

District of Carleton North
Regular Council Meeting
Tuesday December 9, 2025 @ 7:00PM
19 Station Road, Florenceville-Bristol, NB

Council: Mayor Andrew Harvey, Deputy Mayor Karen Hargrove, Councillor Laurel Bradstreet, Councillor Ryan Dickinson, Councillor Angel Connor, Councillor Scott Oakes, Councillor Michael Stewart, Student Councillor Orrin Stockford

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

REGRETS: Councillor Chala Watson, Student Councillor Sarah Harvey

STATEMENT FROM THE MAYOR:

1. CALL TO ORDER:

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

2. APPROVAL OF AGENDA:

MOTION: to approve the December 9, 2025 Town Council Agenda as presented moved by Councillor Bradstreet, seconded by Councillor Connor.

CARRIED. #111-2025

3. DECLARATION OF CONFLICTS OF INTEREST:

None

4. APPROVAL OF MINUTES:

MOTION: To ratify approval of November 25, 2025, Town Council Minutes. Moved by Councillor Oakes, seconded by Councillor Stewart.

CARRIED. #112-2025

5. BUSINESS ARISING FROM THE MINUTES:

1. Vegetation Management: Council is waiting for response from NB Power regarding clean up of vegetation management conducted by contractors.

6. PRESENTATIONS:

1. Municipal Plan & Zoning By-Law: Conor Tripp, Planning Director, Western NB Service Commission

Due to Local Governance Reform, the five separate regulations that govern land use for the former municipalities – and a small portion of the unincorporated areas-are now inconsistent with the new District Boundary.

As a result, a proposed District of Carleton North Municipal Plan and a proposed District of Carleton North Zoning By-law have been prepared.

Draft copies of both documents have been made available to the public on the Western NB Service Commission website as well as the District of Carleton North website. Conor Tripp, Planning Director with the Western NB Service Commission presented a public hearing and addressed questions raised by attendees and Council.

*Further inquiries should be directed to Conor Tripp, Planning Director with the Western New Brunswick Service Commission in writing at conor.tripp@westnb.ca or delivered to:
Western New Brunswick Service Commission
3143 Main Street, Unit 2
Centreville, New Brunswick E7K 3E8*

Council will consider the comments when considering the adoption of the proposed Municipal Plan and proposed Zoning By-Law. These documents are viewable on the Western New Brunswick Service Commission website (<https://westnb.ca/en/planning-building-inspection/towns-villages/>) and the District of Carleton North Website (<https://carletonnorth.com/town-hall/by-laws/>)

7. CORRESPONDENCE:

None

8. POLICIES & BY-LAWS:

None

9. NEW BUSINESS:

1. 2026 Budget Approval: General Operating Budget

District of Carleton North has resolved that the sum of \$10,565,402 be the total operating budget of the local government, that the sum of \$9,442,553 be the Warrant of the local government for the ensuing year.

MOTION: to approve the finalized District of Carleton North 2026 Operating Budget as presented and authorize its submission to the Province of New Brunswick. Moved by Councillor Oakes, seconded by Deputy Mayor Hargrove.

CARRIED. #113-2025

It is noted that the 2026 Operating Budget includes no increase to municipal tax rates.

2. 2026 Budget Approval: Utility Budget

To comply with provincial requirements and ensure proper financial planning, it is necessary to approve the finalized 2026 Water & Wastewater Utility Budget of \$781,300 and total expenditures of \$781,300 for the District of Carleton North for submission to the Province of New Brunswick.

MOTION: to approve the District of Carleton North finalized 2026 Water & Wastewater Utility Budget as presented and authorize its submission to the Province of New Brunswick. Moved by Councillor Connor, seconded by Councillor Bradstreet.

CARRIED. #114-2025

3. Approval of 2024 Audit

The 2024 Audited Financial Statements have been completed by Matthew Derrah of Nicholson & Beaumont showing a Utility Fund deficit of \$226,682 and General Operating fund deficit of \$17,536.

MOTION: To adopt the 2024 District of Carleton North Audited Financial Statements as presented by Matthew Derra of Nicholson & Beaumont. Moved by Councillor Stewart, seconded by Councillor Connor.

CARRIED. #115-2025

4. Approval of 2026 – 2029 Capital Renewal Plan

The Capital Renewal Plan (CRP) is a newly announced provincial funding program introduced to support municipalities in maintaining and improving existing municipal infrastructure. Adoption of the Capital Renewal Plan is required in order for the municipality to participate in and seek funding through this program for eligible renewal projects scheduled for 2026–2029.

MOTION: to adopt the District of Carleton North 2026-2029 Capital Renewal Plan for the capital renewal funding allocation. Moved by Councillor Dickinson, seconded by Councillor Stewart.

CARRIED. #116-2025

10. COUNCIL STATEMENTS / INQUIRIES

Student Councillor Orrin Stockford

- Activities/Events:
 - Carleton North Cheer Team is doing a gift wrapping fundraiser on December 10th. Message anna.galipeau@nbed.nb.ca or call 506-425-3135 with inquiries.
 - Carleton North High School is holding a Food drive until December 18th. Items requested are non-perishable food items, feminine products and hygiene products.
 - Carleton North High School held a Formal Wear donation drive.
 - Carleton North High School student Katie Somerville, along with volunteers and a group of graduates are making Christmas Sweet Trays for \$50 as a fundraiser for the 2026 Grad events. To order call 506-323-7788 or email katiesomerville9@outlook.com. Only 300 trays are available and cut off to order is December 15, 2025.

Councillor Scott Oakes:

- Attended the 2025 Santa Claus Parade with the District of Carleton North float.
- Attended the Bath Tree Lighting and helped with serving the hot chocolate to attendees.
- Councillor Oakes would like to remind residents that many organizations are looking for donations this time as year, and year round.

Councillor Angel Connor:

- Attended and help organize Lots of Love and Tree Lighting in Juniper with the Juniper Rec Association.
- The Juniper Rec Association Chase the Ace is at the biggest jackpot to date at \$20, 000. Tickets on sale until noon Thursdays at Britt's Convenience, The Village Pour House or send e-transfer to junipercoop@outlook.com.

Councillor Michael Stewart:

- Attended the Centreville Tree Lighting

- Attended the Centreville Fire Department Christmas Party
- Helped out at the Centreville Community School Christmas Dinner

Councillor Ryan Dickinson:

- Attended a Welcome and Retention Committee meeting
- Attended the Florenceville-Bristol Tree Lighting
- Attended the 2025 Santa Claus Parade in Bath
- Extends a Happy Holidays to all, and stay safe

Councillor Laurel Bradstreet:

- Councillor Bradstreet would like to thank the participants in the 2025 Santa Claus Parade and The Central & Northern Carleton Chamber of Commerce and the Bath Fire Department on organizing the 2025 Santa Claus Parade.

Deputy Mayor Karen Hargrove:

- Attended the 2025 Santa Claus Parade on one of the floats. A great parade
- Visited the Carleton County Military Museum with Councillor Watson, Mayor Harvey and Amy McIntosh, CAO. Aaron Bouma has an impressive collection of memorabilia.

Mayor Andrew Harvey:

- Attended the 2025 Santa Claus Parade
- Did an interview with *Everything Carleton County* with Sharon Johnston, Tourism Manager.
- Noted that the Polar Express Experience presented by the Tourism Department is sold out
- Attended the Florenceville-Bristol Tree Lighting
- Will be attending the District of Carleton North Staff and Council Christmas Party this Friday.
- The Town office will be closed for the Christmas and New Years, returning on January 5th.
- Wishing Good will and Merry Christmas to all.

11. ADJOURNMENT:

MOTION: Being no further business, the regular meeting, Council adjourned at 8:43 PM and proceeded into a closed session. Moved by Councillor Bradstreet, seconded by Councillor Connor.

CARRIED. #117-2025

MAYOR

CLERK