



QUISPAMISIS TOWN COUNCIL

REGULAR MEETING

MINUTES

March 17, 2020, 7:00 pm

Council Chambers

Quispamsis Town Hall

Present:

Mayor Gary Clark
Deputy Mayor Libby O'Hara
Councillor Sean Luck
Councillor Lisa Loughery
Councillor Kirk Miller
Councillor Emil T. Olsen
Councillor Pierre Rioux
Councillor Beth Thompson

Deville, Susan; CAO
Krista Brandon: Town Treasurer
Kennedy, Aaron; Communications Manager
Losier, Gary; Director of Engineering & Works
MacInnis, Lisa; Assistant Clerk

1. Approval of Agenda

Moved By Deputy Mayor O'Hara

Seconded By Councillor Loughery

The agenda be approved as prepared.

Motion Carried

2. Mayor's Comments

COVID-19 - Mayor Clark updated Council and people in attendance on the COVID-19 situation. Mayor Clark gave an update on the COVID-19 situation, stating that, the Quispamsis Town Hall and all other municipal facilities and buildings will be closed as of 8 am March

18th, 2020, and they will remain closed until further notice. This decision was made based on information and recommendations from New Brunswick's Chief Medical Officer of Health to try to limit the spread of COVID-19. He noted that essential services continue to operate using measures to protect our staff and the public. Staff carrying out essential services will follow all provincial safety protocols to protect themselves and the public from COVID-19. This will include practicing social distancing, washing hands and/or using hand sanitizer, wearing protective equipment, as appropriate, and cleaning high touch surfaces. Employees who feel ill will immediately be asked to self isolate. Many of our employees will be working safely from home. For payments, only on-line banking options are available now. There are no changes to garbage, recycling or compost collection at this time.

The Town is asking residents:

- That sanitary wipes are not to be flushed down your toilet, even if they claim to be flushable or disposable, as they can block the sewer system.
- The on-line Q-1-1 Citizen Reporter can still be used to submit critical urgent issues only, such as road maintenance, culverts, etc. Due to the exceptional circumstances, we would ask that residents refrain from submitting non-urgent requests until we return to normal operations. It can be found on the home page of the Town of Quispamsis website - Quispamsis.ca
- In the event of an emergency, residents should call 911 immediately. For the latest on COVID-19, please visit gnb.ca/coronavirus

Mayor Clark reminded everyone to stay safe.

3. Moment of Reflection

Mayor Clark read the Moment of Reflection.

4. Disclosures of Interest

No disclosures were declared.

5. Presentations (none)

6. Public Hearings

- 6.1 (Nov.5/19) A.E. McKay Builders – 309 Hampton Road – Proposed Amendment to Section 59 Community Planning Act Development Agreement

Mr. Andrew Toole, in attendance, on behalf of A.E. McKay Builders and Andrew McKay, in attendance via visual/voice connection – FaceTime, expanded upon their request to extend the timeline for completion of all aspects of the project to January 1, 2022, and change the bonding allocation by removing the amounts allocated for extension of the water line and sanitary sewerage line to the property. He noted that the request to amend the agreement does not involve changes to the scope or design of the project - the scope and design of the project remain as previously approved by the Council.

A staff report from the Municipal Planning Officer informed Council that the request to change the bonding allocation is reasonable since the Town completed the work to service the property with water and sanitary sewerage as part of the Hampton Road Water Expansion project in 2019. The remainder of the work to extend the services to the building will be covered under the standard water and sewerage permitting provisions as per the Water and Sewerage Utility By-laws and the applicable fees established by the by-laws.

The Notice of Decision, dated February 11, 2020, from the Planning Advisory Committee expressed its support in Mr. Andrew McKay's request for an amendment to the Developer's Agreement for 309 Hampton Road, PID 00252403, to allow the project to be completed in a timeline schedule of twenty-two (22) months with an anticipated construction start by March 2, 2020, to adjust the bonding to reflect the changes inclusive of the fact that the property owner is to reimburse the Town for the cost of the water main expansion to the project lot, and, the full project to be completed by January 1, 2022.

Mayor Clark opened the floor to those wishing to speak for or against the proposed rezoning with the following individuals addressing Council:

Letter received from Raymond McCaskill read in entirety by Communications Manager. (Mr. McCaskill, who had planned to attend meeting but due to concerns regarding COVID-19, submitted concerns via email prior to meeting).

1. Raymond McCaskill - concerns with safety of children, garbage, large spruce tree on property, portable toilets, and the driveway location.

Mayor Clark asked three times if anyone else wished to speak for or against the proposed rezoning. No one else spoke, which concluded the Public Hearing portion of the meeting.

Mr. McKay, responding to the residents' concerns, and queries of Council Members regarding the following:

- Safety of Children/Traffic – they had an independent third party conduct a traffic impact analysis to determine the potential impacts on Hampton Road
- Garbage – will make keeping site clean a priority
- Large spruce tree – will be removed
- Portable toilets – will review where portable toilets are located and find a more suitable location
- Driveway location - driveway was moved in accordance with Engineering Department recommendation.

Moved By Councillor Olsen

Seconded By Councillor Rioux

The Council move with approval of the Development Agreement amendment for execution and registration in the provincial registry office.

Motion Carried

7. Minutes of Previous Meetings

7.1 February 18 - Regular Meeting

Moved By Councillor Thompson

Seconded By Councillor Miller

Minutes be approved as prepared.

Motion Carried

8. Unfinished Business

8.1 Ratification of Email Poll – Award of Tender No. 2020TQ01-3 – Truck Tender – 4 x 4 Half Ton Regular Cab

A Staff Report from the Town Clerk provided the results of the February 19, 2020 Email Poll formalizing the award of the Tender No. 2020TQ01-3 – Truck Tender – 4 x 4 Half Ton Regular Cab.

Moved By Deputy Mayor O'Hara

Seconded By Councillor Thompson

To ratify the email poll of February 19, 2020 authorizing the purchase of the new 2020 – 4 x 4 Half Ton Regular Cab for the purchase price of \$34,191 + HST, License & Tire Levy from the low bidder, Downey Ford Sales Ltd.

Motion Carried

8.2 (August 2019) Local Improvement Projects - 2019 - Levying of Tax on Property Owners Resolution

Moved By Councillor Miller

Seconded By Deputy Mayor O'Hara

NOTICE OF WARRANT OF ASSESSMENT

WHEREAS pursuant to By-law No. 011-2019-1, passed on the 3rd day of September, 2019, the Council of the town of Quispamsis has completed as a local improvement the Installation of Storm Sewer Works, at a cost of \$73,656.63, within the twelve months preceding the 31st day of March, 2020.

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 \$49,459.28;

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 \$49,459.28 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

8.3 2020 Street Capital Program - Budget and Project Analysis

Moved By Councillor Luck

Seconded By Councillor Loughery

Engineering staff prepare an adjusted 2020 street capital program for tender with the removal of Jasper Drive and a portion of the Bradley Lake Road in order to

bring the proposed project costs in accordance with the budget allocations for 2020.

Motion Carried

9. Correspondence

9.1 66 Wash - 7 Pettingill Road - Request to Amend Section 39 Development Agreement RE: Use of Wells Without Restriction

In Attendance: Dr. Jeff Sheppard, Wash 66

Dr. Sheppard's application requested Council to amend his Wash 66 development agreement to permit the water source for wash operations to be drilled wells instead of the bulk importing of water.

A staff report from the Municipal Planning Officer it would be reasonable for the Council to consider establishing a Public Hearing date as required by Section 59 of the Community Planning Act. Wash 66 Ltd. has completed the CWSSA and submitted a written request seeking the Town's approval for the use of drilled wells to supply water to the wash operations at the car wash. Before the Town can approve the amendment, public engagement is required.

Moved By Councillor Luck

Seconded By Councillor Rioux

That Council direct the Town Clerk to refer the application requesting an amendment to the Development Agreement with Wash 66 Ltd. to permit the use of drilled wells for the supply of water to the car wash operation at 7 Pettingill Road, to Planning Advisory Committee for their written comments, set a Public Hearing dated for May 19, 2020 (this is an extended schedule due to the COVID-19 pandemic as per GNB recommendations), and notify all property owners within 100 metres of the subject property. nay Olsen

Against (1): Councillor Olsen

Motion Carried

10. By-laws

10.1 (May 1/2018) Proposed Smoke Free By-law No. 059

Staff Report from Communications Manager (Consideration for postponement)

Moved By Deputy Mayor O'Hara
Seconded By Councillor Thompson

That third and final reading of By-law 059 be postponed to a later date.

Motion Carried

10.2 (Feb. 18/2020) Proposed Traffic By-law No. 027-32 - Signalized Intersections

Mayor Clark read proposed Traffic By-law No. 027-32 in its entirety.

Moved By Councillor Miller
Seconded By Councillor Olsen

Third and final reading be given to Traffic By-law Amendment No. 027-32; A Traffic By-law Amendment to update signalized intersection list for Schedule E of Traffic Bylaw #27.

Motion Carried

10.3 (Mar. 17/20) Proposed Sign By-law Amendment No. 036-3 - Political Signs

Staff Report from Communications Manager (Consideration of First & Second Reading)

Moved By Councillor Rioux
Seconded By Councillor Loughery

To proceed with first reading of the proposed amendment to Sign By-law 036 to reflect the change from District School Board to District Education Council, and the addition of the Regional Health Authority election.

Motion Carried

Moved By Councillor Luck
Seconded By Deputy Mayor O'Hara

To proceed with second reading of the proposed amendment to Sign By-law 036 to reflect the change from District School Board to District Education Council, and the addition of the Regional Health Authority election.

Motion Carried

10.4 (Mar 17/2020) Proposed Reduction of Single-Use Plastic Bags By-law No. 060

Staff Report from Director of Community Services (Consideration of First & Second Reading)

Some Council Members expressed some concerns regarding clarification on some items in the draft bylaw, also noting that the Town should focus on a regional approach for a plastic bag reduction by-law. Other members felt it was important to adopt the by-law and implementation date.

Moved By Deputy Mayor O'Hara
Seconded By Councillor Loughery

To proceed with first reading of the proposed Reduction of Single-Use Plastic Bags By-law 060.

Against (3): Councillor Luck, Councillor Miller and Councillor Rioux

Motion Carried

Moved By Councillor Olsen
Seconded By Deputy Mayor O'Hara

To proceed with second reading of the proposed Reduction of Single-Use Plastic Bags By-law 060.

Against (3): Councillor Luck, Councillor Miller and Councillor Rioux

Motion Carried

11. New Business

- 11.1 Nominating Committee's Recommendations to Reappoint Richard Arbeau to the Kennebecasis Regional Joint Board of Police Commissioners, and to Reappoint Norah Soobratee to the Kennebecasis Valley Fire Department Inc.'s Board of Directors

Moved By Deputy Mayor O'Hara
Seconded By Councillor Thompson

Council accept the Nominating Committee's recommendation and extend the appointment of Mr. Richard Arbeau on the Kennebecasis Regional Joint Board of Police Commissioners from the current December 1, 2020 expiry date to December 31, 2022; and, further, extend the appointment of Ms. Norah

Soobratee on the Kennebecasis Valley Fire Department Board of Directors from the current May 1, 2020 expiry date to June 30, 2021.

Motion Carried

11.2 Application for Financing

Moved By Councillor Thompson

Seconded By Councillor Olsen

Resolved that the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of Quispamsis debenture in the principal amount of \$1,516,000 on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of Quispamsis agree to issue post-dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture.

Motion Carried

11.3 Power Diesel Generator & Automatic Transfer Switches - RFP 2020TQ02-8 Staff Recommendation

Moved By Councillor Luck

Seconded By Councillor Loughery

Based on staff review and information it is recommended that Council award RFP No. 2020TQ02-8 for a new Power Diesel Generator & Automatic Transfer Switches to Sansom Equipment for the bid price of \$ 73,985.75 (exclusive of HST)

Motion Carried

11.4 Matthews Cove and Vincent Road Pumping Station Upgrades - Tender 2020TQ01-6 Staff Recommendation

Moved By Councillor Luck

Seconded By Deputy Mayor O'Hara

Recommend the town award the Matthews Cove and Vincent Road Pumping Station Upgrades, Tender No. 2020TQ01-6 to the low tenderer, Fairville Construction for the tender price of \$283,695.00 (Excluding HST)

Motion Carried

12. Reports

- 12.1 Planning Advisory Committee Meeting Minutes of February 11, 2020
- 12.2 Quispamsis Animal Control Report - Call Summary
- 12.3 Town of Quispamsis Building Report As At February 2020
- 12.4 Kennebecasis Regional Joint Board of Police Commissioners - Annual Report 2019, Minutes of January 29, 2020 Meeting, Financial Statements and Call Summary Report

Moved By Councillor Olsen
Seconded By Councillor Luck

Reports be received and filed.

Motion Carried

14. Adjournment

Deputy Mayor O'Hara, acknowledged Premier Blaine Higgs and Dr. Jennifer Russell, Chief Medical Officer of Health, for doing what is necessary to keep New Brunswickers safe and for all their hard work.

Moved By Councillor Rioux
Seconded By Councillor Luck

Meeting adjourn.

Motion Carried

Meeting adjourned at 8:20 p.m.

Gary Clark
Mayor

Lisa MacInnis
Assistant Town Clerk