

MINUTES

Minutes of the Village de Memramcook's Municipal Council Regular Meeting, held on Tuesday, April 16, 2024, at 7 p.m., at the Municipal Building.

Present:	Maxime O. Bourgeois	- Mayor
	Normand Dupuis	- Councillor/Deputy Mayor
	Marc Boudreau	- Councillor
	Brian Cormier	- Councillor
	Mariane Cullen	- Councillor
	Yanic Vautour	- Councillor
	Gilles Belleau	- Chief Administrative Officer
	Arthur Austin	- Director of Municipal Operations and Engineering
	Monique Bourque	- Clerk
	Caroline LeBlanc	- Director of Finance
	Maryse LeBlanc	- Director of Community Life/Assistant to the Chief Administrative Officer
	Philippe Vachon	- Golf Course and Arena Manager
	Gérald Boudreau	- Fire Chief
Absent:	Carole Duguay	- Councillor

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**

Moved by Marc Boudreau

Seconded by Normand Dupuis

That the agenda be adopted with the proposed amendments, namely that items 12. a) *Public Hearing Report (By-law No. 38-23Z)*, b) *Consideration of Objections for the Amendment of the Rural Plan Provisions (By-law No. 38) to Modify the Lot Size Requirements*

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to Enable the Division of More Than Two Units Along the Party Wall, c) First Reading (by title) of By-law No. 38-23Z Amending the By-law Adopting the Village de Memramcook Rural Plan, d) Second Reading (by title) of By-law No. 38-23Z Amending the By-law Adopting the Village de Memramcook Rural Plan and e) Amendment to the Rural Plan for Signs be moved to items 6. a), b), c), d) and e) respectively. **Motion carried unanimously.**

6. **Presentations, Request and Petitions**

a) **Public Hearing Report (By-law No. 38-23Z)**

Phil Robichaud of the Southeast Regional Service Commission presents the details of the proposed amendments to the rural plan. The request presented consists of amending the subdivision standards in order to allow the subdivision of rowhouses of more than two units along the party wall in the R2 and Institutional Services (IS) zones in the Village de Memramcook. The amendments would allow the division of units into individual lots and reduce the minimum lot widths from 12 metres to 10.5 metres for exterior lots and to 6 metres for interior lots. Among the conditions set out, each unit must be individually served by public water and sewer services.

Furthermore, in evaluating this request, the SERSC noted an inconsistency within the rural plan. The prescribed lot size provisions for multi-family uses are currently limited to two, three and six or more units. It is recommended that a provision be added to define the minimum lot widths for four and five-unit buildings.

The Southeast Planning Review and Adjustment Committee recommends that the municipal council proceeds with the submitted request, namely to accept the rural plan amendments to modify the lot provisions to allow the subdivision along the party wall for buildings of more than two units in the R2 and Institutional Services (IS) zones.

b) **Consideration of Objections for the Amendment of the Rural Plan Provisions (By-law No. 38) to Modify the Lot Size Requirements to Enable de Division of More Than Two Units Along the Party Wall**

The clerk reads the objections received. In response to the mayor's invitation, a few members of the assembly spoke out. Among the concerns raised were the impact on property assessments, building setback distances, including road safety, and the impact on the municipality's rural character. Council members ask questions and share comments. The consensus of the council is to undertake discussions for the future revision of the rural plan in its entirety.

c) **First Reading (by title) of By-law No. 38-23Z Amending the By-law Adopting the Village de Memramcook Rural Plan**

Moved by Mariane Cullen

Seconded by Brian Cormier

That the council accepts the first reading (by title) of by-law 38-23Z amending the by-law adopting the Village de Memramcook Rural Plan. **Motion carried unanimously.**

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- d) **Second Reading (by title) of By-law No. 38-23Z Amending the By-law Adopting the Village de Memramcook Rural Plan**
Moved by Marc Boudreau
Seconded by Normand Dupuis
That the council accepts the second reading (by title) of by-law 38-23Z amending the by-law adopting the Village de Memramcook Rural Plan.
Motion carried unanimously.
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- e) **Amendment to the Rural Plan for Signs**
Moved by Mariane Cullen
Seconded by Yanic Vautour
CONSIDERING THAT the council wishes to amend its rural plan in order to add a new prerequisite for issuing a development permit for a sign;
- CONSIDERING THAT the council wishes to consider the above-mentioned request;
- CONSIDERING THAT Section 111 of the said *Act* requires the publication of public notices relating to the adoption of such by-laws;
- CONSIDERING THAT it is also necessary to request the views of the Southeast Regional Service Commission pursuant to Section 110 of said *Act*;
- BE IT RESOLVED THAT:
- a) a by-law amending the Village de Memramcook Rural Plan be prepared;
 - b) the clerk shall, on behalf and for the benefit of the council, cause public notices to be published in accordance with the requirements of subsection 111(1) of the *Community Planning Act*;
 - c) the consideration of objections for the proposed by-law be set for June 18, 2024, in the council chamber in Memramcook NB, at 7:00 p.m.;
 - d) the clerk shall, on behalf and for the benefit of the council, seek the views of the Southeast Planning Review and Adjustment Committee for the Southeast Regional Service Commission on the proposed by-law in accordance to Section 110 of the *Community Planning Act*; and
 - e) the proposed by-law be made available for public consultation at the municipal office during business hours starting on the day the first public notice is published.
- Motion carried unanimously.**

7. Adoption of Minutes

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a) Adoption of Minutes of the March 19, 2024, Regular Meeting**Moved by Brian Cormier****Seconded by Normand Dupuis**

That the minutes and motions contained in the minutes of the regular meeting, held on March 19, 2024, at 7 p.m., at the Municipal Building, be approved as presented. **Motion carried unanimously.**

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b) Adoption of Minutes of the April 2, 2024, Special Meeting**Moved by Marc Boudreau****Seconded by Brian Cormier**

That the minutes and motions contained in the minutes of the special meeting, held on April 2, 2024, at 7 p.m., at the Municipal Building, be approved as presented. **Motion carried unanimously.**

8. Follow-up on Minutes**a) Items Arising from Minutes of the March 19, 2024, Regular Meeting**

None.

b) Items Arising from Minutes of the April 2, 2024, Special Meeting

None.

9. Mayor's Report and Information Requests

The mayor presents his report.

10. Councillors' Reports and Information Requests**a) Marc Boudreau**

Councillor Boudreau presents his report.

b) Brian Cormier

Councillor Cormier presents his report.

c) Mariane Cullen

Councillor Cullen presents her report.

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Crosswalk in Front of the Abbey-Landry School**Moved by Mariane Cullen****Seconded by Yanic Vautour**

The administration is directed to return to Council with a recommendation and costs to install a light at the crosswalk in front of the Abbey-Landry school. **Motion carried unanimously.**

d) Carole Duguay (absent)

No report.

e) Normand Dupuis

Councillor Dupuis presents his report.

- f) Yanic Vautour
Councillor Vautour presents his report.

11. **General Management's Report**

The Chief Administrative Officer presents his report.

The Fire Chief presents the Fire Department's emergency report for March.

12. **By-Laws, Procedures, Guidelines and Administrative Tools**

- a) **Public Hearing Report (By-law No. 38-23Z)**

Refer to item 6. a).

- b) **Consideration of Objections for the Amendment of the Rural Plan Provisions (By-law No. 38) to Modify the Lot Size Requirements to Enable the Division of More Than Two Units Along the Party Wall**

Refer to item 6. b).

- c) **First Reading (by title) of By-law No. 38-23Z Amending the By-law Adopting the Village de Memramcook Rural Plan**

Refer to item 6. c).

- d) **Second Reading (by title) of By-law No. 38-23Z Amending the By-law Adopting the Village de Memramcook Rural Plan**

Refer to item 6. d).

- e) **Amendment to the Rural Plan for Signs**

Refer to item 6. e).

- f) **Allain and Charette Subdivision – Land for Public Purposes**

Moved by Brian Cormier

Seconded by Marc Boudreau

That the council accepts the recommendation of the Southeast Regional Service Commission regarding the land for public purposes for Allain and Charette Subdivision and that the owner pays the municipality 6% of the market value of lot 24-100, that is 6% of \$18,500 and 6% of the market value of lot 24-3, that is 6% of \$15,800 in the total amount of \$2,058. **Motion carried unanimously.**

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- g) **A & A LeBlanc Ltée Subdivision – Land for Public Purposes**

Moved by Marc Boudreau

Seconded by Normand Dupuis

That the council accepts the recommendation of the Southeast Regional Service Commission regarding the land for public purposes for Allain and Charette Subdivision and that the owner pays the municipality 6% of the market value of lot 24-5, that is 6% of \$20,000 in the total amount of \$1,200. **Motion carried unanimously.**

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- P24 - 04 - 186 h) **Circular Materials – Master Services Agreement**
Moved by Mariane Cullen
Seconded by Yanic Vautour
That the council authorizes the mayor and the clerk to sign the master services agreement with Circular Materials as presented to the council.
Motion carried unanimously.
- P24 - 04 - 187 i) **Surplus Item - iPads**
Moved by Brian Cormier
Seconded by Mariane Cullen
That the council accepts that the old iPads be offered to council members and department heads for personal use, that unclaimed iPads then be offered to staff members for municipal use, and that if unclaimed, they be declared as surplus.
Motion carried unanimously.
- P24 - 04 - 188 13. **Adjournment**
Moved by Marc Boudreau
Seconded by Yanic Vautour
That the council agrees to adjourn the meeting and the meeting is adjourned at 8:41 p.m. **Motion carried unanimously.**



Maxime O. Bourgeois
Mayor



Monique Bourque
Clerk

Question Period

Members of the assembly ask questions and share comments.

The question period ends at 8:54 p.m.