

**Village of Chipman
Regular Council Meeting
March 1, 2021 at 7:00 pm**

Attendance: Mayor Carson Atkinson, Deputy Mayor Keith West, Councillor Shaun Ward, Councillor Dan Frenette, Councillor Lindsey Fraser.

Media: Kelly Bishop, Grand Lake Mirror

Presenter: Kelly Shaw, RSC 11 (via video conference)

Call to Order

Mayor Carson Atkinson called the meeting to order at 7:00 pm.

Approval of Agenda

Moved by Councillor Shaun Ward and seconded by Councillor Dan Frenette to approve the agenda. **Motion carried.**

Adoption of Minutes

Moved by Councillor Dan Frenette and seconded by Deputy Mayor Keith West to adopt the minutes of the February 1, 2021 Regular Council Meeting. **Motion carried.**

Moved by Councillor Shaun Ward and seconded by Councillor Dan Frenette to adopt the minutes of the February 1, 2021 Closed Council Meeting. **Motion carried.**

Moved by Councillor Shaun Ward and seconded by Deputy Mayor Keith West to adopt the Committee Meeting minutes of February 23, 2021. **Motion carried.**

Conflict of Interest

N/A

RCMP Report

- 1 break and enter
- 1 mental distress call
- 1 sexual assault

No members present to give the RCMP report to Council.

Presentation

Kelly Shaw, RSC 11, presented to Council the recommendation from RSC 11 regarding the consideration of a contractor's yard as being similar to compatible with uses permitted in the Industrial Zone of the Village of Chipman Rural Plan, By-Law #67.

The request has come from resident Cathy Duncan to have a contractor's yard on PID# 45068467 in the Industrial Park of the Village of Chipman.

RSC 11 is recommending that the Municipal Council of the Village of Chipman recommend that RSC 11 Planning Review and Adjustment Committee allow the use of a contractor's yard as being similar to or compatible with uses permitted in the Industrial Zone subject to the terms and conditions laid out in the application.

Moved by Councillor Lindsey Fraser and seconded by Councillor Dan Frenette to accept the terms and conditions that have been recommended by RSC 11. **Motion carried.**

Correspondence

0 Building and 0 Development Permits for February 2021.

Moved by Deputy Mayor Keith West and seconded by Councillor Dan Frenette to donate \$100.00 to the Legion Command Centre. Monies will be used from the Bingo account. **Motion carried.**

The Clerk read a letter from CFAS Prom Committee Chair Stephanie Austin on behalf of the students and parents of the grads of 2021. The letter states that due to NB COVID-19 guidelines, the high school is not permitted to hold a prom. They are enlisting the support of the Village and requesting if they could hold their prom celebrations at the Arena.

Moved by Councillor Lindsey Fraser and seconded by Councillor Dan Frenette to allow CFAS grads, under the supervision of the Prom Committee parents with the understanding that they will have their COVID-19 Operational plan in place to hold their prom celebrations on June 21, 2021 at the Arena. **Motion carried.**

Councillors Report's

On February 11, 2021 Mayor Carson Atkinson chaired/organized the first Chipman Flood Mitigation Summit with up to 47 participants and observers attending at any one time. Mayor Atkinson extended many thanks to the staff and the local presenters that participated in the very successful zoom meeting on the flooding issues that turned the Village of Chipman into an island in 2018.

The Chipman Flood Mitigation Summit resulted in a committee forming (CFMAC) with 11 representatives, from Council, local MLA, DTI, DELG, MP Pat Finnigan, and JDI Woodlands who make up the action committee that will meet monthly.

Moved by Councillor Shaun Ward and seconded by Deputy Mayor Keith West to accept the Mayor's Report (see attached). **Motion carried.**

Moved by Deputy Mayor Keith West and seconded by Councillor Shaun Ward to accept the Public Works Report (see attached). **Motion carried.**

Deputy Mayor Keith West reported that the motor has been replaced as well as the electrical panel at the Treatment Plant.

Current sewerage accounts collected for February 2021 were \$37,066.16. Arrears collected were \$8006.44.

Deputy Mayor Keith West attended all meetings with the exception of the NSP meeting in February.

Moved by Deputy Mayor Keith West and seconded by Councillor Lindsey Fraser to accept his verbal report. **Motion carried.**

Animal Report

Councillor Fraser reported 0 animal complaints for February 2021.

Councillor Lindsey Fraser reported to Council that the Chipman Bowling Alley will start league bowling on March 8, 2021.

Moved by Councillor Lindsey Fraser and seconded by Councillor Dan Frenette to accept her verbal report. **Motion carried.**

Councillor Dan Frenette recommends that the Arena is closed for the season on March 28, 2021.

Moved by Councillor Dan Frenette and seconded by Councillor Lindsey Fraser to not extend the closing of the Arena for the 2021 season past March 28, 2021 as it would be an added cost that is not in the 2021 budget. **Motion carried.**

Councillor Frenette received an email from the Arena Canteen Manager requesting that the Village purchase a bulletin board featuring the Grand Lake Minor Hockey Association.

Moved by Councillor Dan Frenette and seconded by Deputy Mayor Keith West to purchase a bulletin board up to and not to go over \$300.00 to display memorabilia of the Grand Lake Minor Hockey Association in the entrance of the Arena. **Motion carried.**

Moved by Councillor Dan Frenette and seconded by Councillor Lindsey Fraser to accept his verbal report. **Motion carried.**

Fire Department Report

5 Fire calls in February, 2021.

Councillor Shaun Ward reported to council that the Youth Centre is now accepting applications for the Executive Director. Closing date is March 12, 2021.

Moved by Councillor Shaun Ward and seconded by Councillor Lindsay Fraser to accept his verbal report. **Motion carried.**

Clerks Report

Moved by Councillor Shaun Ward and seconded by Deputy Mayor Keith West to accept the Clerk's report (see attached). **Motion carried.**

NSP Report

Moved by Deputy Mayor Keith West and seconded by Councillor Lindsay Fraser to accept the NSP report (see attached). **Motion carried.**

New Business

CRA Request

Moved by Councillor Lindsay Fraser and seconded by Deputy Mayor Keith West to remove former staff and council from the CRA representative list. Namely:

- Susan Kennedy
- Brenda Barton
- Theresa Morrison
- Edward Ferris

And to add current staff, council and auditor to the CRA representative list. Namely:

- Michelle Dickenson, Clerk
- Candace Richardson, Assistant Clerk
- Carson Atkinson, Mayor
- Keith West, Deputy Mayor
- Shannon & Buffet Accountant

Motion carried.

Transfers

Moved by Deputy Mayor Keith West and seconded by Councillor Dan Frenette to transfer \$185,159.00 from the Sewer Operating Account to the Treatment Plant Project Loan. **Motion carried.**

Moved by Deputy Mayor Keith West and seconded by Councillor Shaun Ward to transfer \$89,159.00 from the Treatment Plant Project Loan to the Sewer Operating Account. **Motion carried.**

Moved by Deputy Mayor Keith West and seconded by Councillor Lindsay Fraser to transfer \$70,000.00 from the General Operating Account to the General Operating Reserve Account as per December, 2020 motion. **Motion carried.**

Funding Application

Moved by Councillor Lindsay Fraser and seconded by Deputy Mayor Keith West to have the Clerk apply for funding from RDC for Village infrastructure to expand the Mini Home Park. **Motion carried.**

Moved by Councillor Lindsay Fraser and seconded by Deputy Mayor Keith West to have Mayor Atkinson write a letter to RDC on behalf of the Village of Chipman requesting that when applying for infrastructure funding that the Village's cost portion be less than 10%. **Motion carried.**

Software Upgrade

Council chambers are in need of upgrading their technology to accommodate zoom video conferencing as well as to share council meetings through social media. This will require purchasing a TV, laptop, and portable mics.

Moved by Councillor Lindsay Fraser and seconded by Deputy Mayor Keith West to have Councillor Shaun Ward and Councillor Dan Frenette explore the costs of this upgrade and present back to council. **Motion carried.**

Approved Payment of Bills

Moved by Deputy Mayor Keith West and seconded by Councillor Dan Frenette to approve payment of the General Fund bills in the amount of \$304,684.81. **Motion carried.**

Moved by Deputy Mayor Keith West and seconded by Councillor Lindsay Fraser to approve payment of the Sewerage Fund bills in the amount of \$206,610.36. **Motion carried.**

Other

Insurance

Mayor Atkinson, Deputy Mayor Keith West and Councillor Shaun Ward met with Cain Insurance to review the 13% increase to the village premium for 2021. Mr. Cain explained that the village could increase deductibles to lower the cost of premiums. Mayor Atkinson requested Mr. Cain to research the numbers and send a copy of any cost savings to the Clerk to present to council.

Moved by Councillor Shaun Ward and seconded by Deputy Mayor Keith West to reduce the Village's liability from 10 million to 5 million. Savings of \$1500.00 annually.
Motion carried.

Moved by Councillor Dan Frenette and seconded by Councillor Lindsay Fraser to leave other deductibles for error/property as is. **Motion carried.**

Benches

The Clerk will have the Office Assistant put a survey out to the public to vote on the style of bench and the cost that they would be willing to pay to purchase a bench in memory or in honour of a loved one.


Moved by Councillor Lindsay Fraser and seconded by Deputy Mayor Keith West to have the office staff put a survey on the village Facebook page requesting their help on deciding what style of bench they would like to see in the village. **Motion carried.**

Councillor Lindsay Fraser is starting to prepare for Summer Festival, and what it will look like with COVID and the NB regulations in planning events this year.

Adjournment

Moved by Councillor Shaun Ward and seconded by Councillor Lindsay Fraser to adjourn the meeting at 8:55 pm. **Motion carried.**


Cayson Atkinson, Mayor


Michelle Dickinson, Clerk