

Town of Florenceville-Bristol
Regular Council Meeting
July 12, 2022 @ 7:00pm

Council: Mayor Karl Curtis, Deputy Mayor Nancy Whyte-McCauley, Councillor Ryan Dickinson, Councillor Nancy Giggie, Councillor Dan Guest, Councillor Andy Saunders

Staff: Sarah Pacey, CAO/Clerk, Michelle Derrah, Administrative Services Manager/Assistant Clerk

REGRETS: Councillor David Trafford

CALL TO ORDER:

Mayor Karl Curtis called the meeting to order at 7:00pm.

APPROVAL OF AGENDA:

MOTION: To approve the July 12, 2022 Town Council Agenda. Moved by Councillor Andy Saunders, seconded by Councillor Ryan Dickinson.

CARRIED. #083-2022

PRESENTATIONS:

a. Fire Chief Update

The department attended 5 motor vehicle accidents, 1 car fire, 1 generator fire, 1 structure fire, 1 power line down, 1 brush fire, and 2 alarm calls since the last Regular Council Meeting. The department continued its bi-weekly training and helped with Canada Day and will be helping with National French Fry Day July 13.

APPROVAL OF MINUTES:

MOTION: To ratify approval of the June 14, 2022 Town Council Minutes as distributed. Moved by Deputy Mayor Nancy Whyte-McCauley, seconded by Councillor Ryan Dickinson.

CARRIED. #084-2022

BUSINESS ARISING FROM MINUTES:

a. Municipal Reform

- The CAO has met with the Transition Facilitator a couple times to work on the Budget process.
- The Transition Facilitator is preparing a Letter of Offer for Sarah Pacey to be the CAO for the District of Carleton North.
- The District of Carleton North's Advisory and Technical Committee met to discuss some budget items. They have created 7 sub-units based on services provided and similarity of tax rates.
- The budget will include local services and shared services. Local services are things like roads, sidewalks, storm sewers, maintenance, buildings, streetlights, water, etc. Shared services are General Government Services (CAO, Accounting, Council, etc.), Recreation and Cultural Services (arena, pool, library, etc.), Environmental Development Services (tourism, markets, community development, economic development), etc.

- The draft budget will be completed by September, with tax rates being decided in October (once we have the 2023 tax base, warrant and equalization amounts).
- The Advisory Committee will determine their capital priorities and Council Compensation.
- The CAO will work with the Transition Facilitator and Advisory Committee to develop the organizational structure.
- Staff will work on consolidation of bank accounts, accounting systems and insurance policies.

b. Regional Service Commission (RSC) Reform

- Had a Working Group Meeting to discuss the RSC mandate to establish Public Safety Committees which will provide a forum for the exchange of ideas and information, identify key issues and priorities, improve sustainability and effectiveness, build capacity and relationships, and enhance cooperation.
- The recommendation to the Advisory Committee and Board is that the Public Safety Committee will ensure a balanced approach to membership composition to ensure the Committee's work focuses and aligns to regional priorities based on public safety risks and service delivery matters.
- The Public Safety Committee should be comprised of the following members:
 - Two RSC Board Members
 - One representative from each of the RCMP, municipal police forces in the region, NBEMO, Community Capacity and Resiliency, District Firefighter Associations and Rural District Managers (formerly known as Local Service Managers)
 - RSC staff (ex-officio)
 - Fire Chiefs (one representative per entity)
 - Representative from Ambulance NB when required
 - Representatives from First Nations when required
- RSC12 is in process of hiring their CEO and hopes to have the person in place by September 1.

ACCOUNTS PAYABLE:

MOTION: To accept the Utility Operating Fund Financial Reports for July 2022 as presented and ratify paid bills in the amount of \$47,152.67 and approve unpaid bills in the amount of \$161.61 for a total of \$47,314.28. Moved by Deputy Mayor Nancy Whyte-McCauley, seconded by Councillor Dan Guest.

CARRIED. #085-2022

MOTION: To accept the General Operating Fund Financial Reports for July 2022 as presented and ratify paid bills in the amount of \$337,991.53 and approve payment of unpaid bills in the amount of \$259,396.45 for a total of \$597,387.98. Moved by Councillor Dan Guest, seconded by Councillor Ryan Dickinson.

CARRIED. #086-2022

CORRESPONDENCE:

a. Dog Report

There were no calls in June.

b. Longest Day of Smiles Thank You

Operation Smile Canada's Community Engagement Specialist thanked Mayor and Council for helping raise awareness in the Town of Florenceville-Bristol for the Longest Day of Smiles and Operation Smile Canada.

c. Rural Economic Development and Rural Broadband Strategy

A letter was read from the Shadow Minister and Deputy Shadow Ministers for Rural Economic Development and Rural Broadband Strategy. The MPs expressed concerns that municipalities with less than 20,000 residents receive less support from the federal government in comparison to their much larger counterparts. They asked for feedback on the three most important issues in our municipality.

d. Designated Highway 5-Year Plan

A letter was read from the Minister of Transportation and Infrastructure, asking for the Town's 2025-2029 Designated Highway Plan by July 31.

COUNCILLOR REPORTS:

Deputy Mayor Nancy Whyte-McCauley:

Participated in Bremner and Associates stakeholder meeting at the Western Valley Multi-Plex along with the Tourism and Business Development Manager and Tourism Operators to discuss a Regional Tourism Association. Attended Canada Day festivities and the Carleton Victoria Arts Council Board Meeting.

Councillor Ryan Dickinson:

Nothing to report.

Councillor David Trafford:

Nothing to report.

Councillor Nancy Giggie:

Nothing to report.

Councillor Andy Saunders:

The Town looks very nice from a beautification and grounds maintenance perspective. Please extend compliments to all staff involved.

Councillor Dan Guest:

Nothing to report.

Mayor Karl Curtis:

Attended various regionalization meetings. Canada Day events including the Mayor's Breakfast were very busy and it was great to see everyone out.

NEW BUSINESS:

a. 5-Year Designated Highway Plan

Although the Province has already allocated funds to Designated Highway projects between 2022-2024, they are asking municipalities to provide our preferred plan for projects between 2025-2029 by the end of this month. The Town was approved to have Route 103/Riverview Drive from Airport Road to the municipal limit milled and resurfaced, and we have asked to change that to Route 105 in the Bristol Ward. The proposed Designated Highway Plan will reiterate that request, and outlines Route 103 Riverview Drive for 2025, Route 107 Juniper Road from Main Street to Lockharts Mill Road in 2026, a portion of Route 110 Centreville Road in 2027 and 2028, and a portion of Juniper Road for 2029.

MOTION: To accept the 2025-2029 Designated Highway Plan as presented and submit to the Province for their consideration. Moved by Councillor Andy Saunders, seconded by Councillor Ryan Dickinson.

CARRIED. #087-2022

b. Early Ice at NCCC

Council reviewed costs to put the ice in early at the NCCC for 2022.

MOTION: To approve the installation of the ice surface in September, rather than October for 2022 so long as there is commitment through signed contracts from the user groups. Moved by Councillor Andy Saunders, seconded by Councillor Ryan Dickinson.

CARRIED. #088-2022

c. User Fee Policy No. 06 Proposed Amendment

Staff recommended some changes to the User Fee Policy. They included updating the negotiated rental amounts for the Train Inn and NCCC Canteen, price adjustments for pool services, day camp and the addition of Early Ice rentals, should the Town be able to put it in early.

MOTION: To accept the User Fee Policy No. 06 amendments as presented. Moved by Councillor Andy Saunders, seconded by Councillor Dan Guest.

CARRIED. #089-2022

d. Community Grant Policy No. 17 Proposed Amendment

Some minor amendments were reviewed by Council that included a recommended In-Kind Grant requests be submitted at least one month prior to the event to ensure availability and coordination, clarification that organizations must apply annually, that tax receipts can be given for approved sponsorship grants, and revised to whom the applications should be submitted.

MOTION: To accept the Community Grant Policy No. 17 amendments as presented. Moved by Deputy Mayor Nancy Whyte-McCauley, seconded by Councillor Dan Guest.

CARRIED. #090-2022

e. Banner Policy No. 02 Amendment

Council reviewed proposed amendments to the Banner Policy, which included primarily the addition of the Honour Our Veteran Banner program and application.

MOTION: To accept the Banner Policy No. 02 amendments as presented. Moved by Councillor Ryan Dickinson, s seconded by Deputy Mayor Nancy Whyte-McCauley.

CARRIED. #091-2022

f. Bristol Crosswalk

Mayor Curtis discussed ways to improve visibility of the crosswalk by Glenn's Grocery in Ward 1 Bristol. In addition to the existing flashing crosswalk system, he suggested additional signs that light up when the main crosswalk is activated would give more notice to oncoming traffic.

MOTION: To purchase two additional rapid flashing beacon signs to tie into the existing crosswalk system by Glenn's Grocery in Ward 1 Bristol at a cost of \$6,283.90 plus HST. Moved by Councillor Deputy Mayor Nancy Whyte-McCauley, seconded by Councillor Ryan Dickinson.

CARRIED. #092-2022

OLD BUSINESS:

a. Joy Lockhart Request to help Ukrainian Refugees

Staff had polled other municipalities in the Upper River Valley to see what is being done nearby. Only one had been contacted, and it was to find out what apartments might be available. The others have not been approached, and therefore have not taken it on as an additional project.

ADJOURNMENT:

MOTION: Being no further business the meeting was adjourned to a closed session at 7:46pm. Moved by Deputy Mayor Nancy Whyte-McCauley, seconded by Councillor Dan Guest.

CARRIED. #093-2022

NEXT MEETING DATE: August 9, 2022

MAYOR

CLERK

CLOSED MEETING:

Section 68 (1) (c) of the Local Governance Act: Information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract.

MAYOR

CLERK