

# TOWN OF MAIN BROOK

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## 1. Call to Order

A Special meeting of council on **December 30, 2024**, was held at the Town of Main Brook's Municipal Building. The meeting convened at **10.00 am** by Mayor Ian Brenton.

## 2. Roll Call

### Presiding:

Mayor Ian Brenton

### Members of the Council:

Deputy Mayor William Baldwin

Councillor Barbara Genge

Councillor Donna Gibbons (by phone)

Councillor Randy Strangemore

### Absent with regret:

**Staff Member's Present:** Sandra Soman/Town Clerk

### Adoption/Additions to Agenda/ Adoption of Last Meeting Minutes:

#### Resignation of Councillor Justin Boyd

Deputy Mayor William Baldwin read the resignation letter written by Councillor Justin Boyd. He also stated that he would draft a letter back to Councillor Justin Boyd.

## 3. Business Arising:

## 4. New Business:

#### Approve Ms. Hailee Madison Keats 2-week proposal to work 12-8PM

Deputy Mayor William Baldwin stated that the priority should be to get the bookkeeping system all organised so in that case Town Clerk Hailee Keats should be in the office with Town Clerk Sandra Soman and should work together from 8am to 5 PM so that it will answer the question of continuity of staff. He also suggested that the HR Committee draft a letter back to Hailee regarding the decision made to keep the office 8am to 5pm and the priority is to develop a consistent detailed bookkeeping system.

**Resolution#2024-102**

**Mayor Ian Brenton/Councilor Shirley Powell**

Be it resolved to purchase a new filing cabinet and a snow shovel for the office

All in favor: 7- Mayor Ian Brenton, Deputy Mayor William Baldwin

Councilor Barbara Genge, Councilor Randy Strangemore, Councilor Donna Gibbons, Councilor Shirley Powell

Against:0

Abstain:0

**Resolution #2024-102 CARRIED**

\$3/hr raise for Mr. David Smith increasing his hourly rate to \$24.

**Resolution#2024-103**

**Councilor Barbara Genge/Councilor Shirley Powell**

Be it resolved to increase the wages of Dave Smith to \$24/hr.

All in favor: 7- Mayor Ian Brenton, Deputy Mayor William Baldwin

Councilor Barbara Genge, Councilor Randy Strangemore, Councilor Donna Gibbons, Councilor Shirley Powell

Against:0

Abstain:0

**Resolution #2024-103 CARRIED**

**Letter from Peter Stevens**

The council has instructed the HR Committee to draft an email to Peter Stevens addressing all the points he raised. Additionally, the council is prepared to offer him an hourly wage increase to \$23. Should Peter wish to engage in further discussions, the council is open to scheduling a meeting with him. Furthermore, the council has decided that every four years, a new Terms of Reference will be established and must be signed by both the mayor and the employee.

**Resolution#2024-104**

**Deputy Mayor William Baldwin/Councilor Barbara Genge**

Be it resolved to offer Peter Stevens \$23/hr. if he decides to come back to work

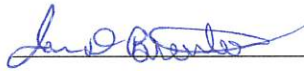
All in favor: 3- Mayor Ian Brenton, Deputy Mayor William Baldwin

Councilor Barbara Genge

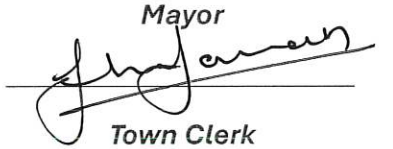
Against:3

Abstain:0

**Resolution #2024-104 CARRIED**



Mayor



Town Clerk