

**Village of Chipman  
Regular Council Meeting  
June 7, 2021  
7:00 pm**

**Attendance**

Mayor Keith West, Deputy Mayor Shaun Ward, Councillor Lindsay Fraser, Councillor Chanda Klassen, Councillor Dan Barton.

**Media**

Kelly Bishop, Grand Lake Mirror.

**RCMP**

No member present.

**Call to Order**

Mayor Keith West called the meeting to order at 7:00 pm.

**Approval of Agenda**

Moved by Councillor Lindsay Fraser and seconded by Deputy Mayor Shaun Ward to approve the agenda. **Motion carried.**

**Village Orientation Guide 2021**

Mayor Keith West asked Michelle Dickinson, Village Clerk, to explain to the Council the Villages Orientation Guide, 2021.

Clerk Michelle Dickinson explained to Council that this is the first Council Orientation Guide that has been prepared for Council by the office staff, therefore there may be omissions and details added in the future.

Clerk Michelle Dickinson began by congratulating each member of Council for being elected. She stated that they are sitting at the table because the residents of Chipman have faith in each of them to work together to advance our community.

Clerk Dickinson emphasized the importance of working together. She explained the roles and responsibilities of Council.

- Members of the Municipal Council are the decision-makers.
- Members must attend regular and special meetings of Council, provide oversight, and set the overall direction for the Municipality.
- Municipal Councils do not get involved in the day-to-day operations and administration of the Municipality.
- The number of meetings held by a Municipal Council is outlined in the Municipalities procedural by-law, as is the remuneration for the Mayor and Councillors.

The importance of conducting yourself always in a professional manner when representing the Village of Chipman is critical in moving our Village forward in a positive way.

The Clerk Michelle Dickinson also briefly went over each content in the Orientation Guide, touching on the highlights of each tab:

- Resources
- Policies
- Budget
- Gas Tax
- Union Negotiations

Clerk Michelle Dickinson encouraged Council to give their thoughts on what they would like to see in the Orientation Guide for future use as well as if they have any questions, her door is always open.

Michelle Dickinson, Village Clerk, turned the Regular Council meeting back over to Mayor Keith West.

#### **Approval of Minutes**

Moved by Councillor Lindsay Fraser and seconded by Deputy Mayor Shaun Ward to adopt the minutes of the May 3, 2021 Regular Council Meeting. **Motion carried.**

Moved by Deputy Mayor Shaun Ward and seconded by Councillor Lindsey Fraser to adopt the minutes of the May 3, 2021 Closed Council Meeting. **Motion carried.**

#### **Conflict of Interest**

N/A

#### **RCMP Report**

Seven incident reports from April 30-May 29, 2021.

- One missing person. Individual located safely.
- One sudden death. No criminality suspected.
- One break and enter, breach of conditions.
- One breach of conditions.
- One domestic violence.
- One individual in mental distress.
- One disturbance, public intoxication.

#### **Correspondence**

0 Building Permits, 0 Development Permits for May 2021.

### Donation Requests

Moved by Councillor Chanda Klassen and seconded by Councillor Lindsey Fraser to donate \$1000.00 to Camp Wegesegum to help towards opening the swimming pool. **Motion carried.**

Moved by Deputy Mayor Shaun Ward and seconded by Councillor Dan Barton to donate \$65.00 to the New Brunswick Association of Fire Chiefs for "Children's Fire Safety Booklets" that are distributed throughout the elementary age school children. **Motion carried.**

Moved by Deputy Mayor Shaun Ward and seconded by Councillor Lindsey Fraser to donate \$500.00 to hook the Hook & Paddle Bass and Multispecies Fishing Tournament that will be taking place on August 7, 2021 in the Village of Chipman. **Motion carried.**

Moved by Deputy Mayor Shaun Ward and seconded by Councillor Lindsey Fraser to donate \$300.00 to the 17<sup>th</sup> Annual Mont Farrell Shad Derby 2021. **Motion carried.**

### Councillors Reports

Mayor Keith West attended the Flood Mitigation Committee meeting with Minister Green of DTI and Minister Crossman of ELG to go over their plans for the Chipman Bridge. Their next meeting with the Ministers by zoom is on June 21, 2021.

Mayor West brought greetings on behalf of the Village of Chipman at the grand opening of the CFAS outdoor classroom.

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

Moved by Deputy Mayor Shaun Ward and seconded by Councillor Chanda Klassen to accept the Public Works report (see attached). **Motion carried.**

### Fire Department

7 fire calls in May 2021.

Deputy Mayor Ward sent congratulations on behalf of Council to Faith Kennedy on her recent retirement from the Chipman Youth Centre. Deputy Mayor Shaun Ward extends a warm welcome to Jennifer Stairs who has been working as an Executive Director.

Deputy Mayor Shaun Ward reported that Chipman Youth Centre honoured Carol Doherty by presenting to her the lifetime membership of the CYC.

Moved by Deputy Mayor Shaun Ward and seconded by Councillor Dan Barton to accept his verbal report. **Motion carried.**

Councillor Lindsey Fraser reported on the library, and that they are in need of a licenced painter to paint the inside walls of the library. Councillor Fraser also reported that books have been purchased with the \$10,000.00 donation from CN.

Councillor Fraser reported that the Bowling Alley is open, but numbers are dropping. She encouraged residents of Chipman and surrounding area to book the Bowling Alley

for any event that is approved by Public Safety while still following COVID-19 regulations.

### **Dog Park**

1 dog complaint.

Jason Leblanc has resigned as Dog Constable. His last day will be June 30, 2021. Councillor Lindsey Fraser thanked Mr. Leblanc for his dedicated service over the years as it can be a 24/7 position. The Village is now accepting applications/resumes on or before June 14, 2021.

Councillor Fraser also stressed that if residents are using the Dog Park, they must have a dog with them.

Moved by Councillor Lindsey Fraser and seconded by Deputy Mayor Shaun Ward to accept her verbal report. **Motion carried.**

Councillor Dan Barton reported that the current sewerage accounts collected in May were \$2895.50. Total arrears collected in May were \$2424.75.

Moved by Councillor Dan Barton and seconded by Councillor Lindsey Fraser to accept the Utility and Maintenance report (see attached). **Motion carried.**

Councillor Chanda Klassen is preparing to set up a time with the Arena Attendant to tour the Arena.

Councillor Klassen has already been busy planning events for Canada Day. She has had the Assistant Clerk apply for a Bingo License for a possible drive-in bingo. The J.O.Y Club will hold a kitchen party at the Heritage Centre on Canada Day as well. All proceeds will be donated to Hamilton Baird Park to purchase toddler equipment.

Moved by Councillor Chanda Klassen and seconded by Deputy Mayor Shaun Ward to accept her verbal report. **Motion carried.**

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

### **New Business**

#### **ATV By-Law #89**

Moved by Deputy Mayor Shaun Ward and seconded by Councillor Dan Barton to certify the 1<sup>st</sup> and 2<sup>nd</sup> reading of By-Law #89 "All-Terrain Vehicle". **Motion carried.**

#### **Municipal Designated Highway Program (5-year plan)**

Moved by Deputy Mayor Shaun Ward and seconded by Councillor Lindsey Fraser to table the Village's 5-year plan until the Special Meeting on June 21, 2021. **Motion carried.**

### Daycare Update

The owner/operator of the future daycare that will be behind the Municipal Building has hit a bit of a delay. They may not be ready until Fall 2021.

Moved by Councillor Dan Barton and seconded by Councillor Lindsey Fraser to ask Ms. Darrah (owner/operator of future daycare) to have an invoice for the installation of the new windows made out to the Village of Chipman in the amount of \$2000.00 plus HST to come out of budget line "building repair". **Motion carried.**

### Resident Complaint

Councillor Lindsey Fraser received a complaint from a resident that when walking with her children on the sidewalk that there is also a passing lane where the speed limit is 50km which turns into an 80km. The resident is very concerned of the safety issue this proposes. Councillor Fraser suggested a meeting with DTI is in order to speak on these safety concerns. The Clerk will schedule to have DTI meet with Council regarding this concern.

### Public Works Security System

Moved by Councillor Lindsey Fraser and seconded by Deputy Mayor Shaun Ward to table the decision on installing a security system at the Public Works building until we have a detailed quote from Blake Clark so we can compare the two quotes together. **Motion carried.**

### Treatment Plant Hydroseeding

The Clerk received a quote from Forest Acres Landscaping to hydroseed the remaining section of the Treatment Plant in the amount of \$3500 plus HST.

Moved by Councillor Dan Barton and seconded by Deputy Mayor Shaun Ward to request a quote from Best Excavation for the hydroseeding, and table this until Councillor Barton looks at the area that needs hydroseeded and receive the second quote. **Motion carried.**

### Transfer

Moved by Councillor Lindsey Fraser and seconded by Councillor Dan Barton to transfer \$10,475.06 from the Treatment Plant Project Line of Credit to the Sewer Operating Account to cover Claim #26 and #26. **Motion carried.**

### Paving

Moved by Councillor Lindsey Fraser and seconded by Councillor Shaun Ward to have RSC 11 come down and meet with Peter Haddon, Public Works Supervisor, and take the measurements of the road where it is need of repair, and put it out for tender. This does not mean that the Village has to accept the tender. **Motion carried.**

### Marina Repair

Moved by Deputy Mayor Shaun Ward and seconded by Councillor Dan Barton to have RSC 11 meet with Peter, Public Works Supervisor, to discuss the storm sewer drain on the corner of Main and King Street that keeps flooding and put out a tender or a RFP for this repair. **Motion carried.**

Council spoke about how important it is to welcome everyone to our beautiful Village and to always refer to our Vision Statement:

*"Chipman is a diverse, vibrant community, committed to growth and development where all ages may learn, work, play and live in an engaging environment."*

### Approval of Payment of Bills

Moved by Councillor Chanda Klassen and seconded by Deputy Mayor Shaun Ward to approve payment of General Fund Bills in the amount of \$142,012.78. **Motion carried.**

Moved by Councillor Shaun Ward and seconded by Councillor Dan Barton to approve payment of Sewerage Fund Bills in the amount of \$84,864.44. **Motion carried.**

### Adjournment

Moved by Deputy Mayor Shaun Ward and seconded by Councillor Lindsey Fraser to adjourn the Regular Council Meeting at 9:45 pm. **Motion carried.**

  
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Keith West, Mayor

  
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Michelle Dickinson, Clerk