



**TOWN OF POUCH COVE  
MINUTES OF A REGULAR MEETING OF COUNCIL  
MONDAY November 27, 2023**

Mayor: Mark Vardy  
Deputy Mayor: Kara Connors  
Chief Administrative Officer: Conrad Freake  
Executive Clerk: Tracy Nichols

Councillors: Erin Nugent  
Danny Connors  
Kate Sullivan  
Jennifer Noseworthy

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**1. CALL TO ORDER**

Mayor M. Vardy called the meeting to order at 6:33 pm.

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**2. ADOPTION OF THE AGENDA**

**2023-168** Motion: J. Noseworthy / K. Connors  
Motion to approve the agenda as presented.  
Motion: Carried  
For: M. Vardy, K. Connors, J. Noseworthy, K. Sullivan, D. Connors, E. Nugent

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**3. ADOPTION OF THE MINUTES**

**A. Regular Meeting – October 30, 2023**

**2023-169** Motion: J. Noseworthy / K. Connors  
Motion to approve the minutes of a Regular Council Meeting October 30, 2023  
Motion: Carried  
For: M. Vardy, K. Connors, J. Noseworthy, K. Sullivan, D. Connors, E. Nugent

**B. Special Meeting – November 1, 2023**

**2023-170** Motion: J. Noseworthy / E. Nugent  
Motion to approve the minutes of a Special Meeting November 1, 2023  
Motion: Carried  
For: M. Vardy, K. Connors, J. Noseworthy, K. Sullivan, D. Connors, E. Nugent

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**4. BUSINESS ARISING**

There was no business arising.

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**5. DELEGATE**

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**6. CORRESPONDENCE**

No new correspondence

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**7. FINANCE & HUMAN RESOURCES**

**A. Finance & Human Resources Report**

**2023-171** Motion: K. Sullivan / D. Connors  
Motion to approve the Report  
Motion: Carried  
For: M. Vardy, K. Connors, J. Noseworthy, K. Sullivan, D. Connors, E. Nugent

**B. Accounts Payable**

**2023-172** Motion: J. Noseworthy / K. Sullivan  
Motion to approve the AP list  
Motion: Carried  
For: M. Vardy, K. Connors, J. Noseworthy, K. Sullivan, D. Connors, E. Nugent

### C. Budget 2024

**2023-173** Motion: K. Sullivan / E. Nugent

**BE it so resolved that the Council of the Town of Pouch Cove in accordance with section 77(1) of the Municipalities Act, adopt the 2024 budget with operating revenues and expenditures totaling \$2,992,566.75.**

Motion: Carried

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

**2023-174** Motion: K. Sullivan / D. Connors

**BE it so resolved that the Council of the Town of Pouch Cove adopt the 2024 Fee Structure and Tax rates as submitted.**

Motion: Carried

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

### D. Waive Interest request

**2023-175** Motion: K. Sullivan / D. Connors

**Be it Resolved that the Town of Pouch Cove accept \$22,114.47 on Roll# 20258457, 202159134, 202262139, 202264255 to settle 2021 and 21 Commercial Property taxes and waive \$4,619.45**

Motion: Carried

For: M. Vardy, K. Connors, K. Sullivan, D. Connors, E. Nugent

Opposed: J. Noseworthy

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## 8. PLANNING & DEVELOPMENT

### A. Planning & Protective Services Report

**2023-175** Motion: J. Noseworthy / K. Sullivan

Motion to approve the Report

Motion: Carried

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

### B. Fire Chief's Report

**2023-176** Motion: J. Noseworthy / K. Connors

Motion to approve the Fire Chief's Report

Motion: Carried

For: M. Vardy, K. Connors, J. Noseworthy, K. Sullivan, D. Connors, E. Nugent Motion: Carried

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## 9. INFRASTRUCTURE & PUBLIC WORKS

### A. Infrastructure and Public Works Report

**2023-177** Motion: D. Connors / K. Sullivan

Motion to approve infrastructure and Public Works Report

Motion: Carried

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

### B. Electrical – Standing Offer

**2023-178** Motion: D. Connors / K. Sullivan

**Be it resolved that the Town of Pouch Cove award standing offer for Electrical services to Hammer Down Construction and Electrical Ltd for a one-year period effective November 27, 2023 – November 27, 2024.**

Motion: Carried

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

### C. Pumphouse Upgrades – Engineering Consultant

**2023-179** Motion: D. Connors / K. Sullivan

**Be it Resolved that the Town of Pouch Cove award Project Management to Crosbie Engineering LTD for the Pumphouse Upgrades and Water Distribution Monitoring Project # 17-GI-23-00005 as per terms and conditions.**

Motion: Carried

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

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## 10. RECREATION & COMMUNITY SERVICES

### A. Recreation & Community Services Report

There was no report

**B. Christmas Schedule**

For information purposes only K. Connors discussed upcoming Christmas events in the Town

**11. GENERAL BUSINESS**

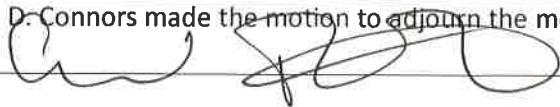
There was no general business

**12. NEW Business**

There was no new business

**13. ADJOURNMENT**

D. Connors made the motion to adjourn the meeting at 6:57 pm.

  
Conrad Freake  
Chief Administrative Officer

  
Mark Vardy  
Mayor

