

REGULAR MEETING OF STANLEY VILLAGE COUNCIL

April 25th, 2013 – 5:00 p.m.

Present

Mayor Mark Foreman
Deputy Mayor Barbara MacDonald
Councillor Jim Pinnock
Councillor Heather Holt-Logan
Clerk Bethany Ryan

1. PRAYER FOR CIVIC AUTHORITIES

2. APPROVAL OF PREPARED AGENDA

J. Pinnock advised that the Fire Department requested to have a meeting to discuss ideas on how to prevent future flooding at the Fire Hall. Mayor Foreman suggested setting up a meeting later in the year.

Motion: To accept the agenda as presented.

Moved by: B. MacDonald

Seconded by: H. Holt-Logan

Result: Carried

3. APPROVAL OF PRE-CIRCULATED MINUTES

Minutes of the regular Council meeting of March 18, 2013 were reviewed.

Motion: To accept the March 18, 2013 minutes as presented.

Moved by: H. Holt-Logan

Seconded by: J. Pinnock

Result: Carried

4. FINANCIAL STATEMENTS & ACCOUNT TRANSFERS

Financial statements for the month of March were presented. There was discussion regarding the budget line for Firefighters Insurance. Later in the meeting, after the presentation from the Fire Chief, it was discovered that the \$8,312.00 listed as Firefighters Insurance should've been placed on the line for WorkSafe NB.

Motion: To accept the March 2013 Financial Statements as presented.

Moved by: B. MacDonald

Seconded by: H. Holt-Logan

Result: Carried

Action: Clerk to fix Budget Report.

Clerk explained that \$339.00 of Spencer Environmental's March invoice was for lift station design work and would need to be transferred from the Sewage Capital Reserve Fund.

Motion: To transfer \$339.00 from the Sewage Capital Reserve to the Sewage Operating Account to cover Spencer Environmental Invoice #340 for March.

Moved by: J. Pinnock

Seconded by: B. MacDonald

Result: Carried

Action: Clerk to complete transfer.

5. RCMP REPORT

Cpl. Peter Vail in attendance. Report for the month of March wasn't available, but he advised he will have MJ Darveau forward it via email to the Clerk.

Cpl. Vail discussed some of the incidents that he was aware of in the Village, mainly related to the Liquor Control Act. He also explained that the RCMP members will be starting new shifts beginning in the fall, which will allow them to complete follow-up to investigations in a shorter period of time.

He advised he may be unable to attend the next meeting in May, but would have the report for April forwarded via email beforehand.

6. HDI Northcliff Presentation – Greg Davidson

Greg Davidson, Community Relations Manager for HDI Northcliff was in attendance to provide a presentation to update Council on the Sisson Mine project. He explained that the next step in the process will be to submit an Environment Impact Study to the provincial government by the end of June. This will be followed by 4-5 months of discussions before the study is released to the public, which will be followed by public meetings. If all goes as planned, construction would begin late in 2014, with the mine commissioning in 2016.

Mr. Davidson answered questions and provided details related to the water treatment requirements, and the APT (ammonium paratungstate) plant which will be on-site, the first of its kind in Canada.

7. REPORT FROM FIRE CHIEF / FIRE DEPT. RELATED BUSINESS

Chief Shawn Sampson and Steve Haines presented the monthly report from the Fire Department. They did not have hard copies to present as the Fire Hall is currently under repair for flood damages. Chief Sampson advised that the Fire Department has had 15 calls this year, which is slightly down from last year, but that the total hours will be much higher due to the flood.

He also asked to change the tender for the Fire Truck from a 2013 chassis to a 2014. Clerk provided the hard copy of the tender for the Chief to update.

He also discussed the possibility of obtaining a pick-up style truck from Rogers; he had been advised of a program that they use to donate their used trucks to non-profit organizations.

Chief Sampson explained to Council that the Fire Department has been having some issues with the contractor (Winmar) that the insurance company is using to repair the Fire Hall. He hopes to get things on track early next week.

He also explained that they plan to switch all of their radio equipment from VHF to UHF. It is something that will be mandated for them to do in the next few years anyway, so since all of the VHF equipment was lost to the flood, it only makes sense to make the switch to UHF now. Council was in agreement

Chief Sampson advised Council of a generous donation of furniture and office equipment to the Fire Hall. B. MacDonald advised there should be a thank-you letter sent to the person who donated the furniture and office equipment. Fire Chief to provide the contact details to Clerk.

Action: Clerk to send thank-you letter.

8. NEW SEWAGE MONITORING REGULATIONS – GARY SPENCER

Gary Spencer was welcomed to the meeting to discuss changes to the sewage monitoring regulations. He advised that due to a change in the COA, the effluent flow rate must be measured every day for 365 days. He explained that he has looked into having an electronic device dropped into the lagoon that would take a daily reading and that could be read by a computer at a regular interval (weekly, monthly, etc.). The cost of such a device would be around \$3000.

He further explained that a Risk Assessment would need to be completed by 2016, and that the Village should begin to look at funding applications this year or next.

He also discussed the DELG Compliance Plan. He explained that he went through his previous report on the video inspections done in 2001, and he now thinks that visually inspecting and repairing the manholes may be an acceptable option rather than doing another section of video inspection.

Mayor Foreman discussed the possible erosion/damage caused to the riverbank next to the lagoon. Mr. Spencer advised that he saw a 5 ft tall, 20 ft wide section of the bank that looked as though it was fresh, and also a large tree that had been on the bank is now no longer there. Mayor Foreman advised that EMO and DELG will be coming to inspect the bank once it is safe to do so (water is low, ice is melted) and Council agreed it would be beneficial for Mr. Spencer to also be there for the inspection.

Before leaving, Mr. Spencer provided the new lift station manual to the Clerk.

9. OLD BUSINESS

Stanley Community Library Report

H. Holt-Logan explained there has not been a library meeting, and so nothing to report.

Nashwaak Villa Report

B. MacDonald advised that the Villa's annual meeting would be held in May. They are still working on little things and hope to begin the move in 2-3 weeks.

Solid Waste Commission

Mayor Foreman advised that the Fredericton Region Solid Waste Commission would be holding a Household Hazardous Waste Collection Day in Stanley on May 4, 2013. He also advised that at the finance committee meeting, there was more discussion re: rural planning, regional dog catcher, engineer, etc.

UNCLE / Community Use Agreement Update

Clerk advised Council that she, Councillor Pinnock and Mayor Foreman had met with representatives from Anglophone School District West (ASD-W) and Tom Cameron, Principal of Stanley High School on March 28 to discuss the reciprocal agreement. Councillor Pinnock explained that all of the requested changes were well received. Clerk provided a copy of the updated agreement with the discussed changes. Council agreed that a meeting should be called with the UNCLE group to finalize the document, and that a letter should be sent to the school advising that the Village is willing to donate \$300 to extracurricular activities for this school year, and that the yearly donation would be revisited again in the Fall.

Action: Clerk to arrange meeting with Council and UNCLE.
Clerk to send letter to Tom Cameron with school donation.

Sewage

Collections update: Clerk advised that all sewage accounts that met the criteria of being more than 4 quarters (\$280) behind in payments had been sent disconnection letters, with the exception of 2 properties that had been affected by the flood. These letters dated the disconnections for the week of May 13, 2013. Clerk advised that the by-law states a hand-delivered or registered letter must be given to the account owner at least 10 business days prior to the disconnection. Council agreed that the disconnections should go ahead, except for the 1 owner who made payment arrangements that were acceptable to Council.

Action: Clerk to send registered disconnection letters within 10 days of disconnect date.

Council also discussed the new regulations put in place that require daily monitoring of the lagoon. As this is very costly for the Village, they requested that the Clerk find more information on the regulation changes.

Motion: To research the changes to sewage regulations that has caused the requirement for daily monitoring of the lagoon.

Moved by: B. MacDonald

Seconded by: J. Pinnock

Result: Motion carried

Action: Clerk to contact Kyle Baglole with the Department of Environment and Local Government.

Borrowing Board Application / Fire Truck Tender

Clerk advised Council that the new fire truck tender is ready to be sent out, but first the application to the Borrowing Board must be sent, and a requirement of the application is that the Village has an updated 5 year plan. Council worked with the Clerk to provide an outline for the 5 year plan.

Action: Clerk to complete 5 year plan and send completed application to the Borrowing Board.

10. NEW BUSINESS

Stanley Village Park Report

Canada Post Funding for Communities and Children

Council reviewed a report provided by Terry Koch, Building Inspector, who inspected the park after the flood. There is a fair amount of damage to the structures and equipment in the park, with an estimated total of \$28,976. Council discussed whether to repair the equipment or replace it with heavier, cemented pieces. Clerk advised that the amount budgeted for the Park for 2013 is \$12,362. She also explained that Canada Post has a fund for Community Programs for Children. Council was in agreement that the Village should apply for a grant.

Action: Clerk to apply to the Canada Post Community Foundation.

Workshop: Municipal Finance for Councillors & Staff

Clerk advised that this workshop is being offered at Dalhousie University on May 24, 2013, and that she would be very interested in attending. Council had budgeted \$3000 for workshops for 2013, and as of the end of March had spent \$374.50.

Motion: To send Clerk to Municipal Finance Workshop on May 24

Moved by: J. Pinnock

Seconded by: H. Holt-Logan

Result: Carried

Action: Clerk to register for workshop.

Spring Clean-Up

Clerk advised Council that \$2800 of the \$6000 budgeted for the spring clean-up had been spent on the FERRO dumpsters used in the clean-up from the flood. Council agreed to go ahead with the clean-up again this year.

Action: Clerk to make arrangements for annual spring clean-up.

Golden Age Club Building Permit

Clerk read a letter from the Golden Age Club, requesting a waiver or reduction in cost for their \$290.00 building permit fee. After discussion, Council agreed that the fee should stand; but to make a donation to the Club in the same amount.

Motion: To donate \$290 to the Stanley Golden Age Club.

Moved by: J. Pinnock

Seconded by: H. Holt-Logan

Result: Carried

Action: Clerk to forward donation.

Communities in Bloom

Council explained that this event would not apply to the Village of Stanley this year.

Disability Awareness Week (Proclamation)

The following Proclamation was read and signed by Mayor Foreman:

“Whereas, the municipality of Stanley is committed to assisting citizens with disabilities to participate fully in our community, and
Whereas, many persons living with disabilities face barriers in the areas of employment, access to information, transportation, housing, education, recreation, and other disability-related supports; and
Whereas, we believe that more citizens with disabilities should have the chance to access disability related supports to improve their opportunities in New Brunswick; and
Whereas, we support the theme **“Ready and Able to Work”**;
Now Therefore Be It Known That I, Mark Foreman, Mayor of Stanley, do hereby request the citizens of Stanley to join with our Council in recognizing persons with disabilities and their role in our community by the observance of Disability Awareness Week, May 26th to June 1st, 2013.”

Action: Clerk to forward copy of Proclamation to the Premier’s Council on the Status of Disabled Persons.

Summer Student / Maintenance Worker / Office Assistant

Clerk advised Council that the application to hire 1 summer student for 8 weeks had been approved by the SEED program.

Action: Clerk to advertise the position and request a list of registered students from the SEED office.

There was discussion on the feasibility of hiring a full or part-time Maintenance Worker for the Village. With the rising cost of the sewage utility maintenance, it may make sense for the Village to have someone on staff that could look after some of the sewage sample collecting, as well as the other contracted services: building maintenance, repairs, lawn mowing, etc. Council will continue to discuss this possibility.

Council agreed that a part-time Office Assistant could be hired to assist the Clerk in the office.

Action: Clerk to advertise for the position of Office Assistant.

Grass Mowing Tender

Council discussed the tender for the 2013 season. Clerk advised that the resident at 14 Alexander Court will mow the area around the Rose Garden, and so that section could be removed from the tender.

Action: Clerk to advertise tender for Grass Mowing.

Clerk Q&A

Clerk requested permission to attend 2 courses at UNB (Financial Accounting and Marketing). Council budgeted \$2000 for education, and has spent \$0.

Motion: For Clerk to attend the requested 2 courses at UNB.

Moved by: J. Pinnock

Seconded by: H. Holt-Logan

Result: Carried

Action: Clerk to register for courses.

Clerk requested a meeting for her 6 month employment review. Council set April 29th, 2013 at 4:30 p.m. to complete the review.

11. DATE OF NEXT MONTHLY COUNCIL MEETING

Tuesday, May 21, 2013 at 5:00 p.m.

12. ADJOURNMENT

Meeting was adjourned at 8:55 p.m.

Moved by: B. MacDonald

Result: Carried