

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

March 11, 2025

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

Mayor Curtis Delaney called to order the meeting of the Town of Small Point-Adam's Cove at 6:30 p.m. on March 11, 2025. The following persons were present: Mayor Curtis Delaney, Deputy Mayor Mark Ploughman, Councillor Frank Reynolds, Councillor Paul Adams and Councillor Sue Rose. Maintenance Tony Wheadon also present.

**2. APPROVAL OF MINUTES FROM MEETING OF Feb. 11th, 2025, 2025.**

Minutes were approved.

*Motion 2025-014 made by Mayor Curtis Delaney to approve Feb. 11<sup>th</sup>, 2025, meeting minutes.*

*Seconded by Deputy Mayor Mark Ploughman.*

*All in favour – motion is adopted*

**APPROVAL OF MINUTES FROM MEETING OF Feb. 20th, 2025.**

Minutes were approved.

*Motion 2025-015 made by Mayor Curtis Delaney to approve Feb. 20<sup>th</sup>, 2025, meeting minutes.*

*Seconded by Councillor Sue Rose.*

*All in favour – motion is adopted*

**3. Resident's concerns**

1. Resident with yard issues from water line repair-Council will make offer. Deputy Mayor Ploughman to write letter with offer. Mayor Delaney to write up policy concerning this issue.

*Motion 2025-016 to make offer by Mayor Curtis Delaney*

*Seconded by Councillor Sue Rose*

***All in favour-motion adopted.***

2. Resident with water issues-Has plumbing issues, not council's responsibility. Maintenance will check for shut off valve. Councillor Paul Adams will send response.

**4. Committee Reports-**

List of committees and who is on them will be provided to Town Clerk as the regulations have changed. There will be 2 councillors on each committee as required by regulations, advisory committees only need one Councillor. Terms of Reference for each committee.

3) Recreation/Social –

4) Police Advisory Committee-

**5. Business from previous meetings**

1) Union-Signed and to be sent back to Union Rep. Retro pay to be paid.

2. Banking forms signed

3. Town Clerk/Town Manager resumes-will do practical for maintenance position. March 21<sup>st</sup> is deadline for resumes.

4. O.V. due accounts- Will start Legal proceedings for all overdue accounts. Councillor Adams to contact Lawyer.

***Motion 2025-017 to move ahead with all delinquent accounts by legal proceedings made by Councillor Paul Adams***

***Seconded by Mayor Curtis Delaney***

5. Municipal Plan-Planner would like to come out and meet with us, Deputy Mayor to set up a time.

6. Community garden and composting-Deputy Mayor to put out notice to see if there is any interest.

**6. Other Business**

1) Fire Dept. meeting-Mayor Delaney to reach out to Fire Chief Roger Gillingham to set up meeting.

2. Sale of properties-Legal proceedings will be started.
3. Town Expansion-

***Motion 2025-018 made by Councillor Adams for the Town Council to support the exploring of the process of local governance restructuring of the town boundaries and adjacent areas as per the New Town & local districts act.***

***Seconded by Deputy Mayor Mark Ploughman***

***In Favour-4***

***Not in favour-1***

***Motion approved***

4. New policies and bylaws-Councillor Adams to make list, to be done by next meeting.
5. Student Applications- Town Clerk to apply

## **7. Financial Report**

To pay all bills,

***Motion 2025-020 to pay bills made by Mayor Curtis Delaney***

***Seconded by Councillor Sue Rose***

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

## **8. ADJOURNMENT**

***Motion 2025-021 to adjourn meeting made by Mayor Curtis Delaney***

***Seconded by Councillor Sue Rose***

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

Minutes submitted by: Bev Reynolds, Town Clerk

Minutes approved by: Curtis Delaney, Deputy Mayor

Next Meeting----April 8th, 2025 at 6:30p.m.



for  
Curtis Delaney.