

Town of Florenceville-Bristol
Regular Council Meeting
December 17, 2019 @ 7:00pm

ATTENDANCE:

Council: Mayor Karl Curtis, Deputy Mayor Nancy Whyte-McCauley, Councillor David Trafford, Councillor Janice Kinney, Councillor Elizabeth Campbell, Councillor Dan Guest

Staff: Sarah Pacey, CAO/Clerk

REGRETS: Councillor Dan McCarthy, Michelle Derrah, Administrative Services Manager

CALL TO ORDER:

Deputy Mayor Nancy Whyte-McCauley called the meeting to order at 7:00pm.

APPROVAL OF AGENDA:

MOTION: Approval of the December 17, 2019 Town Council Agenda. Moved by Councillor Janice Kinney, seconded by Councillor Dan Guest.

CARRIED. #175-2019

PRESENTATIONS:

a. Andrew Cogle, Fire Chief

The department attended 3 motor vehicle accidents, 3 structure fires, 1 electrical fire, 1 propane leak call, and 2 alarm calls. The department continued with their bi-weekly training as well as decontamination training. The department assisted at the Tree Lighting festivities at Riverside Park November 21 and participated in the FBCC Parade on November 30.

APPROVAL OF MINUTES:

MOTION: Ratify approval of the November 12, 2019 Town Council Minutes as distributed. Moved by Deputy Mayor Nancy Whyte-McCauley, seconded by Councillor Elizabeth Campbell.

CARRIED. #176-2019

BUSINESS ARISING FROM MINUTES:

Nothing to add to the minutes.

ACCOUNTS PAYABLE:

MOTION: To accept the Utility Operating Fund Financial Reports for December 2019 as presented and ratify paid bills in the amount of \$14,968.08 and approve unpaid bills in the amount of \$4,426.93 for a total of \$19,395.01. Moved by Deputy Mayor Nancy Whyte-McCauley, seconded by Councillor Elizabeth Campbell.

CARRIED. #177-2019

MOTION: To accept the General Operating Fund Financial Reports for December 2019 as presented and ratify paid bills in the amount of \$213,309.29 and approve payment of unpaid bills in the amount of \$258,931.79 for a total of \$472,241.08. Moved by Councillor Janice Kinney, seconded by Councillor Dan Guest.

CARRIED. #178-2019

CORRESPONDENCE:

a. Dog Report

Council reviewed the Dog Report for November 2019.

b. Elementary Literacy Donation Request

Council reviewed a donation request from Elementary Literacy Inc. that manages two volunteer reading achievement programs for struggling readers in grade two across the Province.

MOTION: To donate \$1,500 to Elementary Literacy Inc. to assist with their reading achievement programs in Florenceville-Bristol. Moved by Deputy Mayor Nancy Whyte-McCauley, seconded by David Trafford.

CARRIED. #179-2019

c. Carleton County Spring Show & Sale

Council reviewed a request from the Carleton County Spring Show & Sale to pay for one day plus the professional cleaning of the arena floor, and for the second and third day rental fees to be donated by the Town. Council agreed to this request.

MOTION: To donate the second and third day NCCC rental fees to Carleton County Spring Show & Sale. Moved by Councillor Dan Guest, seconded by Councillor Elizabeth Campbell.

CARRIED. #180-2019

d. Rezoning Request: 4 Welch Street former commercial greenhouse

As a neighbouring property owner to 4 Welch Street, Council reviewed a rezoning request for 4 Welsh St which is the greenhouse that asked to rezone from C2 Neighbourhood Commercial to R1 Single Family Residential. Council have no issues with this rezoning.

COUNCILLOR REPORTS:

Councillor David Trafford:

Nothing to report.

Councillor Dan Guest:

Nothing to report.

Councillor Elizabeth Campbell:

Nothing to report.

Mayor Karl Curtis:

Nothing to report.

Deputy Mayor Nancy Whyte-McCauley:

Small Works will be wrapping up December 21 at the Andrew & Laura McCain Art Gallery.

Councillor Dan McCarthy:

Nothing to report.

Councillor Janice Kinney:
Nothing to report.

NEW BUSINESS:

a. Appointment of Library Committee Members

MOTION: To ratify the appointment of Sam Smith and Jane Burke to the Andrew & Laura McCain Library Committee. Moved by Councillor Elizabeth Campbell, seconded by Deputy Mayor Nancy Whyte-McCauley.

CARRIED. #181-2019

b. Boot Allowance

Council reviewed a recommendation from staff that the boot allowance for Public Works and Maintenance employees be changed to an annual allowance to ensure they are properly outfitted with safe footwear in the workplace.

MOTION: To approve a \$200 per year boot allowance for Public Works and Maintenance staff. Moved by Councillor Dan Guest, seconded by Councillor Janice Kinney.

CARRIED. #182-2019

c. Resolutions to Transfer Funds for Year Ending December 31, 2019

MOTION: After a review of the municipality's estimated financial standing at the fiscal year end of 2019 it is deemed there will be a surplus of funds in the General Operating Fund; THEREFORE BE IT RESOLVED THAT: the municipality of Florenceville-Bristol in accordance with Regulation 97-145 4(3) immediately transfer funds of \$21,800 from the General Operating Fund to the General Capital Reserve Fund. Moved by Deputy Mayor Nancy Whyte-McCauley and seconded by Councillor David Trafford.

CARRIED. #183-2019

Adopted this 17th day of December, 2019 by the Council of the Town of Florenceville-Bristol.

MOTION: After a review of the municipality's estimated financial standing at the fiscal year end of 2019 it is deemed there will be a surplus of funds in the Utility Operating Fund; THEREFORE BE IT RESOLVED THAT: the municipality of Florenceville-Bristol in accordance with Regulation 97-145 4(3) immediately transfer funds of \$16,000 from the Utility Operating Fund to the Utility Capital Reserve Fund. Moved by Councillor Janice Kinney and seconded by Councillor Dan Guest.

CARRIED. #184-2019

Adopted this 17th day of December, 2019 by the Council of the Town of Florenceville-Bristol.

d. General Operating Fund Budget for 2020

MOTION: BE IT RESOLVED THAT the Town of Florenceville-Bristol approves the total sum of \$3,534,464 be the total General Operating Fund budget of the Municipality, that the sum of \$2,883,408 be the Warrant of the Municipality and the Tax Rate of Florenceville-Bristol will be \$1.2899 for the year 2020. Council orders and directs the levying by the Minister of Environment and Local Government of said amount of real property liable to taxation under the Assessment Act within the Municipality of Florenceville-Bristol. Moved by Councillor Janice Kinney, seconded by Councillor Dan Guest.

CARRIED. #185-2019

e. Utility Operating Fund Budget for 2020

MOTION: BE IT RESOLVED THAT the Town of Florenceville-Bristol, pursuant to paragraph 117(4) of the Local Governance Act, approves the total budget of the Utility Operating Fund for 2020 of total revenues of \$320,135 and total expenditures of \$320,135. Moved by Deputy Mayor Nancy Whyte-McCauley, seconded by Councillor Elizabeth Campbell.

CARRIED. #186-2019

f. Fire Services Agreement

MOTION: To ratify the 2020 Fire Agreement with the Local Service Districts in the amount of \$95,103.00. Moved by Deputy Mayor Nancy Whyte McCauley, seconded by Councillor Elizabeth Campbell.

CARRIED. #187-2019

g. User Fee Policy Amendment

Council reviewed the proposed amendments to the Town's User Fee Policy rates for 2020.

MOTION: To approve the amendments to the Town's User Fee Policy #6. Moved by Councillor Janice Kinney, seconded by Councillor Dan Guest.

CARRIED. #188-2019

OLD BUSINESS:

None

ADJOURNMENT:

MOTION: Being no further business the meeting was adjourned at 7:45pm. Moved by Councillor Janice Kinney, seconded by Councillor Elizabeth Campbell.

CARRIED. #189-2019

NEXT MEETING DATE: January 14, 2020

MAYOR

CLERK