

**TOWN OF SMALL POINT-ADAM'S COVE**  
**COUNCIL MEETING MINUTES**

August 15, 2023

**1. CALL TO ORDER AND ROLL CALL**

Mayor Brandon King called to order the meeting of the Town of Small Point-Adam's Cove at 6:30 p.m. on August 15, 2023. The following persons were present: Mayor Brandon King, Deputy Mayor Katherine Burgess, Councillor Susan Rose and Councillor Paul Adams.

**2. APPROVAL OF MINUTES FROM MEETING OF JULY 18, 2023**

Minutes were reviewed and approved with correction.

***Motion 2023-092 made by Mayor Brandon King to approve minutes***

***Seconded by Councillor Susan Rose.***

***All in favour – motion is adopted***

**3. Resident's concerns**

1) Missing street sign to be replaced.

***Motion 2023-093 made by Mayor Brandon King to replace Jake's Way street sign and Trestle Road street sign.***

***Seconded by Councillor Susan Rose.***

***All in favour – motion is adopted***

2) Residents to have fundraiser to purchase bench dedicated in memory of resident Paul Butt.

***Motion 2023-094 made by Mayor Brandon King to provide 3 hours of backhoe work and a load of shale to facilitate the placement of the bench at a reasonable location.***

***Seconded by Councillor Susan Rose.***

***All in favour – motion is adopted***

3) Trail by Graveyard Road in Blackhead is grown in with numerous ruts – on list to be done.

4) Water leak on Flight's Well – scheduled to be repaired on Thursday, August 17.

5) The ditch along George's Road needs to be cleaned out – on list to be done.

6) Speed Bump Birch Hills Road – will be installed.

7) Resident had questions about work that would be able to be done if the property is sold – detailed description and diagrams would have to be submitted to the Town for decision to be made.

8) Open well – maintenance to look at and investigate who owns the property

**4. Committee Reports**

1) Economic Development

2) Infrastructure

3) Recreation/Social

4) Police Advisory Committee

4) Heritage

***Motion 2023-095 made by Deputy Mayor Katherine Burgess to remove the referral of a portion of a permit application to the Heritage Committee that occurred at the meeting of July 5, 2023.***

***Seconded by Mayor Brandon King.***

***All in favour – motion is adopted***

**5. BUSINESS FROM PREVIOUS MEETINGS:**

## **6. OTHER BUSINESS:**

### **1) Liability Insurance**

***Motion 2023-096 made by Deputy Mayor Katherine Burgess to add errors and omission liability insurance to be added to policy.***

***Seconded by Mayor Brandon King***

***All in favour – motion is adopted***

### **2) Town Cell Phone**

***Motion 2023-097 made by Councillor Paul Adams to acquire a cell phone for the Town.***

***Seconded by Mayor Brandon King***

***All in favour – motion is adopted***

### **3) Election Dates**

***Motion 2023-098 made by Councillor Paul Adams to have the by-election nomination day on Tuesday, August 29, 2023 and by-election on Tuesday, September 26, 2023.***

***Seconded by Mayor Brandon King.***

***All in favour – motion is adopted***

### **4) Councillor Trevor Priddle**

***Motion 2023-099 made by Deputy Mayor Katherine Burgess to revoke Motion 2023-086 from July 18, 2023 removing Councillor Trevor Priddle from Council based on his verbal communications to Mayor Brandon King and Councillor Paul Adams during which he indicated that he was resigning from Council.***

***Seconded by Councillor Paul Adams.***

***All in favour – motion is adopted***

5) Lifesaving equipment to be donated to the Town

***Motion 2023-100 made by Councillor Paul Adams to post the Town's position on our website and Facebook page.***

***Seconded by Councillor Susan Rose.***

***All in favour – motion is adopted***

6) Capital Works

***Motion 2023-101 made by Mayor Brandon King "Be it resolved that, we the Ultimate Recipient the Town of Small Point-Broad Cove-Blackhead-Adam's Cove accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated 31st day of July, 2023, Project number: 17-GI-24-00080 Project name: Upgrade Well Houses with a total project value of \$148,386. This council agrees to provide the Ultimate Recipient share value of \$13,456 in funding for this project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Small Point-Broad Cove-Blackhead-Adam's Cove."***

***Seconded by Councillor Paul Adams.***

***All in favour – motion is adopted***

7) Department of Environment Letter

***Motion 2023-102 made by Councillor Paul Adams to send draft letter to Town's lawyer for review and then to Department of Environment – regarding infilling and drainage on Burden's Road properties.***

***Seconded by Mayor Brandon King.***

***All in favour – motion is adopted***

8) Items in Town Depot not belonging to the Town

***Motion 2023-103 made by Councillor Paul Adams to have items removed in the Town Depot that do not belong to the Town by the end of September 2023. Items owned by the Town should also not be taken for personal use unless any resident in the Town are provided the same opportunity.***

***Seconded by Councillor Susan Rose.***

***All in favour – motion is adopted***

9) Email address has been assigned to Maintenance for internal use only.

10) Signage for Town trucks

***Motion 2023-104 made by Councillor Paul Adams to order and install signage for Town vehicles.***

***Seconded by Councillor Susan Rose.***

***All in favour – motion is adopted***

11) Maintenance call in pay – only available to employees that are able to operate machinery.

12) Maintenance to attend regular meetings

***Motion 2023-105 made by Councillor Paul Adams to have maintenance presence at regular monthly meetings.***

***Seconded by Mayor Brandon King.***

***All in favour – motion is adopted***

## **7. Financial Report**

***Motion 2023-106 made by Deputy Mayor Katherine Burgess to transfer \$25,000 from the line of credit to the account.***

***Seconded by Councillor Paul Adams.***

***All in favour – motion is adopted***

***Motion 2023-107 made by Mayor Brandon King to pay all outstanding invoices.***

***Seconded by Councillor Paul Adams***

***All in favour – motion is adopted***

**6. ADJOURNMENT at 8:00 pm**

***Motion 2023-108 to adjourn meeting made by Mayor Brandon King.***

***Seconded by Councillor Susan Rose***

***All in Favour – motion is adopted***

**Next Meeting----September 19, 2023 at 6:30p.m.**

**Minutes submitted by: Susan Kelleher, Town Clerk**



**Minutes approved by: Brandon King, Mayor**

