



# TOWN OF MAIN BROOK

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## 1. CALL TO ORDER

Minutes for the regular public meeting of council held on **August 22nd, 2024 @6:30pm** at the Town Office Chambers Room

## 2. ROLL CALL

### Presiding:

Mayor Ian Brenton

### Members of the Council:

Councilor Randy Strangemore

Councilor Barbara Genge

Deputy Mayor William Baldwin

### Members of the Council Absent with Regrets:

Councilor Justin Boyd

Councilor Donna Gibbons

### Staff Members:

Town Clerk- Sandra Soman

## 3. ADDITIONS AND ADOPTIONS OF ADGENDA

-CIGB Grant

-Update on Grave Digging

### Resolution #2024-056

Mayor Ian Brenton/Councilor Randy Strangemore

Be it resolved to accept the additions to the agenda

All in favor: 4- Mayor Ian Brenton, Councilor Barbara Genge, Councilor Randy Strangemore,  
Deputy Mayor William Baldwin

Against: 0

Abstain: 0

### Resolution #2024-056 CARRIED

## 4. ADOPTION OF MINUTES/SIGNATURES

-July 11<sup>th</sup>, 2024, special meeting minutes-

-July 18<sup>th</sup>, 2024, regular meeting minutes- Will be signed after corrections

-July 28<sup>th</sup>, 2024, special meeting minutes with Minister Hutchings-

**Resolution#2024-057**

**Mayor Ian Brenton/Councilor Barbara Genge**

Be it resolved to accept the special meeting minutes for July 28<sup>th</sup>, 2024, with Minister Hutchings and the special meeting minutes for July 11<sup>th</sup>, 2024

All In favor: 4- Mayor Ian Brenton, Councilor Barbara Genge, Councilor Randy Strangemore, Deputy Mayor William Baldwin

Against:0

Abstain:0

**Resolution #2024-057 CARRIED**

**5. BUSINESS ARISING**

**-Grave Digging**

Mayor Ian Brenton has learned that local funeral homes do not impose charges for grave digging services unless explicitly requested. Deputy Mayor William Baldwin suggests that the town should waive such charges for residents who are current taxpayers. However, for individuals who are no longer taxpaying residents, a fee might be appropriate. Mayor Brenton inquires about the potential cost for non-resident services. In response, Deputy Mayor Baldwin notes that while a typical fee in other municipalities is approximately \$500, the town should investigate the actual labor and equipment rental costs to determine a fair price for grave digging services.

**-Colin Pilgrim**

Mayor Ian Brenton mentions that the land has been measured but they need to wait and see the marked property. Deputy Mayor William Baldwin also mentions that the prices that are currently listed for each square foot of land is very likely incorrect and outdated. Councilor Randy Strangemore brings up that the prices listed are many years old and will need to be updated. Mayor Ian Brenton says that before a proper update can be given about this land, the council will need to know the proper cost as well as the exact dimensions of land wanting to be purchased.

**-JCP Program**

Deputy Mayor William Baldwin mentions that he doesn't think it's a good idea for the people on the JCP project to clean headstones because if one or more of the headstones breaks, it could be a big expense on the towns behalf to get it fixed and or replaced. He also questions who will be supervising these people while they are on the project. Mayor Ian Brenton answers this by saying that usually Peter Stevens is the supervisor unless they were to choose someone else specifically and that there is still a position left to fill for the project. Councilor Barbara Genge says that they could also make one of the workers on the project a foreman who would be the main supervisor instead of Peter having to do it. Councilor Barbara Genge says that the town clerk should talk with the program coordinator to get a breakdown of where the project money will go so the council can see what money is for the workers' wages and what money is left to use for projects.

## 6. NEW BUISNESS

### -Road Paving

Deputy Mayor Wiliam Baldwin mentions that to start paving roads the town needs to look at and prioritize what roads need the most work within the town. Councilor Barbara Genge mentions that some of the roads can be dangerous because there will soon be a school bus transporting all the kids to school in the mornings and in the afternoons and having poor quality roads for a bus can be hazardous. Deputy Mayor William Baldwin says that half of the cost for paving will be given by the government, but the other half is left for the municipality to cover and that having to do complete roads that need work in town would be extremely costly. Councilor Barbara Genge brings up the idea of instead of trying to do the entirety of roads, the town could patch the worst places in the roads so more improvements can be made all over town rather than just one road. Deputy Mayor William Baldwin says that even though part of the town is still not paved, there are some spots within the already paved roads that are much worse than the gravel on the unpaved roads therefore they should have more focus. Councilor Randy Strangemore brings up that working in small patches can be good but that they shouldn't use cold patches because of how short term they last and how rough it can make the pavement.

### -Update on Water Boil Order

Mayor Ian Brenton says that as far as he knows, the beaver is still in the town's reservoir and questions if councilor Justin Boyd was able to get a permit to remove it. Deputy Mayor William Baldwin says that Justin has not had time to call and ask for a permit yet. Mayor Ian Brenton mentions that the water tester was in town on August 21<sup>st</sup>, 2024, tested the water in 4 places and the town is waiting on the results from the lab. He also mentioned that the water tester said to stay on the boil order until the town can get the beaver removed from the reservoir. Councilor Barbara Genge expresses her concern that if the beaver does not get taken out soon the reservoir may be shut down permanently. Barbara offers to take on this problem and plans to make some phone calls to see what can be done as quickly as possible.

### -Update on HST, Audit, MOG

The town clerk mentions that the audit is currently not done and that HST and GST are currently still pending. The town clerk also mentions that there is an imbalance from QuickBooks to the bank statements so she is currently going through each transaction to find out what may not be accounted for.

### **Resolution #2024-058**

#### **Mayor Ian Brenton/Councilor Randy Strangemore**

Be it resolved that Bridget would come and help the town clerk in QuickBooks and get things organized and working properly.

All in favor: 4- Mayor Ian Brenton, Deputy Mayor William Baldwin, Councilor Randy Strangemore, Councilor Barbara Genge

Against:0

Abstain:0

**Resolution #2024-058 CARRIED**

**-Budget Variance Report**

**Resolution #2024-059**

**Deputy Mayor William Baldwin/Councilor Randy Strangemore**

Be it resolved that if there is to be a conference for the northern peninsula the mayor will go,  
and his travel will be reimbursed

All in favor:4 Mayor Ian Brenton, Deputy Mayor William Baldwin, Councilor Randy Strangemore,  
Councilor Barbara Genge

Against:0

Abstain:0

**Resolution #2024-059 CARRIED**

**-By Election**

The town clerk announces that there will have to be a by election soon and that she will hold  
nominations around September 9<sup>th</sup> and 10<sup>th</sup>, the election will take place on October 7<sup>th</sup>, 2024

**Resolution #2024-60**

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

Be it resolved to have a by- election

All in favor: 4 Mayor Ian Brenton, Deputy Mayor William Baldwin, Councilor Barbara Genge,  
Councilor Randy Strangemore

Against:0

Abstain:0

**Resolution #2024-60 CARRIED**

**-Bank Account Closure**

The Town Clerk announces that she has called around to banks in the area, all of which do not  
have the authority to shut down the account, when she finally got someone with authority, they  
said that there was no information about the account and no documents related to it. When she  
called again the next day, she was told that two signing authorities should go to the bank and  
close it manually there. Councilor Barbara Genge says that she and Anne Pilgrim are the two  
authorities that opened the account so they will have to be the ones to close it.

**-Update on Telus Invalid Invoice**

The invalid TELUS Account invoice was dealt with, and the town got a letter from Telus stating  
that they have recalled the account from collections, and it was it was assigned in error.

**-Letter to License Board**

Councillor Barbara Genge has noted that the fish plant license, previously held by Main Brook,  
was reassigned to other municipalities but will become available again next year. She advocates  
for the license to be granted to the Main Brook Research and Development Corporation. To

facilitate this, the town will need to submit a formally written letter to the licensing board, demonstrating that the license was originally issued to Main Brook and that the relevant infrastructure still exists. Councillor Genge has committed to collaborating with the town clerk to draft this letter in a timely manner.

-Food First Application

Councilor Barbara Genge brings up the idea of this application to try and help a lot of people around the town who are struggling to make ends meet and need help with keeping fed.

-Changing of QuickBooks

Mayor Ian Brenton mentions that the town should investigate changing to Town Suites that most other municipalities are using and stop using QuickBooks if it is not too costly.

-Community Garden Fund

The town clerk mentions that the funds for the community garden have still not been used. Mayor Ian Brenton says that the town should put this to use and buy some tools to go with the garden such as shovels, brush saw and possibly a saw to help clean up the garden

**7. TOWN'S FINANCE REPORT**

-Review of August bills to be paid

**Resolution #2024-061**

**Mayor Ian Brenton/Councilor Randy Strangemore**

Be it resolved to pay town bills for August

All in favor:4 Mayor Ian Brenton, Deputy Mayor William Baldwin, Councilor Barbara Genge,  
Councilor Randy Strangemore

Against:0 Abstain:0

**Resolution #2024-061 CARRIED**

**8. CALL TO CLOSE**

**Resolution #2024-062**

**Mayor Ian Brenton/ Councilor Randy Strangemore**

Be it resolved to adjourn meeting at 9:40pm

All in favor:4- Mayor Ian Brenton, Deputy Mayor William Baldwin, Councilor Barbara Genge,  
Councilor Randy Strangemore

Against:0

Abstain:0

**Resolution #2024-062 CARRIED**

Mayor

A handwritten signature in blue ink, appearing to read "John O'Brien", written over a horizontal line.

Town Clerk

A handwritten signature in blue ink, appearing to read "John O'Brien", written over a horizontal line.