



**QUISPAMISIS TOWN COUNCIL**  
**REGULAR MEETING**  
**MINUTES**

April 17, 2018, 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  
MacInnis, Lisa; Assistant Town Clerk  
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 Rioux

The agenda be approved as prepared.

**Motion Carried**

## 2. Mayor's Comments

Cleaner-Greener Quispamsis - Mayor Clark reminded those available April 19, 2017 will mark the 15<sup>th</sup> Annual Cleaner Greener garbage pick-up in Quispamsis, and encouraged those available to participate. Drop off bins for litter for residents are available until Monday at the Quispamsis Memorial Arena and the parking lot at James Rolfe Field.

Humboldt Broncos Book of Condolences - Mayor Clark invited those in attendance to sign a book of condolences for the family and friends affected by the tragedy in Saskatchewan on April 6, 2018 where a transport collided with a bus carrying members of the Humboldt Broncos.

The books of condolences was available for signing in the main foyer of the qplex this past week and will remain available for signing this evening and will then be sent to Mayor of the City of Humboldt, Rob Muench.

3. **Moment of Reflection** - Councillor Olsen read the Moment of Reflection.

4. **Disclosures of Interest** - No disclosures were declared.

## 5. Presentations

### 5.1 Volunteer Recognition Awards - Mayor Clark, Deputy Mayor O'Hara and Community Services Director to Officiate

Presentations Officiated by Mayor Clark & Deputy Mayor O'Hara

The 2018 Annual Volunteer Recognition Awards were presented, in conjunction with the National Volunteer Week, to the following individuals in recognition of their community contributions:

- Andrew Goldsworthy – Yamaji Dojo Martial Arts & Fitness
- Bonnie O'Brien – Tir na nOg Forest School
- Brian Jensen – Kings Way Care Centre
- Dave Thomas – Saint John Track Club
- Gary Losier – Saint John Fundy Aquatic Club (TIDE)
- Jason Tait – Kennebecasis Regional Police Force
- Jennifer Hindle – Kennebecasis Valley Basketball Association
- Kathy Vincent – Quispamsis Figure Skating Club
- Paula Brown – Hockey Ministries International – Atlantic

- Rena Fairweather – Various Community Groups
- Robert Thomson – Forever Highland Dance Association
- Stacy Blois – KV Girls Softball Association Inc.
- Steve Gillis – Hammond River Angling Association

Meeting adjourned to a 10 minute recess for a brief reception in honour of the 2018 Volunteer Awards recipients.

## 6. Public Hearings

## 7. Minutes of Previous Meetings

### 7.1 April 3, 2018 - Regular Meeting

**Moved By** Councillor Rioux

**Seconded By** Councillor Miller

Minutes be approved as prepared.

**Motion Carried**

## 8. Unfinished Business

## 9. Correspondence

### 9.1 Councillor Luck - Discussion on Potential for Performance Audit

Councillor Luck's correspondence requesting the Town carry out a performance audit to assist the Town with clear and unbiased feedback; helpful advice designed to help improve operations; and identify good business practices.

A performance audit – sometimes called a 'value for money' audit – is an unbiased examination, carried out following professional standards, to assess whether a particular area of local government activity is being carried out economically, efficiently and effectively. Audits may identify strengths as well as areas needing improvement, and are reported publicly.

Members spoke with the consensus being that they wanted more information on cost and scope of audit, as well as, concerns of this not being identified in the 2018 Budget.

CAO Deuille informed Council of several cost reduction systems that have happened recently and are being implemented, such as, the finance modernization project, asset management program, new budgeting software, implementing paperless Planning Advisory Committee Meetings, records management projects and work order tracking systems involving specialized software (Laserfiche, Citiworks, 311 system, etc.).

It is recommended that the 2019 Budget be a point of consideration to allow staff time to have these systems implemented before audit.

**Moved By** Councillor Luck

**Seconded By** Deputy Mayor O'Hara

CAO be directed to draft a performance audit RFP to be brought back to council for review by the third week of June 2018.

**Motion Carried**  
Nay (1): Councillor Thompson

## 9. Correspondence

### 9.2 Deputy Mayor O'Hara - Update on Proposed Donations Policy

CAO Deuille updated Council on the current status of the Proposed Donations Policy. Ms. Deuille reported a committee of staff are looking at the criteria and a team from Management Group will be coming back to Council within the next month.

**Moved By** Deputy Mayor O'Hara

**Seconded By** Councillor Miller

Deputy Mayor O'Hara's update request be received and filed.

**Motion Carried**

## 10. By-laws

### 10.1 Millican Drive – No Parking Zone Request

Staff Report from Gary Losier, Director of Engineering & Works

Mr. Losier's Staff Report informed Council that there has been a request from the KVPD to establish a "No Parking" zone along Millican Drive for its full length in order to manage undesirable parking in the area which has been negatively impacting the local neighbors.

At issue are the occasions when students, or their associates, park on Millican Drive in and adjacent to the pedestrian walkway leading to KVHS. Rather than park in the designated school lots they will park on the street either leaving vehicles there or hanging out creating potentially dangerous obstacles for local traffic. There have also been reports of speeding by the individuals as they leave the parking here.

Since the traffic Bylaw does not explicitly identify this street in its list of "No Parking" areas, the local police cannot use parking tickets as a method to discourage the activity.

It was proposed to the town that we enact "No Parking" for the full length of Millican Drive from 7AM to 7PM so that it will discourage daytime parking and in the evenings not drastically impact the local neighbors.

**Moved By** Deputy Mayor O'Hara

**Seconded By** Councillor Olsen

First reading be given to Traffic Bylaw amendment #27 – 28 creating a "No Parking" zone along the full length of Millican Dr. for weekdays only from 7AM to 7PM.

**Motion Carried**

**Moved By** Deputy Mayor O'Hara

**Seconded By** Councillor Thompson

Second reading be given to proposed Traffic By-law No. 27-28 creating a No Parking Zone on the full length of Millican Drive during weekdays only.

**Motion Carried**

**11. New Business**

**11.1 Building Inspection Bond Forfeitures**

**11.1.1 Resolution 2018 01 M Lewis Homes Ltd.**

**Moved By** Councillor Olsen

**Seconded By** Councillor Loughery

WHEREAS Section 13 of the Building By-law #044 provides for the payment of cash deposits as a condition of the issuance of Building Permits to ensure compliance with the By-law's provisions.

AND WHEREAS M. Lewis Homes Ltd. made a cash deposit of \$1,543.00 to secure their compliance with the provisions of the Building By-law in connection with a building permit issued for 53 Chelsea Drive, PID30281158, on March 29, 2011.

AND WHEREAS there has been non-compliance with the By-law, particulars of which are as follows:

Inspections and work not completed within the one (1) year time frame as required by Section 13.B.i. of the By-law.

NOW THEREFORE be it resolved the said deposit is hereby forfeited to the Town of Quispamsis and the Town Treasurer is directed to record the forfeiture as required.

**Motion Carried**

**11.1.2 Resolution 2018 02 M.Lewis Homes Ltd.**

**Moved By** Councillor Luck

**Seconded By** Councillor Miller

WHEREAS Section 13 of the Building By-law #044 provides for the payment of cash deposits as a condition of the issuance of Building Permits to ensure compliance with the By-law's provisions.

AND WHEREAS M. Lewis Homes Ltd. made a cash deposit of \$1,543.00 to secure their compliance with the provisions of the

Building By-law in connection with a building permit issued for 8 Jenkins Drive, PID 30261705, on March 23, 2011.

AND WHEREAS there has been non-compliance with the By-law, particulars of which are as follows:

Inspections and work not completed within the one (1) year time frame as required by Section 13.B.i. of the By-law.

NOW THEREFORE be it resolved the said deposit is hereby forfeited to the Town of Quispamsis and the Town Treasurer is directed to record the forfeiture as required.

**Motion Carried**

11.1.3 Resolution 2018 04 Grand Slam Property Buyers

**Moved By** Deputy Mayor O'Hara

**Seconded By** Councillor Thompson

WHEREAS Section 13 of the Building By-law #044 provides for the payment of cash deposits as a condition of the issuance of Building Permits to ensure compliance with the By-law's provisions.

AND WHEREAS Grand Slam Property Buyers made a cash deposit of \$1,106.00 to secure their compliance with the provisions of the Building By-law in connection with a building permit issued for 24 Fairholme Street, PID 30268866, on November 2, 2010.

AND WHEREAS there has been non-compliance with the By-law, particulars of which are as follows:

Inspections and work not completed within the one (1) year time frame as required by Section 13.B.i. of the By-law.

NOW THEREFORE be it resolved the said deposit is hereby forfeited to the Town of Quispamsis and the Town Treasurer is directed to record the forfeiture as required.

**Motion Carried**

11.1.4 Resolution 2018 07 Ron Smitheran

**Moved By** Councillor Loughery  
**Seconded By** Councillor Olsen

WHEREAS Section 13 of the Building By-law #044 provides for the payment of cash deposits as a condition of the issuance of Building Permits to ensure compliance with the By-law's provisions.

AND WHEREAS Ron Smitheran made a cash deposit of \$2,0000.00 to secure their compliance with the provisions of the Building By-law in connection with a building permit issued for 32 Hearthstone Drive, PID 30260459, on December 1, 2014.

AND WHEREAS there has been non-compliance with the By-law, particulars of which are as follows:

Inspections and work not completed within the one (1) year time frame as required by Section 13.B.i. of the By-law.

NOW THEREFORE be it resolved the said deposit is hereby forfeited to the Town of Quispamsis and the Town Treasurer is directed to record the forfeiture as required.

**Motion Carried**

11.1.5 Resolution 2018 09 Oakhill Homes Ltd

**Moved By** Councillor Thompson  
**Seconded By** Deputy Mayor O'Hara

WHEREAS Section 13 of the Building By-law #044 provides for the payment of cash deposits as a condition of the issuance of Building Permits to ensure compliance with the By-law's provisions.

AND WHEREAS Oak Hill Homes Ltd. made a cash deposit of \$1,855.60 to secure their compliance with the provisions of the Building By-law in connection with a building permit issued for 4 Sumac Street, PID 30289516, on October 7, 2011.

AND WHEREAS there has been non-compliance with the By-law, particulars of which are as follows:



Inspections and work not completed within the one (1) year time frame as required by Section 13.B.i. of the By-law.

NOW THEREFORE be it resolved the said deposit is hereby forfeited to the Town of Quispamsis and the Town Treasurer is directed to record the forfeiture as required.

**Motion Carried**

11.1.6 Resolution 2018 08 Hickey Bros Ltd.

**Moved By** Deputy Mayor O'Hara

**Seconded By** Councillor Miller

WHEREAS Section 13 of the Building By-law #044 provides for the payment of cash deposits as a condition of the issuance of Building Permits to ensure compliance with the By-law's provisions.

AND WHEREAS Hickey Bros Ltd. made a cash deposit of \$180.00 to secure their compliance with the provisions of the Building By-law in connection with a building permit issued for 443 Gondola Point Road, PID 30014161, on June 28, 2011.

AND WHEREAS there has been non-compliance with the By-law, particulars of which are as follows:

Inspections and work not completed within the one (1) year time frame as required by Section 13.B.i. of the By-law.

NOW THEREFORE be it resolved the said deposit is hereby forfeited to the Town of Quispamsis and the Town Treasurer is directed to record the forfeiture as required.

**Motion Carried**

11.1.7 Resolution 2018 11 David Long

**Moved By** Councillor Miller

**Seconded By** Councillor Loughery

WHEREAS Section 13 of the Building By-law #044 provides for the payment of cash deposits as a condition of the issuance of Building Permits to ensure compliance with the By-law's provisions.

AND WHEREAS David Long made a cash deposit of \$2,000.00 to secure their compliance with the provisions of the Building By-law in connection with a building permit issued for 8 Long Lane, PID 30216238, on October 14, 2011.

AND WHEREAS there has been non-compliance with the By-law, particulars of which are as follows:

Inspections and work not completed within the one (1) year time frame as required by Section 13.B.i. of the By-law.

NOW THEREFORE be it resolved the said deposit is hereby forfeited to the Town of Quispamsis and the Town Treasurer is directed to record the forfeiture as required.

**Motion Carried**

11.1.8 Resolution 2018 12 Jeann Guy Gionet

**Moved By** Councillor Olsen

**Seconded By** Councillor Miller

WHEREAS Section 13 of the Building By-law #044 provides for the payment of cash deposits as a condition of the issuance of Building Permits to ensure compliance with the By-law's provisions.

AND WHEREAS Jean Guy Gionet made a cash deposit of \$457.20 to secure their compliance with the provisions of the Building By-law in connection with a building permit issued for 405 Gondola Point Road, PID 00247452, on August 30, 2012.

AND WHEREAS there has been non-compliance with the By-law, particulars of which are as follows:

Inspections and work not completed within the one (1) year time frame as required by Section 13.B.i. of the By-law.

NOW THEREFORE be it resolved the said deposit is hereby forfeited to the Town of Quispamsis and the Town Treasurer is directed to record the forfeiture as required.

**Motion Carried**

## 12. Reports

### 12.1 Councillor Bob Doucet, Hampton - Lyme Disease Month – May

**Moved By** Councillor Olsen

**Seconded By** Councillor Miller

Council recognizes the month of May, 2018 as Lyme Awareness Month in the Town of Quispamsis and will promote this awareness on the Town's website, including reference to the Lyme Disease Resource site.

**Motion Carried**

### 12.2 Canadian Heritage Grant - \$4000 - Canada Day

### 12.3 Animal Control Monthly Reports

### 12.4 Kennebecasis Public Library - Agenda and Minutes - February 2018 Meeting

### 12.5 Kennebecasis Valley Fire Department Minutes & Response Report - January 2018 Meeting

### 12.6 Kennebecasis Regional Joint Board of Police Commissioners - 2017 Financial Audit

### 12.7 Kennebecasis Regional Joint Board of Police Commissioners - February 2018 Meeting Minutes

### 12.8 Saint John Regional Hospital Foundation - Brighton Group Luncheon Fundraiser for "Home Away from Home" for Patients Undergoing Cancer Treatments

**Moved By** Councillor Rioux

**Seconded By** Deputy Mayor O'Hara

Reports be received and filed.

**Motion Carried**

## 13. Business Arising from Committee of the Whole

### 13.1 Concession Stand Contract at qplex (from April 3, 2018 COW)

**Moved By** Councillor Olsen  
**Seconded By** Councillor Rioux

Council authorize removal of the concession service component from Peddler's Creek's catering contract; and, the Town Solicitor be directed to draft a new contract with Mr. Jeff Calder for the concession stand services at the qplex under the same terms and conditions that were in the Peddler's Creek agreement.

**Motion Carried**

13.2 AED

**Moved By** Councillor Miller  
**Seconded By** Councillor Luck

Council authorize purchase of new AED units as discussed.


**Motion Carried**

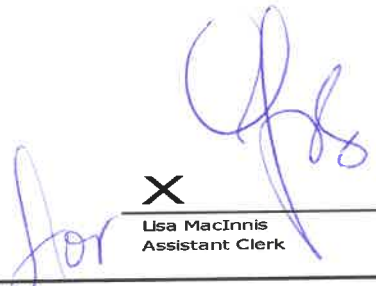
14. **Adjournment**

**Moved By** Deputy Mayor O'Hara  
**Seconded By** Councillor Thompson

Meeting adjourn. Meeting adjourned at 8:50 p.m.

**Motion Carried**

  
X  
\_\_\_\_\_  
Gary Clark  
Mayor

  
X  
\_\_\_\_\_  
Lisa MacInnis  
Assistant Clerk