 11/22	308 Main Road	Business Permit	Sleep Tight consulting
2022-014	Mar 11/22	308 Main Road	Site Clearing	Leveling back yard
2022-015	Mar 11/22	308 Main Road	Repair	fence

Motion: Carried

For: M. Vardy, K. Connors, T. Vaters, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

d. Account Adjustment – 13-17 Strugnell's Marsh Road

22-043 Motion: D. Connors/K. Connors

Motion to adjust account as per resident tax agreement on file and reviewed by CAO.

Motion: Carried

For: M. Vardy, K. Connors, T. Vaters, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

e. Account Adjustment – 14-16 Evan's Road

22-044 Motion: D. Connors/E. Nugent

Motion to adjust account as per resident tax agreement on file and reviewed by CAO.

Motion: Carried

For: M. Vardy, K. Connors, T. Vaters, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

f. General Development Application, House – 6 Back Road

Councillor E. Nugent declared conflict and left the Chambers at 6:29pm.

22-045 Motion: D. Connors/K. Connors

Motion to approve general development for 6 Back Road as per application.

Motion: Carried

For: M. Vardy, K. Connors, T. Vaters, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

Councillor E. Nugent returned to the Chambers at 6:31pm.

g. General Development Application, Accessory Building – 2 Strugnell's Marsh Road

22-046 Motion: K. Connors/K. Sullivan

Motion to adjust approve general development for 2 Strugnell's Marsh Road as per application.

Motion: Carried

For: M. Vardy, K. Connors, T. Vaters, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

h. Business Application – 657 Pouch Cove Line

Councillor T. Vaters declared conflict and left the meeting at 6:33pm.

(Councillor T. Vaters was virtually attending the meeting, so his virtual attendance was temporarily suspended until the item was discussed.)

22-047 Motion: K. Connors/D. Connors
Motion to approve business application for 657 Pouch Cove Line as per application.
Motion: Carried
For: M. Vardy, K. Connors, T. Vaters, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

Councillor T. Vaters returned to the meeting at 6:35pm.

i. Business Permit Amendment – 16-20 MicNoel Place

22-048 Motion: K. Connors/J. Noseworthy
Motion to approve business amendment as presented.
Motion: Carried
For: M. Vardy, K. Connors, T. Vaters, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

j. Account Adjustment – 12-14 Connor's Loop

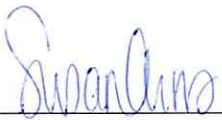
22-049 Motion: D. Connors/K. Connors
Motion to adjust account as per resident tax agreement on file and reviewed by CAO.
Motion: Carried
For: M. Vardy, K. Connors, T. Vaters, D. Connors, E. Nugent, J. Noseworthy, K. Sullivan

10. NEW BUSINESS

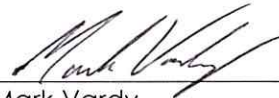
Councillor D. Connors advised there will be a Kids Bingo at the Lions Club on Sunday March 27th 2:00pm.

10. NEW BUSINESS

22-050 Motion: D. Connors
There being no further business, the meeting was adjourned at 6:39pm.



Susan Arns
Town Clerk & Program Coordinator



Mark Vardy
Mayor



TOWN OF POUCH COVE

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ROADS & PUBLIC SAFETY UPDATE

MARCH 18, 2022

1. Roads

a. Patching and Paving

Lists will be compiled soon so we can get the work done in the spring/early summer.

b. Ditching Phase 3

This is set to be done this year. We will be doing up the Request for Quotes soon to have this job completed in the spring/early summer.

c. Turnarounds

The turnaround project is in the process of being done. Staff will create a list of the Turnarounds and proposals for land acquisition over the next two months. The turnarounds will be placed in order of safety requirements, land availability, ease of access, etc.

This project is temporarily on hold until Lead Hand returns to work.

d. Snow Clearing

We are in the downswing of winter and snow clearing will soon be finished for the season. We have had some issues with snow clearing equipment but repairs and modifications have been made to finish the season.

e. Pole Light Requests

Pole lights have been installed on Gully Road and Town Circle. A great improvement to the area as the turns were very dark.

We received a pole light request for Farm Road/Central Hill. Staff will visit the area and review.

2. Public Safety

a. Fire Department Training Building

CAO B. Peach has issued the Request for Proposals for the new building.

b. Emergency Management Plan (Operational/Situational)

The Town is planning to create a committee to coordinate and create an operational aspect of the Emergency Management Plan. This committee will be made up of residents and staff to create and coordinate the plan to include step-by-step processes for multiple scenarios for Pouch Cove. This is an ongoing project and will be hopefully rolled out Spring/early summer.

c. Building Inspections

All deficiencies from inspection forms have been fixed and/or completed and Fire Chief D. Sullivan will be doing a final walk through this coming weekend.

3. Other

a) Hydrant Replacement Campaign

This project is ongoing. An update will be given at the next meeting.



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RECREATION & COMMUNITY SERVICES MEETING

MARCH 18, 2022

1. Recreation Programs

a. Walking Program

Tuesdays & Thursdays 10:30am

b. Play Group

Wednesdays 10:00am-12:00pm

c. Metabolic Madness

Mondays & Wednesdays 7:00pm-8:00pm

d. Easter Activities

April 10th Cupcake Decorating 10:00am-12:00pm

April 11th Afternoon Tea & Sweets

April 12th Seniors Brunch

April 13th Easter Play Group

e. Spring into Fitness Campaign

April 15th – June 30th Calendar of events and activities will be advertised soon!

2. Come Home Year

We have air marked July 14-24 for Come Home Year activities. A meeting for a committee will be held on Tuesday March 29, 2022 at 6:30pm at Silver Threads.

3. Clean Up Order Process

Scott and Susan will do a drive around town to compile a list of any properties that are in disarray. These properties will be sent a letter, and given thirty (30) days to clean up. If the clean up has not been completed after 30 days, a 7-day warning of an official Clean Up Order will be given. If the clean up is not completed by day 7, an official order will be issued to the property.

This project is on hold until the Lead Hand returns to work.

4. Recreation Survey

This survey is in the process of being completed. Once all questions are compiled, the committee will review and approve for advertisement.

5. Other

Bulk Garbage Collection is scheduled for March 28, 2022.