

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting Minutes

March 26, 2018

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

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, March 26, 2018 with Mayor Grace Losier Presiding.

2. **RECORD OF ATTENDANCE**

Councillor Balemans, Councillor Day, Councillor Snodgrass were in attendance.

Deputy Mayor Likely was absent and Councillor Evans joined the meeting at 7:42 pm.

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

Councillor Day moved to approve the agenda of March 26, 2018 as presented.

Seconded by Councillor Snodgrass. Carried.

4. **DISCLOSURE OF CONFLICT OF INTEREST**

None

5. **PUBLIC HEARINGS**

None

6. **PUBLIC PRESENTATIONS**

6.1 **PRESENTATION BY HABITAT FOR HUMANITY – RELATED MATERIAL BROUGHT FORWARD FROM MARCH 12, 2018 – KEVIN PERRY, CEO, HABITAT FOR HUMANITY PRESENTER**

Councillor Day moved to receive and file the presentation by Habitat for Humanity brought forward from March 12, 2018 and table the letter of March 2, 2018 from Kevin Perry, CEO, Habitat for Humanity requesting a partnership with the Town to construct a home in the community with the item to return to the April 9, 2018 agenda.

Seconded by Councillor Snodgrass. Carried.

Councillor Evans joined the meeting in progress.

6.2 **PRESENTATION RE: ACTIVE TRANSPORTATION (AT) IMPLEMENTATION – PHASE 2 STRATEGY – COLIN SIMIC, DILLON CONSULTING LIMITED PRESENTER**

Stephen Stone of Dillon Consulting presented information on Phase 2 of the Active Transportation Plan.

Councillor Snodgrass moved to receive and file the presentation outlining the proposed strategy (five components) in the second phase of implementation of the Active Transportation Plan.

Seconded by Councillor Day. Carried.

It was noted funding has been previously authorized by Council and the Project is to proceed with a scheduled completion date of August 2018.

7. **MINUTES**

7.1 **MINUTES OF REGULAR COUNCIL MEETING OF MARCH 12, 2018**

Councillor Day moved to adopt the Minutes of Regular Council Meeting of March 12, 2018.

Seconded by Councillor Balemans. Carried.

7.2 **EMAIL POLL OF MARCH 19, 2018 RE: AWARD OF TENDER FOR DOWNTOWN PROJECT (VILLAGE GREEN BEAUTIFICATION) PROJECT NO. 17-6708 TO FAIRVILLE CONSTRUCTION LTD. AS PER RECOMMENDATION FROM DILLON CONSULTING**

Councillor Day moved to ratify the Email Poll of March 19, 2018 to award the Tender for the Downtown Project (Village Green Beautification) Project No. 17-6708 to Fairville Construction Ltd. as per recommendation from Dillon Consulting.

Seconded by Councillor Evans. Carried.

It was noted that the light posts that are being removed will be stored at the Works Garage for a determination on future use. It was noted that residents could be provided with information on future projects so they have an understanding of the activity when projects begin.

7.3 MINUTES OF PLANNING ADVISORY COMMITTEE MEETING OF MARCH 5, 2018

Councillor Day moved to receive and file the Minutes of Planning Advisory Committee Meeting of March 5, 2018.

Seconded by Councillor Balemans. Carried.

7.4 TENDER NOTES OF MARCH 21, 2018 RE: VACUUM STREET SWEEPING SERVICES, PROJECT NO: T01-2018

Councillor Snodgrass moved to receive and file the Tender Notes of March 21, 2018 Re: Vacuum Street Sweeping Services, Project No: T01-2018.

Seconded by Councillor Balemans. Carried.

7.5 EMAIL POLL OF MARCH 22, 2018 RE: AWARD TENDER FOR PROJECT NO. 18-6887 FOR COMMUNITY CENTRUM BACKUP GENERATOR WIRING

Councillor Day moved to ratify the Email Poll of March 22, 2018 to award the tender for Project No. 18-6887 for Community Centrum Backup Generator Wiring to JDA Electric Ltd. for the contract price of \$30,570 including HST per letter of recommendation from Dillon Consulting dated March 21, 2018.

Seconded by Councillor Snodgrass. Carried.

8. BILLS FOR PAYMENT

Councillor Day moved to pay Bills for Payment as presented for \$169,507.00 and Bills for Ratification for \$202,538.00 for a total of \$372,045.00.

Seconded by Councillor Snodgrass. Carried.

9. CONSENT AGENDA

a) Works Department Report for February 2018

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

a) Works Department Report for February 2018.

Seconded by Councillor Evans. Carried.

10. BUSINESS ARISING FROM MINUTES

a) Regular Council Meeting Minutes of March 12, 2018

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 OF DECEMBER 31, 2017

Councillor Snodgrass moved to accept the Town Report and Consolidated Financial Statements as of December 31, 2017.

Seconded by Councillor Day. Carried.

It was noted the Town received a clean audit and Staff was thanked for audit preparation work.

16. EMAIL OF MARCH 16, 2018 FROM BRAD ADAMS, BKin MANAGER, P.R.O. KIDS & COMMUNITY DEVELOPMENT RE: COMMITTEE UPDATES 2018

Councillor Day moved to receive and file the Email of March 16, 2018 from Brad Adams, BKin Manager, P.R.O. Kids & Community Development Re: Committee Updates 2018 with congratulatory letters to be sent to Evan Doucet as the new Chair and Brad Adams as the new Manager.

Seconded by Councillor Snodgrass. Carried.

17. LETTER OF MARCH 13, 2018 FROM HON. SERGE ROUSSELLE, Q.C. MINISTER RE: AMALGAMATION OF THE GREATER SAINT JOHN AREA INTO ONE SINGLE SAINT JOHN REGIONAL MUNICIPALITY

Councillor Day moved to receive and file the Letter of March 13, 2018 from Hon. Serge Rousselle, Q.C. Minister Re: Amalgamation of The Greater Saint John Area into one single Saint John Regional Municipality.

Seconded by Councillor Evans. Carried.

18. REPORT OF MARCH 21, 2018 FROM DEVELOPMENT OFFICER RE: LOCAL TRADE TOKEN PROPOSAL

Councillor Day moved to support the proposal to initiate an annual Local Trade Token Program for Grand Bay-Westfield with permission to use the Town Crest on the main face of the coin each year and permission to use images of Municipal features on the reverse side; and a commitment to an annual purchase of 200 coins at a cost of \$600.00, for use by the Town for its own distribution; subject to a copy of an annual Audit Report prepared for the Program to be provided to the Town.

Seconded by Councillor Snodgrass. Carried.

19. LETTER OF MARCH 20, 2018 FROM SCULPTURE SAINT JOHN RE: COMMUNITY PARTNER AGREEMENT WITH REQUEST FOR AUTHORIZATION FOR SIGNATURES

Councillor Day moved to table the letter of March 20, 2018 from Sculpture Saint John Re: Community Partner Agreement with the request for authorization for signatures.

Seconded by Councillor Evans. Carried

Councillor Evans as Town Liaison for the 2018 Sculpture Project will communicate the Town's concerns regarding approval of the location for the new sculpture and sculpture ownership details.

20. REPORT OF MARCH 21, 2018 FROM RECREATION DIRECTOR RE: BALL FIELD DUGOUT QUOTE

Councillor Snodgrass moved to approve the quote from Fundy Fencing Ltd. to install two (2) new prefabricated dugout shelters with roofs at the Little Lions Ball Field for the quoted amount of \$13,299.00 plus \$1,994.85 HST totaling \$15,293.85, with Staff to determine if any part of the project work is to be performed outside of their own forces and if so will they accept local pricing for any of this outside work

Seconded by Councillor Balemans. Carried.

21. REPORT OF MARCH 16, 2018 FROM WORKS COMMISSIONER RE: RECOMMENDATION FOR LIFT STATION 6 PUMP PURCHASE

Councillor Day moved to authorize Staff to purchase a new spare replacement pump for Lift Station 6 on Brandy Crescent estimated at \$10,124.48 plus taxes.

Seconded by Councillor Snodgrass. Carried.

22. REPORT OF MARCH 22, 2018 FROM WORKS COMMISSIONER RE: 2018 STREET SWEEPING TENDER REVIEW

Councillor Snodgrass moved to award the tender for 2018 Vacuum Street Sweeping Services to Phillips Bros. Excavating Ltd. for \$24,000.00 plus HST with the option to renew for 2019 and 2020 upon mutual consent and agreement of the Town and the Contractor.

Seconded by Councillor Day. Carried.

23. ADJOURNMENT

Councillor Day moved adjournment.

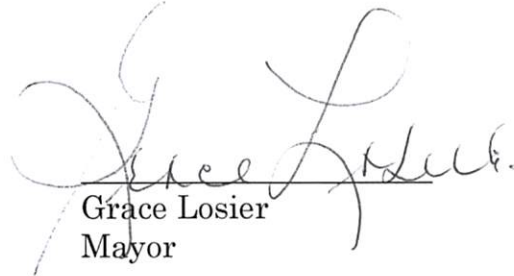
Seconded by Councillor Snodgrass. Carried.

Time: 8:11pm

Respectfully submitted,



Sandra Gautreau
Town Manager/Clerk



Grace Losier
Mayor



Heather Shannon
Confidential Secretary



