

District of Carleton North
Regular Council Meeting
Tuesday, March 28, 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 7:00pm.

2. APPROVAL OF AGENDA:

Councillor Chala Watson asked to add an item to the agenda following their Tourism & Recreation Committee meeting.

MOTION: To add Carleton North Sports & Recreation Wall of Fame to New Business, and approve the balance of the March 28, 2023 Town Council Agenda as presented. Moved by Councillor Chala Watson, seconded by Councillor Angel Connor.

CARRIED. #043-2023

3. DECLARATION OF CONFLICTS OF INTEREST:

None

4. PRESENTATIONS:

None

5. APPROVAL OF MINUTES:

MOTION: To ratify approval of the March 14, 2023 Town Council Minutes. Moved by Councillor Scott Oakes, seconded by Councillor Michael Stewart.

CARRIED. #044-2023

6. BUSINESS ARISING FROM THE MINUTES

a. Knowlesville Arts and Nature Centre (KANC), Acadian Forest Restoration Program Follow-up
Mayor Harvey read a letter from KANC Managing Director Tegan Wong-Daugherty as a follow up to their presentation to Council on February 13 requesting use of a Town property for 2 to 4 community tree nursery raised beds at or close to Riverside Park in Florenceville-Bristol. KANC have approached Carleton North High School principal Jason Smith to have a woodworking class build the wood frames for the beds. KANC needs to confirm the number of 3'x12' beds and the exact location. They would like to organize a community planting event in late April or early May, and would like to have a staff person assigned to liaise with creating an initial plan. Councillor Chala Watson explained the Tourism & Recreation Committee discussed the Riverside Park option, but

since they want to save that space for a Tourism use, they felt the Shiktehawk Trail entrance would be a more suitable location, and would be a point of interest for those enjoying the trail.

MOTION: To grant permission for the Knowlesville Arts and Nature Centre to create up to four 3'x12' planting beds at the entrance of the Shiktehawk Trail in Florenceville-Bristol, with the exact location to be coordinated with the Director of Tourism and Recreation. Moved by Councillor Chala Watson, seconded by Councillor Angel Connor.

CARRIED. #045-2023

7. CORRESPONDENCE:

a. National Dental Hygienist Week

President of New Brunswick Dental Hygiene Association asked to light a municipal building up in purple the week of April 4 to 10 in recognition of National Dental Hygienists Week to highlight the importance of maintaining good oral health practices while helping Canadians to understand the vital role dental hygienists play in the healthcare system.

MOTION: To light up the Andrew & Laura McCain Library, Riverside Park, Bath Town Office, and Western Valley Multiplex in purple the week of April 4-10 in recognition of National Dental Hygienists Week. Moved by Councillor Scott Oakes, seconded by Councillor Chala Watson.

CARRIED. #046-2023

8. POLICIES & BY-LAWS

a. Proposed Procurement Policy No. F-01

To ensure the District of Carleton North receives the best value for goods, services and construction, the Finance Committee recommended a Procurement Policy for Council to consider. It included staff limits for budgeted and for unbudgeted purchases, along with regulations provided in the Provincial Procurement Act.

MOTION: To adopt the District of Carleton North Procurement Policy F-01 as presented. Moved by Councillor Ray Haines, seconded by Councillor Laurel Bradstreet.

CARRIED. #047-2023

9. NEW BUSINESS:

a. Request for Use of the Western Valley Multiplex Grounds

McCain Foods requested use of the field behind the Western Valley Multiplex for their annual Family Day event in June. They would not be using any of the Multiplex's building, as they would be bringing their own tents, porta-potties, BBQs and fryers. The event would be free to the public. There are no rates set for the use of this space yet. Council felt it was a great event for the public and felt any repairs for damages to the grounds would be covered in the user/rental agreement.

MOTION: To provide the use of the field behind the Western Valley Multiplex at no charge for the McCain Family Day event in June 2023, subject to proof of insurance for the event. Moved by Councillor Chala Watson, seconded by Deputy Mayor Karen Hargrove.

CARRIED. #048-2023

b. General Capital Reserve Fund Transfer

The Director of Finance was able to meet the obligations without requiring a transfer from the General Capital Reserve Fund. Therefore, no motion was needed.

c. Carleton North Sports & Recreation Wall of Fame

As Chair of the Recreation & Tourism Committee, Councillor Chala Watson explained the Committee's vision to have a Wall of Fame located at the Northern Carleton Civic Centre's addition that would recognize outstanding achievement and contributions to sports & recreation. The Committee also needs a new Ad Hoc Committee be formed to develop a policy to guide the process.

MOTION: To create a Carleton North Sports & Recreation Wall of Fame to recognize outstanding achievement and contributions to sports & recreation in the Carleton North area. Moved by Councillor Chala Watson, seconded by Councillor Scott Oakes.

CARRIED. #049-2023

MOTION: To form a volunteer Ad Hoc Committee to recommend a policy to the Tourism & Recreation Committee to guide the process for the Carleton North Sports & Recreation Wall of Fame consisting of Mayor Andrew Harvey as Chair, along with Ron Arbeau, Andrew Cogle, Sheila Canam, Tom Tompkins, David Harvey, Grant Robinson, Cliff Smith, Vernon Thomas and Gerald Sullivan as committee members. Moved by Councillor Chala Watson, seconded by Deputy Mayor Karen Hargrove.

CARRIED. #050-2023

10. COUNCIL COMMITTEE REPORTS:

a. Recreation & Tourism Committee: Councillor Chala Watson, Chair

Met March 24 and covered a lot of topics – job postings, Western Valley Games, Buttermilk Creek Festival, Wall of Fame, Balloon Fest.

b. Public Safety Committee: Councillor Laurel Bradstreet, Chair

Met March 22 and reviewed upcoming expenditures – air packs, Glassville Fire Truck. Reviewed training methods from other departments and will be rolling out to all departments to ensure the same level of training throughout DCN's 6 fire departments.

c. Policing Model Committee (Ad Hoc): Councillor Scott Oakes, Chair

Committee met March 16, and will be meeting again April 4. Expect to have a recommendation for the Public Safety Committee soon.

d. Provincial Service Committee: Councillor Scott Oakes, Chair

Met March 27 to discuss priorities for DCN.

e. Operations Committee: Councillor Michael Stewart, Chair

Nothing to report.

f. Administration Committee: Councillor Angel Connor, Chair

Planning to meet March 30.

g. Economic Development Committee: Councillor Ray Haines, Chair

Nothing to report.

h. Finance Committee: Deputy Mayor Karen Hargrove, Chair

Have not met since last meeting.

11. COUNCIL STATEMENTS / INQUIRIES:

Councillor Laurel Bradstreet:

Attended a meeting at River View Manor. Did fitting for Fire Service for air packs. Congratulated U15 and U13 teams, who made it to provincials.

Deputy Mayor Karen Hargrove:

Congratulated the AAA U13 hockey team, who won provincials and are heading to Newfoundland.

Councillor Michael Stewart:

Reviewed boundaries for fire service.

Councillor Chala Watson:

Attended Tourism and Recreation Committee meeting, as well as a Provincial Services Committee meeting.

Councillor Scott Oakes:

Received concerns regarding roads and tax rates. Attended the Bath Fire Department's breakfast. Attended a local sugarbush breakfast. Talked to Minister Johnson about some files. Discussed trimming services with the province. Had a Policing Committee update with the CAO to discuss Public Safety future needs. Met with some land owners regarding river access in Bath. Attended a River View Manor meeting regarding a possible expansion.

Councillor Ray Haines:

Attended a Tourism & Recreation Committee meeting and will be helping out with some feedback on contracts and pricing. Upcoming CV Arts event Night of Blues will take place April 21 at the CNHS theatre. Second Wind are hosting Hello Darlins on April 26.

Councillor Angel Connor:

Attended a Tourism & Recreation Committee meeting. Met with Juniper Community Centre regarding the new DCN Operational Grant. Enjoyed breakfast at Kenneth Maple Farms.

Mayor Andrew Harvey:

Attended an RSC board meeting with RCMP. Attended the CNHS Girls hockey play-off game. Attended a Policing Committee meeting. Enjoyed supper and music at the Upper Kent Rec Centre with Zak Peters. Presented a certificate to Ruth Cox in recognition of her 90th birthday. Visited the Bath Fire Department breakfast, which was very well attended. Met with the Centreville Chamber of Commerce. Met with NB Power regarding tree trimming. Met with the Beechwood Community Park group on summer plans. Met with Councillor Scott Oaks and the CAO to review Police Report. Met with Public Safety Committee and 6 fire departments. Met with landowners regarding a Bath river access road. Had meetings with two renewable energy proponents. Attended the Upper Kent Rec Centre for supper and cards. Met with Centreville Child Care. Attended a Provincial Services Committee meeting. Met with River View Manor regarding a possible expansion. Attended a WVRSC regional tourism strategy meeting. Met with Councillor Oaks, the CAO and area municipal representatives about policing. Met with Fredericton Ignite's Sarah Hollohan regarding Economic Development with the WVRSC. Carleton County Spring Show and Sale is coming up April 10, 11, and 12 at the NCCC. Recognized all the local sports teams for their accomplishments this season. Wished everyone a Happy Easter.

12. ADJOURNMENT:

MOTION: Being no further business the meeting adjourned to a Closed session at 7:54pm. Moved by Councillor Chala Watson, seconded by Councillor Angel Connor.

CARRIED. #051-2023

Regular Council Meetings are held the 2nd and 4th Tuesday of each month. The next meeting will be Tuesday, April 11, 2023.

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.

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

MAYOR

CLERK