



## **Council Meeting Minutes December 14<sup>th</sup>, 2023**

**Members Present:** Rodney Critch, Mayor Ivy Piercey, Deputy Mayor  
Peter Burridge, Councillor Susan Critch, Councillor  
Rick French, Councillor Derek Martin, Councillor  
Felix St. George, Councillor

**Also Present:** Sammy Burrage, Superintendent of Works  
Shelly Burrage, Town Clerk/Manager

**Meeting called to order at 10:00am.**

### **Adoption of Agenda**

**Motion #2023-124** **R. French/I. Piercey**

Resolved to adopt the agenda with the change from 13-15 Brook Road to 7-11 Brook Road.

Favour: 7; Opposed: 0; **Carried**

### **Adoption of Minutes**

**Motion #2023-125** **I. Piercey/S. Critch**

Resolved that the minutes of the regular Council meeting that was held on November 16<sup>th</sup>, 2023 and the minutes of the special Council meeting that was held on November 23<sup>rd</sup>, 2023, be adopted.

Favour: 7; Opposed: 0; **Carried**

### **BUSINESS ARISING**

#### **Housekeeping**

- The bus shelter has been patched.
- Rock will be placed in the entrance to the top pit to deter dumping.

#### **Chlorinator Meeting**

A meeting was held on December 7<sup>th</sup>, 2023, with Randy Tucker, Borealis Inc, Paul Chafe, Flo-Tech, Councillors, and town staff to discuss the chlorinators. Mr. Tucker prepared a report on the meeting that was accepted by Council. The chlorinators are correct, and Mr. Chafe showed maintenance staff how to adjust them so 12% chlorine can be distributed throughout the system. It will take 2-4 weeks before the town knows if it is working correctly. There maybe a problem with 1 pump but Council will wait until adjustments are made before contacting Mr. Tucker and Mr. Chafe.

#### **Water Line Break**

The fire hose that was placed there has a temporary measure has been insulated. David Peddle, Harris and Associates is doing the drawings for the town. Town staff can do the work themselves and the correct pipe has been purchased.

#### **Town Sign**

Heritage New Perlican has purchased a new town sign to be placed down Smut. It will be placed in the old fire hall until spring.

#### **Time Sheets**

Council reviewed time sheets up to December 10<sup>th</sup>, 2023.

**Sammy left the meeting @ 10:25am.**

#### **Community Collaborative Grant**

Applications are still under review for the Community Collaborative Grant.

**Municipal Plan – Commissioner’s Report**

Council reviewed Commissioner Sandy Hounsell’s report. There were 2 recommendations:

1. Change the wording for travel trailers to read that they be used for personal use (no commercial use, particularly Airbnb or other rental).
2. Do not extend the boundary on Vitter’s Path Road any further than what Council has decided due to the D’Iberville Trail, and it does not front onto a publicly maintained road.

After discussion, Council asked that this be deferred to the next meeting as they need clarification on the boundary extension.

**Municipal Plan – Adoption**

To be deferred to the next meeting.

**Letter re: 7-11 Brook Road**

A letter was tabled regarding the garbage that was not picked up during the bulk collection at 7-11 Brook Road. Council asked that they be contacted and told that the garbage is in the process of being cleaned up.

**12-16 Tory Road**

The property was not cleaned up by the deadline of December 5<sup>th</sup>. Council will now start the process of issuing an order. The order will be reviewed by Stewart McKelvey Law.

**NEW BUSINESS**

**Account #507**

**Meeting declared privileged at 11:30am**

**Meeting re-opened at 11:35am.**

**There were no resolutions during the privileged meeting.**

**Roaming Dogs**

2 complaints have been received regarding certain dogs roaming and off leash. Council asked that a letter be sent to the homeowner reminding them to ensure that the dogs are always on leash when outside.

**Foxes**

There is a problem with foxes in the town. A big part of the problem is that they are being fed and are now unafraid of humans. Notice will be placed in the next town crier asking people not to feed them. Wildlife has been contacted to come and investigate a den on Beach Road.

**Eastern Regional Service Board – Contract**

A letter from Eastern Regional Service Board was tabled asking if the town wanted to sign a contract for the next 3 years, effective April 1<sup>st</sup>, 2024. Council decided not to sign a contract.

**Eastern Regional Service Board – Bulk Garbage 2024**

A letter from Eastern Regional Service Board outlining the bulk garbage collection for 2024 was tabled.

**Department of Health and Community Services – Naloxone Kits**

A letter from the Department of Health and Community Services was received asking if the town would be interested in distributing naloxone kits. Council decided not to take part in this program.

**MMSB – Compost Bin Program**

Council reviewed information from the MMSB about the purchasing of compost bins. Council decided not to buy any.

**MNL – Savings Account**

Council reviewed information about the Municipal High Interest Pooled Account.

**Town Office Closure – Christmas**

The town office will close at 12:00pm on Friday, December 22<sup>nd</sup> and will remain closed to Monday, January 1<sup>st</sup>. It will reopen on Tuesday, January 2<sup>nd</sup> at 8:00am.

**FINANCE**

**Salaries**

**Town Clerk/Manager left the meeting at 11:45am.**

**Meeting declared privileged at 11:45am.**

**Meeting re-opened at 11:50.**

**Town Clerk/Manager returned at 11:50am.**

The following motion was brought to the public meeting:

**Salaries (cont.)**

**Motion #2023-126**

**R. French/I. Piercey**

Resolved that the superintendent of works will receive a raise of \$1.00 per hour and the town clerk/manager and the assistant to the superintendent to receive a raise of \$0.50 per hour effective January 1<sup>st</sup>, 2024.

Favour: 7; Opposed: 0; Carried

**2024 Tax Structure**

Council reviewed the 2023 Tax Structure. It was resolved to adopt the 2024 Tax Structure as presented (attached).

**Motion #2023-127**

**D. Martin/ R. French**

Resolved to adopt the 2024 Tax Structure as presented.

Favour: 7; Opposed: 0; Carried

**2024 Budget**

Council reviewed the 2024 budget. The budget for 2024 is \$362,452.44.

**Motion #2023-128**

**S. Critch/P. Burrige**

Resolved to adopt the 2024 Budget as presented.

Favour: 7; Opposed: 0; Carried

**Payables**

Council resolved to pay the invoices as presented.

**Motion #2023-129**

**S. Critch/R. French**

Resolved to pay all outstanding invoices.

Favour:7; Opposed: 0; Carried

**Cash Report**

A copy of the cash report for November was given to Council for review.

**Check Register**

A copy of the check register for November was given to Council for approval.

**Motion #2023-130**

**D. Martin/ I. Piercey**

Resolved to approve the check register for November.

Favour: 7; Opposed: 0; Carried

**Visa Statement**

A copy of the Visa statements for October/November was given to Council for review.

**Christmas Bonus**

Council resolved to issue a Christmas bonus to employees as per previous years - fulltime and fulltime- seasonal employees receive \$100.00 and cleaning personnel to receive \$50.00.

**Motion #2023-131**

**R. French/P. Burrige**

Resolved that fulltime and fulltime- seasonal employees receive \$100.00 and cleaning personnel to receive \$50.00 as a Christmas Bonus.

Favour: 7; Opposed: 0; Carried

**Town Clerk/Manager – Vacation Pay Owed**

Council resolved to pay the town clerk/manager the vacation pay that she is owed.

**Motion #2023-132**

**I. Piercey/S. Critch**

Resolved to pay the town clerk/manager the vacation pay that she is owed.

Favour: 7; Opposed: 0; Carried

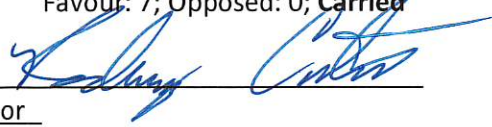
**Next Meeting – January 25<sup>th</sup>, 2024 @ 10:00am**

**Motion #2023-121**

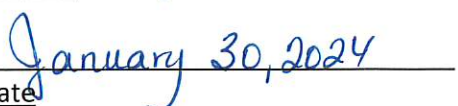
**D. Martin/F. St. George**

Resolved to adjourn the meeting at 12:05pm.

Favour: 7; Opposed: 0; Carried

  
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Mayor

  
\_\_\_\_\_  
Town Clerk/Manager

  
\_\_\_\_\_  
Date