

**Regular Council Meeting Agenda
Community Centrum: Grand Bay Room
May 9, 2022
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1. Call to Order - 7:00 pm

2. Acknowledgement of Treaty Land

We respectfully acknowledge that Grand Bay-Westfield exists on the traditional Wolastoqey (WOOL-US-TOOK-WAY) land.

The lands of Wabanaki (WAH-BAH-NAH-KEE) people are recognized in a series of Peace and Friendship Treaties to establish an ongoing relationship of peace, friendship and mutual respect between equal nations.

The river that runs by our town is known as Wolastoq (WOOL-LUSS-TOOK), along which live Wolastoqiyik (WOOL-US-TOO-GWEEG) – the people of the beautiful and bountiful river.

We, the staff and elected representatives, pay respect to the elders, past and present, and descendants of this land.

3. Mayor's Comments

4. Record of Attendance

5. Agenda Approval

6. Disclosure of Conflict of Interest

7. Public Hearings/Presentations/Delegations/Petitions

- a) Fundy RSC 9 Quarterly Report – Jullie Rogers-Marsh

8. Minutes of Previous Meeting

- a) Regular Council Meeting Minutes April 25, 2022

9. Unfinished Business

10. Bylaws

11. New Business/Recommendations

- a) Grant Applications
- b) Harassment Policy
- c) Solar Array
- d) Canada Day 10 Miler
- e) Appointment: Treasurer

12. Bills for Payment

13. Consent Agenda

- a) Letter – The Chamber membership renewal
- b) PAC Minutes, April 4th meeting

14. Council Reports

15. Business Arising from Committee of the Whole

16. Adjournment

Vision: A welcoming place to live, grow and thrive

Mission: Facilitating growth, wellness, and prosperity through effective and forward-thinking leadership.

Council Meeting:

May 9, 2022

TITLE: WORKPLACE HARASSMENT POLICY

PREPARED BY: JOHN ENNS-WIND

DEPARTMENT: GENERAL GOVERNMENT

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN:

- Organizational Capacity

ATTACHMENTS:

1. Draft Workplace Harassment Policy
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BACKGROUND

Section 374.4(1) of the Occupational Health and Safety Act stipulates that an employer shall establish a written code of practice for harassment and safety of employees to the extent possible. The Town has a Harassment Policy, and it has now been updated to reference third parties including residents, ratepayers, contractors and their employees. The other update is a series of Appendices outlining the procedures to document incidents of harassment, investigations, how employees shall be informed of the findings, and how corrective measures will be implemented.

Training shall be done through online, written and video resources.

COMMENT

Third party harassment of municipal employees is a problem across the country. Such incidents are infrequent in Grand Bay-Westfield. However, it is incumbent upon the Town to ensure Town employees have a safe place to work.

FINANCIAL IMPLICATIONS

There is no cost to amend the Policy. Cost arises when there is a breach of the Policy by Town staff or a third party.

RECOMMENDATION

That the Council accept the draft Policy.

MOTION

That the Council of the Town of Grand Bay-Westfield approve the Workplace Harassment Policy.

Workplace Harassment Policy

CAO COMMENTS

APPROVAL

CAO: *John D. [Signature]*

Date: 05/05/22

Vision: A welcoming place to live, grow and thrive

Mission: Facilitating growth, wellness, and prosperity through effective and forward-thinking leadership.

Council Meeting:

May 9, 2022

TITLE: SOLAR ARRAY REQUEST FOR PROPOSALS (RFP)

PREPARED BY: DEVELOPMENT OFFICER

DEPARTMENT: PLANNING

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN:

- INFRASTRUCTURE SUSTAINABILITY AND CLIMATE CHANGE

ATTACHMENTS:

1. RECOMMENDATION FROM DILLON CONSULTANTS LTD. RE.: SOLAR ARRAY RFP
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BACKGROUND

Dillon Consultants Ltd. prepared a Request for Proposal (RFP) package, posted on the Provincial Tenders On-Line, which resulted in eight companies being represented at a pre-submission on-site project review. Addendums were provided to the proponents, including a revised deadline of April 25 which gave the long weekend to complete their submissions. Three proponents submitted proposals. Two companies did not provide bid deposits; however, Dillon reviewed all three submissions and ranked their qualifications based on their evaluation criteria.

COMMENT

The proposed scope of work was amended by an addendum to clarify a level playing field that the new system would include the total 100 Kw system, all civil work for clearing site work and fencing around the extended array. These costs weren't initially covered in the early estimates.

FINANCIAL IMPLICATIONS

Project costs, including the Consultant's tender package and engineering contract administration services, with additional site prep and fencing costs have revised the overall scope of work above the total Environmental Development Capital Budget of \$420,000.00 to \$490,100.00.00 (plus HST).

Solar Array Request for Proposals

RECOMMENDATION

This project is significantly over budget. There is no clear understanding why it is almost 40% above the estimate provided for budget purposes. Council should defeat the motion and Administration will attempt to understand the extra costs and work to see where savings may be realized.

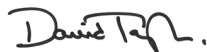
MOTION

That the Council of the Town of Grand Bay-Westfield to accept the recommendation provided by Dillon Consulting Ltd, for award of RFP #GBW-22-3754 Solar Array project, to The Smart Energy Company for \$468,000.00, plus HST.

CAO COMMENTS

Dillon is also investigating the difference between the estimates and submitted pricing.

APPROVAL

Department Head: 

Date: 04/25/22

CAO: 

Date: 05/06/22

Vision: A welcoming place to live, grow and thrive

Mission: Facilitating growth, wellness, and prosperity through effective and forward-thinking leadership.

Council Meeting:

May 9, 2022

TITLE: CANADA DAY 10 MILER 2022

PREPARED BY: DAVID TAYLOR

DEPARTMENT: PLANNING

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN:

- Community Vitality

ATTACHMENTS:

1. Copy of letter from Alex Coffin dated April 26, 2022
 2. Copy of DTI letter in support of Alex Coffin dated April 19, 2022
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BACKGROUND

Council is being asked to sanction the proposed Canada Day 10 Miler and 5 K Runs to be held on the morning of Friday, July 1, 2022 starting from the River Valley Middle School. The routes will follow River Valley Drive, Nerepis Road as far north as Chestnut Drive and along Woolastook Drive.

COMMENT

The organizers have contacted Department of Transportation (DTI) which have identified no objections to the use of the identified highways.

FINANCIAL IMPLICATIONS

None.

RECOMMENDATION

That the Council authorize the use of Woolastook Drive, River Valley Drive and Nerepis Road for the 10 Miler and 5 K races to be held on Canada Day beginning at 7:00 a.m. starting and ending at the River Valley Middle School.

MOTION

That the Council of the Town of Grand Bay-Westfield authorize the use of Woolastook Drive, River Valley Drive and Nerepis Road for 10 Miler and 5 K races, running on the sidewalks and shoulders of roads, beginning at 7:00 a.m. at the River Valley Middle School on Canada Day and ending around 12:00 p.m. noon at River Valley Middle School, utilizing support staff positioned at all intersections, to ensure the safety of the participants; with notification to the RCMP, Fire Department and Ambulance to ensure continuity of emergency services.

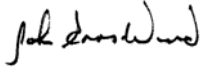
Strategic Priorities: Population Growth to Achieve Financial Sustainability | Organizational Capacity | Infrastructure Sustainability and Climate Adaptation | Community Vitality

Canada Day 10 Miler 2022

APPROVAL

Department Head: 

Date: May 3, 2022

CAO: 

Date: May 5, 2022