

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting Minutes

December 11, 2017

Page 1 of 10

ADOPTED

JAN - 8 2018

1. **CALL TO ORDER - 7:30 P.M.**

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, December 11, 2017 with Mayor Losier presiding.

2. **RECORD OF ATTENDANCE**

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

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

Councillor Day moved to approve the agenda of December 11, 2017 as presented.

Seconded by Councillor Snodgrass. Carried.

4. **DISCLOSURE OF CONFLICT OF INTEREST**

None

5. **PUBLIC HEARINGS**

None

6. **PUBLIC PRESENTATIONS**

6.1 **RCMP REPORT FOR NOVEMBER 2017 - RCMP REPRESENTATIVE ATTENDING**

Cst. Knox presented the RCMP report for November 2017 and responded to inquiries from Council.

Councillor Day moved to receive and file the RCMP Report for November 2017.

Seconded by Councillor Snodgrass. Carried.

6.2 JULY 2016 - 2017 IMPERIAL THEATRE UPDATE FOR TOWN OF GRAND BAY-WESTFIELD - BARB KEIR, TOWN REPRESENTATIVE PRESENTER

Barb Keir provided Council with information regarding Imperial Theatre Operations for 2016-2017.

Councillor Day moved to receive and file the Presentation Re: Imperial Theatre Update for 2016-2017.

Seconded by Deputy Mayor Likely. Carried.

It was noted that the Town would purchase six tickets to Imperial Theatre's show "Girls Nite Out" playing on February 3, 2018.

6.3 ACTIVE TRANSPORTATION IMPLEMENTATION PHASE 1 - TOWN OF GRAND BAY-WESTFIELD UPDATE, COLIN SIMIC, DILLON CONSULTING PRESENTER

Councillor Evans moved to table the Active Transportation Implementation Phase 1 - Town of Grand Bay-Westfield Update for the arrival of Dillon Consulting Representative, Colin Simic.

Seconded by Councillor Day. Carried.

7. MINUTES

7.1 MINUTES OF REGULAR COUNCIL MEETING OF NOVEMBER 27, 2017

Councillor Day moved to adopt the Minutes of the Regular Council Meeting of November 27, 2017 as presented.

Seconded by Councillor Snodgrass. Carried.

7.2 MINUTES OF PLANNING ADVISORY COMMITTEE MEETING OF NOVEMBER 20, 2017

Councillor Snodgrass moved to receive and file the Minutes of Planning Advisory Committee Meeting of November 20, 2017.

Seconded by Councillor Day. Carried.

7.3 MINUTES OF RIVER VALLEY COMMUNITY CENTER FOUNDATION INC. (ARENA) MEETINGS OF SEPTEMBER 19, 2017 AND OCTOBER 24, 2017

Deputy Mayor Likely moved to receive and file the Minutes of River Valley Community Center Foundation Inc. (Arena) Meetings of September 19, 2017 and October 24, 2017.

Seconded by Councillor Day. Carried.

8. BILLS FOR PAYMENT

Councillor Day moved to pay Bills for Payment as presented for \$4,446.36 and Bills for Ratification for \$51,835.83 for a total of \$56,282.19.

Seconded by Councillor Evans. Carried.

9. CONSENT AGENDA

- a) Grand Bay-Westfield Volunteer Fire/Rescue Department Report for November 2017
- b) Dog Control Report for November 2017
- c) Recreation Department Report for November 2017
- d) Building Inspector's Report for November 2017
- e) Works Department Report for November 2017
- f) River Centre Coordinator's Report for November 2017

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

- a) Grand Bay-Westfield Volunteer Fire/Rescue Department Report for November 2017
- b) Dog Control Report for November 2017
- c) Recreation Department Report for November 2017
- d) Building Inspector's Report for November 2017
- e) Works Department Report for November 2017
- f) River Centre Coordinator's Report for November 2017.

Seconded by Councillor Snodgrass. Carried.

10. BUSINESS ARISING FROM MINUTES

a) Regular Council Meeting Minutes of November 27, 2017

None

11. DELEGATIONS

None

12. PETITIONS

None

13. BY-LAWS

None

14. NOTICE OF MOTIONS

None

15. REPORTS

15.1 TOWN MANAGER'S REPORT OF DECEMBER 8, 2017 RE:
SEWERAGE REVENUE FUND OPERATING BUDGET - 2018

Councillor Day moved to adopt the 2018 Sewerage Revenue Fund Operating Budget as per December 8, 2017 Excel document reflecting total revenues of \$464,505 and total expenditures of \$464,505 the sewerage user fee shall be \$270.00 per user unit effective January 1, 2018 with a \$15.00 discount for residential units only, if full payment is received by the Town Office by 5:00 p.m. on Tuesday, April 3, 2018; discount applicable where there are no arrears or penalties payable in respect of the annual user charge.

Seconded by Deputy Mayor Likely. Carried.

15.2 TOWN MANAGER'S REPORT OF DECEMBER 8, 2017 RE: 2018 GENERAL FUND OPERATING BUDGET

Councillor Snodgrass moved that the sum of \$6,096,855 be the total budget of the Municipality of Grand Bay-Westfield and that the sum of \$5,109,443 be the Warrant of the Municipality for the ensuing year, and that the tax rate for the Municipality be \$1.3700 and further that the Council orders and directs the levying by the Minister of Local Government of said amount on real property liable to taxation under the *Assessment Act* within the Municipality of Grand Bay-Westfield.

Seconded by Councillor Evans. Carried.

16. REQUEST FROM RIVER VALLEY COMMUNITY CENTER (ARENA) RE: 2018 OPERATING BUDGET/RELATED INFORMATION - BROUGHT FORWARD FROM NOVEMBER 27, 2017

Councillor Evans moved to approve payment of \$91,000 to the River Valley Community Center (RVCC) for 2018, with the option to provide an additional \$5,000 regarding completion of items contained in the RVCC Operational Review recommendations.

Seconded by Deputy Mayor Likely. Carried.

17. AGREEMENT BETWEEN THE TOWN OF GRAND BAY-WESTFIELD AND SAINT JOHN SHELTER LTD. - REQUEST FOR AUTHORIZATION OF SIGNATURES

Councillor Snodgrass moved to authorize signatures as per the Agreement between the Town of Grand Bay-Westfield and Saint John Shelter Ltd. for a three year term effective January 1, 2018 - December 31, 2020.

Seconded by Councillor Day. Carried.

18. LETTER OF NOVEMBER 30, 2017 FROM CHRISTINA RICHARDS, ACCOUNT MANAGER - HUB INTERNATIONAL ATLANTIC LIMITED RE: RECOMMENDATION FOR MUNICIPAL INSURANCE PROGRAM RENEWAL - EFFECTIVE JANUARY 1, 2018

Councillor Snodgrass moved renewal and signature authorization for Municipal Insurance as per the Letter of November 30, 2017 from Christina Richards, Account Manager - Hub International Atlantic Limited Re: Recommendation for Municipal Insurance Program Renewal - Effective January 1, 2018.

Seconded by Councillor Evans. Carried.

19. PROPOSED CENTRUM FEES FOR JANUARY 1, 2018 FOR CONSIDERATION BY COUNCIL

Councillor Evans moved to adopt the Proposed Centrum Fees for January 1, 2018 dated November 20, 2017.

Seconded by Councillor Day. Carried.

It was noted the revised fees would be listed on the Town website.

20. EMAILS OF DECEMBER 4, 2017 RE: AGE FRIENDLY COMMITTEE - COMMUNITY ASSESSMENT SURVEY

Councillor Day moved to receive and file the Emails of December 4, 2017 Re: Age Friendly Committee - Community Assessment Survey.

Seconded by Councillor Evans. Carried.

21. EMAIL OF DECEMBER 7, 2017 FROM DAVID DUPLISEA, CHIEF EXECUTIVE OFFICER, THE CHAMBER RE: INVOICE FOR RENEWAL OF MEMBERSHIP

Councillor Snodgrass moved to renew one year of membership with The Chamber as per the Email of December 7, 2017 from David Duplisea, Chief Executive Officer, The Chamber Re: Invoice for Renewal of Membership.

Seconded by Councillor Evans. Carried.

22. LETTER OF DECEMBER 7, 2017 FROM DAVID MCKENNA, P. ENG., DILLON CONSULTING RE: SEWAGE TREATMENT FACILITY UPGRADES, PROJECT NO. 175658B, CERTIFICATE NO. 1

Councillor Day moved to pay the amount of \$102,742.36 to Keel Construction Ltd. as per the Letter of December 7, 2017 from David McKenna, P. Eng., Dillon Consulting Re: Sewage Treatment Facility Upgrades, Project No. 175658B, Certificate No. 1.

Seconded by Councillor Evans. Carried.

23. LETTER OF DECEMBER 8, 2017 FROM DILLON CONSULTING RE: OFFER OF SERVICES - COMMUNITY CENTRUM BACKUP GENERATOR

Councillor Evans moved authorization for signatures regarding Offer of Services and to request an extension from the Province to March 31, 2018 for the Project as per the Letter of December 8, 2017 from Dillon Consulting Re: Offer of Services - Community Centrum Backup Generator.

Seconded by Councillor Day. Carried.

24. LETTER OF DECEMBER 8, 2017 FROM DILLON CONSULTING RE: OFFER OF SERVICES – BRUNDAGE POINT OUTDOOR ROOM

Councillor Snodgrass moved authorization for signatures regarding Offer of Services and to request an extension to March 31, 2018 from the Province for the Project as per the Letter of December 8, 2017 from Dillon Consulting Re: Offer of Services - Brundage Point Outdoor Room.

Seconded by Deputy Mayor Likely. Carried.

25. TOWN MANAGER'S REPORT OF DECEMBER 8, 2017 RE: PROPOSED 2017 TRANSFERS TO/FROM RESERVE FUNDS/FROM SUBDIVISION FUND

Councillor Day moved to transfer \$15,000 from the Sewerage Revenue Operating Fund to the Sewerage Capital Reserve Fund and further,

moved to transfer \$150,000 from the General Revenue Operating Fund to the General Capital Reserve Fund and further,

moved to transfer \$19,200 from the Land for Public Purposes (Subdivision Fund) account to the General Revenue Operating Fund regarding the 2017 Water Play Park (Splash Pad Project).

Seconded by Councillor Evans. Carried.

26. ACTING DEVELOPMENT OFFICER'S REPORT OF DECEMBER 8, 2017 RE: 2018 EXCAVATION PERMIT - KEEL CONSTRUCTION LTD., BALLENTINE PIT, PID NO'S 00093088, 00227546, 00227595, 30042899

Councillor Evans moved to approve the Rehabilitation Plan as presented by Hobart Realty Ltd. dated May 15, 1998 and revised May 16, 2006 by Murdock Lingley Ltd. as it relates to the 2017 Excavation Permit for excavation of material from Ballentine Pit, lands identified by PID Nos. 00093088, 00227546, 00227595, 30042899 and further;

moved to approve the Bond of Indemnity Bond #HM0003001013, Endorsement #23, in the amount of \$50,000.00 issued by the Guarantee Company of North America, to be held as security for the Rehabilitation of the Ballentine Pit, located at lands identified by PID Nos. 00093088, 00227546, 00227595, 30042899 for the 2018 Excavation Permit, being effective from December 31, 2017 to December 31, 2019 inclusive and further;

moved to approve conditions for the operation of the 2018 Excavation Permit as set out in section 16.9 and that the excavation site and rehabilitated as provided under section 16.10 and 16.11 of the Town's Zoning By-law No. 112, with additional requirements to provide street sweeping on Ballentine Place, once per week during the months of June through October, and provide to the Town within 5 working days of the end of each month written records of the dust control measures undertaken; additional dust control measures may be requested by the Building Inspector as required, subject to special and or unreasonable dust conditions and further;

moved to concur with the recommendation of Doug Hartford, Dillon Consulting in that the rehabilitation conditions required under the zoning By-law 112 be forwarded to the Town Solicitor in 2018 for review and applicability with respect to restoration of Keel's gravel pit and further,

moved that no blasting may occur in 2018 without prior approval of Town Council.

Seconded by Councillor Snodgrass. Carried.

6.3 ACTIVE TRANSPORTATION IMPLEMENTATION PHASE 1 - TOWN OF GRAND BAY-WESTFIELD UPDATE, COLIN SIMIC, DILLON CONSULTING PRESENTER

Colin Simic provided Council with information regarding Active Transportation Implementation Phase 1 and also with his recommendations for the Town.

Councillor Day moved to proceed with Dillon Consulting Active Transportation Plan, Phase 1 recommendations per Colin Simic as follows:

Online Infrastructure - A simplistic and cost effective Active Transportation web-page that contains an interactive google map platform, showcasing the Town's newly adopted AT Routes, and a tabular index that outlines the Town's AT Plan; Clubs & Programs, Events & Updates; Community Partners; and Active Transportation Resources & Amenities.

Physical Infrastructure - Two new kiosk locations, one located at Tailwhip Park Plaza and the other at Brundage Point, both acting as AT gateway hubs within the Town. These proposed kiosks will resemble the style of the newer kiosks existing along Colonel Nase Blvd and two "Dero" bicycle pump stations, which will be located at the newly proposed kiosk locations and be blue red in colour.

Communication Strategy and Toolkit – A communication Strategy and Toolkit, which consists of graphics, colours, and mapping style, which will reference the Town's Active Transportation Plan.

Seconded by Deputy Mayor Likely. Carried.

27. ADJOURNMENT

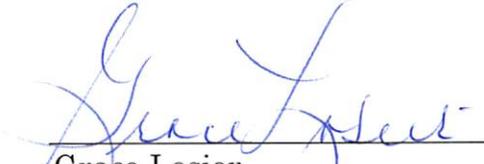
Councillor Day moved adjournment.

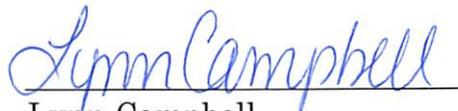
Seconded by Councillor Balemans. Carried.

Time 8:48 pm

Respectfully submitted,


Sandra Gautreau
Town Manager/Clerk


Grace Losier
Mayor


Lynn Campbell
Assistant Clerk/Treasurer



