

Community Centrum: Grand Bay Room – Televised Meeting for the Public

1. Call to Order

Mayor Merrifield called the meeting to order at 7:04 pm.

2. Record of Attendance

Mayor Merrifield, Councillor Balemans, Deputy Mayor Toole, Councillor Balcomb, Councillor McIntosh Lawrence and Councillor Day in attendance.

Staff Attendance: David Taylor, Gary Clark, John Enns-Wind and Nicole Kelly

Guests: Jullie Rogers-Marsh, Alma Brooks and Ron Tremblay

3. Approval of the Order of Business and Approval of Additions and Deletions

THAT the Council of the Town of Grand Bay-Westfield approve the Agenda of July 12, 2021 as presented.

Motioned by: Councillor Day

Seconded by: Councillor McIntosh Lawrence

Carried unanimously

4. Conflict of Interest

None

5. Public Hearing(s)

None

6. Public Presentations

6.1 RCMP Mayoral Report Presentation – Jullie Rogers-Marsh

THAT the Council of the Town of Grand Bay-Westfield receive and file the RCMP Report for June 2021.

Motioned by: Councillor Balcomb

Seconded by: Councillor Balemans

Carried

6.2 Wolastoqewi-Grandmother Alma Brooks & Wolastoqewi Kci-Sakom spasaqsit possesom (Wolastoq Grand Chief morningstar burning) Ron Tremblay

THAT the Council of the Town of Grand Bay-Westfield accept the information as presented.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor Day

Carried

7. Minutes

7.1 Regular Meeting – June 28, 2021:

THAT the Council of the Town of Grand Bay-Westfield adopt the Minutes of the Regular Meeting of June 28, 2021 as presented.

Motioned by: Councillor Day

Seconded by: Councillor McIntosh Lawrence Carried

8. Bills for Payment

THAT the Council of the Town of Grand Bay-Westfield authorize the bills for payment as presented in the amount for \$82,354.52.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor Day Carried

9. Consent Agenda

THAT the Council of the Town of Grand Bay-Westfield receive and file the Consent Agenda Reports for June 2021.

Motioned by: Councillor Day

Seconded by: Councillor Balcomb Carried

10. Business Arising from Minutes

None

11. Delegations

None

12. Petitions

None

13. By-Laws

13.1 Council Procedural Bylaw – Second Reading

THAT the Council of the Town of Grand Bay-Westfield approve the second reading of the Council Procedure Bylaw

Motioned by: Councillor McIntosh Lawrence

Seconded by: Deputy Mayor Toole Carried

14. Notice of Motions

None

15. Reports

15.1 Sewerage Utility Accounts Receivable as at July 6, 2021

THAT the Council of the Town of Grand Bay-Westfield receive and file the Sewerage Utility Accounts Receivable as at July 6, 2021.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor McIntosh Lawrence Carried

15.2 Development Incentive Grant – Emma Avenue

THAT the Council of the Town of Grand Bay-Westfield approve an Agreement in Principle regarding Grants under the Town's Development Incentives Program for property located at Emma Avenue, PID no. 30343438; based on improvements projected to increase the property Tax Assessment by \$500,000.00 (or more); and following the completion of the Project, confirmation of the actual increase in Assessment to the subject property, and confirmation of payment of Taxes owing, to undertake a Memorandum of Understanding for disbursement of \$35,875.00 Residential Property Improvement Grant funds, according to a 5-year payment schedule, beginning in July 2022 and if eligible, by meeting the requirements of the NB Power Total Home Energy Savings Program, receive a Sustainable Residential Grant of \$2,010.00 payable in 2022.

Motioned by: Councillor Day

Seconded by: Councillor Balcomb Carried

16. Correspondence:

16.1 Letter re Beach Access

THAT the Council of the Town of Grand Bay-Westfield refer the item to RC Strategies for consideration in the development of the parks and recreation master plan.

Motioned by: Councillor Day

Seconded by: Councillor McIntosh Lawrence Carried

20. Adjournment

THAT the Council of the Town of Grand Bay-Westfield adjourned the meeting at 8:23 pm.

Motioned by: Councillor McIntosh Lawrence

Seconded by: Councillor Day Carried



John Enns-Wind
CAO



Brittany Merrifield
Mayor

Council Meeting: July 12, 2021

Date: 06/23/21

TITLE: COUNCIL PROCEDURAL BYLAW: FIRST READING

PREPARED BY: JOHN ENNS-WIND

DEPARTMENT: GENERAL GOVERNMENT

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN:

- Organizational Effectiveness

BYLAWS/POLICIES:

- Council Procedures and Organizational Bylaw #106

PREVIOUS REPORTS:

Attachments (List):

1. Draft Council Procedures Bylaw (clean)
2. Council Procedural and Organizational Bylaw #106 (marked)

BACKGROUND

The Council Procedural and Organizational Bylaw #106 was implemented in 2004. Since then, there have been legislative changes, new best practices, and generational change in leadership.

COMMENT

Recent amendments, at the last Council meeting and by the CAO, to the Bylaw are highlighted in yellow.

Some of the changes reflect efforts to ensure good decision making, effective and constructive meetings, good governance and legislative updates. Highlights include:

- Appropriate legislative references,
- Use of “CAO” rather than “Town Manager,”
- Change of Council Meeting times to 7:00 PM from 7:30 PM,
- Options to change the selection of the Deputy Mayor including retaining the status quo,
- Inclusion of the ability to attend Council electronically with restrictions such as only attending 25% of meeting electronically,
- Change to the Agenda to move decision items to the beginning of Council and allow Councillors to provide updates at the end of the meeting,
- Clarification about when Council can have a closed meeting including a table to easily track when and why closed meetings were held,
- Amending the number of committees and requiring committees to have Terms of Reference,
- Clarification of expenditures and withdrawing expenditures limits so they are determined through policy/bylaw

- Removal of expenditures for the Mayor,
- Administrative Reports have been moved to Item 12 on the Agenda rather than Item 10.

FINANCIAL IMPLICATIONS

There is a negligible fee related to legal review of the changes.

RECOMMENDATION

That the Council of the Town of Grand Bay-Westfield determine if there are other amendments required in the Council Procedural Bylaw.

MOTION

That the Council of the Town of Grand Bay-Westfield approve Second Reading of the Council Procedure Bylaw.

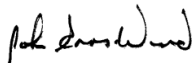
CAO COMMENTS

The Public will be given an opportunity to speak about the amendments to the Procedural Bylaw during Council's Regular Meeting of July 26th.

APPROVAL

Department Head:

Date: MM/DD/YY

CAO: 

Date: 07/07/21



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**TOWN OF GRAND BAY-WESTFIELD
SEWERAGE UTILITY
ACCOUNTS RECEIVABLE
AS AT JULY 6, 2021**

| | \$ |
|----------------------------------|---------------------------|
| Residential Fees Prior 2021 | 3,685.00 |
| Residential Fees 2021 | 43,120.29 |
| Commercial Fees Prior 2021 | 0 |
| Commercial Fees 2021 | 2,649.74 |
| Institutional Fees Prior 2021 | 0 |
| Institutional Fees 2021 | 0 |
| Service Prior 2021 | 0 |
| Service 2021 | 0 |
| TOTAL ACCOUNTS RECEIVABLE | <u>\$49,455.03</u> |

Notes:

1. Please note the number of sewerage user units changes from year to year - generally there is an increase in user units each year.
2. The initial 2021 Sewerage Utility Billing total was \$499,605.00
3. Collection Services are provided by Eastern Collection Services Ltd. for accounts in arrears.
4. Collections are also being addressed through Disconnection Notices.
5. The accounts receivable balance as at July 3, 2020 was **\$60,645.72.**

Respectfully submitted,

Marcia Mason
Assistant Clerk

Council Meeting: July 12, 2021

Date: June 25, 2021

TITLE: DEVELOPMENT INCENTIVE GRANTS, EMMA AVENUE

PREPARED BY: DEVELOPMENT OFFICER

DEPARTMENT: PLANNING

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN:

- Economic Development

BYLAWS/POLICIES:

- Development Incentive Program

PREVIOUS REPORTS:

Attachments (List):

1. Development Incentive Program Application, Jeremy & Amanda Brilliant dated 23 May 2021.

BACKGROUND

The application for the Property Improvement Grant for a residential property is based on the assumption that the completed project will increase the assessed property value by \$500,000.00 or more. The Sustainable Residential Development Grant will be based on confirmation by NB Power of meeting guidelines for their Total Home Energy Program.

The project meets the objective of the grant program to encourage “substantial development for residential properties” within the Town. The application for the Development Incentive Grants was received May 23, 2021, and the building permit was issued on May 20, 2021. The proposed post development assessment value for the project has been suggested by the proponent to be \$500,000.00.

COMMENT

A similar grant has been approved for a two-unit building at 2 Murray Street in November 2020.

FINANCIAL IMPLICATIONS

A development which increases the property assessment by \$500,000 or more will be eligible for a 5-year grant totaling \$35,875.00.

Year 1 (90%) = \$9,225

Year 2 (80%) = \$8,200

Year 3 (70%) = \$7,175

Year 4 (60%) = \$6,150

Year 5 (50%) = \$5,125

The value of the building permit fees would be eligible for a \$2,010.00 grant.

RECOMMENDATION

Following confirmation of the new property assessment post construction and certification of the NB Power Total Home program, the two grants would be payable following the completion of a Memorandum of Understanding with the applicant.

MOTION

That Council of Grand Bay-Westfield approve an Agreement in Principle regarding Grants under the Town's Development Incentives Program for property located at Emma Avenue, PID no. 30343438; based on improvements projected to increase the property Tax Assessment by \$500,000.00 (or more); and following the completion of the Project, confirmation of the actual increase in Assessment to the subject property, and confirmation of payment of Taxes owing, to undertake a Memorandum of Understanding for disbursement of \$35,875.00 Residential Property Improvement Grant funds, according to a 5-year payment schedule, beginning in July 2022 and if eligible, by meeting the requirements of the NB Power Total Home Energy Savings Program, receive a Sustainable Residential Grant of \$2,010.00 payable in 2022...

APPROVAL

Department Head: *David Telford*

Date: 06/08/2021

CAO: *John David Wood*

Date: 7/07/2021