

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting Minutes

October 22, 2018

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ADOPTED

NOV 13 2018

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

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, October 22, 2018 with Mayor Losier presiding.

2. **RECORD OF ATTENDANCE**

Councillor Balemans, Councillor Day, Councillor Evans, Deputy Mayor Likely 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 October 22, 2018 with the addition of 27.a - Public Hearing, Rezoning 24 Beverley Hills Drive.

Seconded by Councillor Evans. Carried unanimously.

4. **DISCLOSURE OF CONFLICT OF INTEREST**

None

5. **PUBLIC HEARINGS**

None

6. **PUBLIC PRESENTATIONS**

6.1 **UNION OF MUNICIPALITIES OF NEW BRUNSWICK
CERTIFICATE OF RECOGNITION FOR 17 YEARS OF
DEDICATED SERVICE TO MUNICIPAL GOVERNMENT -
COUNCILLOR BEVERLEY DAY**

Mayor Losier recognized Councillor Beverley Day on receiving a Certificate from the Union of Municipalities of New Brunswick for her 17 years of dedicated service to municipal government.

6.2 **PRESENTATION OF THE FUNDY REGION ICE STRATEGY,
NICK CAMERON, FUNDY REGIONAL SERVICE COMMISSION
- PRESENTER**

Nick Cameron, Fundy Regional Service Commission presented Council with an overview of the Fundy Region Ice Strategy.

Councillor Day moved to refer the presentation to the Recreation Director to compile the concerns of his Department and Town Elected Officials regarding the Fundy Regional Ice Strategy for a report back to Council for November 13th.

Seconded by Councillor Evans. Carried.

7. **MINUTES**

7.1 **EMAIL POLL OF OCTOBER 4, 2018 RE: AUTHORIZATION OF
SIGNATURES FOR THE 2018 NB POWER/TOWN OF GRAND
BAY-WESTFIELD AGREEMENT REGARDING VETERAN
BANNERS PROJECT**

Councillor Day moved to ratify the Email Poll of October 4, 2018 to authorize signatures for the 2018 NB Power/Town of Grand Bay-Westfield agreement regarding the Veteran Banners Project.

Seconded by Councillor Evans. Carried.

7.2 **EMAIL POLL OF SEPTEMBER 19, 2018 RE: OUTDOOR ROOM
PROJECT NO. 18-6888**

Councillor Snodgrass moved to ratify the Email Poll of September 19, 2018 to not award the tender for the Outdoor Room Project No. 18-6888.

Seconded by Councillor Evans. Carried.

7.3 **MINUTES OF EMO MEETING AND TRAINING MEETING OF
JUNE 19, 2018**

Deputy Mayor Likely moved to receive and file the minutes of EMO Meeting and Training Meeting of June 19, 2018.

Seconded by Councillor Day. Carried.

7.4 **MINUTES OF REGULAR COUNCIL MEETING OF OCTOBER 9, 2018**

Councillor Snodgrass moved to adopt the minutes of the Regular Council Meeting of October 9, 2018 as presented.

Seconded by Deputy Mayor Likely. Carried.

7.5 **MINUTES OF PLANNING ADVISORY COMMITTEE MEETING OF OCTOBER 1, 2018**

Councillor Evans moved to receive and file the minutes of the Planning Advisory Committee Meeting of October 1, 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 \$88,300.83 for a total of \$257,807.83.

Seconded by Deputy Mayor Likely. Carried.

9. **CONSENT AGENDA**

None

10. **BUSINESS ARISING FROM MINUTES**
a) **REGULAR COUNCIL MEETING MINUTES OF OCTOBER 9, 2018**

None

11. **DELEGATIONS**

None

12. **PETITIONS**

None

13. **BY-LAWS**

13.1 **READING IN ITS ENTIRETY OF BY-LAW NO. 120, TOWN OF GRAND BAY-WESTFIELD, BY-LAW RESPECTING THE CODE OF CONDUCT FOR MEMBERS OF THE TOWN COUNCIL**

Councillor Day moved to table Reading in its Entirety of By-law No. 120, Town of Grand Bay-Westfield, By-law Respecting the Code of Conduct for Members of the Town Council to the next Council Meeting so that the By-law can be advertised on the Town Website and then can be Read by Sections Titles at the next Council meeting.

Seconded by Councillor Evans. Carried.

13.2 **THIRD READING, BY TITLE AND ENACTMENT OF BY-LAW NO. 120, TOWN OF GRAND BAY-WESTFIELD, BY-LAW RESPECTING THE CODE OF CONDUCT FOR MEMBERS OF THE TOWN COUNCIL**

Councillor Day moved to table Third Reading, by Title and Enactment of By-law No. 120, Town of Grand Bay-Westfield, By-law Respecting the Code of Conduct for Members of the Town Council to the next Council Meeting.

Seconded by Councillor Evans. Carried.

14. **NOTICE OF MOTIONS**

None

15. **REPORTS**

15.1 **TOWN OF GRAND BAY-WESTFIELD SEWERAGE UTILITY
ACCOUNTS RECEIVABLE REPORT AS AT OCTOBER 1, 2018**

Councillor Snodgrass moved to receive and file the Town of Grand Bay-Westfield Sewerage Utility Accounts Receivable Report as at October 1, 2018.

Seconded by Councillor Evans. Carried.

16. **LETTER OF OCTOBER 3, 2018 FROM ANGELA CAMPBELL,
EXECUTIVE DIRECTOR - IMPERIAL THEATRE RE:
APPOINTMENT TO IMPERIAL THEATRE BOARD OF
DIRECTORS**

Councillor Evans move to appoint Ms. Michele Flarow for a one year term on the Imperial Theatre Board of Directors to expire in October 2019 per letter of October 3, 2018 from the Imperial Theatre.

Seconded by Councillor Snodgrass. Carried.

It was noted Barb Keir, current Town representative on the Imperial Theatre Board, plans to attend the next Council Meeting to provide her final report to Council on Theatre operations.

17. **REPORT OF OCTOBER 4, 2018 FROM WORKS COMMISSIONER
RE: VACUUM STREET SWEEPING TENDER RENEWAL 2019**

Councillor Day moved to renew the Street Sweeping Tender T01-2018 for 2019 with Phillips Brothers Excavating per option to renew for 2019 under the same terms, conditions, and price as the original tender.

Seconded by Councillor Evans. Carried.

18. **MEMORANDUM OF SEPTEMBER 6, 2018 FROM PLANNING
ADVISORY COMMITTEE RE: ELECTION OF OFFICERS FOR
2018**

Councillor Snodgrass moved to appoint Jim Burke as Chair and Chyann Kirby as Vice Chair for the Planning Advisory Committee per memorandum of September 6, 2018 from the Committee.

Seconded by Councillor Evans. Carried.

19. **LETTER OF OCTOBER 9, 2018 FROM JOYCE DEVETTE-MCPHAIL, ADMINISTRATIVE DIRECTOR, KHSC CLINICAL LABORATORIES RE: SUPPORT FOR LABORATORY TESTING BY UNIVERSITY HOSPITAL KINGSTON FOUNDATION**

Deputy Mayor Likely moved to refer letter of October 9, 2018 from Joyce deVette-McPhail, Administrative Director, KHSC Clinical Laboratories Re: Support for Laboratory Testing by University Hospital Kingston Foundation to the 2019 Budget Process.

Seconded by Councillor Evans. Carried.

20. **MEMORANDUM OF OCTOBER 15, 2018 FROM DILLON CONSULTING LIMITED RE: TAILWHIP PARK WASHROOM FACILITY**

Councillor Evans moved to table recommendations per memorandum of October 15, 2018 from Dillon Consulting Limited Re: Tailwhip Park Washroom Facility until February 2019.

Seconded by Councillor Day. Carried.

21. **LETTER FROM SUSAN STEVEN-POWER, P. ENG., THE CITY OF SAINT JOHN RE: NOTICE OF INTENTIONS - FLOOD MITIGATION PLAN FOR THE SAINT JOHN RIVER**

Deputy Mayor Likely moved to receive and file letter from Susan Steven-Power, P. Eng., the City of Saint John Re: Notice of Intentions - Flood Mitigation Plan for the Saint John River.

Seconded by Councillor Day. Carried.

22. **REPORT OF OCTOBER 16, 2018 FROM TOWN MANAGER RE:
VARIOUS FEES 2019**

Councillor Day moved to adopt the Various Fees 2019 per report of October 16, 2018 from the Town Manager with the exception of PAC Variance and Discretionary Use Applications, which will remain at \$100.00, effective January 1, 2019.

Seconded by Councillor Evans. Carried.

23. **REPORT OF OCTOBER 17, 2018 FROM TOWN MANAGER RE:
REGULAR UNLEADED GASOLINE - OPTION TO RENEW BID
NO. 02U-15**

Councillor Evans moved to approve a one year renewal to December 31, 2019 of the Regular Unleaded Fuel for Municipal Vehicles Agreement with Scholten's (Grand Bay-Westfield) subject to the same terms and conditions as the original agreement per Quotation No. O2U-15.

Seconded by Deputy Mayor Likely. Carried.

24. **REPORT OF OCTOBER 18, 2018 FROM FIRE CHIEF RE:
SIDING, FIRE STATION #2**

Councillor Day moved to award the work to replace siding at Station #2 as per quote of October 12, 2018 from KayTy Siding & Eaves Troughing at a cost of \$24,472.32 plus incidentals and applicable taxes.

Seconded by Deputy Mayor Likely. Carried.

25. **MEMORANDUM OF OCTOBER 17, 2018 FROM PLANNING
ADVISORY COMMITTEE (PAC) RE: 2019 PAC OPERATING
BUDGET**

Councillor Snodgrass moved to refer Memorandum of October 17, 2018 from Planning Advisory Committee (PAC) Re: 2019 PAC Operating Budget to the 2019 Budget Process.

Seconded by Deputy Mayor Likely. Carried.

26. **MEMORANDUM OF OCTOBER 17, 2018 FROM PLANNING ADVISORY COMMITTEE RE: TERM EXPIRATIONS**

Deputy Mayor Likely moved to reappoint Brittany Merrifield and Alex Calvin to the Planning Advisory Committee for a three year term from January 2, 2019 to January 1, 2022.

Seconded by Councillor Day. Carried.

27. **MEMORANDUM OF OCTOBER 17, 2018 FROM PLANNING ADVISORY COMMITTEE (PAC) RE: PAC SECRETARY RESIGNATION**

Councillor Day moved to refer memorandum of October 17, 2018 from Planning Advisory Committee (PAC) Re: PAC Secretary Resignation to Town Staff.

Seconded by Councillor Evans. Carried.

A special thank you was extended to Laylia Nice for her 27 years of service as Planning Advisory Committee Secretary.

27.a **PUBLIC HEARING – REZONING – 24 BEVERLEY HILLS DRIVE**

Councillor Day moved to establish the date of November 26, 2018 for a Public Hearing of objections or indication of support for the proposed by-law amendment, By-law No. 112 “D”, Re-zoning of property located at 24 Beverley Hills Drive, PID No. 30087464, and proceed to publish a Public Notice for the Hearing on the Town’s website, by a mass-mail notice, and by twitter.

Seconded by Deputy Mayor Likely. Carried.

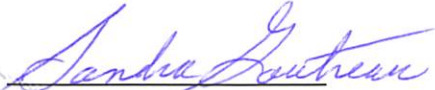
28. **ADJOURNMENT**

Councillor Evans moved adjournment.

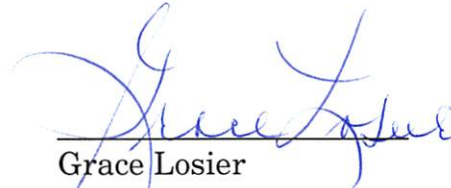
Seconded by Councillor Balemans. Carried.

Time: 8:27pm


Respectfully submitted,



Sandra Gautreau
Town Manager/Clerk



Grace Losier
Mayor



Marcia Mason
Assistant Clerk Treasurer

