

NACKAWIC-MILLVILLE RURAL COMMUNITY
REGULAR COUNCIL MEETING
May 15, 2023

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

BY VIDEO: Councillor Arbuckle

ABSENT: Councillor Simpson

IN ATTENDANCE:
Kathryn Clark, CAO
NoraLynn Carr, CFO
Jim Dumville, River Valley Sun
Melinda Parks & Lonnie Forbes, CRSC
Jen Fox & Janet Scholes

TO ORDER: Mayor Fox called the regular meeting to order at 7:00 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:

23-68 Motion: Councillor Trail
Second: Councillor Graham

“That the agenda be approved.”

Motion carried.

DECLARATION OF CONFLICTS OF INTEREST:

There was no declaration of conflicts of interest.

TO THE FLOOR

A) Presentation from Jen Fox & Janet Scholes, ATV Rally (New Business)

A brief overview of the event being held June 10, 2023 8am-7pm noting 400 participants are expected. The request for support in the form of a community mailout, notice in the Key, \$1000 monetary donation, traffic control and signage.

Councillor Trail commented that proper signage is important for those not familiar with the

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area.

Councillor Nozzolillo agreed that a map on the mailout would be a great way to notify residents of the locations for the increase of ATV traffic. She also suggested notifying the local businesses.

Deputy Mayor MacFarlane encouraged the organizers to notify the RCMP & Public Safety of the event as well as having the organizers communicate the local by-law to the participants.

Mayor Fox also suggested providing a map of the event to Nackawic and North York Fire Departments and the local Ambulance NB.

B) Presentation by Melinda Parks and Lonnie Forbes from Capital Region Service Commission (CRSC), re: rezoning request

Handouts provided an overview of the revised rezoning process in general. Specifics were also provided for the proposed rezoning from Industrial to Multi-Family Residential in the area of the intersection of Route 105 and Route 605 in Nackawic.

Councillor Nozzolillo inquired about the minimum standard for distances from the intersection to the proposed access road.

Melinda Parks replied that she would have to investigate the specifics.

Deputy Mayor MacFarlane asked for clarification on the requirements of multi-unit vs single family dwellings with respect to water and sewer regulations.

Melinda Parks stated that the information provided was only for the multi-unit which triggered the Environmental Impact Assessment review. The by-laws would determine if any single-family dwelling would be required to be connected to the municipal water and sewer or the requirement could be added to the conditions.

Deputy Mayor MacFarlane asked if a proposed development plan for the whole property is available.

Melinda Parks replied they have not reached out for it but the request could be made for the development plan if that is something Council would like to see and try to have it available for the public hearing.

Councillor Graham questioned the ability of the current sewer treatment and water supply infrastructure to support the new development.

Kathryn Clark stated that she would have to check but with the upgrades the system should be sufficient.

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Councillor Graham inquired who would be responsible for the cost of connecting to the municipal services.

Kathryn Clark replied the developer is responsible for the cost.

Councillor Nozzolillo asked who would maintain the street after it is built.

Melinda Parks stated that the intension is to have a public road so it would depend on if it is a municipal street.

APPROVAL OF THE MINUTES OF MAY 1st, 2023, REGULAR COUNCIL MEETING:

23-69 Motion: Deputy Mayor MacFarlane
Second: Councillor Clark

“That the minutes of the May 1st, 2023, regular council meeting be approved as presented.”

Motion carried.

BUSINESS ARISING: - There was no business arising.

CORRESPONDENCE:

A) Letter from John Deweyert, re: McElwain Bridge

Councillor Graham asked if the sign request should be directed to DTI or the Public Works Committee.

Councillor Clark stated that he would address the request for signage with the Public Works Committee.

Kathryn Clark suggested asking the Public Works Director.

B) Letter of request from Millville Cemetery Association (New Business)

COMMITTEE REPORTS:

Finance

No report

Library

The minutes of May 4, 2023 meeting were presented.

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Protective Services

The minutes of May 2 & 9, 2023 - Nackawic Fire Dept. were presented.

Councillor Trail reported that a Protective Services Committee meeting will be held May 18, 2023.

Recreation

Councillor Clark stated he hopes to have a Recreation Committee meeting scheduled next week.

Public Works

The minutes of the May 3, 2023 meeting were presented.

Deputy Mayor MacFarlane asked if the committee wanted a motion for all their recommendations.

Councillor Clark confirmed that they were looking for approval to have the complete priority list forwarded.

23-70 Motion: Councillor Trail
 Second: Councillor Arbuckle

“That Council approve forwarding the list of prioritized rural road improvements submitted by the Public Works Committee to DTI.”

Motion carried.

Special Reports

By-Law Review – minutes of May 9, 2023 were presented and the next meeting will be held early next month.

Tourism – Fredericton Capital Region Tourism Report from Rose Arsenault was presented.

Chief Administrative Officer’s Report

May 15, 2023 report

- Summer Student interviews were completed May 1st & 2nd and 7 students were selected for summer employment at the marina, recreation, and public works departments. The marina supervisor, Jessica Patterson began work today, May

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15th. Focus will be on cleaning of the building and restocking supplies and setting up the souvenirs.

- On May 3rd I attended a meeting with Mayor Fox, Deputy Mayor MacFarlane and Rose Arsenault, Fredericton Capital Region Tourism.
- Letter was sent to the Lions Club regarding the approval to use the arena on June 3, 2023 for the 300 Club Dinner.
- Sent correspondence to Darren Trail, M & H Mud runners ATV Club regarding their request to amend the ATV By-law. He was advised the request has been forwarded on to the Protective Services and By-law Review Committee for review.
- On May 5th I attended the Capital Region Service Commission (CRSC) Strategic Planning Session with PIVOT Consulting. All CRSC municipalities were present and collaborated on all eight mandates now under the CRSC.
- On May 10th I met with Steve McCutcheon and we walked the waterfront to discuss this year's work to the gardens and flower beds.
- Letters were sent out to area businesses and clubs asking for sponsorship support of Canada Day fireworks.
- On May 11th I attended a meeting on the waterfront with NB Sport Fishing Association in preparation for the tournament being held May 19-21st.
- On May 12th NoraLynn, Dallas and myself participated in our welcome meeting with Escribe.
- Emails were sent to this year's boat slip renters advising they can now complete their rental agreement, make payment and the date in which they can begin using their slip which is May 22nd.
- Funding Announcement has been postponed again and will advise when a new date is set.
- Mike Wilson has completed his six-month probationary period and is now a permanent, full-time employee.
- A public announcement will be scheduled for the Millville Ballfield Project.

Mayor's Report

May 15, 2023 report

Recent Activities

1. May 1, 2023 – Council Meeting
2. May 2, 2023 - Capital Region Service Commission board meeting
3. May 3, 2023 – Tourism Operator visits with Rose Arsenault from Fredericton Capital Region Tourism
4. May 4, 2023 – Funding Announcement @ Marina / Big Axe with Minister Allain
5. May 8, 2023 – Bylaw Review Committee
6. May 9, 2023 – Meeting with M&H Mudrunners

Upcoming Activities

7. May 15, 2023 – Council Meeting
8. May 16, 2023 – Funding announcement (ELG) @ waterfront

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9. May 19, 2023 – Bass Tournament Anglers Meeting & Welcome @ Big Axe Brewery
10. May 19, 2023 – Fish'n Canada hosts and crew arrival
11. May 20 & 21, 2023 – Bass Tournament
12. May 22, 2023 – Meet & Greet with Fish'n Canada @ Big Axe Brewery (evening)
13. May 23, 2023 – Hosting Fish'n Canada crew, reps from NB Tourism, Fredericton Capital Region Tourism, and others for dinner at my house.
14. June 3, 2023 – Millville Legion Kitchen grand re-opening (Colin to attend on behalf)
15. June 5, 2023 – Council Meeting
16. June 6, 2023 – Capital Region Service Commission board meeting
17. June 7, 2023 - Bylaw Review committee (tentative) (Lonnie Forbes to attend)
18. June 10, 2023 – Legion Awards Ceremony

Mayor Fox extended the invitation to the fishermen's meeting May 19, 2023 at the Big Axe brewery to all of Council.

23-70 Motion: Councillor Graham
 Second: Councillor Nozzolillo

“That Council accept all reports as presented.”

Motion carried.

NEW BUSINESS:

A) Request from ATV Rally

Councillor Nozzolillo asked about the budget category for the request.

Kathryn Clark replied that the amount budgeted under donations for 2023 was set at \$2,400 for the year and that was to continue with previous year's donations. No financial donation has ever been granted for a community fundraiser. The cost of a mailout to the whole municipality is around \$250.

Deputy Mayor MacFarlane suggested that the \$1000 donation could come from economic development.

Councillor Clark felt a separate mailout would be important so it could include important information including the map of the route.

Councillor Trail indicated that ordering any signage would take over a month.

Councillor Trail mentioned that Route 105 turning into the Irving would be the biggest safety concern as they cross the road.

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Deputy Mayor MacFarlane reiterated that the by-law is in place for Otis Drive and the local ATV community needs to be proactive and police the participants as the municipality does not have the staff to do so.

Councillor Trail wanted to be clear that this rally is a private event not a club organized event and agreed that Public Safety should be invited to the rally.

Councillor Clark agreed that public safety should be invited as their presence alone would slow traffic down.

23-71 Motion: Deputy Mayor MacFarlane
 Second: Councillor Clark

“That Council grant the request for the community mailout and to add the event in the Key.”

Motion carried.

Kathryn Clark asked for clarification regarding the \$1000 donation.

Deputy Mayor MacFarlane confirmed that the Destination Nackawic Economic Development Committee could contribute the \$1000 donation with DNEDC board approval.

Councillor Arbuckle stated the signage for provincial roads would be out of the municipality's hands. He also strongly encouraged the group organizing the event to request Public Safety's involvement to make sure the event runs smoothly.

B) Rezoning request from Andy Fox, McLaughlin Overhead Doors

Deputy Mayor MacFarlane asked if it is standard practice for this type of request to be made without a master plan and what will happen if there are several single-family dwellings, will it be wells and septic fields.

Lonnie Forbes replied that, in his conversations with the developer and the surveyor, there will be 2 multi-family buildings and the rest would be single family. The concept is to put them on a public street which would be owned by the municipality on communal water and communal septic. The purpose for the communal services, which are at a cost to the developer, is to allow smaller lot sizes which in turn means more lots to sell. There has not been a master plan submitted yet as there are a few things that they are working through.

Deputy Mayor MacFarlane asked if Council would have a master plan prior to the public meeting.

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Lonnie Forbes stated yes, he believed one would be provided. It may be a phase by phase basis with a certain number of lots developed one year with additional lots added over a few years but here would be a master plan.

23-72 Motion: Councillor Nozzolillo
 Second: Councillor Trail

“That the Council of the Nackawic-Millville Rural Community hereby directs that the clerk request, in writing, the written views of the CRSC Planning Review and Adjustment Committee with respect to the rezoning application for PID 75554444 to be made within 55 days; that the public notice requirements of section 111 of the Community Planning Act be fulfilled; that the appropriate by-law to amend the Town of Nackawic Zoning By-Law, By-Law No. 51-17, be prepared; and that the regular Council Meeting of Monday, June 19, 2023 at 6:30 p.m., at the Council Chamber in the Nackawic-Millville Municipal Office be set as the time and place for the consideration of objections/support to the proposed by-law.”

Motion carried.

C) Request from Millville Cemetery Association

Mayor Fox stated that this was a donation from the former Village of Millville in the past and they are asking the municipality to continue with the donation.

23-73 Motion: Deputy Mayor MacFarlane
 Second: Councillor Clark

“That Council donate \$500 to the Millville Cemetery Association.”

Motion carried.

D) Recreation Department Zero Turn Mower

Kathryn Clark provided an update on the financing information. The pricing initially provided is at a special government discount. To finance the purchase, it is 7.65% interest which would add an extra few thousand dollars. The other options are 180 days no payment no interest or 2.96% for 12 equal payments.

Mayor Fox stated that the result from the last meeting is that the purchases are not in the budget for this year.

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Kathryn Clark stated that in the past, purchases like this have been made and if required at the end of the year, a transfer from reserves can be made.

Deputy Mayor MacFarlane asked what happens if nothing is done this year and it is budgeted for next year.

Kathryn Clark stated that staff would continue to work with the current equipment.

Councillor Nozzolillo questioned if recreation and public works both require new mowers, a zero turn for recreation and a regular mower for public works. She thinks waiting until next year to have it in the budget would be best.

Councillor Arbuckle stated that he did not like the idea of transferring funds from reserves for something that is not an emergency.

Councillor Clark commented that it was his understanding that the recreation departments request was to improve efficiency in mowing and that the current mower is not in great shape.

Kathryn Clark stated that the older mower the recreation department currently uses is 8 years old.

Councillor Clark stated that 8 years is old for a commercial mower. Though it is not emergency purchase but it is important to support the staff with the equipment required to do their job efficiently.

Kathryn Clark confirmed the mower does break down a lot and currently requires repair.

E) Public Works Department Lawn Tractor

Kathryn Clark stated that their current mower is a 2003. The supplier will not guarantee that the mower deck will transfer over to a new tractor without any modifications though they thought any modifications would be minor. The deck on the 2003 tractor is only a couple years old.

Deputy Mayor MacFarlane asked Kathryn Clark if she would recommend Council finance or buy.

Kathryn Clark replied she always recommends buying as she does not think spending extra thousands on financing is necessary.

Deputy Mayor MacFarlane asked about the financing for the last mower purchased.

Kathryn Clark confirmed it was leased it but could not remember the financing rate or end cost.

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Councillor Nozzolillo understands why both departments are asking for new equipment but it is something that should be budgeted for in the future.

Councillor Trail agreed that spending that kind of money right now is not justified.

Councillor Nozzolillo stated that with keeping a similar budget from last year to this year, there are going to be lots of unexpected expenses to come over the next few months with the amalgamation.

Councillor Clark asked what public works uses their mower for.

Kathryn Clark explained that they mow all of medians on the streets between the sidewalk and the street, at the water tower, the public works garage, and they share mowing of the treatment plant and wellhouse.

Councillor Clark asked what additional information is required. The departments are asking Council for the mowers but the financing rate is not good so the decision is either buy them or not.

Deputy Mayor MacFarlane stated that there is a way to finance the requests in a different fashion like a debenture. He stated that there will be other capital requests so a debenture could be used to finance the purchases and leave a bit of reserves to finance other needs.

Kathryn Clark added everything is aging and the municipality has not been able to budget for capital purchases for years.

Deputy Mayor MacFarlane suggested that bundling a group of capital purchases together to be financed by a debenture would allow the payment to be added into the budget over the next ten years.

Mayor Fox inquired if there is a list of other equipment that will need to be replaced in the next few years and maybe lumping it all together would be a plan.

Deputy Mayor MacFarlane stated that there was an asset management plan created 3 years ago but funds were not available to move forward with the plan.

Kathryn Clark suggested having the Public Works and Recreation Departments create a list of their most desperate needs to bring more projects together. The next deadline is August 9th for the September 11th hearing of the Municipal Capital Borrowing Board

Mayor Fox commented that there is no easy answer on this.

Councillor Nozzolillo stated that it is important to support the employees and make sure they have what they need to do their job but holding off until next spring when Council can assess all the upcoming needs and budget for the purchases.

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23-74 Motion: Councillor Nozzolillo
 Second: Councillor Graham

“That Council delay the purchase of the Recreation Department Zero Turn Mower and the Public Works Department Lawn Tractor until Council has a better assessment of equipment needs and put together a plan for fall.”

Motion carried.

Councillor Clark wanted to confirm that the Public Works Department and Recreation Department provide Council with a priority list of equipment needs over the next few years.

23-75 Motion: Councillor Arbuckle

“That the meeting be adjourned.”

Motion carried.

The meeting adjourned at 9:06 PM.

Tim Fox
Mayor

Kathryn Clark
Clerk