



VILLAGE OF GAGETOWN

Council Meeting Minutes

Date: January 18th, 2021 - Regular Meeting of Council

1. The regular meeting of Council was held at the Village Office. The in-person meeting was open to council, staff and presenters. The meeting was also available via Zoom Conference Software. The meeting was called to order by Mayor Blaney at 6:30 pm with a welcome to those in attendance. Councillor McNamee, Deputy Mayor Pleadwell and Clerk White were present.
2. Approval of Agenda:
 - Call for Motion to Approve Agenda: It was moved by Councillor McNamee and seconded by Deputy Mayor Pleadwell to adopt the agenda. With no questions and all in favour, the motion was carried.
3. Presentations:
 - Bernie Hoganson presented his report for the Planning Review and Adjustment Committee meeting held on December 15th, 2020. A copy of the report is available for review at the Village Office.
4. Approval of Minutes:
 - Regular Meeting of Council – December 21st, 2020: It was moved by Deputy Mayor Pleadwell and seconded by Councillor McNamee to approve the minutes as presented. With no questions and all in favour, the motion was carried.
5. Correspondence:
 - Permits December 2020: no permits issued in November.
 - Safe Restart Agreement – letter from Minister Allain stating the deadline for applications to the program has been extended until January 15th, 2021. Mayor Blaney noted that Gagetown was mentioned in a CBC news article mentioning that Gagetown received the lowest award of all municipalities who had applied to date. The money remaining in the fund will be dispersed to all municipalities on a per capita basis.
 - Cain Insurance Broker purchased by Gallagher Group. There should not be any changes at our end.

- Statistics Canada – Census Notification. Stats Can will be conducting the next census in May of 2021. They will be hiring 32,000 people across Canada to assist in the collection of the information. Further information regarding these jobs can be found on the Statistics Canada website.
- Budget Consultations – the NB Minister of Finance is starting public consultations for the upcoming provincial budget. Members of the public have until February 11th, 2021 to participate in an online survey. The survey can be found on the Finance and Treasury Board website.
- NBDTI Kilometrage 2021 – the NBDTI sent the agreement for the 2021 kilometrage for the Village. The quantity hasn't changed since last year.

6. Regional Development Corporation:

- We received confirmation that the application for funding to reconstruct Mill Road has been approved. We have until December of 2021 to complete the project. The funding agreement will be finalized and forwarded to us for signature soon. The funding is 80% Federal and 20% Municipal. We will talk with NBDTI about contributing to the project because Mill Road is part of the Municipal Designated Highway Program.
- We re-submitted the application for funding for the Dredging for the Sewage Lagoon. We applied for the amount that we received in the tender in 2020. We are expecting to hear early in 2021 if that will be approved.

7. STAFF REPORTS

- Village of Gagetown Volunteer Fire Department – Chief Thomas: Chief Thomas gave a report to council outlining the recent activities of the Fire Department.
 - The summary of calls was presented for the month of December and for all of 2020. The information is available at the Village Office if anyone wishes to see the reports
 - The Fire Department training and maintenance schedule was discontinued during the two-week holiday period.
 - When Zone 3 moved to Orange Phase the Fire Department made the decision to put a hold on training and maintenance for a 28-day period in order to conform to the Department of Health guidelines.
 - There are a few members that are in self quarantine after travel during the holidays. However, the Department maintains enough members for operations at this point. All members are using full PPE during all calls now.
 - The Department is striving to not have the full compliment of members together at one time.
 - The Department is in the process of a Level 1 Training course that is in question right now because of the COVID-19 conditions. Chief Thomas is working with the OFM to get more clarity.

- The members are using the down time to clean up some of the IT issues and getting the information up to date in all the required software (reporting and maintenance).
 - The OFM has a Zoom Meeting, which Chief Thomas attended. The issue of Local Assistants has come back up again. The VGVFD has again raised its objection to this appointment. Mayor Blaney will reach out to UMNb to see if there is any direction from other municipalities as to how they have handled this issue. The issue is ongoing.
 - Chief Thomas indicated that they anticipate the COVID situation to be around for all of 2021 and possibly into 2022.
- **Public Works – Ryan McNally:** Report is available for viewing at the Village Office detailing activities over the past month.
 - Was off for the Christmas Break.
 - Cleaning up garbage on Village Streets.
 - Completed weekly checks of sewer structures to monitor for issues.
 - The high level alarm light was coming on recently. Discovered that one of the floats was stuck in grease at the bottom of the lift station. Had to have repairs made to remove the grease and reset the floats. Residents are again cautioned to **NOT** put grease down the sewer drains. It will not make it through the system and does cause costly repairs. We will institute a regular maintenance program to check for grease buildup.
 - Picking up supplies for the Village in town.
 - Washing fire trucks after calls.
 - Plowing, sanding & salting operations are under way now as needed.
 - Repairs and maintenance to Village equipment & vehicles.
 - Helped GDRC with the rink so it could be ready for flooding when the weather permits.
 - Organized pest control for the Fire Hall due to a mouse infestation.
 - DTI's plow took the frame and cover off one of the sewer manholes during a snowstorm. They fixed it as best they could until the spring when it can be fixed properly.
 - **Village Administration – Robert White:** Report is available for review at the Village Office.
 - Normal recurring administrative duties continued over the month as usual.
 - The Village Office was closed for Christmas break from December 23rd through to January 4th, 2021. Staff was in for one day between Christmas and New Years to complete payroll.
 - Participated in update Zoom calls with DOH re COVID-19.
 - Staff submitted the claim for the Safe Restart Agreement. It was approved by ELG quickly and the funds have been transferred to our account already. The remaining funds (estimated to be approximately \$30 million) in the Agreement will be dispersed to municipalities on a per capita basis.

- We have applied for two positions under the Canada Summer Jobs Program.
- We have applied for two positions under with the SEED Program.
- We have been approved for the NB Power Rebate program for the installation of the heat pump here at the office. The heat pump costs \$8,500 + HST and the NB Power Rebate will be \$2,125.
- Had some discussion with Stantec regarding the National Disaster Mitigation Program. Stantec & The Village have a call with the program director to discuss the process and the options available for it.
- Form 100 for WorksafesNB had been completed and filed.

8. Councillors' Reports

- Deputy Mayor Pleadwell

- Tourism and Beautification:

- Still working on the NBDTI Welcome To signs.
- There was some discussion of writing a professional proposal writer to take advantage of the programs that are now available. Deputy Mayor Pleadwell will collect some names and costs and bring it back to the council.
- Deputy Mayor Pleadwell suggested that we schedule a special meeting to discuss where we plan to spend the money available for 2021. Meeting to be held on Monday January 26th, 2021 at 6:30 pm.

- Fire Department:

- It was good to see the full year of statistics for the calls we made. It appears 50% of our calls were outside the Village and nearly 75% of the hours were spent on calls outside the Village. Yet, our Cost Share funding from ELG is at 21.49% based on tax base. This is good information to have as we approach the local government reform process.
- Deputy Mayor Pleadwell thanked Chief Thomas for continuing to raise the issue of downloading of duties to volunteer fire departments. We should continue to resist this as much as we can.

- Finance:

- Payables for the period from December 22nd through January 15th were presented for payment as follows:

General payables: \$ 82,685.40

Sewerage payables: \$ 1,270.38

The item for Excel Pest Control for \$115 was removed from the list as the invoice was changed. Motion to approve General payables and Sewerage payables as made by Deputy Mayor Pleadwell and seconded by Councillor McNamee. With no questions and all in favour, the motion was carried.

- EMO – nothing to report

- Councillor McNamee;
 - Policing: No update on policing. We still have no point of contact since Sgt. Griffiths went off work.
 - Recreation: Councillor McNamee was talking with Jarrett Crossman. Things are normally slow at this time of year. They are working on programs for the coming year. COVID-19 restrictions make it difficult to deliver recreational programs.
 - Scotiabank donated \$5,000 to the GDRC through their Share The Wealth Program.
 - Building & Properties: there was some discussion about where the property lines between the medical clinic and the adjacent property was. Staff to provide further clarification once snow conditions allow.
 - Human Resources – Nothing new to report.

- Mayor's Report:
 - There is no meeting of the Regional Service Commission in January.
 - There was a Governance Committee meeting earlier this month. There was some discussion about getting things prepared for the upcoming municipal elections.
 - Nothing to add on the Transportation or Sewerage files.
 - Mayor Blaney provided an email that he sent to the Minister of Health re the operating costs for the medical clinic here in Gagetown. This relates to the ongoing local governance reform that is now before the government.

9. Open Floor:

- No comments.

10. Closed Session:

- Moved by Deputy Mayor Pleadwell to move into closed session at 7:30 pm.
- Matters discussed in closed session were under the Local Governance Act Section 68 (1).
- Open Session: Moved by Deputy Mayor Pleadwell to move into open session at 8:35 pm.

11. Next Meeting: February 16th, 2021.

12. Motion To Adjourn – moved by Councillor McNamee. Meeting adjourned at 8:36 pm.


Mike Blaney, Mayor


Robert White, CAO