

**Village of Chipman  
Regular Council Meeting  
April 12, 2021**

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

**Media:** Kelly Bishop, Grand Lake Mirror.

**Call to Order:**

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

Mayor Carson Atkinson extended condolences on behalf of council to Councillor Lindsey Fraser on the passing of her father.

Mayor Carson Atkinson extended congratulations to Deputy Mayor Keith West, mayor elect for the next four years of council.

Mayor Carson Atkinson declared the week of April 18-24, 2021 National Organ and Tissue Donation Awareness in the Village of Chipman.

Mayor Carson Atkinson extended congratulations to Madison Malloy on behalf of council for receiving the Loran Award scholarship.

**Approval of Agenda**

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

**Approval of Minutes**

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

Moved by Deputy Mayor Keith West and seconded by Councillor Dan Frenette to adopt the minutes of March 3, 2021 Special Council Meeting. **Motion carried.**

Moved by Councillor Shaun Ward and seconded by Deputy Mayor Keith West to adopt the minutes of March 15, 2021 Special Council Meeting. **Motion carried.**

Moved by Deputy Mayor Keith West and seconded by Councillor Shaun Ward to adopt the committee meeting notes of March 2, 2021. **Motion carried.**

Moved by Deputy Mayor Keith West and seconded by Councillor Dan Frenette to adopt the committee meeting notes of March 11, 2021. **Motion carried.**

Moved by Deputy Mayor Keith West and seconded by Councillor Dan Frenette to adopt the committee meetings notes of March 23, 2021. **Motion carried.**

### **Conflict of Interest**

N/A

### **RCMP Report**

March 3-22, 2021, within the Village of Chipman there was:

- One mental distress call
- One assault call
- One motor vehicle collision call
- One mischief call

### **Correspondence**

0 building permits and 0 development permits.

### **Donation Requests**

Moved by Deputy Mayor Keith West and seconded by Councillor Lindsey Fraser to donate \$100.00 to the Canadian Down Syndrome Society. Donation will be taken from the Bingo Account. **Motion carried.**

Moved by Councillor Shaun Ward and seconded by Deputy Mayor Keith West to donate \$50.00 to the Canadian Cancer Society. Donation will be taken from the Bingo Account. **Motion carried.**

Moved by Councillor Dan Frenette and seconded by Councillor Lindsey Fraser to advertise Volunteer Appreciation Week April 18-24, 2021, on seven radio stations in the amount of \$210.00. **Motion carried.**

### **Councillors Reports**

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

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

Deputy Mayor Keith West reported that there was an overflow in the UV Light enclosure caused by heavy rain that had to be cleaned up.

Staff had training on the operation of the new flow meter at the Treatment Plant.

Utility workers are registered to take the Wastewater Treatment and Collection course from NBCC to enhance their knowledge and to be in compliance with the New Brunswick regulations.

Current sewerage accounts collected in March were \$6969.84, and the total arrears collected were \$4578.75. Totalling \$11,548.59 collected in March 2021.

Deputy Mayor Keith West attended council and committee meetings on March 1, 2, 3, 11, 15, 23, as well as a NSP zoom meeting, WG Bishop Nursing Home, and CCIb meeting in March.

Deputy Mayor Keith West brought congratulations on behalf of the Village of Chipman to three Grand Lake Hockey teams that won their district banners on Saturday, April 10, 2021 at Gilbert Park in Minto, New Brunswick.

Deputy Mayor West reported that this year's CCIb flower colors are red and yellow for anyone that would like to follow this colour theme when decorating their properties and businesses would be appreciated by the committee.

Deputy Mayor Keith West is pleased that the EMO committee did not have to act this year due to flooding.

Moved by Deputy Mayor Keith West and seconded by Councillor Shaun Ward to accept Deputy Mayor West's verbal report as well as Utility Worker's sewerage report. **Motion carried.**

Councillor Dan Frenette reported that Black & McDonald has performed their yearly shut down for the season at the Arena with no serious issues.

Councillor Dan Frenette attended the RCMP monthly meeting as well as council and committee meetings in March.

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

### **Animal Report**

Councillor Lindsey Fraser reported 0 animal complaints in March. Councillor Lindsey Fraser reminded residents to always watch their pets when at the Dog Park. The ground moves, therefore the fencing may allow for small dogs to get loose.

Councillor Lindsey Fraser thanked the Village Council, staff, and residents for their kindness shown to her with the recent passing of her dad.

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

### Fire Department Report

Four fire calls in March 2021.

Councillor Shaun Ward reported that the Chipman Youth Centre will be hosting a take-out only turkey dinner on May 2, 2021. Orders will need to be placed on or before April 28, 2021.

Chipman Youth Centre has hired Jennifer Stairs as the new executive director. She will begin her new position on May 3, 2021.

Mayor Carson Atkinson extended a thank you to Councillor Shaun Ward for all of his efforts in setting up the Village with the technology to host live council meetings as well as new computers for the office staff.

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

### NSP Report

No report

### New Business

Request for Support for Delivering Community Power was read to council looking for the municipality to endorse their campaign for expanded services, financial viability, climate action, and all through leveraging our public postal system.

Moved by Deputy Mayor Keith West and seconded by Councillor Lindsey Fraser to table the Support for Delivering Community Power until more information is collected by the Clerk and report back to council for their decision. **Motion carried.**

### Memorial Benches

Council discussed the survey results that were collected by the community on the Village Facebook page on which bench design they liked best as well as the price that the individual would be paying to purchase one of these benches that would be placed in the community.

Moved by Councillor Dan Frenette and seconded by Deputy Mayor Keith West to send the survey results of the memorial benches to CClB for their review. **Motion carried.**

### Transfers

Moved by Deputy Mayor Keith West and seconded by Councillor Shaun Ward to transfer \$50,315.00 from the General Operating Bank Account to the Sewer Operating Bank Account. **Motion carried.**

Moved by Deputy Mayor Keith West and seconded by Councillor Shaun Ward to transfer \$50,315.00 from the Sewer Bank Account to the Treatment Plant Project Loan.  
**Motion carried.**

### Postal Meter

The Clerk reported that the office postal machine has broken and cannot be repaired as the machine is obsolete now. This postal machine was first purchased in 2008. The cost of a new machine is \$3660.00 plus HST.

The Clerk will find out what the warranty is on this machine and report back to council.

Moved by Councillor Lindsey Fraser and seconded by Councillor Shaun Ward to purchase the postal machine for the office in the amount of \$3660.00 plus HST.  
**Motion carried.**

### CCiB Donation Request

Deputy Mayor Keith West reported to council that CCiB are preparing for their annual flower project and they are requesting a donation from the Village. The flower project cost is approximately \$1500.00.

Moved by Deputy Mayor Keith West and seconded by Councillor Dan Frenette to donate \$1000.00 to CCiB for their flower project, \$500.00 from the Village Budget and \$500.00 from the Bingo Account. **Motion Carried.**

Deputy Mayor Keith West suggested that the Village purchase a Burpee Bridge Book from the committee to have in the council chambers.

Council agreed to this purchase of \$75.00.

Moved by Councillor Lindsay Fraser and seconded by Councillor Dan Frenette to have the swearing in of the new council on May 26, 2021, at 7:00 pm. Due to Covid restrictions the ceremony will be live streamed.

There will be a Village clean up with the partnership on CCiB. The Clerk will speak to CCiB committee to see which date works for everyone. The Village will provide coffee and donuts from Robins for this event.

Moved by Councillor Shaun Ward and seconded by Deputy Mayor Keith West to have coffee and donuts provided by Robins for anyone that is taking part in the clean up.  
**Motion carried.**

Due to shortage of Village outside staff, it is necessary to hire an individual to help sweep the streets and with asphaltting this year. This is only a 3-4 week position.

Moved by Councillor Shaun Ward and seconded by Councillor Lindsay Fraser to advertise for a casual employee. **Motion carried.**

**Approval of Payment of Bills**

Moved by Deputy Mayor Keith West and seconded by Councillor Shaun Ward to approve payment of General Fund Bills in the amount of \$270,415.64. **Motion carried.**

Moved by Deputy Mayor Keith West and seconded by Councillor Shaun Ward to approve payment of Sewer Fund Bills in the amount of \$306,159.70. **Motion carried.**

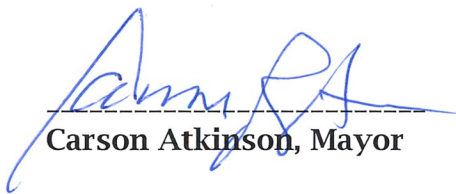
**Other**

Moved by Councillor Shaun Ward and seconded by Deputy Mayor Keith West to table the review of the finances until the April 26, 2021 Special Council Meeting. **Motion carried.**

Deputy Mayor Keith West received an invitation to attend a webinar on April 15, 2021 on purchasing items for the Village. Deputy Mayor West said that shopping local is vital to our community and the Village's mandate is always to support local businesses.

**Adjournment**

Moved by Councillor Lindsey Fraser and seconded by Councillor Shaun Ward to adjourn the meeting at 8:10pm. **Motion carried.**

  
Carson Atkinson, Mayor

  
Michelle Dickinson, Clerk

