

**Regular Council Meeting Agenda
Community Centrum: Grand Bay Room
May 24, 2022
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1. Call to Order - 7:00 p.m.

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) Curry, and Betts, CPA Annual Audit – Nick Malatestinic
- b) Shining Horizons Therapeutic Riding Association – Dave Ryan

8. Minutes of Previous Meeting

- a) Regular Council Meeting Minutes of May 9, 2022
- b) Email Poll: Tarps Off River Rentals Licensing Agreement

9. Unfinished Business

- a) Veterans' Peace Park Lighting
- b) Solar Array

10. By-laws

- a) Ridesharing By-law No. 125

11. New Business/Recommendations

- a) 2021 Audit
- b) Financial Year to Date
- c) Community Vitality Appointments
- d) Vehicle Policy

12. Bills for Payment

13. Consent Agenda

- a) Council Report
- b) CAO Plan Report
- c) Development Plan Report
- d) Fire Services Plan Report
- e) Recreation Plan Report
- f) Works Plan Report

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 24, 2022

TITLE: VETERANS PEACE PARK FUNDING REQUEST

PREPARED BY: TROY GAUTREAU

DEPARTMENT: GENERAL GOVERNMENT

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN:

- Community Vitality

ATTACHMENTS:

1. Presentation and supporting documents by Cory Ryan
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BACKGROUND

At the Regular Council Meeting of April 25, 2022, Cory Ryan presented to Council an update on the Veterans' Peace Park project. The presentation was comprised of two (2) parts, an update on the project and a request for funding to complete installation of lighting.

COMMENT

The presentation and request for funding (\$29,250 plus HST) was referred to staff for budget review.

FINANCIAL IMPLICATIONS

This is an unbudgeted item. Based on current budget forecasting, it would not be prudent to approve spending of this nature at this time.

RECOMMENDATION

The request be deferred to the 2023 budget process for consideration.

MOTION

That the Council of the Town of Grand Bay-Westfield forward the request for funding regarding the Veterans' Peace Park lighting project to the 2023 budget process.

CAO COMMENTS

APPROVAL

Department Head:



Date: 5/20/22

Local Government Reform White Paper

CAO: *John D. Wood*

Date: 5/20/22

Vision: A welcoming place to live, grow and thrive

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Council Meeting:

May 24, 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. REVISED SMART ENERGY SUBMISSION, RE.: SOLAR ARRAY DATED, 2022-05-13

BACKGROUND

The cost of the RFP Proposals came in over budget. This revised proposal has two (2) significant cost savings; removal of the \$1,000/day penalty clause and removal of fencing from the project (Dillon has yet to confirm). The revised proposal assumes the need for NET-metering, with a resized array of 70kW rather than 100kW. This provides the ability to increase to 100kW with the addition of two (2) more NOREASTER UNITS.

COMMENT

The original submission for the project included NET-metering and was added to capture surplus power in the summer to be available in later months but restricted to NB Power maximum scaled projects at 100kW. NB Power must confirm if NET-metering is required for the project or not. If permitted to proceed with a "right sized" project, that does not require NET-metering, additional savings (\$20-30,000) could result from using a single INVERTER for the system rather than 6. These savings could potentially add one more NOREASTER, bringing our GHG reductions closer to our Climate Change Action Plan target. The revised recommendation has been reviewed and supported by Dillon Consulting Ltd. \$350,000 budget (plus HST).

FINANCIAL IMPELICATIONS

Dillon has shown that the revised system can proceed within the \$350,000 Budget (plus HST). Funding of \$350,000 for this projected has been allocated in the 2022 Capital budget.

RECOMMENDATION

That 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 \$350,000.00, plus HST with the removal of the Delay Penalty and removal of fencing. With confirmation from NB Power, to proceed without NET-Metering, which would permit a single INVERTER and 5th NOREASTER unit, for an 86kW system, or with NET-metering, a Noreaster4, for a 70kW system.

MUNICIPAL PROPERTIES REVIEW

MOTION

That 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 \$350,000.00, plus HST with the removal of the Delay Penalty and removal of fencing. With confirmation from NB Power, to proceed without NET-Metering, which would permit a single INVERTER and 5th NOREASTER unit, for an 86kW system, or with NET-metering, a Noreaster4, for a 70kW system.

CAO COMMENTS

APPROVAL

Department Head:

David T. L.

Date: 05/17/22

CAO:

John D. Wood

Date: 05/20/22

Vision: A welcoming place to live, grow and thrive

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Council Meeting:

May 24, 2022

TITLE: RIDESHARING BY-LAW
PREPARED BY: JOHN ENNS-WIND
DEPARTMENT: GENERAL GOVERNMENT

For Information For Discussion For Decision

RELATED TO STRATEGIC PLAN:

- Population Growth to Achieve Financial Sustainability, Community Vitality

ATTACHMENTS:

1. Administrative Report Ridesharing By-law
 2. Envision Saint John Rideshare Letter of Support
 3. Rideshare By-law Presentation
 4. Rideshare By-law Environmental Scan
 5. Saint John Ridesharing By-law
-

BACKGROUND

The City of Saint John has passed a Ridesharing By-law. The Local Government Reform White Paper indicates that regions are to have a transportation system in place; this concept has not been clearly defined. The passing of the Ridesharing By-law may create a key piece in a transportation system that includes:

- Carpool parking
- Dial-a-Ride
- Ridesharing
- Saint John Transit including service to Grand Bay-Westfield
- Taxi service

Together, the options listed above may be considered to be a transportation system. Currently there are no ridesharing enterprises in Fredericton and Saint John. Saint John has passed their Ridesharing By-law and it is attached.

COMMENT

As Greater Saint John grows, then more options may be added or a greater level of service be introduced.

FINANCIAL IMPLICATIONS

There is no cost to the Town. The benefit is for the Town's residents to be able to use a Ridesharing enterprise to get home from anywhere in the province.

Local Government Reform White Paper

RECOMMENDATION

That the Council of the Town of Grand Bay-Westfield approve the By-law and complete the first reading of the By-law.

MOTION

By-law No. 125-22

Of the Town of Grand Bay-Westfield in the Province of New Brunswick

Being a By-law of the Town of Grand Bay-Westfield to enable ridesharing within the Town limits.

Whereas Section 197.1 of the Motor Vehicles Act states: "No vehicle-for-hire company shall carry on business or facilitate the offer of vehicle-for-hire services within the territorial limits of a local authority unless authorized to do so by the local authority"

1. If a ridesharing agency is in good standing and licensed by any New Brunswick municipality, they can operate within the boundaries of Grand Bay-Westfield.
2. This By-law comes into full force and effect upon third and final reading.

CAO COMMENTS

Administration has limited capacity to monitor a ridesharing enterprise. Further, the intent is to facilitate such an enterprise establishing itself in Greater Saint John by limiting barriers to entry.

APPROVAL

CAO: 

Date: 05/19/22

Vision: A welcoming place to live, grow and thrive

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Council Meeting:

May 24, 2022

TITLE: 2021 AUDITED FINANCIAL STATEMENTS

PREPARED BY: JAMES BARRINGTON

DEPARTMENT: GENERAL GOVERNMENT

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN:

- Organizational Capacity

ATTACHMENTS:

1. Consolidated Financial Statements
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BACKGROUND

Section 79 of the Local Governance Act requires municipalities to complete an audit of their financial statements on an annual basis. The audit is to be completed by March 1 of each year; the audit is late this year for reasons beyond the control of the Administration. The audit was conducted by Curry & Betts, Chartered Professional Accountants (CPA).

COMMENT

Curry & Betts, CPA services will be retained for the audit of the 2022 financial statements.

FINANCIAL IMPLICATIONS

The cost of audit is approximately \$12,500.

RECOMMENDATION

That Council approve the 2021 Audited Financial Statements as presented.

MOTION

That the Council of the Town of Grand Bay-Westfield approve the Town of Grand Bay-Westfield Audit Report and Consolidated Financial Statements as at December 31, 2021 as prepared by Curry & Betts, CPA, and forward to the Province of New Brunswick for approval.

CAO COMMENTS

APPROVAL

Workers Rehab Centre

Department Head:



Date: 05/18/22

CAO: *John D. Wood*

Date: 05/20/22

Vision: A welcoming place to live, grow and thrive

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Council Meeting:

May 24, 2022

**TITLE: WORK GENERAL REVENUE FUND OPERATING BUDGET FIRST THIRDLY
FINANCIAL REPORT**

PREPARED BY: JAMES BARRINGTON / JOHN ENNS-WIND

DEPARTMENT: GENERAL GOVERNMENT

For Information

For Discussion

For Decision

RELATED TO STRATEGIC PLAN:

- Organizational Capacity

ATTACHMENTS:

1. Financial Report
-

BACKGROUND

Financial Reports are typically done on a quarterly basis. Due to resource constraints, the Q1 Financial Report was not compiled. In order to provide the most relevant information, a Report for the first four (4) months of 2022 has been prepared.

COMMENT

Current market conditions caused by labour scarcity, supply chain issues, political tensions in Europe and petroleum prices have strained budget allocations for many budget line items. We have reviewed the Department Head's analysis and budgeted revenues and expenditures for the period ended April 30, 2022. It is expected at this time, the smaller variances identified during our review will offset each other and not be significant to the overall budget. We have provided information on the larger variances and other items that we feel should be summarized in our Report.

Specific factors affecting the Town's budget include:

- Increases
 - Early start of the Communications position;
 - Legal costs for a variety of issues including billing for 2021 in 2022;
 - Unplanned financial analysis regarding snow control, parks and recreation, and review of local governance reform;
 - The development of a strategic plan and organization review of River Valley Community Center;
 - Increase in Information Technology (IT) costs due to enhanced cyber security protocols;

Financial Report

- Cost increases for diesel, gasoline and propane affecting all operations; and
- Insurance costs higher than expected.
- Savings
 - Labour savings related to paternity leave; and
 - Development incentives not being distributed until 2023.

FINANCIAL IMPLICATIONS

Inflationary pressures and increased demands on the Town, is causing pressure on the budget to inflate. Administration is working to mitigate the pressure. The current projection is for the budget to be less than 1% over budget.

RECOMMENDATION

That the Council of Grand Bay-Westfield receive and file the 2022 1ST Thirdly Financial Report as presented.

MOTION

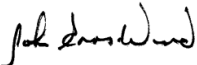
That the Council of Grand Bay-Westfield Council receive and file the 2022 1ST Thirdly Financial Report as presented.

CAO COMMENTS

APPROVAL

Department Head: 

Date: 05/18/22

CAO: 

Date: 05/18/22