

MUNICIPALITY OF  
**EASTERN  
CHARLOTTE**

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**REGULAR MEETING OF COUNCIL  
MINUTES**

Wednesday, October 18, 2023  
7:00 p.m.  
Magaguadavic Place Community Center

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**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  
Chris MacKinnon, Assistant Clerk

**GUESTS PRESENT:** Vicki Hogarth, Florence Mitchell (CHCO-TV)  
Alex Henderson (SNBSC)  
Gallery: 26

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**1. CALL TO ORDER**

The regular monthly meeting of the Council for Eastern Charlotte held on Wednesday, October 18, 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 October 18, 2023, Regular Meeting of Council, as presented.

**Moved by:** Councillor Lee

**Seconded by:** Councillor Tidd

**Motion carried unanimously.**

**3. CONFLICT OF INTEREST DISCLOSURE**

None

**4. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETING(S)****a. September 20, 2023 – Regular Meeting of Council**

**Motion:** To approve the Minutes for the meeting of September 20, 2023, Regular Meeting of Council, as circulated to members of Council.

**Moved by:** Councillor McKay

**Seconded by:** Councillor Thompson

- Councillor Detorakis suggested minutes be more clear and consistent, and provided an example of why that would be important

**Motion carried unanimously.**

**b. September 26, 2023 – Closed Meeting of Council**

**Motion:** To approve the Minutes for the meeting of September 26, 2023, Closed Meeting of Council, as circulated to members of Council.

**Moved by:** Councillor Thompson

**Seconded by:** Councillor Lee

**Motion carried unanimously.**

**c. September 28, 2023 – Closed Meeting of Council**

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

**Moved by:** Councillor McKay

**Seconded by:** Councillor Lee

**Motion carried unanimously.**

**d. October 4, 2023 – Special Meeting of Council**

**Motion:** To approve the Minutes for the meeting of October 4, 2023, Special Meeting of Council, as circulated to members of Council.

**Moved by:** Councillor Tidd

**Seconded by:** Deputy Mayor Hatt

**Motion carried unanimously.**

**e. October 4, 2023 – Closed Meeting of Council**

**Motion:** To approve the Minutes for the meeting of October 4, 2023, Closed Meeting of Council, as circulated to members of Council.

**Moved by:** Councillor Thompson

**Seconded by:** Councillor Lee

**Motion carried unanimously.**

**f. October 10, 2023 – Closed Meeting of Council**

**Motion:** To approve the Minutes for the meeting of October 10, 2023, Closed Meeting of Council, as circulated to members of Council.

**Moved by:** Councillor McKay

**Seconded by:** Councillor Lee

**Motion carried unanimously.**

**5. BUSINESS ARISING OUT OF MINUTES**

None

**6. DELEGATIONS****a. Adrienne Boudreau, YMCA Greater Saint John**

Ms. Boudreau came to discuss childcare in the community. Was brought to their attention regarding the need for childcare for ages under 5, as well as a need for programming. Program information can be found on Facebook.

After the Early Childhood Services Act, providers must go through a call for proposals and the YMCA was awarded spaces in the St. George Area (including St. George, Canal, Blacks Harbour, and Utopia).

Excited for a new center and looking forward to announcing a new location. At that time they will open a waitlist and announce an opening date.

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

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

- Discussion on the estimated repair of the road in front of St. George Elementary School. CAO advised it is scheduled for Friday.



**b. Building and Planning Report**

Alex Henderson, Planning Director, Southwest New Brunswick Service Commission, presented the Building and Planning Report for the month of September 2023 (attached).

- The Statements of Public Interest regulation oversees five areas: Settlement, Climate Change, Agricultural, Natural Resource, Conservation.
- Planning Fees are currently different in St. George, Blacks Harbour, and former rural areas. The proposed bylaw will harmonize the fees for all Eastern Charlotte.

**c. Fire Department Report**

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

- Councillor Thompson summarized the Fire Department report.

**d. Public Works Report**

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

- Mayor Craig commented the Public Works crews of Eastern Charlotte are the very best. They do an admirable job for our area. Thank you to both crews in both areas for putting up the veteran's banners.

**e. Committee Reports**

Councillor Hatt offered a report regarding Parks & Recreation:

- The Arena is open for 23-24 season. Huge thank you to Drew Dougan (Recreation Foreman), Jamie Melanson, Landon Thompson, Blacks Harbour and St. George Public Works crews, Jeremy McShane (Garcelon Civic Center), and local business which were able to help.
- Still a few ice times available for weekly rentals. Call Municipal Office or contact by Facebook.
- Private skating (\$50) times posted on Monday morning and will be filled first come, first served. Free skating is Tuesdays and Thursdays from 3-5 pm. Public skating and Sticks & Pucks are Sunday from 1:30-5:00 pm at different time slots. A full can be found on the Parks & Recreation page.

- Hometown Hero nominations are open until October 31. Help is needed to ensure more people are recognized for their efforts. Fillable online form on the website.
- Christmas Kickoff, November 30-December 3.
- Remind everyone to be diligent, wear reflective clothing, look out for one another, and have a safe and happy Halloween.

## 8. FINANCIAL STATEMENT

**Motion:** THAT Council accept the Financial Statements for September 2023, as presented.

**Moved by:** Councillor McKay

**Seconded by:** Councillor Lee

**Motion carried unanimously.**

## 9. OLD BUSINESS

None

## 10. NEW BUSINESS

### a. Bylaw# Bylaw# EC-07, Respecting Streets & Traffic in St. George

**Motion:** THAT Council schedule a Public Hearing of objections to By-Law # EC-06, All Terrain Vehicle on Municipal Roads in St. George, on Wednesday, November 8, 2023, at 6:30 pm, to be held at the Magaguadavic Place Community Center.

**Moved by:** Councillor Thompson

**Seconded by:** Councillor McKay

**Motion carried unanimously.**

### b. Bylaw# EC-07, Respecting Streets & Traffic in St. George

- **Third & Final Reading, by title only**

**Motion:** THAT Council accept the Third and Final Reading, by title only, of Bylaw # EC-07, Respecting Streets & Traffic in St. George

**Moved by:** Deputy Mayor Hatt

**Seconded by:** Councillor Detorakis

**Motion carried unanimously.**

**c. Bylaw# EC-08, Respecting the Fire Department**

- **First Reading, by title only**

CAO advised this bylaw was put together to replace those of St. George and Blacks Harbour. This is about positions and requirements for firefighters.

**Motion:** THAT Council accept the Third and Final Reading, by title only, of Bylaw # EC-08, Respecting the Fire Department.

**Moved by:** Councillor McKay

**Seconded by:** Deputy Mayor Hatt

**Motion carried unanimously.**

- **Second Reading, in its entirety**

**Motion:** THAT Council accept the Second Reading, in its entirety, of Bylaw # EC-08, Respecting the Fire Department.

**Moved by:** Councillor Tidd

**Seconded by:** Councillor Lee

- CAO advised copies will be available at the Municipal Office and on the website, easterncharlotte.ca

**Motion carried unanimously.**

- **Date for Public Hearing**

**Motion:** THAT Council schedule a Public Hearing of objections to Bylaw # EC-08, Respecting the Fire Department, on Wednesday, November 8, 2023, at 6:30 pm, to be held at the Magaguadavic Place Community Center.

**Moved by:** Councillor McKay

**Seconded by:** Councillor Tidd

**Motion carried unanimously.**

**d. Bylaw# EC-09, Remuneration of Firefighters**

- **First Reading, by title only**

CAO advised this would be remuneration of the volunteer service, in regard to per call rate.



**Motion:** THAT Council accept the Third and Final Reading, by title only, of Bylaw # EC-09, Remuneration of Firefighters.

**Moved by:** Councillor Thompson

**Seconded by:** Deputy Mayor Hatt

**Motion carried unanimously.**

- **Second Reading, in its entirety**

**Motion:** THAT Council accept the Second Reading, in its entirety, of Bylaw # EC-09, Remuneration of Firefighters.

**Moved by:** Councillor Tidd

**Seconded by:** Councillor Thompson

- CAO advised copies will be available at the Municipal Office and on the website, easterncharlotte.ca

**Motion carried unanimously.**

- **Date for Public Hearing**

**Motion:** THAT Council schedule a Public Hearing of objections to Bylaw # EC-09, Remuneration of Firefighters, on Wednesday, November 8, 2023, at 6:30 pm, to be held at the Magaguadavic Place Community Center.

**Moved by:** Councillor Lee

**Seconded by:** Deputy Mayor Hatt

**Motion carried unanimously.**

- e. **Gas Tax Fund (Consolidated Plan)**

CAO explained this is the Gas Tax Fund for 2019-2023. Both the Town of St. George and Village of Blacks Harbour had GTF plans. It was requested by the Province to consolidate the plans. There will also be some GTF that comes from the areas of the former LSDs. This funding will be used for road resurfacing in Blacks Harbour and St. George, as well as sidewalk upgrades in Blacks Harbour.

**Motion:** THAT Council accept the Eastern Charlotte Consolidated Gas Tax Fund Plan for 2019-2023.

**Moved by:** Councillor Thompson

**Seconded by:** Councillor Tidd

**Motion carried unanimously.**

**f. Surplus Assets**

CAO explained the buildings are dilapidated and municipality has limited funds to fully repair them. Will remove the buildings, leave as green space for now, and look at different options for the long term. Estimated value is starting bid of \$100, conditional upon the buildings being removed with a deadline in April. All current tenants have been advised of the change and will be vacating.

**Motion:** THAT Council declare as surplus and advertise the tender of the following items:

DESCRIPTION	EST. VALUE
Day Adventure Center, Building # 11	\$100.00
Day Adventure Center, Building # 13	\$100.00
Day Adventure Center, Building # 15	\$100.00
Day Adventure Center, Building # 17	\$100.00
Day Adventure Center, Building # 19	\$100.00
Day Adventure Center, Building # 21	\$100.00

**Moved by:** Councillor Tidd

**Seconded by:** Deputy Mayor Hatt

- Discussion whether this included all the buildings or if one would be left for power and water needs. Building # 17 still has washrooms, water access, and hookups for power.

<b>Vote on the Motion:</b>	Councillor Detorakis	Councillor A. Hatt	Deputy Mayor D. Hatt	Councillor Lee	Councillor MacQuarrie	Councillor McKay	Councillor Thompson	Councillor Tidd	Mayor Craig (tie-breaker)
Aye (in favour)	X		X	X	X	X	X	X	n/a
Nay (opposed)		X							

**Motion carried.**



**g. Tender # 2023-04 Air Packs & Bottles (Fire Protection)**

CAO advised that RFQ 2023-04 was opened [for submissions] on September 27 and closed on October 13 at 2pm. One submission was received from Safety Source for \$161,184 (does not include HST). Is for Air Paks and replacement bottles for the Fire service. Funding will be made possible by the Municipal Capital Borrowing Board. Have been approved for \$178,000 over 10 years.

**Motion:** THAT Council award Tender # 2023-04, Air Packs and Bottles, to Safety Source for the amount of \$161,184.00 (excluding HST).

**Moved by:** Councillor Thompson

**Seconded by:** Councillor Detorakis

**Motion carried unanimously.**

**11. CORRESPONDENCE**

None

**12. PUBLIC PRESENTATION/APPEARANCES**

- a. Glenn Miller (Riverview Avenue, St. George): Currently serves as President of Granite Town Gardeners. Read a letter to Council provided at the Municipal Office yesterday.
- b. Pat Wilcox (local realtor): Has concerns with the Community Planning Act but was unsure where to bring them. Described the differing requirements for a house lot if the land is registered as residential versus forest or farmland; considers it discriminatory as it pushes people out of the market.
- c. Sandy Shaw (Barker Road, Bethel): Level 2 firefighter with Eastern Charlotte Fire Rescue. Explained reasons is owed money by the municipality.
- d. Wayne Avery (Main Street, St. George): Requested information from Closed and Special meetings be put in minutes of Regular meetings for transparency. Commented on a letter of complaint regarding conflict of interest in ATV bylaw and expectation it was to be read at Council but has not been.
- e. Joan Craig (Pennfield): Asked for an open session where public can ask questions of Council.
- f. Ashley Guthrie (Pennfield): Asked for a plan to fill the "seats" the YMCA has received [from the Province].

**13. STATEMENTS BY MEMBERS OF COUNCIL**

- a. Mayor Craig shared the Eastern Charlotte Lions Club will have a Trunk-Or-Treat event on Friday, October 27, 6:00-7:30 pm, at the Lions hall. Anyone wishing to put a trunk in or to participate may do so.
- b. Deputy Mayor Hatt declined to comment.
- c. Councillor Thompson declined to comment.
- d. Councillor Hatt:
  - Agrees childcare is very important to the community, as is having a community building. Believes the building can be used modularly for both purposes. There is some confidential information with that as well.
  - There are some closed-door meetings that happen because of development land, legal, and personnel issues.
- e. Councillor Detorakis:
  - Thanks to Adrienne [Boudreau, YMCA] for coming. Looks forward to continuing partnership with the YMCA.
  - Budget must be approved by January 1, 2024; the first budget created by Eastern Charlotte. Other municipalities are working publicly and we should be doing the same.
  - A few months ago Council heard complaints there was not sufficient notification for bylaw # EC-06, All-Terrain Vehicles on Municipal Roads. Have to think about how to ensure all residents along affected route can participate at the public hearing on November 8.
- f. Councillor MacQuarrie declined to comment.
- g. Councillor Lee declined to comment.
- h. Councillor Tidd thanked everyone for coming. Echoes comments that childcare is important and thinks we can work together to have childcare but maintain this building for public use.
- i. Councillor McKay declined to comment.

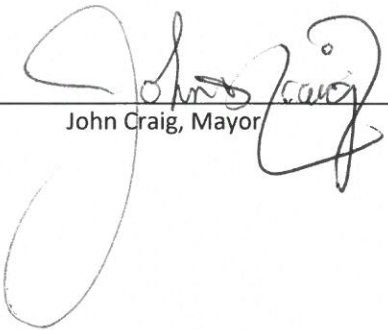
**14. DATE & LOCATION OF NEXT MEETING**

Wednesday, November 15, 2023, at 7:00 pm, at Magaguadavic Place Community Center.

**15. ADJOURNMENT**


**Motion:** That the meeting be adjourned at 8:02 p.m.

**Moved by:** Councillor Detorakis



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John Craig, Mayor



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Jason N. Gaudet, Clerk/CAO



- Finance – the auditors report and 2022 financial statements for the former Town of St. George and the former Village of Blacks Harbour were presented and accepted at the Special Meeting of Council on October 4. Now working on compiling the first preliminary draft of the 2024 budget for Eastern Charlotte.
- By-Laws – additional bylaws being drafted are Animal Protection, Roadside Peddlers, Municipal Water, Blacks Harbour Roads/Traffic
- Municipal Buildings – compiling inventory for public rentals and working on updating the rental agreement with rates.
- Ongoing discussion with Provider & Economic Development on possible Childcare initiative for area.
- Properties – meeting weekly with By-Law Enforcement on 15+ Dangerous & Unsightly properties files; 3 files will be coming to Council for next steps.
- Properties – survey work being completed on municipal properties in Blacks Harbour for inclusion in Development Properties list.
- Housing Development – developments in St. George and Blacks Harbour. Awaiting on HAF decision.
- Transportation – working with Dillion Consulting on traffic studies for intersections in St. George; traffic monitoring and vehicle count being conducted.
- Provincial Municipal Highway Program – 2024-2026 plan coming to Council for November.
- St. George Heath Clinic – meeting with Dr. Drost and Dr. Hameed on updating cooperative services at the clinic.
- Arena – preparations and upgrades continue; heat unit for lobby area, office in lower rec area, more new lighting fixtures to be installed.
- Fire – two surplus units did not sell in tender; vehicles will be retendered. Drafted two fire related by-laws regarding the fire service.
- Water System – St. George Public Works will be conducting flushing in St. George over the next couple of weeks; advisors have been sent though residents can call the Municipal Office from more info.
- Utilities - Ongoing work with respect to the Water & Wastewater for St. George and Blacks Harbour.
- Residents are reminded that White Goods Recycling ends for the season on October 31 and does not resume until April 1, 2024. Please call 466-7830 to schedule pick up.

## *Planning update*

- Provincial planning regulation adopted by Cabinet – Statements of Public Interest Regulation which provides a minimum framework for what local plans in New Brunswick will need to cover;
- Approved minutes attached from the August 2023 PRAC meeting, next regular scheduled time for meeting October 19<sup>th</sup>, 2023;
- Recommending that Council adopt a uniform planning fees by-law (see attached) which would harmonize the fees the RSC collects on-behalf of Eastern Charlotte across the municipal territory for the miscellaneous planning services (eg. zoning confirmation letters) other than rezoning/permitting/subdivision – **Recommended action:** *that Council request the written views of PRAC on the proposed by-law in accordance with section 110 of the Community Planning Act and give by-law 1<sup>st</sup> reading to the by-law, by title.*

## *Development update 2022*

- Seventy-six (76) building/demolition or development permits issued to date in 2023 – construction value: \$7,673,930.00
- Total of twenty-nine (29) net new dwellings permitted to date in 2023;
- Twenty-three (23) zoning confirmation letters issued to date – no change;
- Ten (10) variances or terms/conditions approvals issued to date – no change;
- Twenty-one (21) subdivision approvals granted – three (3) new in report period;
- No new no approval of documents for registration or temporary uses applications;
- Two (2) sign permits issued to date – one (1) new in report period.

## *Enforcement update*

- Forty-three (43) enforcement files have been opened in Eastern Charlotte for Community Planning Act, Building Code Administration Act, or Dangerous or Unsightly Premises Act violations – to date eighteen (18) of those files have been closed for achieving compliance.

Respectfully submitted by,



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

# Southwest New Brunswick Service Commission

## PLANNING REVIEW AND ADJUSTMENT COMMITTEE (PRAC)

MEETING #23-08 • Thursday, August 17, 2023  
Online Meeting via Zoom and in person-Planning Office, St. Stephen NB

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### **MEMBERS PRESENT:**

Sam Walsh, Chair • Mat Rouleau • Lorraine Thompson • Raymond Hall • Vance Johnson • Brian Cornish

### **MEMBERS ABSENT:**

None

### **STAFF PRESENT:**

Alex Henderson, Planning Director • Judy Hartford, Senior Development Officer • Meagan Tinker, RSC Assistant

### **PUBLIC MEMBERS PRESENT/ZOOM:**

Heather Saulnier • Anthony Mann • Robert Jackson • Dale Welles • Tushara Verella • Lisa Doke      Jeff  
& Mariah Edmenson • Natasha Osmond • Lynda Duplissea • Tim Glidden • Cecile & Roger Ruddock

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### **CALL TO ORDER:**

Chairperson, Sam Walsh called the meeting to order at 6:31 PM, takes roll call, and welcomes all in attendance.

#### **1. APPROVAL OF AGENDA:**

It was moved by R. Hall and seconded by V. Johnson to “approve the agenda as presented.”

Carried-Unanimously

#### **2. APPROVAL OF MINTUES:**

It was moved by V. Johnson and seconded by M. Rouleau “that we approve the minutes.”

Carried-Unanimously

#### **3. DECLARATION OF CONFLICT OF INTEREST:**

No conflicts were declared.

#### **4. PRAC APPLICATIONS:**

##### **• Item 23-08-01 • True North Salmon; Subdivision Variance • Route 778, Beaver Harbor**

Judy Hartford presents an application for “approval of a variance in the minimum size and dimensions to create a lot; the primary use of the proposed lot is for a small-scale fishery use to store equipment.” The Planning Review and Adjustment Committee is being asked to consider two (2) variances: 1) A variance of 2,956 m(73.9%) in area and 2) A variance of 19.602m(51.6%) in depth.



Staff recommends that the Planning Review and Adjustment Committee of the Southwest New Brunswick Service Commission approve a variance (1 & 2, as listed) to create lot 2018-1, subject to the following terms and conditions:

- a) That all other provisions of this regulation, including setbacks, are complied with;
- b) That the lot on which the small-scale fishery use is location is not to be used a s storage place for rubbish, salvage, or derelict equipment;
- c) No mechanical equipment associated with the use, with the exception of transport vehicles;
- d) That any associated bait, catch or dead animals are only stored in sealed containers, live holding tanks, or refrigerators, as appropriate;
- e) Any non-residential use located adjacent to a residential use shall have, at or near the boundary of the lot on which it is situated, a 5-meter-wide landscaped buffer, including a fence, or hedge, or shelter belt of trees; and
- f) The advisory note to be added to the final plan stating the lot is not acceptable for a well and on-site septic system.

The board discusses the current and potential ownership of this property and its further use where the applicant is commercial. There are several comments from the public. Upon hearing those comments and gaining some clarity on the procedures of sale for this specific subdivision, **it was moved** by M. Rouleau and seconded by V. Johnson to accept the recommendation by the staff.

4 in favor; 1 oppose; motion carried

**• Item 23-08-02 • Athir Talib Ghanim; Subdivision Variance • Queens Way, St Stephen**

Judy Hartford presents an application for “approval of a variance in the minimum dimensions to create a lot.” The Planning Review and Adjustment Committee is being asked to consider a variance in width for the proposed lot, as the proposed width is 7.160m and requires a 5.34m variance in width to be approved. A site plan for the proposed triplex was requested, but not received prior to meeting.

It is recommended that the Planning Review and Adjustment Committee of the Southwest New Brunswick Service Commission approve the requested variance to allow for the creation of a lot as the variance is reasonable or desirable for the development of land and is within the general intent of the by-law, subject to the following terms and conditions:

- 1) No building or structure, except for a fence, shall be constructed within the access strip of lot 2023-1;
- 2) That all other provisions of this regulation, including setbacks, are complied with; and;
- 3) Parking areas shall be screened from the view of any adjoining Residential Zones through a 2m (606ft.) wide planting strip of landscaped open space or by a wall or decorative wooden fence or some other screening facility of equal screening value; such screening facility to be at least 1.5m (4.9ft.) and not more than 2m (6.6ft.) in height, and so located as not to conflict with any sight triangle requirements.

There are multiple comments of concern from the public, namely a suggested drainage problem and the possibility of tree removal, expressed by neighbors of the property. The board and staff discuss the lack of site plan available and the development requirement for draining during the building permit application process. After consideration, **it was moved** by R. Hall to table item 23-08-02, pending a site plan, recognition of the suggested drainage issue, and WAWA (Watercourse and Wetland Alteration). The motion is seconded by V. Johnson.

All in favor; motion carried

• **Item 23-08-03** • **Anthony Mann; Variance** • **Crow Island Road, Fundy Shores**

Alex Henderson presents an application for “a variance to the minimum size and dimensions of land required to develop an outdoor recreational use (private camping site with travel trailer) on a lot the does not meet the dimensional requirements of section 3.4(1) of the Lepreau Musquash Planning Area Rural Plan Regulation, namely: A proposed 3,470 m lot area reduced from the required 4,000 m.”

The Planning Review and Adjustment Committee of the Southwest New Brunswick Service Commission approve the requested variance for an outdoor recreation use on PID 00423210, Crow Island Road, as it is reasonable and desirable for this parcel of land and is in keeping the general intent of the Lepreau Musquash Planning Area Rural Plan Regulation, subject to the term and conditions that:

1) That as condition of variance approval, one (1) of the following shall be provided to the development officer prior to September 29<sup>th</sup>, 2023:

- a) a copy of the approval under the Public Health Act for on-site sewage disposal, or,
- b) a written statement that self-contained travel trailer holding tanks will be used, and such a statement has been delivered to and signed by an inspector in Technical Inspection Services, Department of Public Safety.

2) That the outdoor recreation use be for personal use only (not a rental).

There are some concerns from the public, specifically in regard to possible renting and potential of a “trailer park” situation. The board highlights number 2 of the terms and conditions, and a **motion is made** by R. Hall to approve the variance. **It is seconded** by V. Johnson.

All in favor; motion carried

5. **VIEWS ON BY-LAWS AND REGULATIONS:**

Alex mentions to the board that the PRAC By-Laws have been updated and each member received a copy. Alex does point out one correction needed: Page 62, 8.6.2. currently states seven hundred (700) metres. Should be adjusted to two hundred (200) metres.

6. **PRAC BUSINESS:**

M. Rouleau nominates Vance Johnson as Vice-Chair of the Planning Review Adjustment Committee. There are no other nominations. Vance accepts the nomination.

7. **NEXT MEETING:**

The next regular meeting will be on Thursday, September 21, 2023, at 6:30pm at the 33 Wall Street Planning Office or via zoom.

8. **ADJOURNMENT:**

With there being no further business, **it was moved** by R. Hall “that the meeting is adjourned” at 8:58pm.

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Sam Walsh, Chairperson

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Alex Henderson, Planning Director &  
Recording Secretary

## Incidents by Type & Department

	SGFD	BHFD	FBFD
Fire/explosion – dollar loss [10]	2		
Rubbish/grass fire – no dollar loss [12]	2		
<b>Total Fire [10-19]</b>	<b>4</b>		
Vehicle Accident [31]	4	2	1
<b>Total Rescue or Resuscitation call [30-39]</b>	<b>4</b>	<b>2</b>	<b>1</b>
Public Hazard – Power line down / utility pole hazard [43]	5	4	2
<b>Total Public hazard [40-49]</b>	<b>5</b>	<b>4</b>	<b>2</b>
Public Service – standby [64]			1
Public Service – mutual aid [65]	5	2	3
Public Service – miscellaneous [69]		1	
<b>Total Public services [60-69]</b>	<b>5</b>	<b>3</b>	<b>4</b>
Alarm No Fire – detector activated [73]	3	2	
<b>Total Alarm no fire – No malicious intent [70-79]</b>	<b>3</b>	<b>2</b>	
Fire Department – Voluntary work [93]	5	4	2
Fire Department – Training [91]	7	4	3
Fire Department – Meeting [92]	1		
<b>Total Incident situation unclassified [90-99]</b>	<b>13</b>	<b>8</b>	<b>5</b>
<b>TOTAL INCIDENTS</b>	<b>34</b>	<b>19</b>	<b>12</b>



# Public Works Report, Blacks Harbour

Report Period: September 2023

Prepared By: Richard Leavitt, Foreman

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Public Works will continue to do regular checks on our Water and Wastewater treatment system. This is done on a daily, weekly and monthly schedule. All documents are recorded and filed. These documents are later used for reports submitted to the Dept of Environment and Dept of Health.

September has been a busy month and a follow up from August. Flushing Water Lines doing Turbidity checks and Chlorine residual to keep in accordance with the approval to operate on a daily schedule.

Public Works is still mowing and maintaining the parks and playgrounds and doing general maintenance on the equipment.

We had to do a Fire Hydrant repair on one Hydrant and replace with new parts. All Fire Hydrants are now in operational status after the last Water Flushing. We have 57 Hydrants to maintain. ONLY one failed due to a corrosive bolt.

The Fog Festival is always a busy time preparing for and working the events.

Hurricane Lee kept Public Works busy preparing for the worst-case scenario, and we were very lucky with this event to have minimal damages. Keeping the storm drains clear from blowing leaves during the heavy rain event and the clean up after with a few loads of gravel to different locations that was washed out on the shoulder of roads.

We had three pieces of equipment in the Touch-a-Truck event at the Arena.

Regular maintenance and checks to all equipment is ongoing. Staff at Arena helping with paint on the ice surface along with hose floods. Repairs to a poly water line and is on going at 763 -765 Main Street. Painting at Museum wheelchair ramp and Steps. Main Street Park has been Winterized. Repairs to privacy fence behind Public Works building. Installed 2 new curb stop & valve boxes.

Equipment preparation for the winter: Trackless Trailer for the sanding working on rust removal and painting; Trackless Snow Blower sanding & grinding and painting; 3-ton Plow blade replaced; Backhoe plow blades welding and replaced blade & painting.

Garbage Truck install a new longer platform for Two people stand on the back Right side of Truck. Kubota mower New Belt and idle tension spring. Backhoe brake line leak repaired.

## TRANSPORTATION

Highlights for the month of September saw the flowers on Main St come down as they reached the end of their growing cycle.

We helped the Pickleball club out by assembling and installing benches and a storage shed for them.

Two of the newest members of the works crew updated their training with an online chainsaw safety course giving them the necessary certification.

Vehicle maintenance is an ongoing issue, with the Trackless needing driveline components replaced and truck 1 needing new front brakes installed.

We have been busy mowing with the Trackless on all the walking trails as well as all the side streets and outlying areas.

Some deteriorated planks at Magaguadavic Centre steps needed replacing.

The Second Falls Fire Hall needed some bushes cut down around the building.

A Hurricane came through the area necessitating a lot of preparations. All of our garbage receptacles were brought into the shop, flags removed from poles and buildings, picnic tables removed from open areas, all small items around Town were gathered up and a temporary generator was wired in to Magaguadavic Centre in case of emergency. Cleanup during the storm saw the works crew in for most of Saturday removing downed trees and branches and then a couple again Sunday to sweep away any scattered tree debris, switch well 4 over from generator to NB Power and check on the booster station power issue. Monday through Friday saw all removed items reinstalled.

The storm saw part of the north side walking trail wash out because of a blocked up drain not allowing water to flow. Barricades were put up for temporary closure until the trail was properly repaired.

A large tree had blown over at the community garden which required the backhoe and some chainsaw work to remove.

Part of the bank at the end of Clich St overlooking the Basin gave away during a heavy rainfall. It required extensive amounts of rock and gravel to be hauled in to build the bank back up. We had to remove the guardrail to allow room for the trucks access to dump material for the excavator to work with.

We are working at installing the new community limits signs which will designate when entering St George, Bonny River, Letang, Back Bay and Mascarene.

The annual maintenance has been started on the snow plowing equipment. Inspection of hydraulic cylinders and hoses as well as the overall condition of the plows are front and foremost. The backhoe plow has some major structural cracks in the mounting frame indicating it is time for replacement of the plow.

## WATER

Water usage for September was down to 9,983,000 million gallons, for an average of 322,032/day.

We are still receiving odor and taste complaints from residences which we are hoping to alleviate with the fall hydrant flushing program.

The high pressure chlorine injection system at well 6 had the two diaphragm valves rebuilt to help keep consistent pressures. There has also been an ongoing issue with the chlorine pump itself, indicating it may be time for new internal parts as well. Well 4 also had a minor issue with the chlorine pump that only turned out to be a failed rubber gasket.

Jason Sproul from Shadcomm was called to come down and make some changes to the SCADA system. A number of readings needed to be adjusted which required internal calculations in the software to be altered.

## SEWER

SLS # 6 needed to be cleaned out again due to the buildup of grease. The pumps had to be brought out and inspected before resetting them in the station.

The testing metre used at the lagoon will need replacing soon.

## RECREATION

Some minor adjustments to the guard railing at Canal had to be made after a vehicle had pushed a section over a little bit.

The baseball field has been drug and lined regularly for the ongoing ball season.

A couple of the works crew helped to get some finishing touches done at the arena in Blacks. They helped paint lines in the ice surface and get other items cleaned up and installed.

The Splashpad was shut down and winterized after a successful season.

## WATER SAMPLE LAB RESULTS

September 6, 2023

### Report #: G322107-23, Analysis of water samples

Eight water samples were received on September 5, 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)
G322107-1	Well #2B – Pre Cl	26437	2*	0
G322107-2	Well #2B – Post Cl	26437	1*	0
G322107-3	Well #3 – Pre Cl	16513	0	0
G322107-4	Well #3 – Post Cl	16513	0	0
G322107-5	Well #6 – Pre Cl	26448	0	0
G322107-6	Well #6 – Post Cl	26448	0	0
G322107-7	108 Mount Pleasant	18779	0	0
G322107-8	Birch Grove	16320	0	0

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September 20, 2023

### Report #: G322268-23, Analysis of water samples

Seven water samples were received on September 19, 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)
G322268-1	Well #4 – Pre Cl	16557	0	0
G322268-2	Well #4 – Post Cl	16557	0	0
G322268-3	Well #5 – Pre Cl	21067	3	0
G322268-4	Well #5 – Post Cl	21067	0	0
G322268-5	Rainbow Net	18893	0	0
G322268-6	Municipal Building	16397	0	0
G322268-7	4 Henry Lane	23621	0	0

## LAGOON SAMPLE RESULTS

September 25, 2023

**Report #: G322108-23, Wastewater analysis.**

Four samples of wastewater were received on September 5, 2023 for analysis. The identity of the samples and the results are given below:

### RESULTS

(All results are in mg/L unless otherwise noted; test methods available upon request)

<b>Sample ID:</b>	Lagoon #1 Influent	Lagoon #1 Effluent	Lagoon #2 Influent	Lagoon #2 Effluent
<b>Lab ID:</b>	G322108-1	G322108-2	G322108-3	G322108-4
<b>Parameters</b>				
CBOD <sub>5</sub>	68	10	272	10
BOD <sub>5</sub>	63	8	245	10
TSS	76	14	160	22
FOG	30	28	61	19