

Town of Woodstock

Regular Council Meeting
April 23rd, 2019 @ 7pm

ATTENDANCE:

Council: Mayor Arthur Slipp, Deputy Mayor Amy Anderson, Councillor Jeff Bradbury, Councillor George Leonard, Councillor Bill Hogan, Councillor Catherine Sutherland

Staff: CAO John Pinsent, DAS Ann Marie Voutour, Mandy Hamilton, Andrew Garnett, Jeff Matthews, Tobi Pirie

Media: Bugle Observer

Regrets: Councillor Theresa Blackburn

CALL TO ORDER: Mayor Slipp

OPENING REMARKS:

Mayor Slipp welcomed those in attendance and commented on community events.

Congratulations were extended to the 318 Royal Canadian Army Cadets for their Vimy Ridge Parade and Ceremony on April 9th.

Congratulations were extended to the Meduxnekeag River Association for another successful Annual Spring Dinner and Auction.

Congratulations were extended to Karen Scott for the 50th Anniversary of Dixie Lee in Woodstock. A special ceremony will take place on April 29th.

Wall-of-Fame inductions will be held on May 11th for Mary Jane and Megan McGuire for their achievements in Curling and the 2003-2004 Woodstock High School Wildcats Girls hockey team who won the Provincial Championship. The 25th anniversary of the establishment of Wall-of-Fame will also be recognized with remarks by the original chair of the board, Dawn Lockwood.

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APPROVAL OF AGENDA:

MOTION: Approval of agenda. Councillor Leonard, Councillor Bradbury.

Carried. #106-2019

APPROVAL OF MINUTES:

MOTION: Approval of Minutes, April 8th, 2019 Councillor Sutherland, Councillor Leonard.

Carried. #107-2019

PUBLIC PRESENTATIONS:

Presentation of Certificates of Appreciation – Fredericton Police Chief Fitch

Fredericton Police Chief Fitch presented a plaque to Mayor Slipp and certificates of appreciation to members of the Woodstock Police Force for their assistance after the loss of Constables Sara Burns and Robb Costello in August 2018.

Presentation of Financial Statements

Matthew Derrah presented the 2018 Audit Report for the Town of Woodstock.

MOTION: Accept the 2018 Audit report as presented. Councillor Sutherland, Councillor Leonard.

Carried. #108-2019

Jim Scott Presentation

Jim Scott from TRACE Planning and Design presented Mayor and Council with a downtown planning concept to be considered in development of the Municipal Plan.

CAO UPDATES:

Water Levels: CAO Pinsent updated council about the status of the flood conditions in Woodstock and ongoing conversations with the Province and EMO.

Path from Townsview School to the AYR Motor Centre: CAO Pinsent informed Council of the recent developments taking place for a future path from Townsview School to the AYR Motor Centre.

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BUSINESS ARISING FROM THE MINUTES:

Approval for Payment of Holdback to Hatchard Engineering

MOTION: To transfer \$20,000 from the General Capital Reserve Fund to General Capital Fund to pay Hatchard Engineering the final payment. Councillor Sutherland. Councillor Hogan.

Carried. #109-2019

Adoption of 2019 Gas Tax Plan

Resolution for Five-Year Capital Investment Plan
For the GTF Administrative Agreement

MOTION:

That the document entitled "Town of Woodstock Five-Year Capital Investment Plan for the GTF Administrative Agreement 2019-2023" be adopted. Councillor Leonard, Councillor Hogan.

Carried. #110-2019

CORRESPONDENCE:

Janet Higgins – Lyme Awareness Month

A letter was received from Janet Higgins requesting the proclamation of May 2019 as Lyme Awareness Month and to light up a structure with green lights as a visible sign of Lyme Awareness.

Council had a consensus to illuminate a structure in lime green as requested, the structure to be determined by administration.

Carol Cormier – WHS T-Shirt Donation Request

A letter was received from Carol Cormier requesting a \$1,000 donation to the Woodstock High School to fund the t-shirts they wear during their annual Town clean-up.

Councillor Hogan declared a conflict of interest and took leave.

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MOTION: To approve the request for a one-time donation of up to \$1,000 to the Woodstock High School for their Town clean-up on the condition that other sources of funding be pursued. Councillor Bradbury, Councillor Leonard. Carried #111-2019

Deputy Mayor Anderson requested that the event organizers be informed of the annual application process required for sponsorship requests.

Councillor Hogan returned.

DEPARTMENTAL REPORTS:

Andrew Garnett – Public Works Director

- The current budget is tracking as predicted.
- The asphalt plant will be open in 7-10 days.

John Pinsent – CAO reporting for Planning and Compliance

- Welcoming Gerret Hoekman to assist with building inspections.
- Restructuring of administrative tasks has improved efficiency.
- 12 permits have been issued in April with a project value of \$295,000.

Tobi Pirie – Director of Tourism and Events Coordinator

- May is a very busy month with many upcoming community events.
- Recent closing of provincial VIC has prompted a request for their statistics and operational budget.

Jeff Matthews – Sargent with Woodstock Police Force

- The budget is tracking as predicted, with the exception of the guard salary.
- Leadership development is ongoing.
- A baseline analysis is being established for the crime reduction strategy.
- The return of Sargent Paula Hanson.

John Pinsent – CAO reporting for Fire Chief

- The Officers of department met with CAO Pinsent last week to discuss equipment uses and requirements over the next five years as part of the asset management plan.

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FINANCE:

Councillor Sutherland reviewed the Financial Reports for March 2019.

MOTION: To accept Departmental and Financial Reports for March 2019 as presented. Councillor Sutherland, Councillor Leonard. Carried #112-2019

NEW BUSINESS:

Consideration of Third Reading

Proposed By-law #301-38

PID 10286292 Jones Street

MOTION: Third reading by title. By-Law No. Z-301-38, a By-Law to amend By-Law Z-301, A Zoning By-Law for the purpose of rezoning PID 10286292 – Jones Street from “R1” Single Residential to “R3” Multiple Residential”. Deputy Mayor Anderson, Councillor Bradbury.

Carried. #113-2019

Consideration of Third Reading

Proposed Bylaw #300-39

PID 10280162 - Jones Street

MOTION: Third reading by title. By-Law No. Z-300-39, a By-Law to amend By-Law Z-300, A Municipal Plan By-Law for the purpose of rezoning PID 10280162 – Jones Street from “HC” Highway Commercial to “R3” Multiple Residential”. Councillor Bradbury, Councillor Sutherland.

Carried. #114-2019

Consideration of Third Reading

Proposed Bylaw #301-39

PID 10280162 - Jones Street

MOTION: Third reading by title. By-Law No. Z-301-39, a By-Law to amend By-Law Z-301, A Zoning By-Law for the purpose of rezoning PID 10280162 – Jones Street from “HC” Highway Commercial to “R3” Multiple Residential. Councillor Sutherland, Councillor Bradbury.

Carried. #115-2019

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Proclamation – Lyme Awareness Month

Proclamation

Lyme Awareness Month – May 2019

Whereas Lyme disease is one of the fastest growing infections in Canada; and

Whereas the population of ticks, the prime cause of Lyme disease, is growing and expanding in New Brunswick; and

Whereas the tick season is also extended due to climate change; and

Whereas there is an increasing number of New Brunswickers who are suffering from Lyme disease; and

Whereas Lyme disease, if not diagnosed and treated early, can become a debilitating condition, causing extreme fatigue, cardiac and nervous system disorders and/or arthritic symptoms; and

Whereas all New Brunswickers would benefit by being more aware of Lyme disease, how it is contracted, what the symptoms associated with the disease are and how to get the prompt medical care needed to avoid illness and suffering.

Now, therefore, I, Arthur Slipp, Mayor of the Town of Woodstock, do hereby proclaim the month of May 2019 Lyme Awareness Month in Woodstock, New Brunswick.

MOTION: To adopt the proclamation and proclaim May 2019 Lyme Awareness Month in Woodstock, New Brunswick. Councillor Sutherland, Councillor Leonard. Carried. #116-2019

Report of the Public Hearing for 681 Main Street Rezoning – April 8th, 2019

DAS Voutour presented the report for the Public Hearing for the 681 Main Street rezoning on April 8th, 2019.

MOTION: To accept the report of the Public Hearing of April 8th. Councillor Leonard, Councillor Bradbury. Carried. #117-2019

Report of the Tourism Committee Meeting – April 9th, 2019

CAO Pinsent summarized the report of the Tourism Committee meeting:

Tourism booth at AMANB conference (FREE) – A free Tourism Booth opportunity is available for the AMANB Conference in June 2019. A recommendation was made to partner with

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municipalities in Saint John River Valley for a regional tourism booth to be staffed by Brittney Toner.

Amendments to the Local Governance Act Respecting Tourism Accommodation – Mayor Slipp provide clarification of the Levy requirements and collection. The item was referred to Finance Committee.

Creek Village, Connecting for Life, and Townsview School Sponsorship Applications:

Townsview School – An application was received requesting \$5,000 for paving paths and walkways to make their playground accessible. The application was referred to Finance Committee.

Connecting for Life – An application was received requesting \$826 to cover the rental and custodial fees for an event in the Community Theatre. A recommendation to sponsor an amount of \$250 for the rental of the theatre was made.

Creek Village – An application was received requesting \$3576 for operational assistance and continuity. A decision was made to table a recommendation until more information is provided on the project and a budget for the amount request is submitted.

Beardsley Hill Proposal – A proposal has been submitted by Renata Woodward of the Nature Trust of New Brunswick outlining the “Beardsley Hill Project.” The item was referred to Committee of the Whole.

MOTION: Approve the sponsorship of the Connecting for Life Community Theatre event for the amount of \$250. Councillor Hogan, Councillor Bradbury. Carried. #118-2019

MOTION: To accept the report of the Tourism Committee of April 9th, 2019. Councillor Sutherland, Councillor Bradbury. Carried. #119-2019

Report of the Planning Advisory Committee Meeting – April 15th, 2019

DAS Voutour read the minutes of the Planning Advisory Committee meeting.

Mayor Slipp clarified that the variance request approval for Lucky Larry’s Lounge should exempt Sundays.

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MOTION: To accept the report of the Planning Advisory Committee of April 15th, 2019. Deputy Mayor Amy Anderson, Councillor Bradbury. Carried. #120-2019

Report of the Finance Committee Meeting – April 16th, 2019

CAO Pinsent summarized the report of the Finance Committee meeting:

Audited Financial Statements: The audited financial statements for FY 2018 were presented to the Finance Committee. The Town of Woodstock received an unqualified opinion for FY 2018.

The Committee accepted the financial statements as presented.

MOTION: To accept the report of the Finance Committee of April 16th, 2019. Councillor Sutherland, Councillor Bradbury. Carried. #121-2019

Report of the Public Works and Water and Sewer Committee Meeting – April 17th, 2019

CAO Pinsent summarized the report of the Public Works and Water and Sewer Committee meeting:

Bylaw for garbage collection – Blue Bins and garbage collection for multi residential properties:

- The Town does not speak to recycling in its current bylaw and the growth of the program (new bins) needs to be addressed. The committee endorses a plan that would involve the payment of new bins from Town funds on an as required basis. The exact process would have to be worked out, but in general terms the Town office would issue a voucher to a local hardware store such that a resident can acquire a bin. Money would be set aside in annual budgets for these expenditures.
- A new bylaw would require greater clarity on who pays for the garbage collected from apartments and what containers should be used. The committee endorsed a bylaw which would have the owners of apartments pay for the garbage collection and a bylaw which would stipulate which containers would be used and how these containers are stored (small shed like structures) on the landowner's property. This would help alleviate some of the unsightly complaints the Town has been receiving from residents about garbage.

Cindy MacMillan and Madison Vallis – Pothole Reimbursement Request – The committee did not support the reimbursement for damages to tires and rims as a result of potholes in the community.

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Utility exemption for certain groups – It has come to staff's attention that certain organizations in town are not paying utility charges. Staff was asked to gather a list of those organizations which don't pay for utilities and bring it forward for council's review. If there are exemptions, they should be formally documented.

MOTION: To accept the report of the Public Works and Water and Sewer Committee of April 17th, 2019. Councillor Hogan, Councillor Bradbury. Carried. #122-2019

L.P. Fisher Public Library Annual Report

Councillor Sutherland presented the annual report for the L.P. Fisher Public Library.

MOTION: To accept the annual report of the L.P. Fisher Public Library as presented. Councillor Sutherland, Councillor Bradbury. Carried. #123-2019

NEXT MEETING DATE: May 13th, 2019 at 7pm - Town Hall.

MOTION: Adjournment. Councillor Hogan, Councillor Bradbury Carried. #124-2019

Arthur Slipp, Deputy Mayor

Ann Marie Voutour, Clerk / Treasurer
Director of Administrative Services

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COMMITTEE OF THE WHOLE

There was no meeting of the Committee of the Whole.

Ann Marie Voutour, Clerk / Treasurer
Director of Administrative Services