



**TOWN OF POUCH COVE
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
Monday JANUARY 19, 2026**

Mayor:	Brad Richards	Councillors:	Antony Luchford
Deputy Mayor:	Kate Sullivan		Danny Connors
			Tony Palmer
			Charlotte Richards
			Derek Spracklin
Chief Administrative Officer:	Rod Hynes		
Deputy Clerk:	Marlene Lawlor		
Gallery:			
	Pauline Penny		
	Sarah Canning		
	Cory Knight		

1. CALL TO ORDER

Mayor Richards called the meeting to order at 6:31 pm.

2. PRESENTATION BY THE STEWARDSHIP ASSOCIATION OF MUNICIPALITIES

Willem Peters, Conservation Biologist with the Stewardship Association of Municipalities, gave an informative 30-minute presentation to council, staff and residents in attendance. Topics discussed included The Green Team Summer Employment program, Summer Camp Outreach opportunities, funding assistance for walking trails and other nature-based activities, the trail around Shoe Cove Pond and the current Stewardship Agreement between SAM and the Town of Pouch Cove.

Following the presentation the meeting was paused from 7:05 pm to allow for SAM to remove their equipment from chambers to 7:11 pm when the meeting was called back to order.

3. 2026 COMMITTEE STRUCTURE

Mayor Richards updated the Council Committee Structure for 2026 noting that the 2025 committees would remain largely intact, but the previous Planning and Protective Services would be split with Planning and Development being its own committee and Protective Services combining with Enforcement to form the Protective Services and Enforcement

Committee. The Protective Services and Enforcement Committee will be chaired by Councillor Spracklin. Additionally, a new committee was formed to advance economic development opportunities in the Town, and the new Economic Development Committee would be chaired by Councillor Richards.

4. DIVISIONAL UPDATES

A. RECREATION AND COMMUNITY SERVICES

Councillor Richards presented the Recreation and Community Services Committee report highlighting work to date and informing the council about upcoming events such as Snowfest (February 26 to March 8), StaySafe Training Course, Family Games Night, Valentines Kids Dance, and the new and exciting Great Pouch Cove Bake-Off among other topics.

Councillor Richards advised that the Town had received 3 expressions of interest for the role of community representative on the Jack Byrne Arena Committee. After careful consideration the committee recommended to council that Kara Connors be chosen as the community representative. This will be presented at the next public council meeting in the form of a formal resolution.

B. PLANNING AND DEVELOPMENT

Councillor Luchford presented the Planning and Development Committee report to council highlighting the meeting that was held on January 12, 2026. Amongst the topics discussed were the recommendation by the committee to council to not rescind the rezoning of Peytons Pond. Council discussed this recommendation and agreed that it would not rescind the previous decision. Also presented by Councillor Luchford was a discussion at the previous meeting around Alternative Dwelling Units. As noted by Councillor Luchford further meetings and details will need to be explored before council can consider such a change to existing regulations. Among other topics identified were a discussion about a development application on Gruchy's Hill, ongoing review of Municipal Plan, turnaround work and street lighting. Regarding street lighting the committee recommended to council that street lights be installed on Mundys Road and towards the end of Cameron Place leading towards the Municipal Depot. A formal resolution will be put forth at the next council meeting for approval.

C. PUBLIC WORKS AND INFRASTRUCTURE

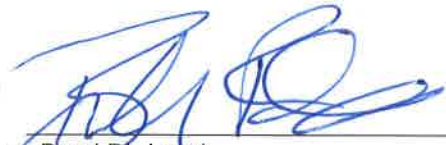
Councillor Connors presented the Public Works and Infrastructure Committee Report to council. Amongst the topics discussed was an overview of the current issues at the Water Treatment Plant and Boil Water Advisory. Councillor Connors noted that the Town has an active Municipal Capital Works application for repairs to the WTP, along with a pilot project to determine if pretreatment of water is an option. Councillor Connors also noted that should the MCW application not be successful the plan is to utilize Canada Community Building Funds to do the necessary repairs to the plant. Failing either of those options the Town will utilize existing funds from the water fees to offset the cost of repairs and maintenance. Councillor Connors also advised that work will be commencing shortly on repairs and maintenance for the pumphouse. The funding for this project was previously approved through a MCW program and the completion is anticipated within six weeks of commencement. There was discussion about updating the town snow clearing policy, about roadwork priorities for 2026, the possibility of doing work on turnarounds and extending the parking lot at Shoe Cove Pond. There was also brief discussion about replacing vehicles for the public works division. The 2026 Water and Wastewater Workshop is in Gander in March and it is anticipated that the CAO will attend.

5. CORRESPONDENCE

Mayor Richards presented an email from a resident seeking to have comments open on Town Facebook page. Councillor Richards suggested that this matter be referred to the Human Resources Committee for further discussion around a social media policy.

6. ADJOURNMENT

Councillor Connors made the motion, seconded by Councillor Richards to adjourn the meeting at 8:07 pm



Brad Richards
Mayor



Rodney Hynes
Chief Administrative Officer

Recreation Committee Report- January 2026

2026 is a new year, full of fresh enthusiasm! I'm looking forward to seeing rec advisory grow and to help steer the course of recreation locally!

The Rec Committee met on January 7th and the Rec Advisory met on January 15th. The main focus of the recreation committee this month was to address the urgent gaps in recreation programs. The focus of rec advisory was our upcoming Snowfest. Here are more specific details:

Town programming started up again this month with the return of the Sunday morning yoga series with our great yoga instructor Barbara Murphy. Kady Crocker will return with metabolic madness again this winter- specific scheduling and registration details will be provided by the CSC. In March, Carly of Newfound Lifestyle will return with another offering of Yoga Fit.

The strategic direction that the Recreation Committee has given to the CSC is that we want to see a kids craft program ASAP return to Pouch Cove. I am awaiting specific scheduling and registration details. We have also implemented a new monthly program of a family games night on the last Friday of the month.

1. SNOWFEST

Our Rec Advisory meeting discussion was about SNOWFEST 2026! We will be once again partnering with Flatrock for this annual event, but, and this is a large but, we are absolutely doing our own events and putting an emphasis on having many Pouch Cove components that are designed for family fun!

Snowfest Dates: Thursday February 26th until Sunday March 8th

Breakdown of Snowfest events:

February 26th- Seniors Outing! Lunch and socializing at McNivens Pub, pre-registration required through Jennifer at Town Office. I believe cost will once again be \$25 per person to cover bus and lunch, open to local seniors! 11 for bus pickup I believe, but exact time will be in the newsletter for Snowfest.

February 27th

Wings and Trivia Night! BYOS- Bring your own sauce and feast on wings while playing trivia- teams of up to 6 people. Come as a team or come on your own and build a team once you arrive. \$10 per person includes your trivia and wings! 7-9pm. Pre-registration is required (so we know how many wings we will need) and can be done by contacting Jennifer at Town Office.

February 28th

Jack Byrne Arena Community Skate- free for residents. 330-420pm You must bring your own skates and helmet.

Family Games Night! Free night of board games and fun at Stiles Cove Chalet. No pre-registration required. Either bring your own favourite game or play one of the games at the Chalet. Light snacks and refreshments provided. 630-8pm.

March 1

Weather pending, this is the date for the Fishing Derby, hosted by the Pouch Cove Volunteer Fire Department. If there isn't favourable ice for this event, the Volunteer Fire Department will be hosting a boil up instead (fried bologna, beans etc.) Details to follow in the newsletter for Snowfest on timing etc.

March 2

Heritage Society Snowfest event at Stiles Cove Chalet! I'll have more details once I talk to the rest of the Heritage Society so check the newsletter on this one!

March 3

Paint night with Lesley in Flatrock. Registration, details etc. forthcoming. Not a Pouch Cove hosted event, but Pouch Cove residents can certainly register.

Indoor Walking Group KCN Seniors Cooperative at All Saints Anglican Hall, or, if weather cooperates, a special edition Snowfest walking group outside! No registration required, free.

March 4

Community swim at Paul Reynolds- 7-8pm. Free for residents! Preregistration is required- contact Jennifer at Town Office. Meet down at the lobby of Paul Reynolds prior to the swim to get your wristband. Children must be accompanied by adults/ more details will be shared in the newsletter.

March 5

Pouch Cove Playgroup 930-1130 am at Stiles Cove Chalet

Games Night- KCN Seniors! Silver Threads- more details in newsletter.

March 6

Seniors Luncheon 12-2 at Flatrock Community Centre- more details in newsletter and I believe registration required through Steph in Flatrock.

Pouch Cove Winter Carnival! 630-8pm at Cape St Francis Elementary. Entry is a donation to the foodbank. Participants receive 10 tickets at the door that can be used for various carnival games and fun in the Winter Carnival! Discussed Carnival activities include: building "snowforts" out of white paper covered cardboard boxes, bouncy castle, facepainting, snowcones, pin the carrot on frosty, craft/ colouring station, cornhole, washer toss, prize punch, wheel of prizes, and more! Alicia Sainsbury and the Girl Guides have offered to be on the front desk and accept the foodbank donations/ hand out the tickets to people arriving. We will need all hands to run games, help with setup, and to visit with residents and participants.

March 7

Chili cookoff- Flatrock details provided by flatrock forthcoming

Adult dance and hypnotist- Flatrock details provided by flatrock forthcoming

Open Gym time at Cape St Francis Elementary for basketball/ ball hockey etc. still in development/ planning stage.

March 8

Card game- flatrock details provided by flatrock forthcoming

Pouch Cove International Women's Day Brunch! Pouch Lions Club are tentatively hosting the brunch- more details forthcoming.

2. Upcoming Rec Events outside of Snowfest!

Stay Safe Training Course

January 24th

9-330pm at Silver Threads Building. This course provides children with the knowledge and skills they need to stay safe when they are away from their parents or guardians, both at home and in their communities. This course is pre-registered, but spaces are still available. Reach out directly to Town Office if you are interested in registering.

National Family Literacy Day

January 27th at Pouch Cove Public Library from 5-6pm. Story Time with Mayor Brad Richards- free for all, this event is a partnership between the Town and the Public Library.

Family Games Night

The first Family friendly games night will occur January 30th from 630-8pm at the Stiles Cove Chalet at 100 Satellite Road. We will hold these each month throughout the winter and if they are a success, they will continue year round. Free, all are welcome!

Valentines Kids Dance

Feb 13th from 630-8pm at All Saints Hall. We have a poster and the Hall is booked. I'm going to print off mini posters to give to the school to tuck into kid's bookbags as that worked well in the past. We will be collecting food bank donations to get into the dance. We will have a cash canteen, same setup as the other dances we have done in the past! If you are available to help out that would be wonderful!

The Great Pouch Cove Bake-Off!

A new event series we chatted about- a Pouch Cove baking competition! Think of the Great British Bakeoff- but with a twist. We will have competitors sign up to be bakers and we will also invite residents to sign up to be "judges" but what they really are is tasters/ eaters! Judges will pay \$2 per person and get to sample the tasty entries. If we end up with 20 judges, the competitors will be instructed to make enough of their entries to give a sample to all the judges. The tasting/ judging days will be four Saturdays in a row, marking the month that stretches from just before St. Patricks Day until the weekend of Easter. Bakers make their entries ahead of the Saturday tasting sessions! They arrive at 130 to drop off their treats for a 2pm start. Judges cast their votes by ballot for their favourite entry- winners receive a trophy and baking bragging rights!

Here are Proposed Dates and Themes:

March 14

The Great Pouch Cove

Bakeoff Week 1- St

Patrick's Day theme

March 21

The Great Pouch Cove

Bakeoff Week 2- Death

by Chocolate theme

March 28

The Great Pouch Cove

Bakeoff Week 3- Cookies theme

April 4

The Great Pouch Cove Bakeoff

Week 4- Easter Theme

2026 Rec Events

January 2026

MON	TUE	WED	THU	FRI	SAT	SUN
			1	2	3	4
5	6	7	8	9	10	11 Yoga 1030am
12	13 Havin a Yarn 7-9	14	15	16	17	18 Yoga 1030am
19	20	21	22	23	24 Stay Safe Training 9-330pm	25 Yoga 1030am
26	27 Family Literacy Day Story Time 5-6pm Havin a Yarn 7-9	28	29	30 Family Games Night 630-8pm	31	

February 2026

MON	TUE	WED	THU	FRI	SAT	SUN
						1 Yoga 1030am
2	3	4 Rec Committee Meeting 2-3pm	5	6	7	8
9	10	11	12	13 Kids Valentines Dance 630-8pm	14	15
16	17	18	19 Rec Advisory Committee 7-8pm	20	21	22
23	24	25	26 Snowfest Begins! Seniors Outing at McNiven	27 Snowfest Wings and Trivia Night	28 Open gym for basketball/ ball hockey everyone welcome (TBD)	

March 2026

MON	TUE	WED	THU	FRI	SAT	SUN
						1 Fishing Derby/ Boil Up
2 Heritage Society Snowfest Event	3 Paint Night- Flat Rock	4 Swim at Paul Reynolds 7-8pm Rec Committee 2-3pm	5 Snowfest indoor walking group	6 Winter Carnival 630- 8pm CSFE	7 Chili Cookoff Hypnotist Show (all in Flat Rock)	8 International Womens Day Brunch 12-2
9	10	11	12	13	14 The Great Pouch Cove Bakeoff Week 1- St Patricks Day	15 St Patricks Day Irish Newfoundland Music Event- Tentative!
16	17	18	19 Rec Advisory 7-8pm	20	21 The Great Pouch Cove Bakeoff Week 2- Death by Chocolate	22
23	24	25	26	27	28 The Great Pouch Cove Bakeoff Week 3- Cookies	29
30	31					

April 2026

MON	TUE	WED	THU	FRI	SAT	SUN
		1 Rec Committee 2-3pm	2	3	4 The Great Pouch Cove Bakeoff Week 4: Easter!	5 Family Easter Party
6	7	8	9	10	11	12
13	14	15	16 Rec Advisory 7-8pm	17	18	19
20	21	22 Earth Day Community Event	23	24 Volunteer Appreciation Night	25	26
27	28	29	30			

May 2026

MON	TUE	WED	THU	FRI	SAT	SUN
				1	2	3
4	5	6 Rec Committee 2-3pm	7	8	9 Mothers Day Craft: Making Mothers Day Cards	10
11	12 TENTATIVE- Municipal Awareness Day/ Week	13	14	15	16	17
18	19	20	21 Rec Advisory 7-8pm	22	23	24
25	26	27	28	29	30	31



**TOWN OF POUCH COVE
PLANNING AND DEVELOPMENT COMMITTEE MEETING
MINUTES (INFORMAL)
JANUARY 12, 2026, 3:00 PM
COUNCIL CHAMBERS**

In attendance were:

Mayor Brad Richards

Councilor Antony Luchford (Chair)

Councilor Tony Palmer

CAO Rod Hynes

Deputy Clerk Marlene Lawlor

Public Works Lead Hand Jody Murray

Gallery:	Matthew Goldsworthy	Shane Bruce
	Donna Noseworthy	Bernie Connors
	Cory Knight	Jay Orr
	Glenda Sullivan	Brendan Kelly
	Shelley Furlong	Matthew Young
	Laura Bruins	Elka Dettmer
	Judy Hancock	

The planning and development committee meeting was called to order by Chairperson Antony Luchford at 3:01 pm.

The Committee reviewed the agenda and agreed with proceeding as indicated.

The CAO presented an overview of the meeting he and the Deputy Clerk attended on December 18, 2025, with 12 residents of the Vales. The issues raised by the residents at both the meeting in December with staff and the previous COW meeting in November were reviewed again. After discussion amongst the committee, it was decided that the committee

would recommend to council that they not rescind the approval of the rezoning application which was passed in the summer of 2025.

The CAO presented an overview of the application by XIV Enterprises to build two separate standalone buildings running perpendicular to the existing structure at 12 to 20 Gruchy's Hill. Shane Bruce, representative of XIV, was present and offered additional information on the matter. It was the committee's determination that without further information, more specifically details on exactly what XIV are proposing, it is difficult to make an assessment on whether any application would be approved or denied but the committee did advise Bruce that they were open to considering such a request. Bruce indicated that he would go back to his business partner and have a more detailed presentation prepared for administration to review.

The topic of Turn Around construction in the Town was discussed after a previous council meeting and it was deferred to the committee for further review. The Public Works Lead Hand indicated that there would be approximately 8 locations in the Town that would benefit from construction or upgrading of turnarounds and agreed to prepare a priority list which would then be presented to the CAO and Deputy Clerk to assess which locations would be the most cost effective and easiest to address. The committee agreed to look at this matter again when further information was available but had no recommendations for council at this time.

The CAO provided an overview of a request by a resident to construct an Accessory Dwelling Unit in the Town. As an ADU is not currently permitted under the Town Plan and Development Regulations such construction would require discretion of council. The resident in question attended the meeting and spoke on the topic. The committee agreed that the resident would meet with the CAO and Deputy Clerk and provide more information before any decision was made.

The topic of street lighting for various locations around the town has been raised with the town office. Two of the residents in the gallery presented their concerns regarding their areas. The CAO and Public Works Lead Hand both confirmed the concerns and the committee discussed and advised that they would recommend to council that streetlights be installed in the locations discussed. The committee agreed that a policy pertaining to installation of street lighting for both new and existing locations should be drafted.

There was general discussion during the New Business component of the meeting regarding the ongoing review of the Municipal Plan. A resident present indicated that there was a need for council to consider creating an industrial park in the Town, maybe on Pouch Cove Line. A resident suggested that there were issues with the current Dog Park and that the Town should

consider ditching or drainage or relocating it. There was some general discussion regarding the need for an enforcement officer for the Town.

The committee agreed that they would meet at 3 pm on the second Monday of each month going forward.

The meeting was adjourned at 4:31 pm.



**TOWN OF POUCH COVE
PUBLIC WORKS AND INFRASTRUCTURE COMMITTEE MEETING
MINUTES (INFORMAL)
JANUARY 19, 2026, 10:30 AM
COUNCIL CHAMBERS**

In attendance were:

Councilor Danny Connors (Chair)

Deputy Mayor Kate Sullivan

CAO Rod Hynes

Public Works Lead Hand Jody Murray

The public works and infrastructure committee meeting was called to order by Chairperson Danny Connors at 10:34 am.

The Committee reviewed the agenda and agreed with proceeding as indicated.

The Committee reviewed the committee membership and terms of reference.

The CAO presented an overview of the funding application through the Municipal Capital Works program for the Water Treatment Plant. The application is still under review with an answer expected in the very near future. The CAO advised that if the MCW funding application is not successful it is his recommendation to utilize existing Canada Communities Building Funds to complete the repairs and parts inventory. The CAO further advised that it is his recommendation that if neither the MCW or CCBF can be used that the Town spend its own money (raised via water fees) to purchase the parts and complete the repairs. The Committee agreed to wait and see what happens with the MCW and assess other options following that process.

The CAO and Lead Hand discussed the recent water treatment plant issues that occurred the previous day. It was noted that Cahill Technical Services were onsite and had identified the issue as being a variable frequency drive on the feed pump. Work is ongoing to correct this issue. The CAO noted that Boil Water Advisory was issued by the province and that we would be issuing updated messaging to the public after lunch today.

The CAO presented an overview of the current project at the pumphouse advising that Rodco has all parts on order and expects to begin work in March with a six-week completion timeline.

The CAO presented an overview of the current situation at the lift station. Essentially, we need repairs done now and we are preparing a CCBF application to offset the costs of same. If this is unsuccessful we are proposing to cover approximately \$30,000 in repairs out of town funds raised via the 2026 sewer fees.

There was a discussion with the lead hand regarding the current draft snow clearing policy and the need to update it. The lead hand was instructed to work with administrative staff to make edits to the current draft policy so that it may be brought back to committee for further review.

There was a discussion regarding 2026 road work and paving priorities including turnarounds. The lead hand indicated that in his opinion the road work priorities from last year still remain the priority for this year and the turn around discussions to be further explored regarding land ownership and costs.

The lead hand inquired as to what actions the town wanted to take regarding cleaning up the Shoe Cove Pond parking lot area. The committee asked for options and pricing to be brought back to the next committee meeting.

The lead hand inquired about whether the town would purchase two new trucks for public works in 2026. He was advised that council had agreed to purchase one new vehicle in the fall if the 2014 and 2016 vehicles did not pass inspection in October. Any decision on a second truck would have to be considered in the 2027 budget as there was no allocation for such a purchase in 2026.

The 2026 Water and Wastewater Workshop in Gander in March was discussed. The committee felt that it would be best if the CAO attended given that the town will need to purchase supplies, equipment and other materials for both the water and wastewater needs of the town and the focus of this Workshop is the trade show and demonstrations.

The meeting was adjourned at 12:01 pm.



RESIDENT EMAIL

JANUARY 10, 2026

Good morning Brad,

I am inquiring, and requesting if you and the new counsel will be opening the Town Facebook page and offer a safe place for residents of PC to discuss issues and get factual answers from our elected and paid officials?

This is common practice for most every town in the province, I understand that this was available here in the past, but town management was unable to manage and prevent the staff from giving out their personal opinions to the greater population. I trust that these management and staffing issues have been rectified and the town can once again move forward with the professionalism we can all expect.

Is there enough confidence in the management and your office to have open online discussion with the people you serve? Expecting everyone to contact the office directly in this day and age is IMO blatantly not serving the public, it is a means to tailor answers and avoid accountability. I keep hearing from the town council that transparency is there, but to the average citizen they just can't find it, there is no public engagement, no offerings of future plans, I haven't even heard one word about the water? You folks do know that the water problem still exists? There are two other FB pages as we know but the information is often questionable and the moderators cling to personal beliefs. We all know that transparency and honest governance speaks freely,

I look forward to hearing back from you on this matter.