

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting

Minutes

Monday, February 8, 2016

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1. CALL TO ORDER - 7:30 PM

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, February 8, 2016 with Mayor Losier presiding.

2. RECORD OF ATTENDANCE

Councillor Calvin, Councillor Day, Councillor Evans, and Councillor Snodgrass were in attendance.

Deputy Mayor Likely was absent.

Councillor Calvin moved to pay Deputy Mayor Likely in his absence.

Seconded by Councillor Evans. Carried.

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

Councillor Day moved to approve the agenda of February 8, 2016 with the addition of Items 26.a - Agreement for Services with Dillon Consulting Ltd. Re: Sewerage Capital – New Building Canada Projects and 26.b - Cancellation of the February 22, 2016 Regular Council Meeting.

Seconded by Councillor Evans. Carried Unanimously.

4. DISCLOSURE OF CONFLICT OF INTEREST

None

5. PUBLIC HEARINGS

None

6. PUBLIC PRESENTATIONS

Per consensus of Council, Items 6.1-6.4 were addressed in reverse order from the agenda.

6.1 PRESENTATION BY QUEST NB - ADVANCING SMART ENERGY COMMUNITIES IN NEW BRUNSWICK - EDDIE OLDFIELD PRESENTER

Councillor Evans moved to forward the Presentation by Quest NB - Advancing Smart Energy Communities in New Brunswick - Eddie Oldfield Presenter to the Development Officer for further discussions.

Seconded by Councillor Day. Carried.

6.2 PRESENTATION BY ANGLOPHONE SOUTH SCHOOL DISTRICT - ZOE WATSON, SUPERINTENDENT AND BETH HORGAN, ATTENDANCE MATTERS COMMITTEE MEMBER PRESENTERS

Councillor Calvin moved to receive and file the Presentation by Anglophone South School District - Zoe Watson, Superintendent and Beth Horgan.

Seconded by Councillor Evans. Carried.

It was noted a link to the Attendance Matters presentation would be added to the Town website.

Councillor Day departed the meeting.

6.3 PRESENTATION OF RCMP REPORT FOR JANUARY 2016 - RCMP REPRESENTATIVE ATTENDING

Councillor Day rejoined the meeting.

Sgt. Alain DesRosiers presented the RCMP Report for January 2016 and responded to questions from Council.

Councillor Snodgrass moved to receive and file the RCMP Report for January 2016.

Seconded by Councillor Day. Carried.

6.4 PRESENTATION BY THE RIVER VALLEY SENIOR CITIZENS CLUB TO THE TOWN OF GRAND BAY-WESTFIELD RE: ANNUAL DONATION - COUNCILLOR CALVIN, LIAISON PRESENTER

Councillor Calvin as Liaison to the River Valley Senior Citizens Club presented Council, on behalf of the Club, a cheque in the amount of \$500.00 towards their use of the Senior's Lounge.

Councillor Snodgrass moved to receive and spend the donation from the River Valley Senior Citizens Club.

Seconded by Councillor Evans. Carried.

It was noted a letter of thanks would be sent to the River Valley Senior Citizens Club.

7. MINUTES

7.1 MINUTES OF REGULAR COUNCIL MEETING OF JANUARY 11, 2016

Councillor Day moved to adopt the Minutes of the Regular Council Meeting of January 11, 2016.

Seconded by Councillor Evans. Carried.

7.2 EMAIL POLL OF JANUARY 11, 2016 RE: CANCELLATION OF REGULAR COUNCIL MEETING OF JANUARY 25, 2016

Councillor Day moved to ratify the Email Poll of January 11, 2016 granting authorization for the cancellation of the Regular Council Meeting of January 25, 2016.

Seconded by Councillor Snodgrass. Carried.

7.3 MINUTES OF PLANNING ADVISORY COMMITTEE MEETING OF NOVEMBER 2, 2015

Councillor Day moved to receive and file the Minutes of Planning Advisory Committee Meeting of November 2, 2015.

Seconded by Councillor Evans. Carried.

8. BILLS FOR PAYMENT

Councillor Day moved to pay Bills for Payment for \$113,806.00 and Bills for Ratification for \$378,119.20 for a total of \$491,925.20.

Seconded by Councillor Evans. Carried.

9. CONSENT AGENDA

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

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

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

Seconded by Councillor Evans. Carried.

10. BUSINESS ARISING FROM MINUTES

- a) Regular Council Meeting Minutes of January 11, 2016**

None

11. DELEGATIONS

None

12. **PETITIONS**

None

13. **BY-LAWS**

None

14. **NOTICE OF MOTIONS**

None

15. **REPORTS**

None

16. **LETTER OF JANUARY 15, 2016 FROM DOUGLAS HARTFORD, P. ENG., DILLON CONSULTING RE: DESIGNATED HIGHWAY 2015, RIVER VALLEY DRIVE (ROUTE 177) PROJECT NO. 15-2168, CERTIFICATE NO. 3, FINAL COMPLETION**

Councillor Snodgrass moved to authorize a payment of \$34,357.42 to Galbraith Construction Ltd. as per Letter of January 15, 2016 from Douglas Hartford, P. Eng., Dillon Consulting Re: Designated Highway 2015, River Valley Drive (Route 177) Project No. 15-2168, Certificate No. 3, Final Completion.

Seconded by Councillor Calvin. Carried.

17. **RECREATION DIRECTOR'S REPORT OF JANUARY 6, 2016 RE: FIRE ALARM SERVICES**

Councillor Day moved to approve the estimate from Quality Sound Alarm for the Annual Inspection and Testing of the Fire Alarms systems at the Centrum/Fire Station #1 and Fire Station #2 for the amount of \$450.00 plus applicable taxes per year for 3 years plus an option to renew for a fourth year if agreed upon by both parties.

Seconded by Councillor Calvin. Carried.

18. **WORKS COMMISSIONER'S REPORT OF JANUARY 20, 2016
RE: PAVEMENT MARKINGS RENEWAL 2016**

Councillor Snodgrass moved to renew the Pavements Markings Tender T02-2015 for 2016 with Northside Pavement Markings per option to renew for 2016 under the same terms, conditions and price.

Seconded by Councillor Evans. Carried.

(Staff will investigate the option of using longer lasting traffic paint for future tenders.)

19. **LETTER RECEIVED JANUARY 28, 2016 FROM MARY SCHRYER ON BEHALF OF ERIN SCHRYER, PHD, EXECUTIVE DIRECTOR, ELEMENTARY LITERACY INC. RE: REQUEST FOR SUPPORT**

Councillor Evans moved to receive and file the Letter received January 28, 2016 from Mary Schryer on behalf of Erin Schryer, PhD, Executive Director, Elementary Literacy Inc. Re: Request for Support.

Seconded by Councillor Day. Carried.

It was noted that a letter will be sent to Elementary Literacy Inc. regarding potential funding opportunities and noting the Town will encourage mentors to volunteer for the Program.

20. **FIRE CHIEF'S REPORT OF FEBRUARY 2, 2016 RE: ZONE TWO MUTUAL AID AGREEMENT**

Councillor Snodgrass moved to enter into the "Zone Two Mutual Aid Agreement" dated May 21, 2015 between the Town of Grand Bay-Westfield and the member Departments of Zone Two, with authorization for appropriate signatures;

and further move to opt out of the October 25, 1999 Mutual Aid Firefighting Agreement between the Town, the Welsford District Volunteer Fire Department, and the Greenwich Volunteer Fire Department as per section 2 of the agreement.

Seconded by Councillor Evans. Carried.

21. **FIRE CHIEF'S REPORT OF FEBRUARY 2, 2016 RE: RENEWAL OF COMMUNICATIONS SERVICES AGREEMENT WITH THE SAINT JOHN POLICE COMMISSION**

Councillor Evans move to renew the "Communications Services Agreement" between the Town of Grand Bay-Westfield and the Saint John Police Commission for the period of January 1, 2015 to December 31, 2018 as per correspondence of December 8, 2015 from Sarah Ranson, Operations Manager of the Saint John Public Safety Communications Centre with authorization for appropriate signatures.

Seconded by Councillor Snodgrass. Carried.

22. **PLANNING ADVISORY COMMITTEE'S (PAC) MEMORANDUM OF JANUARY 20, 2016 RE: INDEX LIST OF PAC ITEMS FOR 2015**

Councillor Day moved to receive and file the Planning Advisory Committee Memorandum and the accompanying Index List of Planning Advisory Committee Items considered during 2015.

Seconded by Councillor Evans. Carried.

23. **PLANNING ADVISORY COMMITTEE'S (PAC) MEMORANDUM OF JANUARY 20, 2016 RE: ELECTION OF OFFICERS FOR 2016**

Councillor Day moved to receive and file the Planning Advisory Committee's (PAC) Memorandum of January 20, 2016 Re: Election of Officers for 2016.

Seconded by Councillor Evans. Carried.

24. **WORKS COMMISSIONER'S REPORT OF FEBRUARY 3, 2016 RE: MUNICIPAL KILOMETRAGE MAINTENANCE RESPONSIBILITIES**

Councillor Snodgrass moved to authorize signatures on the Municipal Kilometrage Maintenance Responsibility Agreement dated January 21, 2016.

Seconded by Councillor Evans. Carried.

25. LETTER OF JANUARY 29, 2016 FROM DAVID DOBBELSTEYN, MANAGER P.R.O. KIDS RE: P.R.O. KIDS ADVISORY COMMITTEE 2016 EXECUTIVE

Councillor Day moved to receive and file the Letter of January 29, 2016 from David Dobbelsteyn, Manager P.R.O. Kids Re: P.R.O. Kids Advisory Committee 2016 Executive.

Seconded by Councillor Evans. Carried.

26. WORKS COMMISSIONER'S REPORT OF FEBRUARY 1, 2016 RE: V-PLOW PURCHASE

Councillor Snodgrass moved to allow Staff to purchase and have installed a V-Plow on the Town 2011 GMC Sierra from Action Car & Accessories for \$7,149.00 plus HST.

Seconded by Councillor Evans. Carried.

26.a) AGREEMENT FOR SERVICES WITH DILLON CONSULTING LTD. RE: SEWERAGE CAPITAL - NEW BUILDING CANADA PROJECTS

Councillor Day moved to authorize appropriate signatures on Dillon Consulting Ltd. document for Engineering Consulting Fees regarding Sewerage Capital Projects under the Town's New Building Canada Fund grant.

Seconded by Councillor Snodgrass. Carried.

26.b) CANCELLATION OF THE FEBRUARY 29, 2016 REGULAR COUNCIL MEETING

Councillor Evans moved to cancel the February 22, 2016 Regular Council Meeting, with a special meeting to be called if necessary.

Seconded by Councillor Calvin. Carried.

27. **ADJOURNMENT**

Councillor Evans moved adjournment.

Seconded by Councillor Calvin. Carried.

Time 8:26 pm

Respectfully submitted,

Sandra Gautreau
Town Manager/Clerk

Grace Losier
Mayor

Lynn Campbell
Assistant Clerk