



**QUISPAMISIS TOWN COUNCIL  
REGULAR MEETING  
MINUTES  
September 4, 2018, 7:00 pm  
Council Chambers  
Quispamsis Town Hall**

Present:

Mayor Gary Clark  
Deputy Mayor Libby O'Hara  
Councillor Lisa Loughery  
Councillor Sean Luck  
Councillor Emil T. Olsen  
Councillor Pierre Rioux  
Councillor Beth Thompson  
Brandon, Krista, Town Treasurer  
Deville, Susan; CAO  
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 Luck

The agenda be approved as prepared.

**Motion Carried**

## 2. Mayor's Comments

*Back to School* - Mayor Clark acknowledged it's students' first day back to school after the summer break, and cautioned motorist to be watchful while travelling on local streets

*Provincial Election* – Mayor Clark noted the writ has been dropped for the NB Provincial election and encouraged residents to get out and vote September 24, 2018 election day, or to take advantage of the advance polls.

## 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 Mr. Mark McAloon - NB Power Commercial Buildings Retrofit Program

Mr. Mark McAloon of NexGen Energy made presentation to Council providing an overview of NB Power's Commercial Building Retrofit Program. Financial incentives, he noted, are available for municipal buildings that include up to \$3,300 towards energy audits and up to \$75,000 towards implementation of energy upgrades. He offered to perform an energy audit on the Meenan's Cove Beach House, the Civic Centre and the Town Hall for the sum of \$9500 before incentives are applied for a net cost of \$6,200.

**Moved By** Deputy Mayor O'Hara

**Seconded By** Councillor Olsen

Mr. McAloon's presentation be referred to Staff for review and recommendations with respect to NexGen Energy's offer to perform energy audits on Meenan's Cove Beach House, the Civic Centre and the Town Hall.

**Motion Carried**

### 5.2 New Brunswick Historical Society - Funding for Upgrades to Loyalist House - National Historic Site

In Attendance: Eli McNeil, Manager

Mr. McNeil made presentation to Council informing members the NB Historical Society, a registered charity and operator of the Loyalist House National Historic Site and Museum, is attempting to raise funds to assist with unexpected costs arising from completed and necessary renovations to Loyalist House. The 201 year old building is the oldest unaltered structure in Saint John's uptown. Built between 1810 and 1817, it served as a family home until 1959, and opened in 1961 as a museum, employing 2 to 5 students every summer. It underwent a \$600,000 renovation in 2016 replacing all windows, doors as well as chimney work, etc. The building still requires more work including foundation stability, antique repair, museum aesthetic and structural repair. Besides being used as a museum, it is also used for genealogical research, a popular destination for school field trips, assisting other museums and historically oriented groups, and features heritage walking tours, popular with tourists including cruise ship visitors.

Due to the financial hardship of the City of Saint John, the NB Historical Society is reaching out to the surrounding municipalities with an invitation to join one of their new fundraising ventures, either collectively or individually to help support the required upgrades. They are sponsoring galleries in which names and logos of donors will be displayed on a prominently positioned wall plaque for one, five or ten years, ranging in price from \$100 to \$3750.

**Moved By** Deputy Mayor O'Hara

**Seconded By** Councillor Luck

Eli McNeil be thanked for his presentation, and the NB Historical Society's Fundraising request for sponsorship to help complete the necessary renovations to the 201 year old Loyalist House be referred to the 2019 Budget process and/or the new Community Grant Program application process.

**Motion Carried**

6. **Public Hearings (None)**

7. **Minutes of Previous Meetings**

7.1 August 21, 2018 - Regular Meeting

**Moved By** Councillor Thompson

**Seconded By** Deputy Mayor O'Hara

Minutes be approved as prepared.

**Motion Carried**

**8. Unfinished Business**

8.1 (Nov. 2017) Review of Draft Grants Policy (Referred from August 21, 2018 Regular Meeting)

A Staff Report from the Director of Community Services related Council has asked Staff to create a process to streamline grant applications as part of the annual budget process. Based on Council's feedback of the initial draft submitted to the July 17, 2018 Regular Meeting, a revised proposal removes the suggestion that a committee be established to review applications. Instead the applicants will be required to complete an application form that requires more detailed information on their organization. The applications will then be vetted by the Town Treasurer to ensure all the required information is received, and if so, they will be referred to the Finance Committee for recommendation to Council. There will no longer be a need for groups to present to Council unless requested.

The new process will guide Council and Staff and provide clarity to the public regarding the criteria required to qualify for funding. This program, Ms. Purton Dickson stated, will not impact the other two funds - the advertising program (\$1500), and the Sport Hosting Fund, (\$6000-8000). Larger requests for donations such as the Canada 55 Plus Games, World Under 17 Hockey Challenge and the Jeux du L'Acadie will still be direct requests of Council who refer these requests to the Finance Committee, and a recommendation is made during the budget process.

Attached to the Community Services Director's Staff Report was the proposed Community Grant Program Application defining the eligibility requirements for community grants.

**Moved By** Councillor Thompson  
**Seconded By** Councillor Rioux

Council adopt the Community Grants Program Application Process in preparation for the 2019 budget deliberations.

**Motion Carried**

## **9. Correspondence**

### **9.1 Ms. Mary Short - KV Comex Service - Letter of Support**

Correspondence from Mary Short expressed her support of the KV Comex Service noting since moving to Quispamsis from Saint John, she depends upon this public transit service to travel back and forth between Quispamsis and Saint John. She suggested if cuts must be made, then perhaps one of the two morning routes and one of the two afternoon routes could be eliminated.

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

Ms. Short be thanked for her correspondence, and her letter be referred to the Public Transit - Comex Committee.

**Motion Carried**

### **9.2 Ms. Bev England - Request for Planting Milkweed for Monarch Butterflies**

Ms. Bev England was in attendance and expressed her gratefulness that the Town's Community Services Department has committed to planting swamp milkweed in the Arts & Culture Park next spring to help sustain an endangered species, the Monarch Butterfly, as well as many other pollinators such as bees. Planting the milkweed will also allow the Town to apply for a "Monarch Waystation" status, which is recognized as an environmental conservation program. She noted she is part of a group that tags the butterflies as they migrate back to Mexico.

The swamp milkweed requires very little care in the growing season and is not invasive like the common milkweed plant. In appreciation of the Town's commitment to plant milkweed, she shared a video she had

prepared showing the life cycle of the monarch butterfly, and featuring photos of Mayor Clark and his daughter, Georgia, who recently participated in a "Monarch in the Park" visit at the Arts & Culture Park.

Ms. England stated she will drop off seeds to the Town Hall front office for those interested in planting the milkweed plants on their properties, noting the Town could also advertise on its website that the swamp milkweed seeds can be made available through the Saint John Naturalist Club.

**Moved By** Councillor Luck

**Seconded By** Deputy Mayor O'Hara

Ms. England be thanked for her correspondence, acknowledging that the Parks and Facilities' Staff look forward to incorporating the swamp milkweed into their plant design at the Town Hall gardens next spring.

**Motion Carried**

**10. By-laws (None)**

**11. New Business**

**11.1 Nominating Committee's Recommendation to Reappoint Shalene Losier as Quispamsis' Representative to the Canada Games Aquatic Centre's Board of Directors**

A recommendation from the Nominating Committee to renew Mrs. Losier's term as the Town's representative on the CGAC's Board of Directors, acknowledged her extensive experience in their swim programs, her past experience as a Board member and her HR skills make her an ideal candidate to serve on this Board.

**Moved By** Councillor Luck

**Seconded By** Councillor Loughery

Council accept the Nominating Committee's recommendation to reappoint Ms. Shalene Losier for a two (2) year term on the Canada Games Aquatic Centre's Board of Directors, effective immediately and expiring September 1, 2020.

**Motion Carried**

11.2 Nominating Committee's Recommendation to Reappoint Brenda Fowlie to PAC

A Report from the Nominating Committee recommended Mrs. Fowlie be reappointed to serve on the PAC for a three year term, noting she was originally appointed in January 2018 to complete the term of former resigning member, Carolyn LeBlanc. Her dedication and keen interest in planning matters makes her a valuable contributor to the Planning Advisory Committee.

**Moved By** Councillor Thompson

**Seconded By** Deputy Mayor O'Hara

Ms. Brenda Fowlie's term on the Planning Advisory Committee be extended for a three (3) year term, effective immediately and expiring September 1, 2021.

**Motion Carried**

11.3 Nominating Committee's Recommendation to Reappoint Linda Hanson to Kennebecasis Public Library Board

A report from the Nominating Committee recommended the reappointment of Ms. Linda Hansen to the Kennebecasis Public Library Board, noting her commitment along with her new role as the Fundy Regional representative on the Provincial Library Board makes her a positive addition to the Library Board.

**Moved By** Deputy Mayor O'Hara

**Seconded By** Councillor Olsen

Ms. Linda Hansen be reappointed to the Kennebecasis Public Library's Board of Directors for another two year term, effective immediately and expiring September 1, 2020.

**Motion Carried**

11.4 RFP No. 2018TQ7-9 - Comprehensive Asset Management Plan - Recommendation of Award

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

RFP # 2018TQ7-09 Development of a Comprehensive Asset Management Plan be awarded to R.V. Anderson Associates Limited for the upset fee of \$86,857.39 (plus HST), and the town staff be directed to meet with the consultant as soon as possible to commence the project.

**Motion Carried**

## **12. Reports**

- 12.1 Thank You - KV Players - 35th Anniversary
- 12.2 The Honourable Lisa Harris, Minister of Seniors and Long Term Care - Recent Renovation Announcement
- 12.3 Rail Safety Week - September 23 - 29, 2018
- 12.4 Post Emergency Flooding Report - Spring Freshet Flooding 2018 – Councillor Olsen and Councillor Rioux commended Staff for preparation of the comprehensive post emergency summary of the spring freshet flood 2018, noting it will be a helpful document to use as a measurement for future emergency events.
- 12.5 Resignation of EMO Director, Pascal Rodier
- 12.6 July 2018 - Unaudited Financial Statements - Town Treasurer – Councillor Luck thanked Town Treasurer, Krista Brandon, for the submission of her 2018 Unaudited Financial Statements.
- 12.7 UMNB Communications
  - Green Infrastructure
  - Community, Culture and Recreation Infrastructure
  - Fire Service Review Stakeholder Engagement and Town Hall Final Report

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



Reports be received and filed.

**Motion Carried**

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

**14. Adjournment**

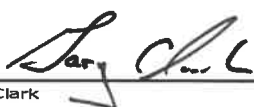
**Moved By** Deputy Mayor O'Hara


**Seconded By** Councillor Thompson

Meeting adjourn.

**Motion Carried**

Meeting adjourned at 8:05 p.m.

X   
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Gary Clark  
Mayor

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

