

MEMO

TO: Department Heads
Brenda Lyons, Assistant City Clerk
Peggy Doyle, Executive Assistant

FROM: Mary Cameron, Legislative Assistant

DATE: May 6, 2011

SUBJECT: **Copies of Minutes**

Copies of minutes of the following committees are available on the portal and the City's web site:

- Audit Committee, March 10, 2011
- Special Council Meeting, March 28, 2011
- Special Council Meeting, April 4, 2011
- Economic & Business Development Committee, April 4, 2011
- Special Council Meeting, April 11, 2011
- General Committee, April 11, 2011
- Transportation & Utilities Committee, April 11, 2011
- Protective Services Committee, April 11, 2011
- Community Development & Tourism Committee, April 11, 2011
- Finance & Administration Committee, April 18, 2011
- Regular Council Meeting, April 28, 2011

Kindly review the package for directives that may require action by your department. No further memos will be sent concerning directives in the minutes.

Audit Committee
March 10, 2011

12:00 P.M.

Present: Mayor Gerry Cormier, Councillors: Jason Harris, Derek Burchill

Staff – David Dick, City Manager, Darlene O’Shea, Treasurer

Grant Thornton – Alvin Bell, Kent Ostridge, Brett Campbell

1. Calling the Meeting to Order – The meeting was called to order at 12:00 p.m.
2. Recording of Attendance – The Treasurer recorded the attendance.
3. Audit Committee

Mr. Bell made opening remarks about Grant Thornton’s overview on the 2010 Audit and the roles and functions Staff and Grant Thornton have. He reviewed the Report to the Audit Committee – Initial Communication on Audit Planning.

Mr. Bell reviewed the package presented to the Committee. A number of areas were covered, scope of Audit, PSAB 3150, role of auditors on the committee which is a link between council and the auditors and good governance. Also discussed was how far the committee wished to reach and if Internal Controls and Risk Management would become part of the mandate and the consensus was it should be.

Discussion ensued when the report would be presented and it looked to be the Finance Committee Meeting in May.

The next meeting will be when the audit report is complete and before presentation to Council.

Councillor Derek Burchill
Chairman

Darlene O’Shea
Treasurer

**Special Council Meeting
March 28, 2011**

7:00 p.m.

**Council Chamber
Miramichi Place**

Present: Mayor Gerry Cormier, Deputy Mayor Nancy Lordon; Councillors: Mike McCoombs, Jason Harris, Brian King, Bill Treadwell, Rupert Bernard and Derek Burchill, Michael Malley, Joan Cripps

Staff: Manager David Dick, Fire Chief Ian Gavet, Platoon Chief Les Lewis, Acting City Clerk Rhonda Haining, Treasurer Darlene O'Shea, Director Heather Coughlan

Press: Daniel Martins, Miramichi Leader

ACTION

1. Call Meeting to Order – Mayor Gerry Cormier called the meeting to order at 7:00 p.m., a quorum was present.

2. Recording of Attendance – Acting City Clerk Rhonda Haining recorded the attendance.

3. Approval of Agenda – **It was moved by Councillor King and seconded by Councillor Bernard that the agenda be approved as presented. CARRIED.**

4. Disclosure of Conflict of Interest – There was no conflict declared.

5. Capital Requirements for Protective Services

Fire Chief Ian Gavet gave a detailed report to Council, which he circulated at the end of the presentation, regarding the capital requirements for fire services. The Fire Chief advised that he would be meeting with his employees during the month of April and report back to Council in May.

Fire Chief

It was moved by Councillor Burchill and seconded by Councillor Treadwell to accept the Capital Requirements for Protective Services Report as presented. CARRIED.

6. Personnel Issues – Manager recommends Committee of the Whole as per section 10.2(4)(j) of the *Municipalities Act*

It was moved by Councillor Burchill and seconded by Councillor Treadwell that the meeting go to Committee of the Whole. CARRIED.

It was moved by Councillor McCoombs and seconded by Councillor Bernard that the meeting revert back to regular session and rise without report. CARRIED.

7. Adjournment

It was moved by Councillor Bernard and seconded by Councillor Harris that the meeting adjourn, the time being 9:20 p.m. CARRIED.

**Gerry Cormier
Mayor**

**Rhonda Haining
Acting City Clerk**

**Special Council Meeting
April 4, 2011**

7:00 p.m.

**Council Chamber
Miramichi Place**

Present: Deputy Mayor Nancy Lordon; Councillors: Mike McCoombs, Jason Harris, Brian King, Bill Treadwell, Rupert Bernard, Derek Burchill, Michael Malley, Joan Cripps

Staff: Manager David Dick, Acting Clerk Rhonda Haining, Treasurer Darlene O'Shea, Solicitor Michael Noel, Directors Heather Coughlan, Csaba Kazamer and Jeff MacTavish and Executive Assistant Peggy Doyle

Press: Daniel Martins, Miramichi Leader; Kris McDavid, Times-Transcript

ACTION

1. Call Meeting to Order – Deputy Mayor Lordon called the Meeting to order at 7:00 p.m., a quorum was present.
2. Recording of Attendance – Executive Assistant Peggy Doyle recorded the attendance.
3. Approval of Agenda – **It was moved by Councillor Bernard and seconded by Councillor Harris that the agenda be approved with the following addition, item 9 Award of RFP 11-001 – Materials Testing Services. CARRIED.**

It was moved by Councillor Harris and seconded by Councillor McCoombs that the meeting recess prior to item 10. CARRIED.

4. Disclosure of Conflict of Interest – There was no conflict declared.

5. Management Report

a) Policy 79 – Employee Conduct, Public Speech or Expression (This item was tabled at the March 24, 2011 Regular Council Meeting, originally unanimously approved at the General Committee meeting of March 24, 2011)

It was moved by Councillor Harris and seconded by Councillor Burchill that Council approve the following policy as presented: Policy 79 – Employee Conduct, Public Speech or Expression.

After much discussion the following motion was brought forward:

It was moved by Councillor Malley and seconded by Councillor Bernard that Policy 79 – Employee Conduct, Public Speech or Expression be tabled indefinitely. DEFEATED Yea votes Councillors Malley, Bernard, King and Treadwell, Nay votes Councillors Cripps, McCoombs, Harris and Burchill. Chairman Deputy Mayor Lordon then broke the tie and voted Nay.

The vote was then taken on the original motion.

It was moved by Councillor Harris and seconded by Councillor Burchill that Council approve the following policy as presented: Policy 79 – Employee Conduct, Public Speech or Expression. CARRIED.

Human Resources

Special Council Meeting

April 4, 2011

- 2 -

ACTION

6. Appointment of a Benefit Consultant (This item was tabled at the March 24, 2011 Regular Council Meeting, originally unanimously approved at the Finance & Administration Committee meeting of March 21, 2011)

It was moved by Councillor McCoombs and seconded by Councillor Cripps that the City of Miramichi appoint Morneau Sobeco as a Benefit Consultant effective immediately for an annual fee of \$26,390.00 for a period of up to five years. CARRIED. Nay votes Councillors Malley and Bernard

**Human
Resources**

7. Replacement of Miramichi Accessible Transit Bus

It was moved by Councillor Cripps and seconded by Councillor Malley that the City of Miramichi purchase a bus for Miramichi Accessible Transit from Girardin in the amount of \$68,695 plus HST. CARRIED.

Clerk

It is understood that Miramichi Accessible Transit/Miramichi Physically Disabled & Handicapped will pay up to \$7,500.00 on the purchase.

8. VOID Orders-in-Council

Treasurer Darlene O'Shea circulated information to Council regarding void Orders-in-Council financed through Operating or completed under budget. Council thanked Darlene for the information.

9. Award of RFP 11-001- Material Testing Services: Asphalt Concrete, Cast-in-place Concrete and Soils Testing 2011

It was moved by Councillor Bernard and seconded by Councillor Burchill that RFP-11-001 – Material Testing Services: Asphalt Concrete, Cast-in-place Concrete and Soils Testing 2011 be awarded to Stantec Consulting Ltd. in the amount of \$27,905.35 (HST included) CARRIED.

**Dir. Of
Engineering
Clerk**

It was moved by Councillor Harris and seconded by Councillor Burchill that the Special Council Meeting recess until the Economic & Business Development Committee adjourns, the time being 7:50 p.m. CARRIED.

It was moved by Councillor McCoombs and seconded by Councillor Cripps that the meeting go back to Special Council Meeting the time being 8:11. CARRIED.

It was moved by Councillor McCoombs and seconded by Councillor Cripps that the meeting go to Committee of the Whole. CARRIED.

It was moved by Councillor McCoombs and seconded by Councillor Cripps that the meeting revert back to regular session and rise without report. CARRIED.

10. Adjournment

It was moved by Councillor Bernard and seconded by Councillor Harris that the meeting adjourn, the time being 8:35 p.m. CARRIED.

**Nancy Lordon
Deputy Mayor**

**Rhonda Haining
Acting City Clerk**

**Economic & Business Development Committee
April 4th, 2011**

ACTION

7:50 p.m.

**Council Chamber
Miramichi Place**

Present: Chairman Michael McCoombs; Deputy Mayor Nancy Lordon, Councillors: Jason Harris, Derek Burchill, Brian King, Bill Treadwell, Rupert Bernard, Joan Cripps, Michael Malley

Staff: Manager David Dick, Director of Economic Development Jeff MacTavish, Acting City Clerk Rhonda Haining, Solicitor Michael Noel, Treasurer Darlene O'Shea, Directors Csaba Kazamer, Heather Coughlan, and Executive Assistant Peggy Doyle

Press: Daniel Martins, Miramichi Leader; Kris McDavid, Times-Transcript

1. Call Meeting to Order - Chairman Councillor McCoombs called the meeting to order at 7:50 p.m. A quorum was present.

2. Recording of Attendance – Executive Assistant Peggy Doyle recorded the attendance.

3. Approval of Agenda – It was moved by Councillor Bernard and seconded by Councillor Burchill that the agenda be approved as circulated. CARRIED.

4. Conflict of Interest – There was no conflict of interest declared.

5. Management Report

a) Feasibility Analysis to establish a 3-4 MW Bio Mass Plant

Director MacTavish circulated a Management Report to provide an update to Council on the recommendations of the study commissioned by the City of Miramichi to determine the feasibility of the City's involvement in a 3-4 MW Bio-Mass Plant.

It was moved by Councillor Malley and seconded by Deputy Mayor Lordon to accept the report as presented. CARRIED.

6. Economic Development Advisory Committee Report (Verbal)

The Director gave a verbal update on the recently formed Economic Advisory Committee to have the business community involved to collectively have one Miramichi voice to focus on the recently announced \$7.1 million fund by the Province of New Brunswick, which will provide funding for new business ventures. All business plans will be reviewed and the plan with the most viability will be considered and presented to the Province for consideration. This Committee will be driven by the City of Miramichi's Economic Development Department.

7. Department Updates from January to March

The Director reviewed with Council a synopsis of activities in the Department.

**Dir. of
Economic
Development**

Economic & Business Development Committee
April 4th, 2011
- 2 -

ACTION

8. Adjournment

It was moved by Councillor Harris and seconded by Deputy Mayor Lordon that the meeting adjourn, the time being 8:11 p.m. CARRIED.

Councillor Michael McCoombs
Chairman

Jeff MacTavish
Director of Economic Development

**Special Council Meeting
April 11, 2011**

7:00 p.m.

**Council Chamber
Miramichi Place**

Present: Mayor Gerry Cormier, Councillors: Derek Burchill, Michael Malley, Rupert Bernard, Brian King, Joan Cripps, Bill Treadwell, Jason Harris and Mike McCoombs.

Staff: Acting City Clerk – Rhonda Haining, City Manager - David Dick, Director of Public Works – Frank Duffy, Deputy Police Chief – Paul Fiander, Fire Chief – Ian Gavet, Director of Community Development & Tourism – Peter Murphy, Director of Engineering – Csaba Kazamer, City Solicitor – Michael Noel, Director of Economic Development and Legislative Assistant – Mary Cameron.

Daniel Martins, Miramichi Leader and interested citizens

ACTION

1. Call Meeting to Order – Mayor Gerry Cormier called the meeting to order at 7:00 p.m. A quorum was present.
2. Recording of Attendance – The Legislative Assistant recorded the attendance.
3. Approval of Agenda – **It was moved by Councillor Harris and seconded by Councillor Bernard that the agenda be approved as presented. CARRIED.**
4. Disclosure of Conflict of Interest – There was no declarations of conflict of interest.
5. Lease Agreement with Jaden Enterprises Ltd. - **It was moved by Councillor Treadwell and seconded by Councillor Burchill that the Mayor and Acting City Clerk are hereby authorized to sign the Lease Agreement with Jaden Enterprises Ltd. for property identified as PID 40463549 and a portion of PID 40463531, said authority to be contingent on the Miramichi Planning District Commission Board granting a temporary use variance for this property. CARRIED.**

**Mayor
City Clerk**

On the question, Councillor King asked if the people on Delano Avenue had been consulted and the price for the lease. The Acting City Clerk fielded these questions. Councillor Malley shared the same concerns as Councillor King regarding the residents of Delano Avenue and he felt that a rental fee of \$300 should be charged for the 6 week period. Councillors Burchill, Harris and McCoombs provided comments and noted they would be supporting the motion.

6. Adjournment - **It was moved by Councillor Harris and seconded by Councillor Bernard that the meeting be adjourned at 7:07 p.m. CARRIED.**

**Gerry Cormier
Mayor**

**Rhonda Haining
Acting City Clerk**

**General Committee
April 11, 2011**

7:08 p.m.

**Council Chamber
Miramichi Place**

Present: Chairman – Councillor Michael Malley, Mayor Gerry Cormier, Councillors: Jason Harris, Derek Burchill, Brian King, Bill Treadwell, Rupert Bernard, Joan Cripps and Michael McCoombs

Staff: Acting City Clerk – Rhonda Haining, City Manager – David Dick, City Solicitor - Michael Noel, Director of Public Works – Frank Duffy, Director of Engineering – Csaba Kazamer, Director of Community Development & Tourism – Peter Murphy, Director of Economic Development – Jeff MacTavish, Deputy Police Chief – Paul Fiander, Fire Chief – Ian Gavet and Legislative Assistant – Mary Cameron.

Daniel Martins, Miramichi Leader/Weekend and interested citizens

1. Call the Meeting to Order – The Chairman, Councillor Malley, called the meeting to order at 7:08 p.m. A quorum was present.
2. Recording of Attendance – The Legislative Assistant recorded the attendance.
3. Approval of Agenda – **It was moved by Councillor Bernard and seconded by Councillor Cripps that the agenda be approved as presented. CARRIED.**
4. Conflict of Interest – There were no declarations of conflict of interest.
5. Proposed Amendments to Municipal Development Plan and Zoning By-Laws - The Acting City Clerk reviewed the memo regarding this item. Discussion took place.

It was moved by Councillor Bernard and seconded by Councillor Cripps that members of Council have two weeks to notify the City Clerk, in writing, of any specific changes to the proposed amendments. CARRIED.

On the question, it was noted that the proposed changes would come back to Council for discussion.

6. Management Reports

- a) By-Law No. 55-14, A By-Law to Amend By-Law No. 55, A By-Law of the City of Miramichi to Regulate Traffic, Parking and the Use of Streets - **It was moved by Councillor Harris and seconded by Councillor King that the committee recommend to Council that By-Law Number 55-14, A By-Law to Amend By-Law Number 55, a By-Law of the City of Miramichi to Regulate Traffic, Parking and the Use of Street, be read for the first time by title at the next Regular or Special Council Meeting. CARRIED.**

On the question, Councillor McCoombs advised that some merchants have a concern with this change and noted that they will have an opportunity to bring their concerns forward before final reading of the proposed by-law takes place.

The Acting City Clerk advised that the request had been forwarded to the Police Department, Fire Department, Public Works Department and the Downtown Business Association for their

ACTION

**Council
Members**

City Clerk

General Committee

April 11, 2011

- 2 -

comments. All advised that there was no issue with moving the two designated spaces.

b) Standard Municipal Specifications – April 2011 Revisions and Equipment Rates - The Chairman asked the Director of Engineering to review the management report.

i) **It was moved by Councillor Bernard and seconded by Councillor Cripps that the April 2011 Revisions to the City of Miramichi Standard Municipal Specifications be adopted as circulated. CARRIED.**

Dir. of Eng.

On the question, the Director of Engineering fielded questions posed by committee members.

ii) **It was moved by Councillor Bernard and seconded by Councillor McCoombs that the tender specifications be revised to pay 100% of the New Brunswick Crown Construction Rates for equipment used on extra work including the operator. CARRIED.**

Dir. of Eng.

7. Adjournment – **It was moved by Councillor Bernard and seconded by Councillor Harris that the meeting be adjourned at 7:25 p.m. CARRIED.**

Councillor Michael Malley,
Chairman

Rhonda Haining,
Acting City Clerk

**Transportation & Utilities Committee
April 11, 2011**

7:27 p.m.

**Council Chamber
Miramichi Place**

Present: Chairman – Councillor Brian King, Mayor Gerry Cormier, Councillors: Rupert Bernard, Derek Burchill, Jason Harris, Mike McCoombs, Joan Cripps, Michael Malley, and Bill Treadwell.

Staff: Director of Public Works – Frank Duffy, City Manager - David Dick, City Solicitor – Michael Noel, Acting City Clerk – Rhonda Haining, Director of Engineering – Csaba Kazamer, Fire Chief – Ian Gavet, Deputy Police Chief – Paul Fiander, Director of Community Development & Tourism – Peter Murphy, Director of Economic Development – Jeff MacTavish and Legislative Assistant – Mary Cameron

Daniel Martins, Miramichi Leader/Weekend and interested citizens

1. Call to Order – The Chairman, Councillor Brian King, called the meeting to order at 7:27 p.m. A quorum was present.
2. Recording of Attendance – The Legislative Assistant recorded the attendance.
3. Approval of Agenda – **It was moved by Councillor Treadwell and seconded by Councillor Cripps that the agenda be approved as circulated. CARRIED.**
4. Declaration of Conflict of Interest – There were no declarations of conflict of interest.
5. Delegations - There were no delegations.
6. Northumberland Solid Waste Commission Report - There was no report.
7. New Business

ACTION

- a) Tender 11-006, Materials and Equipment for Public Works Department - **It was moved by Councillor Bernard and seconded by Councillor Burchill that Tender 11-006, Materials and Equipment for Public Works Department be awarded to the low bidder for the following, with all prices tax included:**

<u>Description</u>	<u>Award to</u>	<u>Price</u>
3,500 cu yd tailings	North Shore Construction Ltd	\$30,058.00
500 cu yd crushed gravel	North Shore Construction Ltd	\$ 6,763.05
500 cu yd ¾" screened stone	North Shore Construction Ltd	\$ 8,458.05
1000 cu yd medium grade shale	North Shore Construction Ltd	\$ 3,559.50
front end loader w/3 cu. yd bucket tandem truck w/15-16 cu. yd box	Goodfellow's Trucking Ltd	\$ 88.71/hr
4-wheel drive backhoe excavator w/20-22 ft. boom crawler tractor	Yerxa Somers	\$ 50.85/hr
	Yerxa Somers	\$ 49.72/hr
	Forrock Construction Ltd	\$ 84.74/hr
	Forrock Construction Ltd	\$ 56.49/hr

CARRIED.

**City Clerk
Dir. of PW**

- b) Tender 11-007, Hot-Mix Asphaltic Concrete - **It was moved by Councillor Treadwell and seconded by Councillor Harris that Tender 11-007, Hot-Mix Asphaltic Concrete, be awarded to Custom Paving in the amount of \$289,393.00 (Two hundred eighty-nine thousand three hundred ninety-three dollars and**

Transportation & Utilities Committee

April 11, 2011

- 2 -

zero cents), taxes included, as per out tender specifications. CARRIED.

c) Tender 11-008, Traffic Paint Markings - **It was moved by Councillor Burchill and seconded by Councillor Bernard that Tender 11-008, Traffic Paint Markings, be awarded to Stripe Works Ltd. in the amount of \$27,857.55 (Twenty-seven thousand eight hundred fifty-seven dollars and fifty-five cents), taxes included, as per out tender specifications. CARRIED. Nay – Councillor Malley.**

**City Clerk
Dir. of PW**

On the question, Councillor Malley provided comments regarding carrying out this work with City crews. He requested that the City Manager prepare a management report with costing on the purchase of a line painting machine and the cost to carry out all the work with City crews.

City Manager

The Director of Public Works provided comments regarding this issue and noted that the department carries out some of the line painting but that some of the work is contracted out. The department does not have the machinery or the necessary manpower to carry out all of the traffic paint marking that is required. It is more economical to call a tender for the work.

d) Tender 11009, Flushing Sewer Mains - **It was moved by Councillor McCoombs and seconded by Councillor Harris that Tender 11-009, Flushing Sewer Mains, be awarded to Atlantic Industrial Cleaners for the hourly rate of \$141.25 (One Hundred forty-one dollars and twenty-five cents), taxes included, as per our tender specifications. CARRIED. Nay vote – Councillor Malley.** Councillor Treadwell was out of the room for voting on this motion.

**City Clerk
Dir. of PW**

On the question, Councillor Malley questioned the Director regarding costs to have this work carried out last year. The Director noted that he did not have the figures in front of him. Councillor Malley advised that he felt City forces should be carrying out this work and requested that the City Manager prepare a management report with costing to purchase a truck to carry out this work with City crews and perhaps carry out this work for other communities.

City Manager

e) Tender 09-039, Garbage Collection, Transfer and Disposal Service - **It was moved by Councillor McCoombs and seconded by Councillor Harris that the City approve the final one-year extension of Tender 09-039, Garbage Collection, Transfer and Disposal Service, covering the period of January 1, 2012 to December 31, 2012, with Fero Waste & Recycling Inc. for the amount of \$899,480.00 (Eight Hundred Ninety-Nine Thousand Four Hundred Eighty Dollars and Zero Cents), HST included, as per our tender specifications. CARRIED. Nay vote – Councillor Malley.**

**City Clerk
Dir. of PW**

On the question, Councillor Bernard asked if there was a fuel surcharge associated with this and the Director advised that there was not.

Councillor Malley suggested that the City could save money by purchasing four trucks and doing this work with city forces. He requested that the City Manager do an analysis to have garbage collection carried out by City forces versus tendering the work.

City Manager

Transportation & Utilities Committee

April 11, 2011

- 3 -

f) Crosswalks – Crosswalks Requests have been received from the Department of Justice for a crosswalk on King George Highway at Miramichi Law Courts and from Councillor Malley for a Crosswalk on Douglastown Boulevard at Boston Pizza - It was moved by Councillor Treadwell and seconded by Councillor McCoombs that due to budgetary constraints the requests for new crosswalk installation on King George Highway at Miramichi Court House and on Douglastown Boulevard be denied.

It was moved by Councillor Malley and seconded by Councillor Bernard to table this issue until it is studied further and with costing to have the work carried out. DEFEATED. Yea votes- Councillors: Malley, Bernard, Cripps and Treadwell. Nay votes – Mayor Cormier, Councillors: Burchill, McCoombs and Harris. The Chairman, Councillor King, cast the decided vote – Nay.

The vote was then taken on the original motion.

It was moved by Councillor Treadwell and seconded by Councillor McCoombs that due to budgetary constraints the requests for new crosswalk installation on King George Highway at Miramichi Court House and on Douglastown Boulevard be denied. CARRIED. Nay votes – Councillors: Malley, Bernard and Cripps. Councillor McCoombs was out of the room for voting on this motion.

On the question, discussion took place regarding the cost of traffic studies and the Director noted that there was no funding in the budget to have a study carried out. There was also no money in the budget to purchase and install two sets of lights. It was noted that the Department of Transportation carried out traffic counts and studies in the past and made recommendations and at no cost to the City.

It was moved by Councillor Harris and seconded by Councillor Treadwell to go back to the Department of Transportation and ask them to cost share a study. CARRIED.

Dir. of PW

g) Highway Warning Lights - The Director of Public Works provided this management report the information of Council. If approval is received from the Department of Transportation to install warning lights and signs at the intersection of Highway 11 and Highway 117, then the process of the purchase and installing of the warning lights will begin. A response should be received in the near future.

h) Councillor King re: Bradd Street and Ahern Road

i) Bradd Street - Councillor King noted that Bradd Street is a terrible mess and that, even though it is a private street, a letter should be written to the owner of the trailer park requesting that they upgrade the street. Discussion took place.

It was moved by Councillor Harris and seconded by Councillor Burchill to write a letter to the owner asking them to pave Bradd Street. CARRIED.

Mayor

On the question, discussion took place and it was noted that this street is private owned and is in receivership. Discussion took place as to whether Councillor Malley has a conflict of interest as he lives on this street. The Solicitor suggested that he does have a conflict and Councillor Malley felt he did not.

Transportation & Utilities Committee

April 11, 2011

- 4 -

Councillor Harris left the meeting at 8:03 p.m.

ii) Ahern Road - Councillor King asked that milling be placed on this road.

It was moved by Councillor Bernard and seconded by Mayor Cormier that the Director of Public Works bring in the cost to have millings placed on Ahern Road. CARRIED.

Dir. of PW

On the question, the City Manager gave a verbal report on his meeting with Mr. Ahern. It was suggested that the cost would be \$30,000 - \$50,000.

8. Departmental Report - **It was moved by Councillor Burchill and seconded by Councillor McCoombs that the department report for the month of March 2011 be accepted as presented. CARRIED.**

9. Adjournment - **It was moved by Councillor Burchill and seconded by Councillor Bernard that the meeting be adjourned at 8:07 p.m. CARRIED.**

Councillor Brian King,
Chairman

Frank Duffy,
Director of Public Works

**Protective Services Committee
April 11, 2011**

8:08 p.m.

**Council Chamber
Miramichi Place**

Present: Chairman – Councillor Bill Treadwell, Mayor Gerry Cormier, Councillors: Rupert Bernard, Derek Burchill (joined the meeting at 8:12 p.m.), Brian King, Mike McCoombs, Joan Cripps, and Michael Malley.

Staff: Deputy Police Chief – Paul Fiander, Fire Chief – Ian Gavet, City Manager - David Dick, City Solicitor – Michael Noel, Acting City Clerk – Rhonda Haining, Director of Engineering – Csaba Kazamer, Director of Community Development & Tourism – Peter Murphy, Director of Economic Development – Jeff MacTavish, Director of Public Works – Frank Duffy and Legislative Assistant – Mary Cameron

Daniel Martins, Miramichi Leader/Weekend and interested citizens

1. Call to Order – The Chairman, Councillor Bill Treadwell, called the meeting to order at 8:08 p.m. A quorum was present.
2. Recording of Attendance – The Legislative Assistant recorded the attendance.
3. Approval of Agenda – **It was moved by Councillor Bernard and seconded by Councillor Cripps that the agenda be approved as circulated. CARRIED.** Councillor Burchill was out of the room for voting on this motion.
4. Conflict of Interest – There were no declarations of conflict of interest.
5. Fire Department
 - a) Monthly Activity Report/Fire Prevention Report, March 2011 - **It was moved by Councillor Bernard and seconded by Councillor McCoombs that the Monthly Activity Report/Fire Prevention Report for March 2011 for the Miramichi Fire Department be accepted as circulated. CARRIED.** Councillor Burchill was out of the room for voting on this motion.
6. Police Department
 - a) Purchase of SUV, Information (Memo) - The Deputy Police Chief circulated a memo regarding the purchase of the 2011 SUV for the department. The memo contained information regarding a price difference.

It was moved by Councillor McCoombs and seconded by Councillor Cripps to accept the information contained in the memo dated April 5, 2011. CARRIED. Councillor Burchill was out of the room for voting on this motion.

- b) Fees for Services – Councillor Malley - Councillor Malley brought up the issue of recouping costs when the ambulance service requests assistance with lifting stretchers from the city's fire and police departments. Discussion took place. Deputy Chief Fiander advised he doesn't have the number of medical calls with him but that research can be carried out to see what the numbers are. The department does provide assistance if they can. Police response vehicles have the defibs and assist with the unit in cardiac cases. Councillor Burchill asked what do other cities do. Deputy Chief Fiander is not aware of what other

ACTION

Police Chief

Protective Services Committee

April 11, 2011

- 2 -

cities do, but that can be checked out when the other research is carried out.

c) Monthly Update/Animal Control Monthly Report , March 2011 -
It was moved by Councillor Bernard and seconded by Councillor Burchill that the Monthly Update/Animal Control Monthly Report, March 2011 be accepted as circulated. CARRIED.

On the question, Council McCoombs stated that stray cats are an issue. He would like to have an in depth study as to the number of cats and dogs in the City and he feels that the number of dog tags sold doesn't seem to equal the number of dogs in the City.

7. Adjournment – **It was moved by Councillor Burchill and seconded by Councillor King that the meeting be adjourned at 8:17 p.m. CARRIED.**

Councillor Bill Treadwell
Chairman

Paul Fiander,
Deputy Police Chief

Ian Gavet,
Fire Chief

**Community Development & Tourism Committee
April 11, 2011**

8:17 p.m.

**Council Chamber
Miramichi Place**

Present: Chairman – Councillor Joan Cripps, Mayor Gerry Cormier, Councillors: Rupert Bernard, Bill Treadwell, Derek Burchill, Brian King, Mike McCoombs, and Michael Malley

Staff: Director of Community Development & Tourism – Peter Murphy , City Manager - David Dick , Deputy Police Chief – Paul Fiander, Fire Chief – Ian Gavet , City Solicitor – Michael Noel, Acting City Clerk – Rhonda Haining, Director of Engineering – Csaba Kazamer, , Director of Economic Development – Jeff MacTavish, Director of Public Works – Frank Duffy and Legislative Assistant – Mary Cameron

Daniel Martins, Miramichi Leader/Weekend and interested citizens

1. Call the Meeting to Order – The Chairperson, Councillor Joan Cripps called the meeting to order at 8:17 p.m. A quorum was present.
2. Recording of Attendance – The Legislative Assistant recorded the attendance.
3. Approval of Agenda – **It was moved by Councillor Treadwell and seconded by Councillor Malley that the agenda be approved as amended, Mayor Cormier requested that 6. b) be added, Letter of Support for building a Future for Our Children. CARRIED.**
4. Conflict of Interest – There were no declarations of conflict of interest.
5. Management Reports
 - a) Award Tender for Supply and Installation of Windows for the W. S. Loggie Cultural Centre - It was moved by Councillor Bernard and seconded by Mayor Cormier that the tender for the supply and installation of windows for the W. S. Loggie Cultural Centre be awarded to Lipton Spence Woodworking in the amount of \$54,624.72 subject to funding being approved from the Built Heritage Fund.

On the question, discussion took place regarding the motion being subject to funding being approved from the Built Heritage Fund. It was noted that if the project is started, the City would not be eligible for the funding as you can't starting until funding is approved. It was noted that the application didn't go in until April 1st and that the approval process shouldn't take long.

Councillor Cripps noted that clapboards need replacing at the Loggie House and that repairs are needed for the Beaverbrook House. It was noted that the funding from the Built Heritage Fund would provide much needed financial assistance with these projects.

It was moved by Councillor Burchill and seconded by Councillor Treadwell to table this item until the next Community Development & Tourism Committee Meeting. CARRIED.

- b) Call Tenders for Renovations to the Beaverbrook House
 - i) **It was moved by Councillor Burchill and seconded by Councillor Malley that tenders be called for the repairs of the**

ACTION

Dir. of CD&T

**City Clerk
Dir. of CD&T**

Community Development & Tourism Committee

April 11, 2011

- 2 -

asphalt shingle roof on Beaverbrook House. CARRIED.

ii) **It was moved by Councillor Burchill and seconded by Councillor Bernard that tenders be called for the repairs to clapboards and trim and the painting of the Beaverbrook House. CARRIED.**

**Dir. of CD&T
City Clerk**

6. a) Municipal Funding for Miramichi Landings (this item was unanimously tabled at the March 1, 2011 Special Council Meeting) - The Director provided an update on this item. He is trying to get a meeting set up with Miramichi Landings and the group now has a Chairman and their board is meeting tomorrow and then a meeting can be set up with representatives of Council.

It was moved by Councillor Bernard and seconded by Councillor Malley to extend the deadline for another 30 days (May 30th). CARRIED.

Dir. of CD&T

On the question, Councillor McCoombs asked if the group has received funding from the City. The response was that they have been given the first quarter.

b) Letter of Support, Building a Future for our Children - Mayor Cormier advised that this group that made a presentation at the last Regular Council Meeting are looking for a letter of support prior to April 19th.

It was moved by Mayor Cormier and seconded by Councillor King to provide a letter of support as requested by the delegation, Building a Future for our Children. CARRIED.

Mayor

7. Department Updates

The Director gave a verbal update on the following:

- Travel and Leisure Show in Ottawa, a lot of interest in Eastern Canada. They love our music and one festival of interest is the Miramichi Folksong Festival
- The Director and the City Manager had a positive and good meeting. The MRTA Executive was happy with the meeting.

Councillor Malley asked if there was any focus to bring tallships to Miramichi. The Director advised that there are no tallships sailing in our area and that it is very expensive to bring them here and take a great deal of organization.

8. Adjournment – **It was moved by Councillor McCoombs and seconded by Councillor Burchill that the meeting be adjourned at 8:45 p.m. CARRIED.**

Just prior to adjournment, Councillor McCoombs made note of an invitation received from the Chamber of Commerce placed at committee members seats this evening and encouraged everyone to attend.

Councillor Joan Cripps,
Chairperson

Peter Murphy,
Director of Community
Development & Tourism

**Finance & Administration Committee
April 18, 2011**

ACTION

7:00 p.m.

**Council Chamber
Miramichi Place**

Present: Vice-Chairman Deputy Mayor Nancy Lordon; Mayor Gerry Cormier; Councillors: Jason Harris, Rupert Bernard, Bill Treadwell, Brian King (arrived at 7:05 p.m.), Michael McCoombs, Joan Cripps.

Staff: Acting Manager/Public Works Director Frank Duffy, Treasurer Darlene O'Shea, Deputy Police Chief Paul Fiander, Acting City Clerk Rhonda Haining, Director of Economic Development Jeff MacTavish, Executive Assistant Peggy Doyle.

Press Daniel Martins, Miramichi Leader

1. Call Meeting to Order- Vice Chairman Deputy Mayor Lordon called the meeting to order at 7:00 p.m. A quorum was present.
2. Recording of Attendance – Executive Assistant Peggy Doyle recorded the attendance.
3. Approval of Agenda – **It was moved by Councillor Cripps and seconded by Councillor Treadwell that the agenda be approved as presented. CARRIED.**
4. Conflict of Interest – There was no conflict of interest declared.
5. Monthly Budget Analysis/Overtime Report

It was moved by Councillor McCoombs and seconded by Councillor Bernard that the Monthly Budget Analysis and Overtime Report for the month of March 2011 be accepted as presented. CARRIED.

6. Management Reports
 - a) Sentinel Incident Management System

It was moved by Councillor Bernard and seconded by Councillor Treadwell that the City of Miramichi purchase the Sentinel Incident Management System from Sentinel Systems Ltd. for the sum of \$64,044.00 HST included. CARRIED.

7. Adjournment

It was moved by Councillor Bernard and seconded by Councillor Harris that the meeting adjourn, the time being 7:06 p.m. CARRIED.

**Deputy Mayor Nancy Lordon
Vice-Chairman**

**Darlene O'Shea
Treasurer**

**Clerk
Deputy Police
Chief
Treasurer**

**Regular Council Meeting
April 28, 2011**

7:00 p.m.

**Council Chamber
Miramichi Place**

Present: Mayor Gerry Cormier, Deputy Mayor Nancy Lordon, Councillors: Rupert Bernard, Brian King, Michael McCoombs, Bill Treadwell, Jason Harris.

Staff: Acting City Clerk – Rhonda Haining, Acting City Manager & Director of Community Development & Tourism – Peter Murphy, City Solicitor – Michael Noel, Director of Public Works – Frank Duffy, Fire Chief – Ian Gavet, City Treasurer – Darlene O’Shea, Police Chief – Earl Campbell, Recreation Director – Suzanne Watters, Director of Economic Development – Jeff MacTavish, Director of Engineering – Csaba Kazamer, and Executive Assistant – Peggy Doyle.

Members of the Press – Matt Maher, and Gail Savoy

Members of Schizophrenia Society of N.B., MVHS Students and Miramichi Community Member Barry Amos, Miramichi Cross Country Range Group – Ray Kokkonen

Prayerful Reflection – Mayor Gerry Cormier requested that all those present stand for a moment of prayerful reflection and that today is “National Day of Mourning”, let us remember all those that have been injured or killed in the workplace.

1. Call Meeting to Order – Mayor Gerry Cormier called the meeting to order at 7:00 p.m. A quorum was present.
2. Recording of Attendance – The Executive Assistant recorded the attendance.
3. Approval of Agenda – **It was moved by Councillor Bernard and seconded by Councillor King that the agenda be approved as circulated. CARRIED.**
4. Disclosure of Conflict of Interest – There were no declarations of conflict of interest.
5. Delegations
 - a) Schizophrenia Society of N.B. – Miramichi Chapter

ACTION

Veronique Arsenault, President of the Schizophrenia Society of N.B. - Miramichi Chapter, spoke to Council asked for their support in the WALK of HOPE, which is being held on Sunday, May 1, 2011. This is a fundraiser and raises awareness of mental illnesses.

Council

Mayor Cormier thanked Ms. Arsenault for her informative presentation.

- b) Accessibility at MVHS Gym “Wheels in Motion” – MVHS Students and Miramichi community member, Barry Amos

MVHS Students gave a presentation to Council regarding the need for wheelchair accessible doors in various buildings throughout the City and in particular MVHS entrance door to pool and gym area. Barry Amos also spoke to Council regarding accessibility issues and hoped that District 16 & Council would work together to have an accessible entrance door installed at MVHS.

**Recreation
Director
Treasurer**

Mayor Cormier thanked the group for their informative presentation.

**Regular Council Meeting
April 28, 2011
- 2 -**

ACTION

c) Miramichi Cross Country Range Group – Ray Kokkonen

Ray Kokkonen and Dave Veysey gave a presentation to Council regarding a request for property at the Miramichi Cross Country Ski Club area in the former Village of Nelson-Miramichi to build a Biatholon Shooting Range.

**Council
Clerk
Solicitor**

Mayor Cormier thanked Mr. Kokkonen and Mr. Veysey for their informative presentation.

6. Adoption of Minutes

a) Regular Council Meeting, March 24, 2011 - **It was moved by Deputy Mayor Lordon and seconded by Councillor Harris that the minutes of the Regular Council Meeting held March 24, 2011 be adopted as circulated. CARRIED.**

b) Special Council Meeting, March 28, 2011 - **It was moved by Deputy Mayor Lordon and seconded by Councillor King that the minutes of the Special Council Meeting held March 28, 2011 be adopted as circulated. CARRIED.**

c) Special Council Meeting, April 4, 2011 - **It was moved by Deputy Mayor Lordon and seconded by Councillor McCoombs that the minutes of the Special Council Meeting held April 4, 2011 be adopted as circulated. CARRIED.**

d) Special Council Meeting, April 11, 2011 - **It was moved by Deputy Mayor Lordon and seconded by Councillor Bernard that the minutes of the Special Council Meeting held April 11, 2011 be adopted as circulated. CARRIED.**

7. Correspondence – Correspondence was dealt with at the committee level.

8. Committee Reports

a) Economic & Business Development Committee, April 4, 2011 - **It was moved by Councillor McCoombs and seconded by Councillor King that the minutes of the Economic & Business Development Committee Meeting held April 4, 2011 be adopted as circulated. CARRIED.**

Councillor McCoombs reviewed the minutes.

It was moved by Councillor McCoombs and seconded by Councillor King that the recommendations and directions contained in the minutes of the Economic & Business Development Committee Meeting held April 4, 2011 be approved. CARRIED.

**Dir. of Ec.
Dev.**

b) General Committee, April 11, 2011 - **It was moved by Deputy Mayor Lordon and seconded by Councillor McCoombs that the minutes of the General Committee Meeting held April 11, 2011 be adopted as circulated. CARRIED.**

**Council
Clerk
Engineering**

Deputy Mayor Lordon reviewed the minutes.

It was moved by Deputy Mayor Lordon and seconded by Councillor Treadwell that the recommendations and directions

Regular Council Meeting
April 28, 2011
- 3 -

ACTION

contained in the minutes of the General Committee Meeting held April 11, 2011 be approved. CARRIED.

c) Transportation & Utilities Committee, April 11, 2011 - It was moved by Councillor King and seconded by Councillor Treadwell that the minutes of the Transportation & Utilities Committee Meeting held April 11, 2011 be adopted as circulated. CARRIED.

Councillor King reviewed the minutes.

It was moved by Councillor King and seconded by Deputy Mayor Lordon that the minutes of the Transportation & Utilities Committee Meeting held April 11, 2011 be approved. CARRIED.

Clerk
Dir. of Public
Works

d) Protective Services Committee, April 11, 2011 - It was moved by Councillor Treadwell and seconded by Councillor Harris that the minutes of the Protective Services Committee Meeting held April 11, 2011 be adopted as circulated. CARRIED.

Councillor Treadwell reviewed the minutes

It was moved by Councillor Treadwell and seconded by Councillor King that the minutes of the Protective Services Committee Meeting held April 11, 2011 be approved. CARRIED.

Police Chief

e) Community Development & Tourism, April 11, 2011 - It was moved by Councillor Bernard and seconded by Councillor Treadwell that the minutes of the Community Development & Tourism Committee Meeting held April 11, 2011 be adopted as circulated. CARRIED.

Councillor Bernard reviewed the minutes.

It was moved by Councillor Bernard and seconded by Deputy Mayor Lordon that the minutes of the Community Development & Tourism Committee Meeting held April 11, 2011 be approved. CARRIED.

Clerk
Dir. of
Community
Dev. & Tourism

f) Finance & Administration Committee, April 18, 2011 - It was moved by Deputy Mayor Lordon and seconded by Councillor Treadwell that the minutes of the Finance & Administration Committee Meeting held April 18, 2011 be adopted as circulated. CARRIED.

Deputy Mayor Lordon reviewed the minutes.

It was moved by Deputy Mayor Lordon and seconded by Councillor McCoombs that the minutes of the Finance & Administration Committee Meeting held April 18, 2011 be approved. CARRIED.

9. Department Reports - There were no department reports.

Regular Council Meeting

April 28, 2011

- 4 -

ACTION

10. Other Reports

- a) Audit Committee – March 10, 2011 – **It was moved by Councillor Harris and seconded by Councillor King that the minutes of the Audit Committee meeting held March 10, 2011 be adopted as circulated. CARRIED.**

Treasurer

11. By-Laws

- a) First Reading by Title of By-Law No. 55-14, A By-Law to Amend By-Law No., 55, A By-Law of the City of Miramichi To Regulate Traffic, Parking and the Use of Streets – **It was moved by Deputy Mayor Lordon and seconded by Councillor Bernard that *By-Law No. 55-14, A By-Law to Amend By-Law No., 55, A By-Law of the City of Miramichi To Regulate Traffic, Parking and the Use of Streets*, be now read for the first time by title in both official languages. CARRIED.**

Clerk

The By-Law was read by title in both official languages.

12. Other – New Business

a) Mayor's Updates

Statistics Canada is conducting the Census of Population on Tuesday, May 10th, 2011. Census information is important for our community and is vital for planning services such as schools, daycare, police services, fire protection, etc. The Statistics Act requires that personal information provided on census questionnaires will be kept strictly confidential. City Council is calling upon residents to complete and return their census questionnaires online at www.census2011.gc.ca or by mail by Tuesday, May 10, 2011.

Congratulations and thank you to the organizing committee who hosted a very successful week long Canada Post Curling Bonspiel in Miramichi.

A warm Miramichi welcome to the newest business to open in Miramichi. SportsChek opened its doors in Northumberland Square Mall on Saturday April 16th, 2011.

The month of May is Asian Heritage Month and I encourage all residents to attend the Asian Fair, sponsored by the Multicultural Association, at Northumberland Square Mall from 1:00 – 4:00 p.m. on Sunday May 1st and join in the celebration and acknowledgement of the contributions of Asian Canadians to our community.

The Mayor's Prayer Breakfast is being held on May 11th at the Rodd Hotel from 7:00 a.m. – 9:00 a.m. There are very few tickets left and I would like to take this opportunity to thank the organizing committee for all their hard work in bringing this together. This year's guest speaker is Rev. Dale Lang of Taber Alberta. Reverend Lang will also be speaking at several schools in the area. His topic 'the Forgiveness Story' is about school bullying. His son was a victim of a high school shooting in Taber Alberta.

At this time I would like to announce that I am appointing the Chairman of Community Development & Tourism, Councillor Joan Cripps to the Miramichi Landings Board of Directors as the City representative. Also, I am appointing an Ad Hoc Committee

**Regular Council Meeting
April 28, 2011
- 5 -**

ACTION

to meet with Miramichi Landings and the Committee members will be Councillor Jason Harris, Councillor Michael McCoombs, City Manager David Dick and Director of Community Development & Tourism Peter Murphy.

13. Adjournment – **It was moved by Councillor Harris and seconded by Deputy Mayor Lordon that the meeting be adjourned at 8:15 p.m. CARRIED.**

**Gerry Cormier
Mayor**

**Rhonda Haining,
Acting City Clerk**