

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting

Minutes

March 13, 2017

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ADOPTED

APR 10 2017

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

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, March 13, 2017 with Deputy Mayor Likely presiding.

2. **RECORD OF ATTENDANCE**

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

Mayor Losier joined the meeting in progress.

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

Councillor Day moved to approve the agenda of March 13, 2017 as presented.

Seconded by Councillor Evans. Carried.*

4. **DISCLOSURE OF CONFLICT OF INTEREST**

None

5. **PUBLIC HEARINGS**

None

6. **PUBLIC PRESENTATIONS**

6.1 **RCMP REPORT FOR JANUARY 2017, BROUGHT FORWARD FROM FEBRUARY 14, 2017/RCMP REPORT FOR FEBRUARY 2017 - RCMP REPRESENTATIVE ATTENDING**

Mayor Losier joined the meeting at 7:31 pm.

Cst. Jeff Cole presented the RCMP Reports for January and February 2017 and responded to inquiries from Council. It was noted various vehicles are parking along Woolastook Drive causing unsafe situations Cst. Cole advised he would bring this matter to the attention of the Members. It was also noted that a zero tolerance for speeding in the Woolastook Drive School Zone is in place.

Councillor Snodgrass moved to receive and file the RCMP Report for January 2017 and the RCMP Report for February 2017.

Seconded by Councillor Evans. Carried.

7. MINUTES

7.1 MINUTES OF REGULAR COUNCIL MEETING OF FEBRUARY 27, 2017

Councillor Day moved to adopt the Minutes of Regular Council Meeting of February 27, 2017 as presented.

Seconded by Councillor Evans. Carried.

8. BILLS FOR PAYMENT

Councillor Day moved to pay Bills for Payment as presented for \$10,708.79 and Bills for Ratification for \$277,674.74 for a total of \$288,383.53.

Seconded by Councillor Evans. Carried.

9. CONSENT AGENDA

- a) Building Inspector's Report for February 2017
- b) Grand Bay-Westfield Volunteer Fire/Rescue Report for February 2017
- c) Dog Control Report for February 2017
- d) River Centre Coordinator's Report for February 2017
- e) Recreation Department Report for February 2017
- f) Works Department Report for February 2017

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

- a) Building Inspector's Report for February 2017
- b) Grand Bay-Westfield Volunteer Fire/Rescue Report for February 2017
- c) Dog Control Report for February 2017
- d) River Centre Coordinator's Report for February 2017
- e) Recreation Department Report for February 2017
- f) Works Department Report for February 2017.

Seconded by Councillor Day. Carried.

10. BUSINESS ARISING FROM MINUTES

- a) Regular Council Meeting Minutes of February 27, 2017

None

11. DELEGATIONS

None

12. PETITIONS

None

13. BY-LAWS

None

14. NOTICE OF MOTIONS

None

15. REPORTS

15.1 GRAND BAY-WESTFIELD ACTIVE TRANSPORTATION PLAN, FINAL DRAFT FOR ADOPTION BY COUNCIL

Councillor Evans moved to adopt the Grand Bay-Westfield Active Transportation Plan date February 2017.

Seconded by Councillor Day. Carried.

15.2 TOWN OF GRAND BAY-WESTFIELD REPORT AND CONSOLIDATED FINANCIAL STATEMENTS AS OF DECEMBER 31, 2016

Councillor Day moved to adopt the Town of Grand Bay-Westfield Report and Consolidated Financial Statements as of December 31, 2016 as presented.

Seconded by Councillor Evans. Carried.

15.3 REPORT FROM ENTERPRISE SAINT JOHN RE: ENTERPRISE SAINT JOHN WORK PLAN METRICS

Councillor Day moved to receive and file the Report from Enterprise Saint John Re: Enterprise Saint John Work Plan Metrics.

Seconded by Councillor Evans. Carried.

16. LETTER FROM ATLANTIC CANADA OPPORTUNITIES AGENCY, ALEXANDRA COCHRANE - ACCOUNT ASSISTANT RE: OFFER OF ASSISTANCE UNDER THE CANADA 150 COMMUNITY INFRASTRUCTURE PROGRAM FOR AUTHORIZATION FOR SIGNATURES

Councillor Day moved to authorize appropriate signatures for the Atlantic Canada Opportunities Agency, Alexandra Cochrane - Account Assistant Re: Offer of Assistance under the Canada 150 Community Infrastructure Program - Centrum Exterior Siding Project.

Seconded by Deputy Mayor Likely. Carried.

17. TOWN MANAGER'S REPORT OF MARCH 2, 2017 RE: 2017
GENERAL/SEWERAGE CAPITAL PROJECTS

Councillor Day moved move to engage Dillon Consulting to prepare public tenders for 2017 General Capital work as follows:

Street Upgrading

- Thompson Road (asphalt resurfacing)
- Ready Street (asphalt resurfacing)
- Douglas Street civic #13 to MacLean Road (asphalt resurfacing)
- MacLean Road civic #58 to Douglas Street (asphalt resurfacing)
- MacLean Road civic #50 to #58 (asphalt resurfacing)
- MacLean Road/Nerepis Road Intersection to civic # 10 (asphalt resurfacing)
- MacLean Road civic #10 to civic #50 (asphalt surfacing)
- Windsor Street (asphalt resurfacing)
- Cooper Lane (surfacing after acquiring ownership)
- Brandy Point Road (surfacing)
- Brandy Point Road (storm sewer)

Gas Tax Projects

Thompson Road (curb & storm sewer improvements)
Thompson Road (asphalt surfacing Gas Tax portion)

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 stating that the property owners need to remove items before upcoming capital work commences, 9) all tenders to be advertised on *Tenders on Line* no later than April 18, 2017 (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, and any legal issues that may arise, 11) successful contractor(s) being notified at the first job meeting that the \$1,000 penalty for late completion will be enforced, 12) NBCSA COR Certification shall be mandatory for all tender submissions having a bid price greater than \$99,999, a letter of "Good Standing" or "Letter of Good Standing - Equivalency" issued by NBCSA shall be included in all tender packages having a bid price greater than \$99,999; failure to include a letter of "Good Standing" or "Letter of Good Standing - Equivalency" shall be grounds for rejection,

and further moved to engage Dillon Consulting for Designated Highway work as specified for 2017 in the Town Designated Highway Plan dated September 2016 subject to approval of related funding under the Designated Highway Program and to allocate Town funding for Town portion of project costs;

RECREATION

to allocate funding for Water Play Park - early completion a priority
to allocate funding for Active Transportation Plan - Phase 1;

ENVIRONMENTAL DEVELOPMENT

to allocate funding Re: Cooper Lane, Gary Court - Design and Land Acquisition;

VOLUNTEER FIRE/RESCUE DEPARTMENT

to allocate funding for Self-Contained Breathing Apparatus to be in place by December 2018 - requires further motion of Council to proceed;
to allocate funding for 4500 psi SCBA Bottles - to be in place by December 2018 - requires further motion of Council to proceed;

TRANSPORTATION

to allocate funding for Town's portion of costs for Brittain Road Flood Assessment;

TOURISM

to allocate funding for Town's portion of costs for an Outdoor Room at the River Centre and with authorization for the related Demand Loan per authority of Ministerial Approval to be received;

BUILDINGS

to allocate funding for Washroom Upgrades for the Centrum for Room A;

to allocate funding for a Smartboard for the Centrum and Boardroom;
to allocate funding for Town's portion of costs for Exterior Siding Improvements for the Centrum,

and further move to engage Dillon Consulting to proceed with the following approved Clean Water and Wastewater Fund (CWWF) Sewerage Capital Project:

- Lagoon Upgrades - Aerators and Blowers (Town Costs 25%)

with the two CWWF tenders to be advertised: Tender 1 – Dredging Work by April 4th and Tender 2 – Grit Removal and Aeration by May 2nd with authorization for the related Demand Loan per authority of Ministerial Approval to be received.

Seconded by Councillor Snodgrass. Carried.

18. RECREATION DIRECTOR'S REPORT OF MARCH 7, 2017 RE: BUILDING CONTROLS FOR THE CENTRUM

Councillor Snodgrass moved to approve the Maintenance Agreement proposal from Controls & Equipment Ltd. at an annual cost of \$1,698.00 plus HST, with an annual increase of 4% or \$288.41 plus tax over five years.

Seconded by Deputy Mayor Likely. Carried.

19. FIRE CHIEF'S REPORT OF MARCH 8, 2017 RE: EMERGENCY MEASURES PLAN

Councillor Day moved to adopt the new regionally based Municipal Emergency Response plan dated March 13, 2017.

Seconded by Councillor Evans. Carried.


20. ADJOURNMENT

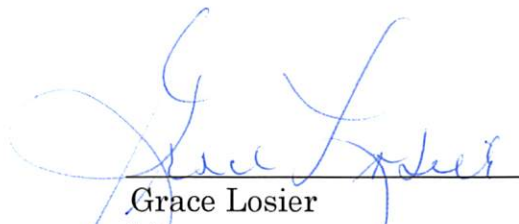
Councillor Day moved adjournment.

Seconded by Councillor Evans. Carried.

Time 7:48 pm

Respectfully submitted,


Sandra Gautreau
Town Manager/Clerk


Grace Losier
Mayor


Lynn Campbell
Assistant Clerk/Treasurer



