

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting

Minutes

Monday, December 12, 2016

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1. CALL TO ORDER - 7:31 PM

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, December 12, 2016 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 Snodgrass moved to approve the agenda of December 12, 2016 as presented.

Seconded by Deputy Mayor Likely. Carried.

4. DISCLOSURE OF CONFLICT OF INTEREST

None

5. PUBLIC HEARINGS

None

6. PUBLIC PRESENTATIONS

6.1 PRESENTATION OF RCMP REPORT FOR OCTOBER 2016 BROUGHT FORWARD FROM NOVEMBER 14, 2016 AND RCMP REPORT FOR NOVEMBER 2016 - RCMP REPRESENTATIVE ATTENDING

Sgt. Desrosiers was in attendance and provided information on RCMP operations. It was also noted that the new officer, Cst. MacIntosh, will attend a January Town Council Meeting to meet the Mayor and Council.

Councillor Snodgrass moved to receive and file the RCMP Reports for October and November 2016.

Seconded by Deputy Mayor Likely. Carried.

6.2 PRESENTATION RE: IMPERIAL THEATRE OPERATIONS - BARB KEIR, TOWN REPRESENTATIVE PRESENTER

Barb Keir provided Council with information regarding Imperial Theatre Operations.

Councillor Day moved to receive and file the Presentation Re: Imperial Theatre Operations.

Seconded by Councillor Evans. Carried.

7. MINUTES

7.1 MINUTES OF EMERGENCY MEASURES ORGANIZATION MEETING OF OCTOBER 18, 2016/MINUTES OF EMERGENCY MEASURES ORGANIZATION TRAINING MEETING OF OCTOBER 18, 2016

Councillor Day moved to receive and file the Minutes of Emergency Measures Organization Meeting of October 18, 2016/Minutes of Emergency Measures Organization Training Meeting of October 18, 2016.

Seconded by Deputy Mayor Likely. Carried.

7.2 MINUTES OF REGULAR COUNCIL MEETING OF NOVEMBER 28, 2016

Councillor Day moved to adopt the Minutes of Regular Council Meeting of November 28, 2016 as presented.

Seconded by Councillor Snodgrass. Carried.

8. BILLS FOR PAYMENT

Councillor Day moved to pay Bills for Payment as presented for \$1,000.00 and Bills for Ratification for \$100,320.95 for a total of \$101,320.95.

Seconded by Councillor Evans. Carried.

9. CONSENT AGENDA

- a) Dog Control Report for November 2016
- b) Grand Bay-Westfield Volunteer Fire/Rescue Department Report for November 2016
- c) Building Inspector's Report for November 2016
- d) Recreation Department Report for November 2016
- e) Works Department Report for November 2016
- f) River Centre Coordinator's Report for November 2016

Councillor Evans moved to receive and file the following Consent Agenda Items:

- a) Dog Control Report for November 2016
- b) Grand Bay-Westfield Volunteer Fire/Rescue Department Report for November 2016
- c) Building Inspector's Report for November 2016
- d) Recreation Department Report for November 2016
- e) Works Department Report for November 2016
- f) River Centre Coordinator's Report for November 2016.

Seconded by Councillor Snodgrass. Carried.

10. BUSINESS ARISING FROM MINUTES

- a) Regular Council Meeting Minutes of November 28, 2016

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, 2016 RE: 2017 GENERAL REVENUE FUND OPERATING BUDGET

Councillor Evans moved that the sum of \$6,069,301 be the total budget of the Municipality of Grand Bay-Westfield and that the sum of \$5,088,018 be the Warrant of the Municipality for the ensuing year, and that the tax rate for the Municipality be \$1.37 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, further that \$500.00 be allocated in Council Discretion to reflect Grand Bay-Westfield's 3.55% to assist Enterprise Saint John over the 50% cut from Quispamsis.

Seconded by Councillor Day. Carried.

The Town Manager provided information regarding the highlights of the 2017 General Revenue Fund Operating Budget.

15.2 TOWN MANAGER'S REPORT OF DECEMBER 9, 2016 RE: SEWERAGE REVENUE FUND OPERATING BUDGET - 2017

Councillor Day moved to adopt the 2017 Sewerage Revenue Fund Operating Budget as per December 12, 2016 Excel document reflecting total revenues of \$473,045 and total expenditures of \$473,045; the sewerage user fee shall be \$270.00 per user unit effective January 1, 2017 with a \$15.00 discount for residential units **only**, if full payment is received by the Town Office by 5:00 p.m. on Monday April 3, 2017; discount applicable where there are no arrears or penalties payable in respect of the annual user charge.

Seconded by Deputy Mayor Likely. Carried.

16. **EMAIL OF DECEMBER 5, 2016 FROM KIM MUGRIDGE - ADMINISTRATOR, THE CHAMBER RE: INVOICE FOR RENEWAL OF MEMBERSHIP**

Councillor Day moved to Renew Membership with The Chamber for \$138.00 as per the Email of December 5, 2016 from Kim Mugridge - Administrator, The Chamber Re: Invoice for Renewal of Membership.

Seconded by Councillor Evans. Carried.

17. **DEVELOPMENT OFFICER'S REPORT OF DECEMBER 6, 2016 RE: PROVINCIAL NAME CHANGES - CORANKAPOON LAKE, RICHARDS LAKE, BLACK LOYALIST BROOK**

Councillor Evans moved to support the efforts of The New Brunswick Black History Society, in conjunction with the proposed Provincial name changes for two local lakes and a small stream which flow into Loch Alva, to be re-named in honour of the local Black Loyalist settlers, to be known as: Corankapoon Lake, Richards Lake and Black Loyalist Brook.

Seconded by Councillor Balemans. Carried.

Deputy Mayor Likely voted nay.

18. **TOWN MANAGER'S REPORT OF DECEMBER 8, 2016 RE: PROPOSED 2016 TRANSFERS TO RESERVE FUNDS**

Councillor Snodgrass moved to transfer \$22,000 from the Sewerage Capital Reserve Fund to the Sewerage Revenue Operating Fund,

And further moved to transfer \$75,000 from the General Revenue Operating Fund to the General Capital Reserve Fund.

Seconded by Councillor Day. Carried.

19. TOWN MANAGER'S REPORT OF DECEMBER 7, 2016 RE: SEWERAGE CAPITAL FUND - 2017 BORROWING

Councillor Day moved the Municipality of Grand Bay-Westfield submit to the Municipal Capital Borrowing Board an application for authorization to borrow money in an amount not to exceed \$140,000.00 for a term not to exceed fifteen (15) years for the following purposes:

Environmental Health Services for upgrading of the Town of Grand Bay-Westfield Municipal Sewerage Treatment Facility,

And further moved the Municipality submit an application to the Municipal Capital Borrowing Board for authorization for the related Interim Financing not to exceed three (3) years for \$368,802.00.

Seconded by Deputy Mayor Likely. Carried.

20. TOWN MANAGER'S REPORT OF DECEMBER 5, 2016 RE: LONG TERM DEBENTURE - REFINANCING - ENVIRONMENTAL HEALTH SERVICES

Councillor Snodgrass moved that the Treasurer and Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of Grand Bay-Westfield debenture in the principal amount of \$576,000 for a term of ten (10) years on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of Grand Bay-Westfield agree to issue postdated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture, one year in advance.

Seconded by Councillor Balemans. Carried.

21. **RECREATION DIRECTOR'S REPORT OF DECEMBER 7, 2016
RE: FUNDY REGIONAL SERVICE COMMISSION - REGIONAL
RECREATION PLAN**

Councillor Evans moved that the Town of Grand Bay-Westfield Council endorse the proposed Regional Recreation Plan to establish a framework for future new recreation facilities and services,

And further moved that the proposed Regional Recreation Plan be reviewed by the Fundy Regional Service Commission after 3 years as recommended in the study to determine if the regional recreation planning framework is beneficial to the various partners.

Seconded by Councillor Snodgrass. Carried.

22. **LETTER OF DECEMBER 8, 2016 FROM RALPH POLEY,
GORMAN NASON RE: BRANDY POINT ROAD – 35' WIDE
PORTION**

Councillor Snodgrass moved to authorize the deed and plan, when finalized, and after review by the Town Solicitor, be duly executed by the Mayor and Clerk and registered and filed in the Kings County Registry.

Seconded by Deputy Mayor Likely. Carried.

23. **DEVELOPMENT OFFICER'S REPORT OF DECEMBER 7, 2016
RE: 2017 EXCAVATION PERMIT – KEEL CONSTRUCTION
LTD., BALLENTINE PIT, PID NOS. 00093088, 00227546,
00227595, 30042899**

Councillor Day 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 #22**, 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 2017

Excavation Permit, being effective from December 31, 2016 to December 31, 2018 inclusive,

And further moved to approve conditions for the operation of the 2017 Excavation Permit as set out in section 16.9 and that the excavation site is 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.

Seconded by Deputy Mayor Likely. Carried.

24. **DEVELOPMENT OFFICER'S REPORT OF DECEMBER 7, 2016 RE: GILLAN & KEEL PRESENTATIONS TO COUNCIL NOVEMBER 14, 2016 RE: BALLENTINE PIT, PID NOS. 00093088, 00227546, 00227595, 30042899**

Councillor Snodgrass moved that Council proceed with the annual Excavation Permit renewal process for the application from Keel Excavation Ltd. for 2017,

And further moved to bring forward to the 2017 Capital Budget process for consideration of funding to complete a review of the Security requirements for Rehabilitation of the Ballentine Pit based on the submitted Rehabilitation Plan; updating of existing Rehabilitation Plans into an electronic format, and a further review of any additional conditions to be considered prior to issuing Revised Excavation Permits for any future planned Blasting events,

And further moved to provide to both Mr. Gillan and to Keel Construction Ltd., copies of this Development Officer's Report as well a copy of Council's motion concerning the issuance of the 2017 Excavation Permit to Keel Construction Ltd.

Seconded by Councillor Evans. Carried.

25. LETTER OF DECEMBER 7, 2016 FROM DOUG HARTFORD, P. ENG., DILLON CONSULTING RE: WASTEWATER SYSTEM IMPROVEMENTS, MURRAY STREET SLS NO. 4 REMOVAL, PROJECT NO. 163317B, CERTIFICATE NO. 3, FINAL COMPLETION CERTIFICATE

Councillor Snodgrass moved to pay the sum of \$40,532.06 to Keel Construction Ltd. as per the Letter of December 7, 2016 from Doug Hartford, P. Eng., Dillon Consulting Re: Wastewater System

Improvements, Murray Street SLS No. 4 Removal, Project No. 163317B, Certificate No. 3, Final Completion Certificate.

Seconded by Deputy Mayor Likely. Carried.

26. LETTER OF DECEMBER 8, 2016 FROM DOUG HARTFORD, P. ENG., DILLON CONSULTING RE: WASTEWATER SYSTEM IMPROVEMENTS GP & SL STATIONS, PROJECT NO. 163317A, CERTIFICATE NO. 3, COMPLETION CERTIFICATE

Deputy Mayor Likely moved to pay the sum of \$66,829.61 to TerraEx Inc. as per the Letter of December 8, 2016 from Doug Hartford, P. Eng., Dillon Consulting Re: Wastewater System Improvements GP & SL Stations, Project No. 163317A, Certificate No. 3, Completion Certificate.

Seconded by Councillor Snodgrass. Carried.

27. LETTER OF DECEMBER 8, 2016 FROM DOUG HARTFORD, P. ENG., DILLON CONSULTING RE: STORM SEWER & STREET IMP. 2016, MACLEAN, WILLIAM, HILLANDALE, MERSEREAU, PROJECT NO. 16-3595A, CERTIFICATE NO. 6, COMPLETION CERTIFICATE

Councillor Snodgrass moved to pay the sum of \$49,857.88 to TerraEx Inc. as per the Letter of December 8, 2016 from Doug Hartford, P. Eng., Dillon Consulting Re: Storm Sewer & Street Imp. 2016, MacLean, William, Hillandale, Mersereau, Project No. 16-3595A, Certificate No. 6, Completion Certificate.

Seconded by Deputy Mayor Likely. Carried.

28. ADJOURNMENT

Councillor Day moved adjournment.

Seconded by Councillor Balemans. Carried.

Time 8:14 pm

Respectfully submitted,

Sandra Gautreau
Town Manager/Clerk

Grace Losier
Mayor

Lynn Campbell
Assistant Clerk/Treasurer