

# *Town of Grand Bay-Westfield*

*(Incorporated 1<sup>st</sup> January, 1998)*

## **Regular Council Meeting**

### **Minutes**

**Monday, January 11, 2016**

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**1. CALL TO ORDER - 7:33 PM**

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, January 11, 2016 with Mayor Losier presiding.

**2. RECORD OF ATTENDANCE**

Councillor Calvin, Councillor Day, Councillor Evans, 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 January 11, 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 VERBAL PRESENTATION RE: UPDATE ON RIVER VALLEY TRACK LIGHTING PROJECT - JOE OLIVER, PRESENTER**

Joe Oliver gave an update on the Track Lighting Project and explained how significant the savings will be using the LED lights. Mr. Oliver was thanked for his work on the Project.

**6.2 PRESENTATION OF RCMP REPORT FOR DECEMBER 2015 -  
RCMP REPRESENTATIVE ATTENDING**

Sgt. DesRosiers presented the RCMP Report for December 2015 and answered questions from Council.

Councillor Snodgrass moved to receive and file the RCMP Report for December 2015.

Seconded by Councillor Evans. Carried.

**6.3 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 DECEMBER 14, 2015**

Deborah Fisher provided information on Achieve Literacy in Greater Saint John.

Councillor Day moved to receive and file the 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 as brought forward from December 14, 2015.

Seconded by Councillor Evans. Carried.

**7. MINUTES**

**7.1 MINUTES OF REGULAR COUNCIL MEETING OF DECEMBER  
14, 2015**

Councillor Snodgrass moved to adopt the Minutes of Regular Council Meeting of Monday December 14, 2015 as presented.

Seconded by Councillor Calvin. Carried.

8. **BILLS FOR PAYMENT**

Councillor Day moved to pay Bills for Payment for \$7,514.49 and Bills for Ratification for \$578,850.79 for a total of \$586,365.28.

Seconded by Councillor Calvin. Carried.

9. **CONSENT AGENDA**

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

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

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

Seconded by Councillor Evans. Carried.

10. **BUSINESS ARISING FROM MINUTES**

- a) **Regular Council Meeting Minutes of December 14, 2015**

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 JANUARY 6, 2016**

Councillor Snodgrass moved to receive and file the Town of Grand Bay-Westfield Sewerage Utility Accounts Receivable Report as at January 6, 2016.

Seconded by Councillor Evans. Carried.

16. **LETTER OF NOVEMBER 30, 2015 FROM HON. STEPHEN  
HORSMAN, MINISTER OF PUBLIC SAFETY AND SOLICITOR  
GENERAL RE: BILLING RATE FOR 2016 PROVINCIAL RCMP  
POLICING SERVICE**

Councillor Snodgrass moved to receive and file the Letter of November 30, 2015 from Hon. Stephen Horsman, Minister of Public Safety and Solicitor General Re: Billing Rate for 2016 Provincial RCMP Policing Service.

Seconded by Councillor Evans. Carried.

17. **EMAIL OF DECEMBER 11, 2015 FROM DAVID DUPLISEA,  
CHIEF EXECUTIVE OFFICER OF THE CHAMBER RE: 2016  
MEMBERSHIP**

Councillor Day moved to renew membership to The Chamber for 2016 at a cost of \$120 plus taxes.

Seconded by Councillor Snodgrass. Carried.

18. **LETTER OF DECEMBER 4, 2015 FROM JAMES HOYT, P. ENG., ACTING DIRECTOR DESIGN BRANCH, DEPARTMENT OF TRANSPORTATION AND INFRASTRUCTURE RE: DESIGNATED HIGHWAY IMPROVEMENTS**

Councillor Day moved to receive and file the Letter of December 4, 2015 from James Hoyt, P. Eng., Acting Director Design Branch, Department of Transportation and Infrastructure Re: Designated Highway Improvements.

Seconded by Councillor Snodgrass. Carried.

19. **LETTER OF DECEMBER 9, 2015 FROM RALPH THOMAS, PROJECT MANAGER AND 200<sup>TH</sup> ANNIVERSARY CHAIRPERSON, NB BLACK HISTORY SOCIETY RE: THANK YOU FOR SUPPORT**

Councillor Evans moved to receive and file the Letter of December 9, 2015 from Ralph Thomas, Project Manager and 200<sup>th</sup> Anniversary Chairperson, NB Black History Society Re: Thank You for Support.

Seconded by Councillor Snodgrass. Carried.

20. **FIRE CHIEF'S MEMORANDUM OF DECEMBER 10, 2015 RE: WATER SUPPLY STUDY**

Councillor Day moved to refer the Fire Chief's Memorandum of December 10, 2015 Re: Water Supply Study to the Capital Budget and to forward the Water Supply Study to the Local Services Manager (Ian MacDonald).

Seconded by Deputy Mayor Likely. Carried.

21. **LETTER OF DECEMBER 3, 2015 FROM J. DOUGLAS HARTFORD, P. ENG., DILLON CONSULTING RE: PROGRESS INVOICE NO. 1, DESIGNATED HIGHWAY 2015, RIVER VALLEY DRIVE (ROUTE 177) - GRAND BAY-WESTFIELD, NB, DILLON PROJECT NO. 15-2168 AND NBDTI PROJECT NO. 15-D004**

Councillor Snodgrass moved to approve the Designated Highway Claim as per Letter of December 3, 2015 from J. Douglas Hartford, P. Eng., Dillon Consulting Re: Progress Invoice No. 1, Designated Highway 2015, River Valley Drive (Route 177) - Grand Bay-Westfield, NB, Dillon Project No. 15-2168 and NBDTI Project No. 15-D004, totaling \$264,876.07.

Seconded by Deputy Mayor Likely. Carried.

22. **LETTER OF DECEMBER 7, 2015 FROM ROB FRENETTE, O.N.B., CO-EXECUTIVE DIRECTOR, BULLYING CANADA INC.**

Councillor Evans moved to receive and file the Letter of December 7, 2015 from Rob Frenette, O.N.B., Co-Executive Director, Bullying Canada Inc.

Seconded by Councillor Snodgrass. Carried.

23. **LETTER OF DECEMBER 10, 2015 FROM DOUGLAS HARTFORD, P. ENG., DILLON CONSULTING RE: STORM SEWER & STREET IMP. 2015, VARIOUS LOCATIONS, PROJECT NO. 15-1954A, CERTIFICATE NO. 6, FINAL COMPLETION**

Councillor Snodgrass moved to authorize payment to Galbraith Construction Ltd. of \$64,758.99 as per the Letter of December 10, 2015 from Douglas Hartford, P. Eng., Dillon Consulting Re: Storm Sewer & Street Imp. 2015, Various Locations, Project No. 15-1954A, Certificate No. 6, Final Completion.

Seconded by Deputy Mayor Likely. Carried.

**24. LETTER OF DECEMBER 14, 2015 FROM CYNTHIA WALLACE-CASEY, PHD, HERITAGE BRANCH, TOURISM, HERITAGE & CULTURE RE: HERITAGE WEEK, FEBRUARY 8 - 15<sup>TH</sup>, 2016**

Councillor Evans moved to forward the Letter of December 14, 2015 from Cynthia Wallace-Casey, PhD, Heritage Branch, Tourism, Heritage & Culture Re: Heritage Week, February 8 - 15<sup>th</sup>, 2016 to the Recreation Director for advertising.

Seconded by Councillor Day. Carried.

**25. TOWN MANAGER'S REPORT OF JANUARY 7, 2016 RE: ANNUAL BONDING - TOWN OF GRAND BAY-WESTFIELD**

Councillor Day moved to receive and file the Town Manager's Report of January 7, 2016 Re: Annual Bonding - Town of Grand Bay-Westfield.

Seconded by Councillor Evans. Carried.

**26. TOWN MANAGER'S REPORT OF JANUARY 6, 2016 RE: PROCEDURES - CASH FLOW MANAGEMENT - 2016**

Councillor Snodgrass moved that the Town Manager be authorized to establish a 2016 line of credit for the Town with respect to the Sewerage Utility Operating Fund as per section 189(13) of the *Municipalities Act* for an amount not to exceed \$228,195 and further a 2016 line of credit with respect to the General Revenue Operating Fund as per section 89(2) of the *Municipalities Act* for an amount not to exceed \$237,563 at a competitive rate.

Seconded by Councillor Evans. Carried.

**27. WORKS COMMISSIONER'S REPORT OF JANUARY 5, 2016 RE: DESIGNATED HIGHWAY 5 YEAR PLAN 2016 - 2020**

Councillor Day moved to adopt the Town Designated Highway 5 Year Plan 2016 - 2020 per Works Commissioner's report of January 5, 2016 and forward the Plan to the Department of Transportation and Infrastructure.

Seconded by Deputy Mayor Likely. Carried.

**28. LETTER OF JANUARY 6, 2016 FROM DOUGLAS HARFORD, P. ENG., DILLON CONSULTING RE: STORM SEWER & STREET IMPROVEMENTS 2015, VARIOUS LOCATIONS, PROJECT NO. 151954B, CERTIFICATE NO. 2, COMPLETION CERTIFICATE**

Councillor Snodgrass moved to authorize payment of \$2,477.04 to Classic Construction (2012) Ltd. as per the Letter of January 6, 2016 from Douglas Harford, P. Eng., Dillon Consulting Re: Storm Sewer & Street Improvements 2015, Various Locations, Project No. 151954B, Certificate No. 2, Completion Certificate.

Seconded by Deputy Mayor Likely. Carried.

**29. ADJOURNMENT**

Councillor Calvin moved adjournment.

Seconded by Councillor Day. Carried.

Time 8:37 pm

Respectfully submitted,

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Sandra Gautreau  
Town Manager/Clerk

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Grace Losier  
Mayor

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Lynn Campbell  
Assistant Clerk/Treasurer



