

Attending:	Mayor	Brian Fowlow
	Deputy Mayor (Interim)	Dale Piercey
	Councillors	Mark Hiscock
	Mike O'Brien	Stephanie Nofle
		Melanie Dixon
	Town Clerk / Manager	Tammy Hurley
	Town Works Supervisor	Steven Clarke
Absent: 1		Mike O'Brien
Leave: 1		Thomasine Marjerrison

Mayor Fowlow opened the meeting with a review and adoption of the minutes.

Mayor Fowlow asked if there were any errors or omissions to the minutes of the meeting held November 12, 2024

Be it resolved that the minutes be adopted once changes have been made.

Motion # 55 - 2024	Hiscock / Piercey	
IN FAVOR: 5	Mayor	Brian Fowlow
	Deputy Mayor (interim)	Dale Piercey
	Councillors	Mark Hiscock
		Stephanie Nofle
		Melanie Dixon
Opposed (0)		
Absent (1)		Mike O'Brien
Leave (1)		Thomasine Marjerrison

Councillor Piercey reminded Town Manager to send the letter of support to the RCMP as requested in the last meeting. Letter will be completed and send to Mayor Fowlow for review.

Invoices for Payment

Company Name	Project	Invoice #	Amount
Dicks and Company	Paper and Envelopes	E00302713	\$458.80
Day & Ross	Freight	1500904702	\$420.67
Bell Aliant	Town Office	INV9749243	\$254.61
Universal Repair Services	Vehicle Inspection	6238	\$345.00
Colemans	Fuel	Misc Invoices	\$925.82
Western Petroleum	Oil Curling Club	991759	\$1,035.59
Western Petroleum	Ultra LSD Clear	991747	\$1,492.14
Western Petroleum	Pump House	991740	\$269.69
Sharons Sales	Pick Up truck Tires	553725	\$1,746.39
Quadient	Lease Payment	6311591	\$143.75
Bell Aliant	Internet	11042024	\$191.82
Bell Aliant	Fire Dept	INV9791840	\$182.39
Bell Aliant	Fire Dept	INV9791838	\$228.21
Buchans Home Hardware	Misc Supplies	129766	\$271.60
Buchans Home Hardware	Misc Supplies	130069	\$196.16
Buchans Home Hardware	Credit Invoice	129792	-\$1,018.24
Buchans Home Hardware	Credit Invoice	130063	-\$1,496.56
Exploits Engineering	Extension to Fire Hall	6462	\$2,695.31
Exploits Engineering	Extension to Fire Hall	6427	\$2,156.25
Exploits Engineering	Cannings Street - MCW Application	6469	\$819.38
Exploits Engineering	P24-017 Extension to Fire Hall	6443	\$8,085.94
Exploits Engineering	Cannings Street - MCW Application	6445	\$819.35
FCM	Membership Invoice 2025-2026	INV-43502-Y3F3N3	\$314.55
		Total	\$20,538.62
		Minus Paid	\$14,576.23
		Outstanding	\$5,962.39

Be it resolved that the Invoices be paid when Funds become available.

Motion # 56 - 2024	Hiscock / Dixon	
IN FAVOR: 5	Mayor	Brian Fowlow
	Deputy Mayor (interim)	Dale Piercey
	Councillors	Mark Hiscock
		Stephanie Nofle
		Melanie Dixon
Opposed (0)		
Absent (1)		Mike O'Brien
Leave (1)		Thomasine Marjerrison

Correspondence:

Pauline Hamilton	Re Unmarked Grave	Investigate	Council directed Town Manager to seek legal council.
Buchans Rec Committee	Donation	Requested donation for the brunch with Santa and helping families in need during Christmas	Council agreed to donate \$350 toward brunch with Santa and \$100 towards helping families during Christmas
Stephen Ash	Emergency Plan Meeting	Confirm Time for Meeting	Council agreed on requested date of Jan 8 at 10am.
Joanne Preston – Exploits Community Employment	SE Clients	Funding of Workers	See below details
Due to reductions / changes in funding from Exploits Community Employment Corporation, from January 16-March 31, 2025, the Town will reduce the number of positions applicable to this program from three (3) to one (1). The Town will reassess as of April 1, 2025, when we expect an update of the future of the funding program.			

Committee Reports

Staff Meeting	- Nothing to report
Finance	- Statement read out and attached to minutes.
Economic Development	<ul style="list-style-type: none"> - Both applications have been sent to ACOA and IET for the Town Square / RV Park project. - Hydro Project – coming along well. Robert Woolgar with Growler energy has sent the letter of support from the Town of Buchans.
Fire Dept / Emergency Plan	<ul style="list-style-type: none"> - Meeting to take place on Jan 8th, 2025, with Stephen Ash to discuss and finalize the emergency plan. - Councillor Piercey comments to have information from the Fire dept to clearly outline the responsibilities between the Town support staff and the Fire Dept
Community Engagement	<ul style="list-style-type: none"> - Councillor Nofle asked about a meeting for the Centennial Come Home Year. Mayor Fowlow said this will be planned in the coming month. - Contact Stagg Signs immediately to have a sign made for when the Town supports an event.

	<ul style="list-style-type: none">- Staff and Council Christmas party will be on Dec 20th at 4pm. Councillor Noftle and Town Manager will meet on Thursday to arrange.	
By Laws Enforcement	<ul style="list-style-type: none">- Nothing to report	
Town Works	<ul style="list-style-type: none">- Water line fixed on Scott Street- Issued a boil order for Chlorine System. It has been fixed and we are waiting on the environmental department to test the water so we can lift the boil order.- Town Manager to send another letter to Dale Quirk regarding having the shed taken down. Should no movement happen, the Town will remove the shed and bill this to the owners.	
<ul style="list-style-type: none">- Meeting in Camera discussion for HR. Staff exited meeting at 9:45pm		
Next meeting will be held on Jan 14 th , 2025, at 7pm		
Motion # 56 - 2024		
IN FAVOR: 5	Mayor	Brian Fowlow
	Deputy Mayor (interim)	Dale Piercey
	Councillors	Mark Hiscock
		Stephanie Noftle
	Mike O’Brien	Melanie Dixon
Opposed (0)		
Absent (1)		Mike O’Brien
Leave (1)		Thomasine Marjerrison

IN CAMERA MEETING		
Be it resolved that staff compensation and Personnel Policy Manual be adjusted as per HR committee recommendations.		
Motion # 57 - 2024	Hiscock / Dixon	
IN FAVOR: 4	Mayor	Brian Fowlow
	Deputy Mayor (interim)	Dale Piercey
	Councillors	Mark Hiscock
		Melanie Dixon
Recused (1)		Stephanie Noftle
Absent (1)		Mike O'Brien
Leave (1)		Thomasine Marjerrison

Meeting Adjourned – 10:15 PM