

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting Minutes

July 22, 2019

Page 1 of 10

ADOPTED

AUG 12 2019

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

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, July 22, 2019 with Mayor Losier presiding.

2. **RECORD OF ATTENDANCE**

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

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

Councillor Snodgrass moved to approve the agenda of July 22, 2019 as presented.

Seconded by Councillor Evans. Carried.

4. **DISCLOSURE OF CONFLICT OF INTEREST**

None

5. **PUBLIC HEARINGS**

None

6. **PUBLIC PRESENTATIONS**

None

7. **MINUTES**

7.1 **MINUTES OF REGULAR COUNCIL MEETING OF JUNE 24, 2019**

ADOPTED

AUG 15 2010

RESOLUTION NO. 10-001

AN ORDINANCE

RELATIVE TO

THE CITY OF

MEMPHIS, TENNESSEE

TO AMEND THE CITY OF MEMPHIS CHARTER BY AMENDING SECTION 10.01, ARTICLE 10, TO REPEAL THE PROVISIONS OF SAID SECTION 10.01, ARTICLE 10, WHICH PROVIDE FOR THE APPOINTMENT OF A CITY CLERK BY THE CITY COMMISSIONER.

BEFORE THE CITY COMMISSIONER

OF THE CITY OF MEMPHIS, TENNESSEE, AND THE CITY COMMISSIONER HAS ADOPTED THE FOLLOWING RESOLUTION:

SECTION 10.01, ARTICLE 10, OF THE CITY OF MEMPHIS CHARTER IS AMENDED TO REPEAL THE PROVISIONS OF SAID SECTION 10.01, ARTICLE 10, WHICH PROVIDE FOR THE APPOINTMENT OF A CITY CLERK BY THE CITY COMMISSIONER.

IT IS THE POLICY OF THE CITY OF MEMPHIS TO MAINTAIN AN OPEN AND TRANSPARENT GOVERNMENT AND TO ENSURE THAT ALL CITY BUSINESS IS CONDUCTED IN A MANNER THAT IS ACCESSIBLE TO THE PUBLIC.

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Deputy Mayor Likely moved to adopt the minutes of the Regular Council Meeting of June 24, 2019 as presented.

Seconded by Councillor Snodgrass. Carried.

7.2 **TENDER NOTES OF JUNE 27, 2019 RE: FIRE TANKER REPLACEMENT, PROJECT NO. 2019-01FTP**

Councillor Snodgrass moved to receive and file Tender Notes of June 27, 2019 Re: Fire Tanker Replacement, Project No. 2019-01FTP.

Seconded by Councillor Evans. Carried.

7.3 **EMAIL POLL OF JULY 3, 2019 RE: AUTHORIZATION TO UPGRADE INGLEWOOD SHELTER PER EMAIL OF JUNE 25, 2019 FROM DOUG HARTFORD, P. ENG., DILLON CONSULTING LTD.**

Councillor Snodgrass moved to ratify Email Poll of June 25, 2019 for authorization of upgrading of Inglewood Shelter per email from Doug Hartford, P. Eng., Dillon Consulting Ltd. and related quote from Maguire Excavating Ltd. for \$14,789.44 plus HST.

Seconded by Deputy Mayor Likely. Carried.

7.4 **EMAIL POLL OF JULY 3, 2019 RE: AUTHORIZATION FOR ADDITIONAL PROJECT ITEMS - 2019 STORM & STREET CONTRACT**

Councillor Snodgrass moved to ratify Email Poll of July 3, 2019 for authorization of additional items – 2019 Storm & Street Contract per email of July 2, 2019 from Doug Hartford, P. Eng., Dillon Consulting Ltd.

1) Pamdenec Road Storm Sewer Replacement (Hillside to River St) - Investigation into a sinkhole that recently formed on this section of roadway identified an existing metal storm sewer system along Pamdenec that was not previously known to Town staff, nor was it listed on the asset inventory lists or GIS system. The 100m of existing metal storm sewer is located along the section Pamdenec scheduled for

resurfacing in 2019 and is in disrepair. Probable cost of replacement, including Catch Basins is \$70,000.

2) Shannon Road reshaping & rock removal to address icing and driveway washout from civic 105 to gravel section. Approximately 50m of excavation, grading and shaping and base asphalt reinstatement. - Estimated cost is \$30,000.

3) Al Pelletier Driveway - owner at 48 Thompson Road contacted the Town/Dillon to advise that front bumper of his/visitors' vehicles are scraping since work in 2017. Town and Dillon met onsite to review issue and confirm concerns of scraping. Grading was reinstated as close as possible to existing: No preexisting conditions were known at the time of construction. Regrading and repaving driveway is required to mitigate the issue. Estimated cost is \$9,000.

4) Evergreen Drive Curb & Gutter extension (North Side Only). Approximately 50m, beginning near community mailboxes to the existing catch basin downstream of the driveway to civic 1 Evergreen. This concrete curb and gutter will replace existing timber curbing located within the grass and will keep runoff water within the Town Right - of - Way. Curb work is occurring in the area in 2019 at Balsam . Estimated cost for this work is \$10,000.

Seconded by Deputy Mayor Likely. Carried.

7.5 MINUTES OF RIVER VALLEY COMMUNITY CENTER BOARD FOR MAY 21, JUNE 18, 2019

Councillor Evans moved to receive and file minutes of River Valley Community Center Board for May 21, June 18, 2019.

Seconded by Deputy Mayor Likely. Carried.

7.6 MINUTES OF PLANNING ADVISORY COMMITTEE MEETING OF JUNE 17, 2019

Councillor Evans moved to receive and file minutes of Planning Advisory Committee Meeting of June 17, 2019.

Seconded by Councillor Snodgrass. Carried.

8. **BILLS FOR PAYMENT**

Councillor Snodgrass moved to pay Bills for Payment as presented for \$6,028.88 and Bills for Ratification for \$297,039.01 for a grand total of \$303,067.89.

Seconded by Councillor Evans. Carried.

9. **CONSENT AGENDA**

None

10. **BUSINESS ARISING FROM MINUTES**

a) Regular Council Meeting Minutes of June 24, 2019

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 JULY 2, 2019**

Councillor Evans moved to receive and file Town of Grand Bay-Westfield Sewerage Utility Accounts Receivable Report as at July 2, 2019.

Seconded by Councillor Snodgrass. Carried.

**15.2 TOWN OF GRAND BAY-WESTFIELD GENERAL REVENUE
FUND OPERATING BUDGET FINANCIAL REPORT AS AT MAY
31, 2019**

Deputy Mayor Likely moved to receive and file Town of Grand Bay-Westfield General Revenue Fund Operating Budget Financial Report as at May 31, 2019.

Seconded by Councillor Evans. Carried.

**15.3 TOWN OF GRAND BAY-WESTFIELD REPORT AND
CONSOLIDATION FINANCIAL STATEMENTS AS AT
DECEMBER 31, 2018 – REVISED PER CURRY & BETTS**

Councillor Evans moved to approve the Town of Grand Bay-Westfield Report and Consolidation Financial Statements as at December 31, 2018 – Revised per Curry & Betts as presented.

Seconded by Deputy Mayor Likely. Carried.

**16. REPORT OF JULY 15, 2019 FROM DEVELOPMENT OFFICER
RE: QUEST PEI-NB MUNICIPAL WORKING
GROUP/NATIONAL DISASTER RESILIENCE PROFILE
PROJECT LETTER OF SUPPORT**

Councillor Snodgrass moved to approve signing authority on a letter of support for the National Disaster Resilience Profile Project and indicate the Town's interest in participating in the Environmental Trust Fund Resilience Program.

Seconded by Councillor Evans. Carried.

17. **LETTER OF JUNE 10, 2019 FROM CORY RYAN, LT(N) – COMMITTEE CHAIR, HONOR OUR VETERANS RE: DONATION**

Councillor Snodgrass moved to approve a \$1,000 donation per letter of June 10, 2019 from Cory Ryan, Lt(N) – Committee Chair, Honor Our Veterans.

Seconded by Councillor Evans. Carried.

18. **LETTER OF JUNE 14, 2019 FROM GIRL GUIDES OF CANADA RE: DONATION TO WATER'S EDGE AREA, 1ST WESTFIELD GUIDES**

Councillor Evans moved to receive and file letter of thanks of June 14, 2019 from Girl Guides of Canada Re: Donation to Water's Edge Area, 1st Westfield Guides.

Seconded by Deputy Mayor Likely. Carried.

19. **DRAFT REVISED POLICY RE: TOWN OF GRAND BAY-WESTFIELD BURSARY FUND**

Councillor Snodgrass moved to adopt the Draft Revised Policy #A012 as presented Re: Town of Grand Bay-Westfield Bursary Fund.

Seconded by Councillor Evans. Carried.

20. **LETTER OF JUNE 21, 2019 FROM HON. BILL OLIVER, MINISTER OF TRANSPORTATION AND INFRASTRUCTURE RE: FIVE YEAR PLAN FOR MUNICIPAL DESIGNATED HIGHWAY PROGRAM**

Councillor Snodgrass moved to refer letter of June 21, 2019 from Hon. Bill Oliver, Minister of Transportation and Infrastructure Re: Five Year Plan for Municipal Designated Highway Program to Town Staff for input on Five Year Plan to return to Council.

Seconded by Deputy Mayor Likely. Carried.

21. **REPORT OF JULY 9, 2019 FROM FIRE CHIEF RE:
REPLACEMENT OF TANKER #2**

Councillor Snodgrass moved that the Town award RFP 2019-01FTP for a Department Pumper-Tanker to Carl Thibault Emergency Vehicles Inc. as per the specifications of the RFP at a cost of \$427,240.00 plus applicable taxes.

Seconded by Deputy Mayor Likely. Carried.

22. **LETTER OF JULY 11, 2019 FROM DOUGLAS HARTFORD, P.
ENG. DILLON CONSULTING RE: WASTEWATER SYSTEM
IMPROVEMENTS 2019 VARIOUS STREETS, PROJECT NO. 19-
9531, CERTIFICATE NO. 2, COMPLETION CERTIFICATE**

Deputy Mayor Likely moved to approve payment to Fairville Construction Ltd. in the amount of \$17,178.42 per letter of July 11, 2019 from Douglas Hartford, P. Eng. Dillon Consulting Re: Wastewater System Improvements 2019 Various Streets, Project No. 19-9531, Certificate No. 2, Completion Certificate.

Seconded by Councillor Snodgrass. Carried.

23. **THANK YOU CARD FROM BRITTANY MERRIFIELD RE:
DONATION TO THE COMMUNITY BETTER CHALLENGE
PARTICIPATION**

Councillor Snodgrass moved to receive and file Thank You Card from Brittany Merrifield Re: Donation to the Community Better Challenge Participation.

Seconded by Councillor Evans. Carried.

24. **THANK YOU FROM LILY LAKE HATHEWAY PAVILION FOR
SUPPORT OF ANNUAL APEGNB SAINT JOHN SOAP BOX
DERBY**

Councillor Evans moved to receive and file Thank You from Lily Lake Hatheway Pavilion for Support of Annual APEGNB Saint John Soap Box Derby.

Seconded by Councillor Snodgrass. Carried.

25. **THANK YOU FROM GRAND BAY HOME & SCHOOL FOR SPONSORSHIP OF ANNUAL FUNDAY EVENT**

Councillor Evans moved to receive and file Thank You from Grand Bay Home & School for Sponsorship of Annual Funday Event.

Seconded by Deputy Mayor Likely. Carried.

26. **LETTER OF JULY 15, 2019 FROM DOUGLAS HARTFORD, P. ENG., DILLON CONSULTING RE: ACTIVE TRANSPORTATION PLAN - IMPLEMENTATION KIOSK/SHELTER UPGRADE AND UTILITY PARK OUTDOOR ROOM, PROJECT NO. 19-9142A/B, CERTIFICATE NO. 1, COMPLETION CERTIFICATE**

Deputy Mayor Likely moved to approve payment in the amount of \$174,727.46 to Maguire Excavating Ltd. per letter of July 15, 2019 from Douglas Hartford, P. Eng., Dillon Consulting Re: Active Transportation Plan - Implementation Kiosk/Shelter Upgrade and Utility Park Outdoor Room, Project No. 19-9142A/B, Certificate No. 1, Completion Certificate.

Seconded by Councillor Evans. Carried.

27. **LETTER OF JULY 15, 2019 FROM DOUGLAS HARTFORD, P. ENG., DILLON CONSULTING RE: STORM SEWER AND STREET IMP. 2019, VARIOUS LOCATIONS, PROJECT NO. 19-9581, CERTIFICATE NO. 1, COMPLETION CERTIFICATE**

Councillor Snodgrass moved to approve payment in the amount of \$134,454.33 to Deby Enterprises Ltd. per letter of July 15, 2019 from Douglas Hartford, P. Eng., Dillon Consulting Re: Storm Sewer and Street Imp. 2019, Various Locations, Project No. 19-9581, Certificate No. 1, Completion Certificate.

Seconded by Councillor Evans. Carried.

28. **LETTER OF JULY 16, 2019 FROM DOUGLAS HARTFORD, P. ENG., DILLON CONSULTING RE: WASHROOM AND CHANGING ROOM FACILITY, TAILWHIP PARK, PROJECT NO. 19-9547, CERTIFICATE NO. 1, COMPLETION CERTIFICATE**

Councillor Evans moved to approve payment in the amount of \$185,846.68 to King Construction Ltd. per letter of July 16, 2019 from Douglas Hartford, P. Eng., Dillon Consulting Re: Washroom and Changing Room Facility, Tailwhip Park, Project No. 19-9547, Certificate No. 1, Completion Certificate.

Seconded by Councillor Snodgrass. Carried.

29. **EMAIL OF JULY 15, 2019 FROM STEVE LEBLANC, HEAD PROFESSIONAL - WESTFIELD GOLF & COUNTRY CLUB RE: REQUEST FOR SPONSORSHIP FOR 22ND ANNUAL MOLSON CUP**

Councillor Evans moved to approve funding in the amount of \$450 per email of July 15, 2019 from Steve Leblanc, Head Professional - Westfield Golf & Country Club Re: Request for Sponsorship for 22nd Annual Molson Cup.

Seconded by Deputy Mayor Likely. Carried.

It was noted that two members of Town Staff or Firefighters would be invited to form a team; if not available Council members would be invited.

30. **REPORT OF JULY 17, 2019 FROM DEVELOPMENT OFFICER RE: RE-ZONING APPLICATION 2 MURRAY STREET, PID NO. 30085864**

Councillor Snodgrass moved to forward request of Mr. R. Boyd Barry, for consideration of a change to the Future Land Use designation and Zoning regulations for a property located at 2 Murray Street, PID No. 30085864 from a Future Land use designation of Mixed Use to a Medium Density Residential, and from Zoning regulation of Central

Commercial (CC) to Multiple Residential (R3); as part of the Public Consultation Process under the Municipal Plan Review currently being led by Dillon Consulting Ltd.

Seconded by Councillor Evans. Carried.

31. **LETTER OF JULY 18, 2019 FROM AGE FRIENDLY COMMITTEE**
RE: SUPPORT TO EXPAND MEMBERSHIP

Councillor Evans moved to advertise for new members for the Age Friendly Committee per letter of July 18, 2019 from Age Friendly Committee Re: Support to Expand Membership.

Seconded by Councillor Snodgrass. Carried.


32. **ADJOURNMENT**

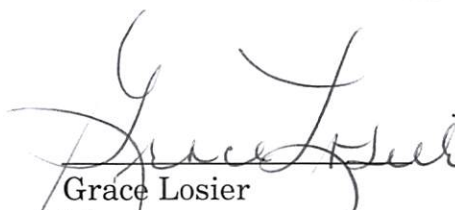
Councillor Snodgrass moved adjournment.

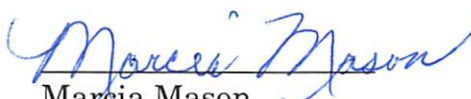
Seconded by Deputy Mayor Likely. Carried.

Time: 7:58 pm

Respectfully submitted,


Sandra Gautreau
Town Manager/Clerk


Grace Losier
Mayor


Marcia Mason
Assistant Clerk Treasurer



