

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting

Minutes

Monday, March 23, 2015

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ADOPTED

APR 13 2015

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

The Town of Grand Bay-Westfield met in a Regular Session on Monday, March 23, 2015 with Mayor Losier presiding.

2. **RECORD OF ATTENDANCE**

Deputy Mayor Likely, Councillor Day, Councillor Calvin, 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 23, 2015 as presented.

Seconded by Councillor Snodgrass. Carried.

4. **DISCLOSURE OF CONFLICT OF INTEREST**

None

5. **PUBLIC HEARINGS**

None

6. **PUBLIC PRESENTATIONS**

6.1 **GRAND BAY-WESTFIELD VOLUNTEER FIRE RESCUE DEPARTMENT PRESENTATIONS RE: RECENT OFFICER PROMOTIONS - FIRE CHIEF TROY GAUTREAU, DEPUTY CHIEF DOUG MCLEAN, AND MAYOR LOSIER PRESENTERS**

A letter from Ambulance NB thanking the Department for their professionalism at an accident scene during extreme weather conditions was read by Chief Gautreau.

Fire Chief Troy Gautreau, Deputy Chief Doug McLean and Mayor Grace Losier presented six members of the Grand Bay-Westfield Fire Rescue Department with Promotional Certificates as follows:

Brad Calhoun to District Chief	Norm Skjonsberg to District Chief
Chris Matheson to Captain	Adam Read to Captain
Josh Shannon to Lieutenant	Dave Smith to Lieutenant

6.2 **RECESS**

Councillor Evans moved to recess for 15 minutes.

Seconded by Councillor Snodgrass. Carried

The meeting reconvened at 8:05 pm.

7. **MINUTES**

7.1 **MINUTES OF REGULAR COUNCIL MEETING OF FEBRUARY 23, 2015**

Councillor Day moved to adopt the Minutes of the Regular Council Meeting of February 23, as presented.

Seconded by Councillor Calvin. Carried.

7.2 **MINUTES OF RIVER VALLEY COMMUNITY CENTER FOUNDATION INC., BOARD OF DIRECTORS MEETINGS OF SEPTEMBER 16, 2014, NOVEMBER 18, 2014 AND JANUARY 20, 2015**

Councillor Calvin moved to receive and file the Minutes of the River Valley Community Center Foundation Inc. Board of Directors Meetings of September 16, 2014, November 18, 2014, and January 20, 2015.

Seconded by Councillor Day. Carried.

It was noted there will be a fundraiser dance at the River Valley Community Center on May 30, 2015.

7.3 EMAIL POLL OF FEBRUARY 26, 2015, AMENDED FEBRUARY 18, 2015 RE: ADDITIONAL WORK ORDER FOR AVL FOR ADDITIONAL STREET WIDENING

Councillor Snodgrass moved to approve Email Poll of February 26, 2015 Amended February 18, 2015 in that authorization is granted to issue a Work Order to AVL for additional street widening with a snow blower to a maximum of \$11,760.00 due to February 25, 2015 snow event.

Seconded by Councillor Evans. Carried.

7.4 MINUTES OF TOWN OF GRAND BAY-WESTFIELD ECONOMIC DEVELOPMENT ADVISORY COMMITTEE MEETINGS OF NOVEMBER 26, 2014 AND JANUARY 21, 2015

Councillor Snodgrass moved to receive and file Minutes of Town of Grand Bay-Westfield Economic Development Advisory Committee Meetings of November 26, 2014 and January 21, 2015.

Seconded by Councillor Evans. Carried.

7.5 EMAIL POLL OF MARCH 17, 2015 RE: AUTHORIZATION TO ISSUE A WORK ORDER TO AVL FOR ADDITIONAL STREET WIDENING WITH A SNOW BLOWER

Councillor Day moved to ratify Email Poll of March 17, 2015 in that authorization is granted to issue a Work Order to AVL for additional street widening with a snow blower to a maximum of \$11,760.00 due to March 17, 2015 snow event.

Seconded by Councillor Snodgrass. Carried.

8. BILLS FOR PAYMENT

Councillor Day moved to pay Bills for Payment for \$24,669.66 and Bills for Ratification for \$239,067.52 for a total of \$263,737.18.

Seconded by Councillor Evans. Carried

9. CONSENT AGENDA

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

Deputy Mayor Likely moved to receive and file the following consent agenda items:

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

Seconded by Councillor Calvin. Carried.

10. BUSINESS ARISING FROM MINUTES

- a) Regular Council Meeting Minutes of February 23, 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 REPORT AND CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2014

Councillor Snodgrass moved to accept and receive the Town of Grand Bay-Westfield Report and Consolidated Financial Statements as at December 31, 2014.

Seconded by Deputy Mayor Likely. Carried.

16. LETTER OF FEBRUARY 10, 2015 FROM HON. FRANCINE LANDRY, MINISTER OF POST-SECONDARY EDUCATION, TRAINING AND LABOUR

Councillor Day moved to receive and file Letter of February 10, 2015 from Hon. Francine Landry, Minister of Post-Secondary Education, Training and Labour.

Seconded by Councillor Calvin. Carried.

17. LETTER OF FEBRUARY 13, 2015 FROM COLBY FRASIER, TREASURER AND ALISON HANNAH, PRESIDENT, HARBOUR SKATING CLUB RE: THANK YOU FOR SPONSORSHIP RENEWAL

Councillor Snodgrass moved to receive and file Letter of February 13, 2015 from Colby Frasier, Treasurer and Alison Hannah, President, Harbour Skating Club Re: Thank You for Sponsorship Renewal.

Seconded by Councillor Deputy Mayor Likely. Carried.

18. TOWN MANAGER'S REPORT OF FEBRUARY 26, 2015 RE: 2015 GENERAL/SEWERAGE CAPITAL PROJECTS

Councillor Day moved to engage Dillon Consulting to prepare public tenders for 2015 General Capital work as follows:

TRANSPORTATION

Street Upgrading

Allingham Terrace - Storm Sewer Replacement
Country Club Dr. Ph. 2 - Finish Reconstruction &
Resurface Entire Street
Highland Road Cross Culvert Replacement
Morningside Cres.(2014 limit to Valleyview) Civic 28 to
48
Mullen Lane Phase 1 - Storm and Sanitary Extension
Riverside Park - Resurfacing
Finish Landscaping from 2014 Projects (Keel Const.)
Mullen Lane Phase 2 - Widening, Ditching and
Resurfacing
Sunnyside Drive - Catch Basins (2), Installations
First Street - Storm Investigation
Pamdenec Street Upgrading - Path Forward
Station Street - Drainage Review
with a Contingency of \$2,500

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 25, 2015 (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, 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 move to engage Dillon Consulting for Designated Highway work as specified for 2015 in the Town Designated Highway Plan dated June 2014, copy attached, subject to approval of related funding under the Designated Highway Program and to allocate funding for related sidewalk installation Garden Road to Allingham Terrace, if 2015 Designated Highway funding is approved and further move to authorize the following projects:

RECREATION

to allocate funding (\$27,000) for Phase 2 of Tailwhip Park - Components - awarded February 9, 2015;
to allocate funding for Dog Park Phase 2 - Completion;
to allocate funding to replace Centrum doors and locks;
to allocate funding for an Active Transportation Strategic Plan;
to allocate funding towards Lighting for the Running Track subject to the Track Association obtaining balance of required funding through grants and/or fundraising;

ENVIRONMENTAL DEVELOPMENT

to allocate funding towards Brandy Point Road Design and Land Acquisition;

VOLUNTEER FIRE/RESCUE DEPARTMENT

to allocate funding for a Water Supply Study;
to allocate funding for Replacement of Extrication Tools on Engine 2;
to allocate funding for purchase and refit of burn containers;

TRANSPORTATION

to allocate funding for vehicle replacements - Backhoe and 3 Ton Truck;

TOURISM

to allocate funding to relocated Rowing Docks/Change Mooring System at the River Centre;
to allocate funding for Expansion of the Kiosk at the River Centre;
to allocate funding for Improvements to the Walking Path at the River Centre;

FACILITY UPGRADES

to allocate funding for Station 2 Wash Bay Upgrade and to allocate funding for installation of a Generator for the Centrum for Emergency Services;

and further move to proceed with the following Sewerage Capital Projects:

Sewerage System/Upgrades

CCME - Floatable Removals - Ph. 1 Lift Stations
CCME - Floatable Removals - Ph. 2 Grinder Stations (13)
Highland Road (221) Wet Well Replacement
Lift Station #4 Removal
Overflow Monitoring Ph. 1, Lift Stations 2,3,5,6,7
CCME - Effluent Characterization - due by
May 31st to meet mandate
CCME - Inflow & infiltration Reduction Plan

subject to approval of New Building Canada funding; in lieu sewerage system upgrades to return to the Council agenda for further consideration.

Seconded by Councillor Snodgrass. Carried.

19. DEVELOPMENT OFFICER'S MEMORANDUM OF FEBRUARY 24, 2015 - CANADIAN MORTGAGE & HOUSING CORPORATION (CMHC) HOUSING OUTLOOK FOR 2015

Deputy Mayor Likely moved to receive and file Development Officer's Report of February 24, 2015 Re: Canadian Mortgage & Housing Corporation (CMHC) Housing Outlook for 2015.

Seconded by Councillor Calvin. Carried.

20. LETTER OF MARCH 10, 2015 FROM NEW BRUNSWICK CHILDREN'S FOUNDATION RE: AVAILABLE FUNDING

Councillor Evans moved to receive and file Letter of March 10, 2015 from New Brunswick Children's Foundation Re: Available Funding.

Seconded by Councillor Calvin. Carried.

21. CARD RECEIVED FROM DARLENE REICKER, DARLENE'S HOME SUPPORT SERVICES RE: THANK YOU - GRAND OPENING

Councillor Day moved to receive and file Card received from Darlene Reicker, Darlene's Home Support Services Re: Thank You - Grand Opening.

Seconded by Deputy Mayor Likely. Carried.

The thank you note was read for the record.

22. RECREATION DIRECTOR'S REPORT OF MARCH 17, 2015 RE:
INTEGRATED PEST MANAGEMENT SERVICES RENEWAL

Councillor Snodgrass moved to approve the renewal with Weedman for Integrated Pest Management Services for the amount of \$ \$17,801.22 plus \$2,314.14 HST for a total of \$20,115.36 for the period of May, 2015 to November, 2015.

Seconded by Councillor Evans. Carried.

23. FIRE CHIEF'S REPORT OF MARCH 19, 2015 RE: REPLACEMENT
OF PORTABLE RADIOS AND PURCHASE OF HEADSETS

Councillor Day moved to authorize Staff to proceed with the purchase of radios and headsets from Cox Electronics & Communications, as the lowest bidder for \$15,877.00 plus taxes, and to upgrade the portable radio batteries for an additional \$360.00 plus taxes.

Seconded by Councillor Calvin. Carried.

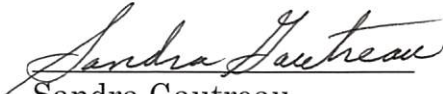
24. ADJOURNMENT

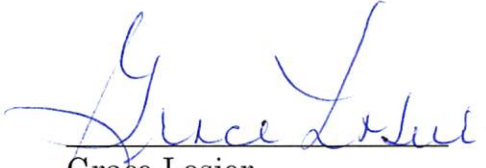
Councillor Calvin moved adjournment.

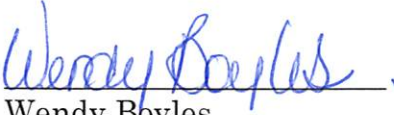
Seconded by Councillor Snodgrass. Carried.

Time 8:30 pm

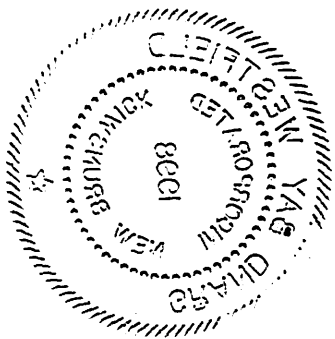
Respectfully submitted,


Sandra Gautreau
Town Manager/Clerk


Grace Losier
Mayor


Wendy Boyles
Secretary





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