



## Minutes #01-2024

### Sunbury-York South Rural Community

#### Committee of the Whole Minutes #01 of the 2023-2026 Term

**Meeting time: 6:30 p.m. to 9:00 p.m.**

**September 5, 2024**

**Attendance:** Deputy Mayor Bernard, Councillor Yarom, Councillor Turner, Councillor DeLong, Councillor Sheppard, CAO Marjorie Turner, Assistant Clerk Cindy Ogden, Communications Specialist Brendan Doyle, EMO Director Jared Bishop. Absent Mayor Hayward and Councillor Noble.

- I. **Call to order-** Deputy Mayor Bernard – 6:30 p.m.
- II. **Roll Call** – As directed by the Clerk, the Assistant Clerk, Cindy Ogden, recorded the attendance.

III. **Approval of Agenda**

Moved by Councillor Sheppard; Seconded by Councillor DeLong

Motion Carried

IV. **Approval of Minutes Previous** - None

V. **Presentations to Council** - none

VI. **Conflict of Interest** - None

VII. **Correspondence**

- a. **CRSC – 381 Phillips Road, Nasonworth** - CRSC inspected the property at 381 Phillips Rd on Aug 27, 2024 to determine if the property has been cleaned up enough to not be considered dangerous or unsightly. The property owners have made satisfactory progress but have not made the deadline of August 26, 2024 to have the property ALL cleaned up. The property owners made tentative arrangements with CRSC to do a final inspection on September 12, 2024 therefore CRSC is inquiring if Council wishes to move the file into the legal system for not meeting the deadline of August 26<sup>th</sup> or if they want CRSC to reinspect the property on September 12<sup>th</sup>.

VIII. **Unfinished Business** - None

IX. **New Business**

- a. **Oromocto Recreation Agreement** - The 2024-2025 Recreation agreement is coming up for renewal. The new numbers are not confirmed however they

should be close to the previous year's agreement without any significant increases. If there are no concerns, this item will be added to the next regular council meeting agenda.

- b. **Garbage By-law** - By-Law Officer, Jared Bishop, would like to have a couple items added to the existing Solid Waste By-Law such as provisions for illegal dumpsites and penalties. These items are in the Solid Waste Act and can be added to the existing By-Law without making any amendments at this time. There was an issue with the garbage collection where threats were issued against the garbage collection workers. The By-Law officer was able to diffuse the situation and an agreeable solution to the issue was reached that satisfied both sides.
- c. **New Potential Rental Space** – As staff increases, the office space is becoming cramped. The lease in the existing rental space expires November 1<sup>st</sup>. Alternative rental space is extremely hard to find in the area; however, the Dental Office building on Commerce Drive in Oromocto has office space for rent in the lower portion of the building. A few renovations are required to create the Council chambers. Before any decisions are made, the council agreed to direct the CAO to move forward with rental negotiations and to inquire as to what will be included in the rent, such as parking, security, cost of insurance, etc.
- d. **381 Phillips Road, Nasonworth** - As discussed in the correspondences, CRSC is looking for direction as to proceed with legal action or grant the last and final extension to complete the property cleanup to September 12<sup>th</sup>. Council had no issues with the extension being moved to the 12<sup>th</sup>.
- e. **Grant Policy and Process** – The grant policy has been updated to include earlier suggestions from council. If a business is located outside the community but is hosting an event within the community to benefit the community, consideration to a submitted grant application will be discussed. Also, if a grant has been previously awarded and a final report detailing how the grant funds have been spent has not been received, consideration will not be given to a current grant application until the report has been forwarded to the office.
- f. **Strategic Plan** - As per Local Government regulations, SYSRC needs a strategic plan and a 5 Year Capital Plan. The CAO has met with Pivot Consulting regarding an estimated cost and contacted other municipalities who have already completed their strategic plans. A Request For Proposal (RFP) will be issued to create the strategic plan for SYSRC. There can be a cap put on the bidding amount and, unlike the solid waste collection tender, if prices are out of range we do not have to accept any proposal. An amount will be accounted for in the 2025 budget.
- g. **RFP for new Municipal Building** - Before the RFP can be issued and awarded, we need to go to the Municipal Capital Borrowing Board for approval to borrow the funds. There is a process to go through before authorization to borrow is either approved or denied. The first step will be for council to make a motion to go to the MCBB for authorization to borrow. All direction is legislated through the

Council. This item will be added to the agenda for the September 17<sup>th</sup> council meeting.

- X. **Date of the Next Meeting – October 10, 2024**
- XI. **Motion to dismiss the Committee of the Whole Meeting at 8:42**

Moved by Councillor Turner; Seconded by Councillor Yarom

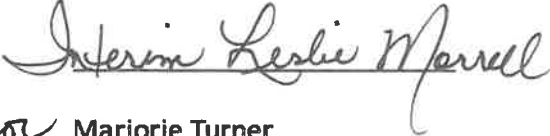
Motion Carried

Respectfully submitted by,



Cindy Ogden  
Assistant Clerk

Certified Correct,



for Marjorie Turner  
CAO/Clerk



for Joey Bernard  
Deputy Mayor

