



**QUISPAMISIS TOWN COUNCIL
REGULAR MEETING
MINUTES**

**February 16, 2016, 7:00 pm
Council Chambers
Quispamsis Town Hall**

Members Present: Mayor G. Murray Driscoll
Deputy Mayor Libby O'Hara
Councillor Kirk Miller
Councillor Emil T. Olsen
Councillor Pierre Rioux
Councillor Beth Thompson

Absent: Councillor Gary Clark (injury)
Councillor Lisa Loughery (illness)
Brennan, Michael; CAO (illness)
Deuille, Susan; Director HR & Asst. CAO (illness)
Purton Dickson, Dana; Director of Community Services

Staff Present: Kennedy, Aaron, Manager of Communications
Losier, Gary; Director of Engineering & Works
McGraw, Jo-Anne; Town Treasurer
Snow, Catherine; Town Clerk

1. Approval of Agenda

Moved By Deputy Mayor O'Hara
Seconded By Councillor Olsen

The agenda be approved as prepared.

Motion Carried

2. Mayor's Comments – Mayor Driscoll referenced the *Let's Colour the City with Warmth Event* that was held last Saturday in the Arts & Culture Park, led by mother-daughter team, Betty Russell and Jessica LeBlanc, who presented before Council last month. He

noted there are scarves and other winter-wear in the Park for those in need, adding he was pleased to present a donation of food and clothing that were donated by Town Staff.

3. Moment of Reflection

Mayor Olsen read the Moment of Reflection.

4. Disclosures of Interest

No disclosures were declared.

5. Presentations

5.1 Attendance Matters - Presentation by Ms. Zoe Watson, School Superintendent, Anglophone South School District

Ms. Watson made presentation to Council on the Anglophone South School District's Attendance Matters Initiative. She informed Council data between the years 2013 and 2015 reflect that average absenteeism rates for both male and female students from K - Grade 8, was 5.7%. During this same timeframe for high school students, the absenteeism rate averaged 18.1%, with male students showing slightly higher absences than female students. This data identifies the need for a focus on attendance, which has been added to the District Improvement Plan. Several focus groups consisting of principals, vice-principals and students were formed to review this matter. Through this process, those involved learned that –

1. Students need to feel they belong and are part of the school community;
2. Teachers can make a huge difference;
3. Teachers can help if students get behind;
4. When teachers care, students do not want to disappoint them by not coming to school.

The goal of the Attendance Matters initiative, first launched in September of 2015, is to promote awareness of the importance of school attendance and being on time. All schools will have an attendance strategy as part of their School Improvement plan with continued focus on positive behavior intervention support, mental health and fitness. The students need to feel connected and welcome at their schools, Ms. Watson concluded, noting they are our future, and our future employees.

Council Members commended the ASD-S's proactive approach for the Attendance Matters Initiative, which forms good life habits.

5.2 Kennebecasis Valley High School - Work Room - In Attendance, Jean Smith Re Job Fair for High School Summer Students

Ms. Smith made presentation to Council to bring awareness of the eight (8) workrooms that operate in southwestern NB, which are funded through the Government of Canada and Province of NB Labour Market Agreements. The local KVHS Workroom is open year round, 8:15 a.m. - 4:30 p.m., Monday to Friday, and will provide career related services to anyone of employable age. They assist with writing resumes, cover letters, identifying transferable skills, job searching, interview skills, and scholarship and bursary applications including research schools or programs of interest. All services are free, including use of their printer, scanner, and fax machines.

Ms. Smith stated the KV High School Summer Student Job Fair will be held Tuesday, March 15 at KVHS from 9:00 a.m. to 1:30 p.m., and asked the Town if it could provide them with two local employers as the Job Fair will present an opportunity to connect local high school talent with local employers.

Moved by Deputy Mayor O'Hara
Seconded by Councillor Olsen

Ms. Watson and Ms. Smith be thanked for their informative presentations, noting Staff will post links to both the *Attendance Matters Initiative* and the *KVHS Work Room* sites on the Town's webpage to help promote these worthwhile programs, and the presentations be received and filed.

Motion Carried

6. Public Hearings (none)

7. Minutes of Previous Meetings

7.1 February 2, 2016 - Regular Meeting

Moved By Councillor Rioux
Seconded By Councillor Thompson

Minutes be approved as prepared.

Motion Carried

8. Unfinished Business

8.1 Financing of Tender Awarded for Loader and Attachments - Tender No. 2015TQ12-30

Moved By Councillor Thompson

Seconded By Deputy Mayor O'Hara

Council reconsider its motion of January 19, 2016 to award Tender No. 2015TQ12-30; Loader and Attachments – Option 2 – Lease to Own - to Atlantic Tractors and Equipment Ltd. due to new information received subsequent to Council's January 19th award of this tender.

Motion Carried

8.1.1 Staff Report from Town Treasurer Re Financing of Tender No. 2015TQ12-30 - Loader & Attachments

Ms. McGraw's Staff Report informed Council, further to the January 19, 2016 Regular Meeting, Atlantic Tractors and Equipment Limited advised they had made an error in their pricing, and therefore wished to withdraw their Option 2 - Lease to Own portion of their bid. The monthly lease price was originally quoted as Tax Included in error, and should have been stated as Tax Extra. This error would mean a difference over seven years of \$55,000.

Ms. McGraw related Staff has considered other available options for financing, and has contacted two other leasing companies, but the least rate at 4.45% and monthly payments were still higher than the revised bid. If Atlantic Tractors and Equipment's Option 1 is considered for an outright purchase of the equipment at \$413,900 plus 13% HST, financing could be acquired through the Municipal Capital Borrowing Board. This option would provide a better rate for the Town as the average interest rate on a 7 year debenture is 2.23%. Over the 7 year term, this option would save the Town approximately \$37,000 due to the lower interest rates and elimination of non-refundable HST on monthly lease payments.

Moved By Councillor Thompson

Seconded By Deputy Mayor O'Hara

BE IT RESOLVED THAT Tender No. 2015TQ12-30 New 2015-2016 Loader and Attachments be awarded to Atlantic Tractors & Equipment Ltd., Option 1 for the tender price of \$413,900 plus HST.

Motion Carried

Moved By Councillor Thompson

Seconded By Councillor Olsen

BE IT FURTHER RESOLVED THAT the Municipality of Quispamsis submit to the Municipal Capital Borrowing Board an application for authorization to borrow for a capital expense for the following term and amount:

PURPOSE	AMOUNT	TERM
<u>Transportation Services</u>		
Machinery and Equipment		
Loader and Attachments	\$428,000	7 years

Motion Carried

8.1.1.1 Letter from Atlantic Tractors & Equipment Ltd.

Correspondence from Atlantic Tractors & Equipment Ltd. confirmed the error in their original Lease to Own over a 7 year term option, in that the monthly lease cost indicated on the tender that tax was included in the price, when in fact the price listed was the pre-tax amount.

Moved By Councillor Olsen

Seconded By Councillor Miller

Letter from Atlantic Tractor and Equipment be received and filed.

Motion Carried

9. **Correspondence (none)**

10. **By-laws (none)**

11. **New Business**

11.1 Debenture Refinancing - Staff Report from Town Treasurer

The Town Treasurer related on June 13, 2006 the Utility Fund received a debenture from the NB Municipal Finance Corporation in the amount of \$2,300,000. The debenture was issued for repayment over a 20 year period, with \$1,304,000 to be refinanced at the end of the first 10 years. At this time, the Town Treasurer recommended applying for refinancing of this debenture for the final 10 years, noting this item has been planned and budgeted in the 2016 Utility Operating Fund Budget.

Moved By Councillor Thompson

Seconded By Deputy Mayor O'Hara

RESOLVED that the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of Quispamsis debenture in the principal amount of \$1,304,000 on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of Quispamsis agree to issue postdated 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.

Motion Carried

12. Reports

- 12.a. Town of Quispamsis Building Report As At January, 2016
- 12.b. Key Industries – Thank You for \$5000 Donation
- 12.c. Dalhousie Medicine New Brunswick Progress Report & Thank You
- 12.d. Kennebecasis Regional Board of Police Commissioners – Minutes of November 25, 2015
- 12.e. Wayne Long, MP, - Thank you – Mayor's Letter of Support for the SJ Chapter of Asian Heritage Society of NB

Moved By Councillor Rioux

Seconded By Councillor Olsen

Reports be received and filed.

Motion Carried

13. Business Arising from Committee of the Whole

- 13.1 Proposed Policy #052 – Allowance & Reimbursement Policy for Non-Council/Non-Staff Members Serving on Town Committees, Boards & Commissions

Moved By Deputy Mayor O'Hara
Seconded By Councillor Miller

Council adopt, in Open Session, the proposed Policy #052; *Allowance & Reimbursement Policy for Non-Council/Non-Staff Members Serving on Town Committees, Boards & Commissions* to implement for Non-Council/Non-Staff Committee Members payment of a \$25 per meeting allowance, plus reimbursement of kilometrage and incidental expenses, effective July 1, 2016, while conducting Town business, and funding to cover these costs to come from the General Operating Fund.

Motion Carried

- 13.2 Renewal of Animal Control Contract – Ralph Raeburn – June 1, 2016 to May 31, 2021

Moved By Councillor Olsen
Seconded By Deputy Mayor O'Hara

The Mayor and Clerk be authorized to sign a Five Year Renewal to the Town's Animal Control Services Agreement with Ralph Raeburn, effective June 1, 2016 to May 31, 2021.

Motion Carried

14. Adjournment

Moved By Councillor Thompson
Seconded By Councillor Olsen

Meeting adjourn. Meeting adjourned at 7:40 p.m.

Motion Carried


G. Murray Driscoll
Mayor
Catherine P. Snow
Clerk

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