

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

1. Call to Order

Mayor Merrifield called the meeting to order at 7:05 pm.

ADOPTED

March 14, 2022 |

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

4. Record of Attendance

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

Staff Attendance: John Enns-Wind, Bruce Gault, Gary Clark, Troy Gautreau, David Taylor, Broc Belding and Nicole Kelly

Guests: Jon Taylor (virtual)
Louis Gigou, LSD Representative
Shelly Totton, LSD Representative

5. Agenda Approval

That the Council of the Town of Grand Bay-Westfield approve the Agenda of February 28, 2022 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

a) **Renaming of Entity 51 – Jon Taylor**

That the Council of the Town of Grand Bay-Westfield receive and file the information as presented.

Motioned by: Councillor Balemans

Seconded by: Councillor Balcomb

Carried

8. Minutes of Previous Meeting

a) **Regular Council Minutes of February 14, 2022**

That the Council of the Town of Grand Bay-Westfield adopt the Minutes of the Regular Meeting of February 14, 2022 as presented.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor McIntosh Lawrence

Carried

b) **Special Meeting Minutes of February 17, 2022**

That the Council of the Town of Grand Bay-Westfield adopt the Minutes of the Special Meeting held February 17, 2022.

Motioned by: Councillor Day

Seconded by: Councillor Balcomb

Carried

9. Unfinished Business

None

10. Bylaws

None

11. New Business/Recommendations

a) **Grad Banners**

That the Council of the Town of Grand Bay-Westfield approve the installation of the graduation banners. Council also encourages the committee to apply for the annual grant with the town in April.

Motioned by: Councillor Day

Seconded by: Deputy Mayor Toole

Carried

b) **Landscape Maintenance Quote 2022**

That the Council for the Town of Grand Bay-Westfield accept the quotes dated October 6, 2021 to maintain the landscaping at the SJ Transit bus shelter south of the Arena and for landscape maintenance along Colonel Nase Boulevard both for 6 months, May to October 2022.

Motioned by: Councillor McIntosh Lawrence

Seconded by: Councillor Day

Carried

c) **Tender Renewals 2022**

That the Town of Grand Bay-Westfield renew tenders for 2022 subject to the same tendered unit prices and Terms and Conditions with:

- Classic Construction for Asphalt Services, approximately \$90,000
- Four Seasons Sports Ltd. for pavement markings, approximately \$42,026
- Phillips Bros. Excavating Ltd. for street sweeping, approximately \$23,500

Motioned by: Deputy Mayor Toole

Seconded by: Councillor Day

Carried

d) **Snow & Ice Plan Amendments**

That the Town of Grand Bay-Westfield receive and file the operational changes to address winter road safety on Valleyview Drive, and other Priority 1 hills, and the school bus stop.

Motioned by: Councillor Balcomb

Seconded by: Councillor Balemans

Carried

e) Name Change

That the Council of the Town of Grand Bay-Westfield appoint the following three Grand Bay-Westfield residents to the Naming Committee:

1. Jon Taylor
2. Rob Wilson
3. Erika Kelly

And the following two residents of the LSD:

1. Robert Donner
2. Keri Burpee

Motioned by: Councillor Balemans

Seconded by: Councillor Day

Carried

12. Bills for Payment

- a) That the Council of the Town of Grand Bay-Westfield authorize the February 28, 2022 bills for payment as presented in the amount for \$70,182.45.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor Day

Carried

13. Consent Agenda

None

14. Council Reports

15. Business Arising from Committee of the Whole

None

16. Adjournment

That the Council of the Town of Grand Bay-Westfield adjourned the meeting at 8:29 pm.

Motioned by: Councillor Balcomb

Seconded by: Councillor Day

Carried



John Enns-Wind
CAO



Brittany Merrifield
Mayor

Vision: A welcoming place to live, grow and thrive
Mission: Facilitating growth, wellness, and prosperity through effective and forward-thinking leadership.

Council Meeting:

February 28, 2022

TITLE: LANDSCAPE MAINTENANCE QUOTES

PREPARED BY: BRUCE GAULT

DEPARTMENT: TRANSPORTATION

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN:

- Community Vitality

ATTACHMENTS

- Landscape Maintenance Season 2022 quote from Shades of Green dated October 6, 2021.

BACKGROUND

In previous years the Town has accepted the quote from Shades of Green for seasonal maintenance of various flower beds in the Town. The Works Department handles 2 areas, the Bus Shelter landscaping for the SJ Transit bus stop next to the Arena and the 4 landscaped areas along Colonel Nase Boulevard.

COMMENT

These areas require monthly maintenance to control the weeds and trimming to ensure the beds look good for existing residents and future residents by ensuring the areas looks inviting and professional. The municipal workforce does not have the manpower or expertise to provide the level of treatment required to maintain these landscaped areas.

Shades of Green in their quote has asked to do an additional month of service on Col. Nase Blvd. April can be a tricky month for weather, some springs start early while other are late. Normally there would only be a week or two advantage going in April, thus paying for a full month does not seem reasonable or warranted to get that early of a start.

FINANCIAL IMPLICATIONS

2022 quote for 6 months of maintenance:

Col. Nase Blvd. 6 months @ \$790 + HST = \$4,740 + HST

SJ Transit Bus Shelter 6 months @ \$250 + HST = \$1,500 + HST

Total required for the Works Department is \$6,240 + HST

RECOMMENDATION

That the Council for the Town of Grand Bay-Westfield accept the quotes dated October 6, 2021 to maintain the landscaping at the SJ Transit bus shelter south of the Arena and for landscape maintenance along Colonel Nase Boulevard both for 6 months, May to October 2022.


Landscape Maintenance 2022

MOTION

That the Council for the Town of Grand Bay-Westfield accept the quotes dated October 6, 2021 to maintain the landscaping at the SJ Transit bus shelter south of the Arena and for landscape maintenance along Colonel Nase Boulevard both for 6 months, May to October 2022.

CAO COMMENTS

APPROVAL

Department Head: 

Date: 02/18/22

CAO: 

Date: 02/25/22

Vision: A welcoming place to live, grow and thrive
Mission: Facilitating growth, wellness, and prosperity through effective and forward-thinking leadership.

Council Meeting:

February 28, 2022

TITLE: TENDER RENEWALS 2022

PREPARED BY: BRUCE GAULT

DEPARTMENT: TRANSPORTATION

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN:

- Infrastructure Sustainability & Climate Adaptation

ATTACHMENTS

- Email from Classic Construction for 2022 Asphalt Services
- Email from Four Season Sports for 2022 Pavement Markings
- Email from Phillip Bros. for 2022 Street Sweeping

BACKGROUND

Common practice for the Town has been to include a renewal clause in tenders where the work is performed each year. This reduces administration by not having to issue the same tender every year. Renewal periods are normally between 1-2 years beyond the original tendered year.

COMMENT

The services described as Asphalt Services, Pavement Marking and Street Sweeping were all perform last year with no incident, thus staff has no concerns about renewing the tender with each of the 3 service providers.

FINANCIAL IMPLICATIONS

2022 Budget figures (subject to minor change to work).

Asphalt Services \$90,000

Pavement Markings \$42,026

Street Sweeping \$23,500

RECOMMENDATION

That the Council for the Town of Grand Bay-Westfield approve the renewal of the tendered services for Asphalt Services, Pavement Markings and Street Sweeping for 2022 subject to the same tendered unit prices and Terms and Conditions.


MOTION

That the Town of Grand Bay-Westfield renew tenders for 2022 subject to the same tendered unit prices and Terms and Conditions with:

- Classic Construction for Asphalt Services, approximately \$90,000
- Four Seasons Sports Ltd. for pavement markings, approximately \$42,026
- Phillips Bros. Excavating Ltd. for street sweeping, approximately \$23,500

Tender Renewals 2022

APPROVAL

Department Head: 

Date: 02/18/22

CAO: 

Date: 02/25/22

Vision: A welcoming place to live, grow and thrive
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Council Meeting:

February 28, 2022

TITLE: SNOW & ICE PLAN AMENDMENTS

PREPARED BY: BRUCE GAULT

DEPARTMENT: TRANSPORTATION

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN:

- Infrastructure Sustainability & Climate Adaptation

BACKGROUND

At the January 24th, 2022 Council meeting staff was directed to review the procedure for hill maintenance in the winter to improve the service level on hills, especially Valleyview Drive. Staff was also asked to explore providing additional winter maintenance to locations along Nerepis Road where school buses stop.

COMMENT

Priority 1 Hill Maintenance

Since the council meeting the Works Department has been monitoring the service level on Valleyview Drive as well as other hills on the Priority 1 list in the Snow & Ice Plan. The Department's assessment is, generally, most hills are adequately serviced under the current Snow & Ice Plan policy with the exception of Valleyview Drive. The reasoning is in 2 parts, a portion is shaded along the steep rock face and the shape of the roadway profile directs salt runoff away from the downhill driving lane in front of the rock face.

There is nothing reasonably possible to do regarding the shading caused by the rock face, however the proposed actions going forward should address the immediate and long-term goals of servicing Valleyview Drive.

Short term until November 2023

After each storm event the Works Department will perform a follow up inspection on Valleyview Drive plow/apply salt or sand/salt mix to the spot locations where the original material application applied by the contractor did not reach the driving lane.

Long term plan, after November 2023

Tentatively Valleyview Drive is scheduled for resurfacing in 2023 under Capital Street Improvements at which time the road profile can be shaped to direct salt/melt run-off to cover both driving lanes.

A second measure planned deals with the next Snow & Ice Control tender in which rear truck spreaders will be specified as part of the contractor's fleet to address this common problem on various streets. Currently the contractor does not have any large rear truck spreaders, only

Snow & Ice Plan Amendments

behind the driver side cab spreaders. These spreaders apply the material at/near the center line and is meant to run into both driving lanes.

Nerepis Road School Bus Stop Winter Maintenance

The Town first became involved in providing winter maintenance to Nerepis Road back in 2000 when the area was amalgamated with Grand Bay. The Town first became aware of a single location with school bus stop location issue surrounding sight lines in 2019. Since then, the Town has improved the shoulder and monitors the height of the snowbank. When the bank gets high the Works Department benches (cuts down) or removed the snowbank along the shoulder. In this case there is a need for special attention due to the location being on a sharp corner and the requirements for the school bus to stop at a specific location for safety reasons.

As this is a custom fit for a specific location with both location concerns and school bus procedure issues, I would suggest any future issues or concerns surrounding the location of a school bus stop be considered on its own merits in conjunction with the school district.

As this a site-specific issue and only when needed, this procedure should continue as an operational matter for the Works Department.

In summary:

- Inspect Valleyview Drive and other Priority 1 hills as required and apply spot snow control serviced after each storm event to address road profile issues until April 2023;
- Site specific safety concerns regarding school bus stop location be address to the Works Department for review in conjunction with school district.

FINANCIAL IMPLICATIONS

The financial implication in the short term would be minimal as the Works Department would already be out servicing the storm event and the amount of material used for the spot coverage would also be minimal.

The cost for the long-term goal is not able to be defined in a meaningful way as it will be included as part of a larger project (capital budget) or expense (tender for snow control).

RECOMMENDATION

That the Works Department implement a new procedure to inspect Valleyview Drive and other hills when brought in after a storm event to address areas requiring spot maintenance due to poor road profiles up to April 2023.


Residents be asked to contact the Town directly for any safety issues they have regarding their school bus stop.

Snow & Ice Plan Amendments

MOTION

That the Town of Grand Bay-Westfield receive and file the operational changes to address winter road safety on Valleyview Drive, and other Priority 1 hills, and the school bus stop.

APPROVAL

Department Head: 

Date: 02/07/22

CAO: 

Date: 02/25/22

Vision: A welcoming place to live, grow and thrive
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Council Meeting:

February 28, 2022

TITLE: ESTABLISHMENT OF NAMING COMMITTEE OF ENTITY 51

PREPARED BY: JOHN ENNS-WIND

DEPARTMENT: GENERAL GOVERNMENT

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN

- Legislative

ATTACHMENTS

- Administrative Report – Naming Process of Entity 51 February 17, 2022
- Email Confirmation of LSD Representatives
- Town of Grand Bay-Westfield Applicants

BACKGROUND

On February 17, 2022 Town Council and Local Service District (LSD) Transition Committee Representatives met and approved the naming process of Entity 51. Residents of both Grand Bay-Westfield and a portion of the LSD Westfield West were invited to participate in the local decision-making process of naming Entity 51 by applying to volunteer to be a member of the Naming Committee of Entity 51.

The Naming Committee will be comprised of 5 volunteers, 2 members of Town Council and the 2 LSD Transition Committee representatives. The call out for volunteers yielded a total of 20 applicants from Grand Bay-Westfield and 6 applicants from the LSD.

COMMENT

This is a good list of volunteers. To determine the volunteers for this project, the following attributes should be considered for the candidates:

- Process oriented,
- Not favour one name over another or even whether the name change is necessary,
- Champion the process, and
- Respect confidentiality.

There should be diversity on the Committee not only based on gender and race, but also rooted in the community and new.

The following email has been sent to each of the applicants:

Thank you for your application to be on the Naming Committee for Entity 51. Before going to Council, we need to confirm:

1. You are aware that this is a process-oriented Committee overseeing the integrity of selecting a name?
2. You can be neutral throughout the selection period without publicly stating a preferred name?

- a. You will not champion a preferred name.
3. You have read the attached report regarding the Naming Committee and the process to select a name.

RECOMMENDATION

That the Council of the Town of Grand Bay-Westfield consider the names put forward, and their response to the email of Friday afternoon, to select Grand Bay-Westfield's appointments to the Naming Committee.

MOTION

That the Council of the Town of Grand Bay-Westfield appoint the following three Grand Bay-Westfield residents to the Naming Committee:

1. X
2. X
3. X

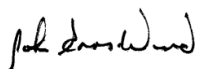
And the following two residents of the LSD:

1. Robert Donner
2. Keri Burpee

CAO COMMENTS

Should Council have other attributes that Committee members ought to have, that they be stated during the discussion.

APPROVAL:

CAO: 

Date: 02/25/22

TOWN OF GRAND BAY-WESTFIELD
BILLS FOR PAYMENT

BILLS FOR PAYMENT				
February 28, 2022				
	ACCOUNT NAME	DEPARTMENT	\$	DESCRIPTION
1	BRUNSWICK NEWS	GEN.GOV.	1,617.42	Cap.Borrwing Advertisments
			1,617.42	
BILLS FOR RATIFICATION				
February 28, 2022				
	ACCOUNT NAME	DEPARTMENT	\$	DESCRIPTION
2	A.L.P.A. EQUIPMENT LTD.	TRANS.	1,285.75	Cutting Edge
3	ANIMAL RESCUE LEAGUE, SPCA	PROT.SVCS.	345.00	Shelter Services
4	BELL ALIANT- monthly (3)	VARIOUS	131.94	Telephone
5	BELL ALIANT - monthly (1)	TRANS/SEW	793.70	Telephone
6	BELL MOBILITY INC. - monthly (3)	TRANS.	62.01	Telephone
7	BELL MOBILITY INC. - monthly (2)	GEN.GOV.	61.73	Telephone
8	BELL MOBILITY INC. - monthly (2)	REC./RIVER CTR	43.64	Telephone
9	BELL MOBILITY INC. - monthly (2)	FIRE/EMO	319.61	Telephone
10	CANADA POST	GEN.GOV.	1,058.00	Stamps
11	CHANDLER SALES	GEN.GOV.	143.74	Swag
12	CHANDLER SALES	FIRE	309.41	Supplies
13	DENIS OFFICE SUPPLIES (2)	GEN.GOV.	109.23	Office Supplies
14	DILLON CONSULTING LTD. (2)	ENV.DEV.	1,776.06	Professional Services
15	ENGLOBE CORP.	TRANS.	2,354.63	Professional Fees
16	FASTENAL CANADA	TRANS.	122.16	Parts
17	FLEET READY LTD.	FIRE	727.07	Parts
18	FUNDY REGIONAL SERVICE COMMISSION	ENV.DEV.	459.25	Quarterly Funding
19	GENERATIONS SEPTIC SOLUTIONS (4)	SEW.REV./TRANS.	3,910.00	Vacuum/Flush/Pumper Truck
20	G.LEBLANC FIRE TRUCK REPAIR LTD.	FIRE	4,866.69	Supply & Install Mech. Seal
21	INTERMAX WATER GROUP INC.	BLDG.	205.85	Service Call/UV Lamp
22	JONES, PETER	TRANS.	110.33	Clothing Allowance
23	KEEL CONSTRUCTION LTD.	TRANS.	20,435.34	Storm Sewer Repair
24	KENNEBECASIS RENTALS	TRANS.	747.44	Harness
25	LANCASTER FLORISTS	GEN.GOV.	68.94	Flower Arrangement
26	MEGA-LAB MANUFACTURING CO. LTD.	FIRE	249.55	Hand Cleaner
27	MYLES HOME HARDWARE	BLDG.	8.73	Water Salt
28	NB POWER- monthly (1)	BLDG.	535.56	Power
29	NB POWER- monthly (1)	BLDG.	1,634.76	Power
30	NB POWER- monthly (1)	SEW.REV.	709.46	Power
31	NB POWER- monthly (7)	SEW.REV.	932.39	Power
32	NB POWER- monthly (7)	SEW.REV.	1,886.42	Power
33	NB POWER- monthly (7)	SEW.REV.	350.37	Power
34	NB POWER- monthly (7)	TRANS./SEW.REV.	637.37	Power
35	PCS SALES LTD.	TRANS.	2,074.37	Salt
36	PERRY, MATTHEW	TRANS.	400.00	Professional Services
37	PROMO HEROES	SEW.REV.	172.50	Stuff Envelopes
38	QUALITY AGGREGATES	TRANS.	53.96	Gravel
39	RIVER VALLEY COINS	LEGIS.	600.00	Coins
40	SAUNDERS EQUIPMENT LTD.	TRANS.	4,148.65	Repairs - trackless
41	SCHOLTEN'S GB	SPEC.EVENTS	75.00	Giftcards - Family Day
42	SHADCOMM	HOLDBACK	3,330.10	Security Holdback
43	SOBEYS	SPEC.EVENTS	208.49	Cookies/Marshmallows
44	SOBEYS	BLDG.	31.92	Water
45	SOURCE ATLANTIC	TRANS.	254.75	Calcium Chloride
46	SUBWAY	LEGIS.	100.19	Meals
47	TELUS- monthly	FIRE/GEN.GOV.	854.07	Telephone
48	THE CRITTER GITTER	BLDG.	51.75	Pest Control
49	THE HYDRAULIC SHOP LTD.	TRANS.	125.07	Fabricate Hose
50	WEX CANADA LTD.	TRANS./FIRE	8,292.08	Fuel
51	WHITE, BRAD	SPEC.EVENTS	400.00	Entertainment- Family Day
	BILLS FOR PAYMENT		1,617.42	
	BILLS FOR RATIFICATION		68,565.03	
	TOTAL BILLS FOR PAYMENT		70,182.45	