

**TOWN OF SMALL POINT-ADAMS COVE  
COUNCIL MEETING MINUTES  
January 13<sup>th</sup>, 2026**

**1. Call To Order & Roll Call**

Call to order 13<sup>th</sup> January 2026 @ 6:34 PM

Attendance – Mayor Curtis Delaney, Deputy Mayor Mark Ploughman & Councillors Paul Adams, Susan Rose, Main. Todd Cumby  
Residents were present

**2. Approval of Minutes from December 11<sup>th</sup>, 2025, and December 18<sup>th</sup>, 2025**

**Motion 2026-01 to approve Dec. 11, 2025, minutes made by Mayor Curtis Delaney, second by Deputy Mayor Mark Ploughman  
All in Favor – Motion Adopted**

**Motion 2026-02 to approve Dec. 18, 2025, minutes made by Mayor Curtis Delaney, second by Deputy Mayor Mark Ploughman  
All in Favor – Motion Adopted**

**3. Resident Concerns**

Start an auxiliary committee – Terms of reference was sent in and will be reviewed by council later.

**4. Committee Reports**

Rec Committee – Terms of References approved. Rec social committee had their first seniors group meeting and have another meeting on Thursday.

**5. Business from Previous Meetings**

- **Town Plan** – on going
- **Salem Rental Fees**- committee members meeting
- **Tax Sales** – on going

**6. New Business**

**a) Food Pantry**

- Discussion about the food pantry and how to best administer it.
- Suggestion to partner with the food bank in Carbonear.
- Noted that the same people are using the food pantry.

**b) Keys Cut for Salem**

- The committee has an operating budget and should seek approval in advance, if they cannot cover the expense or feel it's a town expense.
- Need to ensure keys are accounted for, as some residents may have keys who shouldn't. Needs a list of who has the keys.

**c) Recovery Coordinator**

- The recovery coordinator position has been filled.
- An offer was sent and accepted.
- Introductory call scheduled for tomorrow at 1:30 PM.
- Will put out an announcement to residents explaining her role.

**Motion 2026-03 made by Deputy Mayor Mark Ploughman seconded by Councillor Sue Rose**

**All In Favour – Motion Adopted**

**d) Social Coordinator Position.**

- Interviews to be conducted
- Recruitment process is underway

**e) Disaster Recovery Working groups**

- Emails will be sent out tonight to those who submitted their names for the disaster recovery working groups.

**f) Led Lights for existing buildings**

- Suggestion to pick up a few for Buildings

**Motion 2026-04 made by Deputy Mayor Mark Ploughman seconded by Councillor Sue Rose**

**g) All In Favour – Motion Adopted**

**h) No Smoking Signs**

- Rec. Committee would like to have signs posted on deck and entrances of Building.
- Ordered from JEM SIGNS

**i) 2026 Water Workshop**

- Paul will attend the workshop in March
- Expense for hotel and travel

**Motion 2026-05 made by Mayor Curtis Delaney seconded by  
Councillor Sue Rose  
All In Favour – Motion Adopted**

**To put on Record:**

Deputy Mark Ploughman will be attending the RED CROSS conference in Ottawa. Mark will be representing the town. There is No expense to the town.

**j) SAG COMPROLLER**

- SAG application for the controller was approved.
- Will help with financials related to the wildfire recovery and put the town on a good financial platform.
- Motion to submit the SAG application for the controller in the amount of \$20,000.

**Motion 2026-06 made by Mayor Curtis Delaney and second by  
Councillor Paul Adams  
All In Favour – Motion Adopted**

**7. Financial Report**

Payables to be paid.

**8. Adjournment**

***Motion 2026- 07 Made to adjourn meeting at 7::00 PM by Curtis  
Delany, Seconded by Paul Adams  
All in Favour - Motion Adopted***

Minutes Submitted by – Nicki Traverse, Town Clerk  
Minutes Approved by -

*nt*

**Next Meeting March 10<sup>th</sup>, 2026**

