

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting

Minutes

Monday, March 11, 2013

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ADOPTED

MAR 25 2013

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

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, March 11, 2013 with Mayor Losier presiding.

2. **RECORD OF ATTENDANCE**

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

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

Councillor Day moved to approve the agenda of March 11, 2013 as presented.

Seconded by Councillor Calvin. Carried.

4. **DISCLOSURE OF CONFLICT OF INTEREST**

Councillor Calvin stated a conflict of interest with item No. 28 on Bills for Payment - Firemed Training Solutions.

5. **PUBLIC HEARINGS**

None

6. **PUBLIC PRESENTATIONS**

6.1 **PRESENTATION OF RCMP STATISTICAL REPORT FOR
FEBRUARY 2013 - RCMP REPRESENTATIVE ATTENDING**

Sgt. Bernard provided information to Council regarding the RCMP Statistical Report for February 2013.

Councillor Snodgrass moved to receive and file the RCMP Statistical Report for February 2013.

Seconded by Councillor Evans. Carried.

7. **MINUTES**

7.1 **MINUTES OF REGULAR COUNCIL MEETING OF FEBRUARY
25, 2013**

Councillor Snodgrass moved to adopt the minutes of the Regular Council Meeting of February 25, 2013 as presented.

Seconded by Councillor Evans. Carried.

8. **BILLS FOR PAYMENT**

Councillor Calvin departed the meeting.

Councillor Day moved to pay item No. 28 in the amount of \$1,101.75 to Firemed Training Solutions.

Seconded by Councillor Snodgrass. Carried.

Councillor Calvin rejoined the meeting.

Councillor Day moved to pay the Bills for Payment in the amount of \$3,729.91 and Bills for Ratification in the amount of \$153,246.22; Grand Total of \$156,976.13.

Seconded by Councillor Evans. Carried.

9. **CONSENT AGENDA**

- a) **WORKS DEPARTMENT REPORT FOR FEBRUARY 2013**
- b) **RIVER CENTRE REPORT FOR FEBRUARY 2013**
- c) **GRAND BAY-WESTFIELD VOLUNTEER FIRE/RESCUE DEPARTMENT REPORT FOR FEBRUARY 2013**
- d) **DOG CONTROL REPORT FOR FEBRUARY 2013**
- e) **BUILDING INSPECTOR'S REPORT FOR FEBRUARY 2013**
- f) **RECREATION DEPARTMENT REPORT FOR FEBRUARY 2013**

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

- a) Works Department Report for February 2013
- b) River Centre Report for February 2013
- c) Grand Bay-Westfield Volunteer Fire/Rescue Department Report for February 2013
- d) Dog Control Report for February 2013
- e) Building Inspector's Report for February 2013
- f) Recreation Department Report for February 2013.

Seconded by Councillor Calvin. Carried.

10. **BUSINESS ARISING FROM MINUTES**

- a) Regular Council Meeting Minutes of February 25, 2013

None

11. **DELEGATIONS**

None

12. **PETITIONS**

None

13. **BY-LAWS**

None

14. **NOTICE OF MOTIONS**

None

15. **REPORTS**

15.1 **TRUE GROWTH 2.0 MAYORS' GOVERNANCE TASK FORCE
REPORT DATED JANUARY 31, 2013**

Councillor Day moved to adopt the recommendations of the True Growth 2.0 Mayors' Governance Task Force Report dated January 31, 2013.

Seconded by Councillor Snodgrass. Carried.

16. **LETTER OF FEBRUARY 11, 2013 FROM CLARE NORTHCOTT,
EXECUTIVE DIRECTOR, THE GREATER SAINT JOHN
COMMUNITY FOUNDATION RE: THANK YOU FOR SUPPORT**

Councillor Snodgrass moved to receive and file letter of February 11, 2013 from Clare Northcott, Executive Director, The Greater Saint John Community Foundation Re: Thank You for Support.

Seconded by Councillor Calvin. Carried.

17. **TOWN MANAGER'S REPORT OF FEBRUARY 26, 2013 RE: 2013
GENERAL/SEWERAGE CAPITAL PROJECTS**

Councillor Day moved to engage Dillon Consulting to prepare public tenders as appropriate for 2013 General and Sewerage Capital work as follows:

TRANSPORTATION/SEWERAGE SERVICES

Street Upgrading/Crack Sealing

Beverley Hills Drive Resurfacing
Frederick Street Resurfacing (George to George)
Garden Road Resurfacing
Brookdale Avenue Resurfacing (to Mersereau Rd.)
Nelson Street Resurfacing
Meadow Brook Drive Resurfacing
Fourth Street Resurfacing
Asphalt Crack Sealing - various paved roads

Sewerage System Studies/Upgrades

Study Re: Sewerage Pumping Stations

Study Re: Murray Street Lift Station No. 4 Replacement

Highland Road Residential Pump Wet Well Repair

subject to: 1) a requirement for pre-job meeting(s) with the successful contractor(s), 2) provision for necessary flaggers, 3) the successful contractor(s) not commencing project work prior to execution of the project contract, 4) fill disposal to be the responsibility of the contractor(s), 5) a provision in the tender documents for addition and/or deletion of project work, 6) a provision in the tender documents that the contractor is responsible for any costs related to digging up underground wires in error, 7) provisions to ensure timely and acceptable restoration work, 8) an early notice being sent to property owners that have items, shrubs, etc. on the right-of-way that the property owner needs to remove items before upcoming capital work, 9) all tenders to be advertised on *Tenders on Line* no later than April 26, 2013 (advertisements not to be placed in the newspaper unless so required by the Province of New Brunswick), 10) a timeline for each tendered project being provided to the Town with the Town to be notified in writing in a timely manner of any changes to project work and original timeline 11) successful contractor(s) being notified at the first job meeting that the \$1,000 penalty for late completion will be enforced and;

RIVER CENTRE

further moved to allocate funding for Additional Floating Docks/Lighting/Signage and to allocate funding for a Kayak Floating Dock and;

ENVIRONMENTAL DEVELOPMENT

further moved to allocate funding towards Blueberry Hill/Emergency Access and moved to allocate funding for a Development Opportunity Sign and;

VOLUNTEER FIRE/RESCUE DEPARTMENT

further moved to allocate funding to replace the Radio Tower Shed and Repeater and allocate funding for Training Facility Upgrades, Phase 2, and funding for a Fire Vehicle Replacement/Vehicle Conversion and;

TRANSPORTATION

further moved to allocate funding for a vehicle replacement (one ton).

CAPITAL BORROWING

In addition moved that 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 \$450,000 for a term not to exceed fifteen (15) years for the following purposes:

Fire Protection Service - Vehicle Replacement/Vehicle Conversion, and

further moved to establish a Demand Loan not to exceed \$450,000 for Fire Vehicle Replacement/Vehicle Conversion subject to receipt of Ministerial Approval from the Province of New Brunswick.

Seconded by Councillor Snodgrass. Carried.

18. **WORKS COMMISSIONER'S REPORT OF MARCH 6, 2013 RE:
MUNICIPAL KILOMETERAGE MAINTENANCE
RESPONSIBILITY 2013**

Councillor Snodgrass moved to authorize signatures on the Municipal Kilometrage Maintenance Responsibility Agreement dated February 13, 2013.

Seconded by Deputy Mayor Likely. Carried.

19. **REQUEST FOR SPONSORSHIP FROM THE NATURE TRUST OF NEW BRUNSWICK INC. RECEIVED MARCH 5, 2013**

Councillor Snodgrass moved to approve funding in the amount of \$750 as a Benefactor per request for Sponsorship from The Nature Trust of New Brunswick Inc. received March 5, 2013.

Seconded by Councillor Evans. Carried.

20. **MARKETING COMMUNICATIONS STRATEGY DATED MARCH 7, 2013**

Councillor Snodgrass moved to engage Doug Hanson, Consultant to complete a Marketing Communications Strategy for the Town of Grand Bay-Westfield based on the submitted proposal dated March 7, 2013 for the lump sum of \$12,150.00 plus HST, travel, and disbursement expenses.

Seconded by Councillor Day. Carried.

21. **ADJOURNMENT**


Councillor Calvin moved adjournment.

Seconded by Councillor Day. Carried.

Time: 7:53 pm

Respectfully submitted,


Sandra Gautreau
Town Manager/Clerk


Grace Losier
Mayor


Marcia Mason
Assistant Clerk



