

**Community Centrum: Grand Bay Room – Broadcast for the Public**

**1. Call to Order**

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

**ADOPTED**  
**JAN 23 2023**

**2. Acknowledgement of Treaty Land**

*We respectfully acknowledge that Grand Bay-Westfield exists on the traditional Wolastoqey (WOOL-US-TOOK-WAY) land.*

*The lands of Wabanaki (WAH-BAH-NAH-KEE) people are recognized in a series of Peace and Friendship Treaties to establish an ongoing relationship of peace, friendship and mutual respect between equal nations.*

*The river that runs by our town is known as Wolastoq (WOOL-LUSS-TOOK), along which live Wolastoqiyik (WOOL-US-TOO-GWEEG) - the people of the beautiful and bountiful river.*

*We, the staff and elected representatives, pay respect to the elders, past and present, and descendants of this land.*

**3. Mayor's Comments**

(Moment of Silence – passing of CAO's Mentor, Laurent Mougeot)

**4. Record of Attendance**

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

**Regrets:** Councillor Day (Sabbatical)

**Staff Attendance:** John Enns-Wind, James Barrington, Troy Gautreau, David Taylor, Bruce Gault, Gary Clark, Rick Adams, Broc Belding, and Amanda Long

**Guests:** N/A

**5. Agenda Approval**

That the Council of the Town of Grand Bay-Westfield approve the Agenda of January 9, 2023, with the deletion of item 11.c as presented.

Motioned by: Councillor Balemans

Seconded by: Deputy Mayor Toole

Carried

**6. Disclosure of Conflict of Interest**

None

**7. Public Hearings/Presentations/Delegations/Petitions**

**8. Minutes of Previous Meeting**

**a) Regular Council Minutes of December 12, 2022**

That the Council of the Town of Grand Bay-Westfield adopt the Minutes of the Regular Meeting of December 12, 2022, as presented.

Motioned by: Councillor McIntosh Lawrence

Seconded by: Councillor Balcomb

Carried

**b) Email Poll – Veterans Peace Park Funding Request**

That the Council of the Town of Grand Bay-Westfield ratify the email poll: Peace Park Funding Request.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor Balemans

Carried

c) **Email Poll – CUPE Increase 2023**

That the Council of the Town of Grand Bay-Westfield ratify the email poll: CUPE Increase 2023.

Motioned by: Councillor Balemans

Seconded by: Councillor McIntosh Lawrence

Carried

**9. Unfinished Business**

**10. By-Laws**

a) **Respecting the Code of Conduct for Members of the Town Council**

That the Council of the Town of Grand Bay-Westfield adopt by Summary and Title in the first and second readings of the Respecting Code of Conduct for Members of the Town Council #GG-001

**First Reading (by Summary)**

By-law No. GG-001: Town of Grand Bay-Westfield By-law Respecting the Code of Conduct for Members of the Town Council. The purpose and intent of the Council Code of Conduct is to establish standards of conduct for Members of Council in the individual conduct of their official duties.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor McIntosh Lawrence

Carried

**Second Reading (by Title)**

By-law No. GG-001: Town of Grand Bay-Westfield By-law Respecting the Code of Conduct for Members of the Town Council.

Motioned by: Councillor Balcomb

Seconded by: Councillor Balemans

Carried

b) **Respecting Council Procedures and Organization**

That the Council of the Town of Grand Bay-Westfield adopt by Summary and Title in the first and second readings of the Council Procedural By-law #GG-002

**First Reading (by Summary)**

The Council Procedures and Organization By-law. A By-law regarding how Council shall manage its meetings and organize its business to accomplish its goals.

Motioned by: Councillor Balemans

Seconded by: Councillor Burpee

Carried

**Second Reading (by Title)**

By-law No. GG-002: Town of Grand Bay-Westfield By-law Respecting Council Procedures and Organization.

Motioned by: Councillor McIntosh Lawrence

Seconded by: Councillor Balcomb

Carried

c) **Respecting the Remuneration of the Mayor and Council of the Town of Grand Bay-Westfield**

That the Council of the Town of Grand Bay-Westfield adopt by Summary and Title in the first and second readings of the Respecting the Remuneration of the Mayor and Council of the Town of Grand Bay-Westfield By-law #GG-003

**First Reading (by Summary)**

By-law No. GG-003 regarding the compensation of the Mayor and Council, town of Grand Bay-Westfield By-law Respecting the Remuneration of the Mayor and Council.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor Burpee

Carried

**Second Reading (by Title)**

By-law No. GG-003: Town of Grand Bay-Westfield By-law Respecting Remuneration of the Mayor and Council of the Town of Grand Bay-Westfield.

Motioned by: Councillor Balemans

Seconded by: Councillor Burpee

Carried

d) **Respecting the Chief Administrative Officer By-law**

That the Council of the Town of Grand Bay-Westfield adopt by Summary and Title in the first and second readings of the Chief Administrative Officer By-law #GG-004

**First Reading (by Summary)**

Being a By-law of the Town of Grand Bay-Westfield to establish the position of Chief Administrative Officer; to establish and define the powers and duties of the Chief Administrative Officer; and to delegate powers, duties and functions to the Chief Administrative Officer.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor Balcomb

Carried

**Second Reading (by Title)**

By-law No. GG-004: Town of Grand Bay-Westfield By-law Respecting Chief Administrative Officer.

Motioned by: Councillor McIntosh Lawrence

Seconded by: Councillor Balemans

Carried

e) **Respecting Emergency Management By-law**

That the Council of the Town of Grand Bay-Westfield adopt by Summary and Title in the first and second readings of the Respecting Emergency Management By-law #PS-001.

**First Reading (by Summary)**

The purpose of this By-law establishes that the Town of Grand Bay-Westfield Emergency Management Organization complies with the *Emergency Measures Act* of the Province of New Brunswick.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor Burpee

Carried

**Second Reading (by Title)**

By-law No. PS-001: Town of Grand Bay-Westfield By-law Respecting Emergency Management.

Motioned by: Councillor Balemans

Seconded by: Councillor Balcomb

Carried

f) **Respecting the Grand Bay-Westfield Volunteer Fire-Rescue Department**

That the Council of the Town of Grand Bay-Westfield adopt by Summary and Title in the first and second readings of the Respecting the Grand Bay-Westfield Volunteer Fire-Rescue Department #PS-002

**First Reading (by Summary)**

A By-law establishing a Fire-Rescue Department in accordance with the Fire Prevention Act and to establish fire and life safety regulations within the municipality.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor McIntosh Lawrence

Carried

**Second Reading (by Title)**

By-law No. PS-002: Town of Grand Bay-Westfield By-law Respecting the Grand Bay-Westfield Volunteer Fire-Rescue Department.

Motioned by: Councillor Burpee

Seconded by: Councillor Balcomb

Carried

**11. New Business/Recommendations**

a) **Mandate Letters**

That the Council of the Town of Grand Bay-Westfield refer the Mandate Letters to be used as part of the CAO and Leadership Team's performance evaluations.

Motioned by: Councillor Balemans

Seconded by: Councillor Burpee

Carried



b) **Council Calendar**

That the Council of the Town of Grand Bay-Westfield approve the proposed 2023 Council Meeting Calendar.

Motioned by: Councillor McIntosh Lawrence

Seconded by: Councillor Balcomb

Carried

e) [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

d) **Aquila Tours**

That the Council of the Town of Grand Bay-Westfield support a pilot project to bring cruise ship photography tours to Brundage Point in 2023.

Motioned by: Councillor McIntosh Lawrence

Seconded by: Deputy Mayor Toole

Carried

e) **Appointment of Chair of Infrastructure: Keri Burpee**

That the Council of the Town of Grand Bay-Westfield appoint Keri Burpee as Chair of Infrastructure.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor Balcomb

Carried

f) **Appointment of Community Vitality Committee Vice Chair: Erin Toole**

That the Council of the Town of Grand Bay-Westfield appoint Erin Toole as Vice Chair of the Community Vitality Committee.

Motioned by: Councillor McIntosh Lawrence

Seconded by: Councillor Burpee

Carried

**g) Age Friendly Committee**

1. That the Council of the Town of Grand Bay-Westfield approve the Age-Friendly Committee Terms of Reference as presented.

Motioned by: Councillor Balemans

Seconded by: Councillor Balcomb

Carried

2. That the Council of the Town of Grand Bay-Westfield approve the Age-Friendly Committee Action Plan for 2023 – 2025 as presented.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor McIntosh Lawrence

Carried

3. That the Council of the Town of Grand Bay-Westfield approve the Age-Friendly Certificate of Recognition for the Town of Grand Bay–Westfield for publication.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor Burpee

Carried

**12. Bills for Payment**

- a) That the Council of the Town of Grand Bay-Westfield authorize the January 9, 2023 bills for payment as presented in the amount for \$496,624.53.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor McIntosh Lawrence

Carried

**13. Consent Agenda**

- a) Crane Mountain 2023 Community Grant Information
- b) Letter – Land Use Agreement, Fisheries and Oceans Canada
- c) Kings Centre Electoral District Map
- d) CAO Appointment by the Minister
- e) UMNb New Council Orientation
- f) ELG New Council Orientation
- g) NB Legion Letter
- h) Effects on Economy on Tax Rates

**End Consent Agenda**

That the Council of the Town of Grand Bay-Westfield receive and file the consent agenda items for January 9, 2023.

Motioned by: Councillor Balemans

Seconded by: Councillor Burpee

Carried

**14. Council Reports**

**15. Business Arising from Committee of the Whole**

**16. Adjournment**

That the Council of the Town of Grand Bay-Westfield adjourned the meeting at 8:30pm.

Motioned by: Councillor Burpee

Seconded by: Councillor McIntosh Lawrence

Carried



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John Enns-Wind  
CAO



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Brittany Merrifield  
Mayor