

**Regular Council Meeting Agenda
Community Centrum: Grand Bay Room
September 26, 2022
Page 1 of 2**

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) RVCCF Budget Review – John Webber
- b) Fetal Alcohol Spectrum Disorder (FASD) Awareness – Tanya Walsh

8. Minutes of Previous Meeting

- a) Regular Council Meeting Minutes of September 12, 2022

9. Unfinished Business

10. Bylaws

11. New Business/Recommendations

- a) P.R.O. Kids FUNraising Dinner
- b) Canada Community Building Fund (CCFB) Application Revision
- c) Janitorial Services
- d) UMNb 2022 AGM: New Resolutions
- e) Commercial Building Retrofit Program
- f) Fall Fest Road Closure

12. Bills for Payment

13. Consent Agenda

- a) Greater Saint John Regional Facilities Commission Budget
- b) Invitation: Meet the Future Doctors of NB
- c) Sunny Side Up Sponsorship Packages
- d) PAC Minutes, July 4th meeting
- e) Local Government Reform: Update
- f) Local Government Reform: New Municipal Structures
- g) Local Government Reform: New CAOs
- h) Local Government Reform: Regional Service Commission CEOs

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:

September 26, 2022

TITLE: CANADA COMMUNITY-BUILDING FUND (CCBF) APPLICATION REVISION

PREPARED BY: JAMES BARRINGTON

DEPARTMENT: FINANCE

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN:

- Infrastructure Sustainability and Climate Adaptation

ATTACHMENTS:

1. Revised GB-W Capital Investment Plan 2019-2023
2. Revised GB-W 5-Year Capital Budget Summary 2019-2023

BACKGROUND

Below is a section copied from the Provincial web page explaining the history of the now Canada Community-Building Fund.

“The Canada Community-Building Fund (CCBF), formerly known as the federal Gas Tax Fund (GTF), is a permanent source of funding provided to local governments biannually per the formula in the Canada-New Brunswick agreement. This funding program is for the construction, renewal, or material enhancement of infrastructure in our communities. Municipalities can pool, bank, and borrow against this funding, providing significant financial flexibility. Funding is also provided for projects in unincorporated areas (local service districts).

This infrastructure funding program started in 2005-06 with the signing of the *Canada New Brunswick Agreement on the Transfer of Federal Gas Tax Revenues under the New Deal for Cities and Communities 2005-2015*. In 2011, the federal government announced that this funding program would include a permanent annual investment of \$2 billion beyond 2014, across Canada. On May 20, 2014 the *Administrative Agreement on the Federal Gas Tax Fund (2014-2024)* was signed between Canada and New Brunswick....”

COMMENT

In late 2021, the Town received confirmation that it would receive an additional \$346,751 in funding from the CCBF. In order to receive the additional funding, the Town was required to revise its current CCBF investment plan to incorporate the additional funding. At the time, these funds were allocated to street improvements for 2023. Subsequent to this revision and during capital budget planning for 2022, it was decided to use \$257,369 of the additional CCBF funds towards the installation of the new solar array at the Sewerage Lagoon and direct the remaining \$89,382 to fund street improvements projects in 2022.

Gas Tax Application Revision

In order to utilize the additional CCBF funds for the solar array and street improvement projects in 2022, the CCBF Capital Investment Plan needs to be revised and submitted to the New Brunswick Department of Environment and Local Government for their review and approval.

FINANCIAL IMPLICATIONS

The revised investment plan will allow the additional CCBF funds to be allocated to the solar array and street improvement projects in 2022.

RECOMMENDATION

That the revised 5-Year Capital Investment Plan be approved to reflect the re-allocation of CCBF funding of \$346,751 from 2023 to 2022.

MOTION

That the Council of the Town of Grand Bay-Westfield approve the Town of Grand Bay–Westfield 5-Year Capital Investment Plan for the GTF Administrative Agreement 2019-2023 be adopted as presented.

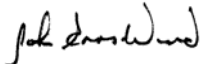
APPROVAL

Department Head:



Date: 09/16/2022

CAO:



Date: 09/22/2022

Vision: A welcoming place to live, grow and thrive

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

Council Meeting:

September 26, 2022

TITLE: JANITORIAL SERVICES

PREPARED BY: GARY CLARK

DEPARTMENT: RECREATION

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN:

- Organizational Capacity

ATTACHMENTS:

1. Copy of email from Tara of First Class Cleaners received September 8, 2022

BACKGROUND

First Class Cleaners has been providing Janitorial Services since January 2019 and has an option to renew for two (2) years with mutual consent based on providing the same services at the current cost. The janitorial services is for various services at the following municipal buildings: Grand Bay-Westfield Community Centrum, Grand Bay-Westfield Works Garage, River Valley Lions Community Centre, Grand Bay-Westfield Fire Station No. 2, Brundage Point River Centre and the Splash Pad washroom and change room.

COMMENT

Staff has reviewed the email from First Class Cleaners and agrees with the recommendation of this Report.

FINANCIAL IMPLICATIONS

Janitorial services is an annual budget item for the Recreation Department, River Centre, Fire Department and Works Department.

RECOMMENDATION

That the Council of the Town of Grand Bay-Westfield approve the renewal with First Class Cleaners for janitorial services for the amount of \$50,625.03 + \$7,593.75 HST = \$58,218.78 for another two (2) year period of January, 2023 to December, 2024.

MOTION

That the Council of the Town of Grand Bay-Westfield approve the renewal of the janitorial contract with First Class Cleaners for janitorial services for the amount of \$50,625.03 + \$7,593.75 HST = \$58,218.78 annually for another two (2) year period of January, 2023 to December, 2024.

APPROVAL

Department Head: *Gary Clark*

Date: 09/21/22

CAO: *John Stone*

Date: 09/22/22

Vision: A welcoming place to live, grow and thrive

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

Council Meeting:

September 26, 2022

TITLE: COMMERCIAL BUILDING RETROFIT PROGRAM

PREPARED BY: DEVELOPMENT OFFICER

DEPARTMENT: GENERAL GOVERNMENT

For Information For Discussion For Decision

RELATED TO STRATEGIC PLAN:

- Infrastructure Sustainability and Climate Adaptation
-

BACKGROUND

A Strategic Priority for Council is Infrastructure Sustainability and Climate Adaptation. The Town has begun work on the 70kW Solar Array at the Sanitary Sewerage Lagoon, at 33 Shannon Road. With the addition of 64.08 kW DC currently under construction, this will bring the system up to 70kW once operational (added to the existing 5.28 kW pilot project completed in 2021). Completion of the Project is anticipated by the end of September.

COMMENT

Changes to the Commercial Building Retrofit Program came into play during the summer and the Town in co-operation with The Smart Energy Company, proceeded with an application through NB Power. A Feasibility Study to complete the Program requirements was undertaken, anticipating an estimated 296.32 GJ of energy to be saved annually.

FINANCIAL IMPLICATIONS

The Commercial Building Retrofit Program provides Refunds up to \$1,100 towards the Feasibility Study and a Grant of \$60.00/GJ or 21.6¢/kWh produced by the panels. Our application to the program was received on September 12, 2022. A \$17,779.20. grant is anticipated at the end of the project.

RECOMMENDATION

That the Council of the Town of Grand Bay-Westfield receive and file the Feasibility Study as prepared by The Smart Energy Company.

MOTION

That the Council of the Town of Grand Bay-Westfield receive and file the Feasibility Study as prepared by The Smart Energy Company and submitted to NB Power as part of our application to the Commercial Building Retrofit Program.

Commercial Building Retrofit Program

APPROVAL

Department Head

David T. L.

Date: 09/22/22

CAO: *John Crossland*

Date: 09/22/22

Vision: A welcoming place to live, grow and thrive

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

Council Meeting:

September 26, 2022

TITLE: FALL FEST ROAD CLOSURE

PREPARED BY: RECREATION COORDINATOR

DEPARTMENT: RECREATION

FOR INFORMATION **FOR DISCUSSION** **FOR DECISION**

RELATED TO STRATEGIC PLAN:

- Community Vitality

ATTACHMENTS

1. Overhead of Fall Fest Map

BACKGROUND

A request has been made by the Community Vitality Committee in partnership with Alex Coffin to organize a **Colonel Nase Boulevard Downhill Mile Run** as part of the first annual Fall Fest.

The Town has managed requests for events held on public streets which could affect traffic flow on public streets under section 6 of the Traffic By-law No. 80. Where Council approves temporarily closure of streets for the specified periods.

COMMENT

Notification to the RCMP, Ambulance New Brunswick and the Fire-Rescue Department must be made to ensure emergency services are aware of the potential obstacle. The notification will be led by the Deputy CAO/Fire Chief with support from the Works Commissioner and Recreation Coordinator.

FINANCIAL IMPLICATIONS

None.

RECOMMENDATION

That the Council for the Town of Grand Bay-Westfield authorize the road closure request for Colonel Nase Boulevard between River Valley Drive and Highland Road for a 3-hour period between 8:00 a.m. - 11:00 a.m. on October 16, 2022.

MOTION

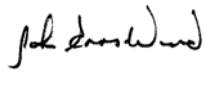
Report: Fall Fest Road Closure

That the Council of the Town of Grand Bay-Westfield approve the request for a road closure of Colonel Nase Boulevard between River Valley Drive and Highland Road between the hours of 8:00 a.m. and 11:00 a.m. for the Colonel Nase Boulevard Downhill Mile Run with confirmation and approvals of notifications to the RCMP, Ambulance New Brunswick and the Fire-Rescue Department, to ensure continuity of emergency services.

APPROVAL

DEPARTMENT HEAD: 

Date: 09/23/22

CAO: 

Date: 09/23/22