

District of Carleton North
Regular Council Meeting
Tuesday December 10 2024 @ 7:00PM
19 Station Road, Florenceville-Bristol, NB

Council: Mayor Andrew Harvey, Deputy Mayor Karen Hargrove, Councillor Chala Watson, Councillor Michael Stewart, Councillor Angel Connor, Councillor Scott Oakes, Councillor Laurel Bradstreet, Councillor Ryan Dickinson, Student Councillor Sarah Harvey, Student Councillor Barrett Stone

Staff: Amy McIntosh, CAO/Clerk, Rayma Rediker, Assistant Clerk

REGRETS:

1. CALL TO ORDER:

Mayor Andrew Harvey called the meeting to order at 7:00PM

2. APPROVAL OF AGENDA:

Deputy Mayor Hargrove requested to move 9.1 Swearing in Student Councillors to 6.1 under Presentations.

MOTION: to approve the December 10, 2024 Town Council Agenda as amended by moving the swearing in of the Student Councillors to 6.1 under Presentations.
Moved by Councillor Watson, seconded by Deputy Mayor Hargrove

CARRIED. #113-2024

3. DECLARATION OF CONFLICTS OF INTEREST:

None

4. APPROVAL OF MINUTES:

MOTION: To ratify approval of the November 26, 2024, Town Council Minutes.
Moved by Councillor Connor, seconded by Councillor Stewart

CARRIED. #114-2024

5. BUSINESS ARISING FROM THE MINUTES:

1. Councillor Dickinson noted that he spoke to the resident that made the noise complaint mentioned in his statements at last council meeting and discussed the issue with the Public Safety Manager. Town staff have contacted both parties and will follow up as required.
2. Letter has been sent to Horizon Health Networks in regard to the closure of the Labour and Delivery Department
3. Sanitary Sewer Billing Distribution:

Due to the interruption in mail delivery, billing statements for Centreville have not been mailed out as planned. To ensure residents can access their statements in a timely manner, paper copies will be available for pick up from the Centreville office located at the Western Valley Multi-Plex, 698 Central Street on December 12, 2024. Payments can be made at any town office or via e-transfer.

6. PRESENTATIONS:

4. Swearing in Student Councillors

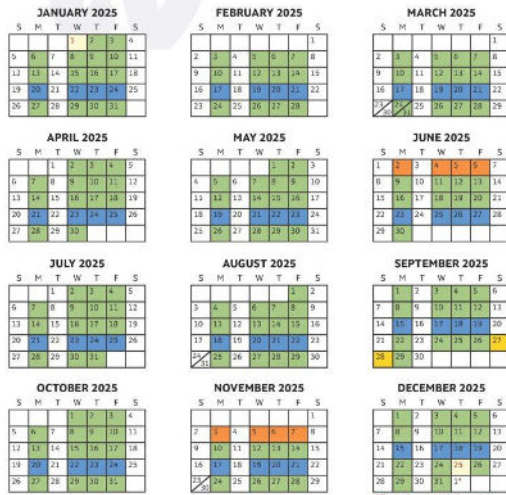
The Clerk, Amy McIntosh affirmed the Student Councillors reading and singing of the Oath of Office as per the DCN Student Councillor Program Policy. Council welcomed Sarah Harvey and Barrett Stone as the Student Councillors.

7. CORRESPONDENCE:

1. Western Valley Regional Service Commission: 2025 Waste Management Schedule

The Western Valley Regional Service Commission(WVRSC) released the Garbage & Recycling schedule for 2025. The District was informed that due to the current interruption to Canada Post deliveries the schedules will not be mailed out to residents this year. WVRSC will make printed copies available at municipal offices, and public spaces. Digital copies are available to download from carletonnorth.com and will be available from rsc12.ca as well.

DISTRICT OF CARLETON NORTH Garbage & Recycling Collection 2025



For all forms of collection, the presentation time is 3AM on the collection day. Waste Collector Quota: 35 Bells | 506-328-6129

- Green: Garbage, Orange: Garbage & Special, Yellow: No Collection, Blue: Recycling, Yellow: Hazardous Waste



Western New Brunswick Service Commission | 3143 Main St. Unit 2, Centreville NB E7K 3E8 | 506-276-3610 x201 | www.westnb.ca | WNBSC - Waste Management Division

DISTRICT OF CARLETON NORTH Garbage & Recycling Collection 2025

Table listing street names and collection days for various areas: MONDAY, WEDNESDAY, THURSDAY, FRIDAY. Includes areas like BATH, KENT, CENTREVILLE, ANDOVER LSD, and various residential streets.

8. POLICIES & BY-LAWS:

5. Procedural Bylaw: Council Meeting Schedule

The District of Carleton North Council Procedural Bylaw states that Council meetings occur on the 2nd and 4th Tuesday of each month. As the next meeting falls on December 24th, Christmas Eve, a time dedicated to family and community celebrations it is recommended to cancel this meeting.

MOTION: to cancel the District of Carleton North Council meeting on December 24, 2024, with Council reconvening on January 14, 2025. Moved by Councillor Connor, seconded by Councillor Bradstreet.

CARRIED. #115-2024

9. NEW BUSINESS:

1. Motion to approve the 2023 Audit for District of Carleton North

The 2023 Audited Financial Statements have been completed by Matthew Derrah of Nicholson & Beaumont showing a Utility Fund surplus of \$126,330 and General Operating fund deficit of \$42,525.

MOTION: to adopt the 2023 District of Carleton North Audited Financial Statements as presented by Matthew Derrah of Nicholson & Beaumont. Moved by Councillor Oakes, seconded by Councillor Watson.

CARRIED. #116-2024

2. Motion to approve 2025 General Operating Budget

District of Carleton North has resolved that the sum of \$10,424,5285 be the total operating budget of the local government, that the sum of \$9,250,590 be the Warrant of the local government for the ensuing year.

MOTION: to approve the District of Carleton North 2025 Operating Budget and authorizes it submission to the Province of New Brunswick and staff will proceed with submitting the budget to meet provincial requirements. Moved by Councillor Watson, seconded by Councillor Connor.

CARRIED. #117-2024

3. Motion to approve 2025 Utility Operating Budget

To comply with provincial requirements and ensure proper financial planning, it is necessary to approve the finalized 2025 Utility Budget of \$875,947 and total expenditures of \$875,947 for the District of Carleton North for submission to the Province of New Brunswick.

MOTION: to approve the District of Carleton North finalized 2025 Utility Operating Budget and Utility Budget as presented and authorizes its submission to the Province of New Brunswick. Moved by Councillor Dickinson and seconded by Councillor Stewart.

CARRIED. #118-2024

4. 2025 Provincial Road Priority List

To ensure alignment with infrastructure needs and community priorities, it is necessary to approve the 2025 5-year Provincial Road Priority of the District of Carleton North as presented prior to the meeting by the Director of Operations.

MOTION: to approve the 2025 5-year Provincial Road Priority List for the District of Carleton North and staff will proceed with submitting the list of recommendations to the appropriate provincial authorities for consideration. Moved by Councillor Bradstreet, seconded by Councillor Dickinson.

CARRIED. #119-2024

5. Resolution to Transfer funds from the Utility Operating Fund to the Utility Capital Reserve Fund

The District of Carleton North has identified the need to transfer funds from the Utility Operating Fund to the Utility Capital Reserve Fund. The transfer is essential for maintaining the continuity of operations and adhering to budgetary requirements.

MOTION to approve the transfer of \$300,000 from the Utility Operating Fund to the Utility Capital Reserve Fund. Moved by Councillor Stewart, seconded by Councillor Watson.

CARRIED. #120-2024

6. Motion to approve Insurance RFT

District of Carleton North put out a Request for Tender (RFT) for the Municipal Insurance on October 23, 2024. The tender resulted in submissions from three qualified contractors. Council and staff evaluated all of the submissions, and the recommended tender has been identified as the most comprehensive and cost-effective option for the municipality's needs.

MOTION to accept the tender for municipal insurance as presented and approve entering into an agreement with Canoe Insurance of Canada for the provision of municipal insurance for the District of Carleton North. Moved by Deputy Mayor Hargrove, seconded by Councillor Oakes.

CARRIED. #121-2024

10. COUNCIL STATEMENTS / INQUIRIES

Student Councillor Sarah Harvey:

Student Councillor Harvey volunteered with the 4H club serving dinner at the DCN staff Christmas party. Student Councillor Harvey noted that Carleton North High School has been holding a Pajama Drive for the Emma's PJs Annual Pajama Drive with a pajama day every Friday where students may donate \$5 in lieu of wearing pajamas. Carleton North High School is also participating in a toy drive where students and residents may donate toys at the school to be donated to Christmas for Kids. Also noted that Carleton North High School Hockey teams and Basketball team has games this week.

<https://www.emmaspjs.com>

Student Councillor Barrett Stone:

Student Councillor Stone is a senior at Carleton North High School and has been taking part in fundraising for graduation by volunteering at McCain Christmas parties. Student Councillor Stone is a minor official for Carleton North Basketball and has been getting ready for the Potato Barrell Classic which is happening December 30 – January 4. Student Councillor Stone attended the Centreville Chamber of Commerce Santa Claus Parade with his employer.

Councillor Michael Stewart:

Councillor Stewart attended and volunteered with the Centreville Chamber of Commerce Santa Claus Parade which had 47 floats this year. Councillor Stewart volunteered at the Centreville Community School Christmas dinner serving 220 children.

Councillor Scott Oakes:

Councillor Oakes attended the Centreville Chamber of Commerce Santa Claus Parade, budget meetings, DCN staff Christmas party, Bath Step AHEAD board meetings including meeting with contractors and several insurance meetings.

Councillor Oakes reminded residents the Bath Lions Club is accepting names for the Christmas Food Baskets. Reach out to any Lions member to donate or to register.

Councillor Angel Connor:

Councillor Connor attended DCN staff Christmas party, Juniper Fire Department Christmas party, budget meeting, Lights of Love Tree Lighting in Juniper with Santa. Councillor Connor would like wish everyone a happy Christmas and New Year.

Councillor Ryan Dickinson

Councillor Dickinson attended a Recruitment and Retention Committee meeting, Santa Clause Parade, Insurance Meeting, Budget Meeting, and communicated with constituents regarding some concerns with waste management and road conditions. Road condition issues were reported to the Director of Operations and have been addressed. The concerns regarding garbage were reviewed and forwarded to staff for further investigation and action.

Garbage or Recycling complaints please contact:

Garbage complaints/inquiries: Fero Waste & Recycling 1-800-668-3376

Recycling complaints/inquiries: Circular Materials 1-877-667-2626

Winter Maintenance inquiries:

Director of Operations: 506-392-6763 ext.216 inquiries@carletonnorth.com

Councillor Laurel Bradstreet:

Councillor Bradstreet attended the Andrew & Laura McCain Art Gallery Board meeting, the Centreville Chamber of Commerce Santa Claus Parade with the Kin Club of Florenceville, budget meetings and DCN staff Christmas party.

Councillor Bradstreet would like to remind residents of the ongoing Christmas Miracle where donations are still being accepted to the Kin Club of Florenceville.

Florenceville Kin Club

kinclubofflorenceville@gmail.com

381 Route 110 East Centreville, NB E7K 3B1

Bradstreet acknowledged upcoming and ongoing:

Small Works at the Andrew & Laura McCain Art Gallery on until December 21st during regular gallery hours.

The Inaugural Firefighters Appreciation Night honouring Mike Walton is taking place December 20th at the Day & Ross Community Centre 6:30PM: Game Night! Hartland Huskies vs. Southern Victoria Vikings hosted by Hartland Huskies and Metal Fab Trucks.

Councillor Chala Watson

Councillor Watson attended the Centreville Chamber of Commerce Santa Claus Parade on a float with Santa Claus and congratulated the Centreville Chamber of Commerce on the success of the parade. Councillor Watson attended the DCN staff Christmas party and acknowledged all Town staff on all the great work they do all year long. Councillor, budget meetings, insurance meetings. Councillor Watson welcomes this years Student Councillors to the DCN Council and wished everyone a Merry Christmas and Happy New Year.

Deputy Mayor Karen Hargrove Deputy Mayor Hargrove attended the Centreville Chamber of Commerce Santa Claus Parade with the River Valley 4-H Club, DCN staff Christmas party, budget meeting and insurance meetings.

Mayor Andrew Harvey:

Mayor Harvey gave an update on NB Trails. The Mayor attended a lunch with the CAO and the outgoing CAO of Hartland, Rob Webber. The Mayor attended meetings about the budget and insurance, the Tree Lighting in Florenceville-Bristol and Bath, the Centreville Chamber of Commerce Santa Claus Parade and met with Canadian Federation of Independent Busnisses and Scotia Bank with Economic & Community Development Manager. The Mayor attended the Centreville Fire Department Christmas party, met with the Minister of Transportation to discuss topics important to DCN, DCN staff Christmas party. The Mayor attended the Centreville Community School dinner, 60th Birthday for his partner, Lakeville Fire Department Christmas party, meeting with the Western Valley

Regional Service Commission regarding the development of the Zoning Bylaw and Rural Plan. The Mayor acknowledged the symposium on Community Development hosted by the Western Valley Regional Service Commission that happened today, December 10th.

Upcoming:

Christmas Dinner for the Bath Community School and Bristol Elementary School.

The Florenceville Elementary School will be holding a Christmas reading event as well.

The Upper Kent Rec Centre is having Santa and Bingo on Saturday December 14th

Tree Lighting in Glassville on Saturday December 14th.

Sunday December 15th is the DCN Recreation Santa Skate at the Northern Carleton Civic Center.

The Polar Express event at Shogomoc Train Station conclude on December 15th and is sold out.

The Mayor thanked the staff that organized these our events.

The Town offices will be closed December 23-27th. The R. G. “Bun” Veysey Active Living Centre will be closed on December 24th at noon and closed on 25, 26 and January 1st.

12. ADJOURNMENT:

MOTION: Being no further business, the meeting adjourned at 7:55 PM. Moved by Councillor Bradstreet, seconded by Councillor Watson.

CARRIED. #122-2024

MAYOR

CLERK