

# *Town of Grand Bay-Westfield*

*(Incorporated 1<sup>st</sup> January, 1998)*

Regular Council Meeting Minutes

August 24, 2020

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**ADOPTED**  
**SEP 28 2020**

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

The Town of Grand Bay-Westfield Council met in a Regular Session on Monday, August 24, 2020 with Deputy Mayor Likely presiding.

2. **RECORD OF ATTENDANCE**

Councillor Balemans, Councillor Day, Councillor Evans and Councillor Snodgrass were present. Mayor Losier was absent.

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

Councillor Day moved to approve the Agenda of August 24, 2020 with the addition of item # 24a – Approval of Regional Facilities Commission Budget.

Seconded by Councillor Snodgrass. Carried Unanimously.\*

4. **DISCLOSURE OF CONFLICT OF INTEREST**

None

5. **PUBLIC HEARINGS**

5.1 **ZONING BY-LAW #122 REVIEW – PUBLIC HEARING – STEPHEN STONE AND JENNIFER BROWN, DILLON CONSULTING LTD. PRESENTERS**

Jennifer Brown and Stephen Stone, Dillon Consulting Ltd. presented Council with an overview of amendments to Zoning By-law #122.

Councillor Evans moved to receive and file presentation by Jennifer Brown and Stephen Stone, Dillon Consulting Ltd.

Seconded by Councillor Snodgrass. Carried\*

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Councillor Day moved to forward Items: 13.1, 13.1.1 and 13.1.2 to this portion of the Meeting.

Seconded by Councillor Snodgrass. Carried.\*

**13.1.1 MEMORANDUM OF AUGUST 20, 2020 FROM PAC RE:  
PROPOSED ZONING BY-LAW**

Councillor Snodgrass moved to approve recommendation from PAC Re: Proposed Zoning By-law #122.

- i) Multiple Main buildings as permitted conditionally in the Rural Resource Zone;
- ii) A Definition of Garden Suite added;
- iii) The Service Centre Definition amended to include car wash and mobile car wash
- iv) Provisions for bicycle parking added to section 6.1.13

as well as the two additional recommendations:

- v) Amendments to Section 5.10 Secondary Suites and Section 5.11 Garden Suites to apply as permitted within Residential Zones.
- vi) Amendment to Section 4.5.6 to remove restricted time periods for locating Portable Garages on residential lots.

Seconded by Councillor Evans. Carried.

Deputy Mayor Likely and Councillor Day voted against the Motion.

**13.1 MEMORANDUM OF AUGUST 20, 2020 FROM DEVELOPMENT  
OFFICER RE: ZONING BY-LAW #122, FIRST READING BY  
TITLE**

Councillor Snodgrass moved that the by-law entitled "Grand Bay-Westfield Zoning By-Law No. 122" repeal and replace the by-law entitled "Grand Bay-Westfield Zoning By-Law 112", as recommended by the Planning Advisory Committee and incorporating the following amendments:

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Read a first time by title, the by-law entitled "A law to adopt the Grand Bay-Westfield Zoning By-Law 122".

Seconded by Councillor Day. Carried.\*

Councillor Snodgrass moved that the by-law entitled "Grand Bay-Westfield Zoning By-Law No. 122" repeal and replace the by-law entitled "Grand Bay-Westfield Zoning By-Law 112", as recommended by the Planning Advisory Committee and incorporating the following amendments:

- i) Multiple Main buildings as permitted conditionally in the Rural Resource Zone;
- ii) A Definition of Garden Suite added;
- iii) The Service Centre Definition amended to include car wash and mobile car wash
- iv) Provisions for bicycle parking added to section 6.1.13

as well as the two additional recommendations:

- v) Amendments to Section 5.10 Secondary Suites and Section 5.11 Garden Suites to apply as permitted within Residential Zones.
- vi) Amendment to Section 4.5.6 to remove restricted time periods for locating Portable Garages on residential lots.

Read a second time by title, the by-law entitled "A law to adopt the Grand Bay-Westfield Zoning By-Law 122".

Seconded by Councillor Day. Carried.

### **13.1.2 DRAFT ZONING BY-LAW NO. 122 , SECOND READING BY TITLE**

Councillor Snodgrass moved First Reading by Title of Draft Zoning By-law No. 122.

Seconded by Councillor Day. Carried\*

Draft Zoning By-law# 122 was Read by Title.

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Councillor Day moved Second Reading by Title of Draft Zoning By-law No. 122.

Seconded by Councillor Evans. Carried.\*

Draft Zoning By-law# 122 was Read by Title.

6. **PUBLIC PRESENTATIONS**

None

7. **MINUTES**

7.1 **MINUTES OF REGULAR COUNCIL MEETING OF JULY 27, 2020**

Councillor Day moved to adopt the minutes of the Regular Council Meeting of July 27, 2020 as presented.

Seconded by Councillor Evans. Carried.\*

7.2 **EMAIL POLL OF JULY 30, 2020 RE: TRANSFERS FROM THE GENERAL CAPITAL RESERVE FUND TO BUY OUT THE 2017 FORD EXPLORER AND PURCHASE 2020 PUMPER TANKER**

Councillor Snodgrass moved to transfer \$19,807.42 from the General Capital Reserve Fund to the General Revenue Operating Fund regarding lease buyout of a 2017 Ford Explorer SUV Fire Vehicle and further moved to transfer \$30,027.25 from the General Capital Reserve Fund to the General Revenue Operating regarding the purchase of the Carl Thibault 2020 Pumper Tanker.

Seconded by Councillor Day. Carried.\*

7.3 **EMAIL POLL OF JULY 30, 2020 TO APPOINT TOWN CHIEF ADMINISTRATIVE OFFICER SIGNING AUTHORITY ON ALL BANKING AND OTHER DOCUMENTS ON BEHALF OF THE TOWN**

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Councillor Day moved to appoint any two, one appointed and one elected of the following persons to sign cheques on behalf of the Town and to appoint the following persons as signing authorities for all banking and all other documents on behalf of the Town:

Grace Losier, Mayor, Michael Likely, Deputy Mayor and Beverley Day, Councillor and John Enns-Wind, Town Chief Administrative Officer/Treasurer and Marcia Mason, Assistant Clerk/Treasurer.

Seconded by Councillor Evans. Carried.\*

7.4 **EMAIL POLL OF JULY 30, 2020 RE: AUTHORIZATION TO PURCHASE MOBILE AND PORTABLE TMR RADIOS**

Councillor Snodgrass moved to authorize staff to purchase 5 mobile and 3 portable TMR radios from the Provincial Department of Transportation and Infrastructure, additionally to purchase associated TMR radio accessories from the lowest cost vendor for a total not to exceed \$25,000.00, including applicable taxes and fees.

Seconded by Councillor Day. Carried.\*

7.5 **EMAIL POLL OF AUGUST 6, 2020 RE: AUTHORIZATION OF REPAIRS TO FIRE DEPARTMENT TANKER**

Councillor Snodgrass moved to authorize repairs to the Fire Department Tanker per email of August 6, 2020 from the Fire Chief for a cost of \$10,350.00 including HST.

Seconded by Councillor Day. Carried.\*

8. **BILLS FOR PAYMENT**

Councillor Day moved to pay August 24, 2020 Bills for Payment as presented for \$40,493.28 and Bills for Ratification for \$174,348.02 for a grand total of \$214,841.30.

Seconded by Councillor Evans. Carried.\*

9. **CONSENT AGENDA**

**A) GRAND BAY-WESTFIELD VOLUNTEER FIRE/RESCUE DEPARTMENT REPORT FOR 2020**

**B) BUILDING INSPECTOR'S REPORT FOR JULY 2020**

**C) DOG CONTROL REPORT FOR JULY 2020**

**D) RECREATION DEPARTMENT REPORT FOR JULY 2020**

**E) WORKS DEPARTMENT REPORT FOR JULY 2020**

**F) RIVER CENTRE COORDINATOR'S REPORT FOR JULY 2020**

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

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

Seconded by Councillor Day. Carried.\*

10. **BUSINESS ARISING FROM MINUTES**

- a) Regular Council Meeting Minutes of July 27, 2020

None

11. **DELEGATIONS**

None

12. **PETITIONS**

None

13. **BY-LAWS**

Moved to beginning of Meeting.

14. **NOTICE OF MOTIONS**

None

15. **REPORTS**

16. **REPORT OF JULY 27, 2020 FROM WORKS COMMISSIONER RE:  
2019 – 2020 WINTER HOLDBACK RELEASE**

Councillor Evans moved that the holdback for damages during the 2019-2020 winter season be released in the amount of \$4,584.85.

Seconded by Councillor Snodgrass. Carried.\*

17. **REPORT OF JULY 31, 2020 FROM WORKS COMMISSIONER RE:  
RESIDENTIAL SPEED REDUCTION CRITERIA, BRANDY  
POINT ROAD**

Councillor Snodgrass moved to accept the conclusion drawn by Crandall Engineering in that lowering the posted speed from 40km/hr to 30/km/hr is not warranted.

Seconded by Councillor Evans. Carried.\*

Councillor Balemans voted against the Motion.

18. **LETTER OF AUGUST 12, 2020 FROM RAYMOND BRUN, P.  
ENG., TRANSPORTATION AND INFRASTRUCTURE RE:  
MUNICIPAL DESIGNATED HIGHWAY PROGRAM 2021 – 2025,  
CONFIRMATION OF APPLICATION**

Councillor Snodgrass moved to receive and file letter of August 12, 2020 from Raymond Brun, P. Eng., Transportation and Infrastructure Re:

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Municipal Designated Highway Program 2021 – 2025, Confirmation of Application.

Seconded by Councillor Day. Carried.\*

19. **REPORT OF AUGUST 18, 2020 FROM CAO RE: LONG TERM DEBENTURE – FINANCING – PROTECTIVE SERVICES**

Councillor Snodgrass moved that the Treasurer and Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of Grand Bay-Westfield debenture in the principal amount of \$420,000 for a term not to exceed fifteen (15) years on such terms and conditions as are recommended by the New Brunswick Finance Corporation, and be it resolved to issue post dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture, one year in advance.

Seconded by Councillor Snodgrass. Carried.\*

20. **REPORT OF AUGUST 18, 2020 FROM CAO RE: HEAD**

Councillor Day moved the Council of the Town of Grand Bay-Westfield appoint CAO, John Enns-Wind, as Head as that term is defined in the *Right to Information and Protection of Privacy Act* as it applies to municipalities in the province.

Seconded by Councillor Snodgrass. Carried.\*

21. **REPORT OF AUGUST 10, 2020 FROM WORKS COMMISSIONER RE: COLONEL NASE BLVD./RIVER VALLEY DR. INTERSECTION REVIEW**

Councillor Day moved to issue a Purchase Order to Crandall Engineering to complete the Colonel Nase Boulevard and River Valley Drive Intersection review as described.

Seconded by Councillor Snodgrass. Defeated.\*



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It was noted this item would be forwarded to a future Information Session for discussion.

22. **REPORT OF AUGUST 12, 2020 FROM WORKS COMMISSIONER  
RE: BRITAIN ROAD CHIP SEAL**

Councillor Evans moved to postpone the proposed Chip Seal of Britain Road until needed infrastructure is completed.

Seconded by Councillor Snodgrass. Carried.\*

23. **REPORT OF AUGUST 20, 2020 FROM CAO RE: POLICY #A003**

Councillor Day moved that the Council of the Town of Grand Bay-Westfield approve the edits to Policy #A003 changing "Town Manager" to "CAO".

Seconded by Councillor Snodgrass. Carried.\*

24. **REPORT OF AUGUST 19, 2020 FROM DEVELOPMENT  
OFFICER RE: TENTATIVE SUBDIVISION PLAN, LAURIE J.  
MELANSON SUBDIVISION -01 & LOT 20-2 SUBDIVISION PLAN**

Councillor Evans moved to accept \$4,880.42 money in Lieu of Land for Public Purposes (cash, money order, certified cheque or debit) for the purposes of creating one new building lot out of PID No. 302321467 on Brandy Point Road, as shown on the amending Subdivision Plan, J. Melanson Subdivision, Lot 20-01 & Lot 20-02, as prepared by DeSaulniers Surveys Inc., dated August 4, 2020, with approval of Final Subdivision Plan subject to:

- 1) Payment of \$4,880.42 (cash, money order, certified cheque or debit);
- 2) Maintaining m5 utility easement along the front property line Civic No. 85 for lot 20-01 and Civic No. 87 Lot 20-02 and the marked 30m buffer as per Provincial mapping.

Seconded by Councillor Snodgrass. Carried\*

24.a APPROVAL OF REGIONAL FACILITIES COMMISSION BUDGET

Councillor Snodgrass moved to refer the Regional Facilities Commission Budget to the 2021 Budget Process.

Seconded by Councillor Evans. Carried.\*

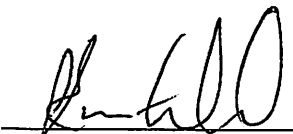
25. ADJOURNMENT

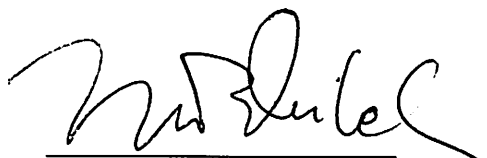
Councillor Day moved adjournment.

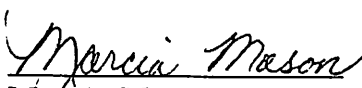
Seconded by Councillor Balemans. Carried.

Time: 8:46 pm

Respectfully submitted,

  
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John Enns-Wind  
CAO

  
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Michael Likely  
Deputy Mayor

  
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Marcia Mason  
Assistant Clerk