

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting Minutes

April 23, 2018

Page 1 of 8

ADOPTED

MAY 14 2018

1. **CALL TO ORDER – 7:30 PM**

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, April 23, 2018 with Mayor Losier presiding.

2. **RECORD OF ATTENDANCE**

Deputy Mayor Likely, Councillor Balemans, Councillor Evans, and Councillor Snodgrass were in attendance.

Councillor Day was absent.

3. **APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS**

Councillor Snodgrass moved to approve the agenda of April 23, 2018 as presented with the addition of Item 25.a) Memorandum of April 19, 2018 from Town Manager Re: Assistant Clerk/Treasurer Position.

Seconded by Councillor Evans. Carried unanimously.

4. **DISCLOSURE OF CONFLICT OF INTEREST**

None

5. **PUBLIC HEARINGS**

None

6. **PUBLIC PRESENTATIONS**

None

7. **MINUTES**

7.1 **MINUTES OF REGULAR COUNCIL MEETING OF MARCH 26, 2018**

Deputy Mayor Likely moved to adopt the Minutes of Regular Council Meeting of March 26, 2018 as presented.

Seconded by Councillor Balemans. Carried.

7.2 EMAIL POLL OF APRIL 6, 2018 RE: CANCELLATION OF APRIL 9, 2018 COUNCIL MEETING AND CONSENT ITEMS FOR RATIFICATION

Councillor Snodgrass moved to ratify the Email Poll of April 6, 2018 cancelling the April 9, 2018 Council Meeting and further,

moved to support the Grand Bay-Westfield Relay for Life Touch a Truck fundraiser for \$400 being \$100 per the four schools in Grand Bay-Westfield with class selection at the discretion of the fundraiser per attached correspondence of March 26, 2018, noting the Town Volunteer Fire Department is participating in the event, and

moved to authorize signatures for the Sculpture Saint John 2018 Community Partnership Agreement per attached correspondence of March 20, 2018 noting federal and provincial funding has been obtained for the 2018 project, and

moved to authorize signatures for the Municipal Kilometrage Maintenance Responsibility Agreement for 2018 per attached report of March 26, 2018 from the Works Commissioner, and

moved to authorize purchase of 14 MSA model G1 SCBA, 6 MSA Model G1 SCBA with integrated thermal imaging camera, 50 4500psi cylinders as well as all associated peripheral components provided for in the request for quote from Cummings Fire & Safety Equipment at a cost of \$154,370.00 plus applicable taxes per report of April 6, 2018 from the Fire Chief, and

moved to sponsor the P.R.O. Kids Annual "Fun" Raising Dinner at the Bronze level for \$1,500 due to the value in comparison to the purchase of a table with approval for an auction item donation as suggested by Councillor Snodgrass as the Town's P.R.O. Kids Representative, and

moved to approve the Town Age Friendly Recognition Program submission with authorization for appropriate signatures per attached materials from the Age Friendly Committee, and

moved to per sections 7 (1) (2) of the *Local Governance Act* to authorize that the signatures of the Mayor and the Treasurer may be stamped or otherwise mechanically reproduced for cheques and payment authorizations issued by the Town of Grand Bay-Westfield per Town Manager's Report of April 4, 2018, and

moved to award various asphalt services to NRB Construction Ltd. at \$148 per tonne for the Works Department during 2018 per Works Commissioner's Report of April 5, 2018.

Seconded by Councillor Evans. Carried.

7.3 MINUTES OF PLANNING ADVISORY COMMITTEE MEETING OF MARCH 19, 2018

Councillor Snodgrass moved to receive and file the Minutes of Planning Advisory Committee Meeting of March 19, 2018.

Seconded by Deputy Mayor Likely. Carried.

7.4 TENDER NOTES OF APRIL 6, 2018 FOR SELF CONTAINED BREATHING APPARATUS, BID# RFQ-SCBA-01-2018

Councillor Snodgrass moved to receive and file the tender notes of April 6, 2018 Re: Bid for Self-Contained Breathing Apparatus, Bid# RFQ-SCBA-01-2018

Seconded by Councillor Evans. Carried.

8. BILLS FOR PAYMENT

Councillor Snodgrass moved to pay the April 9th Bills for Ratification for \$356,294.98 and April 23rd Bills for Payment as presented for \$20,987.50 and Bills for Ratification for \$208,729.01 for a total of \$229,716.51.

Seconded by Councillor Evans. Carried.

9. CONSENT AGENDA

- a) Grand Bay-Westfield Volunteer Fire/Rescue Department Report for March 2018
- b) Building Inspector's Report for March 2018
- c) Recreation Department Report for March 2018
- d) Dog Control Report for March 2018
- e) River Centre Coordinator's Report for March 2018

Deputy Mayor Likely moved to receive and file the following Consent Agenda Items.

- a) Grand Bay-Westfield Volunteer Fire/Rescue Department Report for March 2018
- b) Building Inspector's Report for March 2018
- c) Recreation Department Report for March 2018
- d) Dog Control Report for March 2018
- e) River Centre Coordinator's Report for March 2018.

Seconded by Councillor Snodgrass. Carried.

10. **BUSINESS ARISING FROM MINUTES**

- a) Regular Council Meeting Minutes of March 26, 2018

None

11. **DELEGATIONS**

None

12. **PETITIONS**

None

13. **BY-LAWS**

None

14. **NOTICE OF MOTIONS**

None

15. **REPORTS**

15.1 **TOWN OF GRAND BAY-WESTFIELD SEWERAGE UTILITY
ACCOUNTS RECEIVABLE REPORT AS AT APRIL 5, 2018**

Councillor Snodgrass moved to receive and file the Town of Grand Bay-Westfield Sewerage Utility Accounts Receivable Report as at April 5, 2018.

Seconded by Councillor Evans. Carried.

16. **LETTER OF MARCH 2, 2018 FROM HABITAT FOR HUMANITY RE:
PARTNERSHIP WITH THE TOWN OF GRAND BAY-WESTFIELD
BROUGHT FORWARD FROM MARCH 26, 2018**

Councillor Evans moved to receive and file the letter of March 2, 2018 from Habitat for Humanity Re: Partnership with the Town of Grand Bay-Westfield brought forward from March 26, 2018.

Seconded by Councillor Snodgrass. Carried.

(Habitat for Humanity dealing directly with the Department of Transportation and Infrastructure on this matter.)

17. **LETTER OF MARCH 29, 2018 FROM TED AND RUTH MASON RE: COMMUNITY STRAY CATS**

Councillor Snodgrass moved to receive and file the letter of March 29, 2018 from Ted and Ruth Mason Re: Community Stray Cats.

Seconded by Councillor Evans. Carried.

It was noted for the record that the tone of the letter of March 29, 2018 to Council was not appropriate or acceptable.

It was noted that flyers are sent out to the community periodically encouraging cat owners to be responsible pet owners.

18. **LETTER FROM PAUL LANDRY, REGIONAL DIRECTOR GENERAL – ATLANTIC REGION, CANADIAN HERITAGE RE: 2018 FAMILY, FRIENDS, NEIGHBORS AND NEWCOMERS CANADA DAY CELEBRATION**

Councillor Snodgrass moved to receive and file the letter from Paul Landry, Regional Director General – Atlantic Region, Canadian Heritage Re: Approval of 2018 Family, Friends, Neighbors and Newcomers Canada Day Celebration grant for \$2,800.

Seconded by Councillor Evans. Carried.

19. **EMAIL OF APRIL 5, 2018 FROM MAYOR LOSIER RE: HERITAGE FAIR AT WESTFIELD ELEMENTARY SCHOOL**

Deputy Mayor Likely moved to receive and file the Email of April 5, 2018 from Mayor Losier Re: Heritage Fair at Westfield Elementary School.

Seconded by Councillor Evans.. Carried.

It was noted that 57 children participated in the fair and an excellent job was done by all.

20. **LETTER OF MARCH 14, 2018 FROM LAURIE FLOOD, EXECUTIVE DIRECTOR – ST. JOSEPH'S HOSPITAL FOUNDATION RE: RECENT SUPPORT OF THE 14TH ANNUAL SAINT JOHN DRAGON BOAT FESTIVAL**

Councillor Snodgrass moved to receive and file the letter of March 14, 2018 from Laurie Flood, Executive Director – St. Joseph's Hospital Foundation Re: Recent Support of the 14th Annual Saint John Dragon Boat Festival.

Seconded by Councillor Evans. Carried.

21. **LETTER OF APRIL 4, 2018 FROM NATASHA O'DONNELL, ANNUAL DEVELOPMENT OFFICER – SAINT JOHN REGIONAL HOSPITAL FOUNDATION RE: DONATION TO THE ANNUAL CAMPAIGN "THE GIVE": CLINIC 1 EXPANSION/THANK YOU NOTE FROM DARREN MCLEOD, SENIOR PHILANTHROPY SPECIALISTS, SAINT JOHN REGIONAL HOSPITAL FOUNDATION**

Deputy Mayor Likely moved to receive and file the letter of April 4, 2018 from Natasha O'Donnell, Annual Development Officer – Saint John Regional Hospital Foundation Re: Donation to the Annual Campaign "The Give": Clinic 1 Expansion/Thank you note from Darren McLeod, Senior Philanthropy Specialist, Saint John Regional Hospital Foundation.

Seconded by Councillor Evans. Carried.

22. **INVITATION TO CHARITY FUNDRAISER IN SUPPORT OF ROMERO HOUSE & HONOURING CAROLYN MCNULTY**

Councillor Evans moved to purchase the Romero Fundraiser VIP Package for \$1,000 which includes two tickets to the Fundraiser to be held on May 9, 2018 at the Marco Polo Cruise Terminal to raise funds to purchase a Mobile Unit allowing Romero House to serve the community.

Seconded by Deputy Mayor Likely. Carried.

23. REPORT OF APRIL 12, 2018 FROM TOWN MANAGER RE: SECOND COUNCIL MEETING FOR DECEMBER 2018

Deputy Mayor Likely moved to cancel the second regular Council meeting of Monday, December 24, 2018 with a special council meeting(s) to be called as required.

Seconded by Councillor Balemans. Carried.

24. LETTER FROM THE ROYAL CANADIAN MOUNTED POLICE RE: DONATIONS FOR BICYCLE RODEO

Councillor Evans moved to donate \$250 towards the RCMP Bike Rodeo to be held on May 19, 2018.

Seconded by Councillor Snodgrass. Carried.

25. INVITATION TO ATTEND A SYMPHONY NEW BRUNSWICK FUNDRAISER "OUR IRISH ROOTS" ON MAY 12TH AT THE SAINT JOHN ARTS CENTRE

Deputy Mayor Likely moved to purchase two tickets from Symphony New Brunswick for the "Our Irish Roots" event and donate the tickets to two volunteers or interested persons within the Town.

Seconded by Councillor Balemans. Carried.

25.a MEMORANDUM OF APRIL 19, 2018 FROM TOWN MANAGER RE: ASSISTANT CLERK/TREASURER POSITION

Deputy Mayor Likely moved to appoint Heather Shannon as Acting Assistant Clerk Treasurer for purposes of signatures for municipal documents and cheques as may be needed.

Seconded by Councillor Balemans. Carried.

26. ADJOURNMENT

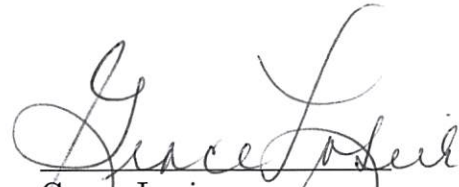
Deputy Mayor Likely moved adjournment.


Seconded by Councillor Balemans. Carried.

Time: 7:43pm

Respectfully submitted,


Sandra Gautreau
Town Manager/Clerk


Grace Losier
Mayor


Heather Shannon
Acting Clerk/Treasurer



