

# **Town of Woodstock**

Regular Council Meeting  
October 26, 2020 @ 7pm

## **ATTENDANCE:**

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

Staff: CAO / Director of Economic Development, Ken Anthony, DAS Ann Marie Voutour, Fire Chief Harold McLellan, Director of Public Works and Development Officer, Andrew Garnett, Police Chief Gary Forward, Tourism and Special Events Co-Ordinator Tobi Pirie.

Media: Bugle Observer, River Valley Sun

Public:

The meeting is being held at the Town Hall where personal distancing is being respected. The meeting is being streamed through YouTube.

**CALL TO ORDER:** Mayor Slipp

## **OPENING REMARKS:**

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

A Halloween event is being organized between Rotary and AYR Motor Centre staff.

Progress is being made in the organizing of the Remembrance Day Activities. Some churches are asking the veterans in their congregation to attend church on November 11 and bring their medals.

The plans are well underway for the Chamber of Commerce Christmas events.

## **APPROVAL OF AGENDA:**

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

Carried. #279-2020

# **Town of Woodstock**

Regular Council Meeting  
October 26, 2020 @ 7pm

## **APPROVAL OF MINUTES:**

**MOTION:** Approval of Minutes of October 13 2020, as distributed. Councillor Sutherland,  
Councillor Bradbury. Carried. #280-2020

## **BUSINESS ARISING FROM THE MINUTES:**

Food Truck Update – Chamber is hoping that the Food Trucks will bring more people to the  
Downtown.

**MOTION:** To approve 2 Food Trucks to setup in the King Street Parking Lot for the Greater  
Woodstock Chamber of Commerce Kick Off to Christmas on November 20. Deputy Mayor  
Anderson, Councillor Blackburn. Carried. #281-2020

## **CAO UPDATE:**

They have pushed through the hole from Bridge Street under the river to the wellhouse in  
Grafton.

Tobi Pirie, Tourism and Events Co-ordinator will be preparing the quarterly eNewsletter for  
November 2020. There will be a section for the Mayor, CAO and Department Heads to provide  
information to the community in order to enhance the communication in the Town of Woodstock.

A letter has been received from the Woodstock Golf and Curling Club which will be discussed at  
the Committee of the Whole session following the Council Meeting.

## **DEPARTMENTAL REPORTS:**

Public Works Department presented by Director of Public Works and Development, Andrew  
Garnett

- Winding down with summer projects and preparing for the winter months.
- Working with Dillon on the new water line coming from the new well site.
- Radar Sign has been placed in a number of locations over the past two years. The  
results will be reviewed with Chief Forward.
- This is Fall Cleanup Week for leaves in paper bags and brush piled up by the street.

## **Town of Woodstock**

Regular Council Meeting  
October 26, 2020 @ 7pm

- There have been 39 building permits issued to date at a value of \$4,800,150
- There have been 15 development permits issued to date at a value of \$90,200
- There have been 24 cats spayed or neutered through the Community Cat Program.
- We have a temporary agreement with the SPCA for animal control until we are able to finalize contracts with SPCA and DocuPet.

Recreation & Community Services Department presented by CAO / EDO, Ken Anthony in the absence of Director of Recreation & Community Services, Kelly Foster

- Masks are mandatory effective August 31, 2020.
- Connell Park Washrooms will be closed this week.
- Field House is very busy due to closure of school gymnasiums.
- Weekend public skate started October 25 & 26.
- Adult skate and open skate is also available.
- Canteen will begin operation when hockey games begin.
- Jr. C Panthers have an exhibition game on November 8.
- Jeff Clark Softball field replacement signage has been ordered.
- AYR Motor Staff are putting up the board for the outdoor rink.
- A Tennis Club is being organized. Repair vs replacement costs for the Outdoor Tennis Facility are being considered for the 2021 budget.
- Energy Retrofit Update
  - o Waiting for delivery of remaining fixtures for the Field House
  - o Expected design delivery of the ice plant is October 29.
  - o Expected design delivery of heat recovery is November 26.
  - o Expected design delivery of Pool HVAC is November 12.

Tourism Department presented by Tourism and Events Co-Ordinator, Tobi Pirie

- Met with Tappan Adney / Flemming Property members.
- Working on an eNewsletter for November. Hard copies will be distributed to strategic locations.
- Will be researching Connell Park and Island Park.
- Met with Dooryard Arts Festival regarding their sponsorship and the MOU.
- The end of September had 2 year end fishing tournaments.

Woodstock Fire Department presented by Fire Chief, Harold McLellan

- The Old Fire Bell was unveiled and dedicated to all first responders past, present and future for the Woodstock Area.
- There have been 241 calls to October 22.
- Training for Level 1 Fire Fighting has been implemented through an online format.

## **Town of Woodstock**

Regular Council Meeting  
October 26, 2020 @ 7pm

Woodstock Police Force presented by Police Chief, Gary Forward

- Have responded to 240 calls this year.
- Training has begun for Body Worn Cameras, deployment on or before November 20.
- 101 routine and 8 standing orders have been issued since January 1, 2020.

General Government presented by Director of Administrative Services, Ann Marie Voutour

- Department Heads completed Leadership, Teamwork and Communication Workshop in the Municipal Management Training Program offered by Université de Moncton.
- Collection for overdue utility accounts from 2019 and 2020 is in the process of being collected.

Councillor Bradbury left the meeting.

### **FINANCE:**

DAS Voutour reviewed the Financial Reports for August 2020.

**MOTION:** To accept the Financial and Departmental Reports for August 2020 as presented.  
Councillor Sutherland, Councillor Leonard. Carried. #282-2020

### **CORRESPONDENCE:**

#### 1. UBC – Living Nativity

A letter was received from Craig Woodcock, Senior Pastor Woodstock Baptist Church, requesting concerns from Town Council in hosting a Drive Thru Living Nativity on the grounds of the new building on December 5 & 6.

**MOTION:** To approve the Drive Thru Living Nativity on the grounds of the new United Baptist Church on December 5 & 6 subject to approval of an operating plan. Councillor Leonard, Deputy Mayor Anderson. Carried. #283-2020

#### 2. Paul Graham – Industrial Park Noise Levels at Night

A letter was received from Paul Graham requesting assistance in determining a noise / vibration source in the McRan Street area.

## **Town of Woodstock**

Regular Council Meeting  
October 26, 2020 @ 7pm

**MOTION:** To refer the issues of noise / vibration from Paul Graham on McRan Street to the CAO. Councillor Leonard, Councillor Blackburn. Carried. #284-202

### 3. Letter from Marie Innes – Request to Amend Water & Sewer By-Law

A letter was received from Marie Innes requesting that the Water & Sewer By-Law be amended to indicate that a back flow prevention valve is required instead of a check valve.

**MOTION:** To refer the request from Marie Innes for an amendment to the Water & Sewer By-Law regarding the back flow prevention valve / check valve to the public works committee. Councillor Sutherland, Councillor Leonard. Carried. #285-2020

### 4. Bill Hogan – Council Resignation

A letter was received from Bill Hogan giving his written resignation from Town Council.

**MOTION:** With regret, accept the Letter of Resignation from Councillor Bill Hogan. Councillor Leonard, Councillor Blackburn. Carried. #286-2020

## **NEW BUSINESS:**

### Consideration of the 1<sup>st</sup> and 2<sup>nd</sup> Reading

#### Proposed By-law Z-301-42

#### 107 St John Street – PID 10288777

**MOTION:** To table the 1<sup>st</sup> and 2<sup>nd</sup> reading of By-Law Z-301-42. Councillor Leonard, Councillor Sutherland. Carried. #287-2020

**MOTION:** To set the date for the public hearing as November 23, 2020. Councillor Sutherland, Deputy Mayor Anderson. Carried. #288-2020

## Town of Woodstock

Regular Council Meeting  
October 26, 2020 @ 7pm

### Consideration of 1<sup>st</sup> and 2<sup>nd</sup> reading of By-Law 4-B A By-Law to Regulate Taxi Owners and Operators of the Town of Woodstock

**MOTION:** That the by-law entitled, “By-Law 4-B, A By-Law to Regulate Taxi Owners and Operators of the Town of Woodstock”, repealing and replacing the By-Law 4-A, A By-Law to Regulate Taxi Owners and Operators of the Town of Woodstock enacted on the 8<sup>th</sup> day of July, 1985 and all amendments thereto, be read a first time. Councillor Sutherland, Councillor Blackburn.  
Carried. #289-2020

**MOTION:** That the by-law entitled, “By-Law 4-B, A By-Law to Regulate Taxi Owners and Operators of the Town of Woodstock”, repealing and replacing the By-Law 4-A, A By-Law to Regulate Taxi Owners and Operators of the Town of Woodstock enacted on the 8<sup>th</sup> day of July, 1985 and all amendments thereto, be read a second time. Councillor Sutherland, Councillor Leonard.  
Carried. #290-2020

### Consideration of Third Reading and Enactment of BIA By-law L-1.21

**MOTION:** Third reading by title By-Law # L-1.21, a By-Law to impose a levy on non-residential property within the Woodstock Business Improvement area. Deputy Mayor Anderson, Councillor Sutherland.  
Carried. #291-2020

### Feasibility Study for Annexation of PID 10076610 and PID 10210094

**MOTION:** Be it resolved that the council for the Town of Woodstock accepts the feasibility study provided by the Department of Environment and Local Government dated September 2020 and all financial impacts resulting from the Study. Deputy Mayor Anderson, Councillor Sutherland.  
Carried. #292-2020

### Report of the Economic Development & Housing Committee – October 20, 2020

CAO / EDO Anthony presented the minutes of the Economic Development & Housing Committee meeting of October 20, 2020.

## **Town of Woodstock**

Regular Council Meeting  
October 26, 2020 @ 7pm

**MOTION:** To engage the services of Dillon Consulting to develop up to two proposals in an attempt to secure funding for the Town's long-term planning initiatives in the amount of \$4,800. Councillor Sutherland, Deputy Mayor Anderson. Carried. #293-2020

Council requested that the proposal from Dillon be posted on the website.

Council requested that the map, referred to in the Economic Development & Housing Committee minutes showing the vacant municipal properties, be posted on the website.

**MOTION:** To accept the report of the Economic Development & Housing Committee meeting of October 20, 2020 with 1 change where the fees for the Development Process are in the amount of \$4,800. Deputy Mayor Anderson, Councillor Blackburn. Carried. #294-2020

### Report of the Tourism Committee – October 21, 2020

CAO / EDO Anthony presented the minutes of the Tourism Committee meeting of October 21, 2020.

**MOTION:** To accept the report of the Tourism Committee meeting of October 21, 2020. Deputy Mayor Anderson, Councillor Sutherland. Carried. #295-2020

Councillor Bradbury returned to the meeting.

### Report of the Recreation & Community Services Committee – October 20, 2020

Mayor Slipp read a letter from the Multicultural Association of Carleton County thanking Mayor and Council for allowing the Muslim community to use the Gallery Room for prayer while waiting for their return to Saint James United Church.

CAO / EDO Anthony presented the minutes of the Recreation & Community Services Committee meeting of October 20, 2020.

**MOTION:** To accept the report of the Recreation & Community Services Committee meeting of October 20, 2020. Councillor Blackburn, Councillor Bradbury. Carried. #296-2020

# **Town of Woodstock**

Regular Council Meeting  
October 26, 2020 @ 7pm

## **Report of the Planning Advisory Committee – October 19, 2020**

CAO / EDO Anthony presented the minutes of the Planning Advisory Committee meeting of October 19, 2020.

**MOTION:** To accept the report of the Planning Advisory Committee meeting of October 19, 2020.  
Councillor Leonard, Councillor Bradbury. Carried. #297-2020

NEXT MEETING DATE: Monday, November 9, 2020 at 7pm – Location TBD.

**MOTION:** Move to Committee of The Whole, Deputy Mayor Anderson, Councillor Bradbury.  
Carried. #298-2020

**MOTION:** Resume Regular Session. Councillor Leonard, Councillor Bradbury.  
Carried. #299-2020

**MOTION:** Adjournment. Councillor Sutherland, Councillor Bradbury. Carried. #300-2020

---

Arthur Slipp, Mayor

---

Ann Marie Voutour, Clerk / Treasurer  
Director of Administrative Services

# **Town of Woodstock**

Regular Council Meeting  
October 26, 2020 @ 7pm

## **COMMITTEE OF THE WHOLE**

- Legal issues.

---

Ann Marie Voutour, Clerk / Treasurer  
Director of Administrative Services