

MINUTES

Minutes of the Village de Memramcook Municipal Council Special Meeting, held on Monday, February 13th, 2023, at 7 p.m., at the Abbey-Landry School cafeteria.

Present: Maxime O. Bourgeois - Mayor
Marc Boudreau - Councillor
Brian Cormier - Councillor
Carole Duguay - Councillor
Normand Dupuis - Councillor
Yanic Vautour - Councillor
Monique Bourque - Chief Administrative Officer/Clerk
Caroline LeBlanc - Chief Administrative Officer/Director of Finance

Absent: Mariane Cullen - Councillor/Deputy Mayor
Daniel Chiasson - Director of Public Works
Maryse LeBlanc - Program and Recreation Director
Philippe Vachon - Golf Course and Arena Manager

1. **Call to Order**

Mayor Maxime O. Bourgeois calls the meeting to order at 7 p.m.

2. **Acknowledgement of Unceded Traditional Territory**

The mayor recognizes the unceded traditional territory.

3. **Confirmation of Quorum by the Clerk**

The clerk confirms that a quorum has been established.

4. **Declaration of Conflict of Interest**

No conflict is declared.

5. **Adoption of the Agenda**

P23 – 02 – 012

Moved by Marc Boudreau

Seconded by Normand Dupuis

That the agenda be adopted as presented. **Motion carried unanimously.**

6. **Adoption of the Village de Memramcook Strategic Plan**

P23 – 02 – 013

Moved by Carole Duguay

Seconded by Brian Cormier

That Council adopts the Village de Memramcook Strategic Plan.
Motion carried unanimously.

- P23 – 02 – 014 7. **Requests for Grants and Donations**
Moved by Normand Dupuis
Seconded by Brian Cormier
That Council agrees to grant an amount of \$10,000 to the *Club d'âge d'or de Memramcook (le Berceau)* for 2023. **Motion carried unanimously.**
- P23 – 02 – 015 **Moved by Brian Cormier**
Seconded by Yanic Vautour
That Council agrees to grant an amount of \$7,500 to the Memramcook ATV Club for 2023. **Motion carried unanimously.**
- P23 – 02 – 016 **Moved by Brian Cormier**
Seconded by Normand Dupuis
That Council agrees to grant an amount of \$6,102.50 to *La Solitude de Pré-d'en-Haut Inc.* for 2023. **Motion carried (5 for, 1 against – Carole Duguay).**
- P23 – 02 – 017 **Moved by Brian Cormier**
Seconded by Carole Duguay
That Council agrees to grant an amount of \$15,000 to the *Banque de nourriture de Memramcook Inc.* for 2023. **Motion carried unanimously.**
- P23 – 02 – 018 **Moved by Yanic Vautour**
Seconded by Brian Cormier
That Council agrees to grant an amount of \$10,000 to the *Comité de mieux-être de Memramcook (J'MEM)* for 2023. **Motion carried unanimously.**
- P23 – 02 – 019 **Moved by Carole Duguay**
Seconded by Marc Boudreau
That Council agrees to award the grants and donations to community organizations as proposed by the administration, with the exception of those mentioned above. **Motion carried unanimously.**
- P23 – 02 – 020 8. **Request from *Les trois moulins* Medical Clinic**
Moved by Marc Boudreau
Seconded by Carole Duguay
That Council authorizes the administration to reimburse 50% of the invoice (before HST) for the purchase of a defibrillator (AED) only and that Council does not commit to reimbursing the annual costs for this piece of equipment. **Motion carried unanimously.**
9. **By-Laws and Policies to be Revised/Adopted**
The clerk shares a list of by-laws and policies to be adopted, revised or repealed. The consensus of Council is to proceed with drafting the documents to be presented to Council at future meetings.

P23 – 02 – 021

10. Appointment – Building Inspectors**Moved by Marc Boudreau****Seconded by Normand Dupuis**

WHEREAS the Province of New Brunswick has repealed all regulations related to building standards, permits and inspections from the *Community Planning Act* and adopted them under the *Building Code Administration Act*;

AND WHEREAS Hano Dercksen, Denis Frenette, Samuel Frenette, Patrick Gaudet, Martin Picot, Adrien Robichaud and Bill Wright have been accepted by the Southeast Regional Service Commission as Building Inspectors;

BE IT RESOLVED that the Municipal Council of Memramcook appoint the above-named Inspectors as Building Inspectors for the Village de Memramcook under Section 71 of the *Local Governance Act*;

BE IT FURTHER RESOLVED that the Village de Memramcook hereby gives authority to the Building Inspectors to issue orders and to lay information for offences under Section 14 of the *Building Code Administration Act*.

Motion carried unanimously.

P23 – 02 – 022

11. Appointment – By-Law Enforcement Officer (Amendment)**Moved by Carole Duguay****Seconded by Brian Cormier**

WHEREAS that Council has passed various by-laws;

AND WHEREAS that Council may appoint local government enforcement officers and set their mandate;

BE IT RESOLVED that the following person be appointed as the local government enforcement officer pursuant to section 72 of the *Local Governance Act (Act)* and section 14(3) of the *Police Act* and its regulations:

Jordan Langlois

BE IT FURTHER RESOLVED that the above appointment includes the duties prescribed by by-law, the *Act* and its regulations and the *Police Act* and its regulations;

BE IT FURTHER RESOLVED that the local government by-law enforcement officer shall perform his duties in accordance with files provided by the general management and municipal policies;

BE IT FURTHER RESOLVED that the above appointment shall continue as long as the person is employed or retained by the Village de Memramcook.

This motion replaces motion P23-01-008.

Motion carried unanimously.

- P23 – 02 – 023
12. **Service Contract – Chief Administrative Officer**
Moved by Yanic Vautour
Seconded by Marc Boudreau
That Council agrees to the terms of the contractual agreement between the Village de Memramcook and the consultant, Gilles Belleau, for administrative support as Chief Administrative Officer and mandates the mayor and the clerk to sign the service contract as proposed. **Motion carried unanimously.**
- P23 – 02 – 024
13. **Fire Chief's Mandate**
Moved by Brian Cormier
Seconded by Normand Dupuis
That Council accepts the recommendation of the administration not to open the position of Fire Chief, to renew the mandate of the current Fire Chief, Gérald Boudreau, until further notice and to modify the job description of the Fire Chief to remove the text stating that the position will be opened internally every three (3) years. **Motion carried unanimously.**
14. **Update – Water Damage to the Municipal Building**
The Director of Finance provides an update on the damages caused by a water break during extreme cold weather on February 4th and 5th at the Municipal Building. The damage has left the entire building non-functional. Steps are being taken with the insurer to determine the extent of the situation and the steps that will follow. The necessary work is also underway for the clean-up. It is suggested to compare options between restoring the building and rebuilding from scratch. The employees are operating from the Eugène (Gene) LeBlanc Arena while library employees will be working out of other libraries until further notice.
- P23 – 02 – 025
15. **Council to Constitute to Closed Meeting**
Moved by Carole Duguay
Seconded by Marc Boudreau
That Council constitutes to a closed meeting. **Motion carried unanimously.**
16. **Section 68(1)(c) of the *Local Governance Act* – information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement**
- P23 – 02 – 026
17. **Return to Special Meeting**
Moved by Marc Boudreau
Seconded by Carole Duguay
That Council returns to a Special Meeting. **Motion carried unanimously.**
18. **Motion(s)**
None.
19. **Next Meeting**
The next meeting is scheduled for February 21th, 2023, at 7 p.m. (Regular Meeting)

P23 - 02 - 027
13. Adjournment

Moved by Marc Boudreau
Seconded by Yanic Vautour

That Council agrees to adjourn the meeting and the meeting is adjourned at 8:51 p.m. **Motion carried unanimously.**



Maxime O. Bourgeois
Mayor



Monique Bourque
Chief Administrative Officer/Clerk