

TOWN OF NACKAWIC
REGULAR COUNCIL MEETING
NOVEMBER 1, 2021

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

IN ATTENDANCE: Kathryn Clark, Acting CAO
Dallas Cakes
Jim Dumville, River Valley Sun
William Hopkins, Fire Chief
Richard Barrow, Fire Member
Leo Lanteigne, Fire Member
Dan Rogers, Fire Member
Nancy Hopkins
Ken Gallagher

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

APPROVAL OF AGENDA:

21-147 Motion: Councillor Simpson
Second: Councillor Toole

“That the agenda be approved as presented.”

Motion carried.

DECLARATION OF CONFLICTS OF INTEREST:

There was no declaration of conflicts of interest.

APPROVAL OF THE MINUTES OF OCTOBER 18TH, 2021 REGULAR COUNCIL MEETING:

21-148 Motion: Deputy Mayor MacFarlane
Second: Councillor Farnsworth

“That the minutes of the October 18th, 2021 regular council meeting be approved as presented.”

Motion carried.

With Council’s permission Mayor Kitchen moved to item 8. A) To the Floor.

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TO THE FLOOR:

A) Presentation to Fire Chief William Hopkins, 20 Year Service Medal

Mayor Kitchen presented Fire Chief William Hopkins with his 20-year service medal and certificate and thanked him for his years of service with the Town.

Chief William Hopkins, Richard Barrow, Leo Lanteigne, Dan Rogers, Nancy Hopkins and Ken Gallagher left the meeting at 7:05 pm.

BUSINESS ARISING:

A) Draft By-Law – Off Road Vehicles

Kathryn Clark stated there has been a lot of changes since it has been drafted.

Mayor Kitchen stated it is only a draft and the public meeting is tomorrow night to get further input.

Councillor Meade stated yes.

B) Memorial Park Adhoc Committee

Kathryn Clark stated she never submitted anything in the package, there was discussion at the last Council meeting about possibly forming a committee and to take the next couple of weeks to think about it.

Councillor Farnsworth asked if anyone knew who planted the trees by the gnome house.

Deputy Mayor MacFarlane stated he is aware of them being planted, not as a Councillor but as a resident walking on the nature trail. He hasn't spoken to anyone about it because he didn't know if they got permission to plant the trees or not.

Mayor Kitchen asked if there was any interest in having an adhoc committee for a memorial park on the waterfront.

Councillor Farnsworth stated she feels there should be one.

Deputy Mayor MacFarlane stated he feels the same, and stated maybe Council should discuss it later to see who would be able to sit on the committee.

Mayor Kitchen stated Council will strike an adhoc committee and discuss who wants to be on it at a later date.

Council agreed.

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CORRESPONDENCE:

A) Email from Telecommunications Alliance, re: 10-Digit Dialing & New Area Code

Mayor Kitchen stated it is for Council's information.

B) Letter from Nackawic Senior High School, re: Yearbook Ad (New Business)

COMMITTEE REPORTS:

Finance –

Deputy Mayor MacFarlane stated they haven't met in the last two weeks, hoping to have a meeting next week and Kathryn Clark has been working on all the inputs. They received data information on the assessments from the provincial government and stated they should have a draft ready in a couple of weeks. He stated the General & Utility Income statements ending September 30th are in the package.

Kathryn Clark stated regarding the General Operating statement, all departments are doing well. The Utility statement is doing good, and at the end of the year there could be a small surplus. She stated we are having the treatment plant cleaned out again the end of November, and next year we will plan to budget for three clean outs a year.

Library –

Councillor Farnsworth stated the library is closed again due to the CUPE strike.

Kathryn Clark stated the library will be meeting with the finance committee on Thursday, November 4th at 3:30 pm to have their presentation ready for budget.

Protective Services –

FIRE

Mayor Kitchen reported on the minutes of the October 12 meeting and asked if the fire Marshall's vaccination policy was similar to the Town's.

Kathryn Clark stated yes, it was similar and that a letter came stating all fire departments needed a vaccination policy and you had 1 of 4 options to choose from and our department chose – 'If you are not vaccinated you can still respond to calls but had to wear your masks'. She asked fire chief about the members vaccinations and he stated there was only one who was not fully vaccinated and had plans for the second shot.

Recreation –

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Councillor Farnsworth stated the Halloween Skate was a success with 22 kids in attendance. The Wee Hawks have started, and they have close to the same registrations as last year. They never received a grant this year, they are hoping the United Way comes through again this year and presents them with a donation.

Mayor Kitchen asked Kathryn Clark if anyone applied for the Arena Door Attendant.

Kathryn Clark stated yes, we have two who will be starting in a couple of days.

Public Works –

Councillor Toole reported on the minutes of the October 27th meeting and stated they had the employees to spray paint the area where the lady tripped and fell.

Councillor Simpson stated the 5-year plan has to be budgeted for because they are costly items. The employees mentioned the poor state of some of the equipment and wondered if they would even be able to work with what they have. He stated the plan should be detailed with the quality of the concrete that should be used, and the width of the sidewalks. It is said that sidewalks should have a life span of 20-40 years and Nackawic's sidewalks have lasted approximately 50 years. We need to decide how detailed the plan should be and present it to Council as a public works committee. Sidewalks are costly to build which means committing a certain amount of money every year in the budget to do the sidewalks in sections instead all in one year.

Deputy Mayor MacFarlane stated he was impressed with the work the employees did near the new Garden Homes. With the conditions of the streets and sidewalks in town, he thinks maybe the public works employees could do some sidewalk work if they have any of the equipment to do it. We would have to map out their jobs and see how much time they might have to do it if any. If we knew how much 100 metres of sidewalk would cost, then Council can start budgeting for it.

Deputy Mayor MacFarlane stated the upper Otis Drive paving, and the culvert that dumps water into the nature park, probably should be worked into next year's budget as well. He would think there would be a lot of environmental work with this type of job.

Councillor Farnsworth asked about the erosion behind the mall in the wooded area that Angie Dickinson, mall manager, had concerns about.

Deputy Mayor MacFarlane stated he wasn't sure what she was talking about and didn't think there was any erosion back there.

Mayor Kitchen stated to get the public works employees to have a look and report back.

Councillor Toole stated the public works department need a new sander as soon as possible for the winter, which will cost approximately \$2500 - \$3000.

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Deputy Mayor MacFarlane asked the committee to have a look at the maintenance schedule on the two new pieces of equipment, and have it recorded for monthly reports.

Councillor Simpson stated maintenance was discussed, and the employees said the company where the Town bought the equipment from, has a procedure they go through when the equipment needs to be serviced. Councillor Simpson suggested they should also spray the salt off the equipment after it is done plowing the streets and they stated they do that diligently.

Kathryn Clark stated with regards to the loader, it is under a service maintenance agreement for three years. When certain number of hours have gone by, the company notifies the employees through certain type of software, that it needs to be serviced.

Special Reports –

DNEDC

Deputy Mayor MacFarlane reported on the October 28th meeting and stated the tourism committee reported back their findings with regards to the summer digital marketing campaign. It was very successful; they packaged a couple of *Stay and Play* packages, and stated the click through rate was well above average. What they plan to do with it is to develop a term sheet to take to other businesses in the area in hopes to entice them to participate in different types of packages. The businesses would contribute funds and the corporation would contribute funds. The committee will meet with Council later in November to present their year-end report and discuss their plans for next year.

MEET AND GREET

Councillor Farnsworth stated the meet & greet for Dr. Jones is scheduled for Wednesday, December 1st at 7:00 pm. She asked if the Town will be paying for this event and stated the Wellness Committee agreed to do it and it will cost approximately \$300 -\$400.

Kathryn Clark stated there is funds budgeted for these kinds of events, so the cost shouldn't be an issue.

SAFER COMMUNITIES

Councillor Farnsworth stated they are having a public meeting on November 17th at 7:00 pm at the Lions Centre. Sgt J F Martel from the Oromocto RCMP will be in attendance, along with Jeff LaFrance of SCAN (Safer Communities and Neighbours) who is a former member of the Saint John Police Force and a representative of Restorative Justice. She hopes to have a good turnout with great discussions on how to keep our community safe.

Acting Chief Administrative Officer's Report

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Kathryn Clark stated that:

- she attended the Assumption Life Group Insurance renewal virtually on October 19th. Premiums increased slightly – 0.65%.
- the response letter was sent to Julie Stone and Marilyn MacMillan, re: sidewalks.
- she set up a meeting with new mall owners for Nov. 1st prior to council meeting.
- she worked on insurance renewal spreadsheets, updating assets and submitted to Cain Insurance. They are suggesting to budget a 15% increase to be safe.
- she met with Alicia Nicholson, Upfront Cosmetics, re: purchasing building and re-zoning. Their plans are to expand next spring and hire more employees.
- she attended a meeting on the waterfront with Lonnie Forbes, Eric Cummings and staff and Dwight MacFarlane, re: electrical, lights, sewer tie in to arena, etc. The existing boat launch will be closed from Nov. 1-3 to allow a trench to be dug for electrical cables from point-of-sale transformer to arena area.
- the Skilled Labourer job posting closed on October 27th with many applications. Interviews will be set up in near future with a plan to start November 15th.
- the arena casual posting did not yield any applications. Will continue to try and find someone.
- the door attendant received a couple of interested individuals. Hoping to start very soon. Meanwhile, user groups have been assisting us with vaccination record checks during their schedule ice times.
- she prepared for the Public Meeting at the Lions Club on November 2nd for the Off-Road Vehicle By-Law request. A notice was mailed out, on Facebook page and website. Vance Johnson & Bob Stokes, Director, Quad NB, Colin Trail, ATV Club will be in attendance. Waiting for a reply from Off-Road Enforcement.
- she worked a lot of ice schedule, getting the first couple of weeks organized. Highschool hockey team has folded due to lack of players and is now a U18 Minor hockey team. Also, decided to re-open shower in dressing rooms after receiving feedback from users and other arenas.
- she began the 2022 budget. Library is scheduled to present on November 4th at 3:30 and she spoke to Chief William Hopkins to have their presentation ready for budget also.

Mayor's Report –

Mayor Kitchen stated that:

- he attended the approval of the budget for RSC 11, and stated the tipping fees went up.
- he attended the DNEDC meeting on October 28th.
- he will attend the RSC 11 Policing meeting by Zoom on Thursday night, November 4th.
- Ralph MacBride informed him about a Union meeting, and stated he is hoping to be able to meet next week, it depends on the province.

NEW BUSINESS:

A) Request from Nackawic Senior High School

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21-149 Motion: Councillor Farnsworth
Second: Councillor Simpson

“That the Town donate \$100 for ½ page ad in the Nackawic Senior High School Yearbook.”

Motion carried.

B) 3rd Reading & Enactment of By-Law No. 85-2021, A By-Law to Amend the Town of Nackawic Zoning By-Law No. 51-17

21-150 Motion: Councillor Farnsworth
Second: Councillor Toole

“The 3rd reading of By-Law No. 85-2021, A By-Law to amend the Town of Nackawic Zoning By-Law No. 51-17 was read in its entirety and enacted.”

Motion carried.

Councillor Farnsworth read the 3rd reading of By-Law No. 85-2021 in its entirety.

C) 2022 Fire Protection Services Agreement

21-151 Motion: Deputy Mayor MacFarlane
Second: Councillor Farnsworth

“That Council approved the 2022 Fire Protection Services Agreement.”

Motion carried.

21-152 Motion: Councillor Farnsworth
Second: Councillor Simpson

“That Council move to closed session.”

Motion carried.

Council moved to closed session at 8:00 pm and Dallas Cakes and Jim Dumville left the meeting.

CLOSED SESSION:

A) Personnel Issue

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21-153 Motion: Councillor Toole
 Second: Councillor Meade

“That Council move back to regular session.”

Motion carried.

Council moved back to regular session at 8:30 pm.

21-154 Motion: Councillor Farnsworth
 Second: Councillor Meade

“That the meeting be adjourned.”

Motion carried.

The meeting adjourned at 8:31 pm.

Ian Kitchen
Mayor

Kathryn Clark
Acting CAO