

MUNICIPALITY OF
**EASTERN
CHARLOTTE**

**REGULAR MEETING OF COUNCIL
MINUTES**

Wednesday, July 19, 2023
7:00 p.m.
Magaguadavic Place Community Center

MEMBERS PRESENT: Mayor John Craig
Deputy Mayor David R. Hatt
Councillor Alexa Detorakis
Councillor Adam Hatt
Councillor Terry Lee
Councillor Wayne MacQuarrie
Councillor Lisa McKay
Councillor Darrell Tidd
Councillor Michael Thompson

STAFF PRESENT: Jason Gaudet, CAO / Clerk
Christ MacKinnon, Assistant Clerk

GUESTS PRESENT: Vicki Hogarth, Florence Mitchell, Lukas Kohler (CHCO-TV)
Gallery: 10

1. CALL TO ORDER

The regular monthly meeting of the Council for Eastern Charlotte held on Wednesday, July 19, 2023, at Magaguadavic Place, was called to order by Mayor Craig at 7:00 pm.

2. ADOPTION OF AGENDA

Motion: That Council adopt the Agenda for the meeting of July 19, 2023, Regular Meeting of Council, as presented.

Moved by: Councillor Detorakis

Seconded by: Councillor MacQuarrie

Motion carried unanimously.

3. CONFLICT OF INTEREST DISCLOSURE

None

4. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETING(S)**a. June 21, 2023 – Regular Meeting of Council**

Motion: To approve the Minutes for the meeting of June 21, 2023, Regular Meeting of Council, as circulated to members of Council.

Moved by: Councillor Tidd

Seconded by: Councillor MacQuarrie

Motion carried unanimously.

b. June 28, 2023 – Special Meeting of Council (Public Hearing)

Motion: To approve the Minutes for the meeting of June 28, 2023, Closed Meeting of Council, as circulated to members of Council.

Moved by: Councillor McKay

Seconded by: Councillor MacQuarrie

Motion carried unanimously.

c. July 11, 2023 – Closed Meeting of Council

Motion: To approve the Minutes for the meeting of July 11, 2023, Closed Meeting of Council, as circulated to members of Council.

Moved by: Councillor MacQuarrie

Seconded by: Councillor Lee

Motion carried unanimously.

5. BUSINESS ARISING OUT OF MINUTES

None

6. DELEGATIONS

None

7. DEPARTMENT REPORTS**a. General Government Report**

CAO presented the General Government Report for the month of June, 2023 (attached).

- Discussion regarding the amount of open files that are recent.
- Discussion regarding how files are opened, including vacant versus occupied properties.

- Discussion regarding repair timeline for Riverview Avenue water line and Brunswick Street paving

b. Building and Planning Report

CAO read the Building and Planning Report as prepared by Alex Henderson, Planning Director, Southwest New Brunswick Service Commission, for the month of June, 2023 (attached)

- Discussion regarding the availability of minutes from PRAC meetings.
- Discussion regarding the addition of more material in the Development section of the report.

c. Fire Department Report

The Fire Report was prepared by Cara Hatt, Fire Services Administrator, for the month of June, 2023 (attached).

- Councillor Thompson advised the number of dispatched calls per station.

d. Public Works Report

Councillor MacQuarrie highlighted the Public Works reports as prepared by Richard Leavitt, Blacks Harbour Foreman, and Ron Groom, St. George Foreman, for the month of June, 2023 (attached).

- Councillor Detorakis commented on how much she enjoys reading Ron Groom's report, as it gives her a good understanding of what is going on in the community.
- Discussion regarding the SCADA system in St. George.

e. Committee Reports

- Councillor Hatt offered a report regarding Parks & Recreation:
 - Playtech has started maintenance on the basketball court, and will then move to the pickleball court. Work being done on the baseball field to deal with the drainage issue.
 - Getting ready for the retrofit of the operation system that runs the cooling plant at the Arena.
 - SummerFest kicks off on Thursday. A full schedule of events is found on the Eastern Charlotte website or the Facebook page for Eastern Charlotte Parks & Recreation. Brochures are also available. Expressed thanks to sponsors and to Eastern Charlotte Fire Rescue. Provided information on temporary road closures on Saturday, July 22. Explained the possible Plan B in case of rain.

- Councillor Detorakis offered a report regarding Health Services:
 - Attended with Councillor McKay a community health and needs assessment hosted by Horizon Health, to have a more collective understanding of the more pressing health needs in our area.
 - Our community will be grouped in with Grand Manan, Fundy Shores, and other rural areas.

- Mayor Craig offered a report regarding Public Safety:
Met with Fundy Shores Mayor Denny Cogswell of Fundy Shores and members of both Public Safety Committees, discussing policing. Between the two areas we spend close to \$4 million a year. Decision to work together to explore every option.

8. FINANCIAL STATEMENT

- Councillor Lee presented a summary of the financial report:

	JUNE	YEAR TO DATE
General Government & Administration	65,979.28	285,922.76
Public Works (St. George & Blacks Harbour)	126,222.74	956,828.83
Fire Departments	38,910.35	270,134.35
Other – Building Inspection & Animal Control	12,597.50	45,101.47
Other – Solid Waste	7,901.04	139,077.99
Environment & Development	21,239.18	104,963.19
RCMP	0	230,383.93
Recreation – Events / Facilities / Arena	16,032.01	176,545.06
Total Insurance	0	156,208.00
TOTAL	288,882.10	2,365,165.58

	JUNE	YEAR TO DATE
Fiscal Services (Principal on Debt/Lease/Capital)	67,078.08	203,499.68
TOTAL	355,960.18	2,568,655.26

	JUNE	YEAR TO DATE
St. George Water	13,257.47	68,044.04
St. George Waste Water	24,356.82	80,532.25
Fiscal Services – Debt Payments	78,212.24	189,707.04
TOTAL	288,882.10	2,365,165.58

9. OLD BUSINESS

None

10. NEW BUSINESS**a. New Full-Time Position: "Arena & Recreation Foreman"**

Motion: That Council approve the creation of a new full-time position, Arena and Recreation Foreman, dedicated to supervise maintenance at the Patrick Connors Recreational Complex.

Moved by: Councillor Tidd

Seconded by: Deputy Mayor Hatt

- Councillor Hatt advised this position is for all recreational facilities.

Motion carried unanimously.

b. St. George Capital Projects Fund

Motion: That Council approve the use of \$128,000 of the \$202,507 budgeted in 2023 under the St. George tax unit for General Capital Fund (Land), towards \$42,000 for paving and \$86,000 for generators.

Moved by: Councillor Detorakis

Seconded by: Councillor Hatt

- CAO advised the funds come out of the tax authority for St. George. Natural gas generators will be installed at the Municipal Office and Magaguadavic Place. Paving would extend from the off-ramp to "Park's Brook".
- Discussion regarding the generator moving Magaguadavic Place towards a "Class 2" shelter.

Motion carried unanimously.

11. CORRESPONDENCE**a. Bill Conley**

Motion: That the letter from Mr. Conley be referred to the Parks & Recreation Committee for review and recommendation.

Moved by: Councillor Hatt

Seconded by: Councillor Tidd

Motion carried unanimously.

12. PUBLIC PRESENTATION/APPEARANCES

None

13. STATEMENTS BY MEMBERS OF COUNCIL

- a. Mayor Craig read a prepared statement (attached).
- b. Deputy Mayor Hatt declined to comment.
- c. Councillor Thompson declined to comment.
- d. Councillor Hatt thanked all who came out to the Rec Expo.

Asked CAO regarding question raised at June Council about a variance for an event. CAO advised the variance was given regarding the noise bylaw, extending to 11 pm.

- e. Councillor Detorakis advised a meeting with Granite Town Seniors Club and discussed the NB age-friendly inclusion program. Brenda Lee will be attending the Seniors Tea/Social on Friday at 1 pm at MP, talking about the program. Is looking for someone to represent Ward 3.
- f. Thanks to Cara for organizing the event
- g. Councillor Macquarrie declined to comment.
- h. Councillor Tidd advised, regarding personnel, we are still ongoing with Public Works position. The Arena/Rec foreman was an internal competition, and Drew Dougan was the successful candidate. Commented regarding the Community Watch Meeting on Monday evening
- i. Councillor Lee explained why the Community Watch meeting for Wards 1 and 3 was cancelled and commented on the first meeting.
- j. Councillor McKay thanked everyone for coming out.

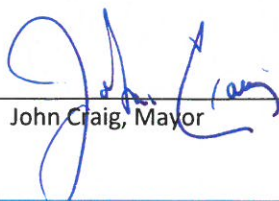
14. DATE & LOCATION OF NEXT MEETING

Wednesday, August 16, 2023, at 7:00 pm, at Magaguadavic Place Community Center

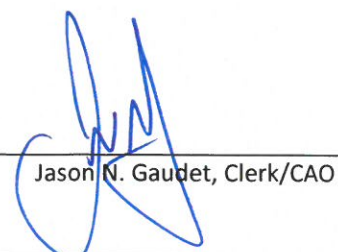
15. ADJOURNMENT

Motion: That the meeting be adjourned at 7:37 p.m.

Moved by: Councillor Hatt



John Craig, Mayor



Jason N. Gaudet, Clerk/CAO

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- Staff meet with Vern Faulkner (SNBSC) on Dangerous & Unsightly Properties files; 10 open files (3 existing).
 - Personnel - completed interviews for BH Public Work position & Arena & Rec Foreman.
 - Personnel - Fire Chief Johnston started the first week of July.
 - Completed application for Municipal Capital Borrowing that was approved at last months Council meeting. Also a review of borrowing & debt: \$1.8 St. George & \$450k Blacks Harbour.
 - Housing Development - working with three potential residential developers in St. George (Brunswick Street & Hillside) as well as two developments in Blacks Harbour. Drafting 2 development agreements for 2 projects in St. George.
 - Transportation – lining was completed on roads and crosswalks; working on additional “no parking” zone painting.
 - Transportation – received quotes for a number of local municipal areas/roads.
 - Transportation – installing private lane signage and reviewing civic number, road/street registrations. Also working on acquiring “community name” signs for former municipalities and a few rural communities.
 - Finishing of install of street lighting in Back Bay area (2) and Exit 52 St. George.
 - Tenders – Fire Dept. Air Packs and Paving to be release over the next few weeks.
 - Parks/Rec – PCRC Upgrades ongoing – awaiting on arrival of gym floor, web camera, new PLC. Work on going with storage area under the stands and office area on recreation area. Also upgrade to water treatment for the Cooling Tower for the ice plant (part of new Provincial Regulations).
 - Parks/Rec – prov. Regulated Blue-green algae advisory signage has been posted around the public access points for the Magaguadavic River & Lake Utopia including signage from Passamaquoddy Nation.
 - Request for interest from neighbouring communities regarding a regional policing options has been sent and working on setting a meeting date. Also working on contacts from a couple of policing agencies.
 - Fire - renovation work is started or starting over the next month on Second Falls Fire Hall and Back Bay Fire Hall.
 - Utilities - Ongoing work with respect to the Water & Wastewater Integrated Bilateral Agreement (IBA) Projects for St. George (2) and Blacks Harbour (1); engineering updates & project reports. Test wells in St. George are expected to be completed in July and still reviewing primary areas for Blacks Harbour.
 - A couple of items were will improve on: scheduling install of Canadian flags on Main Street prior to Canada Day, better accessibility to washrooms at Canal Beach and further work to the St. George baseball field.
 - Residents are asked to report any needles or sharp objects in public areas to the municipal office.

Planning update

- SNBSC Planners are assisting Eastern Charlotte with preparations for a housing accelerator fund application to CMHC as the grants are tied to initiatives around community planning & development;
- Letter sent to proponent of municipal plan amendment for 110 Mount Pleasant Road informing them of Council's decision;
- One (1) variance request for 239 McCarthy's Point Road to build an attached garage onto an existing dwelling on a pre-existing undersized lot was approved subject to conditions at the June 15th PRAC meeting.

Development update

- Thirty three (33) building/demolition permits issued to date in 2023 – construction value \$3,894,145.00;
- One (1) sign permit issued to date;
- One (1) plan amendment/rezoning rejected to date;
- One (1) temporary permit issued to date;
- Six (6) variances issued to date;
- Nine (9) development permits issued – construction value \$285,500.00;
- Ten (10) tentative subdivision applications approved to date;
- Twenty (20) zoning confirmation letters issued to date;
- One (1) exemption document approved to be registered in the Land Registry office; and,
- Total of thirteen (13) net new dwellings added year to date.

Enforcement update

- Coordinating a dangerous & unsightly premises by-law enforcement with the CAO;
- One (1) enforcement file under the Community Planning Act resolved.

Respectfully submitted by,

Alex Henderson, Planning Director, M.C.P., MCIP, RPP (NB)

Incidents by Type & Department

	SGFD	ECRFS	FBFD
Rubbish/grass fire – no dollar loss [12]	1		
Total Fire [10-19]	1		
Vehicle Accident [31]	5		
Resuscitation Call – respiratory emergency [35]			
Total Rescue or Resuscitation call [30-39]	5		
Public Hazard – Power line down / utility pole hazard [43]	1		
Total Public hazard [40-49]	1		
Public Service – mutual aid [65]	2	5	4
Total Public services [60-69]	2	5	4
Alarm No Fire – smoke or steam mistaken [71]	2		1
Alarm No Fire – detector activated [73]	2	4	
Total Alarm no fire – No malicious intent [70-79]	4	4	1
Fire Department – Training [91]		2	3
Fire Department – Meeting [92]		1	
Total Incident situation unclassified [90-99]		3	3
TOTAL INCIDENTS	13	12	8

Public Works does regular checks for the Water and Waste Water treatment system and are done on a daily, weekly and monthly schedule. All documents are recorded. Arena maintenance is still on going we are repairing Broken boards hockey ice and on old curling ice surface area and the painting continues New led lights have been installed and completed General Maintenance on the ball field scrape and rolling the in-field and applying lines. Mowing parks and Playgrounds and maintain ditches with boom flail mower .Tree removal at several locations

Equipment repairs

1 ton installed new lights on flat bed ordered new switches for door window and door locks oil and lube scheduled

Garbage Truck installed new Hydraulic cylinder purchased new back up Camera and installed

Van installed new rocker panels and body work

Kubota Mowers serviced and installed new water pump

Trackless Brake repair work and hydraulic cylinder replaced

Maintain storm drains and continue up grades that's needed. Cross walks and stop markers and traffic painting completed

Thanks Richard Leavitt



TRANSPORTATION

The final modifications to the Day Adventure Centre boat docks were finalized and they were set into the water. A bit later than usual but wait times for materials is still an issue we have to deal with.

The Splashpad was officially turned on for the season and has been received very well with strong attendance and use.

Mowing and garbage collection are the routine jobs occupying most of the hours for parts of the crew now. There have been some running issues with the lawn mower showing up and an outside diagnosis of the engine operation showed a bent internal component. We are still using the mower but a replacement will need to be sought for next year as the current one will not last much longer.

The line painting contractors were in Town to refresh everything for the year. They also had their other crew in to repaint the crosswalks, intersection arrows and stop bars for the stop signs. We purchased a new painting machine so that we can take over the duties of repainting everything except the street lines ourselves. The past few years paint was almost unobtainable and we had to rely on contractors. Once we got the new machine sorted out we used it to paint the parking lines at Magaguadavic Centre, along Main St and the Post office parking lot.

A new steering box was installed on truck 4, making this the third one including the original. It was just replaced in December/January under warranty and that one started leaking bad after only 1500 kms. A call to the dealer regarding replacement of the box again was unsuccessful. We also had to replace both rear brake hoses as the originals had rotted away at the junction of the rubber hose and steel fitting.

The asphalt roller was brought to the shop for its annual maintenance and preparation for patching season.

The boom flail was mounted to the Trackless so it could be gone over prior to use. A few maintenance items were sorted out and the mower was put in service by mowing the walking trails.

The landscape trailer needed its wiring replaced as the lights were not functioning properly. After having new wire strung and all new connections made, it is back in service.

The walking trail on the north side of the Magaguadavic River had a new gate installed at the head of the trail behind Granite Town Farms. This will make it much easier for us to get on the trail for any maintenance or garbage collection.

A new topper for the ball field fence was bought and partly installed. The yellow will stand out better and make it easier for players to see. We are making ball field maintenance a regular on our schedule as it is used more now than in past years.

The final touches have been done to the new Canal canteen building. The outside recreation areas have all been fixed up and the volleyball net installed for the summer. The tennis court nets were also installed for the summer.

The new community garden beds were set in place and filled. This makes the total number of bed 30 and plenty of space.

A couple of manholes were lowered on Letete Rd as they were too high and DTI plows were catching them during winter snow removal causing damage to the plows.

The annual maintenance was conducted by Smith Diesel on our two generators. One at the booster station and the other one in the garage at the Municipal office.

We had Safety First put on some training courses. They covered Trenching and excavating, Confined Spaces and Fall Arrest. A couple of the crew needed to be re certified and the newer members had to be initially trained to comply with provincial regulations. We are still waiting for another date to have Chainsaw Safety covered as well.

WATER

The total amount of water used for the month of June was approximately 10.4 million gallons, with an average of 346,666 per day. This is up from previous months as summer tends to see higher amounts used by residents and industry alike.

Thunderstorms, again, played havoc with the SCADA system at well 6 requiring a manual resetting to get it back in operation. This well seems to be particularly sensitive to power interruptions and a possible solution will need to be looked into.

The hydrant in front of the booster station was taken apart to see why the valve was not working when attempts to shut it off were made. It was determined that a bolt had broke off at a junction in the main shaft and a new one was installed restoring the full function of the hydrant.

The gate valve for the water supply to the upper mall had to be exposed out on the street by removing asphalt from the cover so it could be usable. The water needed be shut down for maintenance inside.

SEWER

A leaking rubber connection on an air blower for lagoon 1 was replaced.

A new lift station pump was returned to Xylem as it was mistakenly sent by them to us. It took a while to sort out why the pump was sent but it was resolved.

We had a blockage on Main St East that required a Vac Truck to flush the sewer main. The area of the blockage does not see much flow and this can be a result if heavy amounts of paper products available from a certain big box store are used. It has been shown many times in the past that those do not break down the same as others and will cause this type of issue. A way to minimize this would be to dump a large load of water down a manhole at the very end of the sewer line to flush any debris buildup.

WATER SAMPLE LAB RESULTS

June 14, 2023

Report #: G321251-23, Analysis of water samples

Eight water samples were received on June 13, 2023 for microbiological testing. The identity of the samples and the results are tabulated below.

RESULTS

Lab ID	Sample Identification	SID	Total Coliforms (cfu/100mL)	E. coli (cfu/100mL)
G321251-1	Well #2B – Pre Cl	26437	0	0
G321251-2	Well #2B – Post Cl	26437	0	0
G321251-3	Well #3 – Pre Cl	16513	0	0
G321251-4	Well #3 – Post Cl	16513	0	0
G321251-5	Well #6 – Pre Cl	26448	0	0
G321251-6	Well #6 – Post Cl	26448	0	0
G321251-7	108 Mount Pleasant	18779	0	0
G321251-8	Birch Grove	16320	0	0

June 28, 2023

Report #: G321395-23, Analysis of water samples

Seven water samples were received on June 27, 2023 for microbiological testing. The identity of the samples and the results are tabulated below.

RESULTS

Lab ID	Sample Identification	SID	Total Coliforms (cfu/100mL)	E. coli (cfu/100mL)
G321395-1	Well #4 – Pre Cl	16557	0	0
G321395-2	Well #4 – Post Cl	16557	0	0
G321395-3	Well #5 – Pre Cl	21067	0	0
G321395-4	Well #5 – Post Cl	21067	0	0
G321395-5	Rainbow Net	18893	0	0
G321395-6	Municipal Building	16397	0	0
G321395-7	4 Henry Lane	23621	5	0

LAGOON SAMPLE RESULTS

Not available

Mayor's Statement

Mayor John D. Craig
June, 2023

This past month, I, along with our MLA Andrea Mason, JD Irving Ltd, and Council and staff members, officially cut the ribbon on the new buildings and expansion work at Canal Beach.

The Summer Concert Series has begun and I spoke at the first concert on July 6th, featuring Tom and Angela Mason, to a full house. This happens every Thursday evening at the Magaguadavic Place at 7pm, and tomorrow night will be "Running out of time" starring Karen and Gary Sturgeon, which will be the kick off to SummerFest.

I would also be amiss to make sure that Cara Hatt be mentioned for making sure that everything goes smooth. Cara always does a wonderful job.

I would like to remind everyone that the YMCA has three different full weeks of summer programs happening at the Arena in Blacks Harbour beginning the week after next. I suggest you register your children for at least one of the weeks, if not all three. We are fortunate to have the YMCA centralized out of the Arena.