

# **Town of Woodstock**

Regular Council Meeting  
October 28<sup>th</sup>, 2019 @ 7pm

## **ATTENDANCE:**

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

Staff: CAO Ken Anthony, DAS Ann Marie Voutour, Andrew Garnett, Kelly Foster-Hallett, Tobi Pirie, Mandy Hamilton, Police Chief Gary Forward, Blair Lutes, Fire Chief Harold MacLellan

Media: Bugle Observer

Regrets: Councillor Catherine Sutherland

Public: Hannah Cantafio

**CALL TO ORDER:** Mayor Slipp

## **OPENING REMARKS:**

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

Congratulations were extended to the award winners who received special recognition at the Chamber of Commerce Awards Ceremony on October 19<sup>th</sup>.

Thank you to Councillor Leonard for representing the Town at the JA Lindsay Commemorative Service held by the RCMP.

Mayor Slipp was asked to participate at the New Brunswick Museum Association Annual General Meeting and gave a presentation about what municipalities can do for heritage preservation.

At the Historical Society meeting on November 7<sup>th</sup> at 7pm, Keith Helmuth and Chapel Street Editions is launching a book on Ken Homer speeches.

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## **APPROVAL OF AGENDA:**

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

Carried. #291-2019

## **APPROVAL OF MINUTES:**

**MOTION:** Approval of Minutes of October 15<sup>th</sup>, 2019. Deputy Mayor Anderson, Councillor Bradbury.

Carried. #292-2019

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

There is no business arising from the minutes.

## **CAO UPDATE:**

The department heads were thanked for their contributions to the Town.

A meeting regarding the Municipal Plan was held today with Dillon Engineering. The new plan is expected to be completed in May 2020. The current status of plan and engagement from community was discussed.

Budget 2020 meetings with department heads are ongoing.

The Wellfield Project permits that were needed are complete. The Environment and Management plan is the last outstanding item.

Discussions regarding staff operations are ongoing.

Changes to the structure of the Christmas Social have been proposed.

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## **CORRESPONDENCE:**

### Manon Albert – Montreal Massacre Memorial Service

A letter was received from Manon Albert, Woodstock Caring Communities Committee, describing the Montreal Massacre Memorial Service taking place at 6:30pm on December 6<sup>th</sup>.

**MOTION:** To support the facilitation of the event, subject to the proper arrangements being made with necessary department heads. Deputy Mayor Anderson, Councillor Bradbury.

Carried. #293-2019

### The Salvation Army – Christmas Kettle Campaign 2019

A letter was received from Captains Angel and Marlene Sandoval, Woodstock Community Church, describing the Christmas Kettle Campaign 2019 and inviting Mayor Slipp and Council to volunteer.

## **DEPARTMENTAL REPORTS:**

### Gary Forward – Chief of Police

- Introduced Blair Lutes, who was hired on contract as a part-time consultant to ensure improvement of internal operations within the Woodstock Police Force.
- The final draft of strategic plan is complete and will be distributed for review and approval over the next week.

### Tobi Pirie – Director of Tourism

- The 2020 Sponsorship process was clarified.
- An Events Committee has been created to share knowledge and resources. Mayor Slipp requested a list of members on the Events Committee.
- A Communication Plan for Woodstock is being developed – Council was requested to submit four words to describe Woodstock.
- Crafts for Christmas Show is this weekend. There will be 100 vendors attending and the admission fee is \$5.
- Dinner Theatre at end of November is sold out.
- Christmas kick-off on November 23<sup>rd</sup> with Bouncy Castles. Festival of Trees is the same day at the Best Western, so a shuttle might be arranged for transport.

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Kelly Foster-Hallett – Director of Recreation

- Pool filters are replaced. One is deficient and will need to be replaced.
- Boards are up at the Outdoor Rink.
- The Accessible Washroom interior is being worked on this week.
- Demo of the old washrooms is being planned.
- Canadian Tire and Rotary Club are sponsoring the Youth Zone after school program.
- Recreation Department is providing toast and various spreads to children during the Youth Zone after school program.
- The Payment Centre has been a successful addition to the AYR Motor Centre and has received positive feedback.
- Age friendly community survey – 180 surveys are completed. Christmas discounts will only be applied after the survey is completed.
- A shuttle program is being launched for Daycares to take advantage of local assets during PD days.
- The new Community Van is ready for pick-up.

Andrew Garnett – Director of Public Works

- The department is transitioning to winter activities.
- Brush and leaf clean-up begin next week, paper bags are required.
- Patching program is almost complete.
- Banners are being switched out for Remembrance Day.
- Chamber of Commerce Christmas Kick-off is on November 22<sup>nd</sup>.
- More blue dog waste bins will be ordered for next year.
- Recycle NB conference shared ideas about what other province are doing for recycling programs. There will be announcements related to recycling in the near future.

Councillor Leonard commented that he has been very pleased with the assistance of the Public Works staff in hanging the Remembrance Day veterans' banners.

Harold McLellan – Chief of Fire Department

- There have been 180 calls so far this year.
- Fire Prevention Week was very successful with 180-200 people at the Fire Hall for a BBQ and demonstrations.
- Held a BBQ at the Sanctuary House during their Haunted Days.
- Firehose is being tested to meet FDA standards, a report to follow.
- Hope to be out patrolling during Halloween night.
- Harold will be attending the Volunteer Chiefs meeting next month in Fredericton.

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### FINANCE:

DAS Voutour reviewed the Financial Reports for September 2019.

**MOTION:** To accept Departmental and Financial Reports for September 2019 as presented.  
Councillor Leonard, Councillor Bradbury. Carried #294-2019

### NEW BUSINESS:

Results of the Public Presentation  
for Proposed Rezoning of  
Jones Street – PID 10074821

DAS Voutour advised that there have been no submissions received for or against the proposed rezoning.

**MOTION:** To set the Public Hearing date for the rezoning of Jones Street, PID 10074821, for November 25<sup>th</sup>, 2019. Deputy Mayor Anderson, Councillor Bradbury. Carried. #295-2019

Salt Hauling Tender

Salt Hauling – October 15<sup>th</sup>, 2019

Brennan Farms	\$24.27 / mt + HST
Culberson Trucking Ltd	\$24.40 / mt + HST

Salt – October 15<sup>th</sup>, 2019

Cargill Deicing Technology \$75.87 / mt

**MOTION:** To award the Salt Hauling tender to Brennan Farms in the amount of \$24.27/mt + HST. Councillor Hogan, Councillor Bradbury. Carried #296-2019

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### Sanitary and Storm Sewer Pipes Lining Project Tender

October 16<sup>th</sup>, 2019

Services Infraspac	\$259,307.30 + HST
Eastern Trenchless	\$233,276.00 + HST
Engineers Estimate	\$226,086.00 + HST

**MOTION:** To award the Sanitary and Storm Sewer Pipes Lining Project tender to Eastern Trenchless in the amount of \$233,276.00 + HST. Councillor Leonard, Councillor Hogan.

Carried #297-2019

### Consideration of the Regional Service Commission Budget

CAO Anthony updated council regarding the RSC budget and the summary of discussions that have taken place between municipalities.

Deputy Mayor Anderson requested a quote for trash pick-up to continue on recycling weeks.

### Report of the Finance Committee – October 17<sup>th</sup>, 2019

DAS Voutour presented the minutes of the Finance Committee meeting of October 17<sup>th</sup>, 2019.

**MOTION:** To accept the report of the Finance Committee of October 17<sup>th</sup>, 2019, with the amendment that the Hayward House donation was denied due to the exhaustion of the sponsorship funding budget. Councillor Leonard, Councillor Bradbury. Carried. #298-2019

### Planning Advisory Committee – October 21<sup>st</sup>, 2019

DAS Voutour presented the minutes of the Planning Advisory Committee meeting from October 21<sup>st</sup>, 2019.

**MOTION:** To Initiate the rezoning of 101 Sherwood Drive PID 10111938 from R1 – Single Family Residential to R2 – One, Two, and Multiple Family Residential. Councillor Leonard, Councillor Hogan. Carried. #299-2019

Councillor Bradbury requested that a traffic study be considered for the Deakin Road and Connell Street areas.

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Councillor Hogan requested coordination with DTI to create direction traffic flow with the use of medians.

**MOTION:** To accept the report of the Planning Advisory Committee of October 21<sup>st</sup>, 2019.  
Councillor Leonard, Councillor Bradbury. Carried. #300-2019

### Report of the Tourism Committee – October 22<sup>nd</sup>, 2019

DAS Voutour presented the minutes of the Tourism Committee of October 22<sup>nd</sup>, 2019.

**MOTION:** To accept the report of the Tourism Committee of October 22<sup>nd</sup>, 2019, as presented.  
Councillor Leonard, Councillor Bradbury. Carried. #301-2019

NEXT MEETING DATE: November 12<sup>th</sup>, 2019 at 7pm - Town Hall.

**MOTION:** Adjournment. Councillor Blackburn, Councillor Bradbury.  
Carried. #302-2019

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Arthur Slipp, Mayor

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Ann Marie Voutour, Clerk / Treasurer  
Director of Administrative Services

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## **COMMITTEE OF THE WHOLE**

There was no Committee of the Whole.

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Ann Marie Voutour, Clerk / Treasurer  
Director of Administrative Services