



QUISPAMISIS TOWN COUNCIL

REGULAR MEETING

MINUTES

March 19, 2019, 7:00 pm

Council Chambers

Quispamsis Town Hall

Present:

Mayor Gary Clark
Deputy Mayor Libby O'Hara
Councillor Beth Thompson
Councillor Pierre Rioux
Councillor Emil T. Olsen
Councillor Kirk Miller
Councillor Sean Luck
Councillor Lisa Loughery
Deville, Susan; CAO
Brandon, Krista; Town Treasurer
Losier, Gary; Director of Engineering & Works
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

Purple Day - Mayor Clark acknowledged members around the Council table were all wearing purple ribbons in recognition of March 26, 2019 being designated as Purple Day in New Brunswick in an effort to raise epilepsy awareness and help improve the quality of life for people with epilepsy. He stated epilepsy is one of the most common neurological conditions, estimated to affect more than 50 million people worldwide, and more than 300,000 people in Canada.

Meenan's Cove Park Survey - Mayor Clark encouraged residents to complete the short survey on the Town's website requesting public comments and suggestions on the amenities at Meenan's Cove Park, including the beach house, the boat launch, parking as well as potential flood mitigation strategies with the overall view to improve the park's efficiencies.

Canada Winter Games – Mayor Clark extended congratulations to Quispamsis athlete, Isaiah Haya, who won a gold medal in boxing at the recent Canada Winter games. He noted the Canada Games athletes will be recognized at the April 2, 2019 meeting.

3. Moment of Reflection

Councillor Rioux read the Moment of Reflection.

4. Disclosures of Interest

No disclosures were declared.

5. Presentations

5.1 Gondola Point Wastewater Pumping Stations and System Optimization Study

Presenter: Mike Rogers, P. Eng., and Jeremy Clack, P. Eng., Crandall Engineering

Mr. Rogers and Mr. Clack presented an overview of the Gondola Point Road Wastewater Pumping Station Overflow and Optimization Study. The review encompassed the five (5) wastewater pumping stations built in the 1970's on or near the Gondola Point Road,

- Lift Station 1 - 21 Robert's Lane,
- Lift Station 2 – 2 Buckley Lane,
- Lift Station 3 - 507 Gondola Point Road,
- Lift Station 4 - 565 Gondola Point Road,
- Lift Station 5 - 623 Gondola Point Road, and
- The two wastewater pumping stations built in 2005 at Matthew's Cove and Vincent Road.

Study Components Included -

- inflow and infiltration,
- conceptual lift design,
- station elimination review,
- optimization of pumping configuration,
- energy analysis,

- review overflow configuration,
- options – cost estimates - recommended prioritization.

Options Presented –

- Option 1 – base scenario – to replace the existing stations in the current configuration, sized based on peak flows +15%;

Total Cost \$5,630,000 (No paybacks from future energy savings)

- Option 2 – Lift Station 1 to pump over the hill to existing sewer on Pacha Dale removing these flows from all downstream lift stations.

Energy Usage including the additional pumping required for the same volume from Lift Station 5 through Matthew's Cove and Vincent Road Stations.

Total Costs \$4,600,000 (Includes annual energy savings of \$15,622.61 over Option 1)

- Option 3 – Builds on Option 2 and adds flows from Lift Station 3 which get pumped to Life Station 1, therefore flows from Lift Station 1 , 2, and 3 are all removed from the remaining downstream stations.

Total Costs \$5,270,000 (Includes annual energy savings of \$20,352.31 over Option 1 and \$4,729 over Option 2)

Recommendations:

Short Term –

- Undertake electrical upgrades at Matthew's Cove & Vincent Road Lift Stations;
- Design and construct new overflow control structures at Lift Stations 1, 2, 4, and 5;
- Video inspection of pipes in Sherwood Park and smoke testing;
- Begin entering into discussions with the True Life Church to obtain the land to install new force main piping through to Pacha Dale.

Long Term –

- Undertake system upgrades as described in Option 2 for most cost effective solution OR
- Undertake system upgrades as described in Option 3 for most energy efficient solution

- Ensure future lift stations are installed with standby generators.

Moved By Councillor Thompson

Seconded By Councillor Olsen

Crandall Engineering be thanked for their submission and presentation of the Technical Report on the Gondola Point Road Wastewater Pumping Station Overflow and Optimization Study, and the Report be referred to the Director of Engineer for further review and recommendations back to Council on the best approach to proceed with the Gondola Point Road Wastewater Pumping Station Overflow and Optimization project.

Motion Carried

5.2 Q-1-1 Council Presentation

Presenter: Susan Deuville, CAO and Chrissy Scott, PTech, GIS/Planning Technologist

Ms. Deuville and Ms. Scott presented and demonstrated the new Q-1-1 Issue/Complaint Management System that will provide an enhanced service delivery of automating citizens' issues and service requests. The software works with the Town's existing Esri and City Works systems, is user friendly, available online 24/7, and will improve documentation of any point of action or communication re citizen concerns. Ms. Deuville pointed out the Q-1-1 is to be used for non-emergency issues, and any emergencies should still be reported by phoning the Town's main line. Issues submitted to the new system will be responded to by the appropriate Town Department in order of priority. It will also be a great tool to capture important information concerning service calls. It was noted the Q-1-1 will be launched publicly on the Town's website March 20, 2019.

CAO Deuville concluded by thanking Staff Members, particularly Chrissy Scott and Sherri Levesque who have been instrumental in the implementation of the Town's new Issue/Complaint Management system.

Moved By Deputy Mayor O'Hara

Seconded By Councillor Luck

Town Staff be thanked for implementing the new issue/complaint management system known as Q-1-1 and the public as well as Council Members be encouraged to use the new system, which will be launched on the Town's website, available 24/7 for public use as of March 20, 2019.

Motion Carried

6. Public Hearings - (None)

7. Minutes of Previous Meetings

7.1 February 19, 2019 - Regular Meeting

Moved By Deputy Mayor O'Hara

Seconded By Councillor Loughery

Minutes be approved as prepared.

Motion Carried

8. Unfinished Business

8.1 (Dec.5/17) Master Enterprises Ltd. - Hamel Drive Integrated Development - PID No. 173732 - Request to Approve Amending Development Agreement

Municipal Planning Officer, Dwight Colbourne, was in attendance and expanded upon his Staff Report. He informed further to the Public Hearing held last January, the transfer of ownership of Master Enterprises Ltd. from Murray Carpenter to the new owner, Andrew Harrigan, has been completed.

The proposed revisions to the agreement include -

- the development phasing schedule,
- the street construction schedule for Hamel Drive;
- option to include single-family dwelling units while keeping the maximum number of units for the whole development at 109;
- revision to payment schedule for the outstanding \$78,000 levy for the sanitary sewer system work completed by the Town on behalf of the previous owner, and spread over four phases vs. three, with full payment received no later than October 2024.

Moved By Councillor Luck

Seconded By Deputy Mayor O'Hara

Council approve the Town's proposed amending Development Agreement with Master Enterprises Ltd for the Integrated Development project at Hamel Drive, and the executed agreement be registered in the land registry office as an encumbrance against the subject property.

Motion Carried

8.2 (June 2018) Local Improvement Projects - 2018 - Levying of Tax on Property Owners Resolution

Moved By Deputy Mayor O'Hara
Seconded By Councillor Olsen

NOTICE OF WARRANT OF ASSESSMENT

WHEREAS pursuant to By-law No. 011-2018-1, passed on the 17th day of July, 2018, the Council of the town of Quispamsis has completed as a local improvement the Installation of Storm Sewer Works, at a cost of \$10,926.52, within the twelve months preceding the 31st day of March, 2019.

AND WHEREAS pursuant to By-law No. 011-2018-1 of the town of Quispamsis, the owner's portion of the costs of the work to be raised by special frontage assessment is \$8,194.89;

AND WHEREAS such frontage assessment is payable in either one lump sum or ten (10) annual installments;

The Town Treasurer is THEREFORE requested to assess and levy the sum of \$8,194.89 on the several parcels of land abutting on the said work and cause the same to be collected and paid by either one lump sum or ten (10) annual installments by the owner of such parcels in accordance with the provisions of the By-laws of the town of Quispamsis.

Motion Carried

9. **Correspondence**

9.1 Deer Management Plan - Correspondence from Joe Kennedy, Wildlife Biologist

Moved By Councillor Luck
Seconded By Councillor Thompson

Mr. Joe Kennedy of the Provincial Department of Energy and Resource Development, and the Regional Deer Committee, be informed the Town of Quispamsis accepts his recommendation and would be willing to retain a listing of interested hunters that could be provided to landowners who are looking for hunters to utilize their permits, with a disclaimer noted on said list indicating the Town does not vouch for the skills or experience of the hunters, acknowledging that it is the responsibility of the landowners to only select hunters whom they trust to hunt safely on their lands.

Motion Carried

9.2 Flood Mitigation - Spring Freshet - Deputy Mayor O'Hara's Request for Update – Staff Report from CAO Deuille

CAO Deuille expanded upon her Staff Report noting the Quispamsis Emergency Preparedness Team, (QEPT), will be meeting on March 25, 2019 to discuss its preparation for the Spring Freshet 2019. She stated Staff have reached out to NBEMO who indicated at this time it is not their intent to offer out sand or sandbags as they did during the 2018 spring freshet flood. Ms. Deuille stated homeowners living along the river should be preparing for the spring freshet by protecting their private properties and removing debris that can float away, ensuring hazardous materials are not stored in locations where the water may access their properties. The Town will be reviewing the post action report from the 2018 flood in conjunction with its EMO Flood Response plan to mitigate flooding issues to Town infrastructure.

Council Members acknowledged it is not the Town's responsibility to provide sandbags to private property owners, and encouraged potentially impacted property owners to take preparedness actions to protect their properties in the event of spring freshet flooding. During the 2018 flood, the Province did provide sand and sandbags which the Municipality helped distribute, but this is not their normal practice.

Moved By Councillor Olsen

Seconded By Deputy Mayor O'Hara

A written request be issued to the Province of New Brunswick asking what their formal policy is with respect to providing sandbags to impacted private property owners during the spring freshet flood season.

Motion Carried

10. By-laws

10.1 Proposed Zoning By-law Amendment No. 038-29 - Schedule of Fees

Moved By Councillor Thompson

Seconded By Councillor Olsen

Third and final reading be given to Zoning By-law No. 038-29.

Motion Carried

11. New Business

11.1 Nominating Committee Recommendation to Appoint Lisa-Ann Scichilone to Saint John Arts Centre Board of Directors as Quispamsis' Representative

Moved By Deputy Mayor O'Hara

Seconded By Councillor Thompson

Council accept the Nominating Committee's recommendation to formally appoint Ms. Lisa-Ann Scichilone as Quispamsis' representative to the Saint John Arts Centre for a three year term, effective March 20, 2019 and ending January 31, 2022.

Motion Carried

11.2 Drainage Improvements 2019 - Award of Tender

Moved By Councillor Rioux

Seconded By Councillor Miller

The town awards the Drainage Improvement tender 2019TQ02-6 to the low bidder, **Steele Trucking Ltd.** for the bid price of \$78,907.23 (plus HST).

Motion Carried

11.3 Maple Ridge Subdivision - Phase 1B

Moved By Councillor Thompson

Seconded By Deputy Mayor O'Hara

Council grant assent to Maple Ridge Estates Subdivision Phase 1B subject to the following terms and conditions:

1. Corduroy Road must be constructed in accordance with the Town of Quispamsis Subdivision Specifications and Guidelines, and the engineered design as approved by the Town;
2. Submission of an onsite septic report from a qualified professional completed in accordance with the Public Health Act of New Brunswick demonstrating the property can support the proposed level of development.
3. The Developer must comply with the comprehensive Storm Water Management Plan as submitted to and approved by the Town for the Phase 1 and Phase 1B of the Maple Ridge Estates development;

4. LPP obligations to be met through the Land dedication, and reference to this area as shown on the attached plan, to be incorporated into the Development Agreement;
5. Filing Fees totalling Two Hundred Thirty Dollars (\$230) be submitted for a subdivision plan creating three (3) lots;
6. The Developer must enter into a standard Development Agreement with the Town;
7. The Final Plan is to be signed by the Property Owner(s) and any applicable Public Utilities; and
8. The Subdivision Development must be completed in accordance with all Town By-laws, Regulations and/or Policies thereto.

Motion Carried

11.4 Highlands of Queensbury - Land for Public Purposes

Moved By Councillor Rioux

Seconded By Councillor Luck

To grant assent to the Highlands of Queensbury Subdivision- Land for Public Purposes (LPP) Plan to permit approval by the Development Officer and the registration of the plan vesting the LPP land to the Town in accordance with Section 88(6) of the Community Planning Act 2017, Chapter 19.

Motion Carried

11.5 Fernwood Park - Phase 3B

Moved By Councillor Miller

Seconded By Councillor Loughery

Council grant assent to Fernwood Park Subdivision Phase 3-B plan so it can be approved by the Development Officer for filing in the land registry office, and the approval be subject to the Developer entering into a standard Development Agreement with the Town and complying with the terms and conditions of the

Planning Advisory Committee as detailed in the Notice of Decision dated July 24, 2018.

Motion Carried

11.6 Maple Grove Court - Local Government Services Easement

Moved By Deputy Mayor O'Hara

Seconded By Councillor Olsen

That Council grant assent to the Maple Grove Subdivision Plan to permit the approval by the Development Officer of the Plan for registration in accordance with Section 88(7) of the Community Planning Act 2017, Chapter 19, creating the Local Government Service Easement on the property at 18 Maple Grove Court (PID 30091722) and vesting the rights prescribed by regulation to the Town of Quispamsis.

Motion Carried

11.7 Country View Estates Subdivision - Phase 7 B, Stage 3

Moved By Councillor Miller

Seconded By Councillor Loughery

That Council grant assent to the Country View Estates Phase 7B – Stage 3 Subdivision Plan to permit approval of the plan by the Development Officer for registration in accordance with Section 88(7) of the Community Planning Act 2017, Chapter 19, thereby creating the Local Government Service Easement on the property at 5 Flagstone Drive (PID 30297089) and vesting the rights prescribed by regulation to the Town of Quispamsis.

Motion Carried

12. Reports

12.1 Planning Advisory Committee Minutes - February 26, 2019 Meeting

12.2 Kennebecasis Regional Joint Board of Police Commissioners Meeting Minutes - January 23, 2019

12.3 Kennebecasis Public Library Board January 16, 2019 Meeting Minutes and Associated Documents – Councillor Rioux, who serves on the KPL's Board of Directors, acknowledged the many wonderful programs offered at the KPL, noting in 2018 the number of visitors to the Library totalled 98,906, up from 97,229 the previous year.

12.4 Animal Control Report As At February 2019

Animal Licenses – Councillor Miller referenced the Animal Control Report indicating that in 2018, a total of only 416 Dog Licences were issued , and, this year, as of the end of February, only 181 have been issued. He suggested that the Town’s website promote the new licensing process implemented under Animal Control By-law Amendment No. 052-01, which provides for one year, three year and life time licensing options, making it more convenient for animal owners to license their dogs and cats.

12.5 Building Report As At February 2019

12.6 Town's Sport Tourism Grant Recipient - KV Basketball Association Girls U14 Division Provincials

12.7 March 8, 2019 International Women’s Day – Deputy Mayor O’Hara recognized this year’s International Women’s Day event, organized by Mary Schryer, was attended by 90 people, including Police Chief Wayne Gallant, and Inspectors Mary Henderson and Antia Becker.

Moved By Councillor Olsen
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 Miller

Meeting adjourn.

Motion Carried

Meeting adjourned at 9:10 pm

X

Gary Clark
Mayor

X

Catherine P. Snow
Clerk