



**QUISPAMISIS TOWN COUNCIL
REGULAR MEETING
MINUTES**

**December 17, 2019, 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
Councillor Beth Thompson
Deville, Susan; CAO
Brandon, Krista; Town Treasurer
Kennedy, Aaron; Communications Manager
Losier, Gary; Director of Engineering & Works
Purton Dickson, Dana; Director of Community Services
Snow, Catherine; Town Clerk

1. Approval of Agenda

Moved By Deputy Mayor O'Hara
Seconded By Councillor Loughery

The agenda be approved as prepared.

Motion Carried

2. Mayor's Comments

Mayor Clark welcomed those in attendance to the final meeting of the year. He reflected on the 2019 year with the following highlights:

- Spring freshet flooding for second year in a row;
- A four year contract with CUPE Local 3226 has been finalized;

- Quispamsis & Rothesay named for the second year in a row as the safest community in Canada, shared with Petawawa, Ontario;
- Hampton Road watermain expansion project, including widening and creation of an additional road lane in front of Quispamsis Elementary School; and
- The Town's donation of land on Leeswood Drive for a Habitat for Humanity home for a deserving family.

Mayor Clark, in looking ahead to 2020, highlighted -

- One of the Town's main priorities, in partnership with the Province of New Brunswick, is the upcoming construction of a roundabout at the Squire Drive/Gondola Point Arterial/Alma Lane intersection to improve traffic movement and safety at this intersection.
- The co-hosting of the 2020 Jeux de l'Acadie Games, with the City of Saint John.

Mayor Clark concluded by wishing everyone a Merry Christmas and a Happy New Year!

3. Moment of Reflection

Councillor Luck read the Moment of Reflection.

4. Disclosures of Interest

No disclosures were declared.

5. Presentations

5.1 Grant Thornton – Presentation of Internal Performance Audit & Review

In Attendance: Ms. Nicole Deveau, BA, MPA; and Blair Northcott, (Partner in Saint John Office)

Ms. Deveau presented an overview of Grant Thornton's Internal Performance Audit & Review of the Town of Quispamsis' operations, summarized below -

- Objectives included -
 - Increase operational efficiency and effectiveness;
 - Provide management with an independent and fair assessment of the Town's management practices and compliance with established policies and procedures; and,
 - Work interactively with the Town's management team to ensure that prevailing business practices make the best use of the resources available to them.

Ms. Deveau explained the scope of work that was done based on the original RFP requirement; and the approach used to compile their data and reach their conclusions, highlighted below –

- Overall the town is doing many positive things in the pursuit of creating a progressive, vibrant community;
- Those interviewed spoke highly on the role the current CAO is playing;
- Employees have a huge sense of pride and commitment to the work they do on behalf of the Town;
- Throughout the process, those engaged in the review had a spirit of open communication with a willingness to participate;
- There was an openness to sharing opportunities for improvement amongst those they met with; and
- A variety of internally led initiatives are creating an environment of continuous improvement and empowering employees to take an active leadership role.

Benchmarking municipalities used for comparison purposes-

- Riverview, NB;
- Summerside, PEI;
- Mount Pearl, NL;
- Dieppe, NB;
- Beaumont AB, and
- Edmunston, NB.

In comparison, overall staffing numbers in Quispamsis are lower than the other municipalities. Reference was made to Police and Fire employees not being included in the Grant Thornton Report numbers, with it being noted Quispamsis contributes 60% towards the salaries of the Regional services. Ms. Deveau acknowledged that while the other municipalities are of similar size and thus used for comparative purposes, each municipality is unique in its operations, and in the level of services they provide, with many services being contracted out, etc., and can therefore not be used as an absolute comparison, but rather as a data point for a terms of reference.

In Ms. Deveau's conclusion, she recommended the following actions as high priority:

- Development of a Strategic Plan;
- Establish a regular scheduled meeting at a time of mutual convenience between the Mayor and the CAO;

- Implementation of regular meetings at both the Department and Team level; with regular check-in conversations and one on one time with employees;
- Improve communications of key messaging across the organization with timely post council meeting updates;
- Service standards to be established, supporting the Town's Asset Management Plan to govern how the Town engages with and provides services to residents.
- Enhance existing orientation program for Council Members

Following comments, and a question/answer period of Council Members, Ms. Deveau thanked everyone at the Town who was involved in the Audit.

Moved By Councillor Rioux

Seconded By Councillor Olsen

Ms. Nicole Deveau be thanked for her presentation and her preparation of the Grant Thornton *Internal Performance Audit & Review* for the Town of Quispamsis, and the Report's findings be referred to CAO Deville to review and recommend an implementation plan for the recommendations contained in the Report.

Motion Carried

6. Public Hearings

6.1 (Nov.5/19) A. E. McKay Builders - 309 Hampton Road - Proposed Amendment to Section 59 Community Planning Act Development Agreement

Application for Amendment to Agreement to Extend Construction Timelines -Two Phased Approach for 42 Unit Apartment Building, (Phase 1 - Thirty-three (33) Units; and Phase 2 - Nine (9) Units) - Application from Mr. McKay & Staff Report from Municipal Planning Officer

Updated Request from Andrew McKay Requesting Postponement of Public Hearing dated December 17, 2019 – Mr. McKay's correspondence requested the Public Hearing be postponed in order to provide him with time to explore further opportunities that could allow him to construct all 42 units of the apartment building at once rather than in phases.

Moved By Councillor Rioux

Seconded By Councillor Miller

In response to the applicant's request, the Public Hearing for Mr. McKay's application to amend the developer's agreement for 309 Hampton Road be postponed, and Mr. McKay be invited to come back before Council in the near

future to present his proposed plans, once established, and at that time Council can consider proceeding with a new Public Hearing date with the updated timelines, to be advertised accordingly, and in the interim, as recommended by PAC, and as stated in the original Agreement, Mr. McKay be directed to clean up the property at 309 Hampton Road, reinstating it to its original condition by the end of January, 2020.

Motion Carried

7. Minutes of Previous Meetings

7.1 December 3, 2019 - Regular Meeting

Moved By Councillor Thompson

Seconded By Councillor Luck

Minutes be approved as prepared.

Motion Carried

8. Unfinished Business

8.1 Ratification of Email Poll – Increase to Town’s Insurance Renewal – 2020

Moved By Councillor Luck

Seconded By Deputy Mayor O’Hara

Council ratify the email poll conducted by the Town Clerk on December 6, 2019 directing the Town Treasurer to take the \$12,785 increase to the Town’s 2020 insurance premium from the potential \$96,000 savings resulting from the new Regional Facilities costing formula, (contingent upon Provincial legislation passing), and the remaining balance of these funds to be transferred to the 2020 Street Capital.

Motion Carried

8.2 Proposed Meenan's Cove Beach House Renovation - Staff Report from CAO Deuille Re Design Build Option

A Staff Report from CAO Deuille provided background information on the Meenan’s Cove Beach House Renovation, and responded to Councillor Luck’s suggestion to proceed with a Design Build Concept as a viable option for the building expansion. Ms. Deuille reported, through discussions with Staff and a local construction company experienced with design-build projects, it has been determined that a design build is not an optimal option for the Meenan’s Cove

Beach House expansion. She highlighted concerns and comments from her investigation, noting when an experienced professional is engaged to do the design and inspections, the Town is also benefitting from extensive experience as well as the specialized team they engage. She noted further that Staff do not have the knowledge nor capacity to take on a project of this magnitude. In addition, the building is categorized as a Classification 3 under the National Building Code, due to it being a 'place of assembly', which requires the facility to be designed by an Architect and Engineers to be used for components of the construction.

Moved By Councillor Thompson

Seconded By Councillor Olsen

Council accept CAO Deuville's recommendation to hold a Special Public Meeting at the Meenan's Cove Beach House in early January to discuss the most recent design layout for the Meenan's Cove Park upgrade, and to provide feedback to have Final Designs completed and ready for the tender process in April of 2020.

Against (1): Councillor Luck

Motion Carried

8.3 Proposed 2020 Budget

Budget Highlights - Proposed 2020 General Fund - Councillor Miller, Chair, Finance Committee read the following highlights as prepared by the Town Treasurer:

- The 2020 tax rate will increase by 2.45 cents from the current rate of \$1.3183 to \$1.3428 per \$100 of Assessment. This represents an increase of \$63 on an average property assessed at \$253,620.
- The tax base for Quispamsis is now at \$1.800 billion, which represents a 3.02% increase (\$52.7m) from the 2019 tax base.
- In 2020, the Community Funding and Equalization Grant will increase to \$114,304, an increase of \$3,957 over the amount received in 2019.
- The total 2020 budget of \$25,784,694 reflects an increase in Total Expenditures of \$868,550.
- The Net Budget, or total property tax revenue will increase by \$1,135,306 or 4.93% over 2019, and is comprised of:

Increased expenses from External Sources	\$ 576,166;
Add Increased expenses from Internal Sources	597,403
Add Decrease in Other Revenue	270,713

Less Increased Provincial Grant Revenue	-3,957
Less Decrease in Capital Projects funded from Operating	-305,019
Required Increase in Property Tax Revenue	<u>\$1,135,306</u>

- Residential garbage, compost pick-up and curb-side recycling is included in the 2020 budget at a total cost of \$1,030,795, an increase of \$34,195, primarily due to a new collection. The average cost per household in the 2020 budget is \$168.45 and the average cost per household before was \$309.96 which is a savings of \$141.51 per household per year.
- Debt Service Cost is now at 8.63% (total debt cost as a % of total budget). There is anticipated borrowing of \$2,083,000 in 2020.
- User Fees such as ice rentals, fields, and facilities have increased by 5%.
- Included in the 2020 budget are contributions totaling \$255,100 to the General Operating Reserve and \$116,000 to the General Capital Reserve and a one-time withdrawal of \$12,000 from the General Operating Reserve. The withdrawal of \$12,000 is for Finance Modernization related to Laserfiche integration with the SAGE accounting software. The net effect is an increase to reserves of \$359,100 for 2020.
- Capital expenditures for 2020 are budgeted at \$4,511,500 million and are funded from the General Operating Fund Budget at \$934,136, and Gas Tax Funds at \$594,364. Borrowing of \$2,083,000, Sale of the Civic Centre estimated at \$500,000 and reserve funding of \$400,000 and include:
 - \$1,603,000 for Community Services Department capital projects, including; Meenan's Cove upgrades of \$1,283,000, trails at \$40,000, qplex capital repairs and improvements of \$132,000, Quispamsis Memorial Arena capital repairs at \$53,000,
 - \$15,000 for Energy Audits/Monitoring, \$45,000 for replacement of a 2008 Honda Civic w/electric, and \$35,000 for replacement of the 2010 GMC 1500.
 - \$32,500 for Engineering which includes replacing the plotter printer for \$12,500 and \$20,000 for a GPS Base.
 - \$2,850,000 for Transportation Services including the following:
 - \$200,000 to replace a Backhoe Excavator, \$150,000 for a Compact Wheeled Loader w/attachments, and \$50,000 for a Hot Box;
 - \$48,000 to replace a 2009 4x4 half-ton;

- \$200,000 for Cedar Ridge Storm, \$150,000 for Miscellaneous Storm Sewer work,\$15,000 for Local Improvements and \$15,000 for Traffic Calming.
- \$400,000 for Squire Drive/Rte 119 This project is estimated to cost about \$1,000,000 with the province contributing around 65%.
- \$370,000 for Gondola Blvd Corridor Phase 4.
- \$1,252,000 is included for repairing and paving portions of the following streets:

Bradley Lake Rd	Gondola Blvd Corridor Ph 4
Model Farm Rd	Hughes Cres
Coventry Cres	Brook Street Storm & Street
Greenwood Dr	Jasper Dr
Ritchie Lane	Scarlett/Colton Brook Culvert

- The Kennebecasis Regional Police and the KV Fire Department are shared between Quispamsis and Rothesay at an approximate 60/40. Quispamsis' total contribution to these protective services is \$8.124 million, an increase of \$513,176 over 2019. The total increase for Police and Fire equates to about 2.85 cents on the Town's tax rate.
- KV Public Library operating budget is shared between Quispamsis and Rothesay based on population, with an annual adjustment for an estimated population increase. The Quispamsis share for 2020 is at 61.01% for a total cost of \$156,303, and this includes the capital adjustment that is paid to Rothesay due to the % change over time.
- Quispamsis' Public Transit, (COMEX), budget is now at \$165,861, up \$4,752 from 2019. The Saint John Transit portion increased by 1.5% to \$144,545 and maintenance costs increased to \$3,816 from \$1,200.
- Economic Development Greater Saint John - the Quispamsis share of this budget is \$112,133, the same amount paid in 2019.
- Regional Facilities - our share of our legislated commitment to the following facilities in Saint John is now 16.91%:

TD Station	\$152,139
Trade and Convention Centre	157,954
Imperial Theatre	92,742
Aquatic Centre	172,229
Saint John Arts Centre	35,218
QUISPAMISIS TOTAL SHARE OF REGIONAL FACILITIES	\$610,282

This total is a 6.51% increase from 2019. The Province has introduced legislation that, if passed, would include Hampton, St. Martins, and 10 surrounding LSDs sharing in the costs of these facilities. If the legislation passes Quispamsis would see a savings of about \$98,000 in 2020, that would mainly be transferred to the 2020 Street Capital Program. The legislation would also add the Capital Costs in 2021 associated with these facilities which would increase the Town's costs significantly going forward.

- The Town's combined share of the Saint John Regional Facilities and Economic Development Greater Saint John budgets totals \$722,415 for 2020. Since amalgamation in 1998, Quispamsis has provided more than \$9.7 million to these organizations located in Saint John.
- The Town's share of the Region 9, Regional Services Commission costs, based on the pro rata share of tax base plus population is \$5,227 which is a decrease \$4,406 from 2019.
- Grants and Sponsorship for Community Organizations totaling \$48,318 includes the following:
 - \$ 7,135 Pro Kids
 - \$ 1,000 Saint John Midget AAA Vito's
 - \$ 400 International Women's Day
 - \$ 1,000 KV Food Bank
 - \$ 3,000 Discover Saint John
 - \$ 300 Hammond River Angling Association
 - \$ 300 Junior Achievement
 - \$ 5,000 Dalhousie Medicine NB (9th of 10-year commitment)
 - \$ 7,500 Greater Saint John Fieldhouse (4th of 4 yr commitment)

- \$ 3,333 Jeux de l'Acadie (3rd of 3 year commitment)
- \$ 4,000 KV Committee for Disabled Persons
- \$ 3,000 Cherry Brook Zoo
- \$ 1,000 Kings Way LifeCare Alliance Foundation
- \$ 3,000 Key Industries
- \$ 5,000 KV OASIS Youth Centre
- \$ 1,500 Crimestoppers
- \$ 1,850 Various other donations and support

Council Members' Comments on Proposed General Budget 2020

Council Members expressed their views on the proposed 2020 Budget with the majority speaking in favour, and Councillor Luck and Councillor Miller stating they could not support the proposed 2020 budget as they feel more investigation/data is required to support the hiring of three new,(staggered), positions, and both Councillors feel the costs of the Meenan's Cove Park Beach House renovation is too high.

2020 General Operating Budget Approval

Moved By Deputy Mayor O'Hara

Seconded By Councillor Olsen

Resolved that: the sum of \$25,784,694 be the total budget of the Municipality, that the sum of \$24,180,623 be the Warrant of the Municipality for the ensuing year, and that the tax rate for the Municipality be \$1.3428.

The Council orders and directs the levying by the Minister of Environment and Local Government of said amount on real property liable to taxation under the Assessment Act within the Municipality of Quispamsis.

Against (2): Councillor Luck, and Councillor Miller

Motion Carried

2020 General Capital Budget Approval - Staff Report from Town Treasurer

A Staff Report from the Town Treasurer indicated the total General Capital Fund Budget for 2020 includes \$4,511,500 in capital expenditures with \$500,000 to be funded by the estimated revenue from the sale of the Civic Centre, \$594,364 to be financed with Gas Tax Funds, \$2,083,000 to be financed by borrowing, \$400,000 to be funded from the General Capital Reserve and \$934,136 to be financed with operating funds.

Moved By Councillor Thompson

Seconded By Councillor Rioux

RESOLVED that the Council of the Town of Quispamsis accept the 2020 General Capital Fund Budget as presented, with a total of \$4,511,500 in capital expenditures.

Against (2): Councillor Luck, and Councillor Miller

Motion Carried

Proposed 2020 Utility Fund Budget - Budget Highlights

Councillor Miller, Finance Committee Chair read the following highlights as prepared by the Town Treasurer:

- 2020 Sewer User Rates will increase by \$40 (8.93%) to \$488 per equivalent unit per year.
- The 'Water User Fee Fixed Charge Component' on all meter sizes will increase by approximately 9.26%. For most residential homes with a basic meter size this means a change from \$216 to \$236 annually.
- The 'Water User Fee Consumption Charge Component' will have a 10% increase. Usage for the first 96 cubic meters per quarter will increase from \$0.8740 to \$0.9614 and the rate in excess of 96 cm per quarter will increase from \$1.3840 to \$1.5224 (larger meters have a higher usage threshold for the 2 rates).
- Utility Capital Expenditures: The total Utility Capital Fund Budget for 2020 is \$2,498,000. This includes \$48,000 for a replacement Utility truck, \$100,000 for Utility Building - Interior Costs, \$1,900,000 for Gondola Point WWPS Upgrades Phase 1, and \$450,000 for Sunset Drive/Haven Court Water expansion. The funding sources are \$298,000 from the Utility Operating Fund and \$2,200,000 of funding from Gas Tax funds.
- As our Asset Management Plan indicates we need to put funds aside now to ensure we have the money available when we need to replace and maintain our infrastructure as it ages. This budget includes a transfer to reserves of \$69,912 for this purpose. As we work towards having an approved long-term financial plan this amount will likely need to increase to ensure we have a fully funded Utility plan.
- Utility Operating Budget Approval - Staff Report from Town Treasurer

Moved By Councillor Miller

Seconded By Deputy Mayor O'Hara

RESOLVED THAT pursuant to paragraph (117(4) of the *Local Governance Act*, the total budget for the Town of Quispamsis Water & Sewerage Utility for the ensuing year would consist of total revenues of \$3,246,266 and total expenditures of \$3,246,266.

Motion Carried

2020 Utility Capital Budget Approval

Moved By Councillor Thompson

Seconded By Councillor Luck

RESOLVED that the Council of the Town of Quispamsis accept the 2020 Utility Capital Fund Budget as presented, with a total of \$2,498,000 in capital expenditures.

Motion Carried

9. Correspondence (none)

10. By-laws

10.1 Proposed By-law Amendment No. 005-19; A By-law of the Municipality of Quispamsis Respecting Sewerage Utility

Staff Report from Town Treasurer (Consideration of First & Second Reading)

Moved By Councillor Rioux

Seconded By Councillor Luck

First Reading be given to Sewerage Utility By-law No. 005-19 increasing the annual sewer rate by \$40 from \$448 to \$488.

Motion Carried

Moved By Councillor Rioux

Seconded By Councillor Miller

Second Reading be given to Sewerage Utility By-law No. 005-19 increasing the annual sewer rate by \$40 from \$448 to \$488.

Motion Carried

10.2 Proposed By-law Amendment No. 024-15: A By-law of the Municipality of Quispamsis Respecting Water Utility

Staff Report from Town Treasurer (Consideration of First & Second Reading)

Moved By Councillor Miller

Seconded By Deputy Mayor O'Hara

First Reading be given to By-law Amendment No. 024-15: A By-law of the Municipality of Quispamsis Respecting Water Utility increasing the fixed water rate by \$20 from \$216 to \$236; with consumption fees of \$0.9614 low rate, (\$0.874 - 2019), and \$1.5224 high rate (\$1.384-2019).

Motion Carried

Moved By Deputy Mayor O'Hara

Seconded By Councillor Olsen

Second Reading be given to By-law Amendment No. 024-15: A By-law of the Municipality of Quispamsis Respecting Water Utility increasing the fixed water rate by \$20 from \$216 to \$236; with consumption fees of \$0.9614 low rate, (\$0.874 - 2019), and \$1.5224 high rate (\$1.384-2019).

Motion Carried

11. New Business

11.1 Nominating Committee's Recommendations for Extensions to Town Committee Appointments

A Staff Report from the Town Clerk related the Nominating Committee met December 3, 2019 to discuss Committee Appointments that are about to expire in January, 2020, and recommended the reappointment of members as outlined in the motion proposed below.

Moved By Councillor Thompson

Seconded By Councillor Miller

The following individuals be reappointed, as noted:

1. Planning Advisory Committee –

1. Kendall Mason – 3 year extension, effective February 1, 2020 and expiring January 31, 2023;

2. Darren Bishop – 3 year extension, effective February 1, 2020 and expiring January 31, 2023;
 3. Marc Gosselin – 3 year extension, effective February 1, 2020 and expiring January 31, 2023;
 4. Darin Lamont – 3 year extension, effective February 1, 2020 and expiring January 31, 2023;
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2. Unsightly & Dangerous Premises Appeals Committee –
 1. Kendall Mason – 3 year extension, effective February 1, 2020 and expiring January 31, 2023;
 2. Darren Bishop - 3 year extension, effective February 1, 2020 and expiring January 31, 2023;
-
3. Kennebecasis Regional Police Force
 1. Bob McLaughlin - 2 year extension, effective Jan 1, 2020 and expiring Dec. 31, 2021;
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4. Kennebecasis Public Library
 1. Amy Watling - 3 year extension, effective Feb. 1, 2020 and expiring January 31, 2023;
 2. Kevin Winchester - 2 year extension, effective Feb. 1, 2020 and expiring January 31, 2023;
 3. Pierre Rioux - 6 mos extension, effective Feb. 1, 2020 and expiring June 30, 2020.

Motion Carried

11.2 2019 Projected General Operating Surplus and Transfers to/from Reserve Funds

Moved By Deputy Mayor O'Hara

Seconded By Councillor Loughery

BE IT RESOLVED that \$138,921 be transferred from the General Operating Fund to the General Operating Reserve Fund for future expenditures.

THAT \$6,000 be transferred from the General Operating Fund to the General Operating Reserve Fund for future expenditures.

THAT \$176,922 be transferred from the General Operating Reserve to the General Operating Fund to fund budgeted 2019 expenditures.

THAT \$152,330 be transferred from the General Operating Reserve to the General Operating Fund to fund additional 2019 expenditures.

THAT \$214,132 be transferred from the General Operating Fund to the General Capital Reserve Fund in preparation for Fire Station #2, AND further,

THAT \$116,000 be transferred from the General Operating Fund to the General Capital Reserve Fund for future use.

Motion Carried

11.3 2019 Transfer to Utility Capital Replacement Reserve Fund

Moved By Councillor Rioux

Seconded By Councillor Thompson

BE IT RESOLVED THAT \$45,197 be transferred from the 2019 Utility Operating Fund to the Utility Capital Replacement Reserve Fund to pay for future costs of replacement of capital items for the Wastewater System Upgrades.

Motion Carried

11.4 2019 Utility Operating Surplus and Transfers to/from Reserve Funds

Moved By Councillor Luck

Seconded By Councillor Loughery

BE IT RESOLVED that \$101,826 be transferred from the Utility Operating Fund to the Utility Capital Reserve Fund as per the 2019 budget.

BE IT RESOLVED that \$200,000 be transferred from the Utility Operating Fund to the Utility Capital Reserve Fund for future use on the Utility Building.

BE IT RESOLVED that \$60,000 be transferred from the Utility Operating Fund to the Utility Capital Reserve Fund for future expenditures.

BE IT RESOLVED that \$50,000 be transferred from the Utility Capital Reserve Fund to the Utility Capital Fund for payment of the Utility truck purchased in 2019.

Motion Carried

11.5 Country View Subdivision - Wastewater Pump Station Upgrade

Staff Report from Director of Engineering & Works – Mr. Losier’s report informed Council Country View Subdivision was approved by the Town in 2012, and included in the approval the construction of a wastewater pumping station to service the side hill of Country View Estates with Municipal sewer. The developer of Country View Estates has since ceased to operate, and as part of the process to transfer ownership of the infrastructure to the Town, they have paid the \$12,400 in bonding. Staff are now preparing to bring the WWPS to town standards, and to meet the more updated Provincial wastewater regulations, as well as SCADA control and monitoring.

Moved By Deputy Mayor O’Hara

Seconded By Councillor Olsen

1. Council approve the planned site work and SCADA upgrades to the Country View Estates Subdivision WWPS valued at \$22,500 with 12,500 funding from bonding deposited with the town by the developer and the remaining \$10,000 (plus applicable taxes), to be allocated from the 2019 Utility Operating Budget surplus.
2. Council approve planned controls upgrades and mechanical upgrades to the Country View Estates Subdivision WWPS valued at \$22,000 with funding from reserves unless there is a surplus in 2020 operating budget.

Motion Carried

12. **Reports**

12.1 Planning Advisory Committee - Year End Summary

12.2 Planning Advisory Committee - Minutes of November 26, 2019 Meeting

12.3 Animal Control Summary Reports As At November 30, 2019

12.4 Roland LeBlanc, P. Eng., Director of Solid Waste Services, Southeast Regional Service Commission - EPR - PPP (Extended Producer Responsibility Program for Packaging and Printed Paper) - Copy of Presentation to AMANB Board - November 29, 2019

12.5 Union of Municipalities of New Brunswick - 2020 Advocacy Priorities

12.6 Town of Quispamsis Building Report As At November 30, 2019

12.7 Quispamsis Sport Hosting Award to 2020 KVHS Riverboat Classic Basketball Tournament

12.8 2020 PAC & Council Meeting Calendar

Moved By Councillor Rioux

Seconded By Councillor Thompson

Reports be received and filed.

Motion Carried

13. Business Arising from Committee of the Whole

13.1 (Dec. 3/19) Disaster Recovery Program - 2019 Hurricane Dorian

Moved By Councillor Thompson

Seconded By Councillor Olsen

Council ratify its decision in Committee of the Whole - December 3, 2019 authorizing payment of \$2,303.33 to non-union staff for hours worked during the 2019 Hurricane Dorian event September 7 and 8, 2019; and funds to be reimbursed with the Provincial Disaster Financial Assistance grant, once received.

Motion Carried

13.2 Kennebecasis Regional Joint Board of Police Commissioners' Labour Relations Deficit 2018

Moved By Deputy Mayor O'Hara

Seconded By Councillor Luck

An expense of \$117,816.05 be approved for the Kennebecasis Regional Joint Board of Police Commissioners' 2018 Labour Relations Deficit with funding to come from the General Operating Fund Reserve.

Motion Carried

14. Adjournment

Moved By Councillor Olsen

Seconded By Councillor Thompson

Meeting adjourn. Meeting adjourned at 9:35 p.m.

Motion Carried

 X _____ Gary Clark Mayor	 X _____ Catherine P. Snow Clerk
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