



Town of Flatrock

Minutes of a Regular Meeting of Town Council held at the Flatrock Town Hall
Monday December 1, 2025.

Page 1

Members Present:

Mayor Jeffrey Connors
Deputy Mayor Brian Waterman
Councilor Susan Arns
Councilor Alicia Scott
Councilor Marion McCarthy

Chief Administrative Officer Andrew Tobin
Town Clerk Shirley Ryan

Members Absent: Councilors Madonna Connors and Jeffrey Martin (who attempted to call in but we were having technical difficulties)

Mayor Jeffrey Connors called the Meeting to Order at 6:50

2025 –209 Susan Arns/Alicia Scott

Be it resolved that the Agenda for December 1, 2025, meeting of Flatrock Town Council be adopted as presented.

In Favor Mayor Jeffrey Connors, Deputy Mayor Brian Waterman, Councilors Susan Arns, Alicia Scott and Marion McCarthy.

Abstaining 0 Against 0 Carried.

2025 –210 Marion McCarthy/Alicia Scott

Be it resolved the minutes for meeting November 17, 2025 of Flatrock Town Council be adopted as presented.

In Favor Mayor Jeffrey Connors, Deputy Mayor Brian Waterman, Councilors Susan Arns, Alicia Scott and Marion McCarthy.

Abstaining 0 Against 0 Carried.

Amanda Walsh was present to discuss her plans for opening the Café, we are going to have her visit the site to advise of what she would need to proceed.

7:00 Councilor Alicia Scott stepped out of meeting as next delegate is a relative.

Ashley Martin spoke in response to a letter received that she was in violation of our nuisance by-law, discussed options to try and remedy the situation.

7:30 Councilor Alicia Scott returned to seat

2025 –211 Brian Waterman/Susan Arns

Be it resolved the list of permits since November 17, 2025, be approved as presented.

In Favor Mayor Jeffrey Connors, Deputy Mayor Brian Waterman, Councilors Susan Arns, Alicia Scott and Marion McCarthy.

Abstaining 0 Against 0 Carried.

Permits since November 17			
20-Nov	Footings	2051	41-51 Old Flatrock Road Lot 1
20-Nov	Footings	2052	41-51 Old Flatrock Road Lot 2



Town of Flatrock

Minutes of a Regular Meeting of Town Council held at the Flatrock Town Hall
Monday December 1, 2025.

Page 2

20-Nov | Footings | 2053 | 41-51 Old Flatrock Road Lot 3

2025-212 Susan Arns/Madonna Connors

Be it resolved that the list of invoices be approved as presented.

In Favor Mayor Jeffrey Connors, Deputy Mayor Brian Waterman, Councilors Susan Arns, Alicia Scott and Marion McCarthy.

Abstaining 0 Against 0 Carried.

2025-213 Marion McCarthy/Susan Arns

Be it resolved that the 2026 Budget be approved as presented.

In Favor Mayor Jeffrey Connors, Deputy Mayor Brian Waterman, Councilors Susan Arns, Alicia Scott and Marion McCarthy.

Abstaining 0 Against 0 Carried.

2025-214 Alicia Scott/Marion McCarthy

Be resolved that the Tax Fee Structure for 2026 be approved as presented.

In Favor Mayor Jeffrey Connors, Deputy Mayor Brian Waterman, Councilors Susan Arns, Alicia Scott and Marion McCarthy.

Abstaining 0 Against 0 Carried.

Copy of Work Order Log reviewed.

Torbay Volunteer Fire Department

- Christmas party was good

Stewardship Association of Municipalities

- Nothing new

Jack Byrne Arena looking for a representative from Flatrock (a resident) will put out an expression of interest to see if anyone is interested.

Grotto Committee had a meeting with Lawyer will book a meeting in the new year to have lawyer speak with Council and the Grotto Committee to discuss and answer questions.

ATIPP mandatory training coming up.

2025-215 Alicia Scott/Brian Waterman

Be resolved that the new office and maintenance hours be approved as presented starting January 1, 2026.

In Favor Mayor Jeffrey Connors, Deputy Mayor Brian Waterman, Councilors Susan Arns, Alicia Scott and Marion McCarthy.

Abstaining 0 Against 0 Carried.

Request from Northeast Avalon Foodbank to address the lighting issue. We will get maintenance to check bulbs if that not the issue, we will get an electrician in.

Request for funding from The Rock Wildlife Rescue was denied as don't fall into our donation policy.



Town of Flatrock

Minutes of a Regular Meeting of Town Council held at the Flatrock Town Hall
Monday December 1, 2025.

Page 3

2025- 216 Alicia Scott /Marion McCarthy

Be resolved that the request for use of Flatrock Community Center for a fundraiser be approved.

In Favor Mayor Jeffrey Connors, Deputy Mayor Brian Waterman, Councilors Susan Arns, Alicia Scott and Marion McCarthy.

Abstaining 0 Against 0 Carried.

New Business:

Brian:

- Would like to have Tourism and Heritage Committees back could help with grants.
- Was approached by a resident looking for a pole light in her area. Will look into it
- Seniors dinner went well.

Jeff:

- Still 2 pews left not picked up. Will contact these people let them know they need to be picked up.
- Seniors dinner was great.
- Attended the Firemans dinner it was a great evening.

Andrew Tobin and Shirley Ryan stepped out of Meeting for council discussion 8:25

Andrew Tobin and Shirley Ryan returned to seats. 8:27

2025- 217 Alicia Scott /Marion McCarthy

Be resolved that the request for giving staff bonuses be approved as presented.

In Favor Mayor Jeffrey Connors, Deputy Mayor Brian Waterman, Councilors Susan Arns, Alicia Scott and Marion McCarthy.

Abstaining 0 Against 0 Carried.

Shirley:

- Reminder of Christmas party for special needs kids December 14, 2025 at Torbay Commons, would like to have representatives from the Town there if anyone is available.

Alicia:

- Looking for updates on having trees cleared on Pouch Cove Highway. Spoke with Joedy Friday he will look into it.

Andrew:

- Breakfast with Santa and Parade happening on Sunday

2025-218 Susan Arns/Brian Waterman

Be it resolved that this meeting adjourns and meet again on January 12, 2026 at 6:45 P.M.

In Favor Mayor Jeffrey Connors, Deputy Mayor Brian Waterman, Councilors Susan Arns, Alicia Scott and Marion McCarthy.

Abstaining 0 Against 0 Carried.



Town of Flatrock

Minutes of a Regular Meeting of Town Council held at the Flatrock Town Hall
Monday December 1, 2025.

Page 4

The meeting was adjourned at 8:34 pm.

Jeffrey Connors
Mayor

Shirley Ryan
Town Clerk