

REGULAR MEETING OF STANLEY VILLAGE COUNCIL
OCTOBER 19TH, 2012 – 5:00 p.m.

Present

Mayor Mark Foreman

Deputy Mayor Barbara MacDonald

Councillor Jim Pinnock

Councillor Heather Holt-Logan

Clerk Shelley Douglass

1. PRAYER FOR CIVIC AUTHORITIES

2. APPROVAL OF PREPARED AGENDA

The Agenda be adopted as presented with four additions, New Business –
Miscellaneous: Food Bank, One Employee, Credit Union Correspondence;
Disconnect Letters

MOTION: B. MACDONALD / H. HOLT-LOGAN / M.C.

3. APPROVAL OF PRE-CIRCULATED MINUTES:

September 17th and 24th, and October 9th, 2012 MEETINGS

MOTION: J. PINNOCK / B. MACDONALD / M.C.

4. FINANCIAL STATEMENTS

September 2012 as presented.

MOTION: B. MACDONALD / H. HOLT-LOGAN / M.C.

Account Transfers: From the Sewage Capital Reserve to the Sewage Operating Account – LS Design – Spencer Invoice \$391.34 taxes in; and exp Invoice \$4,516.25 totalling \$4,835.59.

MOTION: J. PINNOCK / B. MACDONALD / M.C.

5. R C M P REPORT (6:00)

Cst. A. Vincent attended. Report given for two month period – five incidents reported; including the bomb threat at SHS on October 3rd. RCMP felt overall the incident was handled well by fire department, school authorities, etc. Extra patrols will be on duty Halloween night.

6. REPORT FROM FIRE CHIEF/FIRE RELATED BUSINESS (6:30)

SVFD Report: Fire Chief Shawn Sampson, Kenny Colford in attendance.

Volunteer hrs – Not available.

Calls – five in last month; 3 within the limits; 2 assists to Nashwaak Valley; Chief Sampson advised he was not satisfied with the way the bomb incident at the school was handled by RCMP. Members are on standby for the weekends before and following Halloween.

Truck Spec: Spec was forwarded to P. Kavanagh; no response from him yet. Mr. Kavanagh did suggest it would be wise to schedule site inspections and that Jody Boone or John Redden would be individuals who could do these inspections.

Financial Statements / Budget – Chief Sampson requested a statement for the final quarter for budget purposes. Council asked Chief Sampson to have their budget prepared for next meeting.

Truck 5 (Jeep) needs a lot work to make roadworthy. Chief questioned purchasing or leasing a newer crew cab truck; Mayor Foreman suggested decommissioning Jeep at this time as not safe to operate.

7. OLD BUSINESS

STANLEY COMMUNITY LIBRARY REPORT

H. Holt-Logan advised there was no meeting last month.

ACTION: N/A

NASHWAAK VILLA REPORT

B. MacDonald advised there is another site tour scheduled. A new logo is being looked at.

J. Pinnock advised Francine Dorcas told him the water level was coming up further than it has in the past. With the road resurfacing next year that issued will be addressed. Mayor Foreman would like T. Koch to confirm that the two storm drains in the Court Yard at the Villa are not hooked into the sewage line.

ACTION: Clerk

SOLID WASTE COMMISSION REPORT

No report from T. Hunter. The Commission meets tonight.

ACTION: N/A

SEWAGE

MANHOLES/STORM DRAIN

There is some concerns regarding the construction/repair and second hand parts and materials being used by D & J Enterprises for the work done to the manholes and storm drains.

Council agreed that from this point forward the building inspector will draft tender documents for any and all work to be tendered; will have the inspector present at the mandatory site visits prior to bids being received; and will inspect work in progress and at the completion of the project.

SEWAGE LIFT STATION PROJECT

Spencer Environmental Invoice – Payment Services for September 2012 total \$3,083.93; LS Design is \$319.34.

MOTION: J. PINNOCK / B. MACDONALD / M.C.

ACTION: Clerk

SEWAGE LAGOON COMPLIANCE PLAN

Council reviewed Gary Spencer's email of October 11th, 2012. B. MacDonald advised she will contact Melanson's regarding duckweed removal. Mayor Foreman will attempt to locate the manhole off Water Street and initiate video inspection there. Clerk will look into funding for the Risk Management plan as per Spencer's Sept. 26th email.

ACTION: Mayor, Council, Clerk

EMO MANUEL / PROCEDURE / COORDINATOR

Roger Ross advised he is not interested in coordinating the EMO plan. Mayor Foreman suggested the new clerk (or individual hired to cover for clerk) take courses and coordinate the plan with Council doing the majority of the leg work to slowly build the program. J. Pinnock expressed his concerns over the time required of the clerk to assist with this project. Sandy Savage was suggested as a possible candidate for coordinator and will be contacted to see if interested.

ACTION: Clerk

NASHWAAK AGRENA RENOVATIONS / CIIF

ACOA is requesting a document signed by the Agrena naming them as a co-applicant. Clerk will contact MLA MacDonald and ask him to discuss the funding application and required information.

Demolition has begun.

H. Holt-Logan, on behalf of the Agrena Board, advised they are wondering about installing party lighting, and whether or not the baseboard will be wood or vinyl. She was advised the party lighting was not in the scope of work on the tender document; if the Board requires it, it will be at their cost; and the baseboard will be wood.

ACTION: Clerk

DOT HIGHWAY PRIORITY LIST (REVISED)

DOT has advised Council they cannot consider the Glen Road, Ward Settlement, and Water Street on their priority list as they are classified municipal streets and they are unable to assist with funding for improvements under the program. Council revised their list to include the English Settlement Road and Red Rock Road, and to keep Ward Settlement Road on the list.

ACTION: Clerk

CLERK POSITION

Interviews were conducted and scored on a point system. Unanimously, the panel agreed Bethany Ryan scored highest and suggested to Mayor Foreman she be hired for the position. A salary range of \$14.50 to \$18.00 per hour was given to the interviewees; Council agreed to start Ms. Ryan at \$16.00 per hour, to be reevaluated in six months. Mayor Foreman suggested Ms. Ryan attend the Municipal Orientation session on October 27th in Fredericton.

ACTION: Clerk

SNOW REMOVAL

Robert Foreman attended to discuss his bid for snow removal. Council asked if he would consider reducing his bid if they were to extend the contract for a two year period. R. Foreman advised his bid was higher this year due to the cost of liability insurance and fuel. He asked for clarification as to what damages he would be responsible for as per the tender. Council advised he would be responsible for obvious damage done by plowing and equipment to fencing, lawns, etc. He also asked that Council address with Steven MacKay his plowing snow from his driveway on to the sidewalk; council will address the issue with Mr. MacKay.

R. Foreman agreed to consider the two year contract term for snow removal (2012-2013 and 2013-2014 seasons) for a price of \$17,500 plus HST to be paid in six monthly payments beginning November 2012; Worker's Compensation costs will be deducted from this amount; with a clause for a fuel adjustment before the 2013-2014 season. He will advise of his decision within the week.

ACTION: Clerk

HALLOWEEN

Council will patrol and provide the Fire Department with a meal.

ACTION: Clerk/Council

9. NEW BUSINESS

CORRESPONDENCE

UMNB COMMITTEES – UMNB circulated a list of committees and invited Council to sit as representatives; members of Council will consider and advise.

ACTION: N/A

Crime Prevention Association of NB Handbook – This year's focus is Bullying and all proceeds raised stay in the community. Council will support a business size card ad at \$185.00.

MOTION: *H. HOLT-LOGAN / B. MACDONALD / M.C.*

ACTION: Clerk

CHRISTMAS

Council will work on the wreaths on October 22nd. New rings are needed, as well as garland and bows. The tree lights will be checked before the Tree Lighting scheduled for December 5th.

ACTION: Clerk

BUDGET MEETINGS

Tentative budget meetings are scheduled for November 13th and 20th.

ACTION: Clerk

MISCELLANEOUS

FOOD BANK

On behalf of the Food Bank, H. Holt-Logan advised of a family in need of immediate assistance and they are looking to the Village for a donation. Council will donate \$100.00 to the Food Bank.

MOTION: **B. MACDONALD / H. HOLT-LOGAN / M.C.**

ACTION: Clerk

ONE EMPLOYEE

Mayor Foreman suggested council consider hiring one part-time employee in the future; this may help to cut costs for sewage services, etc., especially if we are able in the new year to contract some services through the planning commission.

ACTION: N/A

CREDIT UNION

The Progressive Credit Union will be closing the end of November 2012. Karen Armstrong advised Mayor Foreman she will be handling the Village Accounts from the Fredericton North branch should Council decide to remain with PCU.

Council will send a letter to PCU, thanking them for their service at the Stanley branch over the years and advising the Village will be keeping their business with them.

ACTION: Clerk

SEWAGE DISCONNECTS

Tentative date for sewage disconnections is the week of October 22nd. Correspondence to J. Tozer and his tenant, as well as the occupants of Corey Wilson's residence will be hand delivered. The Boone property will be disconnected first. Contact D. MacDonald to do the disconnects.

ACTION: Clerk

10. **DATE OF NEXT MONTHLY COUNCIL MEETING**

Monday, November 19th, 2012 – 5:00 pm.

11. **ADJOURNMENT**

The meeting was adjourned at 9:00 pm.

MOTION: B. MacDonald