



**QUISPAMIS TOWN COUNCIL
REGULAR MEETING
MINUTES**

**December 5, 2017, 7:00 pm
Council Chambers
Quispamsis Town Hall**

Present:

Mayor Gary Clark
Deputy Mayor Libby O'Hara
Councillor Lisa Loughery
Councillor Sean Luck
Councillor Kirk Miller
Councillor Emil T. Olsen
Councillor Pierre Rioux
Councillor Beth Thompson
Deville, Susan; CAO
Kennedy, Aaron; Communications Manager
Losier, Gary; Director of Engineering & Works
McGraw, Jo-Anne; Town Treasurer
Purton Dickson, Dana; Director of Community Services
Snow, Catherine; Town Clerk

1. Approval of Agenda

Moved By Deputy Mayor O'Hara

Seconded By Councillor Thompson

The agenda be approved as prepared.

Motion Carried

2. Mayor's Comments - (none)

3. Moment of Reflection – Councillor Thompson read the moment of reflection.

4. Disclosures of Interest – No disclosures were declared.

5. Presentations – (none)

6. Public Hearings – (none)

7. Minutes of Previous Meetings

7.1 November 21, 2017 - Regular Meeting

Moved By Deputy Mayor O'Hara

Seconded By Councillor Loughery

Minutes be approved as prepared.

Motion Carried

7.2 November 25, 2017 - Special Meeting (Budget)

Moved By Councillor Thompson

Seconded By Councillor Luck

The Special Meeting minutes of November 25, 2017 be approved as prepared.

Motion Carried

8. Unfinished Business

8.1 (Aug.18/15) Fernwood Park Phase 1 – Schooner Point Development Ltd. – Council Final Acceptance

Staff Report from Mark Morrison, CET, Engineering Manager

Mr. Morrison's Staff Report informed Council Schooner Point Development Ltd. entered into a developer's agreement with the Town to subdivide PID No. 30305288 into 20 residential lots, which was assented to by Council on August 18, 2015. The subdivision upgraded Nightingale Lane from a private lane to a public street and extended this street by an additional 200m. It also created a new street called Oriole Lane and a portion of Meadowlark Drive. Each of the 21 lots is serviced by municipal sewer, with water provided by individual on-site wells. He recommended Council grant final acceptance of the subdivision and release Schooner Point Development Ltd.'s bonding.

Moved By Councillor Loughery

Seconded By Councillor Olsen

Whereas the Developer has satisfied the minimum requirements in accordance with Subdivision By-law No. 035 and the terms and conditions of the developers agreement, BE IT THEREFORE RESOLVED Council grant final acceptance of

Phase 1 of the Fernwood Park Subdivision Development, and authorize the release of the \$17,570 bonding to Schooner Point Development Ltd.

Motion Carried

8.2 (Apr.4/17) Acadian Games 2020 - Request for Partnership

Michel Cote, In Attendance

Staff Report from Director of Community Services & Communications Manager

A Staff Report from the Director of Community Services and the Communications Manager informed Council the City of Saint John has agreed to sign the MOU and contribute \$50,000 - the two items required by the organization that oversees Les Jeux de l'Acadie for the hosting of the 2020 Games. Ms. Purton Dickson and Mr. Kennedy's Staff Report noted the local organizers are asking Council for a \$10,000 investment, payable over three years plus potential in-kind contributions for venues. If Council is willing to sign the MOU and contribute \$10,000; then Quispamsis will be part of les Jeux de L'Acadie.

A discussion ensued between Council Members and Michel Cote, with Mr. Cote stating even though the City of Saint John has agreed to sign the MOU and financially contribute the required funding to the 2020 Acadian Games, they would still like Quispamsis to be part of the event. He noted the Ecole des Pionniers School is located in Quispamsis, along with a sizable francophone community, many of whom will be volunteers for the event. While Mr. Cote could not confirm what events would be held in Quispamsis, he stated, if Council agrees to sign the MOU and contribute a financial donation of \$10,000 spread over a three year period, then it would be guaranteed that the Hosting Committee would be assigning some of the events to Quispamsis.

Council Members expressed concerns re the terms of the MOU, in particular, the clause requiring the hosting communities to cover any deficits, while any surpluses would be turned back to the local francophone schools. Also concerns were expressed re the lack of financial information concerning their proposed \$500,000 budget, as well as the lack of financial information available from previous games. Mr. Cote stated he can not speak to previous games other than the 2010 Acadian Games held in Saint John, which he Chaired. At that time, he said, government funding was received, including \$80,000 from the Regional Development Corporation, \$50,000 from the City of Saint John, as well as Corporate sponsorship including \$25,000 from JDI, and \$25,000 from Irving Oil.

It was further noted the hosting of the Acadian Games will be similar to the Seniors 55 Games that will be held next August, and the Under 17 World Cup

Hockey Tournament to be held next November, with it being acknowledged Quispamsis is developing a strong reputation in the Sports Tourism Industry, nationally, and soon to be internationally, and the positive economic spin offs to the region as a result.

Moved By Councillor Olsen

Seconded By Councillor Thompson

That Quispamsis:

- Signs the MOU to co-host the 2020 Jeux de l'Acadie with Saint John;
- Provides a \$10,000 grant to the games (payable over three years);

Places a staff member on the organizing committee (as requested), all of which will ensure events/activities take place in our town during the games in June of 2020.

**Motion Carried
Against (1): Councillor Luck**

8.3 (Nov.25/17) Proposed 2018 Budget

8.3.1 Email from Deputy Mayor O'Hara - Budget Questions

Deputy Mayor O'Hara's correspondence, further to Council's November 25, 2017 Budget Meeting, requested additional information to assist her in the 2018 Budget Deliberations, including Individual Staff out of province Travel Listing for 2017; development of a Donation/Funding Request Policy (2018); increase to Mayor's Budget for Gifts from \$1400 to \$5000; options to reduce costs for cleaning Town buildings and options to reduce postage and office supplies, as well as her noted disapproval of Staff salaries shown as blended.

8.3.1.1 CAO Deuille's Response to Deputy Mayor O'Hara's Questions

Ms. Deuille's Staff Report responded to the Deputy Mayor's inquiries re the Town's past year's budget for Staff travel and training, Council's motion of November 25 directing Staff to develop a Donations' Request Policy for future budgets; the Mayor's budget for gifts and newspaper advertisements, along with clarification points on cleaning costs of municipal buildings, postage, blended salary numbers, and committee expenses.

Deputy Mayor O'Hara expanded on her request that the proposed 2018 budget include an increase to the Mayor's budget for gifts for special occasions and dignitaries and for newspaper special announcements from the proposed \$1400

amount to \$5000. She stated it is important for the largest Town in NB to allow the Mayor to have a face not only in social media where many seniors do not go, but also in the media.

CAO Deuille informed Council the Finance Committee had made a recommendation to staff to create a special budget of \$1000 for the Mayor for special gifts and this was included in the numbers presented to Council under Civic Relations. The budget used for the 2018 Council advertising budget is based on what has been spent in the past. Accounts payable numbers show \$1000 per year has been the average cost over the last five years for this item. With the hold the line direction on the civic relations budget, the original 2017 budget of \$3000 for Council advertising was breaking out into \$2000 for advertising and the other \$1000 was used to create the Mayors' gift item, keeping the Civic Relations budget the same as 2017 at \$20,600.

Members spoke to the issue of increasing the Mayor's Gift and Advertising budget to \$5000, with the consensus being that it remain at \$3000, acknowledging the Mayor also has an additional Mayor's discretionary fund of \$1200.

Moved By Deputy Mayor O'Hara

Seconded By Councillor Olsen

Deputy Mayor O'Hara's correspondence, along with CAO' Staff Report on this matter, be received and filed.

Motion Carried

8.3.2 Staff Report from CAO Deuille, and Town Treasurer McGraw Re Budget Dialogue Follow Up from November 25, 2017 Special Meeting

The above referenced Staff Report provided further context to the November 25, 2017 Budget discussions, providing several options that would allow more investment into capital infrastructure for roads. Options included borrowing funds, or as an alternative to borrowing, implementing a one cent increase on the tax rate for 2018, which, instead of using funds to pay debt costs, could set aside an additional \$168,000 annually for road paving. This would amount to an extra \$2,500,000 in total towards road paving or reserve funds in part or in full, over the next 15 year period. The Report indicated the Province's unexpected increase to the Town's Equalization Grant of \$348,640 amounts to just over 2 cents on the tax rate and there is no guarantee that this component of the grant will be forthcoming in future years.

The CAO and Town Treasurer expanded upon their Staff Report noting there is concerns with the amount of funds being invested to maintain and replace current infrastructure. To help address this issue, \$50,000 has been included in the proposed budget for an Asset Management Plan. An application will also be made to FCM for funding to assist with this project.

Council Members spoke to Staff's proposal to increase the tax rate by two cents vs one cent, with several Members stating their preference would be to leave the proposed tax rate increase at one cent at this time, and then complete the Asset Management Plan in 2018. From there, future budget needs can be determined based on municipal infrastructure priorities. Further, it was noted, in accordance with the Town Treasurer's October 2017 Unaudited Financial Statements, which show for the 10 months ending October 2017, a year to date surplus of \$166,000 is expected, which could be allocated towards Reserve Funds or Street Capital at year end.

Moved By Councillor Rioux

Seconded By Councillor Olsen

Staff be directed to increase the tax rate by two cents to a tax rate of \$1.30 cents, with the additional \$168,000 from the added one cent being allocated to Reserve Funds.

Motion Defeated

**Nay: Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck,
Councillor Miller, Councillor Thompson**

9. Correspondence

9.1 A. Malcolm Properties Ltd.'s. Rezoning Application – Proposed River View Estates Multi-Residential Development - R1 to R2 – PID No. 30325906 – 23.3 Acre Property off Merritt Hill Drive and Matthew's Drive – Two 36 Unit Apartment Buildings

Mr. Adam Hoar, A. Malcolm Properties Ltd., In Attendance

A Staff Report from the Town Clerk informed Council, at the November 7, 2017 Regular Meeting, a motion was passed to consider A. Malcolm Properties Ltd.'s above referenced rezoning request as part of the new Municipal Plan adoption process. Once the Municipal Plan is adopted, a new Zoning By-law will then be introduced, which goes through the similar 2 – 3 month public adoption process. The Town Clerk related since the November 7, 2017 Regular Meeting, the Developer, A. Malcolm Properties Ltd., has held discussions with the Municipal

Planning Officer. In reviewing timelines, the Developer felt a proposed amendment to the Town's current Zoning By-law No. 038 would be a more expeditious way to address A. Malcolm Properties Ltd.'s rezoning application.

Moved By Councillor Thompson

Seconded By Deputy Mayor O'Hara

Council withdraw its motion of November 7, 2017 to include the proposed River View Estates Multi-Residential Development as a consideration in the new Municipal Plan Process; and instead, proceed with considering an amendment to the current Zoning By-law No. 038 by setting a Public Hearing date for January 16, 2018; referring the proposed River View Estates Multi-Residential Development to PAC for its written views; and, notifying property owners within a 100 m radius of the proposed land use change.

Motion Carried

9.2 Master Enterprises Ltd. – Hamel Drive Integrated Development – Request to Amend Section 39 Development Agreement - PID No. 00173732 - Approximately 16 Acres on Lands Situated between Swanton Drive, Gondola Point Arterial, Millican Drive and Susan Street with Access off Swanton Drive

Mr. Rick Turner, Hughes Surveys, in Attendance

An application from Hughes Surveys & Consultants Inc., on behalf of Master Enterprises Ltd., informed Council Mr. Murray Carpenter is in the process of selling the above referenced property, identified as PID No. 00173732 off Swanton Drive. The new shareholders, Andrew Harrigan, Brad Lockhart and Sean Hall have requested the following amendments to the Section 39 developer's agreement:

- Extend the timelines for completion of the development;
- Permit the developer to increase the footprint of the multi-residential buildings while keeping the total number of units for the whole development at 96 units;
- Modify the architectural design;
- Increase the number of phases for completion of the whole development from four to five;
- Establish setback variances for the design of some of the garden homes;
- Allow for full street construction to coincide with development phases;
- Incorporate a repayment schedule for an outstanding municipal sewerage levy, and
- Modify the Land for Public Purposes plan.

Moved By Councillor Olsen

Seconded By Councillor Loughery

A Public Hearing date to amend the Developer's Agreement be scheduled for January 16, 2018, request be referred to the Planning Advisory Committee for its written views and property owners within 100 metres of the subject property be notified in writing of the proposed amendment request.

Motion Carried

9.3 Wash 66 - Portion of PID No. 30256226 off Pettingill Road - Request to Amend Section 39 Development Agreement Re Timelines for Carwash Development

Dr. Jeff Sheppard, In Attendance

An application from Dr. Sheppard requested Council to amend the Section 39 Agreement between Wash 66 and the Town of Quispamsis to extend the construction timelines, as follows:

- Land purchase by year end 2017;
- Registration of subdivision plan subdividing PID No. 30256226 (15 Pettingill Road), to create the parcel for the car wash operation;
- Break ground by March – April, 2018;
- Operational by end of September, 2018.

Moved By Councillor Loughery

Seconded By Councillor Olsen

Council set a Public Hearing date of January 16, 2018, refer the matter to PAC for its written views and notify property owners within a 100 metre radius of the proposed amendment to the agreement.

Motion Carried

9.4 Kennebecasis Valley Fire Department Inc.'s Revised Budget As Directed by Joint Advisory Committee

Correspondence from Fire Chief Bill Ireland had attached a revised Kennebecasis Valley Fire Department Inc. 2018 Budget with amendments as directed by the Joint Finance Committee.

Moved By Councillor Miller

Seconded By Councillor Luck

The Town's prorated share of the revised Fire Budget be incorporated into the Town's proposed 2018 Budget.

Motion Carried

10. By-laws

10.1 Proposed Municipal Plan By-law No. 054

Dwight Colbourne, Municipal Planning Officer, In Attendance

Moved By Deputy Mayor O'Hara

Seconded By Councillor Olsen

A Public Hearing date be established for January 16, 2018 to hear and consider any objections to the proposed new Municipal Plan By-law No. 54; and the proposed by-law be referred to the Planning Advisory Committee for its written views.

Motion Carried

Mr. Colbourne spoke to the proposed Municipal Plan, noting the document has been prepared through engagement and consultation with key stakeholders. The primary change is the introduction of Garden Suites as an alternate housing option in the community. This new medium density housing proposed for the residential zone, will encourage infilling in areas where services already exist and provides an option for the older demographic who are looking to downsize. The new plan provides direction and strategies based on a community vision that –

- Maintains and enhances the natural environment;
- Provides services and facilities critical for a healthy lifestyle;
- Enables the development for a range of housing options for all ages and family types;
- Moves towards and promotes the building of a more sustainably healthy vibrant, inclusive and safe community; and
- Continues to be fiscally responsible through sound budgetary practices and remains accountable to its Citizens;
- Multiple Residential developments will be permitted in Central Commercial Zones.

Mr. Colbourne was thanked for producing the 105 page, well organized document that will lead the Town of Quispamsis in its development over the next decade.

11. New Business (none)

12. Reports

- 12.1 Kennebecasis Regional Joint Board of Police Commissioners - October 2017 Meeting Minutes
- 12.2 Quest - ETF Application - Letter of Support from Climate Change Committee
- 12.3 Kennebecasis Public Library - October Meeting Minutes & Associated Documentation

12.4 October 2017 Unaudited Interim Financial Statements

Moved By Councillor Rioux

Seconded By Councillor Miller

Reports be received and filed.

Motion Carried

13. Business Arising from Committee of the Whole

14. Adjournment

Moved By Deputy Mayor O'Hara

Seconded By Councillor Olsen

Meeting adjourn.

Motion Carried

Meeting adjourned at 8:45 p.m.

X

Gary Clark
Mayor



X

Catherine P. Snow
Clerk

