

Town of Woodstock

Regular Council Meeting
January 28th, 2019 @ 7pm

ATTENDANCE:

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

Staff: CAO John Pinsent, DAS Ann Marie Voutour, Mandy Hamilton, Mitch MacMillan, Cheryl Drost, Andrew Garnett, Harold McLellan

Media: Bugle Observer

CALL TO ORDER: Mayor Slipp

OPENING REMARKS:

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

Over the last week, meetings with elected officials have taken place to discuss infrastructure priorities in the Town of Woodstock as well as a potential project with Woodstock First Nations.

The Annual Woodstock Rotary Club's "An Evening of Hearts and Spades" Cash Draw, Dance, and Casino event will take place on February 9th.

APPROVAL OF AGENDA:

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

Carried. #014-2019

APPROVAL OF MINUTES:

MOTION: Approval of Minutes, January 14th, 2019. Deputy Mayor Anderson, Councillor Bradbury.

Carried. #015-2019

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CAO REPORT:

Downtown Sign: CAO Pinsent explained that the new LED sign that was recently installed on Main Street is a municipal community sign with a partnership between the Town of Woodstock, a local business, and St. Luke's Anglican Parish. The sign will be used for advertising, municipal messages, and marketing for local events. Business related requests for the sign can be directed to blinkboxsigns@gmail.com and community requests can be directed to info@town.woodstock.nb.ca.

BUSINESS ARISING FROM THE MINUTES:

Deakin Drive Development and Traffic Study

CAO Pinsent briefed Mayor and Council on current and future development plans along Deakin Drive and Connell Street. The requirement for a traffic study along both areas will be necessary to support future developments.

Rezoning of 681 Main Street – PID 10108389

CAO Pinsent informed Mayor and Council of the delay for the public hearing for the rezoning of 681 Main Street.

MOTION: To amend the date for the public hearing for the rezoning of PID 10108389 - 681 Main Street to February 25th. Councillor Sutherland, Councillor Bradbury.

Carried #016-2019

DEPARTMENTAL REPORTS:

Mitch MacMillan – Police Chief

- New Position Structure and Promotions – Implemented January 1st 2019 and has been a successful transition. Kayden Munn and Amy Thompson were recently hired as part-time officers. Overtime costs have been reduced as a result of the new structure.
- A leadership development plan is being executed for training the Town staff.
- Crime reduction philosophy will be implemented over the next few months. A baseline of crime rates over the past three years will be established.
- The police force will be contributing to new outlets for social engagement and education.
- The search for a new Police Chief is underway.

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Cheryl Drost – Building Inspector

- 68 building and demolition permits were issued 2018 with a value of 6.3 million dollars
- There were 28 Planning Advisory Committee applications received in 2018
- Fee structure matrixes from other similarly sized municipalities will be compared in an attempt to update the current structure to a more sustainable model.
- A file of priority properties will be developed. This will consist of properties needing to be addressed from a health and safety perspective. A more proactive than reactive approach will be utilized.
- Addressing housing needs and tapping into existing infrastructure by bringing it up to standards as opposed to relying on new development.

Andrew Garnett – Public Works Director

- Woodstock has had 37cm of snow in December, 55cm of snow in January, and 127cm of snow has fallen this winter, to date.
- Crews are addressing current pothole issues.
- A sweep for the salt trucks has been budgeted for and would improve early road conditions as well as delay plowing.
- An “Adopt A Hydrant Program” is being researched for implementation in Woodstock. The program encourages community members to clear hydrants for easy access in case of emergency.
- The Asset Management project should be completed by the end of next month. This will give the department a comprehensive look at current assets and infrastructure and their current maintenance status.
- Gas Tax projects are very close to finalization.

Harold McLellan – Fire Chief

- There are currently 28 members of the Woodstock Fire Department and 2 more applications were recently received.
- Two mutual aid calls were recently responded to by the Woodstock Fire Department, one in Hartland and one in Canterbury.
- Firefighters are currently taking Level 1 and 2 training.
- Chief Walton has been approached about doing joined Water Rescue training.
- Bylaws and Standard Operating Procedures are being analyzed and compared.
- An Officers’ Office has been designated and organized to suit the needs of the department.

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CAO Pinsent commented on the solid foundation of the department and the opportunity to build upon it to suit the priorities of the Town. With the growing number of volunteers, a plan will be built to ensure all members are properly equipped and the expenses will remain within the departments budget capacity.

MOTION: To accept Departmental Reports for December 2018 as presented, excluding Financial Report and payment of bills. Councillor Sutherland, Councillor Leonard.

Carried #017-2019

FINANCE:

Councillor Sutherland reviewed the Financial Reports for December 2018.

CAO Pinsent presented some additional information to the Financial Reports for December 2018.

MOTION: To accept Financial Reports for December 2018 as presented. Councillor Sutherland, Councillor Bradbury.

Carried #018-2019

NEW BUSINESS:

Adjustments to Capital Budget

CAO Pinsent presented some information for Capital and One Time Purchases for 2019.

Budget reviews will take place after the first quarter to make necessary adjustments.

The Sidewalk Plow has been purchased and the Jones Street paving has been committed to.

Municipal Capital Borrowing Board – Application for Authorization

CAO Pinsent presented a report for the Debt Services Cost Overview for the Town of Woodstock: The requirements for the application to borrow were also outlined.

Councillor Hogan requested the details of the AYR Motor Centre Retrofit Program.

It was agreed to consider the approval of the application for authorization to borrow until the next council meeting.

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Payment for the Crime Stoppers Arena Board

CAO Pinsent briefed council on the proposed agreement for the Town of Woodstock to pay the \$600 advertising fee for the Crime Stoppers arena board.

MOTION: To approve the \$600 payment from the General Government Fund for the Crime Stoppers arena board advertisement at the AYR Motor Centre. Councillor Hogan, Councillor Bradbury. Carried. #020-2019

Consideration of First and Second Reading of By Law 159-15 **A By Law to Amend the Water and Sewer By Law 159**

DAS Voutour advised the meeting that the necessary advertising has taken place in accordance with Section 15 (4) of the Local Governance Act.

MOTION: First reading by title. By Law 159-15, a By-law to Amend By-Law 159, a By-Law Regulating the Use of the Water and Sewer System of the Town of Woodstock and the Rates to be Charged Therefore. Councillor Sutherland, Councillor Bradbury. Carried. #021-2019

MOTION: Second reading by title. By Law 159-15, a By-law to Amend By-Law 159, a By-Law Regulating the Use of the Water and Sewer System of the Town of Woodstock and the Rates to be Charged Therefore. Deputy Mayor Anderson, Councillor Bradbury. Carried. #022-2019

Agreement for Provision of Water and Sewer with Woodstock First Nation

CAO Pinsent briefed Mayor and Council on the details of an agreement in principle to provide the Woodstock First Nations with water and sewer services from the Town of Woodstock.

MOTION: To approve the Agreement in Principle for the provision of water and sewer services to Woodstock First Nation. Councillor Leonard, Councillor Bradbury. Carried. #023-2019

Report of the Tourism Committee Meeting – January 17, 2019

CAO Pinsent summarized the report of the Tourism Committee meeting:

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MOTION: Accept the report of the Tourism Committee of January 17, 2019. Councillor Blackburn, Councillor Bradbury. Carried. #024-2019

Report of the Planning Advisory Committee Meeting – January 22, 2019

DAS Voutour presented the report of the Planning Advisory Committee:

MOTION: To initiate the rezoning of PID 10242246, a portion of Jones Street, from R-1 Single Family to R-3 Multiple Residential. Deputy Mayor Amy Anderson, Councillor Bradbury. Carried. #025-2019

MOTION: To accept the report of the Planning Advisory Committee of January 22, 2019. Deputy Mayor Amy Anderson, Councillor Bradbury. Carried. #026-2019

NEXT MEETING DATE: February 11th, 2019 at 7pm - Town Hall.

MOTION: Move to Committee of The Whole, Councillor Leonard, Councillor Bradbury. Carried. #027-2019

MOTION: Resume Regular Session, Councillor Blackburn, Councillor Bradbury. Carried. #028-2019

MOTION: To remove John Pinsent as Assistant Clerk and appoint Mandy Hamilton as Assistant Clerk for the Town of Woodstock and to appoint Fallon Lappage as Assistant Treasurer for the Town of Woodstock. Councillor Sutherland, Councillor Leonard. Carried. #029-2019

MOTION: Adjournment. Councillor Hogan, Councillor Blackburn Carried. #030-2019

Arthur Slipp, Deputy Mayor

Ann Marie Voutour, Clerk / Treasurer
Director of Administrative Services

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COMMITTEE OF THE WHOLE

Personnel Matters

Ann Marie Voutour, Clerk / Treasurer
Director of Administrative Services