

TOWN OF NACKAWIC
REGULAR COUNCIL MEETING
NOVEMBER 6, 2017

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

ABSENT: Councillor Edwards

IN ATTENDANCE: Randy Wilson
Dallas Cakes
Hans Arisz, Asset Management
Michael Benson, Asset Management

TO ORDER: Mayor Kitchen called the regular meeting to order at 7:00 pm.

APPROVAL OF AGENDA:

17-117 Motion: Councillor Farnsworth
Second: Councillor Toole

“That the agenda be approved with the following addition:

Under New Business –

D) E-mail from Councillor Edwards”

Motion carried.

DECLARATION OF CONFLICTS OF INTEREST:

There was no conflicts of interest.

APPROVAL OF THE MINUTES OF THE OCTOBER 16, 2017 REGULAR COUNCIL MEETING:

17-118 Motion: Councillor Toole
Second: Deputy Mayor MacFarlane

“That the minutes of the October 16, 2017 regular council meeting be approved with the following correction:

Page 3, second paragraph, delete last two sentences and insert “The group will be non-profit, and people can donate through them and receive an income tax receipt.”

TOWN OF NACKAWIC
REGULAR COUNCIL MEETING
NOVEMBER 6, 2017

Motion carried.

TO THE FLOOR:

A) Hans Arisz and Michael Benson; RV Anderson – Asset Management

Hans Arisz gave a presentation on Asset Management and discussed what it was about. Why municipalities should do asset management and the requirements to have. He stated that it is a long-term financial plan and it has to be updated annually. He stated that there is a Federal grant to help municipalities with the planning of up to \$50,000 in funding available per year up to the year 2020.

Councillor Toole asked what other municipalities they have done.

Hans Arisz stated they have done Fredericton; Dieppe and Perth Andover.

Deputy Mayor MacFarlane asked what the cost would be and how long it would take until it was completed.

Hans Arisz stated the cost depended on what shape your municipality was in, with the size of Nackawic in good shape he estimated approximately \$30,000 and if it was in bad shape approximately \$50,000.

Deputy Mayor MacFarlane asked how much detail went into asset management with regards to different departments like the Fire Department. Did they look into how much training was needed or how often to replace air tanks.

Hans Arisz stated they only did capital assets. Fire Training would not be one of them but replacing air tanks and vehicles was.

Councillor Simpson asked if \$50,000 was the max any municipality would receive or was it based on the size of the municipality, would a bigger city receive more money as to a smaller one.

Michael Benson stated no they would not, the amount received would be based upon how much was needed not how big your municipality was up to a maximum of \$50,000.

Randy Wilson asked how long it would take to be completed.

Hans Arisz stated between 4-8 months if your municipality was in great shape and 8 months or more if it needed extra work.

Councillor Simpson asked once everything was completed, what would be the cost every year to maintain it and would the Town need extra staff.

TOWN OF NACKAWIC
REGULAR COUNCIL MEETING
NOVEMBER 6, 2017

Hans Arisz stated any accounting staff should be able to keep it maintained and there would not be any need to hire extra staff.

Randy Wilson asked if the Town staff would have to make the adjustments annually.

Hans Arisz stated yes you would have to file it annually.

Mayor Kitchen thanked them for coming.

Hans Arisz and Michael Benson left the meeting at 7:48 pm.

BUSINESS ARISING:

Councillor Simpson asked Councillor Farnsworth if she looked into finding someone who can help with the camera for the community garden.

Councillor Farnsworth stated no she has not. It will not have to be done until the spring when the gardens are started up again.

Councillor Simpson asked about the Day Trippin' Tourism guide and if the Town has gone ahead and contacted them.

Councillor Farnsworth stated she and Councillor Toole have met with them and they have another meeting coming on November 10th to discuss what community assets the Town would like to focus on in the guide.

Councillor Farnsworth stated there will be 10,000 copies printed for the tourist information centres and she asked about having some extra printed for the Town and they said they can print extras for a small fee.

Councillor Simpson asked if Bill Graham was notified about the decision the Town has made with regards to the overgrown brush across from his property on Otis Drive.

Randy Wilson stated he emailed Bill Graham on the Town's decision.

Deputy Mayor MacFarlane asked about the Town's website and maybe put funds aside in the budget to update or refresh the website.

Randy Wilson stated if it is Council's wishes, he will search for prices on website developers and report back to Council.

Mayor Kitchen directed Randy to look into other website developers.

CORRESPONDENCE:

TOWN OF NACKAWIC
REGULAR COUNCIL MEETING
NOVEMBER 6, 2017

A) Letter from Nola Carr, Managing Director, Velante: Electronic Medical Records

Mayor Kitchen stated it is in the package for Council's viewing.

Councillor Simpson stated he called and spoke to them and they said the cost is \$4000 plus a monthly fee of \$195.

Councillor Farnsworth stated she will speak to the personnel at the Medical Clinic and report back to Council.

B) Christmas on the Bend

Councillor Farnsworth stated the Tree Lighting ceremony will be held on Friday, December 1st at 7:00 pm and it is sponsored by the Fire Department. Also Christmas on the Bend takes place Saturday, December 2nd.

C) Garbage Contract FERO (New Business)

D) Kia Fredericton Request (New Business)

COMMITTEE REPORTS:

Finance –

Deputy Mayor MacFarlane reported they have had several meetings and there is a brief spreadsheet on the 2018 Budget Planning in the package for Council's viewing.

Deputy Mayor MacFarlane stated they will be having their Fire Department Liaison Committee meeting on November 10th.

Library – No report

Protective Services –

Dog Catcher –

Randy Wilson reported on the three incidents from Leo Lanteigne, one where he was threatened with physical harm and the RCMP had been notified.

Councillor Simpson asked if the dog spends less time outside.

Randy Wilson stated yes it does.

Recreation –

TOWN OF NACKAWIC
REGULAR COUNCIL MEETING
NOVEMBER 6, 2017

Randy Wilson reported on the monthly report for October.

Councillor Farnsworth reported on the Rec. Council meeting and asked Randy Wilson if the Town received the Canada 150 grant.

Randy Wilson stated he hasn't heard anything on it and stated very few municipalities have received it.

Councillor Farnsworth stated they are looking on doing a haunted hike for next October and also there is interest in doing a family event for New Year's Eve.

Randy Wilson stated the Rec. Dept. have done the New Year's Eve skate for many years and it has been a great turn out. Maybe the two can run together, after the skate they can go over to the Lion's Centre and finished up with the family event from the Rec. Council committee.

Deputy Mayor MacFarlane asked if there should be alarm systems in place to detect ammonia leaks at the Arena.

Randy Wilson stated it will be put in the Capital plan at budget time.

Public Works –

Councillor Simpson stated there will be a Public Works committee meeting on November 13th at the Town Hall.

Special Reports –

WELLNESS –

Councillor Farnsworth stated they directory guide will soon be ready and the cost is \$150 to print 200 copies and they will be charging a \$2 fee per copy for anyone who would like to purchase one.

Councillor Farnsworth reported on Age Friendly Community and getting a committee together for a year to work towards age friendly initiative and have a proclamation ready for the Town.

WATERFRONT MASTERPLAN –

Councillor Simpson stated the Public meeting was well attended with a lot of positive feedback.

Chief Administrative Officer's Report

TOWN OF NACKAWIC
REGULAR COUNCIL MEETING
NOVEMBER 6, 2017

Randy Wilson reported that:

- he sent a letter to Big Axe Brewery concerning 2018 festival.
- the garbage contract report concluded, on agenda.
- he attended meetings with Councillor Simpson and Bass Event with Bert Beek and Rick Greene.
- he attended finance meeting with Mayor Kitchen; Deputy Mayor MacFarlane; Councillor Simpson and Kathryn Clark.
- he attended special meeting – Fire Budget with Mayor Kitchen; Deputy Mayor MacFarlane; Councillor Simpson and Kathryn Clark.
- Capital expenditures is updated for budget meetings.
- he had Public Works employees do a review of the streets.
- he worked on engaging citizens for Waterfront Master Plan.
- he attended meeting with Councillor Simpson regarding land purchase.
- he is working with Fire Department with regards to the new dispatch system.
- he has communicated with Local Government regarding taxation freeze.
- he attended an Asset Management meeting with RSC 11.
- he attended CAO training session in Hartland with Brenda Knight.
- the Cain Insurance 2014 Fire file has been closed.
- he communicated with Leo Lanteigne regarding do issues. Threats made towards him and the RCMP was notified.
- he worked on new Mutual Aid agreement.
- he met with Mike Weston – insurance offer to the Town – Frank Cowan and Kathryn Clark.
- Town's Visa was used to register 4 vehicles and a boiler and a Public Safety invoice.
- he worked with Fredericton Kia on an off-site week long sale.

Councillor Simpson asked if the Insurance contract needed to go to tender.

Randy Wilson stated no it did not. There are two Insurance companies, Cain and RV Thomson. The Town has been in contact with RV Thompson on and off for the past two years.

Councillor Simpson asked who the Mutual Aid Agreement was with.

Randy Wilson stated it is with all the LSD's in the area.

Mayor's Report –

Mayor Kitchen reported that:

- he attended an RSC 11 meeting on October 26th.
- he attended a Planning committee meeting on November 2nd.
- he will attend RSC 11 meeting on November 7th.

TOWN OF NACKAWIC
REGULAR COUNCIL MEETING
NOVEMBER 6, 2017

NEW BUSINESS:

A) Garbage Contract

17-119 Motion: Deputy Mayor MacFarlane
Second: Councillor Toole

“That the Town agree to the three year extension on the garbage contract with FERO Waste Management and Recycling for the years 2018-2020 with a total cost of \$48,000 plus HST from January to December 2018; \$48,500 plus HST from January to December 2019 and \$49,500 plus HST from January to December 2020.”

Motion carried.

B) Kia Fredericton Request

Mayor Kitchen stated it is not the Town’s land, it would be the decision of the owners of the shopping mall. The Town does not have any issues with it.

C) Land Acquisition

17-120 Motion: Councillor Toole
Second: Councillor Farnsworth

“That the Town approve the fee of \$230 for the application of acquiring Crown Land for PID # 75098723 to Department of Energy and Resource Development.”

Motion carried.

D) Councillor Edwards – Resignation

17-121 Motion: Councillor Farnsworth
Second: Councillor Toole

“That the Town accept the resignation of Councillor Edwards effective November 7, 2017 and declare a vacancy on Council and directed the CAO to notify Elections NB.”

Motion carried.

17-122 Motion: Councillor Simpson
Second: Councillor Toole

TOWN OF NACKAWIC
REGULAR COUNCIL MEETING
NOVEMBER 6, 2017

“That Council move to closed session.”

Motion carried.

Council moved to closed session at 8:58 pm and Dallas Cakes left the meeting.

CLOSED SESSION:

A) Office Rental

17-123 Motion: Councillor Farnsworth
 Second: Councillor Toole

“That Council move back to regular session.”

Motion carried.

Council moved back to regular session at 9:20 pm.

17-124 Motion: Councillor Farnsworth
 Second: Councillor Simpson

“That the meeting be adjourned.”

Motion carried.

The meeting adjourned at 9:21 pm.

Ian Kitchen
Mayor

Randy Wilson
CAO