



**QUISPAMISIS TOWN COUNCIL
REGULAR MEETING
MINUTES**

**November 5, 2019, 7:00 pm
Council Chambers
Quispamsis Town Hall**

Present:

Deputy Mayor Libby O'Hara
Councillor Kirk Miller
Councillor Emil T. Olsen
Councillor Pierre Rioux
Councillor Beth Thompson
Deville, Susan; CAO
Krista Brandon
Kennedy, Aaron; Communications Manager
Losier, Gary; Director of Engineering & Works
Purton Dickson, Dana; Director of Community Services
Snow, Catherine; Town Clerk

Absent:

Mayor Gary Clark (Suspension – Code of Conduct)
Councillor Sean Luck (Out of Country - Work Commitment)
Councillor Lisa Loughery (Out of Country – Work Commitment)

1. Approval of Agenda

Moved By Councillor Olsen
Seconded By Councillor Rioux

The agenda be approved as prepared.

Motion Carried

2. Mayor's Comments

Deputy Mayor O'Hara acknowledged the unfortunate inclement weather the Atlantic region experienced on Halloween day, as well as the great number of power outages that occurred the following day due to the high winds.

She noted she, along with Rothesay Mayor Nancy Grant, attended the Royal Canadian Legion Kennebecasis Branch No. 58 Poppy Campaign Kick off last Friday, October 25. Quispamsis, she added, is very proud to host the region's Remembrance Day Ceremony at the qplex each year.

Lastly, Deputy Mayor O'Hara expressed her gratitude to Premier Blaine Higgs and DTI Minister, Bill Oliver for their November 4th announcement confirming the Province's commitment to cost share up to \$650,000 towards the \$1m development of a round-about at the Gondola Point Arterial/Squire Drive/Alma Lane intersection. The Town will pay the remaining \$350,000, and the project is expected to commence by June 2020. She noted the Quispamsis Council has been working on a solution for this intersection for many years.

3. Moment of Reflection

Councillor Thompson led the Moment of Reflection.

4. Disclosures of Interest

No disclosures were declared.

5. Presentations

5.1 Update on Economic Development Greater Saint John. (EDGSJ), - In Attendance: Mr. Ron Gaudet, Chief Executive Officer (10 Minute Presentation)

Mr. Gaudet provided Council with an update on Economic Development Greater Saint John's activities since 2018, acknowledging the development of their three year plan 2019 - 2021 for a 2.5% increase in employment; a 2.5% increase in the labour force, a 0.5% increase in the GDP, and a 1 index point increase in consumer confidence. Areas of Focus identified include Workforce Development, Entrepreneur Development, Business Investment & Innovation and Marketing. EDGSJ prepares monthly dashboard progress reports, and as of September 2019, their deliverables have all scored green, which means they are on track for target achievements. He noted the importance to continue focus on the four pillars: 1) Workforce Development, 2) Business Investment & Innovation, 3) Entrepreneur Development and 4) Marketing Greater Saint John. They have changed their name from Enterprise Saint John to Economic Development Greater Saint John to demonstrate their commitment to working with all five communities who make up the region, acknowledging that the City of Saint John is the economic engine. He highlighted achievements accomplished in each of the four pillars over the past year, the continued work that needs to be done over the coming years,

acknowledging that it is a time of transformation for the greater Saint John Region. The 2020 EDGSJ will continue to focus on workforce development, business investment and innovation, a more robust entrepreneurial culture and marketing the attributes of living, working and investing in the region.

Moved By Councillor Miller

Seconded By Councillor Olsen

Mr. Gaudet be thanked for his enthusiastic presentation providing highlights of the Economic Development Greater Saint John's activities over the past year.

Motion Carried

5.2 Presentation on Regional Collaboration of the Greater Saint John Region - In Attendance: Mayor Don Darling, City of Saint John

Mayor Darling made presentation to Council on regional collaboration for the benefit of the greater Saint John Region. He highlighted a few of the slides contained in his 44 page presentation, acknowledging the full presentation can be circulated to Council for information.

The Big Picture Focus -

- Growth – People, Jobs & Tax Base
- Fiscal
- Municipal Reforms
- Key Success Factors – Bold, Urgency, Reforms, Cost Control & Accountability
- Sustainability Initiatives – The City has identified 61 items that can reduce costs between \$14 and \$16 Million to address the City's \$11 Million forecasted deficit.

Mayor Darling stated Saint John needs to be put on the path to a financially sustainable future, which will be dependent on four assumptions-

- growth rate,
- cost containment,
- unconditional grants and
- transformational reforms.

He concluded asking those in attendance to imagine a greater region of Saint John that has grown to 160,000 plus people by 2035, with a redefined regional relationship based on equitable cost sharing. Energy being put into the collective prosperity of the regions' citizens. Imagine, he said, this region as one of the strongest economic hubs in Atlantic Canada where people thrive economically,

socially, have a rich cultural diversity and celebrate the arts, and have embraced the changes needed to collectively grow and prosper.

Moved By Councillor Olsen
Seconded By Councillor Miller

Mayor Darling be thanked for his presentation and a copy be issued to Council Members for information purposes.

Motion Carried

6. Public Hearings (none)

7. Minutes of Previous Meetings

7.1 October 15, 2019 - Regular Meeting

Moved By Councillor Thompson
Seconded By Councillor Miller

Minutes be approved as prepared.

Motion Carried

8. Unfinished Business

8.1 (Mar.19/19) Gondola Point Wastewater Pump Stations - WWPS#1 Roberts Lane Upgrade - Recommendation for Engineering Consultants for Next Phase - 2020

A Staff Report from the Director of Engineering & Works informed Council one of the priority recommendations of the Consultant's report was to reconfigure individual wastewater pumping stations along the Gondola Point Road catchment area. The WWPS#1 located on Roberts Lane was identified as the first pumping station to be replaced and modernized. Staff has identified for the 2020 budget an estimated cost of \$1.9 million which assumes a re-routed force main to Longwood Wastewater Treatment Lagoon and associated engineering, land and legal costs.

Mr. Losier's Staff Report indicated Crandall Engineering have provided the following cost estimates to complete the design, tender and construction management of the upgrades to Roberts Lane WWPS#1:

Part A - \$35,159; Preliminary Design;
Part B - \$27,196; Detailed Design and Tender Prep;
Part C - \$85,438; Contract Admin and Inspection Period (16 week const.)

Total: \$147,793 + HST

The Staff Report informed Council Staff have reviewed the proposal and compared similar projects' costs and are comfortable recommending to the Town Administrator and the Town Treasurer that the project be awarded to Crandall Engineering to proceed with the preliminary design and site investigations.

Moved By Councillor Olsen

Seconded By Councillor Miller

Mr. Losier's Staff Report be received and filed as information at this time as there are no action items intended for Council since the project falls under current Municipal authority for award of consultants, acknowledging that Staff will however approach Council for formal authorization to proceed to Parts B and C of the project.

Motion Carried

9. Correspondence

9.1 Sean & Kelly Craig - 75 Neck Road - Erosion Concerns Re McKay Builders' Development on Old Neck Road - Request for Retaining Wall and Fence

Mr. Craig addressed Council, noting he and his wife, Kelly, and their three children moved into their new home at 75 Neck Road this past July. He showed before and after photos of their backyard from when they moved in, to when McKay Builders developed the upper portion of the Old Neck Road situated behind their property. Most trees that had been to the rear of their property were removed, and the developer excavated right to their property line, leaving an unsafe 90 degree, steep 25 foot vertical drop down to a rock bottom that could potentially be fatal to anyone, especially young children. Immediate action needs to be taken, he said, to remedy the situation as the very steep slope has already begun to erode with the last two rain storms. In addition, with the loss of the trees as a windbreak, during the November 1st windstorm, his fencing in his back yard blew down. Town Staff have visited the property, and have erected a temporary snow fence.

Staff Report from Director of Engineering & Works – Mr. Losier expanded upon his Staff Report stating at this stage of the development the area is still considered a construction site with preliminary approval for residential occupancy of the lots but has not reached a final acceptance stage. The developer, A. E. McKay, has provided the Town with road design information including recommendations from his geotechnical Engineering Consultant regarding the slope stabilization options once final road grades are established and slope materials and conditions are analyzed.

Mr. Losier stated the final grades and alignments will be completed in the 2020 construction season and staff will be meeting with the Developer to determine which sections of the sloped areas require regrading, stabilization with mulch or hydroseed or any structural retaining wall that may be required. The Town's development standards do not define a specific requirement as each area is viewed on the specific soil conditions, elevations and requirements. In addition, there does not appear to be any encroachment onto private property and as such the Town does not have a requirement to force fencing installation. As the homeowner did contact the Town with immediate concerns, the Town has placed temporary snow fencing to bring attention to the grades and this will remain in place until the next construction season once the slope stabilization requirements are determined for the development.

Council Members appreciated Mr. Craig's concerns, acknowledging that the steep vertical face of the bank will need to be stabilized. Members, while recognizing that the trees removed were not on Mr. Craig's property, questioned why excavation occurred right to the edge of the Craig property, leaving such a steep embankment.

Moved By Councillor Olsen
Seconded By Councillor Miller

The correspondence from Mr. and Mrs. Craig be referred to the Engineering Staff for further investigation and analysis to ensure the residents' concerns are included in A.E. McKay's review for road construction and slope stabilization of the Old Neck Road in the 2020 construction season, and an update on this matter be made available for Council as soon as possible.

Motion Carried

9.2 A. E. McKay Builders Ltd. - 309 Hampton Road - 42 Unit Apartment Building - Application to Amend Section 59, Community Planning Act Developer's Agreement (Extension to Timeline)

Mr. McKay was in attendance and expanded upon his application requesting his Section 59 CPA Agreement with the Town be amended to extend the current building start timelines for the development of his multiple residential 42 unit apartment building at 309 Hampton Road. Mr. McKay stated for financial reasons, he would like to construct the building in two phases. Phase 1 would consist of 33 units while phase 2 will consist of 9 units. Phase 1 will commence by April 30, 2020, he said, while phase 2 will be constructed when market conditions are conducive to adding the additional 9 units to the complex.

Staff Report from Municipal Planning Officer – Mr. Colborne’s Staff Report informed Council while the existing agreement required issuance of the building permit by December 31, 2018, it would be reasonable for Council to consider Mr. McKay’s request to phase the development in keeping with the original overall development for the property. The only change is to the length of the building toward the Hampton Road side, where Phase 2, (9 units) will be delayed.

Mr. Colbourn’s Staff Report also noted the Town completed the installation of municipal water infrastructure along the Hampton Road from the Old Coach Road to Pinewood Crescent. The work included the installation of the infrastructure necessary to service the 309 Hampton Road development, a cost that will be borne by the developer. As part of the required amendment, the Town will include the detailed cost for work related to providing service to the 309 Hampton Road development.

Moved By Councillor Thompson

Seconded By Councillor Olsen

Council refer Mr. McKay's application to amend his Section 59 CPA Agreement concerning his 309 Hampton Road Apartment Building Development to the Planning Advisory for its written views, and set a Public Hearing date for December 17, 2019 at 7:00 p.m.

Motion Carried

9.3 Requests for Waiving or Reducing Town Facility Rental Fees - 2020 - Staff Report from Director of Community Services

A Staff Report from Ms. Purton Dickson informed Council under the new policy for reducing or waiving rental fees at town facilities, four applications have been received from the Quispamsis Seniors Club, (Civic Centre), the Victoria Quilts Organization, Room B, QMA), KV3C, (Civic Centre), and the Canadian Blood Services, (Alpine/Moose Light Rooms, qplex). The total value of these requests is \$16,226. The policy adopted by Council last year, Ms. Purton Dickson commented, is to support a consistent approach and procedure in processing these requests. Liability insurance, damage deposits and all other requirements of the rental contract are the responsibility of the applicant.

Moved By Councillor Rioux

Seconded By Councillor Olsen

The Town waive the 2020 facility rental fees for the Quispamsis Seniors Club, the Victorian Quilts Organization., KV3C and Canadian Blood Services and that the

users of the Civic Centre be notified that the facility will not be available after December 31, 2020.

Motion Carried

10. By-laws

10.1 Proposed Traffic By-law Amendment No. 027-31 - A By-law Amendment to Prohibit Parking on Hammond River Road Near CN Railway Property

Request from CN Rail – Correspondence from Pierre Bergeron of CN Police related they have received multiple phone calls complaining about people walking on the tracks at the Hammond River railway bridge and either going to jump off the bridge or going to fish. He stated it is a very dangerous situation, and CN would like to work with the Town on a holistic approach by making both sides of the railway crossing for about 200 meters a “No Parking” zone. The goal is to prohibit parking through the Town’s Traffic By-law, thus allowing the Kennebecasis Regional Police Force to enforce the No Parking requirement, thus reducing the number of people accessing the railway tracks at this location.

A Staff Report from the Director of Engineering & Works informed Council he has related to CN Operations that the No Parking would only apply to the municipal right of way and should someone pull off onto a driveway or private property, there would be no municipal enforcement options. Staff, he wrote, recommend the Town cooperate with CN Rail and grant appropriate readings to enacting a No Parking Zone along the Hammond River Road for 200 meters on either side of the CN railway crossing, identified as Mile No. 71.23 Sussex Subdivision.

Moved By Councillor Thompson

Seconded By Councillor Olsen

First reading be given to proposed Traffic By-law No. 027-31 prohibiting vehicular parking at the Hammond River Road/CN Railway Crossing area.

Motion Carried

Moved By Councillor Rioux

Seconded By Councillor Miller

Second reading be given to proposed Traffic By-law No. 027-31 prohibiting vehicular parking at the Hammond River Road/CN Railway Crossing area.

Motion Carried

11. New Business

11.1 2019 - 2023 Gas Tax Capital Investment Plan - Staff Report from Town Treasurer, K. Brandon

A Staff Report from the Town Treasurer informed Council the fourth round of Gas Tax Fund 2019 – 2023 allocations were announced in late 2018. Quispamsis was allocated \$6,514,913. Then, in April 2019, the Province of NB announced the 2018 Federal Gas Tax Fun Top Up Allocations and Quispamsis was provided an additional \$1,332,542 for a grand total of \$7,847,455. One of the requirements, she said, is to have Council approval the Town's Five Year Capital Investment Plan for the GTF Agreement 2019 – 2023, as follows:

1. Street Capital Program;
2. WWPS Upgrades – Vincent Road to Meenan's Cove Road;
3. Overflow Chamber (*Design & Construction) for riverside WWPS – Gondola Point Road;
4. Design & Replacement to WWPS #1 – Roberts Lane – Phase 1;
5. Watermain Construction – Sunset Drive and Haven Court;
6. Design & Replacement of four WWPS – Gondola Point Road – Phase 2.

Ms. Brandon stated by completing this requirement the Town can then receive its 2019 Allocation of \$1,257,264 and the Top Up Allocation of \$1,332,542.

Moved By Councillor Thompson

Seconded By Councillor Olsen

The document entitled, "Town of Quispamsis Five Year Capital Investment Plan for the GTF Administrative Agreement 2019 - 2023 be adopted.

Motion Carried

12. Reports

12.1 Highlights of FCM & UMNB 2019 Annual Conferences - Verbal Presentations by Council Attendees

Councillor Olsen provided an overview of the Federation of Canadian Municipalities Association (FCM), noting it is an advocacy group, a national voice, representing over 2000 Canadian municipalities, and has the ability to influence debate and policy for local governments. Its conferences are held late spring each year and is the largest gathering of Canadian municipal officials. He noted he has attended several conferences over the years, including the 2019 Annual

Conference and Trade Show held last June in Quebec City. At the Conference the leaders of the four main federal political parties made presentation to the delegates on issues pertaining to local government. There were over 200 Trade Show vendors at the Conference. Also, at this Conference's AGM, Halifax Councillor, Bill Carson was elected as the new FCM President.

Councillor Olsen stated he has always found FCM Conferences very interesting and helpful in keeping delegates up to date on municipal matters, offering -

- Hands-on training and knowledge - workshops, seminars and study tours;
- A municipal-federal advocacy agenda;
- Opportunity for networking with peers from across the country;
- Discussions on solutions and innovations with industry experts;
- Information on potential Federal Funding opportunities; and
- Opportunity for members to showcase their own communities, sharing first-hand knowledge about individual community challenges and solutions

Deputy Mayor O'Hara agreed with Councillor Olsen's comments noting FCM informs delegates about initiatives and best practices that are being done across the country. Information is shared regarding many issues that impact local government and how they affect individual communities. One fact she learned from the 2019 FCM Conference was that Statistics Canada does not include university students in the population census for that university town. She acknowledged these students would significantly impact the population numbers during the academic year.

Deputy Mayor O'Hara highlighted discussions held at the October 2019 Union of Municipalities of New Brunswick Conference, (UMNB), which represents 60 local governments in New Brunswick and advocates for strong and sustainable communities. UMNB addresses local challenges and shares solutions to make life better for NB citizens. Conference presenters are often government officials who update Members on legislation, interesting topics such as Council/Staff relations and climate change adaptation as it relates to impacts on local government.

Councillor Thompson stated UMNB is a mini-version of FCM, on a Provincial level connecting municipal leaders across the Province to exchange knowledge and solutions, along with submitting, as a united front, resolutions to the Province for consideration. She has been serving on the UMNB Board of Directors for many years, and referenced Report item 12.2 , "UMNB Bulletin – 29 October 2019", prepared by Executive Director, Margot Cragg, which highlights UMNB's current events and actions including topics addressed at this year's annual conference..

Councillor Rioux acknowledged FCM represents the grass roots government and addresses subject matters on everything municipal – from roads to recreation. He stated the Canadian Constitution should be restructured to give FCM a seat at the federal government table, as local government is the government that is closest to the people.

Councillor Olsen acknowledged Councillor Beth Thompson, at the 2019 UMNB Conference, was the recipient of the *Raymond Murphy Memorial Award* in recognition of her many contributions to municipal service spanning over two decades. Also, he noted, Mayor Ken Chorley of Hampton was the recipient of the *Louise Breau Memorial Award* in recognition of his dedication to his community serving 28 years on the Hampton Council.

- 12.2 2019 UMNB News Bulletin
- 12.3 Kennebecasis Public Library - July 24, 2019 Meeting Minutes and Associated Documents
- 12.4 Power Point & Newspaper Article from October 16 & 17, 2019 Recycle NB Workshops
- 12.5 Planning Advisory Committee - October 8, 2019 Meeting Minutes
- 12.6 Kennebecasis Valley Basketball Association U14 Girls Tier 1 Invitation Tournament - November 23 & 24, 2019 - Sport Tourism Grant of \$350
- 12.7 City of Saint John's Response Re Provincial Wide Ban on Single Use Plastic Bags at Retail Outlets
- 12.8 Transportation and Infrastructure's Acknowledgement of Town's Municipal Designated Highway Program - 2020 - 2024
- 12.9 Atlantic Bantam AAA Hockey Championships - Sport Tourism Award - \$1000 Grant

Moved By Councillor Miller

Seconded By Councillor Olsen

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 to the next Regular Meeting, November 19, 2019.

Motion Carried

Meeting adjourned at 8:55 pm

X 
Elizabeth O'Hara
Deputy Mayor

X 
Catherine Snow
Town Clerk

