

Community Centrum: Grand Bay Room – Broadcast for the Public

1. Call to Order

Mayor Merrifield called the meeting to order at 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

Mayor Merrifield, Deputy Mayor Toole, Councillor Balcomb, Councillor Balemans, Councillor Burpee, Councillor Day and Councillor McIntosh Lawrence in attendance.

Regrets:

Staff Attendance: Broc Belding, Nicole Goddard, Troy Gautreau, Alex Clark, Denessa Pollock, Bruce Gault and James Barrington, .

5. Agenda Approval

That the Council of the Town of Grand Bay-Westfield approve the Agenda of October 14, 2025, as presented.

Motioned by: Councillor Balemans

Seconded by: Councillor Balcomb

Carried

6. Disclosure of Conflict of Interest

None

7. Public Hearings/Presentations/Delegations/Petitions

8. Minutes of Previous Meeting

a) Regular Council Minutes of September 22, 2025

That the Council of the Town of Grand Bay-Westfield adopt the Minutes of the Regular Meeting of September 22, 2025 as presented.

Motioned by: Councillor McIntosh Lawrence

Seconded by: Deputy Mayor Toole

Carried

b) Email Poll: Appointment of By-law Officers

That the Council of the Town of Grand Bay-Westfield ratify the email poll: Appointment of By-law Officers.

Motioned by: Councillor Balemans

Seconded by: Councillor McIntosh Lawrence

Carried

9. Unfinished Business

None

10. By-Laws

a) GG-001 Council Procedures and Organization By-law Amendment

First Reading by Title: GG-001 Council Procedures and Organization By-law

That the Council of the Town of Grand Bay-Westfield approve the First Reading of GG-001 Council Procedures and Organization By-law, with the understanding that changes will be incorporated into the next draft reflecting Council's direction.

Motioned by: Councillor Burpee

Seconded by: Councillor Balcomb

Carried

- b) GG-002 Council Code of Conduct By-law Amendment

First Reading by Title: GG-002 Council Code of Conduct By-law

That Council of the Town of Grand Bay-Westfield approve the First Reading of GG-002 Council Code of Conduct By-law, with the understanding that changes will be incorporated into the next draft reflecting Council's direction.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor Burpee

Carried

- c) PD-009 Zoning By-law Amendments

First Reading: PD-009 Zoning By-law Amendments in its entirety

That the Council of the Town of Grand Bay-Westfield:

- a) Approve the First Reading of the Zoning By-law amendments.
- b) Refer the amendments to the Planning Advisory Committee for review and written views.
- c) Schedule a Public Hearing on November 24, 2025, to be held at 6pm in Council Chambers

Motioned by: Councillor McIntosh Lawrence

Seconded by: Councillor Balcomb

Carried

11. New Business/Recommendations

- a) Capitalization of Assets Policy

That the Council of the Town of Grand Bay-Westfield approve the revised Tangible Capital Asset Policy.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor Burpee

Carried

b) PMHP Letter: Award for Designated Highway

That the Council of the Town of Grand Bay-Westfield award the construction contract for DESIGNATED HIGHWAY 2025 –Grand Bay - Westfield, NB – Project No: 25-1839, to Galbraith Construction Ltd with a revised tender submission of \$288,250.00 HST included.

Motioned by: Councillor Balemans

Seconded by: Councillor Balcomb Carried

c) GNB Grant Allocations

That the Council of the Town of Grand Bay-Westfield receive and file this information.

Motioned by: Councillor Balcomb

Seconded by: Deputy Mayor Toole Carried

d) GNB Assessment Base

That the Council of the Town of Grand Bay-Westfield receive and file this information.

Motioned by: Councillor Balcomb

Seconded by: Deputy Mayor Toole Carried

e) Fleet Management Policy

That the Council of the Town of Grand Bay-Westfield adopt the Fleet Management Policy for the Public Works Department, as presented in this report, effective immediately. And, that Staff be directed to implement the Policy as part of the Town's broader asset management and fiscal planning framework.

Motioned by: Councillor Balemans

Seconded by: Councillor McIntosh Lawrence Carried

f) Comfort Centre Policy

That the Council of the Town of Grand Bay-Westfield approve the Comfort Centre Policy as presented.

Motioned by: Councillor Balcomb

Seconded by: Councillor McIntosh Lawrence Carried

g) Building Inspector Appointment

That the Council of the Town of Grand Bay-Westfield appoint Denessa Pollock as the Town's Building Inspector.

Motioned by: Deputy Mayor Toole

Seconded by: Councillor Balemans Carried

h) Youth Council Appointments

That the Council of the Town of Grand Bay-Westfield accept the following new members to the Youth Council of Grand Bay-Westfield.

- Kyle Jacquard (Grade 10) Harbour View High School
- Maddyx March (Grade 9) Saint John High School
- Carly Evans (Grade 11) Harbour View High School
- Liam Hall (Grade 10) Harbour View High School

Motioned by: Councillor McIntosh Lawrence

Seconded by: Councillor Burpee Carried

12. Bills for Payment

a) That the Council of the Town of Grand Bay-Westfield authorize the October 14, 2025 bills for payment as presented in the amount for \$ 175,199.11.

Motioned by: Councillor Burpee

Seconded by: Councillor McIntosh Lawrence Carried

13. Consent Agenda

- a) Strategic Plan Q3 Report
- b) Letter – Canada Post
- c) Letter – NB Power
- d) Letter – Review of Regional Services Delivery Model
- e) Letter – Sponsorship Request – Rugby
- f) Letter – UMNFB Fee Structure
- g) Letter STSS Accreditation Grand Bay-Westfield Fire-Rescue
- h) Fire-Rescue Department Monthly Reports: July – September
- i) Animal Control Monthly Report: September
- j) DTI Maintenance Agreement
- k) DTI Payment Schedule
- l) Notice of Allocation: Assessment Base for Taxation
- m) Building Report – September

End Consent Agenda

That the Council of the Town of Grand Bay-Westfield receive and file the consent agenda items for October 14, 2025.

Motioned by: Councillor Balemans

Seconded by: Councillor Burpee

Carried

Councillor Balcomb pulled item 13.a Strategic Plan Q3 Report

That the Council of the Town of Grand Bay-Westfield receive and file Strategic Plan Q3 report.

Motioned by: Councillor Balemans

Seconded by: Councillor McIntosh Lawrence

Carried

14. Council Reports

15. Business Arising from Committee of the Whole

16. Adjournment

That the Council of the Town of Grand Bay-Westfield adjourned the meeting at 8:22p.m.

Motioned by: Councillor Burpee

Seconded by: Deputy Mayor Toole

Carried

John Enns-Wind
CAO

Brittany Merrifield
Mayor