

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting Minutes

September 9, 2019

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ADOPTED

SEP 23 2019

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

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, September 9, 2019 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 Evans moved to approve the Agenda of September 9, 2019 as presented with the addition of item 27.a – Award of 2019 Designated Highway Tender.

Seconded by Councillor Day. Carried unanimously.

4. **DISCLOSURE OF CONFLICT OF INTEREST**

None

5. **PUBLIC HEARINGS**

None

6. **PUBLIC PRESENTATIONS**

None

7. **MINUTES**

ADOPTED

SEP 3 3 5018

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7.1 **MINUTES OF REGULAR COUNCIL MEETING OF AUGUST 12, 2019**

Councillor Day moved to adopt the minutes of the Regular Council Meeting of August 12, 2019 as presented.

Seconded by Deputy Mayor Likely. Carried.

7.2 **MINUTES OF PLANNING ADVISORY COMMITTEE MEETING OF JULY 15, 2019**

Councillor Snodgrass moved to receive and file minutes of Planning Advisory Committee Meeting of July 15, 2019.

Seconded by Councillor Day. Carried.

7.3 **EMAIL POLL OF AUGUST 16, 2019 RE: AUTHORIZE PAYMENT OF CERTIFICATE #2 STORM SEWER AND STREET IMPROVEMENTS TO DEBLY ENTERPRISES AND PAYMENT OF CERTIFICATE #3 PARTIAL HOLDBACK, RELEASE TO KEEL CONSTRUCTION**

Councillor Snodgrass moved to ratify Email Poll of August 16, 2019 to authorize payment of Certificate #2 Storm Sewer and Street Improvements 2019 Project No. 19-9581 to Debly Enterprises for \$250,054.98 and payment of Certificate No. 3 Partial Holdback Release Certificate – Storm Sewer and Street Improvements 2018 Project No. 187635A to Keel Construction Ltd. for \$23,948.76.

Seconded by Councillor Evans. Carried.

7.4 **TENDER NOTES OF SEPTEMBER 6, 2019 FOR DESIGNATED HIGHWAY – ROUTE 177 – CULVERT REPLACEMENT 2019, PROJECT 19-1192**

Councillor Snodgrass moved to receive and file Tender Notes of September 6, 2019 for Designated Highway – Route 177 – Culvert Replacement 2019, Project 19-1192.

Seconded by Councillor Evans. Carried.

8. **BILLS FOR PAYMENT**

Councillor Day moved to pay Bills for Payment as presented for \$49,277.62 and Bills for Ratification for \$162,756.88 for a grand total of \$212,034.50.

Seconded by Councillor Evans. Carried.

9. **CONSENT AGENDA**

- a) **DOG CONTROL REPORT FOR AUGUST 2019**
- b) **BUILDING INSPECTOR'S REPORT FOR AUGUST 2019**
- c) **RECREATION DEPARTMENT REPORT FOR AUGUST 2019**
- d) **RIVER CENTRE COORDINATOR'S REPORT FOR AUGUST 2019**
- e) **GRAND BAY-WESTFIELD VOLUNTEER FIRE-RESCUE DEPARTMENT REPORT FOR AUGUST 2019**

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

- a) Dog Control Report for August 2019
- b) Building Inspector's Report for August 2019
- c) Recreation Department Report for August 2019
- d) River Centre Coordinator's Report for August 2019
- e) Grand Bay-Westfield Volunteer Fire-Rescue Department Report for August 2019.

Seconded by Councillor Evans. Carried.

10. **BUSINESS ARISING FROM MINUTES**

- a) Regular Council Meeting Minutes of August 12, 2019

None

11. **DELEGATIONS**

None

12. **PETITIONS**

None

13. **BY-LAWS**

None

14. **NOTICE OF MOTIONS**

None

15. **REPORTS**

None

16. **APPLICATIONS FOR AGE FRIENDLY COMMITTEE FOR COUNCIL CONSIDERATION**

Councillor Day moved to appoint Roxanne Clancy, Brittany Merrifield and John Kellock as members of the Town Age Friendly Committee.

Seconded by Councillor Evans. Carried.

17. **LETTER OF AUGUST 14, 2019 FROM HELENE BOUCHARD, ACTING PRESIDENT - REGIONAL DEVELOPMENT CORPORATION RE: TOWN OF GRAND BAY-WESTFIELD - EQUIPMENT PURCHASE**

Councillor Snodgrass moved to authorize signatures per letter of August 14, 2019 from Helene Bouchard, Acting President - Regional Development Corporation Re: Town of Grand Bay-Westfield - Equipment Purchase – accessible park tables.

Seconded by Councillor Day. Carried.

18. **REPORT OF AUGUST 28, 2019 FROM WORKS COMMISSIONER
RE: PAVEMENT MARKINGS RENEWAL FOR 2020**

Councillor Evans moved to renew the Pavement Markings Tender T03-2018 for 2020 with Four Seasons Sports per option to renew for 2020 under the same terms, conditions and price.

Seconded by Councillor Balemans. Carried.

It was noted the width of the driving lane markings on Inglewood Drive are not consistent.

19. **LETTER OF AUGUST 29, 2019 FROM RON GAUDET, CEO -
ECONOMIC DEVELOPMENT GREATER SAINT JOHN RE:
COMMITMENT TO PROVIDE FUNDING IN 2020**

Councillor Day moved to refer letter of August 29, 2019 from Ron Gaudet, CEO - Economic Development Greater Saint John Re: Commitment to Provide Funding in 2020 to the 2020 Budget process.

Seconded by Councillor Evans. Carried.

20. **REPORT OF AUGUST 20, 2019 FROM WORKS COMMISSIONER
RE: 2018 - 2019 WINTER HOLDBACK RELEASE**

Councillor Snodgrass moved that the holdback for damages during the 2018-2019 winter season be released in full to AVL Construction.

Seconded by Deputy Mayor Likely. Carried.

21. **REPORT OF AUGUST 27, 2019 FROM TOWN MANAGER RE:
LONG TERM DEBENTURE - FINANCING - ENVIRONMENTAL
HEALTH SERVICES**

Councillor Evans moved that the Treasurer and Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of Grand Bay-Westfield debenture in the principal amount of \$126,000 (of the \$140,000 approval) for a term of not to exceed fifteen (15) years on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of Grand Bay-Westfield agree to issue postdated

cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture, one year in advance.

Seconded by Councillor Snodgrass. Carried.

22. **REPORT OF AUGUST 21, 2019 FROM TOWN MANAGER RE:
LONG TERM DEBENTURE - REFINANCING -
ENVIRONMENTAL HEALTH SERVICES**

Councillor Evans moved that the Treasurer and Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of Grand Bay-Westfield debenture in the principal amount of \$58,000 for a term of five (5) years on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of Grand Bay-Westfield agree to issue postdated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture, one year in advance.

Seconded by Deputy Mayor Likely. Carried.

23. **REPORT OF SEPTEMBER 3, 2019 FROM TOWN MANAGER RE:
RENEWAL OF LEASE - TOWN OF GRAND BAY-WESTFIELD
AND NB EMS INC.**

Councillor Snodgrass moved to renew the lease with NB EMS Inc. for use of a portion of Town premises located at 293 Nerepis Road as outlined in the draft lease and as described in Schedule "A" to extend the lease for the period November 1, 2019 – October 31, 2020 with rental fees set at \$1,800 per month with authorization for appropriate Town signatures.

Seconded by Councillor Evans. Carried.

24. **LETTER OF AUGUST 7, 2019 FROM DOUGLAS HARTFORD, P.
ENG., DILLON CONSULTING RE: ACTIVE TRANSPORTATION
PLAN - IMPLEMENTATION KIOSK/SHELTER UPGRADE AND
UNITY PARK OUTDOOR ROOM, PROJECT NO. 19-9142A/B,
CERTIFICATE NO. 2, COMPLETION CERTIFICATE**

Councillor Snodgrass moved to authorize payment to Maguire Excavating Ltd. in the amount of \$51,403.33 per letter of August 7, 2019 from Douglas Hartford, P. Eng., Dillon Consulting Re: Active Transportation Plan - Implementation Kiosk/Shelter Upgrade and Unity Park Outdoor Room, Project No. 19-9142A/B, Certificate No. 2, Completion Certificate.

Seconded by Councilor Evans. Carried.

25. **LETTER OF AUGUST 16, 2019 FROM DOUGLAS HARTFORD, P. ENG., DILLON CONSULTING RE: WASTEWATER SYSTEM IMPROVEMENTS 2019, PROJECT NO. 19-9531, CERTIFICATE NO. 3., HOLDBACK RELEASE**

Councillor Snodgrass moved to authorize payment to Fairville Construction Ltd. in the amount of \$12,908.85 per letter of August 16, 2019 from Douglas Hartford, P. Eng., Dillon Consulting Re: Wastewater System Improvements 2019, Project No. 19-9531, Certificate No. 3., Holdback Release.

Seconded by Deputy Mayor Likely. Carried.

26. **LETTER OF AUGUST 2019 FROM DAWN REGAN, CHIEF OPERATING OFFICER, MADD CANADA RE: SUPPORT BY PLACEMENT OF ADVERTISEMENT**

Councillor Evans moved to receive and file letter of August 2019 from Dawn Regan, Chief Operating Officer, MADD Canada Re: Support for Placement of Advertisement.

Seconded by Councillor Snodgrass. Carried.

27. **REPORT OF SEPTEMBER 4, 2019 FROM WORKS COMMISSIONER RE: DESIGNATED HIGHWAY 5 YEAR PLAN 2020 - 2024**

Councillor Snodgrass moved to adopt the Town Designated Highway 5 Year Plan 2020-2024 per Works Commissioner's report of September 4, 2019 and forward the Plan to the Department of Transportation and Infrastructure.

Seconded by Councillor Evans. Carried.

27.a **TENDER RESULTS - DESIGNATED HIGHWAY 2019 – ROUTE
177 - CULVERT REPLACEMENTS - PROJECT NO. 19-1192**

Councillor Snodgrass moved to award the 2019 Designated Highway Construction Contract to the low tenderer, Gulf Operators Ltd., for their Tender Price of \$269,106.25, including 15% HST.

Seconded by Councillor Day. Carried.

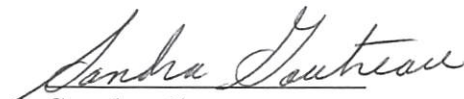
28. **ADJOURNMENT**

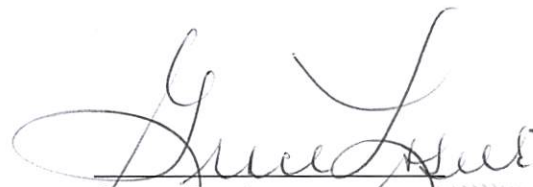
Councillor Snodgrass moved adjournment.

Seconded by Councillor Balemans. Carried.

Time: 7:58 pm

Respectfully submitted,


Sandra Gautreau
Town Manager/Clerk


Grace Losier
Mayor


Marcia Mason
Assistant Clerk Treasurer



