

District of Carleton North
Regular Council Meeting
Monday, February 13, 2023 @ 7:00pm
19 Station Road, Florenceville-Bristol

Council: Mayor Andrew Harvey, Deputy Mayor Karen Hargrove, Councillor Laurel Bradstreet, Councillor Michael Stewart, Councillor Chala Watson, Councillor Scott Oakes, Councillor Ray Haines, Councillor Angel Connor

Staff: Sarah Pacey, CAO/Assistant Clerk, Michelle Derrah, Director of Administration/Clerk

REGRETS: None

1. CALL TO ORDER:

Mayor Andrew Harvey called the meeting to order at 7:01pm.

2. APPROVAL OF AGENDA:

MOTION: To approve the February 13, 2023 Town Council Agenda. Moved by Councillor Laurel Bradstreet, seconded by Councillor Michael Stewart.

CARRIED. #020-2023

3. DECLARATION OF CONFLICTS OF INTEREST:

None

4. PRESENTATIONS:

a. Knowlesville Arts and Nature Centre (KANC) – Acadian Forest Restoration Program
KANC Executive Director Tegan Wong-Daugherty and Project Manager Jean Arnold explained that they would like to work together with the Town to create an Acadian Forest nursery, for tree and plants that are native to our area of New Brunswick. They emphasized the importance of providing new habitats for animals and birds, and helping with soil retention and stabilization. They are seeking places within our town to have tree planting activities, accessible to the general public and places for people to learn about the role trees play for the health of our land and our own health. The KANC would work with staff to determine an appropriate location for some planting beds, but their preference would be in behind the gazebo at Riverside Park in Florenceville-Bristol, so they can offer tours to those already enjoying the park. Council will revisit once there can be further consultation with the appropriate Town departments.

5. APPROVAL OF MINUTES:

MOTION: To ratify approval of the January 24, 2023 Town Council Minutes. Moved by Councillor Scott Oakes, seconded by Councillor Angel Connor.

CARRIED. #021-2023

6. BUSINESS ARISING FROM THE MINUTES

None

7. CORRESPONDENCE:

a. New Brunswick Provincial Command of the Royal Canadian Legion

They are putting together the 21st annual Military Service Recognition Book, to recognize and honour New Brunswick veterans for their sacrifice and service, and asked if the District of Carleton North would like to place an ad in the book.

MOTION: To place a black and white business card size ad in the New Brunswick Provincial Command of the Royal Canadian Legion's 21st annual Military Service Recognition Book at a cost of \$200 plus HST. Moved by Councillor Chala Watson, seconded by Councillor Ray Haines.

CARRIED. #022-2023

b. Florenceville Curling Club Plowing Request

The Town of Florenceville-Bristol had previously paid to plow the Curling Club's yard because a large section at the front is a municipal parking lot. DCN Town staff confirmed the only place to push the snow was behind the Curling Club, and the only way to get there would be if the side parking was cleared at the same time. The cost is approximately \$1,035 per winter season.

MOTION: To pay for the cost of snow removal for the Florenceville Curling Club in exchange for the use of their property for snow disposal when clearing the public parking lot leading to the Curling Club. Moved by Councillor Laurel Bradstreet, seconded by Councillor Angel Connor.

CARRIED. #023-2023

8. NEW BUSINESS:

a. Review 2023 Budget

Mayor Harvey explained that the District of Carleton North was created by the provincial government through Municipal Reform. He advised the provincially appointed Transition Facilitator completed and submitted the 2023 budget to the province for their approval, with no input from the District of Carleton North Council.

Deputy Mayor Karen Hargrove spoke about role of Council, and that the Town's Operating Budget is for one yer period. Council met with the Town's Treasurer January 31 to review the 2023 budget that was adopted by the Provincial Government and presented to the District of Carleton North as part of the Municipal Reform process. Council nor the Finance Committee were not able to see the budget that had been submitted to the province until January 31.

The Province dictated which municipal services were shared throughout Carleton North and which services were deemed local.

Local services: all municipal road related services (roads, sidewalks, storm sewers), streetlights, debt, reserves, etc.

Shared services: all General Government services (Council, Administrative Staff, Municipal Offices), recreation and cultural services (arena, pool, library, etc), environmental development (tourism, markets, community development, economic development), bank fees, new debt costs for assets.

General Operating Fund Budget Revenue Totals \$9,537,502:

- \$7,852,330 warrant (total property tax revenue)
- \$1,269,899 other revenue such as revenue for fire service provided outside District of Carleton North, Provincial contribution to former municipal winter and summer Provincial highway maintenance, Recreation revenue, permit fees, rental income (NCCC Canteen,

Train Inn, Community Hall, former Centreville office, Western Valley Multiplex), private donations received, interest earned on investments, job grants, surplus from 2021 audited financials, reserve transfers from former municipalities

- \$415,273 Community Funding / Equalization Grant (Provincial and Federal funds)

General Operating Fund Expenses:

- \$1,297,153 General Government including Council and Administration costs, legal services, branding, website, cost of provincial property assessments, administrative training
- \$1,990,450 Police for RCMP cost
- \$1,111,217 Fire Protection (6 fire departments) including staff, operating expenses, stipends, equipment, insurance, dispatch services, training
- \$34,824 Emergency Operations including EMO plan and \$5,106 for a regional Public Safety service mandated by the Province for the WVRSC to provide
- \$1,185,009 Road Transportation includes municipal roads (department wages, supplies and training, road maintenance services in the 3 former municipalities), power for streetlights, signs, and \$3,201 for a Regional Transportation service mandated by the Province for the WVRSC to provide
- \$935,390 Environmental Health services including garbage and recycling collection and disposal
- \$3,000 Public Health & Wellness, which is for the Bristol Cemetery maintenance
- \$1,039,068 Environmental Development, which includes grounds and Town trail maintenance, local Tourism initiatives and events, \$82,600 that Florenceville-Bristol committed for medical clinic rent to attract physicians, plus the following services mandated by the Province for the WVRSC to provide:
 - \$236,742 for local Land Use Planning
 - \$2,401 for a regional Community Development service
 - \$34,172 for a regional Economic Development service
 - \$22,245 for regional Tourism services
- \$1,569,925 Recreation & Culture costs including department wages, pool expenses (3 pools), program expenses, operational costs at NCCC, NCRC and Multiplex, Recreation grants to local organizations, gallery and library building expenses, and \$2,355 for a regional Recreation and Culture service mandated by the province for the WVRSC to provide
- \$371,466 Fiscal Services, which include debt costs for 6 fire departments and year-end deficits

The municipal property tax rates for 2023 have increased. These rate increases were decided by the provincial Transition Facilitator. The provincial Transition Facilitator divided the new municipality of Carleton North into nine property taxation subunits and established the 2023 property tax rates in each of the subunits listed below.

Aberdeen / Kent:	\$0.8535	\$0.0935 increase
Bath	\$1.4597	\$0.0302 increase
Centreville	\$1.4941	\$0.0645 increase
Florenceville-Bristol	\$1.2903	\$0.0004 increase
Glassville	\$0.9432	\$0.0941 increase
Lakeville	\$0.7549	\$0.0704 increase
Peel/Simonds/Wicklow	\$0.6119	\$0.0819 increase
Upper Kent	\$1.0723	\$0.0828 increase
Wilmot	\$0.6855	\$0.0861 increase

In addition to these rates, the province will also charge property owners 41.15¢ for the transportation services they are providing in the former Local Service Districts, which has previously been broken out on property tax bills.

With the tax rate increases and the assessment gain, it generates an extra \$1,117,187 which was needed to cover increased costs in:

- RCMP of \$85,809
- Garbage collection of \$34,025
- Garbage disposal of \$23,360
- WVRSC costs of \$214,968
- Mayor and Council \$149,250
- Medical Clinic Rent of \$82,600
- NCRC of \$40,000
- New positions of \$337,175
- Insurance costs of \$150,000

The cost for water and sewer in the former three municipalities is under a separate budget. The total for this budget is \$658,662, which is all paid by user fees.

Councillor Scott Oakes emphasized the mandated services that were required by the province.

Mayor Harvey wanted to ensure the public understood the budget that was just presented, and therefore opened the meeting for questions from the gallery.

Mayor Harvey spoke about the key Transition Facilitator decisions that they inherited:

- Advisory Committee Creation and Engagement
- Local Government Boundaries
- Council Composition
- Council Compensation
- Name and Type of Local Government
- Appointment of CAO
- Organizational Structure (along with Provincially Appointed HR Consultant and CAO)
- Selection of Clerk and Treasurer
- 5 Provincial By-law Templates (Procedural, Code of Conduct, Remuneration of Council, Existing By-Laws, Corporate Seal)
- 2023 Budget (including property tax rates) following the Province's recommendations for Local versus Shared Services
- Sub-units included in budget
- Decision to use the WVRSC for Land Use Planning
- Main Office Location

b. Meeting Owl 3

Administration Committee Chair Angel Connor discussed a quote for a Meeting Owl 3 camera system with an expansion mic, which would have the capability to show and hear all Council members through online meetings, thereby allowing Council meetings to be available online.

MOTION: To purchase the Meeting Owl 3 plus expansion mic at a cost of \$1,565 plus HST from the Town's IT provider, BrunNet. Moved by Councillor Angel Connor, seconded by Deputy Mayor Karen Hargrove.

CARRIED. #024-2023

9. COUNCIL COMMITTEE REPORTS:

- a. Recreation & Tourism Committee: Councillor Chala Watson, Chair
Have not met yet, but are planning their first meeting in the next couple of weeks.
- b. Public Safety Committee: Councillor Laurel Bradstreet, Chair
Met with five of the six Fire Chiefs so far, and is hoping to have a committee meeting soon.
- c. Policing Model Committee (Ad Hoc): Councillor Scott Oakes, Chair
Met with three representatives from the RCMP and expressed concerns. The committee felt some concerns were addressed, but still needs more work.
- d. Provincial Service Committee: Councillor Scott Oakes, Chair
Have not been able to meet yet, but hope to meet by the end of February.
- e. Operations Committee: Councillor Michael Stewart, Chair
Have not had time to have a meeting but have a list of roads for the district that Council will be submitting to the province.
- f. Administration Committee: Councillor Angel Connor, Chair
Met February 7 and discussed the Town Logo Policy, Cemetery Policy and Communications. Had more on the agenda, but ran out of time, so will carry forward to the next meeting.
- g. Economic Development Committee: Councillor Ray Haines, Chair
Due to work schedules, the committee has not met, but hope to meet by March 1. A top priority will be usage of existing buildings. They toured Town properties, including the trains, train station and welcome centre, and plan to review previous RFPs submitted for the Riverside Park vacant buildings. The Chair would like the Committee to find an option for the former Bath Save Easy building.
- h. Finance Committee: Deputy Mayor Karen Hargrove, Chair
Met February 7 and reviewed budget and biggest priority was to get budget into residents' hands. The Committee also reviewed the Curling Club's plowing request and the Legion ad request.

10. COUNCIL STATEMENTS / INQUIRIES:

Councillor Laurel Bradstreet:

Met with 5 of 6 Fire Chiefs. Received a concern about speeding in School Zones and wanted to see speed flashing lights could be added to existing signage.

Deputy Mayor Karen Hargrove:

Did more online orientation training, local training, committee meetings, attended the U13 Carleton Minor Hockey game where they won banner.

Councillor Michael Stewart:

Has continued a lot of orientation meetings, helped with a Fire Department billing issue, received 4 unsightly premises complaints that he wants reviewed, identified curbing and manholes that need to be repaired

Councillor Chala Watson:

The CNHS Mathew Tweedie Memorial Hockey Game was a huge success with all funds raised going to his family. The Town helped out with ice rental, so was happy to be able to give that extra to his family. Attended the UMNBS workshops in Fredericton for Council and got to meet other municipal leaders.

Councillor Scott Oakes:

Very busy last three weeks with two provincial seminars, WVRSC meeting, Bath Knights of Columbus Card Party, Upper Kent Rec Centre meetings and chili night, met with former LSD Advisory Committee, Curl for Cancer Bonspiel, attended UMNB orientation and met Minister of Transportation and Infrastructure Jeff Carr, Minister of Public Safety Kris Austin and Deputy Minister of Local Government and Local Governance Reform Ryan Donaghy.

Councillor Ray Haines:

Attended Council orientation sessions, toured NCRC and medical clinic – both very impressive, passed along some Unsightly premises complaints in Oakland, was pleased to see that Poutine week was very well received, gave a shout out to the snowmobile clubs for their work on the trails that he was able to enjoy over the weekend, and is looking forward to the Snowblast events planned throughout the district this weekend.

Councillor Angel Connor:

Attended UMNB orientation and collaboration with other municipal officials, toured the NCRC, medical clinic, and vacant tourism buildings, Administration Committee meeting, 2 online Orientation training sessions, gave a shout out to the Aberdeen Snowmobile Club for the great turn out of 90 people at their event, Juniper Community Centre's Valentine supper served 60 people. She is hearing that roads are number one concern in Ward 5.

Mayor Andrew Harvey:

Visited 3 restaurants for Poutine week and think went really well. Toured municipal assets including the NCRC, medical clinic and tourism assets. All were very impressive including Shamrock Suites' Train Inn. Attended WVRSC Board meeting, Upper Kent Rec Centre and Valentine suppers, working on Economic Development files with CAO and Clerk, meeting with people that ran or served previously to share ideas and knowledge, met with three LSD Advisory Committee representatives to understand the 2023 budget process from their perspective.

11. ADJOURNMENT:

MOTION: Being no further business the meeting adjourned to a closed session at 8:33pm. Moved by Councillor Chala Watson, seconded by Councillor Laurel Bradstreet.

CARRIED. #025-2023

Regular Council Meetings are held the 2nd and 4th Tuesday of each month. The next meeting will be Tuesday, February 28, 2023.

MAYOR

CLERK

CLOSED MEETING:

Section 68 (1) (d) of the Local Governance Act: The proposed or pending acquisition or disposition of land.

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