



## QUISPAMISIS TOWN COUNCIL

### REGULAR MEETING

#### MINUTES

May 7, 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 Sean Luck
  - Councillor Lisa Loughery
  - 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
- Absent:
- Councillor Kirk Miller (out-of-province)

#### 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**

2019 Spring Freshet Flood - Mayor Clark updated Council on this year's spring freshet flood, acknowledging the water levels did not reach the historic highs of 2018. More than 15,000 sandbags were provided to residents, with 3000 tucked away in reserve. Sand operations were more efficient and safer at the qplex overflow parking lot, and closer to the river making for shorter trips than at the 2018 Civic Centre site. There were not as many requests for service this year as last, so this indicates more homeowners took action on their own to prepare their property for this year's flood season. Mayor Clark stated the dumpsters remain in place along the Gondola Point Road for flood related debris only and are not to be used for sandbags which are to be placed at curbside by May 21 for collection. Further, residents can dispose of flood damaged items at the Crane Mountain Landfill which is operating under extended hours for the next few weeks. He noted the emergency operations centre was at a Level 3, and thanked staff for their hard work throughout this event.

Cleaner Greener Litter Pick up – Mayor Clark reminded those in attendance the Town will be doing its Cleaner Greener litter pickup event tomorrow morning, May 8, 2019 and encouraged all to attend.

## **3. Moment of Reflection**

Deputy Mayor O'Hara read the Moment of Reflection.

## **4. Disclosures of Interest**

No disclosures were declared.

## **5. Presentations**

### **5.1 Teed Saunders Doyle Chartered Professional Accountants & Advisors - Presentation of 2018 Audited Financial Statements - In Attendance: Mr. Peter Logan, CPA, CA**

Mr. Logan presented the highlights of the 2018 Consolidated Audited Financial Statements of the Municipality of Quispamsis, noting he met last week with the Finance Committee and reviewed the statements in detail. The Statements were done in accordance with Canadian generally accepted accounting principles for local government as recommended by the Public Sector Accounting Board (PSAB). The independent audit of the Town's consolidated financial statements produced a clean audit, free from material misstatement with no deficiencies in internal controls identified during the audit.

The entities in the consolidated financial statements, in addition to the Town of Quispamsis, include the Town's pro-rated shares of the Kennebecasis Regional Joint Board of Police Commissioners, (59.79%), Kennebecasis Valley Fire Department Inc., (59.15%), and the Kennebecasis Public Library, (61.01%).

Consolidated Statement of Operations for the Municipality of Quispamsis resulted in Revenues totaling \$28,156,575 and Expenditures totaling \$28,441,025. The Consolidated Statement of Operations' annual deficit for the year totaled \$284,450 and the accumulated surplus for the end of the year is \$88,600,779.

The tangible capital assets are recorded at a cost which includes amounts directly attributable to acquisition, construction, development or betterment of the asset. The consolidated NET Book value of tangible assets as at December 31, 2018 is \$110,938,509.

For the town of Quispamsis – the Debt Service Ratio to budget is 8.6% in General Fund; (Provincial threshold, 20%); and Utility Fund, 37.4% (Provincial threshold, 50%).

Reserve Fund Balances for Quispamsis as At December 31, 2017 total \$2,995,310.

Note 19 – Reflects Reconciliation of Annual Surplus showing the Town's 2018 General Operating Fund surplus amount (excluding regional services), is \$48,939.

In closing, Mr. Logan acknowledged and thanked Town Treasurer, Krista Brandon, and Senior Accountant, Nancy Young, and the Finance Department for their support in the preparation of the Financial Audit. He noted the Audited Financial statements originate through the Town's internal financial statements and complimented the new Town Treasurer on a job well done.

**Moved By** Councillor Thompson

**Seconded By** Councillor Rioux

Mr. Peter Logan be thanked for his presentation, the Town of Quispamsis' 2018 Audited Financial Statements be accepted as prepared, and the Town Treasurer and the Finance Department be thanked for their efforts in preparation of the 2018 Financial Audit.

**Motion Carried**

**6. Public Hearings (none)**

**7. Minutes of Previous Meetings**

7.1 April 16, 2019 - Regular Meeting

**Moved By** Councillor Olsen

**Seconded By** Councillor Luck

Minutes be approved as prepared. Motion Carried.

**Motion Carried**

**8. Unfinished Business**

8.1 (Mar.19/19) Gondola Point Wastewater Pumping Station and System Optimization Study –Update from Director of Engineering & Works

A Staff Report from the Director of Engineering and Works stated one of the priorities for the Gondola Point Road WWPS System Optimization and Overflow Study was to begin the design and construction of federally required overflow baffle chambers at each of the WWPS locations to enable the Town to separate solids and plastics from unexpected sanitary overflows at the three main waterfront WWPS. Crandall Engineering has provided a cost estimate of \$14,970 to complete the design, tender and construction management of overflow chambers for the three WWPS along Gondola Point Road. The project would be considered an extension of the existing Clean Water & Wastewater Fund, (CWWF) project and would enable it to proceed with a quick turnaround.

In addition, Mr. Losier stated the Province has informally related the \$229,428 amount the Town was awarded through the CWWF project was not fully expended, and may be able to access remaining funds, of \$128,000, to contribute the design and installation of the required overflow chambers. Crandall Engineering, he said, feels the cost will be around \$100,000 to complete. The Town had allocated its share of this Federal-Provincial-Municipal fund as part of the 2017 Utility budget which totaled \$32,184. The remaining \$25,173 could be re-allocated from the 2019 utility budget to allow the Town to leverage the remaining \$128,000 total.

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

The town of Quispamsis engage the services of Crandall Engineering to assist in amending the Quispamsis Federal Provincial CWWF project 66990-1120 Gondola Point Road WWPS system optimization and overflow study to permit the design tender and installation of overflow chambers for the three WWPS along the Gondola Point Road. If the amendment is approved by the Federal/Provincial partners the Town will engage Crandall Engineering for the approved fees of \$14,970 to complete the updated project.

**Motion Carried**

8.2 (Apr. 2/19) Revised Application for Borrowing -General Fund - Municipal Capital Borrowing Board - Town Treasurer Staff Report

A Staff Report from the Town Treasurer informed Council at the April 2, 2019 Regular Meeting, Council approved submitting an application for borrowing \$1,516,000 that included \$500,000 for the 2019 Meenan's Cove Park upgrades. This project is actually, she said, a two year project, with total costs expected of \$1,883,000 and in consultation with the Municipal Capital Borrowing Board, the entire project amount should be included in the borrowing.

**Moved By** Councillor Luck  
**Seconded By** Councillor Loughery

That the Municipality of Quispamsis submit to the Municipal Capital Borrowing Board an application for authorization to borrow capital expenses for the following terms and amounts:

<i>PURPOSE</i>	<i>AMOUNT</i>	<i>TERM</i>
<u>Recreation and Cultural Services</u>		
Meenan's Cove Park Upgrades	\$1,883,000	15 years

**Motion Carried**

## 9. Correspondence

### 9.1 Harris Rebar Application to Amend Zoning By-law No. 038 to Permit Rebar Business Operation on the Leisure Time Sales Property – 929 Hampton Road – PID No. 30178727 – In Attendance: Property Owner, Dan Dobson & Tenant Michael Ruggles, Branch Manager, Harris Rebar

Mr. Dobson and Mr. Ruggles expanded upon Harris Rebar's plan to develop the upper back corner behind the existing office at 929 Hampton Road for the setup of an outdoor rebar fabrication plant. The property will be excavated and grades set to allow for the installation of two gantry cranes which will be supported on a concrete grade beam rail system. Mr. Ruggles stated as part of the largest recycling company in the world, Harris Rebar recognizes the importance of their role in protecting the environmental and they make compliance a priority that is critical to their long term success.

A Staff Report from the Municipal Planning Officer informed Council PAC in January granted Harris Rebar a temporary use permit for a period not exceeding one year for the proposed fabrication of premanufactured rebar to deliver to customer specific job sites. A condition of the temporary use authorization requires Harris Rebar to make a request to Council for the rezoning of the property to Light Industrial or to seek a Notwithstanding Clause amendment to permit the operation on the property until such time Harris Rebar no longer continues to operate from the property.

Mr. Colbourne stated the current Highway Commercial zoning does not permit fabrication of this type, and it is being recommended that the proposed Notwithstanding Clause amendment to the Zoning By-law versus the Light Industrial rezoning would provide the Town with more control over the use of the property, restricting the use to the proposed fabrication operation that has been deemed acceptable by PAC. Light Industrial zoning may open the property for permitted use of an Industrial type that may not be fitting to the area given its close proximity to the Hammond River.

**Moved By** Deputy Mayor O'Hara

**Seconded By** Councillor Luck

Pursuant to Section 110 of the Community Planning Act of New Brunswick Ch. 19 (the Act) refer the proposed Zoning By-law amendment to the

Planning Advisory Committee for their written views, to set a Public Hearing date for June 18, 2019, and Public Notification be given in accordance with Section 111 of the Act.

**Motion Carried**

9.2 CN Rail - Notice Re Annual Vegetation Management Program

Notification from CN Rail indicated their Annual Vegetation Management Program will take place from June 8, 2019 to July 23, 2019, which includes Quispamsis on the list of communities where herbicides will be applied.

A Staff Report from the Town Clerk indicated Council, in 2001, after being approached by residents who were highly sensitive to herbicide chemicals had met with CN Rail to discuss their Vegetation Program and at that time both parties agreed there would be No Herbicide Spray Zones in Quispamsis.

**Moved By** Councillor Olsen

**Seconded By** Councillor Loughery

As it has been several years since the Town has received notification and communicated with CN Rail concerning the former Quispamsis Council's decision that Quispamsis be considered a No Spray Zone, Council authorize sending written notice to CNR, asking them again to refrain from spraying herbicides along the railways in Quispamsis.

**Motion Carried**

**10. By-laws**

10.1 (Apr. 16/19) Proposed Water Utility By-law Amendment No. 024-14

Deputy Mayor O'Hara read Water Utility By-law Amendment No. 024-14 in its entirety.

**Moved By** Deputy Mayor O'Hara

**Seconded By** Councillor Olsen

Third and final reading be given to proposed By-law Amendment No. 024-14; A By-law of the Municipality of Quispamsis Respecting Water Utility.

**Motion Carried**

10.2 (May 7/19) Proposed By-law No. 057; A By-law of the Town of Quispamsis Respecting Police Protection in the Town of Quispamsis

A Staff Report from the Town Clerk stated one of the requirements in the new Local Governance Act, Section 10(3), requires that each Municipality shall make by-laws respecting the provision of the service of police protection.

**Moved By** Councillor Olsen

**Seconded By** Councillor Thompson

Council give first reading to proposed By-law No. 057; A By-law of the Town of Quispamsis Respecting Police Protection in the Town of Quispamsis.

**Motion Carried**

**Moved By** Councillor Rioux

**Seconded By** Deputy Mayor O'Hara

Council give second reading to proposed By-law No. 057; A By-law of the Town of Quispamsis Respecting Police Protection in the Town of Quispamsis.

**Motion Carried**

**11. New Business (none)**

**12. Reports**

- 12.1 Thank You - KV Girls Under 14 Basketball Association - Hosting of Provincials
- 12.2 Department of Heritage & Multiculturalism - Celebration Commemoration Grant Approval Confirmation
- 12.3 Kennebecasis Regional Board of Police Commissioners - February 27, 2019 Meeting Minutes, Financials and Associated Reports



- 12.4 Kennebecasis Regional Board of Police Commissioners - 2018 Annual Audited Finance Statements
- 12.5 Kennebecasis Valley Fire Department Inc. - December 17, 2018 Meeting Minutes, Financials and Associated Reports
- 12.6 Kennebecasis Valley Fire Department 2018 Annual Report
- 12.7 Kennebecasis Valley Fire Department Inc. - 2018 Annual Audited Financial Statements

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

Reports be received and filed.

**Motion Carried**

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

#### 13.1 (Apr. 16/19) Interval Lands - Hammond River

**Moved By** Councillor Rioux  
**Seconded By** Councillor Luck

Council ratify its decision to purchase the Tax Sale/Warden Property, interval lands at Hammond River for the taxes and costs owing for a total purchase price of \$2,493.78.

**Motion Carried**

#### 13.2 Ratification of Purchase & Sale Agreement - 12 Municipal Drive

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

Council ratify the purchase and sale agreement between the Town of Quispamsis, the Town of Rothesay and the Kennebecasis Valley Fire Department Inc., for the sale of 12 Municipal Drive, (Civic Center Property), to the Kennebecasis Valley Fire Department Inc. for Fire Station 2, with a closing date on or before December 15, 2020, and the purchase

price will be equal to the average between the appraised market value of the building and lands as determined by two appraisals done by each Town, i.e. appraisal 1 plus appraisal 2 divided by two = purchase price, with appraisals to be completed by September 30, 2020.

**Motion Carried**


**14. Adjournment**

**Moved By** Councillor Olsen  
**Seconded By** Councillor Thompson

Meeting adjourn.

**Motion Carried**

Meeting adjourned at 7:45 p.m.

X   
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Gary Clark  
Mayor

X   
\_\_\_\_\_  
Catherine P. Snow  
Clerk

