

The meeting was called to order by Councillor Bobbitt at 6:00 pm.

Attendance: Mayor Flewwelling, Deputy Mayor MacLeod, Councillors Bobbitt, Hunt, Loder and Shay as well as the Clerk Treasurer, Administrative Clerk and Works Supervisor.

- 1. Children's Safety Guide:** The Clerk Treasurer investigated the opportunity with Fire Chief Harold Lowe who said the project intent is to produce as many booklets as possible with the proceeds of advertisements and sponsorships / donations. He said the booklets focus on elementary schools with each student receiving a booklet. A copy of the booklet was circulated and a donation / advertisement can be considered in 2018 budget talks.
- 2. Thomas Keltie Ball Field:** The Clerk Treasurer said he responded to Mr. Shane Guphill advising him of the budget of \$1,000 available upon request from the Sussex & District Minor Baseball Association. In the same email, he was asked to provide pricing on each of the items listed in his email. The email was sent on July 12 but no response has been received. Councillor Bobbitt said he would contact Mr. Guphill personally to see why no response was received from him.
- 3. Pearson's Corner Market:** At Council's request, the parking situation was observed. Overflow parking of Pearson's customers has not been an issue and hence no further action is required.
- 4. Golf Tournaments:** There were three opportunities and Councillor Loder recommended the Chamber of Commerce Tournament. The Village will enter a team of four at a cost of \$400 which was included in the 2017 budget.
- 5. Banners & Brackets:** The costs are all in and the Clerk Treasurer will prepare the required financial statement. Contact has been made with the SACF for a photo opportunity. Councillor Loder said she thought she should not be included however Councillor Shay said Councillor Loder should be included given she did all of the work to see the completion of the project. Councillor Loder said the Legion had banners in honor of veterans available to the Village. The plan is to acquire the banners and exchange them early in November and then retire the banners for the year and install Christmas lights.

- 6. UMN Conference:** The Administration Clerk said she has only one person who has completed the form (Councillor Shay). The clerk said she needs the forms from anyone attending ASAP so she can place the reservations. The form must indicate if the member of Council will be accompanied for meals, etc.
- 7. Trail Signage / Trail Head Sign:** The Works Supervisor said he has investigated costs for both. The estimated cost for the trail head sign is \$4,479 and a trail sign is \$336 each. Both amounts include HST. A determination as to the number of trail signs is required and then a motion will be required as these costs are not included in the 2017 operation budget.
- 8. WAWA Permits:** The plan is to issue three Watercourse and Wetlands Applications (WAWA) one for routine action in Trout Creek and one for routine action in Parson's Brook. The third WAWA would be for an erosion issue in Parson's Brook. The Works Supervisor said the erosion WAWA will undoubtedly require ample support for the application. It may involve engineering study and recommendation including costs. Councillor Bobbitt said we should proceed to acquire estimates, issue a WAWA and correct the erosion. Councillor Loder suggested the Kennebecasis Watershed Restoration Committee (KWRC) may be helpful as a partner. The Works Supervisor will action the Parson's Brook erosion issue. The Clerk Treasurer will issue the three WAWA applications.
- 9. 26 / 29 Meadow Crescent:** The Clerk Treasurer said in response to Councillor Loder's email (1) should the Village acquire the properties and subsequently sell to a neighboring resident there would be no liability to the Village and (2) there was no discussion to the best of his knowledge re RV Park. Councillor Loder and Shay said this had been discussed years ago when the Village was considering the removal of homes from the sub-division. The issue of summer maintenance of these two properties was discussed at length with the outcome being the need to address the matter with Department of Transportation and Infrastructure (DOTI) Minister Bill Fraser. It was suggested a letter be issued from the Mayor to the Minister requesting DOTI maintain their properties in like condition to the average maintenance (mowing) of properties in the subdivision. The Clerk Treasurer asked what about maintenance in the meantime. The Deputy Mayor said the sites are an eyesore. She also noted the

Fire Chief has been involved. The Works Supervisor said the properties could be addressed via the Dangerous & Unsightly Bylaw / Act. The Clerk Treasurer said if the Village were to proceed in that direction it would certainly draw the attention of the DOTI. The Clerk Treasurer suggested a meeting with the Minister to discuss the 5 Year Designated Highways Program with the recommended action for 2018. At the same time, the matter of maintaining the two properties could be discussed. The Clerk Treasurer was asked to arrange such a meeting.

10. Designated Highway Program:

YEAR 2018 - Regional Road - Main Street

Resurface with hot mix asphaltic concrete Main Street from the western boundary of the Village to the intersection with Needle Street and Post Road, a distance of .998 Km. This stretch of roadway receives the highest volume of both local and visitor traffic. Over time, this roadway has deteriorated to the point where maintenance budgets are being taxed and the safety of both drivers and walkers are becoming a concern. The estimated cost of this project is \$475,000 of which the Village is committed to contribute 5% of the cost or \$23,750.

YEAR 2019 - Regional Road – Post Road

Resurface with hot mix asphaltic concrete Post Road from the intersection of Main Street, Post Road and Needle Street to the bridge crossing Trout Creek, a distance of .350 Km. This stretch of roadway sees a high volume of both local and visitor traffic. Given the volume of traffic, this roadway warrants resurfacing in the interest of public safety. A related benefit is the saving of significant maintenance costs which will certainly mount with the passing of time.

YEAR 2020 - Regional Road – Post Road

Resurface with hot mix asphaltic concrete Post Road from the intersection the bridge crossing Trout Creek to the intersection of Cougle Road and Post Road, a distance of 1.040 Km. This stretch of roadway sees a high volume of both local and visitor traffic. Given the volume of traffic, this roadway warrants resurfacing in the interest of public safety. A related benefit is the saving of significant maintenance costs which will certainly mount with the passing of time.

YEAR 2021 - Regional Road – Post Road

Resurface with hot mix asphaltic concrete Post Road from the intersection Cougle Road and Post Road to the Village boundary, a distance of 1.040 Km. This stretch of roadway sees a high volume of both local and visitor traffic. Given the volume of traffic, this roadway warrants resurfacing in the interest of public safety. A related benefit is the saving of significant maintenance costs which will certainly mount with the passing of time.

YEAR 2022 - Regional Roads - Leonard Drive and Cogle Road

Resurface with hot mix asphaltic concrete that portion of Cogle Road designated as a Regional Road, a distance of .184 Km from Earnhardt Road to Leonard Drive and that portion of Leonard Drive designated as a Regional Road inside the Village limits, a distance of .329 Km. along with the intersection of Cogle Road and Leonard Drive. This stretch of roadway is a main access to the industrial park and hence supports heavy truck traffic. The nature and volume of traffic has worn down the roadway to the point it is a safety concern for all types of vehicular traffic.

Concern was also expressed regarding the deterioration of the asphalt surrounding the “D”. The Works Supervisor said he will get a cost estimate for the work. Once the estimate is known it can be returned to the Operations Committee for recommendation. The Works Supervisor said with the number of calls for maintenance of roadways, there is a need develop a streets paving program.

11. Cunningham Subdivision: Councillor Loder said this item came from Mr. Mike Stevens who presented his concerns to Council who subsequently forwarded the issue to the Operations Committee for discussion. As mentioned above, a WAWA will be filed for routine maintenance. Consideration for bank stabilization repairs in Trout Creek and Parson’s Brook will be addressed in the 2018 operating budget deliberations. As stated earlier, the Works Supervisor said the Village is in need of a streets paving program. The Clerk Treasurer said the report of capital assets could provide the basis for a streets paving program.

12. Tender Calls: The Clerk Treasurer reported on the two tender calls, one for snowplowing and removal and the second for solid waste collection. The Works Supervisor said the tender call for snow plowing and removal should include provision for the contractor to acquire and use both a screened salt & sand mixture as well as salt for use on Cogle Road and other select sites (e.g. intersections). It was also resolved that the solid waste collection contractor pick up everything except hazardous waste during spring and fall cleanups. The tenders will be posted on August 14 and close on August 31 with a public opening at the Village Hall.

13. Service Costs – Sewer Service: The Clerk Treasurer said he has contacted the Village solicitor for a summary of the costs incurred to-date with respect to the sewer service agreement. The summary should be available within days.

14. Sewer Service – Meeting:

Councillor Hunt reported on the recent meeting held with the Town on the sewer service situation. He noted that the matter of discontinuance of service to the Village as of January 1, 2021 has been removed. He also noted the rate will remain at the same amount charged to Town users. Councillor Loder said I was not involved in the meetings, they are appointed by the Mayor. Councillor Bobbitt said those present representing the Village was at the discretion of the Mayor as stated in the July Council meeting. Councilor Loder said Councillor Hunt should not have attended the meeting because he was in conflict of interest. Councillor Hunt said he was not in conflict of interest. He suggested Councillor Loder resign from Council. Councillor Loder said she submitted correspondence addressed to the Clerk with reference to Councillor Hunt being in conflict of interest. Councillor Bobbitt read the correspondence. The Clerk said the correspondence was not addressed to him but rather to Mayor and Council and the correspondence was circulated to Council. Furthermore, the Clerk Treasurer said if Councillor Loder had read the section referenced in her correspondence she would have read the section that specifically indicates Councillor Hunt was not in conflict. Councillor Bobbitt touched base on the progress to-date regarding the sewer service agreement. He reiterated the fact that the meeting resolved the rate would remain the same as Town customers, the removal of the notice of discontinuance of service on January 1, 2021 and the joint efforts of CAO Scott Hatcher and Clerk Treasurer Don Smith to develop a sewer service agreement for the Councils to consider. Councillor Loder asked why she was just receiving the notes from the meeting at this time. She asked if she was being ignored. The Deputy Mayor said the information was simply notes from the meeting provided to Council as an update. Once again, Councillor Loder said she is being ignored as she sent the correspondence to the Clerk on June 20th and has not yet received a response. The Clerk Treasurer said there was no response requested and hence no response was issued. Councillor Shay said for someone to get a response do they go to the office and ask for a response. Councillor Bobbitt said there is a process and members of Council need to follow the process. Councillor Loder said the Council was going to arbitration and now the Village / Town are working on an agreement without arbitration or mediation. Councillor Bobbitt said Council had directed the Mayor to select a contingent to

meet with the Town to see if there was interest in dealing with the issues outside of arbitration or mediation. The reason for this approach was cost saving and timeliness. Councillor Loder then pointed out that the previous draft agreements gave the Town veto over development in the Village. The Clerk Treasurer said there will be no veto of residential development but strict guidelines will remain in place for other than residential development (e.g. industrial). Councillor Shay said the Town is not giving up anything as part of the sewer service discussions. She went on to say the rate is not fair in that the Village has to pay the Town its rate and then pay for Village collection costs. Councillor Shay said the Town should invoice our citizens for sewer service similar to its citizens. The Clerk Treasurer said the same could be said for the Village invoicing Brookview Mini Home Park. Councillor Loder said she is not being invited to attend the meetings regarding sewer service.

- 15. Property – 57 Cougle Road:** Councillor Loder said the property at 57 Cougle Road is an eyesore and needs to be dealt with both from a dangerous and unsightly condition. She noted the owner no longer resides at that site. Councillor Loder said she has a concern re potential criminal activity at the site. The Committee resolved to deal with the matter via the Dangerous and Unsightly Premises Bylaw and Act.
- 16. SCADA Update:** The Works Supervisor said the project is progressing well. Panels are now being built, installation slated for the week of August 8th. This will be followed by training and system turn-up by month-end. There is an issue with an antennae placement.
- 17. Safety Certification:** The Works Supervisor said Randy Coates recently completed a safety training program and is now a Fall Protection Trainer and Equipment Inspector.
- 18. Painting Windows / Benches:** Deputy Mayor MacLeod asked about painting of benches on the trail and windows at the Village Office. The Works Supervisor said the benches have been painted and the windows will be painted soon.

19. Municipal Celebration
Recognition of Volunteers
Fall Celebration:

Councillor Bobbitt noted these items were received after the deadline for agenda input which is Monday prior to the Committee meeting. Councillor Shay said the deadline is 48 hours. She was corrected in that the 48 hours applies to Council Meetings not committee meetings.

Adjournment:

Councillor Bobbitt called an adjournment at approximately 7:45 pm.

Clerk Treasurer

Operations Committee Chair