

TOWN OF NACKAWIC
REGULAR COUNCIL MEETING
APRIL 18, 2017

PRESENT: Mayor Kitchen
Deputy Mayor MacFarlane
Councillor Farnsworth
Councillor Simpson
Councillor Edwards
Councillor Toole

IN ATTENDANCE: Kathryn Clark
Dallas Cakes
Nathan DeLong, Bugle

TO ORDER: Mayor Kitchen called the regular meeting to order at 7:08 pm.

APPROVAL OF AGENDA:

17-28 Motion: Deputy Mayor MacFarlane
Second: Councillor Farnsworth

“That the agenda be approved with the following amendments:

-under Finance add Approval of the Finance Committee Policy and Procedures

-under New Business add Organizational Flow Chart for the Town of Nackawic

-under Correspondence add email regarding Robin’s Donuts and Kia Dealership.”

Motion carried.

DECLARATION OF CONFLICTS OF INTEREST:

There was no declaration of conflicts of interest.

APPROVAL OF THE MINUTES OF THE APRIL 3, 2017 REGULAR COUNCIL MEETING:

17-29 Motion: Councillor Simpson
Second: Councillor Farnsworth

“That the minutes of the April 3, 2017 regular council meeting be approved with the following amendment:

Mayor Kitchen directed that Dallas Gillis be contacted to ask for the proper

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way to proceed on how to report the motion 17-15 that was rescinded and the replace and repeal the previous Zoning By-Law No. 51-(02) by title.

-on page 2 of 7, under Correspondence B) first paragraph add the word "would" between the words "he" and "like".

Motion carried.

BUSINESS ARISING:

Councillor Farnsworth asked if the date for the grand opening had been decided. She stated that the Festival on the Bend committee felt it was not a good idea to have it along with their festivities.

Councillor Simpson stated he felt that August or September was too late and he would like to see it in May.

Deputy Mayor MacFarlane stated a tentative date needs to be set and go from there.

Councillor Edwards asked if it could be in September, if not, after the Bass Tournament in May.

Mayor Kitchen stated that the CAO will get a timeline on the clean-up of the grounds around the Town Hall and have a day in the last week of May.

CORRESPONDENCE:

Mayor Kitchen stated that Randy had received an email from Robin's Donuts regarding the Kia Dealership having vehicles set up in the parking lot for a week and they were asking for Council's permission for approval.

Council approved the request.

COMMITTEE REPORTS:

Finance –

Deputy Mayor MacFarlane reported on the terms of reference for the finance committee.

17-30 Motion: Deputy Mayor MacFarlane
 Second: Councillor Simpson

"That Council approve the terms of reference for the finance committee as presented."

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On the Question –

Mayor Kitchen noted he did not see the treasurer on the list of committee members and he felt the treasurer should be there as well as the CAO.

Deputy Mayor MacFarlane stated yes the treasurer will be one of the committee members.

Motion carried.

Kathryn Clark reported on the income statements for the period ending February 28, 2017. She noted that general operating has a surplus of \$211,233.50 and utility has a surplus of \$32,042.48.

Library –

Councillor Farnsworth reported there will be a meeting at the end of the month, movie night is on the 20, and Pathway-to-Reading fundraiser is scheduled for Thursday, May 11 at 6:30 pm.

Protective Services – No report.

Recreation –

Councillor Farnsworth stated that she is looking for a committee of 8 – 10 and she has already received responses from 7 people so far.

Councillor Farnsworth circulated the monthly report for April and noted that the Lion's Club will be doing a meal for the Canoe Brigade on Monday, July 17. She noted that she has booked John and Jean Maunder for the music that night.

Deputy Mayor MacFarlane thanked Councillor Farnsworth for stepping forward and taking on the Recreation Portfolio.

Public Works –

Councillor Edwards reported she is still working on the draft terms of reference for the committee.

Special Reports –

Dog Catcher –

Mayor Kitchen stated that the Dog report was in the Council package for Council's viewing.

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Councillor Edwards noted the Town seems to have a problem with dogs being unleashed around town.

Councillor Simpson stated Leo Lanteigne should be submitting monthly reports.

Deputy Mayor MacFarlane stated that there is signage down by the trail and perhaps Leo's name and cell number should be on it for residents to contact when dogs are off their leash.

Mayor Kitchen stated he will direct Randy Wilson to contact RSC 11 about dog issues around Town.

Chief Administrative Officer's Report

Mayor Kitchen reviewed the CAO report from Randy and noted that:

- he is working with RSC 11 on a land request in the Industrial Park.
- he is working with Councillor Farnsworth and Mayor Kitchen regarding Rec. Committee.
- he met with Dillon Consulting regarding ditch project 105, follow up meeting soon.
- Infrastructure project – spoke with Chad Connors (North York).
- the flags are up at the Town Hall.
- he spoke with Dallas Gillis, RSC 11 – Zoning By-Law is being registered. He has contacted DTI concerning controlled access on that HWY.
- he met with Lonnie Forbes several times regarding clean-up and a few items that are in need of being completed.
- the Tender for Landegger and Harding reline has been sent, it will close at noon on Friday, April 28th.
- there was a waterline break at the corner of McNair and Harding Thursday, April 13th.
- he is working with Signpost to put together event boards to advertise summer events.

Councillor Edwards asked about the land request in the Industrial Park.

Councillor Toole stated that an owner from another lot was looking to expand on his property and Randy is finding out what the property will cost if the Town is willing to sell.

Councillor Simpson asked about the findings of the condition of the piping under the bridge.

Deputy Mayor MacFarlane stated that Randy was going to speak to Chad Connors to determine what the life of the condition of the piping would be.

Councillor Toole stated that Chad Connors was going to do a visual on the hooks and brackets and see if they will last another year.

Mayor Kitchen stated that he will check with Randy on the matter.

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Councillor Simpson asked if Randy received any information from Dallas Gillis on the Town's concerns over the controlled access highway on the 105.

Mayor Kitchen noted that it looks like he contacted Dallas Gillis and he is waiting to hear back.

Mayor's Report

Mayor Kitchen reported that:

- he attended RSC 11 meeting on April 5.
- he attended a Fire Department meeting on April 11.
- he spoke with Deputy Premier Horseman and stated he is willing to attend a Council meeting.

Councillor Edwards asked if there was anything else on the Regional Community and Ivan Corbett.

Mayor Kitchen stated that the CAO has a meeting set for Monday, April 24 at 4:00 pm with Ivan Corbett.

NEW BUSINESS:

A) 2016 Audited Financial Statements

17-31 Motion: Deputy Mayor MacFarlane
 Second: Councillor Edwards

“That Council approve the 2016 Audited Financial Statements as presented by Shannon & Buffett.”

Motion carried.

B) Adopt the Organizational Flow Chart for the Town of Nackawic

17-32 Motion: Deputy Mayor MacFarlane
 Second: Councillor Edwards

“That Council adopt the Organizational Flow Chart for the Town of Nackawic.”

On the Question -

Councillor Edwards reported that from the staffing structure 2 years ago and to where we find the Town today, there is a gap particularly as we hold on

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to our Municipal Plan with the aggressive economic development. There is definitely a scope of work there that is significant and could pay for itself in the first quarter or first half of the year and every year after.

Mayor Kitchen stated that is where we all want to get towards and during this year when we start operating back to normal, we can move this position into play.

Motion carried.

17-33 Motion: Councillor Edwards
 Second: Councillor Farnsworth

“That the meeting be adjourned.”

The meeting adjourned at 8:04 pm.

Ian Kitchen
Mayor

Kathryn Clark
Secretary/Treasurer