



TOWN OF MAIN BROOK

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1. CALL TO ORDER

Minutes for the regular public meeting of council held on **December 16th, 2025 @ 6:04pm** at the Town Office Chambers Room

2. ROLL CALL

Presiding:

Mayor Ian Brenton

Members of the Council:

Deputy Mayor Danielle Smith

Councilor Ben Wiper

Councilor Donna Gibbons Caines (by phone)

Councilor Kayla Pilgrim

Councilor Troy Rumbolt (by phone)

Councilor Teresa Noble

Staff Members:

Town Clerk – Sandra Soman

3. ADDITIONS AND ADOPTIONS OF AGENDA

- Errors and Omissions Insurance Update
- Sparkes subsea
- Emergency Management Plan
- Update on the water box letter
- Update on the letter regarding gravel

Councilor Ben Wiper also suggested moving the letter from the lawyer Wayne White to a closed meeting for discussion.

Resolution #2025-0158

Councilor Ben Wiper/ Councilor Kayla Pilgrim

Be it resolved to adopt the agenda with additions

In favor: 7-Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councilor Kayla Pilgrim, Councilor Troy Rumbolt, Councilor Ben Wiper, Councilor Donna Gibbons Caines, Councilor Teresa Noble

Against: 0

Abstain: 0

Resolution #2025-0158 CARRIED

4. ADOPTION OF MINUTES/SIGNATURES

Signing of Minutes from October 20th, 2025

Signing of Minutes from December 2nd, 2025

Mayor Ian Brenton noted that the minutes referenced abstentions without identifying which members abstained. He stated that there should be a clear distinction in the record indicating which members were in favour, which abstained, and which were opposed to each motion.

Councillor Ben Wiper requested, for the record, that the minutes be amended to reflect that Deputy Mayor Danielle Smith declared a conflict of interest and did not participate in any votes related to the snow clearing contract or the casual snow clearing operator. Councillor Wiper further stated that the minutes should be adopted at the next meeting once these amendments have been made.

Councillor Wiper also requested an update to the resolution supporting the Zamboni funding letter, with the amendment to remove the final line of the letter. Additionally, he inquired whether Council wished the minutes to reflect the committees and their respective members. Council agreed to leave the motion unchanged and not include committee names or committee membership in the minutes.

- Signing of Minutes from November 10th, 2025

Resolution #2025-0159

Councillor Ben Wiper/ Councillor Kayla Pilgrim

Be it resolved to adopt the minutes from November 10th, 2025.

In favor: 7-Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councillor Kayla Pilgrim, Councillor Troy Rumbolt, Councillor Ben Wiper, Councillor Donna Gibbons Caines, Councillor Teresa Noble

Against: 0

Abstain: 0

Resolution #2025-0159 CARRIED

Councillor Teresa Noble stated that the pads for the defibrillator were already available and that Council did not need to make a motion to purchase new pads. Councillor Ben Wiper suggested that a new motion be made to rescind the motion that was passed at the previous meeting, rather than removing it from the approved minutes.

Resolution #2025-0160

Councillor Ben Wiper/ Councillor Teresa Noble

Be it resolved to rescind the resolution #2025-0140

In favor: 7-Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councillor Kayla Pilgrim, Councillor Troy Rumbolt, Councillor Ben Wiper, Councillor Donna Gibbons Caines, Councillor Teresa Noble

Against: 0

Abstain: 0

Resolution #2025-0160 CARRIED

-Signing of Minutes from November 17th, 2025

Councillor Kayla Pilgrim noted that there are two exactly similar resolutions -142 and 137 and that this needs to be corrected. She also indicated that the conflict of interest declared by Deputy Mayor Danielle Smith should be included in Resolution 145.

Councillor Ben Wiper suggested that, under public relations and social media, the wording of the sentence be revised to use "suggested" or "requested" instead of "indicated".

Councillor Teresa Noble stated that the word "on" in the Cleaning Supplies section should be removed and that councillors' names should be capitalized.

Deputy Mayor Danielle Smith requested that the line stating she indicated the Fire Chief said the emergency plan needs to be updated be removed, as she did not make that statement.

Resolution #2025-0161

Councilor Ben Wiper/ Councilor Kayla Pilgrim

Be it resolved to adopt the minutes from December 2nd, 2025, with two amendments to the resolution number on page 1 (2025-0156) and the correction of the spelling error in Councilor Teresa Noble in resolution 2025-0157

In favor: 7-Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councilor Kayla Pilgrim, Councilor Troy Rumbolt, Councilor Ben Wiper, Councilor Donna Gibbons Caines, Councilor Teresa Noble

Against: 0

Abstain: 0

Resolution #2025-0161 CARRIED

5. BUSINESS ARISING

JCP 2025-2026

Town Clerk Sandra Soman advised that the JCP was approved for 35 weeks for four participants. She noted that the activity related to completing the trail around George's Pond was removed from the project. As a result, it is now up to Council to decide whether to shorten the project to 10–14 weeks and proceed with the remaining activities. Once Council determines the timeframe, she stated she would update the Department accordingly.

Mayor Ian Brenton indicated that he required more clarity on the matter. In response, Town Clerk Sandra Soman explained that the original JCP application included the completion of the trail around George's Pond. However, because the Town did not receive a Licence to Occupy (LTO) from Crown Lands, the Department removed that activity from the approved list. She further explained that she was required to submit a revised list of activities, and the Department approved the original project without the trail component, which resulted in the approval remaining at 35 weeks.

Mayor Ian Brenton asked what other activities were included in the project. Town Clerk Sandra Soman stated that the approved activities included redoing the office flooring, lighting, and painting; completing the porch at the Recreation Centre; and repairs to the gym. He also asked about the approved funding amount. Town Clerk Sandra Soman advised that the approved amount was approximately \$53,000 but will have to double check for the exact amount and noted that this information had been circulated previously.

Councillor Ben Wiper commented that the amount seemed low for a 35-week project. Town Clerk Sandra Soman clarified that the approved funding covers materials and supplies only, and does not include wages, as wages are paid directly by the Department.

Mayor Ian Brenton then asked who prepared the material list and budget. Town Clerk Sandra Soman advised that the full grant application, including the budget and materials list, was prepared by her, forwarded to the previous Council, and approved at that time. She explained that the budget was based on the materials required for the approved activities.

Councillor Ben Wiper stated that Council could not make a decision without reviewing the material budget and asked whether the approved budget included materials for the trail. Town Clerk Sandra Soman advised that she would resend all JCP documentation, including the original and updated applications and supporting information, to Council. She also noted that reducing the number of weeks would result in a reduced budget.

Councillor Kayla Pilgrim suggested that future project advertisements should not state the number of people being hired. Town Clerk Sandra Soman responded that the JCP is approved for four participants and that wages are paid by the Department, meaning the number of participants does not impact the Town's approved funding amount.

Councillor Kayla Pilgrim asked what would happen if there were insufficient funds to complete all activities. Town Clerk Sandra Soman advised that any unfinished activities would be carried forward to a future project, noting that this occurred in the previous year as well.

Mayor Ian Brenton stated that in the future there will be no postings indicating the number of candidates being hired. Instead, postings will simply state that the Town is hiring candidates for a specific project. Councillor Kayla Pilgrim agreed, noting that the number of positions should not be included in project postings due to the issues that occurred with the last years CEEP Program.

Mayor Ian Brenton concluded that Council did not have enough information at this time to make a decision, and the item would be deferred to the next meeting. He further suggested holding a special meeting to ratify the matter. Council agreed to hold a special meeting on **December 22nd at 1:00 p.m.**

Mayor Brenton and councillors instructed the Clerk to remove all outdoor activities that could not happen while the ground was frozen, keep the indoor activities and associated materials, and the materials for outdoor work, that could be done in the summer by Jason and the summer students, in the application, and send the updated application with these changes to the Council for review.

-GICB

Councillor Ben Wiper asked whether the Department had returned the contract to the Town. Town Clerk Sandra Soman advised that the contract has not yet been received. She also noted that she submitted the in-kind contributions, and the GICB team responded that administrative costs would not be accepted; however, all other in-kind contributions were acceptable.

Town Clerk Sandra Soman further explained that in the initial application, the expansion percentage was listed as 29 percent and classified as a retrofit building. When updated receipt information was later submitted under the previous Council, the recalculated expansion

percentage was reported as 69 percent. Under GICB guidelines, this percentage would classify the project as a new building, requiring ministerial approval. Town Clerk Sandra Soman mentioned that she got back to the team and let them know that was just a mathematical error as there was no changes in the expansion of the building from what was put in the application.

Town Clerk Sandra Soman also noted that the GICB team has scheduled a meeting for December 18, 2025, to discuss the change in the expansion percentage. Mayor Ian Brenton stated that it is important for Council to be kept informed of this matter. Town Clerk Sandra Soman confirmed that Council would be updated as information becomes available and explained that this was the reason the item was placed on the agenda.

Councillor Ben Wiper commented that if the square footage changes, it could result in changes to the project budget. Town Clerk Sandra Soman responded that the Town will need to justify the significant difference in the reported expansion percentage. Mayor Ian Brenton added that he would feel more comfortable if a few councillors were able to attend the meeting.

Budget

Councillor Ben Wiper reported that the Finance Committee has met twice to date and that approximately 20 percent of the 2026 budget has been completed. He noted that the most time-consuming portion of the budgeting process will involve determining expenses and identifying any proposed loans that need to be incorporated. He also highlighted a significant budget challenge resulting from the loss of the snow clearing contract, which has created a sizable gap in the budget that must be addressed in order to deliver a balanced budget.

Councillor Teresa Noble raised concerns regarding delays in the completion of the Town's audits, noting that the auditor has only completed the 2023 audit and has not yet begun the 2024 audit. Councillor Troy Rumbolt asked what steps Council could take to change auditors as soon as possible. Councillor Teresa Noble responded that Council would need to find another auditor willing to take the Town on as a client.

Councillor Ben Wiper added that Main Brook Research and Development (MBRD) is experiencing similar challenges with the same auditor and noted that BCJ is currently the only auditing firm accepting new clients in Western Newfoundland. Mayor Ian Brenton asked whether Councillor Ben Wiper had reached out to Norlab in St. Anthony. Councillor Ben Wiper also stated that the Town is not required to use an auditor from within the province and is permitted to engage an auditor from outside Newfoundland and Labrador.

Resolution #2025-0162

Councillor Teresa Noble/ Councillor Donna Gibbons Caines

Be it resolved to contact the Auditing firm BCJ and find out if they can do the Towns audit.

In favor: 7-Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councillor Kayla Pilgrim, Councillor Troy Rumbolt, Councillor Ben Wiper, Councillor Donna Gibbons Caines, Councillor Teresa Noble

Against: 0

Abstain: 0

Resolution #2025-0162 CARRIED

Councillor Ben Wiper suggested that it would be beneficial for Council to send a formal letter to the auditor, Arthur Skinner, expressing Council's dissatisfaction and requesting a clear timeline for completion of the outstanding audits. He noted that the letter should be sent by registered mail to ensure there is a formal record. Councillor Ben Wiper explained that maintaining a paper trail would be beneficial should the Town face issues related to receiving its Municipal Operating Grant (MOG) and need to demonstrate efforts made to pursue completion of the audits.

Mayor Ian Brenton advised Councillor Ben Wiper that he already has a draft letter prepared for Main Brook Research and Development and requested that Councillor Ben Wiper revise the letter, place it on Town letterhead, and circulate it to Council for review.

Resolution #2025-0163

Mayor Ian Brenton/ Councilor Kayla Pilgrim

Be it resolved to send a letter to Auditor Arthur Skinner that Councilor Ben Wiper is going to draft upon approval by council in the next meeting coming on Monday December 22nd, 2025, at 1 pm.

In favor: 7-Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councilor Kayla Pilgrim, Councilor Troy Rumbolt, Councilor Ben Wiper, Councilor Donna Gibbons Caines, Councilor Teresa Noble

Against: 0

Abstain: 0

Resolution #2025-0163 CARRIED

Updated Code of Conduct

Councillor Ben Wiper noted that, as part of the October meeting and the resolution related to the Code of Conduct complaint, Council had agreed to update the Town's Code of Conduct policy to clearly define the process. He advised that he has since updated the MNL Code of Conduct template, revising the document to address situations where the CAO and/or the Mayor is the complainant or the respondent, as the template did not clearly outline the procedure for those circumstances. Deputy Mayor Danielle Smith mentioned that MNL is rewriting the Code of Conduct and there is a new one coming up soon.

Resolution #2025-0164

Councilor Kayla Pilgrim/ Councilor Teresa Noble

Be it resolved to adopt the new and updated Code of Conduct for the Town of Main Brook

In favor: 7-Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councilor Kayla Pilgrim, Councilor Troy Rumbolt, Councilor Ben Wiper, Councilor Donna Gibbons Caines, Councilor Teresa Noble

Against: 0

Abstain: 0

Resolution #2025-0164 CARRIED

Councilor Ben Wiper mentioned that he would send a copy of the edited one to the Town Clerk to keep it in file.

Canada Summer Job 2025

Town Clerk Sandra Soman mentioned that she has applied for 4 positions for Canada Summer Jobs and all positions are for the Operations Manager Jason Noseworthy.

Update on the water box letter

Town Clerk Sandra Soman mentioned that the email has already been sent out to the resident stating the Council's response.

Sparkes subsea quote for Anchor Weights

Town Clerk Sandra Soman mentioned that she has contacted the company, and they would send it as soon as possible. She mentioned that she would forward it to the council as soon as they send the quote.

Emergency Management Plan

Town Clerk Sandra Soman presented to Council the emergency management plan file currently on record at the Town Office. Councillor Ben Wiper noted that it was a good starting point. Mayor Ian Brenton stated that Fire Services had indicated a willingness to assist the Town once work on emergency preparedness begins, noting that there is a significant amount of work involved.

Deputy Mayor Danielle Smith advised that, at present, the Town of Main Brook Fire Department is not registered with NL Fire Services. She explained that in the event of a forest fire or similar emergency, while assistance may still be provided, NL Fire Services would have no formal information on the Town or designated contacts. She noted that the cost to register is approximately \$350 and that registration includes certain benefits related to training and other supports. She added that she would gather more information regarding what is included with NL Fire Services membership.

Deputy Mayor Danielle Smith further suggested that Council should formally support the Fire Department and communicate that Council is willing to work collaboratively with them. She advised that she would confirm the exact registration cost before Council considers a motion and would bring the matter back at the next meeting. She also noted that she would speak with the pastor and determine whether members of the Fire Department would be willing to meet with Council.

Errors and Omissions Insurance Update

Town Clerk Sandra Soman mentioned that the renewal has already been sent out to the insurance company.

Update on the letter regarding gravel

Town Clerk Sandra Soman mentioned that the apology letter was written, and she was not notified about it. Councillor Ben Wiper mentioned that the motion to send out this letter was made on November 10th and the Council received the draft on November 24th, 2025. Because of the two-week delay and council viewed it as very important to send this letter to the resident and that's the reason the council decided to get it done. Town Clerk Sandra Soman mentioned that she never received replies to the review of the letter other than from Mayor Ian Brenton and Councillor Donna Gibbons Caines.

Rent for MBRD

Councillors Troy Rumbolt, Ben Wiper, and Mayor Ian Brenton left the room due to conflict of interest as directors or employees of MBRD.

Councillor Teresa Noble stated that Main Brook Research and Development (MBRD) submitted a proposal letter addressing rent, Starlink, and photocopying costs. She noted that the letter indicated the Town cannot increase the rent without providing six months' notice, and that MBRD also stated that she heard that MBRD might vacate the building within six months.

Councillor Donna Gibbons commented that the Town should adhere to the rate that was originally agreed upon. Councillor Kayla Pilgrim noted that, according to the letter and applicable legislation, the Town is not permitted to increase the rent without providing six months' prior notice.

Councillor Teresa Noble questioned whether there is a limit on how much the Town can increase the rent, and whether such an increase must be a fixed dollar amount or a percentage. Councillor Donna Gibbons Caines stated that there is no Tenant Act in Newfoundland; however, Councillor Teresa Noble corrected this by referencing the Residential Tenancies Act, 2018, noting that it requires proper notice before any rent changes.

Deputy Mayor Danielle Smith stated that rent changes may be implemented but would not take effect until after the required six-month notice period.

Resolution #2025-0165

Councillor Kayla Pilgrim/ Councillor Donna Gibbons Caines

Be it resolved, the new rent rate for MBRD will be \$380.00 from May 1st, 2026, which includes \$300.00 for rent and \$80.00 for starlink. This rate does not include photocopies. Photocopies would be charged at 0.30 cents per copy.

In favor: 4- Deputy Mayor Danielle Smith, Councillor Kayla Pilgrim, Councillor Donna Gibbons Caines, Councillor Teresa Noble

Against: 0

Abstain:3 - Mayor Ian Brenton, Councillor Troy Rumbolt
declared conflict of interest as they are directors of the organization, and Councillor Ben Wiper declared a conflict of interest since he is employed by MBRD.

Resolution #2025-0165 CARRIED

Conflicted parties returned to the room after the resolution.

6. NEW BUSINESS

Grant Northern Wellness Coalition

Resolution #2025-0166

Councilor Kayla Pilgrim/ Councilor Teresa Noble

Be it resolved to apply for the northern wellness coalition grant.

In favor: 7-Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councilor Kayla Pilgrim, Councilor Troy Rumbolt, Councilor Ben Wiper, Councilor Donna Gibbons Caines, Councilor Teresa Noble

Against: 0

Abstain: 0

Resolution #2025-0166 CARRIED

Community Sport Fund

Resolution #2025-0167

Mayor Ian Brenton/ Councilor Kayla Pilgrim

Be it resolved to transfer the \$1000.00 received from the Community Sport Fund to the Rec Centre for the expenses incurred.

In favor: 7-Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councilor Kayla Pilgrim, Councilor Troy Rumbolt, Councilor Ben Wiper, Councilor Donna Gibbons Caines, Councilor Teresa Noble

Against: 0

Abstain: 0

Resolution #2025-0167 CARRIED

General Insurance Renewal

Resolution #2025-0168

Councilor Kayla Pilgrim/ Councilor Ben Wiper

Be it resolved to renew the general insurance for the Town

In favor: 7-Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councilor Kayla Pilgrim, Councilor Troy Rumbolt, Councilor Ben Wiper, Councilor Donna Gibbons Caines, Councilor Teresa Noble

Against: 0

Abstain: 0

Resolution #2025-0168 CARRIED

MAA Election

Resolution #2025-0169

Councilor Teresa Noble / Councilor Troy Rumbolt

Be it resolved to support Dean Ball for the MAA candidacy.

In favor: 7-Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councilor Kayla Pilgrim, Councilor Troy Rumbolt, Councilor Ben Wiper, Councilor Donna Gibbons Caines, Councilor Teresa Noble

Against: 0

Abstain: 0

Resolution #2025-0169 CARRIED

Wildfire Community Preparedness Day Award

Resolution #2025-0170

Councilor Ben Wiper / Councilor Kayla Pilgrim

Be it resolved to apply for Wildfire Community Preparedness Day Award, and the application is prepared in consultation with the fire department and the Town Clerk

In favor: 7-Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councilor Kayla Pilgrim, Councilor Troy Rumbolt, Councilor Ben Wiper, Councilor Donna Gibbons Caines, Councilor Teresa Noble

Against: 0

Abstain: 0

Resolution #2025-0170 CARRIED

Christmas Holidays

Resolution #2025-0171

Councilor Kayla Pilgrim/ Councilor Ben Wiper

Be it resolved to approve the time-off in lieu for Town Clerk Sandra Soman on December 19th, 2025.

In favor: 6- Deputy Mayor Danielle Smith, Councilor Kayla Pilgrim, Councilor Troy Rumbolt, Councilor Ben Wiper, Councilor Donna Gibbons Caines, Councilor Teresa Noble

Against: Mayor Ian Brenton

Abstain: 0

Resolution #2025-0171 CARRIED

Shooting Range and Interest in Purchasing Town Lots on Tickle Lane

Councillor Ben Wiper advised Council that the MBRD has expressed interest in potentially working with the Town to acquire the three surveyed lots. He further noted that MBRD has discussed the possibility of developing a rod and gun club on the property, which would involve renovating the existing house to serve as a clubhouse and constructing a shooting range. Councillor Wiper emphasized that this proposal has not been formally motioned or approved by MBRD, and that he was presenting the information solely to inform Council of MBRD's intentions and its potential interest in submitting a bid to purchase the three lots from the Town.

Councillor Wiper also stated that, in order for MBRD to proceed with a bid, confirmation from Council would be required indicating that there are no bylaws restricting the establishment of a shooting range within Town boundaries, including any bylaws related to proximity to other residences.

Councillor Kayla Pilgrim requested that Town Clerk Sandra Soman review the Town's bylaws to determine whether any such restrictions exist.

Website and email hosting

Councillor Ben Wiper advised Council that the Town of Main Brook website is currently hosted through GoDaddy, with hosting servers located in the United States. He noted concerns regarding both data residency and cost, as the hosting fee is \$30.98 per month. Councillor Wiper further explained that prior to returning to Council, he was tasked with recovering the Town's website due to the hosting nearing expiration. As a result, the Town of Main Brook website and associated domain name are currently registered under his personal account. He stated that he would like this situation changed as soon as possible.

Councillor Wiper also advised that Storm Web has indicated they would transfer the website at no cost.

Deputy Mayor Danielle Smith indicated that she would review additional website hosting rates obtained through information from the MNL Conference and present her findings at the next Council meeting for further discussion.

Resolution #2025-0172

Councilor Kayla Pilgrim/ Mayor Ian Brenton

Be it resolved to approve December and January's amount for the GO Daddy website for the Town of Main Brook

In favor: 7- Deputy Mayor Danielle Smith, Councilor Kayla Pilgrim, Councilor Troy Rumbolt, Councilor Ben Wiper, Councilor Donna Gibbons Caines, Councilor Teresa Noble, Mayor Ian Brenton

Against: 0

Abstain: 0

Resolution #2025-0172 CARRIED

Councillor Remuneration

Town Clerk Sandra Soman advised Council that, following discussions with Municipal Affairs, it was suggested that Town Councillors cannot opt out of receiving remuneration. She indicated that obtaining a legal opinion on the matter would be beneficial. She further noted that during a Finance Committee meeting, some committee members also recommended seeking a legal opinion.

Councillor Ben Wiper stated that, based on his review of the relevant legislation, Council may vote on remuneration on a title-by-title basis.

The Deputy Mayor advised Council that she had spoken with Holly Scott regarding the matter, and it was suggested that an individual councillor cannot opt out of remuneration and that the

matter must be brought back to Council for discussion and a formal vote. She also mentioned that she had submitted a letter to the Town Clerk indicating that she does not require remuneration for her position on Council.

Resolution #2025-0173

Mayor Ian Brenton/ Councilor Troy Rumbolt

Be it resolved to make the remuneration of the title Deputy Mayor to be \$0.00 per annum until the expiry of her term

In favor: 6- Councilor Kayla Pilgrim, Councilor Troy

Rumbolt, Councilor Ben Wiper, Councilor Donna Gibbons Caines, Councilor Teresa Noble, Mayor Ian Brenton

Against: 0

Abstain: Deputy Mayor Danielle Smith (Impartiality)

Resolution #2025-0173 CARRIED

Deputy Mayor Danielle Smith declared a conflict of interest due to lack of ability to be impartial on the decision.

Receipts given for donations to the Community Centre

Mayor Ian Brenton advised Council that donation receipts cannot be issued, as the Town is not a charitable organization. Councillor Donna Gibbons Caines noted that the organization is registered as a non-profit. Mayor Brenton reiterated that donation receipts cannot be provided because the Town is not a charitable organization.

7. CORRESPONDENCE SESSION

Letter from Resident 1

Mayor Ian Brenton advised Council that the roads cannot be repaired until the winter season is over. He requested that a letter be sent to the resident advising that the issue will be addressed once weather conditions improve.

Letter from Resident 2

Councilor Donna Gibbons Caines mentioned that making our community ATV friendly is a wonderful idea however the vehicle must be insured and should be old enough to drive. Mayor Ian Brenton advised that the council investigate it with other communities' policies.

8. TOWN'S FINANCE REPORT

Town Clerk Sandra Soman mentioned that the Town is getting low on funds, and the council has to be very careful with the expenses. Mayor Ian Brenton asked if the Scotiabank was transferred over to the credit union. Town Clerk Sandra Soman mentioned that she has sent various emails but never heard back from them and she figures that the signing authorities will have to go to the bank in person to do it. Mayor Ian Brenton instructed the Clerk to schedule an appointment and go to the Scotiabank and cancel the account.

Resolution #2025-0174

Councilor Kayla Pilgrim/ Councilor Donna Gibbons Caines

Be it resolved to pay the bills.

In favor: 7- Councilor Kayla Pilgrim, Councilor Troy Rumbolt, , Deputy Mayor Danielle Smith Councilor Ben Wiper, Councilor Donna Gibbons Caines, Councilor Teresa Noble, Mayor Ian Brenton

Against: 0

Abstain: 0

Resolution #2025-0174 CARRIED

Resolution #2025-0174A

Councilor Kayla Pilgrim/ Deputy Mayor Danielle Smith

Be it resolved to move into a Closed Session to discuss an HR matter.

In favor: 6- Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councilor Kayla Pilgrim, Councilor Troy Rumbolt, Councilor Donna Gibbons Caines, Councilor Teresa Noble

Against: 0

Abstain: 1- Councilor Ben Wiper

Ben Wiper abstained and declared a conflict interest for financial and impartiality reasons relating to fear for his job security and left the room.

Resolution #2025-0174A CARRIED

Council ended the Closed Session and resumed the regular meeting at 11:05pm.

9. CALL TO CLOSE

Resolution #2025-0175

Councilor Teresa Noble

Be it resolved to call the meeting to close at 11:10pm.

In favor: 6- Mayor Ian Brenton, Deputy Mayor Danielle Smith, Councilor Kayla Pilgrim, Councilor Troy Rumbolt, Councilor Donna Gibbons Caines, Councilor Teresa Noble, Councilor Ben Wiper

Against: 0

Abstain: 0

Resolution #2025-0175 CARRIED



Mayor



Town Clerk



Date of Adoption