



## QUISPAMIS TOWN COUNCIL

### REGULAR MEETING

### MINUTES

February 18, 2020, 7:00 pm

Council Chambers

Quispamsis Town Hall

Present:

Mayor Gary Clark  
Deputy Mayor Libby O'Hara  
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  
Purton Dickson, Dana; Director of Community Services  
Snow, Catherine; Town Clerk

Absent: Councillor Sean Luck (Previous Commitment)

#### 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 Clark announced Elections NB and the town of Quispamsis will be co-hosting a Municipal Election Candidates Information Session on Thursday, February 20, 2020 at 7:00 p.m. at the Quispamsis Town Hall. In addition, he noted, Quispamsis, for the third consecutive year, will co-host an International Women's Day Breakfast on March 6, 2020 at 8:30 a.m. at the McGuire Centre in Rothesay. Interested individuals, he noted, can register at either Town Office.

**3. Moment of Reflection**

Councillor Thompson read the Moment of Reflection.

**4. Disclosures of Interest**

No disclosures were declared.

**5. Presentations**

**5.1 CBCL Limited - Cedar Ridge Boulevard - Stormwater Analysis Presentation and Approval to Proceed to Part "B" - 15 Minute Presentation**

Mr. David Morgan, P. Eng., Senior Municipal Engineer; and Kent Tayes, P. Eng., Project Engineer, CBCL - In Attendance

A Staff Report from the Director of Engineering & Works informed Council the Town has engaged the services of CBCL Ltd. to conduct an analysis of the drainage catchment area in the upper Cedar Ridge Boulevard neighborhood. Residents were concerned that many of the lower lying properties were subject to periodic flooding, especially during rain events. Mr. Losier noted design work will need to be completed by the consultants as a next step to see where the \$200,000 identified in the 2020 budget is to be spent. This will enable the Consultants and Staff to prepare various phasing options for Council's consideration.

Mr. Morgan presented CBCL's findings of their overall drainage review of the area between 60 Cedar Ridge Boulevard and 120 Cedar Ridge Boulevard, including an examination of existing conditions and potential downstream impacts. The Storm Water Analysis looked at the existing storm water drainage, the hydraulic analysis and storm water modelling of existing drainage system, did public consultation sessions, reviewed system constraints, presented upgrade options and phasing as well as recommendations for next steps.

They have identified two distinct drainage areas, both impacting the Cedar Ridge area. In both catchment areas, CBCL is recommending some form of clear water storm sewer, a separate pipe dedicated to drainage of the impacted properties and design to avoid external impact of surface runoff and flooding. Mr. Morgan stated hydraulic modelling indicates most of the existing piped storm drainage system between No. 73 and 120 on Cedar Ridge Boulevard is considered under capacity for today's magnitude of rainfall. Standard practice in 1980 to 2000 was to connect foundation drains from homes to the municipal storm piping in the street right of way.

The obvious option to upgrade the older drainage infrastructure comes with an estimated price tag of \$4-5 million in construction costs and would likely cause impacts downstream due to increased flows.

A more feasible option, Mr. Morgan recommended, is to upgrade the drainage system in phases

- Phase 1 – Ditch and Culvert Upgrades between 70 and 54 Cedar Ridge Boulevard, \$150,000; (Could be done by Town crews).
- Phase 2 - Install dedicated storm sewer for foundation drains from Civic #104 to Civic #80 Cedar Ridge Boulevard, (\$655,000); and
- Phase 3 – Dedicated Storm Sewer for foundation drains from 70 to 54 Cedar Ridge Boulevard, (\$415,000).

Council Members directed various inquires to CBCL representatives and Town Engineering Manager, Mark Morrison re the Cedar Ridge Boulevard drainage review.

**Moved By** Deputy Mayor O'Hara

**Seconded By** Councillor Olsen

Council award RFP #2019TQ07-20 Engineering Services –Cedar Ridge Boulevard Drainage Basin Analysis – Stormwater Review - Part B – “Detailed Design”, to CBCL Limited for an upset fee identified as \$10,950 (plus HST) as per their original proposal of August 21, 2019.

**Motion Carried**

**6. Public Hearings (none)**

**7. Minutes of Previous Meetings**

**7.1 February 4, 2020 - Regular Meeting**

**Moved By** Councillor Rioux

**Seconded By** Councillor Loughery

Minutes be approved as prepared.

**Motion Carried**

**8. Unfinished Business**

**8.1 (January 21/20) Response from Marc MacLeod, Ex. Director, Fundy Regional Service Commission Re Removal of Single Use Plastic Bags from**

Recycling Stream; and, Recommendation for Greater Saint John Region  
Municipalities to adopt a Plastic Bag Reduction By-law

In Attendance: Brenda MacCallum, Public Relations & Program Development Officer, Fundy Regional Service Commission

Ms. MacCallum expanded upon the letter sent by Marc MacLeod dated February 13, 2020, responding to Quispamsis' previous letter asking the FRSC to extend the March 1, 2020 deadline date for removal of single use plastic bags from the recycling stream. Ms. MacCallum confirmed, as the FRSC have not been able to recycle their plastic film for a number of years, the Commission has maintained its original position to stay with the March 1, 2020 deadline date to no longer include single use plastic bags in its recycle program. To continue a program suggesting otherwise, she stated, would not be appropriate, and the Commission intends to move forward by -

1. Working with the region's waste collectors and municipal staffs to 'soft-start' the March 1, 2020 date so the process of education and change can officially begin: and,
2. Working with the region's municipal staff to adopt a strategy on a plastic check out bag ban which includes adoption of a by-law consistent with the municipal and provincial neighbours. While recognizing that a provincial ban is ideal, like what PEI has done and NS and NFLD are doing, it is beyond their authority, whereas municipal by-laws like the greater Moncton area has adopted, are not. They plan to work concurrently towards lobbying the Province to implement a Provincial wide ban by partnering with municipalities, LSDs and other organizations such as UMNb and the Retail Council of Canada.

Ms. MacCallum noted the FRSC have been reviewing this matter for the past two years, and during this time have looked extensively for end markets to recycle these plastics, but to no avail. The common solid waste mantra is to 'reduce, reuse and recycle', and are presented in that order with recycling being the last option. She noted acceptable plastics that can be recycled are No.'s 1, 2, and 5, which is referenced on residents' recycling bins. She concluded noting the surrounding municipalities are in the process of implementing consistent by-laws that will ban single use plastic retail bags from retail stores.

**Moved By** Councillor Olsen

**Seconded By** Councillor Miller

Ms. MacCullum and Mr. MacLeod be thanked for their response, and Town Staff be directed to work with FRSC, and the Town's Waste Collector to 'soft-start' the March 1, 2020 date, and further, while recognizing that a provincial ban is the best solution for the implementation of a ban on single use plastic bags, but is beyond

the municipality's control, the Town of Quispamsis will continue to lobby the Province for such a ban, and, in the interim, work with the Greater Saint John Region, through the Fundy Regional Service Commission and neighbouring municipalities with the view towards adopting similar municipal by-laws as a regional approach to ban single use plastic bags in retail outlets located in the Greater Saint John Region, similar to what the greater Moncton area has done.

**Motion Carried**

8.2 (Jan 21/20) Update on Extended Producer Responsibility Program for Packaging and Printed Paper for the Province of New Brunswick

8.2.1 EPR-PPP - Update from Marc MacLeod, Executive Director, Fundy Regional Service Commission

Mr. MacLeod's correspondence provided an update to Council on the status of the PPP – EPR Program. The Province, he noted, had announced last October that a PPP Program would be developed in consultation with key stakeholders and Recycle NB. The formal consultations began in December with stakeholders, and since that time, the government has continued to engage with the RSC on a regular basis to discuss the feedback from stakeholders that will form the basis of the regulatory framework governing PPP. Mr. MacLeod attached for Council's reference a letter to Minister Carr from the FRSC congratulating the Province on its recent announcement and offering suggestions for opportunity for a better approach to EPR than previous programs, considering the huge potential impact PPP will have on New Brunswickers. These include – Transfer Cost to Industry – Increase Diversion – Increase Jobs – Increase Reinvestment – Increase Assets and Increase Accountability.

**Moved By** Councillor Rioux

**Seconded By** Councillor Olsen

Mr. MacLeod be thanked for his update on the EPR-PPP and his letter be received and filed.

**Motion Carried**

8.2.2 Update from Department of Environment & Local Government - February 2020 - Development of a Regulated Framework for an Extended Producer

## Responsibility Program for Packaging and Printed Paper for the Province of NB

The DELG's update provided the proposed regulatory framework for the EPR for packaging and printed paper (PPP) that is being developed in collaboration with RNB and stakeholders. The goals of the program are to make producers responsible for the management of PPP products and to increase the amount of waste diverted from landfills. Next steps will include

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- Feedback on the draft regulatory framework;
- Draft Amendments to the Designated Materials;
- Regulation – Clean Environment Act;
- 30-day public comment period on draft regulation;
- Finalize draft regulation based on public feedback; and
- Approval of regulation by government.

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

Any feedback on the update from the Department of Environment and Local Government on the proposed Framework for an EPR PPP Program be submitted to the Province by February 28, 2020; and the information be received and filed.

**Motion Carried**

### 9. Correspondence (none)

### 10. By-laws

#### 10.1 (May 1/2018) Proposed Smoke Free By-law No. 059 and Proposed Smoke Free Policy No. 065

A joint Staff Report from the Human Resources Manager and the Director of Community Services stated, further to Council's direction to Staff to create a smoke free by-law that would prohibit smoking and vaping on all municipal property, including roads and sidewalks; they are attaching a Proposed Smoke free By-law No. 059 for Council's consideration of first and second reading. The proposed by-law, if enacted, will become effective April 1, 2020. In addition, they have also drafted a Smoke Free Policy for Council's consideration that will apply to town employees and mirrors the Smoke Free By-law to ensure consistency. To support staff interested in quitting smoking, the report indicated, a subsidized nicotine replacement therapy program has been offered.

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

Council give first reading to Proposed Smoke Free By-law No. 059.

**Motion Carried**

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

Council give second reading to Proposed Smoke Free By-law No. 059.

**Motion Carried**

**Moved By** Councillor Miller  
**Seconded By** Councillor Loughery

Council approve the Proposed Smoke Free Policy No. 065 as prepared, effective April 1, 2020.

**Motion Carried**

10.2 Proposed Traffic By-law No. 027-32 - Signalized Intersections

A Staff Report from the Director of Engineering & Works informed Council the current Traffic By-law does not include specific schedules to identify areas requiring special enforcement attention, or specific reference for Motor Vehicle Act enforcement. The proposed amendment is a housekeeping edit to properly reflect the name of the Mall located on Hampton Road and to add the most recent traffic signals added at the Vincent Road and Quispamsis Road intersection.

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

Council give first reading to proposed Traffic By-law Amendment No. 027-32.

**Motion Carried**

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

Council give second reading to Proposed Traffic By-law No. 027-32.

**Motion Carried**

## **11. New Business**

### **11.1 Tender No. 2020TQ01-4 New Compact Wheeled Loader with Attachments**

A Staff Report from the Director of Engineering & Works indicated in addition to the base machine, the tender includes the supply of a general purpose loader bucket, counterweights, sidewalk angled plow blade, slat/sand spreader and a 60 inch wide snow blower. A separate price, he wrote, was given for a front mounted Icebreaker in case budget permitted, however this option was quoted at \$19,500, so the Town will be considering this option potentially as part of the 2021 budget.

**Moved By** Deputy Mayor O'Hara

**Seconded By** Councillor Miller

Based on staff review and information, Council award Tender No 2020TQ01-4 for a new 2020 Compact Wheeled Loader with Attachments to MacFarland's Industrial for the bid price of \$134,240.27 (exclusive of HST and Licensing).

**Motion Carried**

### **11.2 Kingsview Subdivision - Phase 18 - Two (2) Lot Subdivision - Staff Report from Municipal Planning Officer**

A Staff Report from the Municipal Planning Officer informed Council the proposed Kings View Subdivision Plan – Phase 18 shows a two (2) lot phase of the Kings View Subdivision proposing to create Single Family Residential building lots fronting an extension of Kings Way Drive and two Local Government Service Easements. This phase, he noted, was assented to by Council in March of 2016, however, the previous Developer did not continue with the development. It requires Council assent as it proposes the laying out of a public street unless the plan is assented to by Council pursuant to Section 88(1) of the *Community Planning Act*.

**Moved By** Councillor Rioux

**Seconded By** Councillor Olsen

Council grant assent to Phase 18 of Kingsview Subdivision permitting the Development Officer to approve the plan for registration in the provincial registry office as per Section 86 of the Community Planning Act of New Brunswick. The assent of Council and approval of the plan shall be subject to execution of a standard Developer's Agreement with the Town.



**Motion Carried**

11.3 Council Assent - Country View Estates Subdivision Phase 7C – PID 30297097 - Schooner Point Development Limited ("Developer")

A Staff Report from the Municipal Planning Officer informed Council the proposed Country View Estates Subdivision Phase 7C creates 13 Single or Two Family lots; extends Flagstone Drive, and creates a Local Government Service Easement for Storm Water and Sanitary Sewerage servicing.

**Moved By** Councillor Loughery

**Seconded By** Councillor Miller

Council grant assent to the Country View Estates Phase 7C Subdivision Plan permitting the Development Officer to approve the plan for registration in the provincial registry office as per Section 86 of the Community Planning Act of New Brunswick. The assent of Council and approval of the plan shall be subject to execution of a standard Developer's Agreement with the Town.

**Motion Carried**

## **12. Reports**

- 12.1 Animal Control January 2020 Summary Reports
- 12.2 "March" is Epilepsy Awareness Month
- 12.3 Key Industries Ltd. - Thank you - Quispamsis Community Grant Donation
- 12.4 QMS - Tree Canada Program
- 12.5 YMCA of Greater Saint John - 30 Year Red Triangle Award Gala - April 30, 2020
- 12.6 DELG - New Regulation under the Community Planning Act - Development Charges Regulation 2019-46
- 12.7 Kennebecasis Public Library Board - Minutes & Associated Documents from November 28, 2018 Annual General Meeting and Draft Minutes from November 11, 2019 Annual General Meeting
- 12.8 UMNb Bulletin - February 2020
- 12.9 Mary Schryer - International Women's Day Event - March 6, 2020 - Bill McGuire Centre - 8:00 am Breakfast
- 12.10 Planning Advisory Committee Minutes of January 28, 2020 Meeting

**Moved By** Councillor Miller  
**Seconded By** Councillor Rioux

Reports be received and filed.

**Motion Carried**

**13. Business Arising from Committee of the Whole**

**13.1 KRJBPC - Labour Relations Deficit 2019**

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

That an expense of \$84,959.49 be approved for the 2019 Labour Relations Deficit with \$21,014 funding from the General Operating reserve and the remaining amount funded through the 2019 General Operating fund.

**Motion Carried**

**14. Adjournment**

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

Meeting adjourn.

**Motion Carried**

Meeting adjourned at 8:20 p.m.

X

Gary Clark  
Mayor

X

Catherine P. Snow  
Clerk