



**QUISPAMISIS TOWN COUNCIL
REGULAR MEETING
MINUTES**

**April 20, 2021, 7:00 pm
Council Chambers
Quispamsis Town Hall**

Present: Mayor Gary Clark
Deputy Mayor Libby O'Hara
Councillor Sean Luck
Councillor Lisa Loughery
Councillor Kirk Miller
Councillor Emil T. Olsen
Councillor Pierre Rioux
Brandon, Krista, Town Treasurer
Kennedy, Aaron; Communications Manager
Losier, Gary; Director of Engineering & Works
MacInnis, Lisa; Assistant. Clerk
Purton Dickson, Dana; Director of Community Services
Snow, Catherine; Town Clerk

Absent: Councillor Beth Thompson (injury)
Deville, Susan; CAO, (illness)

1. Approval of Agenda

Moved By Deputy Mayor O'Hara
Seconded By Councillor Luck

The Agenda be approved as prepared.

Motion Carried

2. Mayor's Comments

Mayor Clark announced this year's River Watch Program has come to an end with water levels along the Saint John and Kennebecasis Rivers receding and returning to normal. He thanked the Town's Emergency Planning Team for their dedicated work, reminding residents that every household in Quispamsis should have an emergency plan and ability to be self sufficient for 72 hours during an emergency situation.

3. Moment of Reflection

Councillor Miller read the Moment of Reflection.

4. Disclosures of Interest

No disclosures were declared.

5. Presentations

5.1 2021 Volunteer Recognition Awards

Council members read introductions for each of the following 2021 Volunteer Recognition recipients:

1. Emily Thomson – Forever Highland Dance School;
2. Don Moore – The Valley Cruisers Car Club;
3. Dean Roberts – Kennebecasis Regional Police Force;
4. Irene Schell – Kingsway Care Centre;
5. Peter McGinn – KV Food Basket;
6. Neil Pond – KV Karate;
7. Kenneth Steele – Community Volunteer;
8. Robert (Bob) Jackson – KV Woodworkers;
9. Rita Raymond-Millett – Fundy Soccer Association;
10. John Kelley – Elementary Literacy Friends (ELF) Program;
11. Brenda Doucet – KV Pickleball;
12. Kelley McIntyre – Community Volunteer;
13. Michael Hayden – KV Woodworkers;
14. Grace Anderson – Nvy League of Canada – Quispamsis Branch

Moved By Deputy Mayor O'Hara

Seconded By Councillor Olsen

Council acknowledge and thank each of the Volunteers being recognized this evening, and these individuals be commended for their hard work, dedication and strong commitment to their community.

Motion Carried

6. Public Hearings (none)

7. Minutes of Previous Meetings

7.1 April 16, 2021 - Regular Meeting

Moved By Councillor Loughery
Seconded By Councillor Luck

Minutes be approved as prepared.

Motion Carried

8. Unfinished Business

8.1 (Nov. 2020) Utility Capital Fleet Schedule Adjustment - Staff Report from Director of Engineering & Works

Mr. Losier's Staff Report indicated the current 2021 Utility Department Fleet replacement schedule has identified two vehicles that had been planned for replacement. The first is a 2002 - 3-ton truck with a hoist that had a budget allocation of \$95,000. The second was a 2005 Pickup that was proposed to be replaced with an electric powered pick-up and a budget allocation of \$56,000.

Due to Covid Operational issues and supply chain issues, Mr. Losier wrote, it has been determined that any tender for the trucks as planned for 2021 cannot be met with delivery in 2021. In addition, recent metal pricing has increased the estimated cost for a properly equipped 3-ton Hoist vehicle to the \$120,000 range.

The Utility Dept has an immediate need for vehicles in 2021 to be able to operate with Covid passenger restrictions. In searching out vehicle supplies it was discovered if the specification requirements meet a basic ¾ ton level an RFQ can be issued for an immediate, (or short turnaround), delivery of vehicles.

In order to meet operational needs, Mr. Losier stated, Utility staff is proposing the Town delay the purchase of the electric half ton due to delivery schedule issues. It is proposed the planned 2005 pickup replacement would be a regular powered vehicle rather than electric. Secondly, staff is proposing to defer the replacement of the 3-ton Hoist truck to 2022 so that the budget can be adjusted, and, in its place, bring forward to this 2021 year, a 2006 half-ton replacement planned for 2022.

Moved By Councillor Olsen
Seconded By Councillor Miller

Staff proceed with the adjusted Utility Dept fleet replacement schedule for 2021 as proposed.

Motion Carried

- 8.2 (Mar.16/21) ACAP Saint John - Amendment to Quispamsis Climate Change Adaptation Plan – In Attendance: Ms. Bailey Brogan, Atlantic Coastal Action Program (ACAP) Saint John Inc.

Ms. Brogan informed Council, further to her presentation back In March when Council approved ACAP's Quispamsis Climate Change Adaptation Plan, the Provincial Department of Environment have requested updated flood data be incorporated into the Climate Change Adaptation Plan. The Province provided a 2100 flood layer to be added to the existing GIS analysis and new flood data including mapping of 7m water elevation to account for a 1 in 100 year storm, (1%) in 2100 which results in water levels of 6.87m.

Ms. Brogan referenced the Sections of the Plan to be changed, noting historical (5.73m) and future flood data, (7m), can be used to identify future adaptation projects in Quispamsis. No changes are proposed for the risk ratings assigned in the Plan and these impacts were already identified to be a medium high and medium risks. Additionally, she noted, this not not change the Action Register, with Strategy 1.1. already addressing the impacts displayed within the new flood maps.

Moved By Deputy Mayor O'Hara
Seconded By Councillor Olsen

Council approve the amendment to the final Climate Change Adaptation Plan as presented by ACAP and the Department of Environment, and refer the updated version to Staff and the Climate Change Committee.

Motion Carried

- 8.3 (Apr.6/21) Additional Streets for Inclusion in the 2021 Municipal Street Capital Program (Pursuant to Council's Motion of April 6, 2021 - \$500,000) - Staff Report from Director of Engineering and Works

Mr. Losier's Staff Report referenced Council's decision at the April 6, 2021 Regular Meeting to add an additional \$500,000 to the 2021 Street Capital Program. Engineering staff has already released for tender the initial Street Capital Project and it was felt the most effective manner to add streets for resurfacing would be to investigate those streets currently on the tender list that would be best suited for an extension of the construction limits. Staff is recommending for Council's consideration establishing the following streets and extensions to this year's contingency list for addition to the Capital Program:

Hammond River Road – Extension of limits by 800m - Est Value \$ \$168,000 - Extend the limit to the intersection with the Model Farm Rd/Neck Road – Completes this street.

Bradley Lake Road – Extension of limits by 1.2 km - Est Value \$189,000 – Extend resurfacing on the Bradley Lake Road to incorporate all the street that has occupied dwellings. Will leave approximately 1km for future programs.

Model Farm Road – Introduction of New section 1.2 km Est Value \$180,000 – Extends from CN Underpass to intersection with Meenan's Cove Road.

Brook Street – Completion of storm sewer and Road rebuild and Resurfacing – Est Value \$ 461,000

Moved By Deputy Mayor O'Hara
Seconded By Councillor Miller

Once the 2021 Street Capital is awarded, staff negotiate with the successful low bidder the potential addition of Hammond River Road, Bradley Lake Road and Model farm Road to the limits identified, and that council be advised of revised tender values in order to allocate any additional budget funds to the Brook Street project.

Motion Carried

9. Correspondence

9.1 Councillor Kirk Miller - Traffic Calming - Queensbury Drive, Speed Zone Reduction Consideration for Hillhurst Drive, and General Traffic Calming Measures Planned for 2021

Councillor Miller's correspondence stated he has received calls asking if the temporary speed bumps will be going back in the upper portion of Queensbury Drive again this year. He has also had request for speed reduction on Hillhurst Drive from the current 50 kph to 40 kph. Lastly, he requested a verbal update as to the Town's upcoming plans for speed calming measures.

A discussion ensued on Councillor Miller's request with the Director of Engineering & Works stating temporary traffic calming measures will again be used on both the upper and lower ends of Queensbury Drive, consisting of the speed bumps and road narrowing, and COVID-19 depending, the next step, pursuant to the Traffic Calming Policy, will be a meeting with the residents to determine the best course of action for permanent traffic calming measures, going forward.

Traffic counts and speed monitoring will take place over the summer months on Hillhurst Drive to update data that was done on this street three years ago to help determine if a speed reduction is warranted.

Additionally, Mr. Losier stated the funding allocated for traffic calming this year will go towards the addition of more flashing beacons at pedestrian crossings that have been working very well.

Moved By Councillor Miller

Seconded By Deputy Mayor O'Hara

The speed zone request for Hillhurst Drive be referred to the Engineering Department to verify as part of their Summer Program, existing traffic counts and speeds on this street for analysis and recommendation back to Council in the fall; the Engineering Department be directed to continue with their plans to install temporary Traffic Calming devices on Queensbury Drive, both the upper and lower end, acknowledging, (Covid-19 depending), as part of the process, a meeting will be held with the Queensbury Drive residents to receive their feedback on the various temporary traffic calming devices that have been used for trial periods on their street before any permanent traffic calming measures are implemented; and further, with respect to traffic calming measures in general, the Engineering Department continue with their normal traffic control programs and analyses in problem areas.

Motion Carried

9.2 New Brunswick Local Governance Reform - Green Paper - 'Working Together for Vibrant and Sustainable Communities' – Request for Stakeholders' Feedback by May 31, 2021

Correspondence from Minister Daniel Allain, MBA, Minister of Local Governance and Local Governance Reform, had attached the green paper, titled, "Working together for vibrant and sustainable communities' in New Brunswick. The process, Minister Allain wrote, now shifts to the formal engagement process, and he requested public and stakeholder feedback be submitted to the Local Governance Team by May 31, 2021. The feedback, he wrote, will be analyzed, and will contribute to the drafting of the white paper (Reform Plan), to be completed by the end of 2021.

The green paper explains the issues that need to be addressed and provides options to address them. It is designed to encourage public discussion, encouraging the sharing of views and ideas on the opportunities the report presents. The feedback received through the engagement process will be reviewed and will help inform the release of the white paper by year end. The white

paper will then outline the policy changes, designed in part by working committees that the government plans to make to strengthen the local governance system.

The green paper acknowledged to change the existing local governance structure to adapt to current needs will be complex and the exact nature of the changes have yet to be defined. The Province is looking for options and solutions to

- move from a complex and fragmented structure to a cost effective service delivery model that promotes regional collaboration;
- to move from an inconsistent level of service to an established framework that defines sustainable service levels;
- to move from an eroding financial and human resource capacity to an increased financial and human resource capacity that supports the evolving needs of residents and businesses,
- and to move from a property tax system that is perceived as unfair and lacking transparency to a well understood and equitable system.

Moved By Councillor Olsen

Seconded By Councillor Rioux

Correspondence be issued to Minister Daniel Allain, Local Government and Local Governance Reform, requesting the May 31st deadline date for feedback on the Green Paper be extended due to the current Covid-19 Pandemic, as well as the implications of Bill 45 – Health Zone Lockdown anticipated delays in the declaration results of the 2021 NB Municipal Elections; acknowledging that the Quispamsis Town Council feels, as a municipal stakeholder, the Local Governance Reform Review is too significant and important of an issue to be so rushed; including the selection process that was used for establishing the Local Governance Reform Working Groups, and further, that Council feels the timelines should allow opportunity for the new municipal councils to review the green paper and provide their feedback in a realistic timeframe, rather than having the deadline for submissions in the midst of a municipal election; and letter be copied to MLA, Premier Blaine Higgs.

Motion Carried

9.3 Correspondence from Councillor Sean Luck - Miscellaneous Items

- 9.3.1 Status of Proposed By-law No. 060; A By-law of the Municipality of Quispamsis with Respect to Smoking in Public Places - (Updated Information from Dana Purton Dickson, Director Community Services and Joanie McGraw, HR Manager)

Ms. McGraw related Council had accepted staff's recommendation to postpone third and final reading of the proposed By-law Regulating Smoking at its March 17, 2020 Regular Meeting. This was due to the Town's response in managing the COVID-19 pandemic at public facilities, focusing on compliance of managing the ever-changing pandemic protocols, and the health and safety of the employees. She noted five (5) employees, over the past year, did take advantage of the smoking cessation program that the town had offered in preparedness of enactment of the By-law..

The Director of Community Services stated education and awareness will be a big part of the implementation plan for the By-law Regulating Smoking, and when opportunity presents itself closer to the green phase of COVID, the Town can look at the educational component to move the proposed By-law forward. In addition, she suggested, this item could become part of the Town's Strategic Planning discussion, noting in the interim, the Provincial Smoke Free Places By-law currently prohibits smoking on all public recreational properties.

Councillor Luck thanked Ms. McGraw and Ms. Purton Dickson for the update, noting the By-law Regulating Smoking process initially started in 2018, that COVID is not going away, and that quitting smoking is significant for the improvement of health and safety of staff and the public.

Moved By Deputy Mayor O'Hara
Seconded By Councillor Luck

The Proposed By-law No. 060; A By-law of the Municipality of Quispamsis with Respect to Smoking in Public Places be referred to the incoming Council as part of the Town's Strategic Planning exercise.

Motion Carried

9.3.2 Town of Quispamsis Paper Maps or Tear Off Sheets - (Updated Information from Communications Manager, Aaron Kennedy)

The Communications Manager provided background information on the KV Street maps, which were always published by the private sector. The Town was allocated a certain number of the maps in return for purchasing a small ad. The business did not find it viable to continue to publish the maps as there did not appear to be a market for them. Mr. Kennedy obtained a quote of \$3000 to have updated street maps republished if it is the desire of Council.

Moved By Councillor Luck
Seconded By Councillor Olsen

The issue on whether or not to proceed with the purchase of street and destination maps be referred to the new Council for discussion as part of the Strategic Planning process.

Motion Carried

9.3.3 Council Procedural By-law to Coincide with Remuneration Changes - Time Commitments Defined for Various Boards, Commissions & Committees

Moved By Councillor Luck
Seconded By Councillor Loughery

The Clerk's Department be directed to prepare an overview of Council Meetings and Town Committee, Commission and Board Meeting Schedules, including estimated time commitments for the new incoming Council as well as the Nominating Committee's consideration as part of the Committee Appointment Process with the view towards generating an equitable and fair workload for Council Members; and further, the overview be published on the Town's website for public information.

Motion Carried

9.3.4 Community Members Serving on Boards - Remuneration Fee Change - Provision of Town iPad for Sensitive Meeting Information

Moved By Councillor Olsen
Seconded By Councillor Luck

The issue of providing community members serving on Town Committees with electronic devices and consideration of Community Members' remuneration be referred to Staff for review and recommendations back to Council.

Motion Carried

9.3.5 Enforcement of Numbering of Buildings By-law No. 02 - Civic Numbers

Moved By Councillor Luck
Seconded By Deputy Mayor O'Hara

The Town promote on its social media platforms the importance of property owners obtaining the blue and white reflective Civic Numbers, which can be made available while you wait at the Kennebecasis Valley Fire Station 1, (Campbell Drive), for a cost of \$20 per civic plate, with funding proceeds benefitting a charitable cause; and the Town of Rothesay and the Kennebecasis Valley Fire Department and the Kennebecasis Regional Police Force also be encouraged to promote the reflective civic numbering program on their respective websites.

Motion Carried

10. By-laws (none)

11. New Business (none)

12. Reports

12.1 Planning Advisory Committee Minutes of March 23, 2021

12.2 Bill 45 - An Act Respecting Municipal General Elections in 2021 Re Impact to Municipal Elections if Health Zone is in Lockdown - (Postponement of Count and Declaration) – In response to Councillor Rioux, the Town Clerk clarified Bill 45 requires that due to the suspension of elections in the Edmundston area as a result of them being in a COVID-19 lockdown; while the remaining Health Zones will continue to vote on the May 10, 2021 Election Day, the counts and declarations will be postponed until the lockdown is lifted in that particular zone, and their election proceeds within 30 days of the date the lockdown is lifted. Once their election is held, then the results provincewide will be counted on the same day, with Ms. Snow noting she will keep Council updated as information becomes available.

12.3 Provincial Municipal Orientation - Virtual (Dates Subject to Change due to Bill 45 - Potential Election Count and Declaration Delay) Tentatively June 15 and June 22, 2021

Moved By Councillor Luck

Seconded By Councillor Miller

Reports be received and filed.

Motion Carried

13. Business Arising from Committee of the Whole (none)

14. Adjournment

Moved By Councillor Rioux
Seconded By Councillor Olsen

Meeting adjourn.

Motion Carried

Meeting adjourned at 9:30 p.m.

X

Gary Clark
Mayor



X

Catherine P. Snow
Clerk



