

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

September 19, 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 September 19, 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 August 15, 2023

Minutes were reviewed and approved.

Motion 2023-109 made by Mayor Brandon King to approve minutes.

Seconded by Councillor Susan Rose.

All in favour – motion is adopted

3. Resident's concerns

1) Request to relocate trail by resident's house – issue to be added to the list of trail concerns and sign to be installed.

Motion 2023-110 made by Mayor Brandon King to instal slow down sign at intersection of Beach Road and Boyd's Landing.

Seconded by Councillor Susan Rose.

All in favour – motion is adopted

2) Where speed hump was installed was incorrect – due to the time of year, this should be corrected next Spring if resident reapplies for speed calming measure again.

3) Ditch grown in along Fire Hills Road – list of location of ditches to be cleared to be compiled by maintenance and addressed as soon as possible.

4) Pool League request – Cost \$50 a night but need confirm with Dart league for scheduling.

5) Permit change request – Maintenance to review.

6) Permit - fence

Motion 2023-111 made by Mayor Brandon King to approve permit request.

Seconded by Councillor Paul Adams.

All in favour – motion is adopted

4. Committee Reports

1) Economic Development

2) Infrastructure

3) Recreation/Social

4) Police Advisory Committee

4) Heritage – Deputy Mayor Katherine Burgess gave update on meeting held by Committee regarding heritage regulations.

5. BUSINESS FROM PREVIOUS MEETINGS:

1) Trailers – list to be made and letters sent.

2) Garbage Truck

Motion 2023-112 made by Mayor Brandon King to sell the recently purchased pickup truck.

Seconded by Councillor Paul Adams

All in favour – motion is adopted

Deputy Mayor recused herself at 7:00

Purchase of pickup truck deferred to next meeting

Deputy Mayor returned to meeting 7:10

3) The Pit – illegal dumping – plan to be developed

4) Water infrastructure – resident hookup – List to be given to Maintenance to look at cost.

5) Cell Phone

Motion 2023-113 made by Deputy Mayor Katherine Burgess for the Town to purchase a cell phone (\$13.70 monthly) with talk and text plan only (\$35.00 monthly).

Seconded by Mayor Brandon King.

All in favour – motion is adopted

6. OTHER BUSINESS:

1) Water disconnection due to arrears – Information to be given to Maintenance

2) Water Training for maintenance – Trainer to do onsite instruction October 4 in the afternoon.

Motion 2023-114 made by Deputy Mayor Katherine Burgess to have Neil Piercey attend Water Distribution Level 1-2 Training in St. John's December 5-8.

Seconded by Councillor Susan Rose.

All in favour – motion is adopted

3) On hand and required inventory of spare parts for water infrastructure to be completed by maintenance.

4) Operation and maintenance manual for water infrastructure to be located by maintenance.

5) Meeting to swear in new Councillor to be scheduled after election.

6) Town to apply for Community Waste Diversion Fund – purchase wood chipper

7) Building Permit Policy

Motion 2023-115 made by Councillor Paul Adams to adopt Building Permit Policy.

Seconded by Mayor Brandon King.

All in favour – motion is adopted

8) Snow Clearing Policy

Motion 2023-116 made by Councillor Paul Adams to adopt Snow Clearing Policy.

Seconded by Mayor Brandon King.

All in favour – motion is adopted

9) Student Management – better organization in the future

10) Regular posting to be made to the Town's Facebook site

11) Benches and picnic tables to be stores in the depot after Thanksgiving

12) Capital Works project amendment

Motion 2023-117 made by Deputy Mayor Katherine Burgess to submit the Capital Works project amendment as presented.

Seconded by Mayor Brandon King.

All in favour – motion is adopted

13) On Call Pay Policy

Motion 2023-118 made by Councillor Paul Adams to adopt On Call Pay Policy.

Seconded by Councillor Susan Rose.

All in favour – motion is adopted

Motion 2023-119 made by Deputy Mayor Katherine Burgess that no change to the current method in which on call pay is paid be made until March 31. 2024.

Seconded by Councillor Susan Rose.

For: Mayor Brandon King Against: Councillor Paul Adams

Motion is adopted

14) Response to resident concerning stop work order appeal.

Motion 2023-120 made by Deputy Mayor Katherine Burgess to have lawyer send response with noted changes and \$1500 monetary option.

Seconded by Councillor Paul Adams.

For: Mayor Brandon King Against: Councillor Susan Rose

Motion is adopted

Motion 2023-121 made by Mayor Brandon King to go in camera at 8:29 pm.

Seconded by Councillor Paul Adams.

All in favour – motion is adopted.

Motion 2023-122 made by Mayor Brandon King to go out of camera at 8:36 pm.

Seconded by Councillor Paul Adams.

All in favour – motion is adopted.

15) On Call Pay

Motion 2023-123 made by Councillor Paul Adams to pay maintenance for 14 days of on call pay.

Seconded by Councillor Susan Rose.

For: Mayor Brandon King

Against: Deputy Mayor Katherine Burgess

Motion is adopted

7. Financial Report

Motion 2023-124 made by Deputy Mayor Katherine Burgess to pay outstanding payables.

Seconded by Councillor Paul Adams.

All in favour – motion is adopted

6. ADJOURNMENT at 8:40 pm

Motion 2023-125 to adjourn meeting made by Mayor Brandon King.

Seconded by Councillor Paul Adams

All in Favour – motion is adopted

Next Meeting----October 17, 2023 at 6:30p.m.

Minutes submitted by: Susan Kelleher, Town Clerk



Minutes approved by: Brandon King, Mayor

