

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting

Minutes

Monday, November 28, 2016

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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, November 28, 2016 with Mayor Losier presiding.

2. **RECORD OF ATTENDANCE**

Deputy Mayor Likely, Councillor Balemans, 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 November 28, 2016 with the addition of Item 25. A - Holdback Release.

Seconded by Councillor Snodgrass. Carried Unanimously.

4. **DISCLOSURE OF CONFLICT OF INTEREST**

None

5. **PUBLIC HEARINGS**

None

6. **PUBLIC PRESENTATIONS**

6.1 **PRESENTATION RE: OPERATION RED NOSE - PAUL BOUDREAU, CHAIR OPERATION RED NOSE OF GREATER SAINT JOHN 2016 PRESENTER**

Paul Boudreau, Chair of Operation Red Nose provided information to Council on 2016 Operation Red Nose.

Councillor Snodgrass moved to receive and file the Presentation Re: Operation Red Nose as presented by Paul Boudreau, Chair of Operation Red Nose of Greater Saint John 2016.

Seconded by Councillor Balemans. Carried.

It was noted Town Staff would place information regarding Operation Red Nose in the next flyer sent to residents.

**6.2 PRESENTATION BY SAINT JOHN THEATRE COMPANY -
STEPHEN TOBIAS, EXECUTIVE DIRECTOR PRESENTER**

Stephen Tobias, Executive Director provided a presentation to Council regarding operations of the Theatre Company.

Councillor Day moved to refer the Presentation by the Saint John Theatre Company to the 2017 budget deliberations.

Seconded by Councillor Evans. Carried.

**6.3 PRESENTATION BY FUNDY REGIONAL SERVICE
COMMISSION RE: REGIONAL RECREATION PLAN - BRENDA
MACCALLUM, PUBLIC RELATIONS & PROGRAM
DEVELOPMENT OFFICER PRESENTER**

Brenda MacCallum provided Council with an overview of the proposed Regional Recreation Plan.

Councillor Snodgrass moved to forward the Presentation by Fundy Regional Service Commission Re: Regional Recreation Plan to the Recreation Director to report to Council for the December 12, 2016 Town Council Meeting.

Seconded by Councillor Evans. Carried.

**6.4 PRESENTATION BY NBM RAILWAYS RE: RAIL SAFETY -
LORRIE JOHNSTON, SAFETY, SECURITY & COMMUNITY
RELATIONS PRESENTER**

Lorrie Johnson provided Council with information on rail safety.

Councillor Evans moved to receive and file the Presentation by NBM Railways Re: Rail Safety.

Seconded by Councillor Snodgrass. Carried.

It was noted a copy of the rail safety presentation would be provided to the Town Emergency Measures Organization.

7. MINUTES

7.1 MINUTES OF REGULAR COUNCIL MEETING OF NOVEMBER 14, 2016

Councillor Snodgrass moved to adopt the Minutes of Regular Council Meeting of November 14, 2016.

Seconded by Councillor Day. Carried.

7.2 MINUTES OF PLANNING ADVISORY COMMITTEE MEETING OF OCTOBER 3, 2016

Councillor Day moved to receive and file the Minutes of Planning Advisory Committee Meeting of October 3, 2016.

Seconded by Deputy Mayor Likely. Carried.

7.3 TENDER NOTES OF NOVEMBER 24, 2016 RE: TENDER NO. 16L-2016, LAWN MOWING SERVICES

Councillor Day moved to receive and file the Tender Notes of November 24, 2016 Re: Tender No. 16L-2016, Lawn Mowing Services.

Seconded by Councillor Snodgrass. Carried.

8. BILLS FOR PAYMENT

Councillor Day moved to pay Bills for Payment as presented for \$673.33 and Bills for Ratification for \$173,545.78 for a total of \$174,219.11.

Seconded by Councillor Evans. Carried.

9. CONSENT AGENDA

None

10. BUSINESS ARISING FROM MINUTES

a) Regular Council Meeting Minutes of October 24, 2016

None

11. DELEGATIONS

None

12. PETITIONS

None

13. BY-LAWS

None

14. NOTICE OF MOTIONS

None

15. REPORTS

None

16. LETTER OF NOVEMBER 8, 2016 FROM STEVE CARSON, CEO, ENTERPRISE SAINT JOHN RE: BUDGET FOR 2017

Councillor Day moved to refer the Letter of November 8, 2016 from Steve Carson, CEO, Enterprise Saint John Re: Budget for 2017 to the 2017 Budget process for consideration.

Seconded by Deputy Mayor Likely. Carried.

17. TOWN MANAGER'S REPORT OF NOVEMBER 16, 2016 RE: REPAIR AND MAINTENANCE OF MUNICIPAL VEHICLES

Councillor Day moved to approve renewal of the Repair and Maintenance of Municipal Vehicles agreement at the labour rate of \$60.00 an hour with Star-Key Enterprise Ltd. for one year to December 31, 2017.

Seconded by Councillor Balemans. Carried.

18. DEVELOPMENT OFFICER'S REPORT OF NOVEMBER 17, 2016 RE: SUBDIVISION PLANS, FERN AVENUE, ASSENT OF PUBLIC STREETS AND MUNICIPAL SERVICES EASEMENT

Councillor Snodgrass moved,

1. under section 56(1) of the *Community Planning Act*, to **assent** to the Plan for vesting parcels identified as Public Streets, as shown on Subdivision Plan, Cornfield Subdivision, Phase 1, & Public Street, prepared by DeSaulniers Surveys Inc., dated October 24, 2016, out of property identified by PID Nos. 00105130 & 00105122;

2. under section 56(1) of the *Community Planning Act*, to **assent** to the Plan for vesting a parcel as a Public Street and a Municipal Service Easement, MSE FERN 02, as shown on Subdivision Plan, Cornfield Subdivision, Phase 2, Parcel "A" & Parcel "B" (Public Street), prepared by DeSaulniers Surveys Inc., dated October 24, 2016, out of property identified by PID Nos. 00105114 & 00220483, including signing authority on Easement Documents required as per the submitted plan;

3. Payment of **\$122.00** to Catherine and Victor Cornfield (1.00/m²) for the Municipal Services Easement MSE FERN 02.

Seconded by Councillor Evans. Carried.

19. LETTER FROM RAYMOND MURPHY, EXECUTIVE DIRECTOR, UNION OF THE MUNICIPALITIES OF NEW BRUNSWICK RE: UMNb CLIMATE CHANGE AND ENERGY INITIATIVE (CCEI)

Councillor Evans moved to pay \$6,000.00 to UMNb as per the Letter from Raymond Murphy, Executive Director, Union of the Municipalities of New Brunswick Re: UMNb Climate Change and Energy Initiative (CCEI).

Seconded by Councillor Day. Carried.

20. LETTER OF NOVEMBER 22, 2016 FROM CHRISTINA RICHARDS, ACCOUNT MANAGER OF HUB INTERNATIONAL RE: RECOMMENDATION ON TOWN MUNICIPAL INSURANCE PROGRAM RENEWAL - EFFECTIVE JANUARY 1, 2017

Councillor Snodgrass moved to authorize appropriate signatures as per the Letter of November 22, 2016 from Christina Richards, Account Manager of Hub International Re: Recommendation on Town Municipal Insurance Program Renewal - Effective January 1, 2017 with Frank Cowan Company.

Seconded by Councillor Evans. Carried.

21. LETTER OF NOVEMBER 23, 2016 FROM DOUG HARTFORD, P. ENG., DILLON CONSULTING RE: WASTEWATER SYSTEM IMPROVEMENTS MURRAY ST. SLS NO.4 REMOVAL, PROJECT 163317B, CERTIFICATE NO. 2, COMPLETION CERTIFICATE

Councillor Snodgrass moved to pay \$42,794.95 to Keel Construction Ltd. as per Letter of November 23, 2016 from Doug Hartford, P. Eng., Dillon Consulting Re: Wastewater System Improvements Murray St. SLS No.4 Removal, Project 163317B, Certificate No. 2, Completion Certificate.

Seconded by Councillor Balemans. Carried.

22. LETTER OF NOVEMBER 18, 2016 FROM DOUG HARTFORD, P. ENG., DILLON CONSULTING RE: DESIGNATED HIGHWAY 2016 ROUTE 177, PROJECT 16-3985, CERTIFICATE NO. 2, FINAL COMPLETION CERTIFICATE

Councillor Day moved to pay \$64,109.58 to Galbraith Construction Ltd. as per the Letter of November 18, 2016 from Doug Hartford, P. Eng., Dillon Consulting Re: Designated Highway 2016 Route 177, Project 16-3985, Certificate No. 2, Final Completion Certificate.

Seconded by Deputy Mayor Likely. Carried.

23. LETTER OF OCTOBER 21, 2016 FROM DOUG HARTFORD, P. ENG., DILLON CONSULTING RE: FLOATING DOCK IMPROVEMENTS, PROJECT NO. 092797F, CERTIFICATE NO. 3, HOLDBACK RELEASE

Councillor Snodgrass moved to pay \$12,374.36 to TerraEx Inc. as per the Letter of October 21, 2016 from Doug Hartford, P. Eng., Dillon Consulting Re: Floating Dock Improvements, Project No. 092797F, Certificate No. 3, Holdback Release.

Seconded by Councillor Evans. Carried.

24. MEMORANDUM OF NOVEMBER 23, 2016 FROM PLANNING ADVISORY COMMITTEE RE: RECOMMENDATION TO COUNCIL, TENTATIVE SUBDIVISION APPROVAL, PANORAMIC ESTATES, PHASE 7/DEVELOPMENT OFFICER'S REPORT OF NOVEMBER 25, 2016 RE: TENTATIVE SUBDIVISION PLAN, PANORAMIC ESTATES SUBDIVISION PHASE 7A

Councillor Snodgrass moved,

1. that Council approve the proposed Tentative Subdivision Plan, Panoramic Estates Phase 7, as prepared by Kierstead Quigley & Roberts Ltd., dated September 12, 2016, subject to the following general

conditions prior to completion of Subdivision Developer's Agreement and approval of Final Subdivision Plan:

- i) final review of street design extension by the Dillon Consulting (acting as Town Engineer);
- ii) approval by the Department of Environment for the extension of sanitary sewer services for recommendation to Council for final approval;
- iii) recording of NB Power Utility Easements on the Final Subdivision Plan;
- iv) no Blasting will occur in the development without a pre-blast survey and proof of liability insurance in accordance with practices established under *Occupational Health & Safety Act and Regulations* thereunder, to the approval of Council;
- v) recording of civic addresses on the Final Subdivision Plan;
- vi) Developer's Cost Estimate to be confirmed by Dillon Consulting Ltd., and execution of an Irrevocable Letter of Credit in favour of the Town in that amount;

2. that Council accept **\$114.08**, Money in Lieu of Land for Public Purposes (cash, debit, money order or certified cheque) for the creation of five new building lots as shown on the Tentative Subdivision Plan, Panoramic Estates Subdivision Phase 7 as prepared by Kierstead Quigley & Roberts Ltd., dated September 12, 2016;

3. that Council approve the proposed Public Street to be shown as June Avenue (Public) and Boyd Drive (Public) on the Final Subdivision Plan.

Seconded by Councillor Evans. Carried.

25. RECREATION DIRECTOR'S REPORT OF NOVEMBER 24, 2016
RE: LAWN MOWING SERVICES - TENDER NO. 16L-2016

Councillor Day moved to approve the low tender bid from Squeaky Kleen Lawn Care for Lawn Mowing Services for the amount of \$15,770.00 + \$2,365.50 HST for \$18,135.50 per period, for a three year period of May 2017 to October 2019 with an option to renew for an additional six (6) month period based upon mutual consent and agreement of the Town and Vendor as per Tender Number 16L-2016.

Seconded by Deputy Mayor Likely. Carried.

25.a) HOLDBACK RELEASE- TERRAEX INC.

Councillor Snodgrass moved to pay \$69,183.55 to TerraEx Inc. as per Letter of October 21, 2016 from Doug Hartford, P. Eng., Dillon Consulting Ltd. Re: Storm Sewer & Street Improvements 2016, Project No. 16-3595A, Certificate No. 5, Holdback Release.

Seconded by Deputy Mayor Likely. Carried.

26. ADJOURNMENT

Councillor Day moved adjournment.

Seconded by Councillor Evans. Carried.

Time 9:08 pm

Respectfully submitted,

Sandra Gautreau
Town Manager/Clerk

Grace Losier
Mayor

Lynn Campbell
Assistant Clerk/Treasurer