

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

December 14, 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 December 14, 2023. The following persons were present: Mayor Brandon King, Councillor Susan Rose, Councillor Curtis Delaney and Councillor Paul Adams.

**2. APPROVAL OF MINUTES FROM MEETING OF November 21, 2023.**

Minutes were reviewed and approved.

*Motion 2023-156 made by Councillor Curtis Delaney to approve November 21<sup>st</sup> meeting minutes.*

*Seconded by Councillor Susan Rose.*

*All in favour – motion is adopted*

**3. Resident's concerns**

1) Mayor King to review policy on backyard farming and have ready for Feb. meeting.

2) Resident requested a water shut off to her house, Council will look into it.

3) Councillor Delaney will update Facebook about Food Bank.

**4. Committee Reports**

1) Economic Development

2) Infrastructure-Councillor Adams gave update, everything coming along ok.

3) Recreation/Social –requested help with setting up for breakfast and with concert. Workers will help set up.

4) Police Advisory Committee-No trespassing sign needed for depot.

5) Heritage- Former Deputy Mayor Burgess to be sent weekly subscriptions for grants to help Recreation and Town.

#### **5. Business from previous meetings**

1) Contract for Town Clerk

***Motion 2023-157 made by Councillor Paul Adams to accept Contract for Town Clerk***

***Seconded by Mayor Brandon King***

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

#### **6. Other Business**

1) Budget-

a) To offer 2% discount on property taxes if paid by Feb. 28.

***Motion 2023-158 made by Mayor Brandon King to offer discount.***

***Seconded by Councillor Curtis Delaney.***

***All in Favor-motion is adopted.***

b) to revise low-income policy to \$36,000.00 for a 10% discount on residential property tax only.

***Motion 2023-159 made by Mayor Brandon King to revise policy.***

***Seconded by Councillor Curtis Delaney***

**All in Favor-motion is adopted.**

c) To adopt the Budget for 2024.

**Motion 2023-160 made by Councillor Paul Adams to adopt budget for 2024.**

**Seconded by Councillor Curtis Delaney**

**All in favor-motion is adopted.**

2. By-Election

**Motion 2023-161 to have by-election on Feb. 20<sup>th</sup>, 2024 made by Mayor Brandon King,**

**Seconded by Councillor Curtis Delaney**

**All in favor-motion is adopted.**

3. Assessment Appeal- date is set for Jan. 10, 2024 at 11am.
4. GIS project-update Will need a list of roads.
5. Maintenance update-weekly updates not received, will look into. Also need log for well maintenance.
6. Water Softener- for all wellhouses. Will try couple first to see how it works.

**Motion 2023-162 to buy up to \$3,000.00 of softener to try, made by Mayor Brandon King**

**Seconded by Councillor Curtis Delaney.**

**All in favor-motion is adopted.**

7. Residential properties approved for water-need update
8. Christmas-Office to close on 22<sup>nd</sup> at noon and reopen on Jan 4<sup>th</sup> at 9am.

**Motion 2023-163 to offer Staff and Councillors a small gift for Christmas and to have a lunch party for JCP/CEEP workers made by Mayor Brandon King**

**Seconded by Councillor Sue Rose.**

**All in favor-Motion adopted.**

9. Maintenance person off long term for illness, Offer John Crummey position again. Will post ad for Temporary position, possibly leading to full time, at later date.
10. Deputy Mayor-Councillor Curtis Delaney to accept Deputy Mayor position

**Motion 2023-164 made by Mayor Brandon King for Curtis Delaney to accept Deputy Mayor position.**

**Seconded by Councillor Sue Rose.**

**All in favor-motion accepted.**

11. Building age friendly grant-to be looked at next meeting.

## **7. Financial Report**

Bills to be paid when funds are available. Some to be paid now.

**Motion 2023-165 to pay bills made by Councillor Paul Adams**

**Seconded by Deputy Mayor Curtis Delaney**

**All in favor-motion adopted.**

## **8. ADJOURNMENT**

**Motion 2023-166 to adjourn meeting made by Mayor Brandon King.**

**Seconded by Councillor Sue Rose**

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

**Next Meeting----Jan. 9th, 2024 at 6:30p.m.**

**Minutes submitted by: Bev Reynolds, Town Clerk**

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



**Merry Christmas and Happy New Year.**

