

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Regular Council Meeting Minutes

Tuesday, April 14, 2020

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ADOPTED
MAY 11 2020

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

The Town of Grand Bay-Westfield Council conducted a virtual meeting via Zoom with Mayor Losier presiding. The meeting was livestreamed on the Town's YouTube channel.

2. **RECORD OF ATTENDANCE**

A roll call was conducted. Councillor Balemans, Councillor Day, Councillor Evans, Deputy Mayor Likely and Councillor Snodgrass and the Town Manager/Clerk were present.

3. **APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS**

Councillor Day moved to approve the Agenda of April 14, 2020 as presented.

Seconded by Councillor Evans. Carried.

4. **DISCLOSURE OF CONFLICT OF INTEREST**

The Town Manager stated a Conflict of Interest with Item No. 7.3.

5. **PUBLIC HEARINGS**

None

6. **PUBLIC PRESENTATIONS**

None

7. **MINUTES**

7.1 **MINUTES OF REGULAR COUNCIL MEETING OF MARCH 9, 2020**

Councillor Snodgrass moved to adopt the minutes of the Regular Council Meeting of March 9, 2020 as presented.

Seconded by Councillor Day. Carried.

7.2 **MINUTES OF RIVER VALLEY COMMUNITY CENTER FOUNDATION INC. MEETING OF JANUARY 21, 2020**

Councillor Evans moved to receive and file minutes of River Valley Community Center Foundation Inc. meeting of January 21, 2020.

Seconded by Councillor Day. Carried.

7.3 **EMAIL POLL OF MARCH 17, 2020 RE: APPOINTMENT OF TROY GAUTREAU AS MANAGER OF COMMUNICATIONS AND PUBLIC INFORMATION**

Town Manager muted her access to the Virtual Meeting due to a stated Conflict of Interest.

Councillor Day moved to ratify Email Poll of March 17, 2020 to engage Troy Gautreau as the Manager of Communications and Public Information as outlined in the Role Description, effective March 18, 2020 to December 31, 2020 to be compensated at the rate of \$850 monthly which represents a ten hour per week time investment beyond his full-time hours as Fire Chief, for 50-60 hours per week for the two positions, and subject to review by the newly appointed CAO per mutual agreement of the employer and employee.

Seconded by Councillor Evans. Carried.

The Town Manager rejoined the meeting.

8. **BILLS FOR PAYMENT**

Councillor Day moved to pay Bills for Payment as presented for \$175,950.75 and Bills for Ratification for \$357,228.65 for a grand total of \$533,179.40.

Seconded by Councillor Evans. Carried.

9. **CONSENT AGENDA**

- a) **GRAND BAY-WESTFIELD VOLUNTEER FIRE/RESCUE DEPARTMENT REPORT FOR MARCH 2020**
- b) **BUILDING INSPECTOR'S REPORT FOR MARCH 2020**
- c) **DOG CONTROL REPORT FOR MARCH 2020**
- d) **RECREATION DEPARTMENT REPORT FOR MARCH 2020**
- e) **WORKS DEPARTMENT REPORT FOR MARCH 2020**
- f) **RIVER CENTRE COORDINATOR'S REPORT FOR MARCH 2020**
- g) **RCMP REPORT FOR MARCH 2020**

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

- a) Grand Bay-Westfield Volunteer Fire/Rescue Department Report for March 2020
- b) Building Inspector's Report for March 2020
- c) Dog Control Report for March 2020
- d) Recreation Department Report for March 2020
- e) Works Department Report for March 2020
- f) River Centre Coordinator's Report for March 2020
- g) RCMP Report for March 2020.

Seconded by Deputy Mayor Likely. Carried.

10. **BUSINESS ARISING FROM MINUTES**

- a) Regular Council Meeting Minutes of March 9, 2020

None

11. **DELEGATIONS**

None

12. **PETITIONS**

None

13. **BY-LAWS**

13.1 **LETTER OF APRIL 9, 2020 FROM STEPHEN STONE, DILLON CONSULTING – MUNICIPAL PLAN BY-LAW**

Councillor Snodgrass moved to receive and file letter of April 9, 2020 from Stephen Stone, Dillon Consulting – Municipal Plan By-law.

Seconded by Councillor Evans. Carried.

13.2 **CLERK'S STATEMENT/READING IN ITS ENTIRITY OF BY-LAW NO. 121, TOWN OF GRAND BAY-WESTFIELD MUNICIPAL PLAN BY-LAW**

The following statement was read by the Town Manager/Clerk:

That the by-law entitled "Grand Bay-Westfield Municipal Plan By-law No. 121" repeal and replace the by-law entitled "Grand Bay-Westfield Municipal Plan By-Law 111", as recommended by the Planning Advisory Committee and incorporating the following amendments:

- i) Amendments to Schedule A, the Future Land Use Map, to incorporate updated Provincial Wetland and Watercourse data; to update the 'Parks and Open Space' Land Use Designation surrounding the Westfield Golf and Country Club; and to update the 'Residential' Land Use Designation to correspond with existing municipal services and to accommodate a reasonable expansion of those services.
- ii) Changes to non-policy language in the Parks and Open Space section to correct spelling, grammar, and improve the contextual explanation of key recreational assets including the Westfield Golf and Country Club.
- iii) Changes to the municipal servicing section to include direction for crematoria as required by the *Community Planning Act*.

- iv) Amendments to Section 15, 5-year Capital Budget to provide additional context.

Councillor Day moved Reading in its Entirety, of Grand Bay-Westfield Municipal Plan By-Law No. 121.

Seconded by Councillor Snodgrass. Carried. *Mayor Losier voted in favour.

Municipal Plan By-law No. 121 was Read in its Entirety.

13.3 **CLERK'S STATEMENT/THIRD READING BY TITLE AND ENACTMENT OF BY-LAW NO. 121, TOWN OF GRAND BAY-WESTFIELD MUNICIPAL PLAN BY-LAW**

The following statement was read by the Town Manager/Clerk:

That the by-law entitled "Grand Bay-Westfield Municipal Plan By-law No. 121" repeal and replace the by-law entitled "Grand Bay-Westfield Municipal Plan By-Law 111", as recommended by the Planning Advisory Committee and incorporating the following amendments:

- i) Amendments to Schedule A, the Future Land Use Map, to incorporate updated Provincial Wetland and Watercourse data; to update the 'Parks and Open Space' Land Use Designation surrounding the Westfield Golf and Country Club; and to update the 'Residential' Land Use Designation to correspond with existing municipal services and to accommodate a reasonable expansion of those services.
- ii) Changes to non-policy language in the Parks and Open Space section to correct spelling, grammar, and improve the contextual explanation of key recreational assets including the Westfield Golf and Country Club.
- iii) Changes to the municipal servicing section to include direction for crematoria as required by the *Community Planning Act*.
- iv) Amendments to Section 15, 5-year Capital Budget to provide additional context.

Deputy Mayor Likely moved Third Reading by Title and Enactment, of Grand Bay-Westfield Municipal Plan By-Law No. 121.

Seconded by Councillor Day. Carried. *Mayor Losier voted in favour.

Municipal Plan By-law No. 121 was Read by Title and Enacted.

14. **NOTICE OF MOTIONS**

None

15. **REPORTS**

15.1 **TOWN OF GRAND BAY-WESTFIELD SEWERAGE UTILITY ACCOUNTS RECEIVABLE REPORT AS AT APRIL 7, 2020**

Councillor Snodgrass moved to receive and file Town of Grand Bay-Westfield Sewerage Utility Accounts Receivable Report as at April 7, 2020.

Seconded by Councillor Day. Carried.

15.2 **TOWN OF GRAND BAY-WESTFIELD REPORT AND CONSOLIDATED FINANCIAL STATEMENTS AS AT DECEMBER 31, 2019 BY CURRY & BETTS**

Councillor Snodgrass moved to approve Town of Grand Bay-Westfield Report and Consolidated Financial Statements as at December 31, 2019 by Curry & Betts and forward to the Province.

Seconded by Councillor Evans. Carried.

16. **REPORT OF OCTOBER 8, 2019 FROM DOUGLAS HARTFORD, P. ENG., RE: WATER PLAY PARK, PROJECT NO. 17-5899, CERTIFICATE NO. 5, FINAL COMPLETION**

Councillor Evans moved to table the report of October 8, 2019 from Douglas Hartford, P. Eng., Re: Water Play Park, Project No. 17-5899, Certificate No. 5, Final Completion to the next Council meeting to obtain clarification regarding the 5 year warranty and the Concrete Testing for Project No. 17-5899.

Seconded by Councillor Day. Carried.

17. **ADJOURNMENT**


Councillor Day moved adjournment.

Seconded by Councillor Evans. Carried.

Time: 7:56 pm

Respectfully submitted,


Sandra Gautreau
Town Manager/Clerk


Marcia Mason
Assistant Clerk


Grace Losier
Mayor



