

NACKAWIC-MILLVILLE RURAL COMMUNITY  
REGULAR COUNCIL MEETING  
MARCH 20, 2023

PRESENT: Mayor Fox  
Deputy Mayor MacFarlane  
Councillor Nozzolillo  
Councillor Trail  
Councillor Clark  
Councillor Simpson  
Councillor Graham  
Councillor Arbuckle

IN ATTENDANCE: Kathryn Clark, CAO  
NoraLynn Carr, CFO  
Jim Dumville, River Valley Sun  
Chris Haughn

TO ORDER: Mayor Fox called the regular meeting to order at 7:12 pm.

Mayor Fox stated he would like to begin by acknowledging that the land on which we gather is the traditional unceded and unsurrendered territory of Wolastoqiyik (Maliseet).

APPROVAL OF AGENDA:

23-39 Motion: Deputy Mayor MacFarlane  
Second: Councillor Arbuckle

“That the agenda be approved with the one addition:

- add B) 2022 Audited Financial Statements - Millville.”

Motion carried.

DECLARATION OF CONFLICTS OF INTEREST:

There was no declaration of conflicts of interest.

APPROVAL OF THE MINUTES OF MARCH 6<sup>TH</sup>, 2023, REGULAR COUNCIL MEETING:

23-40 Motion: Councillor Trail  
Second: Councillor Clark

“That the minutes of the March 6<sup>th</sup>, 2023, regular council meeting be approved as presented.”

Motion carried.

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BUSINESS ARISING:

Councillor Simpson asked if there was an update on the RCMP buildings.

Mayor Fox replied that an email was sent to Richard Bragdon to raise the issue and to provide him with the particulars on where the properties are located, he has not heard anything back yet. He also copied Mr. Howell in on the correspondence and Mr. Howell was able to provide some additional information from when they were looking into the properties.

Councillor Arbuckle inquired about the request from Marie Tretiak and Michelle Carr that was directed to the CAO regarding the Dumfries Community Hall and asked if it was sent to the recreation committee to consider.

Kathryn Clark stated the request can be forwarded to the recreation committee. Also, she has reached out to other municipalities to see what they charge and their policies on rentals, she is currently working on user/rental agreement.

CORRESPONDENCE:

A) An Invitation from Mactaquac Country Chamber of Commerce, re: Annual General Meeting.

Kathryn Clark stated that Councillor Clark is the representative for the Mactaquac Country Chamber of Commerce. The Chamber is also asking for someone to come speak on Economic Development.

Deputy Mayor MacFarlane agreed to accompany Councillor Clark to the meeting.

COMMITTEE REPORTS:

Finance

Kathryn Clark reported on the minutes of March 16<sup>th</sup> meeting.

Mayor Fox mentioned that the committee is looking at the purchasing and sales policy of the former Town of Nackawic which was last updated in 2007 and hopes to have an updated policy to bring forward for approval at the April 3<sup>rd</sup> meeting.

Mayor Fox also wanted to bring to attention that Kathryn Clark has been informed of additional funds available under the Canada Community Building Funds for the unincorporated areas which are the former LSD areas. He would like to contact the local community halls and meet with the boards to discuss any capital projects may be considered with this funding.

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Mayor Fox stated that he previously agreed to a meeting with board of the Southampton Community Hall as they had some questions around the amalgamation and how it might impact them as an organization. He will inform them that there may be some projects that could be considered.

Councillor Nozzolillo asked if the funds were to be used for future projects or past project reimbursement?

Kathryn Clark confirmed that the extra allocation of funding is to be used on a project that is approved, completed and then a claim is submitted for reimbursement.

Councillor Arbuckle indicated that a few projects at the Dumfries Community Hall are urgent repairs.

Councillor Simpson asked if the funds need to be spent in this fiscal year or if some projects can carry over?

Kathryn Clark stated that once the projects are approved, there will be an allotted amount of time to have it completed and it is not something we will sit on.

Mayor Fox stated that since it was titled additional funding for 2023 that the projects would be approved in 2023 and carry forward.

Kathryn Clark confirmed this is like the gas tax money for the unincorporated areas. Any funding for projects previously approved for 2022 in the unincorporated areas, still have those funds available to them and the additional funds are what was left over from previous years.

Councillor Graham inquired on the amount.

Kathryn Clark stated the total is \$91,939 and she will be reaching out to the community hall representatives.

Deputy Mayor MacFarlane commented that this is a great example of how the new municipality can assist the wards with obtaining the funding and support for projects like building, refurbishing, or adding to community halls. Community halls may not be able to do a project for \$20,000 or \$30,000 on their own, so the new municipality will be able to help facilitate. He agreed that the Mayor's suggestion to go out and talk to the boards to see what their needs are, will be a good exercise. With regards to the Dumfries, he confirmed, a lot of time was spent talking about the issues and without going into all of their needs, it is recognized that there are some issues there. There has also been talk of possibly expanding the fire hall and there was a future debenture budget amount already built in so there is money available. They all agree to work with Dumfries to get that project moving.

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Library

Councillor Graham stated they will be meeting in April.

Protective Services

Councillor Trail stated they are waiting until the end of the month for new members from the local areas. Once people are chosen for the committee, the first meeting will be held.

Councillor Trail also commented that the meeting with the military was excellent. There is a lot in the area that will require further discussions as far as EMO emergencies and disasters.

Recreation

Councillor Clark reported on the minutes of March 9<sup>th</sup> meeting.

Councillor Clark stated that the committee is waiting for the end of the month for additional members from the public.

Councillor Clark mentioned Mike Wilson, the recreation director, attended the meeting and provided a lot of good feedback, future work, and a wish list.

Mayor Fox commented on Torque Motor Sports reaching out to Mike Wilson to express interest in a doing a recreational vehicle show in Nackawic.

Councillor Trail recommended having Mike Wilson contact other recreational companies who may be interested in using the arena for displaying some of their equipment for people to come and look at.

Kathryn Clark confirmed that it was Torque that had reached out to Mike Wilson.

Councillor Trail suggested looking into a recreational equipment tradeshow in Nackawic. With the waterfront, ATV trails and snowmobiles, it might be worth trying.

Councillor Clark agreed it would be a good idea and suggested checking with the recreation director and looking into the possibility for next year in May.

Public Works

Councillor Simpson reported on the minutes of March 14<sup>th</sup> meeting. The Committee brought forward recommendations on various items.

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23-41 Motion: Councillor Simpson  
Second: Councillor Trail

“That the request from Laura Williams for street lights in Temperance Vale be denied.”

On the Question:

Councillor Nozzolillo inquired on the location of the street light request from the resident in Temperance Vale.

Councillor Simpson confirmed it was through the main populated area referencing break ins.

Deputy Mayor MacFarlane wanted to confirm that due diligence was done to properly address citizens’ concerns and make an informed decision.

Council discussed the fact that all services come at a cost. It was also discussed that people choose rural areas for less light pollution and that lighting does not prevent crime. Individual property owners do have the option of having lighting installed on their property.

Motion carried.

23-42 Motion: Councillor Simpson  
Second: Councillor Arbuckle

“That the request for water meters to be installed at the Garden Home Buildings on Nicholas Lane be approved with the municipality purchasing the appropriate water meters plus digital readers, that municipal staff install the meters and that all costs are borne by the property owner.”

On the Question:

Councillor Simpson discussed the other apartment buildings and the recommendation is in line with past developments. As the owner of the building, it is their responsibility to purchase the meters and the municipality’s responsibility to install them but at the owner’s cost. It was recognized that there is a difference for developers in smaller municipalities versus larger cities but there is not an unlimited ability to help the developer. The cost of water in Nackawic, compared to other municipalities, is very reasonable.

Motion carried.

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23-43 Motion: Councillor Simpson  
Second: Councillor Graham

“That the Public Works Director acquire two more quotes for the smaller culvert and three quotes for the larger culvert on Otis Drive.”

On the Question:

Deputy Mayor MacFarlane inquired on the process involved in replacing the larger culvert.

Councillor Simpson indicated that there are a few different options available.

Deputy Mayor MacFarlane mentioned a previous engineering report done about a year ago indicating a lot of work to be required on Otis Drive and a few additional culverts.

Councillor Simpson confirmed there are other culverts on that road that will require replacement maybe a larger project will need to be considered to replace the additional culverts and financial support will be required for such a large job.

Mayor Fox confirmed that at this stage we are just looking at getting more quotes. Once the quotes come in, there will be time to review the project as a whole.

Motion carried.

23-44 Motion: Councillor Simpson  
Second: Deputy Mayor MacFarlane

“That the CCBF Project for 2023 under Road Rehabilitation be to pave the section of Otis Drive from Rte.105, (west end) to the top of Old Bridge Road, a distance of approximately ¼ km. The project includes appropriate road bed repairs.”

Motion carried.

Councillor Simpson reported on the minutes of March 15<sup>th</sup> meeting with DTI.

Councillor Nozzolillo noted that the name of the Rossville Road is now known as the Campbell Settlement Road and there is significant damage where the snowmobile trail crosses at the big turn.

Mayor Fox spoke with respect to the request regarding the Howland Ridge Road, stating

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the importance of replying to residents' letters and having a routine of reaching out to the resident with updates. Not necessarily making promises that it will be done, but that their concern has been addressed with the proper departments and Council will keep them informed with any updates.

Special Reports

DNEDC

Deputy Mayor MacFarlane stated there is nothing to report on other than the work is continuing as far as the soft costs funding proposal for phase #1 of the residential subdivision.

COMMUNICATIONS

Deputy Mayor MacFarlane mentioned that through the communications committee, they are talking to their media partner about a revised logo for the new community and it will be discussed at their next meeting. Project manager Pam Fogarty has been working with Capital Region Tourism which has a new representative, Rose Arseneault. Lots of things are happening and hopes to have a full update for Council in April.

Chief Administrative Officer's Report

Kathryn Clark stated that:

- the auditors were in the office on March 6 & 8 and drafts were received on the 16<sup>th</sup>. Presenting to Council on March 20<sup>th</sup> as the deadline to submit to the province is April 1<sup>st</sup>.
- on March 10<sup>th</sup> the Canadian Armed Forces Civil Military Cooperation operators visited the municipal office to discuss the role they would play in assisting our municipality in a disaster.
- she met with Tanya Fox on March 13<sup>th</sup> to discuss items available for a welcome bag for the Fish'n Canada representatives coming in May.
- she and Mayor Fox met with Greg Lutes and Lisa Doucette, PIVOT Consulting on March 14<sup>th</sup> to discuss CRSC regional strategy on the various mandates.
- she attended the CRSC Administrator's meeting on March 15<sup>th</sup> to discuss the same regional strategy outline. All of the CAOs from CRSC's municipalities will continue to meet monthly.
- she attended a Finance Committee meeting on March 16<sup>th</sup>.
- she received notification on additional funding and consolidated Capital Investment Plans for the Canada Community-Building Fund. So Nackawic and Millville's CIP will be redone to combine the two. To receive the additional funding, projects will need to be submitted and approved first.
- the janitorial services/key contact document has been completed and forwarded to the interested individuals for review. Hope to have someone in place by end of the month.
- she submitted an application to Canoe Procurement to become a member and begin to

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utilize the purchasing benefits.

- an application for funding has been submitted to RDC for assistance with the residential development study's soft cost.
- the trickle filter tender is out and closes on March 31<sup>st</sup>.
- she spoke to Lonnie Forbes regarding the Millville ballfield project and having CRSC assist with project management.
- she worked on updating the Purchasing and Sales Policy.
- the last day for arena ice operations will be Sunday, March 26<sup>th</sup>.

Councillor Nozzolillo inquired about the Millville ballfield upgrade.

Kathryn Clark clarified that there is a small portion of the ballfield on private property and the 99-year lease is for that small portion of land. She is currently waiting to hear back from The Glenn Group. She and Councillor Trail met with Justin Christie to discuss the layout and project details and they should have the plan by mid-April.

Councillor Trail stated they are also waiting for a site survey to be completed.

Councillor Nozzolillo asked about sharing information with the community when the plans are ready and explain the funding grant was previously approved.

Councillor Nozzolillo also inquired about the general interest from the public about joining the various committees.

Kathryn Clark replied that there has been a little bit and another push will be posted on the Facebook page to remind everyone. Protective services has been the most popular but there have been people express interest in each of the different committees.

### Mayor's Report

Mayor Fox reported that:

- he attended Council Meeting on March 6<sup>th</sup>.
- he attended Capital Region Service Commission board meeting on March 7<sup>th</sup>. Minutes available on CRSC website.
- he and Deputy Mayor MacFarlane met with Minister Jill Green (responsible for revived NB Housing Corp.) virtually on March 9<sup>th</sup> to inform her and her staff of our tentative housing development plans.
- he attended a Finance Committee meeting on March 16<sup>th</sup>.
- he will be attending a Council meeting on March 20<sup>th</sup>.
- he will be attending a Communications Committee meeting on March 28<sup>th</sup>.
- he will be attending a Local Government Reception on March 30<sup>th</sup>.
- he will be attending a Local Government Orientation Meetings on March 31<sup>st</sup>.
- he will be attending a Council meeting on April 3<sup>rd</sup>.
- he will be attending a Capital Region Service Commission board meeting on April 4<sup>th</sup>.



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- he will be attending a (tentative) meeting with Southampton Rec. Hall board of directors on April 5<sup>th</sup> & 6<sup>th</sup>.
- he will be attending a Council meeting on April 17<sup>th</sup>.
- he will be attending the Council photo sessions on April 30<sup>th</sup>.

Councillor Clark inquired about the meeting Mayor Fox and Councillor Nozzolillo will have with the Southampton Hall.

Mayor Fox replied that he is waiting to have a date confirmed and encouraged the idea of having the councillor for the particular ward attend these meetings. His intentions are to have the councillors representing the ward accompany him to the meetings with the community hall representatives and sees it as a good opportunity for everyone to get to know each other.

23-45            Motion: Councillor Simpson  
                    Second: Councillor Trail

“That all committee reports be approved.”

Motion carried.

NEW BUSINESS:

A) 2022 Audited Financial Statements - Nackawic

23-46            Motion: Deputy Mayor MacFarlane  
                    Second: Councillor Simpson

“That Council approve the 2022 Audited Financial Statements for the Town of Nackawic as prepared by Shannon and Buffett.”

Motion carried.

B) 2022 Audited Financial Statements - Millville

23-47            Motion: Councillor Trail  
                    Second: Councillor Arbuckle

“That Council approve the 2022 Audited Financial Statements for the village of Millville as prepared by Lenehan, McCain and Associates.”

Motion carried.

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23-48            Motion: Councillor Clark  
                    Second: Councillor Trail

“That the meeting be adjourned.”

Motion carried.

The meeting adjourned at 8:25 pm.

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Tim Fox  
Mayor

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Kathryn Clark  
CAO/Clerk