

# *Town of Grand Bay-Westfield*

*(Incorporated 1<sup>st</sup> January, 1998)*

**Regular Council Meeting**

**Minutes**

**Monday, October 24, 2016**

**Page 1 of 8**

**1. CALL TO ORDER - 7:34 PM**

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, October 24, 2016 with Mayor Losier presiding.

**2. RECORD OF ATTENDANCE**

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

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

Councillor Snodgrass moved to approve the agenda of October 24, 2016 as presented.

Seconded by Deputy Mayor Likely. Carried.

**4. DISCLOSURE OF CONFLICT OF INTEREST**

Mayor Losier declared a conflict of interest with Item #23: Letter of October 19, 2016 from Joan Pougnet Re: Fourth Street/Related Information.

**5. PUBLIC HEARINGS**

None

**6. PUBLIC PRESENTATIONS**

**6.1 PRESENTATION RE: RIVER VALLEY COMMUNITY CENTER - 2017 BUDGET REQUEST; FINANCIAL STATEMENTS AT DECEMBER 31, 2015 - JOHN WEBBER, CPA, CA PRESENTER**

---

John Webber, Treasurer of the River Valley Community Center presented various financial information regarding the Center's operations including the 2017 Budget request.

Deputy Mayor Likely moved to receive the Presentation Re: River Valley Community Center - 2017 Budget Request; Financial Statements at December 31, 2015 and to forward the information to the 2017 budget deliberations.

Seconded by Councillor Day. Carried.

**7. MINUTES**

**7.1 MINUTES OF REGULAR COUNCIL MEETING OF OCTOBER 11, 2016**

Councillor Day moved to adopt the Minutes of Regular Council Meeting of October 11, 2016 as presented.

Seconded by Deputy Mayor Likely. Carried.

**7.2 EMAIL POLL OF OCTOBER 11, 2016 RE: AUTHORIZATION OF RECOMMENDATION FROM SOLICITOR FRED WELSFORD RE: MCLEAN ROAD AND DOUGLAS STREET**

Councillor Snodgrass moved to ratify the Email Poll of October 11, 2016 for authorization to be granted per recommendation of email of October 7, 2016 from Solicitor Fred Welsford Re: McLean Road and Douglas Street (Richard Property).

Seconded by Councillor Evans. Carried.

**7.3 MINUTES OF RIVER VALLEY COMMUNITY CENTER BOARD MEETING OF JUNE 21, 2016**

Councillor Evans moved to receive and file the Minutes of River Valley Community Center Board Meeting of June 21, 2016.

Seconded by Councillor Day. Carried.

---

**7.4 MINUTES OF TOWN OF GRAND BAY-WESTFIELD  
EMERGENCY MEASURES ORGANIZATION MEETINGS OF  
MAY 17, 2016, JUNE 21, 2016**

Councillor Evans moved to receive and file the Minutes of Town of Grand Bay-Westfield Emergency Measures Organization Meetings of May 17, 2016, June 21, 2016.

Seconded by Councillor Day. Carried.

**8. BILLS FOR PAYMENT**

Councillor Day moved to pay Bills for Payment as presented \$1,500.75 and Bills for Ratification for \$103,513.77 for a total of \$105,014.52.

Seconded by Deputy Mayor Likely. Carried.

**9. CONSENT AGENDA**

**a) River Centre Coordinator's Report for September 2016**

Councillor Evans moved to receive and file the following Consent Agenda Item:

a) River Centre Coordinator's Report for September 2016.

Seconded by Councillor Day. Carried.

**10. BUSINESS ARISING FROM MINUTES**

**a) Regular Council Meeting Minutes of October 11, 2016**

None

**11. DELEGATIONS**

None

**12. PETITIONS**

None

**13. BY-LAWS**

**13.1 FIRST READING, BY TITLE, OF BY-LAW NO. 118, TOWN OF GRAND BAY-WESTFIELD BY-LAW RESPECTING THE GRAND BAY-WESTFIELD VOLUNTEER FIRE DEPARTMENT**

Councillor Day moved the First Reading, by Title, of By-law No. 118, Town of Grand Bay-Westfield By-law Respecting the Grand Bay-Westfield Volunteer Fire Department.

Seconded by Councillor Evans. Carried.

By-law No. 118, Town of Grand Bay-Westfield By-law Respecting the Grand Bay-Westfield Volunteer Fire Department was read by title.

**13.2 SECOND READING, BY TITLE, OF BY-LAW NO. 118, TOWN OF GRAND BAY-WESTFIELD BY-LAW RESPECTING THE GRAND BAY-WESTFIELD VOLUNTEER FIRE DEPARTMENT**

Councillor Day moved the Second Reading, by Title, of By-law No. 118, Town of Grand Bay-Westfield By-law Respecting the Grand Bay-Westfield Volunteer Fire Department.

Seconded by Councillor Evans. Carried.

By-law No. 118, Town of Grand Bay-Westfield By-law Respecting the Grand Bay-Westfield Volunteer Fire Department was read by title.

**14. NOTICE OF MOTIONS**

None

**15. REPORTS**

None

---

16. **LETTER OF SEPTEMBER 7, 2016 FROM RONAN RYAN,  
CANADIAN RED CROSS RE: FORT MCMURRAY WILDFIRES  
UPDATE**

Councillor Snodgrass moved to receive and file the Letter of September 7, 2016 from Ronan Ryan, Canadian Red Cross Re: Fort McMurray Wildfires Update.

Seconded by Councillor Day. Carried.

17. **LETTER FROM RALPH THOMAS, PRESIDENT PRUDE INC.  
RE: INVITATION OF CELEBRATION IN RECOGNITION OF  
COMMUNITY DIVERSITY CHAMPION AWARDS**

Councillor Day moved to receive and file the Letter from Ralph Thomas, President PRUDE Inc. Re: Invitation of Celebration in Recognition of Community Diversity Champion Awards.

Seconded by Councillor Evans. Carried.

18. **MEMORANDUM OF OCTOBER 11, 2016 FROM FEDERATION  
OF CANADIAN MUNICIPALITIES RE: HAITI EMERGENCY  
FUND**

Councillor Day moved to receive and file the Memorandum of October 11, 2016 from Federation of Canadian Municipalities Re: Haiti Emergency Fund.

Seconded by Councillor Evans. Carried.

19. **LETTER OF OCTOBER 6, 2016 FROM SHILO BOUCHER,  
PRESIDENT AND CHIEF EXECUTIVE OFFICER, YMCA OF  
GREATER SAINT JOHN RE: DONATION TO RED TRIANGLE  
AWARD GALA**

Councillor Evans moved to receive and file the Letter of October 6, 2016 from Shilo Boucher, President and Chief Executive Officer, YMCA of Greater Saint John Re: Donation to Red Triangle Award Gala.

Seconded by Councillor Snodgrass. Carried.

**20. LETTER OF AUGUST 23, 2016 FROM THE REGIONAL DEVELOPMENT CORPORATION RE: PROJECT NO: 8381, TOWN OF GRAND BAY-WESTFIELD - COMMUNITY DEVELOPMENT - RIVER CENTRE OUTDOOR ROOM - PROVINCE OF NB FUNDING APPROVAL**

Councillor Evans moved to receive and authorize appropriate signatures as per the Letter of August 23, 2016 (received October 20, 2016) from the Regional Development Corporation Re: Project No: 8381, Town of Grand Bay-Westfield - Community Development - River Centre Outdoor Room - Province of NB Funding Approval.

Seconded by Councillor Day. Carried.

**21. NATIONAL DISASTER MITIGATION PROGRAM - FUNDING APPLICATION**

It was noted the Town has received approval for funding under the National Disaster Mitigation Program.

Councillor Day moved to authorize appropriate signatures for the National Disaster Mitigation Program Funding documentation.

Seconded by Councillor Evans. Carried.

**22. WORKS COMMISSIONER'S REPORT OF OCTOBER 18, 2016 RE: STREET SWEEPING TENDER RENEWAL 2017**

Councillor Day moved to renew the Street Sweeping Tender T01-2015 for 2017 with AVL Construction Group Inc. per option to renew for 2017 under the same terms, conditions, and price.

Seconded by Councillor Balemans. Carried.

It was noted the street sweeping contractor is to be advised to ensure for 2017 sweeping that equipment does not produce dust clouds during operations.

**23. LETTER OF OCTOBER 19, 2016 FROM JOAN POUGNET RE:  
FOURTH STREET/RELATED INFORMATION**

Mayor Losier departed for the remainder of the meeting due to a stated conflict of interest.

Deputy Mayor Likely moved to receive and file the Letter of October 19, 2016 from Joan Pougnet Re: Fourth Street/Related Information.

Seconded by Councillor Evans. Carried.\*

**24. TOWN MANAGER'S REPORT OF OCTOBER 18, 2016 RE:  
VARIOUS FEES - 2017**

Councillor Day moved to adopt Various Town Fees dated October 18, 2016, copy attached, effective January 1, 2017 with a revision for the fee for variances to be increased to \$100.00.

Seconded by Councillor Balemans. Carried.\*

**25. WORKS COMMISSIONER'S REPORT OF OCTOBER 18, 2016 RE:  
2015 -2016 WINTER HOLDBACK RELEASE**

Councillor Day moved to release \$3,405.56 of the holdback to AVL regarding 2015-2016 Snow Control Contract-Holdback Release as per Works Commissioner's Report of October 18, 2016.

Seconded by Councillor Evans. Carried.\*

**26. WORKS COMMISSIONER'S REPORT OF OCTOBER 21, 2016 RE:  
AVL CONSTRUCTION GROUP - MAINTENANCE BUILDING  
(GARAGE) LEASE**

Councillor Evans moved to authorize Staff to enter into a lease agreement, per October 20, 2016 draft as attached to the Work's Commissioner's Report of October 21, 2016, with AVL Construction Group effective November 2016 and continuing until May 2021 for the placement of a maintenance garage on property PID No. 30161905 in the south west corner.

---

Seconded by Councillor Day. Carried.\*

**27. ADJOURNMENT**

Councillor Day moved adjournment.

Seconded by Councillor Evans. Carried.\*

Time 8:19 pm

Respectfully submitted,

---

Sandra Gautreau  
Town Manager/Clerk

---

Grace Losier  
Mayor

---

Lynn Campbell  
Assistant Clerk/Treasurer