



QUISPAMIS TOWN COUNCIL

REGULAR MEETING

MINUTES

October 4, 2022, 6:00 pm

Council Chambers

Quispamsis Town Hall

Present:

Mayor Libby O'Hara
Deputy Mayor Mary Schryer
Councillor Mike Biggar
Councillor Noah Donovan
Councillor Kerrie Luck
Councillor Kirk Miller
Councillor Emil T. Olsen
Councillor Beth Thompson
Kennedy, Aaron; Acting CAO
Emmerson, Cheryl; HR Manager
Losier, Gary; Director of Engineering & Works
MacInnis, Lisa; Assistant. Clerk
Purton Dickson, Dana; Director of Community Services
Snow, Catherine; Town Clerk

Absent:

Brandon, Krista; Town Treasurer (illness)

1. Approval of Agenda

Moved By Councillor Biggar

Seconded By Deputy Mayor Schryer

The Agenda be approved as prepared.

Motion Carried

2. Mayor's Comments

Mayor O'Hara noted those in attendance are wearing the colour pink in acknowledgement of October being Breast Cancer Awareness Month in support of those living with breast cancer. She thanked those who participated in the Run for the Cure.

Mayor O'Hara acknowledged that the Town's Tax Base Assessment's have increased, clarifying that while Council sets the tax rate, it is the Province of New Brunswick who increases property assessments. The total 2023 Tax Base amount for New Brunswick is \$84,299,349,600.

3. Treaty Acknowledgement - Moment of Reflection

Deputy Mayor Schryer read the Treaty Acknowledgement – Moment of Reflection.

4. Disclosures of Interest

No disclosures were declared.

5. Presentations

5.1 Foodcycle Science - Foodcycler Municipal Solutions - The Future of Food Waste

In Attendance: (Virtual) Jacob Hanlon, Municipal Program Coordinator

Mr. Hanlon made presentation to Council on the FoodCycler Municipal Solutions product that removes food waste from garbage and compost, reducing volume of waste that is hauled to disposal services, a major cost factor and environmental contributor. It also removes unpleasant odours, as well as makes garbage/compost much less interesting for animals and pests. Landfilled organic waste produces methane, which is 25 times more harmful than CO², and 1 tonne of food waste is equivalent to 1 car on the road for 1 year.

The Food Waste Reduction product, within 4 - 8 hours + 0.8 kWh is less than 10 cents per cycle and will convert 1 KG (2.5L) of wet, smelly food waste to 100 G of dry, sterile and odorless soil. The impact on the environment is comparable to central and backyard composting and offers a 95% reduction in CO² emissions vs. sending food waste to landfill.

Foodcycle Science has been awarded government funding to go towards a Food Waste Program. He noted residents are interested in being part of the solution, and the Food Cycler brings something tangible to the residents. It was noted 24 Canadian Municipalities have completed their pilot projects with overwhelmingly positive results from the 3000 plus households who participated in the program, with each participating household estimating a diversion of 300-400 kg of food waste annually. The retail price for the Food Cycler Pilot Subsidy Model is \$500, less a Food Cycler Discount of \$200; an Impact Canada Investment of \$50; a Municipal Subsidy is \$100; leaving a resident with a cost of \$150.

Moved By Deputy Mayor Schryer
Seconded By Councillor Miller

Mr. Hanlon be thanked for his presentation, and a copy of the "Foodcycler Municipal Solutions - The Future of Food Waste" Presentation be issued to the Fundy Regional Service Commission as well as the Town's Climate Change Committee for information purposes.

Motion Carried

5.2 Fundy Regional Service Commission - New Local Governance Reform and Proposed 2023 FRSC Budget

In Attendance: Marc MacLeod, Fundy Regional Service Commission

Mr. MacLeod was in attendance and expanded upon the proposed 2023 Fundy Regional Service Commission's Operating Fund Budget for Corporate Services, which totalled \$599,652; (compared to other RSC's budgets of \$900,000); a \$287,982 increase over the 2022 Budget.

Allocations for the 2023 year include -

- a \$48,507 decrease to the Cooperative & Regional Planning Services;
- \$48,315 (new Item) - Regional Tourism Promotion,
- \$48,315 (new item) - Regional Economic Development,
- \$57,795 (new item) - Community Development,
- \$48,315 (new item) - Regional Transportation,
- \$48,315 (new item) - Regional Public Safety,
- \$48,315 (new item) - Regional Sport, Recreation & Cultural,
- a \$61,508 increase to Local Planning Service,
- a \$30,000 decrease to Solid Waste Services, and
- a \$4,962 increase to Electrical Generation.

Mr. MacLeod stated the Province of New Brunswick, under the new Local Governance Reform, has made the decision that the Regional Service Commissions will be delivering the mandates of the above noted files, and ultimately, these files will be managed by the RSCs. Under the new hierarchy, Working Committees will be established at the regional level, and these Committees will include members of the FRSC and will report to the FRSC.

A large percentage of the Operating Budget increase falls under Administration, and represents Salaries and Benefits for the new Executive Director's Office; an increase of \$241,060 for a total of \$303,940. This will include the new Executive Director, Administrative Assistant, and a Community Coordinator, (funded through outside sources). Mr. MacLeod stated there are no changes planned to expand

the building in 2023 but space may need to be reviewed in 2024 to accommodate the added three positions.

It is still unclear whether the Greater Saint John Regional Facilities Commission Act has been or is in the process of being rescinded. Regardless, legislation will need to be changed as it appears that four of the five Greater Saint John Regional Facilities have been deemed 'regional, and therefore these facilities' sub-committees will fall under the control of the FRSC – i.e. TD Station, Imperial Theatre, Saint John Arts Centre, and Canada Games Aquatic Centre.

It further seems that the Province, in addition to the operating budgets, will also be requiring the regional local governments to contribute to the capital budgets of these facilities as a result of their 'regional' classification. Members noted the Town has contributed \$10m to date towards the five Greater Saint John regional facilities since the 1998 amalgamation, and expressed concern as to what all the capital costs could entail. Concern was also expressed about the lack of information regarding the maintenance and condition and/or control of these assets, with no specified return on investment for the contributing municipalities, as well as what seems to be a lack of process to designate a facility as *regional*. Theplex was on the 'regional' list early on, but was removed as Quispamsis was not interested in losing control of managing this facility.

Mr. MacLeod acknowledged the announcement earlier in the day from the Minister of Local Government and Local Governance Reform, which introduced a new Act Respecting Community Funding. The Community Funding Mechanism has three components – the Base Equalization Grant, the Core Grant Reallocation, and Funding to the RSC. An Annual budget has been established by the Province of \$75.6m for five years. The Core Funding will see a 20% reduction each year over five years to eliminate core funding by 2027. In 2023, set funding will be established at a specific amount per RSC to be directed to new mandates/services. A further draft of the proposed Fundy Regional Service Commission's 2023 budget is expected over the coming weeks.

Acting CAO Kennedy acknowledged the impact for Quispamsis, as follows:

Core Funding 2022:	\$115,254;
Core Funding 2023:	\$ 92,203;
RSC Grant 2023:	<u>\$143,486</u>
Net Difference	<u>+\$120,435</u>

A robust discussion took place on the Regional Services Commission Draft Budget No. 5. Many questions were asked that have not yet received clear answers, and Council acknowledged that Quispamsis has not approved the proposed 2023

FRSC budget presented this evening and anticipates there will be further draft 2023 budget submissions to follow.

Moved By Councillor Biggar
Seconded By Councillor Miller

Mr. MacLeod be thanked for his presentation on the proposed 2023 Fundy Regional Service Commission budget, and CAO share the numbers he presented earlier to Council.

Motion Carried

6. Public Hearings (none)

7. Minutes of Previous Meetings

7.1 September 20, 2022 - Regular Meeting

Moved By Councillor Donovan
Seconded By Deputy Mayor Schryer

Minutes be approved as amended, note under Disclosure of Interest, Mayor O'Hara, item 9.3; and Deputy Mayor Schryer, item 11.6.

Motion Carried

8. Unfinished Business

8.1 Ratification of Email Poll – Temporary Appointment of Councillor Emil Olsen to Attend Joint Finance Committee Meeting of September 22, 2022

Moved By Councillor Biggar
Seconded By Deputy Mayor Schryer

Council ratify the email poll of September 21, 2022 authorizing Councillor Olsen to replace Councillor Thompson on the Joint Finance Committee for its meeting of September 22, 2022.

Motion Carried

8.2 (May 2022) Extension of Four Day Compressed Work Week - Staff Report from Acting CAO Kennedy

A Staff Report from Acting CAO Kennedy informed Council the compressed four day work week pilot that started in May is slated to end October 14, 2022. A survey was recently completed by employees that showed a 95% satisfaction rate, and 99% wanted the pilot to continue on a permanent basis. While the front counter staff did not find a large uptake in the extended service hours, residents who

previously may have been waiting in the mornings for the 8 am opening or rushed to get to the office by the 4:30 closing; now are able to receive services in a more timely manner. Acting CAO Kennedy wrote, as a result of the pilot, Town Hall and the qplex administration office will remain open to the public weekdays from 7:30 a.m. - 5:00 p.m. Administrative staff who have opted to keep the compressed work schedule will continue to work four, 10 hour shifts. Unionized staff in Public Works and Parks will return to a compressed work week schedule in the spring. Arena staff was previously on shift work and there is no change to their hours.

Councillor Miller requested the HR Manager to provide data concerning how the four-day compressed work week impacts pay for statutory holidays, noting historically employees were paid for the statutory holidays based on the five-day, 7.5 hour per day, work week vs the new longer four day compressed work week.

Councillor Luck stated for future consideration, the four-day workweek not be a deterrent when scheduling meetings on Mondays or Fridays to ensure those travelling for work can still do so.

Moved By Councillor Biggar

Seconded By Councillor Miller

Acting CAO Kennedy's update on the continuation of the four-day compressed work week be received and filed.

Motion Carried

9. Correspondence

9.1 Recommendations from Joint Finance Committee on Shared Regional Budgets

Recommendations, September 22, 2022 Meeting Minutes and Proposed 2023 KRJBPC, KVFD Inc. and Kennebecasis Public Library Budgets

Kennebecasis Regional Joint Board of Police Commissioners - Proposed 2023 Budget

- Total Operating Budget \$8,171,112
- Total Increase in Annual Budget: \$592,613
 - 9.14% increase to Operating Budget
 - 7.82% Actual Funding Increase due to 2021 Surplus Impact
- Salary and Benefits Increase \$586,919
- Total Increase in Quispamsis Portion \$355,272

- Total increase in Rothesay Portion \$237,341
- Budget increase mostly due to Salaries/Benefits – includes 4 additional officers & Technical Services Positions' full year salary as opposed to only ½ year in 2022.

The Joint Finance Committee recommends the Proposed 2023 Kennebecasis Regional Joint Board of Police Commissioners' Budget be referred to the respective Quispamsis and Rothesay Councils, as presented, for approval as part of the 2023 budget process.

Moved By Deputy Mayor Schryer

Seconded By Councillor Olsen

Council refer the Proposed Kennebecasis Regional Joint Board of Police Commissioners' 2023 budget to the budget deliberation process.

Motion Carried

Kennebecasis Valley Fire Department Inc. - Proposed 2023 Budget

Proposed 2023 Budget Overview -

- \$6,114,647 Total Budget 2023
- \$199,753 Operating Budget Increase from 2022 to 2023
 - 38% increase to Operating Budget;
 - 5% Actual Funding Increase due to 2021 Surplus Impact;
- \$3.4 million (approx.) Town of Quispamsis;
- \$2.4 million (approx.) Rothesay.

The Joint Finance Committee recommends the Proposed 2023 Kennebecasis Valley Fire Department Inc.'s Budget be referred to the respective Quispamsis and Rothesay Councils, as presented, for consideration as part of the 2023 budget process.

Moved By Councillor Luck

Seconded By Deputy Mayor Schryer

Council refer the Proposed Kennebecasis Valley Fire Department Inc.'s 2023 budget to the budget deliberation process.

Motion Carried

Kennebecasis Public Library Inc. - Proposed 2024 Budget

Proposed 2023 Budget Overview –

- Total Operating Expenses \$231,008
- Revenue -\$4,500; Deficit (Surplus) 2nd Previous Year; -\$8,306
- Municipal Funding – Operating Budget Only - \$218,202; a 2% increase over 2022.

The Joint Finance Committee recommends the Proposed 2023 Kennebecasis Public Library Budget be referred to the respective Quispamsis and Rothesay Councils, as presented, for consideration as part of the 2023 budget process.

Moved By Councillor Donovan

Seconded By Councillor Biggar

Council refer the Proposed Kennebecasis Public Library Board's 2023 budget to the budget deliberation process.

Motion Carried

9.2 Requests for Waiving or Reducing Facility Rental Fees at Town Facilities in 2023 - Staff Report from Director of Community Services

A Staff Report from the Director of Community Services acknowledged that Council approved a policy in the fall of 2018 regarding the reduction or waiving of rental fees at Town facilities. These requests are approved by Council as part of the annual budget process. There are five applications for 2023: Canadian Blood Services, the Royal Canadian Legion Branch 58, Kennebecasis Crimestoppers, KV Quilt Guild and KV3C. The value of the donations requested, using 2022 rental rates, is \$10,171.

In response to Deputy Mayor Schryer, the Town Clerk noted the numbers associated with the reduction or waiving of the rental fees, as recommended, will be incorporated into the proposed 2023 budget presentation of October 25, 2022. Any changes to the proposed budget can be made by Council until such time the budget receives its final approval.

Moved By Councillor Olsen

Seconded By Councillor Luck

That the Town approve the waiving of the 2023 facility rental fees requested by Canadian Blood Services, the Royal Canadian Legion Branch #58, and KV3C in

addition to the signage fees at the QMA and qplex for the Kennebecasis Crimestoppers, and the monthly meeting fees at the Moosehead Conference Centre for the KV Quilt Guild.

Motion Carried

10. By-laws (none)

11. New Business (none)

12. Reports

- 12.1 UMN Bulletin - September 27, 2022
- 12.2 Planning Advisory Committee - September 13, 2022 Meeting Minutes
- 12.3 Dr. Shawn Jennings, BSc MD, Update from KV Committee for Disabled Persons - Accessible Transportation Program
- 12.4 Regional Facilities Commission - September 15, 2022 Meeting Minutes - Regional Facility Budgets

Moved By Councillor Olsen

Seconded By Councillor Donovan

Reports be received and filed.

Motion Carried

13. Business Arising from Committee of the Whole (none)


14. Adjournment

Moved By Councillor Olsen

Seconded By Councillor Donovan

Meeting adjourn. Meeting adjourned at 7:55 p.m.

Motion Carried


Elizabeth (Libby) O'Hara
Mayor
Catherine Snow
Town Clerk