

NACKAWIC-MILLVILLE RURAL COMMUNITY
REGULAR COUNCIL MEETING
June 5, 2023

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

IN ATTENDANCE: Kathryn Clark, CAO
NoraLynn Carr, CFO
Gail Farnsworth & Rob Kitchen (United Way – Nackawic & Area Community Fund)

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:

23-76 Motion: Councillor Nozzolillo
Second: Councillor Trail

“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 United Way – Nackawic & Area Community Fund

Rob Kitchen spoke about the fund being the first in the country to be a branch of the United Way. To date, they have raised over \$100,000 and 100% stays in the community which includes the school catchment area. The fund has been distributed to 37 projects and programs with 7 different organizations. It supports school programs not covered by the province, Nackawic Area Wellness, Nackawic Public Library, Nackawic Curling Club, Nackawic Age Friendly and the quilting club. Applications periods are spring and fall. They are working to spread the work on their fund and the projects they support.

APPROVAL OF THE MINUTES OF MAY 15th, 2023, REGULAR COUNCIL MEETING:

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23-77 Motion: Councillor Clark
 Second: Councillor Graham

“That the minutes of the May 15th, 2023, regular council meeting be approved as presented.”

Motion carried.

BUSINESS ARISING:

Councillor Nozzolillo inquired about toddler swings for the local parks as there currently are not any in the community.

Deputy Mayor MacFarlane provided an update from DNEDC regarding the request of the \$1000 donation for the wheeler rally which was turned down as it did not fall within the scope of the committee’s mandate.

CORRESPONDENCE:

A) Letter from Canadian Aviation Historical Society; re: RCAF NB Banner Project

Councillor Arbuckle stated the request is to assist with advertising requesting nominations.

Councillor Simpson recommended distributing the information to the local Legion Chapters.

Mayor Fox suggested including the request in the Key.

Kathryn Clark mentioned adding it to the Facebook page.

COMMITTEE REPORTS:

Finance

Financial Statements for General Operating & Utility

23-78 Motion: Councillor Arbuckle
 Second: Deputy Mayor MacFarlane

“That Council accept the General Operating and Utility financial statements as presented.”

Motion carried.

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Councillor Nozzolillo commented on the increase in electricity and wondered if the municipality should preform energy audits on all municipal buildings.

Kathryn Clark stated that the financial statements are up to the end of April and electricity usage evens out through the summer months and into fall.

Councillor Simpson questioned the North York Fire Dept. training supplies and materials being over budget.

Kathryn Clark indicated that when budgets were set, there was no direction for North York Fire Dept. and may require funds will be reallocated from another part of the North York Fire Dept. budget.

Deputy Mayor MacFarlane commented that it is nice to see the financials regularly, acknowledging the work that has gone into preparing them for the new municipality.

Library

No report. The next meeting will be held in September.

Protective Services

Minutes of May 16 & 30, 2023 – Nackawic Fire Dept.
Monthly Report for May – North York Fire Dept.
Protective Services Committee Minutes – May 18, 2023
RCMP Meeting – May 31, 2023

Councillor Nozzolillo suggested creating a list of local water sources for the fire departments.

Councillor Arbuckle spoke about dry hydrants and other water sources and agreed that knowing the location of water sources and having permission from land owners to use them would be a good idea.

Councillor Trail spoke about his recent meeting with the representatives of the RCMP. He noted that the RCMP station in Nackawic will be opening sometime in late August as a Crime Reduction Unit. While this unit does not handle enforcement, there will be an increase in officers traveling through. They do have an officer interested in moving to Nackawic and that is being looked at.

Councillor Arbuckle mentioned that the public should be made aware of the Online Crime Reporting system.

Councillor Trail stated the RCMP would welcome more reports from the public so they can target the locations that have frequent issues.

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Mayor Fox noted the report indicated that the RCMP will attend a function at the request of Council.

Deputy Mayor MacFarlane suggested placing the Online Crime Reporting link on the municipal website.

Recreation

Monthly Report for May, 2023

Public Works

Monthly Report for May 2023

Councillor Simpson thanked Council for approving and submitting the Public Works Committee's list of road priorities to DTI. He also suggested having Kathryn contact DTI for a list of local projects which may allow the municipality to coordinate a few projects with them.

Councillor Clark stated that he has a lot of residents in his area contacting him about the condition of their road and finally last week they saw some crews in the area.

Deputy Mayor MacFarlane suggested keeping regular communications with DTI and starting earlier in the fall for next year's projects.

Special Reports

DNEDC

Deputy Mayor MacFarlane provided an update from the May 25th board meeting. He spoke on the funding request for the soft costs of the phase 1 and phase 2 of the new subdivision in Nackawic. As recommended by the board, he contacted Minister Green, Minister Savoie and MLA Richard Ames to request a meeting regarding rural housing development and is waiting to hear back from them.

Deputy Mayor MacFarlane congratulated Mayor Fox and his team on the success of the bass fishing tournament and looks forward leveraging the promotional coverage to expand the event next year.

Deputy Mayor MacFarlane discussed the plan to hire someone to lead communication and economic development for DNEDC and possibly communications for Council. Stacey Clark and Mayor Fox will be working to create a job description.

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Chief Administrative Officer's Report

June 5, 2023 report

- On May 22nd I attended the funding announcement for signage with members of council and Hon. Daniel Allain, ELG and the Meet n Greet with Fishn Canada at the Big Axe Brewery.
- On May 24th Brad and I attended the kick off meeting with Dillon and Charmac for the Trickle Filter Project.
- On May 25th I attended the monthly board meeting of the DNEDC.
- On May 26th I attended the CRSC strategic planning session in New Maryland.
- On May 29th I held a staff meeting with our Public Works and Recreation Depts.
- On May 30th I attended a CRSC Administrator's meeting, re: regional strategy plan. The draft plan was distributed to the 14 local governments and will be voted on at a special meeting of the CRSC Board of Director's meeting on June 8th.
- On May 30th Mayor Fox and myself met with Mayor Richard Corey and CAO, Katherine Henry of Harvey to discuss future fire protection services. In 2024 Harvey will be taking over the fire department from ELG and a formal agreement will be needed between the municipalities.
- On June 1st Mayor Fox, Deputy Mayor MacFarlane and myself met with The Ginger Agency and they presented new logo options.
- Work continues with Escribe. Templates for council and committee meetings have been set up and participants' information has been sent into them. On June 15th there will be a meeting for the admin staff and then there are 7 hours of training to be completed by NoraLynn, Dallas and myself.
- Work continues on the community halls and energy audits. I've had discussions with Bear Island and Southampton representatives. The draft audit for Dumfries Fire Hall/Community Hall has been received and now waiting to receive the draft engineering study from Surtek Group which we should have this week.
- Annual Gas Tax Reports for the former Town of Nackawic and Village of Millville for 2022 have been submitted. Next focus will be on amending the Capital Investment Plan to merge the two individual plans into one.
- The list of priorities for roads has been submitted to DTI for review and consideration.
- With regard to "Children Playing" signs on the Cross Road in Temperance Vale. DTI has no objections to signs be placed but do not assist with funding or maintaining the signs.
- A public meeting has been set for Sunday, June 11th from 3:00-5:00 pm at the Legion in Millville to advise residents of the Kiosk & Ballfield Rehabilitation project. It will be advertised on the Facebook page. Drawings will be shown depicting the washrooms and outdoor kitchen and an itemized list of the upgrades to the ballfield. Justin Christie, Glenn Group will be attending to assist with any questions. Tenders set to go out on June 5th.
- Marina opened up on May 27th for the season. Reduced hours will fluctuate based on weather and staff availability. Hydrobikes and kayaks were rented the first weekend.

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- I will be attending the Association of Municipal Administrators (AMANB) annual conference in Edmunston from June 7th – 9th.
- Big Axe Brewery would like to add Friday, July 14th with local musicians and have a license to sell liquor with a \$15 cover charge.

23-79 Motion: Councillor Nozzolillo
 Second: Councillor Arbuckle

“That Council approve the request to use the waterfront grounds to extend the licensed Big Axe Craft Beer Festival to include Friday, July 14, 2023.”

Motion carried.

Mayor Fox commented on the request for the children playing signs stating that the route will become the detour when the other bridge is closed. It has been indicated that work will begin sooner than they thought.

Councillor Nozzolillo suggested having criteria in place for signage requests such as this.

Mayor Fox stated the rational for this particular request is the increase in traffic due to the detour.

Councilor Graham indicated these requests would need to be dealt with on a case-by-case basis.

Kathryn Clark stated there are funds available as each sub-unit has a signage budget that would cover requests like this.

Councillor Simpson questioned the location of the sign request being at one end of the bridge.

Councillor Clark suggested having a sign placed at each end of the bridge.

23-80 Motion: Councillor Simpson
 Second: Councillor Trail

“That Council approve purchasing two children playing signs and have them installed at each end of the cross road.”

Motion carried.

Mayor's Report

June 5, 2023 report
Recent Activities

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1. May 15, 2023 – Council Meeting
2. May 16, 2023 – Funding announcement (ELG) @ waterfront
3. May 19, 2023 – Bass Tournament Anglers Meeting & Welcome @ Big Axe Brewery
4. May 19, 2023 – Fish'n Canada hosts and crew arrival
5. May 20 & 21, 2023 – Bass Tournament
6. May 22, 2023 – Meet & Greet with Fish'n Canada @ Big Axe Brewery (evening)
7. May 23, 2023 – Hosting Fish'n Canada crew, reps from NB Tourism, Fredericton Capital Region Tourism and others for dinner at my house.
8. May 25, 2023 – DNEDC Board meeting
9. May 29, 2023 – Bylaw Review Committee meeting
10. May 30, 2023 – Kathryn and I met with Mayor and CAO of Harvey to preliminarily discuss shared fire service that our Dumfries station provides to their municipality and how we may formalize the agreement between the two municipalities in the future and the communication of budget considerations so that both councils are well informed at budget time.
11. May 31, 2023 – Attended the Turnaround Achievement Awards ceremony at Best Western Woodstock. Presented 2 recipients from Nackawic schools with certificates on behalf of the community. Congratulations to Jase Brooks-Lisoway from Nackawic Elementary and Rian Turner from Nackawic High School on receiving recognition for their achievements.
12. June 3, 2023 – Millville Legion Kitchen grand re-opening. Colin attended on our behalf and presented them with a congratulatory letter.
13. June 3, 2023 – Lion's Club 300 Club dinner.

Upcoming Activities

14. June 5, 2023 – Council Meeting
15. June 6, 2023 – Capital Region Service Commission board meeting
16. June 8, 2023 – Capital Region Service Commission special board meeting
17. June 10, 2023 – Nackawic Legion Service Awards Ceremony
18. June 11, 2023 – Announcement at Millville Legion re: Ballfield project
19. June 15, 2023 – HR Committee meeting
20. June 19, 2023 – Tour of health centre with Premier Higgs
21. June 19, 2023 – Council Meeting
22. June 26, 2023 – Bylaw review

Mayor Fox discussed attending the Turnaround Achievement Awards and the great recognition for the students who have worked hard to turn things around.

Mayor Fox thanked Councillor Trail for attending the Millville Legion Kitchen grand reopening on his behalf.

Councillor Trail said it was a successful event.

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Councillor Arbuckle inquired about the preliminary discussions with the Harvey regarding fire protection service.

Mayor Fox commented that the two municipalities are committed to working together with respect to the fire budget and the shared cost.

Kathryn Clark stated that Harvey Fire Department is still under the Province but it will be transferred to the municipality next year.

23-81 Motion: Councillor Trail
 Second: Councillor Arbuckle

“That Council accept all reports as presented.”

Motion carried.

NEW BUSINESS:

A) Protective Services Committee Recommendation – ATV by-law

B) M&H Mud Runners ATV Club

Kathryn Clark stated that both requests are regarding Highway Usage Permits and possible changes to the ATV bylaw. One is regarding a Highway Usage Permit from the trail in Millville to the Millville Legion and another regarding allowing residents living in ward 3 to legally travel on municipally owned streets from their home to access the nearest legal access point included in the existing ATY by-law. Ultimately a Highway Usage Permit would not be required if an amendment is made to the ATV by-law and send to Department of Public Safety for approval.

Councillor Simpson questioned if the bylaw would pertain to the municipality as a whole or just the former town and village.

Councillor Trail suggested making the by-law ward specific.

Mayor Fox stated the bylaws should be specific as far as the to and from locations.

Councillor Simpson questioned the by-law amendment and wording as municipally owned does not apply to roads not owned to the municipality.

Deputy Mayor MacFarlane mentioned the Highway Usage Permit would need to be in place prior to any by-law change.

Councillor Clark stated that the Bylaw Committee could make the recommendation to Public Safety for the Highway Usage Permit and then, with approval, write it in a by-law.

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23-82 Motion: Deputy Mayor MacFarlane
Second: Councillor Trail

“That Council accept the recommendations of the Protective Services Committee regarding the ATV bylaw and direct the Bylaw Committee to start drafting amendments as necessary.”

Councillor Arbuckle questioned if allowing residents to drive to the nearest legal access, would not open it up to everyone without enforcement.

Councillor Trail confirmed that the amendment in ward 3 is to make it legal for residents to drive from their home to the nearest legal access points.

Councillor Arbuckle recommended putting the bylaws in place on a trial basis.

Deputy Mayor MacFarlane stated it has been made clear to the clubs that any bylaw can be revoked and they are responsible to educate their members and help manage the sport.

Kathryn Clark stated the bylaw should be worded to use the shortest route to the access point.

Motion carried.

23-83 Motion: Councillor Nozzolillo
Second: Councillor Trail

“That Council draft a letter of support for the Highway Usage Permit.”

Motion carried.

Councillor Clark inquired who is required to apply for the Highway Usage Permit.

Kathryn Clark confirmed that M&H Mudrunners would have to apply and Council is just providing a letter of support.

C) Recreation Committee – Facebook Page

Councillor Arbuckle suggested the request be forwarded to the Communication Committee.

Deputy Mayor MacFarlane wondered if messages are more effective if they are all posted on the municipality’s main page. The main thing is to have someone monitoring the page.

Councillor Nozzolillo commented a dedicated recreation Facebook page would be great

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to keep residents informed on any last-minute changes regarding recreational events without cluttering up the municipality's page.
Mayor Fox asked about a social media policy.

Kathryn Clark stated there currently is not a policy in place for social media use in this sense.

Mayor Fox suggested having the Communication Committee set standards for the use of social media for communication purposes.

Kathryn Clark suggested having messenger groups set up for the participants of the particular groups including recreation.

Councillor Nozzolillo commented that it is not a good idea for the municipality's page to be cluttered with sport schedules and cancellations.

Deputy Mayor MacFarlane stated the main thing is to have a policy around who is responsible for the page and what gets shared to the municipal page.

Mayor Fox agreed that the municipality needs to create a policy around standards for social media.

23-84 Motion: Councillor Clark
 Second: Councillor Trail

“That Council direct the Communications Committee to create a standard policy for social media usage prior to the creation of a Facebook page for the Nackawic-Millville Rural Community Recreation Department.”

D) Adjustable Crane Boom

Mayor Fox provided a bit of information regarding the request. The recreation and public works employees previously borrowed equipment from Woodstock which works very efficiently to put in and remove the docks.

Kathryn Clark spoke about the equipment availability, cost, and information on the cost of hiring out the dock installation.

Councillor Simpson has concerns that this is a request for a piece of equipment that is only used a couple of times a year.

Councillor Arbuckle inquired if the equipment could be added to the list of needs Council will be considering for a debenture in the fall.

Councillor Clark believes that this piece of equipment has a variety of other uses.

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Councillor Graham commented that there are still costs associated with borrowing the equipment.

Deputy Mayor MacFarlane commented that having the equipment available allows the employees the flexibility to remove and install the docks over a period of time. His hopes are to expand the marina and this equipment would be a huge asset. He does agree that building the purchase into the budget in the future would be the best idea. While he supports the purchase, it is a matter of timing.

Councillor Trail agrees that Council should wait and build it into future purchases.

Council decided to hold off the purchase but requested this piece of equipment be added to the list to be considered in the fall.

23-85 Motion: Councillor Trail
 Second: Councillor Nozzolillo

“That Council move to closed session.”

Motion carried.

Council moved to closed session at 9:30 PM, NoraLynn Carr left the meeting.

CLOSED SESSION:

A) Proposed New Logo

Deputy Mayor MacFarlane left closed session at 10:00 PM.

B) Potential Development

23-86 Motion: Councillor Arbuckle
 Second: Councillor Simpson

“That Council move back to regular session.”

Motion carried.

Council moved back to regular session at 10:30 PM.

23-87 Motion: Councillor Trail

“That the meeting be adjourned.”

Motion carried.

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The meeting adjourned at 10:30 PM.

Tim Fox
Mayor

Kathryn Clark
Clerk