



# REGULAR MEETING MINUTES January 17<sup>th</sup>/2020

## I. Call to order

A regular meeting of council was held in the chambers room at the Town of Main Brook's Municipal Building. January 17<sup>th</sup>/2020

## II. Roll Call

### Presiding:

*Mayor Barbara Genge  
Deputy Mayor Joe Brown*

### Members of the Council:

*Councillor Randy Strangemore  
Councillor Ian Brenton*

### Members of the Council not in attendance:

### Staff Members Present:

*Sherry Reid Town Clerk/Manager, Casual fill in Dana Mitchelmore, Town Clerk/ Manager Ben Wiper*

### Additions to agenda – NIL

### Guests in Attendance: N/A

## III. ADOPTION OF THE AGENDA

### Motion 2020-001 (Mayor Vacates Seat)

*Councillor Joe Brown/ Ian Brenton*

Move to adopt the agenda  
All in favor  
motion carried

**IV. ADOPTION OF THE MINUTES**

**Motion 2020-002**

***Councillor Joe Brown/ Randy Strangemore***

Move to adopt and sign the meeting minutes of December 11<sup>th</sup>/2019

All in favor

Motion Carried and Signed

**Motion 2020-003**

***Councillor Ian Brenton/Randy Strangemore***

Payment of 2018 audit of \$5000 would be paid over 3 payments by the end of March  
2019 Audit would be \$6,750 basic rate any extra work would be charged at \$125 per hour

All in favor

Motion Carried

**Motion 2020-004**

***Councillor Randy Strangemore/Mayor Barbara Genge***

*Fulltime/part time town clerk/manager 60 hours in total both Dana and sherry agreed*

*They would work 30 hours each having the office open Monday-Friday.*

*Sherry Reid would work Monday -Thursday, Dana Mitchelmore would work Tuesday-Friday*

All in favor

Motion Carried

**Motion 2020-005**

***Mayor Barbara Genge /Councillor Ian Brenton***

Medical benefits for employees, Direct deposit for payroll, interact/debit machine for town office

All in Favor

Motion Carried

**Motion 2020-006**

***Mayor Barbara Genge/Councillor Ian Brenton***

Special acescents grant for \$ 160,000 + HST

for clean up of the damages after high winds, high tides

19,032.50 is the towns 10%

All in favor

Motion Carried

**Motion 2020-007**

**Councillor Randy Strangemore/Ian Brenton**

Community garden \$2300 left that money to be used for building 6-8 gardening boxes

All in Favor

Motion carried

**Motion 2020-008**

**Councillor Randy Strangemore/ Councillor Ian Brenton**

Add Dana and Ben to the signing authority list documents printed and signed.

Also remove Anne Pilgrim from the signing authority list documents signed

All in Favor

Motion carried

**Motion 2020-009**

**Mayor Barbra Genge/Councillor Ian Brenton**

PMA training/ mentor program job shadowing for Dana with other town offices Managers. Pma annual convention in Gander June 17-19/2020 both Sherry Reid, Dana Mitchelmore will attend

PMA core training when a course comes up Dana will be attending

All in Favor

Motion carried

**V. BUSINESS ARISING**

**Flow meter-** Flow meters to be placed on the fish plant, Main Brook Park, pump house.

**Prizes for best float** – 1<sup>st</sup> prize \$75.00, 2<sup>nd</sup> prize \$50.00, 3<sup>rd</sup> prize \$25.00

**Town office Christmas Hours** – December 24<sup>th</sup> leave at noon. December 31<sup>th</sup> leave at noon  
office closed on the 25,26, Jan 1<sup>st</sup>

**Cookies for parade-**Town Clerk Dana Mitchelmore will order 2 cookie trays from the town

**Community Centres /Training Building** – Barbra talked to Ethel to write a letter of how much it cost to build the community centres and the new Training Building get the builds appraised

**Volunteer Supper/ Seniors Supper** – Barbra and Dana would come up with the dates and the planning of the suppers.

**Letter for Art Roberts** – Mayor Barbra Genge Wrote a letter to Art Roberts read out to Council members and to be sent in the mail.

**Motion 2019 - #227**

**Councillor Ben Wiper/Councillor Ian Brenton**

Moved to send a letter to Art Roberts

All in favor

Motion Carried

**Projects** – **Community Garden** – Need to get Boxes Made

**Age Friendly** Finally Report to be done By Ben Wiper and sent off.

**Muster Station-** Have an information session with the residents of Main Brook to talk about the mustered station.

**Call to close**

**Motion 2019 - #198**

**Councillor Ben Wiper/Councillor Ian Brenton**  
Move to close regular meeting of **December 11<sup>th</sup>,2019**

All in favor  
Motion Carried

*Meeting adjourned: 5:18*

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Mayor Barbara Genge

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Councillor

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Town Clerk/Manager