

**JANUARY 17TH, 2023 MINUTES
REGULAR MEETING**

Mayor Bedford called the meeting to order at 7:29 pm with Councillors John Cairns, Brad Brown, George Cyr, Jeanette Spearing, Shawn Brown and Gregory Moran present. Also present was CAO Brian Baker.

Oaths of Office:

Jean McCumber, Clerk, administered the Oath of Office to Bradley Brown as Councillor.

Clerk's Statement Re: Oaths of Office

The Clerk read the following statement re: Oaths of Office

I, Jean McCumber, Clerk for Fundy-St. Martins, hereby state, for the record, that Oaths of Office as required per Provincial Statue have been administered to the following duly elected officials on December 14, 2022, at the St. Martins Community Center, 73 Main Street: James Bedford for the Office of Mayor, John Cairns, George Cyr, Jeanette Spearing, Shawn Brown, and Gregory Moran for the Office of Councillor. On January 17, 2023, the Oath of Office as required per Provincial Statue was administered to Bradley Brown at the St. Martins Community Center, 73 Main Street, St. Martins.

Appointment of Deputy- Mayor:

I, Councillor Shawn Brown, make a motion to appoint Councillor John Cairns as Deputy Mayor and seconded by Councillor George Cyr.

Motion Carried

Approval of Agenda

A Motion was made by Councillor Shawn Brown, seconded by Councillor Spearing, and passed unanimously to approve the January 17, 2023 agenda.

Disclosure of Conflict of Interest: None

Delegations: None

Correspondence:

- 1) **Local Governance Orientation (LGO) 2023** – This is a weekly Orientation Session that the Province is providing to the Mayor, Councillors and staff at no cost. The first session will begin on January 18 and will finish on February 22.

- 2) **UMNB 2023 Orientation Conference:** This is an orientation Conference that the Union of the Municipality of New Brunswick will be providing. The cost is \$275/person and will take place February 11 and 12 in Fredericton. The Mayor, Deputy Mayor, Councillors, and staff have been registered and hotel reservations have been made for February 11.

Approval of Minutes: December 5th, 2022

A motion was made by Councillor Moran, seconded by Councillor Shawn Brown and passed unanimously to approve the minutes of the December 5th, 2022 Regular meeting.

Approval of Swearing in Minutes: December 14, 2022

A motion was made by Councillor Moran, seconded by Councillor Shawn Brown, seconded by Councillor Moran and passed unanimously to approve the minutes of the Swearing In.

Old Business: None

New Business:

Reports on the following Commissions:

Brian Baker, CAO, discussed with the Council that he recommended the following committees be set up for the Fundy-St. Martins area. He recommended: Financial Committee, Human Resources Committee, Administration/By-Law Committee, Communications Committee, Special Projects Committee, Emergency Services Committee and Recreation Committee. Mr. Baker will email the Mayor and Councilors the roles and responsibilities of each committee. This will be discussed at the next Regular Council Meeting on February 7, 2023.

Appointment of Signing Authorities:

“It is hereby resolved that the following: James Bedford, John Cairns and Jean McCumber are the officers and directors for the entity Fundy-St. Martins: and any two of these three will have signing authority for the entity Fundy-St. Martins.”

A motion was made by Councillor Shawn Brown, seconded by Councillor Moran and passed unanimously to accept the Signing Authorities.

Motion Carried

Travel Expense Policy:

The Expense Claim Allowance Policy was read into the Minutes. This policy defines the rate per Kilometer and the meal allowance.

A motion was made by Councillor Shawn Brown, seconded by Councillor Spearing and passed unanimously to accept the Travel Expense Policy.

Review of New By-Laws:

The Province and the Facilitator David Keirstead signed five By-Laws for Fundy-St. Martins. These By-Laws include: Code of Conduct, Remuneration of Council, Implementation of Existing By-Laws for the Communities Forming Fund-St. Martins, Procedural By-Law for the Council of Fundy-St. Martins and the Corporate Seal. The Village of St. Martins had 24 By-Laws which the Council will be reviewing in the future. The Clerk was asked to email copies of all the By-Laws of St. Martins to the Councillors so that they can start reviewing them.

Update On Grants that are Available.

Brian Baker, CAO provided an update on two grants that are available:

- 1) ParticipACTION Community Challenge 2023: Grants are available for Up to \$5,000 that can be used for staffing, training, promotion, programming, partnership and equipment. This could be used for a Soccer Field or Pickleball Field.
- 2) Green & Inclusive Community Building Funding Program: Intake 2: This grant is for new build projects up to \$25 Million. This could be used for a new Regional Fire Station that would be centrally located. This grant provides up to 75% of funding.
- 3) The province is having a survey done regarding Waste Water in the St. Martins/West Quaco Area.

Review on Budget:

The Budget for Fundy- St. Martins was done by the Province of New Brunswick. The Budget was signed by the Facilitator David Keirstead. The Council was not given an opportunity to discuss what is in the budget. The majority of the increases are due to mandated services that the Provincial Government has imposed.

Katheron Construction: Repairs to Beach Street: Katheron Construction has submitted a quote for repairs to Beach Street to prevent it from being undermined due to the High Tides.

OHW – Confirming that Village facilities will be available to the OHW: The Old Home Week Committee would like to confirm that Fundy-St. Martins will reserve the facilities of the St. Martins Community Centre, the 4 Season Building and the ball fields for usage of the Old Home Week Committee. The dates are: July 14 to July 22. There will be no fee charged for the usage of these facilities.

A motion was made by Councillor Shawn Brown, seconded by Councillor Brad Brown and passed unanimously.

Motion Carried

Approval of Bills

The January bills were formally approved at this time and are attached to the original minutes.

A Motion was made by Councillor Moran and seconded by Councillor Shawn Brown and passed unanimously.

Motion Carried

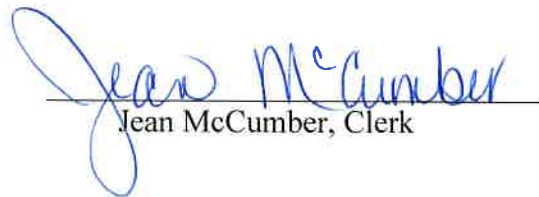
Call for Next Meeting

It was moved by Councillor Moran and seconded by Councillor Shawn Brown and passed unanimously that the next meeting will be held on February 7, 2023 @ 7:30 pm in the St. Martins Community Centre.

Motion to Adjourn

With no further business to be discussed, the meeting was adjourned at 8:45 pm on a motion made by Councillor Shawn Brown and seconded by Councillor Brad Brown and passed unanimously.


James Bedford, Mayor


Jean McCumber, Clerk