

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting

Minutes

Monday, December 14, 2015

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ADOPTED

JAN 11 2016

1. **CALL TO ORDER - 7:30 PM**

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, December 14, 2015 with Mayor Losier presiding.

2. **RECORD OF ATTENDANCE**

Councillor Calvin, Councillor Evans, Councillor Day, Councillor Snodgrass, and Deputy Mayor Likely 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 15, 2015 with addition of Items 29.A, Project Claim - Various Repairs and 29.B - Repairs and Maintenance of Municipal Vehicles.

Seconded by Councillor Evans. Carried Unanimously.

4. **DISCLOSURE OF CONFLICT OF INTEREST**

None

5. **PUBLIC HEARINGS**

None

6. **PUBLIC PRESENTATIONS**

6.1 **PRESENTATION OF RCMP REPORT FOR NOVEMBER 2015 - RCMP REPRESENTATIVE ATTENDING**

Sgt. DesRosiers presented the November 2015 RCMP Report and responded to inquiries from members of Council.

Councillor Day moved to receive and file the RCMP Report for November 2015.

Seconded by Councillor Calvin. Carried

6.2 PRESENTATION RE: ACHIEVE LITERACY, GREATER SAINT JOHN - DEBORAH FISHER, PARTNERS ASSISTING LOCAL SCHOOLS (PALS) COORDINATOR AND SUZANNE LEBLANC HEALEY, ACTING DIRECTOR OF CURRICULUM AND INSTRUCTION, ASD-S PRESENTERS - BROUGHT FORWARD FROM NOVEMBER 23, 2015

Councillor Day moved to table the presentation Re: Achieve Literacy, Greater Saint John to the January 11, 2016 Council agenda.

Seconded by Councillor Evans. Carried.

7. MINUTES

7.1 MINUTES OF REGULAR COUNCIL MEETING OF NOVEMBER 23, 2015

Councillor Day moved to adopt the Minutes of Regular Council Meeting of Monday November 23, 2015 as presented.

Seconded by Councillor Calvin. Carried.

7.2 MINUTES OF EMERGENCY MEASURES ORGANIZATION (EMO) MEETING OF OCTOBER 20, 2015

Councillor Day moved to Receive and File the Minutes of Emergency Measures Organization (EMO) Meeting of October 20, 2015.

Seconded by Councillor Calvin. Carried.

Councillor Day confirmed Liz Chisholm is a new member of EMO.

7.3 EMAIL POLL OF NOVEMBER 26, 2015 RE: RIVER VALLEY TRACK LIGHTING

Councillor Snodgrass moved to ratify the Email Poll of November 26, 2015 Re: River Valley Track Lighting in that the Town will provide \$22,000 in 2015 to the River Valley Track Committee towards the River Valley Track Lighting Project specifically Option Two - the LED Plan with the Town to assume responsibility for annual NB Power costs for the new lighting, noting it is intended the Town will provide further funding to the Committee to a maximum of \$11,000 in 2016.

Seconded by Councillor Day. Carried.

8. BILLS FOR PAYMENT

Councillor Day moved to pay Bills for Payment for \$8,620.55 and Bills for Ratification for \$388,561.50 for a total of \$397,182.05.

Seconded by Deputy Mayor Likely. Carried.

9. CONSENT AGENDA

- a) Building Inspector's Report for November 2015
- b) Grand Bay-Westfield Volunteer Fire Rescue Department Report for November 2015
- c) Recreation Department Report for November 2015
- d) Dog Control Report for November 2015
- e) Works Department Report for November 2015
- f) River Centre Coordinator's Report for November 2015

Councillor Calvin moved to receive and file the following Consent Agenda items:

- a) Building Inspector's Report for November 2015
- b) Grand Bay-Westfield Volunteer Fire Rescue Department Report for November 2015
- c) Recreation Department Report for November 2015
- d) Dog Control Report for November 2015
- e) Works Department Report for November 2015
- f) River Centre Coordinator's Report for November 2015

Seconded by Councillor Evans. Carried.

10. BUSINESS ARISING FROM MINUTES

- a) Regular Council Meeting Minutes of November 23, 2015

None

11. DELEGATIONS

None

12. PETITIONS

None

13. BY-LAWS

None

14. NOTICE OF MOTIONS

None

15. REPORTS

None

16. TOWN MANAGER'S REPORT OF DECEMBER 10, 2015 RE: 2016
GENERAL REVENUE FUND OPERATING BUDGET

Councillor Day moved that the sum of \$5,948,919 be the total budget of the Municipality, that the sum of \$5,104,150 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.

Seconded by Councillor Snodgrass. Carried.

It was noted budget highlights would be forwarded to the media.

17. TOWN MANAGER'S REPORT OF DECEMBER 10, 2015 RE: 2016 SEWERAGE REVENUE FUND OPERATING BUDGET

Councillor Snodgrass moved to adopt the 2016 Sewerage Revenue Fund Operating Budget as per document attached to the Town Manager's report of December 10, 2015 reflecting total revenues of \$464,390 and total expenditures of \$464,390; the sewerage user fee shall be \$270.00 per user unit effective January 1, 2016 with a \$15.00 discount for residential units only, if full payment is received by the Town Office by 5:00 p.m. on Friday April 1, 2016; discount applicable where there are no arrears or penalties payable in respect of the annual user charge.

Seconded by Councillor Calvin. Carried.

18. LETTER OF NOVEMBER 27, 2015 FROM KELLI SIMMONDS, DEPUTY MINISTER, ENVIRONMENT & LOCAL GOVERNMENT RE: MUNICIPAL PROVINCIAL FINE REVENUE SHARING PROGRAM

Councillor Day moved to receive and file Letter of November 27, 2015 from Kelli Simmonds, Deputy Minister, Environment & Local Government Re: Municipal Provincial Fine Revenue Sharing Program.

Seconded by Councillor Snodgrass. Carried.

19. EMAIL OF NOVEMBER 25, 2015 FROM DOUGLAS HARTFORD, P. ENG., DILLON CONSULTING RE: STORM SEWER & STREET IMPROVEMENTS 2015, VARIOUS LOCATIONS, PROJECT NO. 15-1954A, CERTIFICATE NO. 5, COMPLETION CERTIFICATE

Councillor Day moved to pay Galbraith Construction Ltd. the sum of \$2,450.00 as per Letter of November 25, 2015 from Douglas Hartford, P. Eng., Dillon Consulting Re: Storm Sewer & Street Improvements 2015, Various Locations, Project No. 15-1954A, Certificate No. 5, Completion Certificate.

Seconded by Deputy Mayor Likely. Carried.

20. EMAIL OF NOVEMBER 25, 2015 FROM DOUGLAS HARTFORD, P. ENG., DILLON CONSULTING RE: DESIGNATED HIGHWAY 2015, RIVER VALLEY DRIVE (ROUTE 177) 15-2168, CERTIFICATE NO. 2 COMPLETION CERTIFICATE

Councillor Snodgrass moved to pay Galbraith Construction Ltd. the sum of \$12,332.85 as per letter of November 25, 2015 from Douglas Hartford, P. Eng., Dillon Consulting Re: Designated Highway 2015, River Valley Drive (Route 177), Project No. 15-2168, Certificate No. 2, Completion Certificate.

Seconded by Councillor Day. Carried.

21. EMAIL OF DECEMBER 2, 2015 FROM ERIKA KELLY RE: TOWN WEB SITE AND FLYERS

Councillor Day moved to receive and file email of December 2, 2015 from Erika Kelly Re: Town Web Site and Flyers.

Seconded by Councillor Snodgrass. Carried.

22. DEVELOPMENT OFFICER'S REPORT OF DECEMBER 3, 2015 RE: NB LUNG ASSOCIATION, WOODSTOVE CHANGE OUT PROGRAM

Councillor Evans moved to approve signing authority on a Memorandum of Agreement for the Town's participation in the NB Lung Association's Community Woodstove Change out Program, proposed to run Province-wide between January 15, 2016 and March 31, 2016, with a \$50.00 municipal monetary incentive provided by the Town for residents who participate in the program included in the 2016 budget considerations.

Seconded by Councillor Snodgrass. Carried.

23. RECREATION DIRECTOR'S REPORT OF DECEMBER 2, 2015 RE: TRANS CANADA TRAIL ROADWAY ROUTE SUPPORT

Councillor Snodgrass moved that the Town of Grand Bay-Westfield provide a letter to the New Brunswick Trails Council Inc. supporting the use of the Roadway Connections on DTI Regional Road (0.7 km on

Ferry Road) and Provincial Highway Route 177 (3.45 km Nerepis Road and River Valley Drive) as shown on Sentier NB Trails Roadway Connection Map in Grand Bay-Westfield.

Seconded by Councillor Calvin. Carried.

**24. DEVELOPMENT OFFICER'S REPORT OF DECEMBER 4, 2015 RE:
UNION OF MUNICIPALITIES OF NEW BRUNSWICK (UMNB)
CLIMATE CHANGE & ENERGY INITIATIVE (CCEI) PROJECT**

Councillor Evans moved to request a presentation from the UMNB Climate Change & Energy Initiative Project for a future date at the convenience of the Climate Change Initiative in order to obtain additional information.

Seconded by Councillor Snodgrass. Carried.

**25. TOWN MANAGER'S REPORT OF DECEMBER 3, 2015 RE:
PROPOSED 2015 TRANSFER TO RESERVE FUNDS**

Councillor Day moved to transfer \$46,955 from the Sewerage Revenue Operating Fund to the Sewerage Capital Reserve Fund; to transfer \$30,000 from the General Revenue Fund to the General Capital Reserve Fund; and to transfer \$199,386.11 from the General Capital Fund to the General Revenue Fund.

Seconded by Deputy Mayor Likely. Carried.

**26. RECREATION DIRECTOR'S REPORT OF DECEMBER 9, 2015 RE:
DOG PARK NAME SURVEY**

Councillor Evans moved to approve the name Big Paw-Little Paw Park, which received the most survey votes, as the name for the Grand Bay-Westfield Dog Park.

Seconded by Councillor Snodgrass. Carried.

It was noted letters of thanks would be sent to those area schools that participated in the voting survey.

27. LETTER OF NOVEMBER 17, 2015 FROM AKELA PEOPLES, M. ED., PRESIDENT & CEO, THE LEARNING PARTNERSHIP RE: THANK YOU FOR SUPPORT

Councillor Day moved to receive and file letter of November 17, 2015 from Akela Peoples M. Ed., President & CEO, The Learning Partnership Re: Thank You for Support.

Seconded by Councillor Evans. Carried.

28. DEVELOPMENT OFFICER'S REPORT OF NOVEMBER 25, 2015 RE: 2016 EXCAVATION PERMIT - KEEL CONSTRUCTION LTD., BALLENTINE PIT, PID NOS. 00093088, 00227546, 00227495, 30042899

Councillor Evans moved to:

1. 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 2016 Excavation Permit for excavation of material from Ballentine Pit, lands identified by PID Nos. 00093088, 00227546, 00227595, 30042899
2. approve the Bond of Indemnity Bond #HM0003001013, Endorsement #21, 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 2016 Excavation Permit, being effective from December 31, 2015 to December 31, 2017 inclusive
3. approve conditions for the operation of the 2016 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

4. approve additional conditions for the 2016 Excavation Permit to include:
 - i) the requirement to provide the Town with a copy of the Certificate of Insurance by the Blasting Company and a copy of the Blaster's License (valid Certificate) prior to the Town issuing the approval for the revised Excavation Permit;
 - ii) for any blasting to be undertaken 72 hours advance notice to the Town is required, with confirmation of Notice provided to surrounding property owners, RCMP and Work Safe New Brunswick by the operator, complete with confirmation of all necessary Pre-Blast surveys and seismic recording to ensure no damage to surrounding property;
 - iii) the exposed rock faces will be left no higher than 6 m (20 ft) with a stabilized face of 1.5H:1V with a maximum of two terraces in accordance with recommendations provided from Dillon Consulting on future land uses on the property.

Seconded by Councillor Calvin. Carried.

29. LETTER OF DECEMBER 8, 2015 FROM GEORGE W. FISK, CIP, CAIB, HUB INTERNATIONAL RE: MUNICIPAL INSURANCE PROGRAM RENEWAL - EFFECTIVE JANUARY 1, 2016

Councillor Day moved to concur with the recommendation per letter of December 8, 2015 from Hub International in that the Town accept the renewal proposal as provided by BFL Canada.

Seconded by Councillor Evans. Carried.

29.a LETTER OF NOVEMBER 30, 2015 FROM DOUGLAS HARTFORD, P. ENG., DILLON CONSULTING LTD. RE: VARIOUS REPAIRS, VARIOUS LOCATIONS, PROJECT NO. 09-2797E, PO# 0920-2015, CERTIFICATE NO. 1, COMPLETION CERTIFICATE

Councillor Snodgrass moved to pay Maguire Excavating Ltd. the sum of \$16,494.76 as per letter of November 30, 2015 from Douglas Hartford, P. Eng., Dillon Consulting Re: Various Repairs,

Various Location, Project No. 09-2797E, PO# 0920-2015, Certificate No. 1, Completion Certificate.

Seconded by Councillor Day. Carried.

29.b TOWN MANAGER'S REPORT OF DECEMBER 3, 2015 RE: REPAIR AND MAINTENANCE OF MUNICIPAL VEHICLES

Councillor Day moved to approve renewal of the Repairs and Maintenance of Municipal Vehicles agreement at the new labour rate of \$60.00 an hour with Star-Key Enterprise Ltd. for one year to December 31, 2016.

Seconded by Councillor Evans. Carried.

30. ADJOURNMENT

Councillor Calvin moved adjournment.

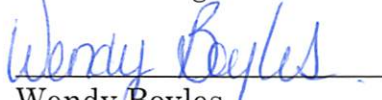
Seconded by Councillor Evans. Carried.

Time 8:04 pm

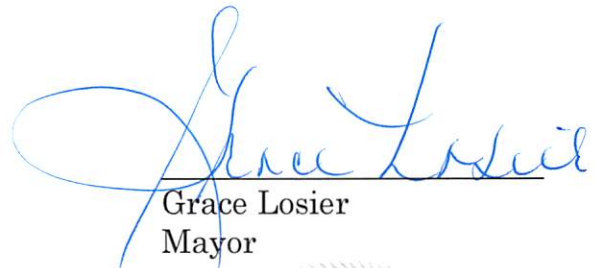
Respectfully submitted,



Sandra Gautreau
Town Manager/Clerk



Wendy Boyles
Secretary



Grace Losier
Mayor



