

VILLAGE OF PETITCODIAC  
MINUTES  
October 12, 2022, 12:00 PM

**Present**

Councillors	-	Dan Pollock
	-	Dennis Murphy
	-	Laurie Stewart
	-	Luke Lymburner
	-	Peter Saunders
Staff	-	Sandra Kelly, Janice Conley
Absent	-	Gerald Robinson

**Call to Order** Mayor Pollock called the meeting to order at 12:04 pm and asked for any additions to the agenda.

**Agenda** It was moved by Councillor Stewart that the agenda be approved as circulated. Seconded by Councillor Lymburner.

MOTION CARRIED  
126-2022

**Conflict of Interest** Councillor Saunders declared a conflict of interest with item 7 H – Motion to Approve Developer’s Agreement.

**Approval of Minutes**

Councillor Lymburner made a motion to approve the minutes of September 14<sup>th</sup> and 28<sup>th</sup>, 2022 as circulated. Seconded by Councillor Murphy.

MOTION CARRIED  
127-2022

**New Business**

**Motion to Transfer Funds for Ice Plant Reserve**

Councillor Lymburner made a motion that the Village of Petittcodiac transfers \$10,000 from the general Operating Fund in to the General Capital Reserve Fund as per our 10-year commitment for the Arena Plan Upgrade. Seconded by Councillor Murphy.

MOTION CARRIED  
128-2022

**Motion to Transfer Funds Sewer Operating to General Operating**

Councillor Murphy made a motion that the Village of Petitcodiac transfers \$45,000 from the Sewer Operating Fund to the General Operating fund to cover costs of wages for repair and maintenance as well as associated administrative costs of the sewer system. Seconded by Councillor Saunders.

MOTION CARRIED  
129-2022

**Motion to Transfer Funds Sewer Operating to Sewer Capital Reserve for Lagoon Replacement Reserve**

Councillor Stewart made a motion that the Village of Petitcodiac transfers \$2000 from the Sewer Operating Fund to the Sewer Capital Reserve Fund as per the Replacement Reserve agreement under the Municipal Rural Infrastructure Improvement Fund for the Lagoon project. Seconded by Councillor Saunders.

MOTION CARRIED  
130-2022

**Motion to Transfer Funds Sewer Operating to Sewer Capital Reserve for Lift Station Infrastructure Reserve**

Councillor Saunders made a motion that the Village of Petitcodiac transfer \$1500 from the Sewer Operating Fund into the Sewer Capital Reserve Fund as per the Replacement Reserve agreement under the Build Canada Fund for the Lift Station Project. Seconded by Councillor Lymburner.

MOTION CARRIED  
131-2022

**Motions to Transfer Funds from General Operating to General Capital - PFD River Pipe Project**

Councillor Stewart made a motion that the Village of Petitcodiac transfers \$18,046.70 from the General Operating Fund to the General Capital Reserve. The Petitcodiac Fire Department's River pipe project completed in 2020 was jointly funded between the Village of Petitcodiac and the Province of NB. This amount represents one of the three payments for the Province of NB towards this project. Seconded by Councillor Murphy.

MOTION CARRIED  
132-2022

Councillor Stewart made a motion that the Village of Petitcodiac transfers \$10,953.30 from the General Operating Fund to the General Capital Fund to cover the Village of Petitcodiac's portion of the 2020 River Pipe Project. This amount represents one of the three payments from the Village of Petitcodiac towards this project. Seconded by Councillor Stewart.

MOTION CARRIED  
133-2022

## **Gift Cards and Turkeys Christmas 2022**

Councillor Saunders made a motion that the Village of Petitcodiac purchase turkeys for Council and Staff and gift cards for staff for the holiday season. Seconded by Councillor Lymburner.

MOTION CARRIED  
134-2022

**Festival of Lights 2022** The Festival of Lights Parade will be held on December 2, 2022 and will be organized by Natalie Griffin in partnership with the Village of Petitcodiac, the Fire Department and the Boys & Girls Club. There will also be a Light Tour with details to be determined at a later date.

Councillor Murphy made a motion that the Village of Petitcodiac spend up to \$300 to purchase gift certificates from local businesses as prizes for property owners who register for the Christmas Light Tour. Seconded by Councillor Lymburner.

MOTION CARRIED  
135-2022

## **Resolution of Council – Meadowview Subdivision Developer’s Agreement**

**WHEREAS** by virtue of the Community Planning Act of New Brunswick, being Chapter C-12, a person proposing to subdivide land must enter into an agreement with the Village of Petitcodiac for the provision of streets, water and sewer lines or other services required by the Subdivision By-Law and;

**WHEREAS** by Resolution of the Village Council of the Village of Petitcodiac, meeting date of October 12, 2022, the said Council will authorize that the services mentioned and set out in the Developer’s Agreement, be performed and provided by the Developer and the Village under the terms and conditions set forth herein and that this agreement be executed by and on behalf of the Village by its proper signing officers, duly authorized in that behalf;

**BE IT RESOLVED** that Company No 718704 NB and the Village of Petitcodiac are entering into the Subdivision Developer’s Agreement No. 2022-002; an agreement outlining terms and conditions for the development of the Meadowview Subdivision in the Village of Petitcodiac.

Motioned By: Laurie Stewart

Seconded By: Dennis Murphy

On this 12<sup>th</sup> day of the Month of October, 2022

MOTION CARRIED  
136-2022

# Correspondence

**UMNB Bulletins** – Emailed for Council’s perusal. No action required no action taken.

**Reform Update #2** Council received an update on the status of the reform process for their perusal. No action required no action taken.

**Invitation to Portage Atlantic Recognition Ceremony** Council received an invitation to the Portage Atlantic Recognition Ceremony on October 16, 2022. At the time of the meeting no one was able to attend.

## In Camera Session

Councillor Murphy made a motion that the village meeting go in camera. Seconded by Councillor Lymburner. MOTION CARRIED  
137-2022

Human Resources

## Regular Session

Councillor Murphy made a motion that the meeting go back to regular session. Seconded by Councillor Lymburner. MOTION CARRIED  
138-2022

## Temporary Employee Recreation Department

Councillor Murphy made a motion that the village hire a part time recreation employee for 40 hours to help with arena opening and to work on cleaning up the snowshoe trails at the Maple Street Park. Seconded by Councillor Lymburner. MOTION CARRIED  
139-2022

## Public Works & Transportation, Sewer Department

Councillor Saunders reported that the village will be seeking out the services of a hydraulic excavator on wheels to perform ditching in the village. The material that is removed will be used to fill in the small ice rink at the Maple Street Park.

Councillor Saunders reported the village will be advertising for a part time trackless operator for the upcoming winter season.

**Public Safety/ Protection**      Nothing to report at this time.

**Recreation - Programs & Events**

**Motion to Purchase Building for New Outdoor Skating Rink Maple Park**

Councillor Murphy made a motion that the Village of Petitcodiac purchase a 10 x 16 foot shed from Bone's Barns at a cost of \$4500 plus tax to be used as an accessory building at the Maple Park skating rink. Seconded by Councillor Stewart.      MOTION CARRIED  
140-2022

**Finance**      Nothing to report at this time.

**Environmental / Development**      Nothing to report at this time.

**General Government**      Nothing to report at this time.

**Adjournment**      Councillor Murphy made a motion to adjourn the meeting. Seconded by Councillor Stewart.

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Mayor Pollock

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Clerk Janice Conley