

NACKAWIC-MILLVILLE RURAL COMMUNITY
REGULAR COUNCIL MEETING
September 18, 2023

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

BY VIDEO: Councillor Graham

ABSENT: Councillor Arbuckle

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

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:

23-159 Motion: Deputy Mayor MacFarlane
Second: Councillor Nozzolillo

“That the agenda be approved with an addition under Closed Session:
Housing Development.”

Motion carried.

DECLARATION OF CONFLICTS OF INTEREST

There were no conflicts of interest.

TO THE FLOOR:

A) RCMP West District Superintendent Andy LeClair and, Staff Sgt. Jeff Peters

They started their presentation by acknowledging the lack of police visibility in rural areas. They spoke of the massive size and rural makeup of New Brunswick’s RCMP districts which make it difficult to patrol all communities regularly. They spoke about New Brunswick’s J Division’s positive steps to enhance the province’s four districts and praised J Division’s Commanding Officer DeAnna Hill for securing an additional \$20 million investment from the province, that will deliver 50 frontline officers to the province.

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He spoke about the challenges in recruitment but commented the RCMP are taking steps to make the force a more appealing job option. The subject of the Nackawic Detachment was brought up and LeClair said the Nackawic detachment will soon see more activity as it will house the force's Crime Reduction Unit.

APPROVAL OF THE MINUTES OF SEPTEMBER 5th, 2023, REGULAR COUNCIL MEETING:

23-160 Motion: Councillor Trail
 Second: Councillor Simpson

“That the minutes of the September 5th, 2023, regular council meeting be approved as distributed.”

Motion carried.

BUSINESS ARISING:

A question was asked regarding the tender for the Campbell Settlement Road; the tender has been drafted and will close in 3 weeks.

CORRESPONDENCE:

- A) Letter of Request from Hayward House Recovery Centre (New Business)
- B) Letter from NBEMO, re: Upcoming Meeting

Mayor Fox stated the only emergency response plan right now is for the former Town of Nackawic. The plan needs to be expanded for the Municipality and the Protective Services Committee will be the point of contact for NBEMO.

- C) CRSC 2024 Budget Presentation

Kathryn Clark gave a brief overview of the presentation stating the increase in new services 2024 for the Municipality is about 17%. She shared information received from another Municipality and their Council has made a motion not to support the CRSC 2024 budget stating the lack of information and the increase in administration. Every municipality would love to have more staff and are struggling with staffing due to the amalgamations but it is not as easy for municipalities to just hire more staff. Ultimately the budget will go to the CRSC Board to vote on.

Mayor Fox commented a lot of things are somewhat speculative especially around the newly mandated services and staffing. The increase in Economic Development and Tourism Promotion is partially due to the Ignite and Capital Region Tourism contracts that contain built in annual consumer price index increases. The other changes to the

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contribution as a Municipality comes from the 2023 Regional Service Support Fund being applied directly to Economic Development and Tourism and, in 2024 they've applied the fund across the 7 mandated services. He is going to need Council's feedback to take back to the Board on October 3rd.

Councillor Clark stated it looks like the bigger municipalities tax increase is less when they get more services than smaller municipalities.

Councillor Nozzolillo agreed the increase does seem to vary and the increase is passed on to the taxpayers and what additional services are we getting with the 17% increase.

Councillor Simpson stated reviewing the document leaves a lot of unanswered questions. Page 3 of the document refers to an offset of up to 50% for specified activities using the Regional Services Support Fund. What qualifies as a specified activity and who makes that decision? Other revenue is also mentioned on several pages, where is that revenue coming from?

Kathryn Clark stated that on top to the \$8,055 increase in new services, there is also a proposed \$2 increase in tipping fees.

Mayor Fox stated there are two things for Council to do; 1) to provide Kathryn with some feedback and questions by Wednesday morning and 2) as it is today, do we support this budget?

Deputy Mayor MacFarlane stated he could not support a 17% increase and finds it hard to believe that the municipality is tied into a contract that has CPI built into it every year. DNEDC is working on economic development and the board members are all volunteering their time. My Ignite has hired a number of people over the past few months and DNEDC is struggling to find money to hire someone to drive projects. He stated he is fundamentally opposed to any increase.

Councillor Clark agreed with Deputy Mayor MacFarlane. He noted the decrease in economic development.

Mayor Fox stated the decrease is because they are not applying all of the support fund, grant money.

Councillor Clark stated they have money to spend, we would take it. If there are funds available the municipality should be able to have access the funds.

Deputy Mayor MacFarlane reiterated that DNEDC members are working over 40 hours a week on economic development as volunteers.

23-161 Motion: Councillor Nozzolillo
 Second: Councillor Trail

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“That Council not support the proposed Capital Region Service Commission 2024 Budget as presented.”

Motion carried.

COMMITTEE REPORTS:

Finance – no report

Library – no report

Protective Services

Dumfries Fire Activity Report Jan. 1 – Aug 31, 2023 was presented.

Mayor Fox liked seeing the activity report and would like to see the same from the other 2 departments.

Kathryn Clark stated twice a year Nackawic puts in a report tied to their honorarium.

Mayor Fox would like the Protective Services Committee to ask the fire departments to provide a quarterly activity report. With Dumfries, it is interesting to see the number of motor vehicle accidents.

Councillor Nozzolillo was surprised at the number of motor vehicle accidents on the highway that Dumfries responded to and it may be worth noting at any meetings regarding the Dumfries Fire Hall the service this fire hall provides to the highway.

Nackawic Fire Dept. Minutes – August 29 & September 5, 2023 were presented.

Recreation – no report

Public Works – no report

Special Reports

DNEDC

Minutes of May 25, 2023 were presented.

Deputy Mayor MacFarlane spoke about the continued work on the residential development which will be discussed in closed session. He is meeting with Ginger Agency to discuss the marketing campaign for fall and some extra work for the bass tournament in the spring. DNEDC has not started recruiting for the project manager/executive director

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position yet. The board did decide to go back to Council and through finance to look at different ways the municipality could further fund that position. Deputy Mayor MacFarlane and Mayor Fox have had a number of meetings with the province over the past few weeks and the housing piece is slowly moving forward.

Chief Administrative Officer's Report

September 18, 2023 report was presented.

- Confirmed that Mayor Fox and Councillor Trail will be attending the Forest NB Semi-Annual Fall meeting on October 11th at Big Axe Brewery.
- Letter was sent to the Dept. of Education requesting a meeting to discuss the potential relocation of a ball field from the waterfront to the area behind the soccer field.
- Participated in the Nature-Based Climate Solutions virtual presentation on Sept. 11th.
- PW Security System – Two quotes were received for fencing at the Public Works Department. Both quotes were for 3 sides as the back of the property is where the sand pile is located and thick terrain which would make it difficult to go through. Quotes range from \$35,000-\$48,000 so would need to go the public tender if that's the direction that is decided to go. Security System quote is again under New Business.
- Spoke with Brian Sharpe, CRSC regarding the noise complaint and any new by-law that may be implemented wouldn't include current operations; those companies would be grandfathered in. They are willing to speak with the owners of the company regarding the noise issue but ultimately, they are allowed to operate the hours they want.
- On Sept. 8th I met with Councillor Nozzolillo to discuss the Water/Sewer Rental by-law and explain how the current charges were determined prior to the new by-law being implemented in 2022.
- Two dumpsters have been ordered for Millville for October 20th for their Fall clean up.
- The Public Meeting in Millville has been set for Sept. 21st to discuss the future of the Youth Centre and possible consolidated of the playgrounds.
- The Canada Summer Jobs (CSJ) final Activity Report and Claim has been completed and submitted for reimbursement.
- I have reviewed the two Energy Audits Southampton and Bear Island Community Halls. I spoke with Marlene Mattatall, Bear Island and their Board was meeting on Sept. 14th to discuss the results of the audit and decide which projects they want to begin in a specific priority listing. Once I have that, I will complete and submit the application to the CCBF for approval. I have emailed Andrea Dore to discuss their energy audit and next steps but haven't heard back from her yet.
- Contacted a local contractor to provide a second quote for roof repairs to Dumfries Fire Hall. Asked for minimal repairs to get it through the winter.
- Employment Opportunity advertisement was published for the Administrative Assistant with a closing date of September 29th.

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- The strategic planning proposal was received and I contacted RDC for funding towards it. 40% is the normal percentage contribution. Cost to municipality would be approximately \$18,000 and if Council wants to move forward, a Request for Proposals will have to be completed.
- On September 7th Barry Stevens and I met with Mark Guest & Becca Hulse, Dillon Consultants and Stephen Kepp, Acres Architect at the Dumfries Fire Hall. Current issues and future needs were discussed and a complete walk through of the building inside and out was completed. Proposal on a couple different options will be received in 3-4 weeks.
- On September 12th I met with Rory Pickard and Domenic, Dillon Consultants regarding costing out the projects that will be included in the Provincial-Municipal Highway Partnership program application.
- Met with Jennifer Ireland regarding Canteen Lease as she's very interested in operating the canteen this upcoming ice season.
- Still haven't had any opportunity to take the Escribe training. Will try to fit it in the next few weeks.
- Completed the employee evaluation on NoraLynn Carr as her probationary period has ended and she is now a permanent full-time employee.
- Two water shut-offs for non-payment are scheduled for this week.
- Still waiting to hear back from members of Council on whether or not they will be attending the UMN Conference Nov. 24-26.

Mayor Fox and Councillor Graham stated they will not be attending the UMN Conference.

Councillor Trail asked if the municipality is paying monthly for the Escribe training.

Kathryn Clark stated the platform was purchased but staff has not had the time to complete the 8 hours of training.

23-162 Motion: Councillor Trail
 Second: Deputy Mayor MacFarlane

“That administrative staff complete the Escribe training in the next two weeks closing the Municipal office as necessary.”

Motion carried.

Kathryn Clark informed Council on the break and enter to the storage sheds by the arena. The Recreation Director and staff located and held suspect until the RCMP arrived.

Councillor Nozzolillo congratulated the staff on apprehending the individual and turning him over to the RCMP.

Deputy Mayor MacFarlane asked about the strategic planning proposal.

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Kathryn Clark stated she reached out to a company based on the recommendation of another municipality. She had an online meeting to discuss what the new municipality was looking for and they came back with proposal for a 3-year plan but it was over the purchasing policy threshold so it would have to go out for a request for proposals.

Deputy Mayor MacFarlane asked about the strategy. Strategic plans may be similar for municipalities in some ways but when looking at organizational assessment, governance policies, and the influencers around implementing a strategy; these areas are something he would be interested in knowing more about.

Kathryn Clark stated she will send Council a copy of the proposal. It would be a matter of meeting with all of Council, as a group as well as individually, staff and stakeholders in the municipality for input.

Deputy Mayor MacFarlane is interested in reading the proposal to get a sense of what is included.

Councillor Simpson thinks a strategic plan gives Council an opportunity to bring in a few people from the outlying areas and which would be beneficial with the big decisions coming up; from housing, to staffing, to the waterfront and taxes, it provides an opportunity to engage the public.

Mayor Fox asked if we had it in the budget.

Kathryn Clark answered no.

Deputy Mayor MacFarlane stated that a strategic plan has been talked about for years.

Kathryn Clark stated a strategic plan is something we can look at budgeting for 2024 and before 2024 the request for proposals can be done completed.

Mayor Fox stated it might be fine for a larger tax base and wonders if there is a less expensive option.

Mayor's Report

September 18, 2023 report was presented.

Recent Activities

1. September 5, 2023 – Council Meeting
2. September 6, 2023 – Capital Region Service Commission Board Meeting
3. September 11, 2023 – Natural Climate Change Solutions Presentation NB Environmental Network
4. September 14, 2023 – Bylaw review committee

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Upcoming Activities

5. September 18, 2023 – Council Meeting
6. September (TBD), 2023 – Human Resources Committee Meeting
7. September 28, 2023 – Dept of Public Safety presentation – Woodstock
8. September 28, 2023 – DNEDC Board Meeting?
9. October 2, 2023 – Council Meeting
10. October 3, 2023 – Capital Region Service Commission Board Meeting
11. October 11, 2023 – ForestNB Fall Meeting Dinner & Reception @ Big Axe Brewery

Mayor Fox stated one thing he forgot to include in his report is the meeting in Millville regarding the Youth Centre and playgrounds on Thursday, Sept. 21st at 7:00 PM.

By-law Committee

Councillor Nozzolillo provided an update. The Committee has decided to table the Noise By-law and take a look at what other municipalities are doing. They are now focusing on the Water-Sewer By-law and will be requesting information on the cost to operate the system and to ensure any revisions to rates reflect that cost and captures the cost of future plans.

23-163 Motion: Councillor Clark
 Second: Deputy Mayor MacFarlane

“That Council accept all reports as presented.”

Motion carried.

NEW BUSINESS:

A) Request from Hayward House Recovery Centre

Last year a \$100 cash donation was sent. Council discussed options other than cash donations that could be sent for their auction.

23-164 Motion: Councillor Nozzolillo
 Second: Councillor Simpson

“That a package be prepared for Hayward House containing swag and rentals for the marina valued at \$100.”

Motion carried.

B) Security System – Public Works Garage

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Council discussed fencing options and determined that a 3-sided fence would not be sufficient even though the terrain in the back is difficult. Other options included a 4-sided 6-foot fence with 3 strands of barbed wire and due to the cost, it would need to go to tender. This is not something that was budgeted for this year so obtaining a quote would allow it to be budgeted for next year.

23-165 Motion: Deputy Mayor MacFarlane
Second: Councillor Clark

“That a quote be obtained for a 4-sided chain link fence topped with 3 strands of barbed wire for the Public Works area.”

Motion carried.

C) Transfer from Utility Reserve - \$75,000 WWTP Debenture Re-finance

Kathryn Clark provided a brief overview of the debenture and the payment options of 1) Re-finance the \$75,000 over 5 years or 2) Transfer funds from Utility Reserve and pay the \$75,000 balance in December, 2023. Her recommendation is to pay the \$75,000 balance from Reserves to keep the debenture payments down in case of any emergencies in the future.

23-166 Motion: Councillor Simpson
Second: Councillor Nozzolillo

“That \$75,000 be transferred from Utility Reserves to the Utility Operating Fund.”

Motion carried.

D) Arena Ice Season – Early Opening Request

The Director of Recreation provided a few different scenarios of the cost of an early ice season. It was noted that there is still not a confirmed date for the compressor overhaul completion as they are still being repaired and currently waiting for a part. The nets have also been sent out for repair and a request for a quote for the new centre ice logo has been sent.

Council held a discussion regarding the additional loss in revenue associated with an early ice season, the additional pressure for the 2 employees, the factor the weather plays in cooling the building and maintaining the ice. The need for additional information to predict the revenue loss potential and gauge the interest in booking early ice time was also discussed.

23-167 Motion: Councillor Nozzolillo

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Second: Councillor Clark

“That the normal ice season will tentatively begin on Oct 23rd 2023 and Council will reexamine an early ice season next summer.”

Motion carried.

E) Marina Slip Rentals – Closing Date

There was a discussion regarding the tentative closing date of Sept 30th, which was on the berth slip rental forms. There was a discussion regarding impact of dock removal on staff during the ice making process and the time required including cooling the building. The other consideration is once ice season begins; the staff switch to different shifts. Public work employees assist the recreation employees with the dock removal and it is a two-day process at minimum and removal depends on the availability to borrow the attachment for the dock removal.

23-168 Motion: Councillor Simpson
 Second: Councillor Clark

“That the tentative closing date for the marina slip rentals will be Sept. 30th 2023.”

Motion carried.

23-169 Motion: Councillor Trail
 Second: Councillor Nozzolillo

“That Council move to closed session.”

Motion carried.

Council moved to closed session at 9:25 PM, Jim Dumville and NoraLynn Carr left the meeting.

CLOSED SESSION

A) Housing Development

23-170 Motion: Councillor Simpson
 Second: Councillor Trail

“That Council move back to regular session.”

Motion carried.

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Council moved back to regular session at 9:58 PM

23-171 Motion: Councillor Trail
Second: Councillor Nozzolillo

“That Council allocate \$15,000 towards the Housing Hub project.”

Motion carried.

23-172 Motion: Councillor Graham

“That the meeting be adjourned.”

Motion carried.

The meeting adjourned at 10:00 PM.

Tim Fox
Mayor

Kathryn Clark
Clerk