

**COUNCIL COMMITTEE**

The Regular Session of the Council Committee of the Municipality of the County of Colchester was conducted virtually, via Zoom Webinars and in-person on December 12, 2024, beginning at 6:30 pm.

In peace and friendship, and in the spirit of truth and reconciliation, Deputy Mayor Sandeson acknowledged that the Municipality of Colchester is in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq.

**Roll Call**

Mayor Christine Blair	
Cllr. Paul Weatherby	District 1
Deputy Mayor Laurie Sandeson, Chair	District 2
Cllr. Sheldon Richardson	District 3 <i>(virtual)</i>
Cllr. Mike Cooper	District 4
Cllr. Tim Johnson	District 5
Cllr. Nigel Leggett	District 6
Cllr. Sherry Martell	District 7
Cllr. Lisa Patton	District 8
Cllr. Marie Benoit	District 9
Cllr. Charlene Fletcher	District 10
Cllr. Allan Kennedy	District 11

**Staff Present**

Dan Troke, Chief Administrative Officer  
 Michelle Boudreau, Director of Public Works  
 Phil Redden, Director of Solid Waste  
 Dennis James, Municipal Solicitor  
 Scott Fraser, Director of Corporate Services  
 Tracey Veno, Recording Secretary  
 Jenn Mantin, Economic Development Officer  
 Jeanette Himmelman, Systems Analyst

**Employee Service Recognition**

Employees receiving awards in recognition of years of service with the Municipality in 2024 included 4 employees with 5 years; 6 employees with 10 years; 4 employees with 15 years; 5 employees with 20 years; and, 1 employee with 25 years.

**Approval of Agenda**

Moved by Councillor Cooper, seconded by Councillor Martell

“That the agenda be approved with the following amendments:

- Remove Item #8, Use of Municipal Vehicles Policy; and,
- Add Item #11b Alzheimer Awareness Month Proclamation.” Carried unanimously.

**Approval of Minutes**

Moved by Councillor Martell, seconded by Councillor Patton

“That the minutes of the meeting held on November 14, 2024, be approved as circulated.” Carried unanimously.

**Business Arising from Minutes**

None.

**ACTION ITEMS****Appointment of Planning Advisory and Flood Advisory Committee Chairs**

The CAO advised that by Policy, Council appoints the Chair of the Planning Advisory Committee (PAC) and Flood Advisory Committee (FAC). The nominating and voting process is outlined in the Council Proceedings and Committees Policy, section 20(f). At their meeting on November 25<sup>th</sup>, Council granted authority to December Committee to appoint the Chairs of PAC and FAC.

Deputy Mayor Sandeson called for nominations for the position of Chair of the PAC. Councillor Weatherby nominated and Councillor Cooper seconded the nomination of Councillor Johnson, who accepted the nomination. The Deputy Mayor called three times for further nominations and, on hearing none, the nominations ceased.

Moved by Councillor Weatherby, seconded by Councillor Benoit

“That Councillor Johnson be appointed Chair of the Planning Advisory Committee.” Carried Unanimously.

The Deputy Mayor called for nominations for the position of Chair of the FAC. Councillor Johnson nominated and Councillor Cooper seconded the nomination of Councillor Patton, who accepted the nomination. The Deputy Mayor called three times for further nominations and, on hearing none, the nominations ceased.

Moved by Councillor Martell, seconded by Councillor Benoit

“That Councillor Patton be appointed Chair of the Flood Advisory Committee.” Carried unanimously.

**Review of Expense and Hospitality Policies**

The CAO advised that the MGA requires municipalities to adopt an expense policy and a hospitality policy and that these policies be reviewed by January 31<sup>st</sup> following a Municipal Election, and either re-adopt the policies or adopt the policies with amendments. The policies were originally adopted in March of 2018 with amendment to the Expense Policy in January of 2020. Following the 2020 Election, the policies were re-adopted and no concerns have been noted by staff or Council with either of the policies.

Moved by Councillor Martell, seconded by Councillor Patton

“That Council Committee recommends that Council re-adopt the Expense Policy for CAO and Members of Council and Hospitality Policy as presented.” Carried unanimously.

**Citizen Appointments to Boards and Committees**

Mayor Blair indicated that the Nominating Committee met to review applications from citizens for boards and committees. There are some vacancies still remaining and these will be readvertised.

Moved by Mayor Blair, seconded by Councillor Benoit

“That Council Committee approves, on recommendation of the Nominating Committee, the citizen appointments to the various boards and committees as presented.” Carried unanimously.

It was noted that at the meeting on November 25<sup>th</sup>. Council granted authority to both December and January Committee to approve citizen and business rep appointments to boards and committees.

**FCM Sustainable Communities Conference**

The CAO provided a brief overview of this item noting FCM's Sustainable Communities Conference (SCC) is taking place February 10-13, 2025, in Fredericton. Historically, Council has approved two members to attend this conference. Staff is seeking feedback from Council on interest to attend in order to register attendees before the earlybird deadline. Final approval would still be required by Council at their next regularly scheduled meeting.

Brief discussion was held on this being a good conference, offering very interesting and innovative sessions.

Moved by Mayor Blair, seconded by Councillor Cooper

"That Council Committee recommends to Council that Councillor Richardson and Martell be approved to attend the FCM Sustainable Communities Conference from February 10-13, 2025, in Fredericton." Carried unanimously.

**Appointment of Code of Conduct Investigator**

The CAO advised that this item is to give consideration to appointing investigators for the recently adopted Municipal Code of Conduct. A summary of the prospective investigators was provided, all of which are known by the Solicitor.

It was noted that November Council granted authority to December Council Committee to approve the appointments of investigators for the Municipal Code of Conduct.

Moved by Mayor Blair, seconded by Councillor Patton

"That Council Committee approves the appointment of Martina Munden, Jim Musgrave and Scott Sterns as investigators for Colchester's Code of Conduct." Carried unanimously.

**Alzheimer Awareness Month Proclamation**

Moved by Councillor Kennedy, seconded by Councillor Cooper

"That January 2025 be proclaimed Alzheimer Awareness Month." Carried unanimously.

**INFORMATION ITEMS**

**Award of Debert Aviation Centre Roof Tender**

This item provided Council with information on the award of the roof replacement tender for the Debert Aviation Centre (DAC) including issuance of the tender, closing date of November 25<sup>th</sup>, and options provided for the roof replacement material. Six bids were submitted by the closing date and all were deemed to be complete. The tender was awarded to the lowest bidder, PMC Roofing Ltd., with a total financial commitment with rebated tax at \$740,094, which was below the \$800,000 approved in the five-year capital budget. Work is expected to start December 23, 2025, with a completion date around March 3, 2025.

**Lockheed Crescent – Request  
for Transfer of Ownership**

This item relates to a request previously received by Council to transfer ownership of Lockheed Crescent in Debert to Fallout Complex Inc. Included was background information on the property, an overview of the request, staff's decision to not support the request, and rationale for this decision.

**Director's Report**

A report from the Director of Public Works was circulated in the package for tonight's meeting.

**CLOSED SESSION**

Moved by Councillor Patton, seconded by Councillor Benoit

"That the meeting go into closed session at 7:14 pm." Carried unanimously.

Moved by Councillor Patton, seconded by Councillor Benoit

"That the meeting reconvene in open session at 7:51 pm." Carried unanimously.

**ADJOURNMENT**

Councillor Benoit moved that the meeting adjourned at 7:51 pm.

Tracey Veno  
Recording Secretary