GK / SG

**Town of Salmon Cove**
**Regular Council Meeting, December 9, 2019**

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| **Members Present:** | Mayor | Gordon King |
| | Deputy Mayor | Dean Scarlett |
| | Councillors | Amy Slade<br>John Burton<br>William Kelloway<br>Lisa Rodgers |
| **Absent:** | | Edna Lambert |
| **Also, Present:** | Town Clerk/Manager | Stephanie Greene |

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Calling of Meeting to Order
Mayor King called the meeting to order at 7:33PM

1. **Adoption of the Agenda for December 9, 2019 Regular Meeting**

**Motion 019 – 253** **L. Rodgers/A. Slade**
Resolved to adopt the agenda for the December 9, 2019 meeting
In Favor: G. King, A. Slade, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

2. **Adoption of Minutes – Regular Meeting- November 25, 2019**

**Motion 019 – 253** **L. Rodgers/J. Burton**
Resolved to accept the Minutes as tabled, with no errors or omissions.
In Favor: G. King, A. Slade, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

3. **Delegations and Correspondence**

a. **Sherry Collins** – Community Centre Rental August 18, 2018. Discussion on rental of building if it should have been rented due to issues with plumbing in building. MM called out and was aware of issues before function, building should have been shut down. This issue was tabled before and motion was defeated due to building being used for intended purposes. Questioned who the renter was at the time and who paid for it. Procedure was not followed as no damage deposit was made.

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**Motion 019 – 254** **W. Kelloway/L. Rodgers**
Policy if rented and used as intended no refund/free rental will be given.
In Favor: A. Slade, W. Kelloway
Opposed: G. King, D. Scarlett, J. Burton, L. Rodgers
**Motion Defeated**

**Motion 019 – 255** **L. Rodgers/D. Scarlett**
Resolved to refund half the rental fee and Recreation will revamp rental fees and put policy in place.
In Favor: G. King, A. Slade, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

b. **Telelink Emergency and Safety** – New OHS Regulations – Discussed, informational purposes only.

c. **Scotia Bank** – Borrowing Resolutions – Borrowing resolutions read and adopted as per attached Certificate.

**Motion 019 – 256** **A. Slade/J. Burton**
Resolved to accept the Borrowing Resolution as tabled.
In Favor: G. King, A. Slade, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

d. **Dept of Municipal Affairs and Environment – Fire Services Division** – Fire Dept Grant – Discussed.

e. **Hubert Burden** – Quote read for H. Burden to complete Bank Reconciliations.

**Motion 019 – 257** **L. Rodgers/D. Scarlett**
Resolved to accept quote as presented for H. Burden to complete Bank Reconciliations.
In Favor: G. King, A. Slade, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

f. **MAA** – Memo – Informational purposes only. Discussion on Councillors signing up for training and not attending after paying fees. TCM explained she got a refund for Councillor but only because so many people were waiting to attend training in question.

g. **FCM** – Membership Request – Discussion on benefits of being a member.
**Motion 019 – 258** **L. Rodgers/W. Kelloway**
Resolved to decline membership for this year.
In Favor: G. King, A. Slade, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

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h. **Sage** – Accounting Software Renewal – Discussion on Municipal programs and what was paid out for training on Sage program this year and will renew Sage.

**Motion 019 – 259** **A. Slade/W. Kelloway**
Resolved to renew Sage Accounting Software.
In Favor: G. King, A. Slade, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

i. **Dept of Municipal Affairs and Environment** – Approval to Award Consulting Services – Informational Purposes Only

j. **Dept of Municipal Affairs and Environment** – Information Circular re: Procurement Policy – Discussion on policy.

k. **Stingray** – KIXX Country Christmas Greetings 2019 – Not interested at this time.

l. **Waterwerks Communications** – Donation Request – Not interested at this time.

**Motion 019 – 260** **L. Rodgers/J. Burton**
Resolved to decline donation for this year.
In Favor: G. King, A. Slade, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

m. **Brandt** – Announcement – Informational Purposes Only

n. **Heart and Stroke Foundation** – Mayor's March Award – Informational Purposes Only

o. **Clarified Accounting** – Motion to accept Financial Statements for 2018 – retable to special meeting on December 16, 2019to approve Financial Statements.

4. **Committee Reports**

a. **Fire Department:** Report given by Fire Chief Z. Slade. Discussion on issue with Fire Truck when responding to a fire in Victoria and couldn't respond. When vehicles being taken out of town for non-emergency reasons TCM should be notified. Discussion on Public Procurement Act and how the Fire Dept is getting quotes. Fire Chief to be added to bank account as signing authority. Discussion on what Fire Dept does with raised funds, 20% of fundraising should go back into the community and the Fire Dept should oversee preparing for the Santa Parade as in other Towns. Discussion on cost of maintaining Fire Dept, what's being budgeted and raising taxes. Discussion on Social Media, Fire Chief is spokesperson for Fire Dept.

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b. **Maintenance:** Report read by MM. Discussed. MM questioned taking Town truck home for the winter season, and if personal vehicle can be stored in Town garage while using Town truck, no issues. Discussed placement of signs over bar at Community Centre. MM notified Council of a Water/Sewer Conference coming up in March in Gander and showed his interest in attending. Asked about employee contracts and was notified that HR would meet with employees on December 10, 2019 to discuss.

**Motion 019 – 261** **L. Rodgers/D. Scarlett**
Resolved to have MM attend the Water/Sewer Conference in Gander in March.
In Favor: G. King, A. Slade, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

c. **Finance:** Request to have Visa payables and bank account balances listed in payables.

d. **Recreation/Tourism:** Meeting to be scheduled.

e. **HR/Policy:** Discussion on Loot Bags for Santa Parade, bags were given to Council last year when not enough for parade. Council will not be given loot bags.

f. **Public Works** – No Report.

5. **New Business**

a. **Update on Fire Dept** – Banking Information/Public Procurement and Quotes – discussed in Fire Dept report.

a. **CRA Audit** – Additional information required – Informational Purposes Only

b. **Santa Parade Prizes** – Discussion on who was judging floats. Mayor King will ask Fire Dept to do it.

**Motion 019 – 261** **A. Slade/L. Rodgers**
Resolved to have prizes for Parade as follows; $100.00 – First Prize, $50.00 – Second Prize and $25.00 – Third Prize.
In Favor: G. King, A. Slade, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

c. **Bell Aliant** – Thank you for help with Christmas lights for Tree Lighting –

**Motion 019 – 262** **W. Kelloway/A. Slade**
Resolved to send Thank you letter to Bell Aliant with Mr. Kings name included.
In Favor: G. King, A. Slade, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

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6. **Finance**

Invoices discussed as submitted with Agenda. Discussion on cost of maintenance performed on Backhoe. TCM/MM advised Council of issues that still need to be fixed with backhoe. MM can perform some of the basic fluid changes on Backhoe.

**Motion 019 – 263** **J. Burton/A. Slade**
Resolved to pay invoices as presented in the amount of $32, 112.26
In Favor: G. King, A. Slade, J. Burton, W. Kelloway, D. Scarlett
Opposed: L. Rodgers
**Motion Carried**

*Councillor A. Slade left Chambers at 9:59 PM due to invoices presented by her for reimbursement.*

**Motion 019 – 264** **D. Scarlett/L. Rodgers**
Resolved to pay invoices as presented in the amount of $59.73.
In Favor: G. King, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

*Councillor A. Slade returned to Chambers at 10:01 PM*

**Motion 019 – 265** **D. Scarlett/A. Slade**
Resolved to accept Visa statement as presented.
In Favor: G. King, A. Slade, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

**Motion 019 – 266** **A. Slade/L. Rodgers**
Resolved to accept MM banked hours as presented.
In Favor: G. King, A. Slade, W. Kelloway, D. Scarlett, J. Burton, L. Rodgers
Opposed: nil
**Motion Carried**

**Regular Meeting Adjourned at 10:05 PM**

*** Next Meeting January 6, 2020 at 7:30 PM**.*

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**Minutes Adopted** 6 **Day of** January, **2019 at Regular Council Meeting**

Gordon King
**Mayor**

Stephanie Greene
**Town Clerk/Manager**