



## QUISPAMISIS TOWN COUNCIL

### REGULAR MEETING

### MINUTES

May 5, 2020, 7:00 pm

Meeting Conducted By Electronic Participation

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

Deuille, 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  
MacInnis, Lisa; Assistant Clerk

#### 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

Bulky Item Pick-up - Mayor Clark reminded everyone that the Town offers a year-round bulky item pick-up and noted residents are permitted to place up to three bulky items curbside on their regular garbage day.

COVID-19 Update – Mayor Clark announced that Town Hall and all other municipal facilities and buildings will remain closed until further notice, and updated everyone on the current municipal closures, noting that there will be changes to the look and feel of Quispamsis this year.

Mayor Clark stated that the Town is closely following the daily briefings from the Premier and Chief Medical Officer of Health and will be following their directives. He further noted that the safety and security of the Quispamsis residents remain the top priority.

Mayor Clark thanked Premier Higgs and Doctor Russell for their leadership at the provincial level and also commended CAO, Susan Deuille, and staff for their hard work in keeping Quispamsis residents safe during these challenging times.

3. **Moment of Reflection** – Councillor Miller read the Moment of Reflection.

4. **Disclosures of Interest** - No disclosures were declared.

## 5. Presentations

### 5.1 Draft 2019 Audited Financial Statements - Presentation by Peter Logan, CA, CPA; Teed Saunders & Doyle Chartered Accountants

Mr. Logan presented the highlights of the 2019 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, (59.81%), Kennebecasis Valley Fire Department Inc., (59.24%), and the Kennebecasis Public Library, (61.01%).

Consolidated Statement of Operations for the Municipality of Quispamsis resulted in Revenues totaling \$29,600,821 and Expenditures totaling \$29,900,976. The Consolidated Statement of Operations' annual deficit for the year totaled \$590,845 and the accumulated surplus for the end of the year is \$89,192,987.

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, 2019 is \$110,215,535.

For the town of Quispamsis – the Debt Service Ratio to budget is 8.1% in General Fund; (Provincial threshold, 20%); and Utility Fund, 34% (Provincial threshold, 50%).

Reserve Fund Balances for Quispamsis as At December 31, 2018 total \$3,566,640.

Note 20 – Reflects Reconciliation of Annual Surplus showing the Town's 2019 General Operating Fund surplus amount (excluding regional services), is \$49,230 and the Town's 2019 Utility Operating Fund surplus amount is \$25,947.

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 Town Treasurer on a job well done.

**Moved By** Councillor Luck

**Seconded By** Councillor Thompson

Council approve the draft Town of Quispamsis Audited Financial Statements for the year ending December 31, 2019 as prepared by Teed Saunders & Doyle Chartered Accountants.

**Motion Carried**

**6. Public Hearings** (none)

**7. Minutes of Previous Meetings**

7.1 April 21, 2020 - Regular Meeting

**Moved By** Deputy Mayor O'Hara

**Seconded By** Councillor Miller

Minutes be approved as prepared.

**Motion Carried**

**8. Unfinished Business** (none)

**9. Correspondence**

9.1 Double Blossoms Daycare - 86 Meenan's Cove Road - Request for Financial Assistance Re Sewer Line Installation

Correspondence from Lenore Tracy, Secretary and Vicki Newell, President, of Double Blossoms Daycare provided background information on their request for financial assistance from the Town to pay for or offset the costs associated with the installation of the local sewer system.

A Staff Report from the Municipal Planning Officer noted that it is difficult to recommend municipal contribution to a private enterprise with no direct benefit to the municipality and has a potential for costly precedent setting in this scenario.

**Moved By** Councillor Olsen  
**Seconded By** Councillor Miller

Council deny the request for financial or material contribution for the installation of a sanitary sewer line servicing the Little Blossoms Daycare as there are no incentive or cost share programs in the Town for this type of request and none have been identified in the 2020 Budget.

**Motion Carried**

9.2 Meaghan Murray - Request for Speed Reduction or Children's Playing Sign on Fawn Court

Correspondence from Mrs. Murray provided background information on her request for a speed reduction or "Children Playing Signs" to control traffic around Fawn Court.

**Moved By** Councillor Thompson  
**Seconded By** Councillor Loughery

Engineering staff be requested to identify Fawn Court for a traffic speed and volume analysis to be conducted this summer, and also re-examine current signage in the area to ensure the appropriate advisory and enforcement signs are installed. In addition, the Kennebecasis Regional Police Force be notified regarding this new concern and request any information they may have regarding past complaints or violations.

**Motion Carried**

9.3 Councillor Kirk Miller - Photo Radar Discussion to Address Speeding Motorists

Councillor Miller summarized his letter regarding photo radar and lobbying the provincial government to potentially allow the municipalities to use to curb speeding in certain zones.

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

The topic of photo radar be referred to the Kennebecasis Regional Joint Board of Police Commissioners and the Department of Safety and Dept Transportation and MLAs for their review and recommendations.

**Motion Carried**

9.4 Copy of letter to Premier Blaine Higgs from Surrounding Saint John Mayors Re City of Saint John's Recent Sustainability Plan Announcement

Council Members acknowledged that the letter to Premier Blaine Higgs from Surrounding Saint John Mayors regarding the City of Saint John's Recent Sustainability Plan announcement was very written and noted that Quispamsis wants to see cooperation and they feel that accomplishments will be much greater in the region if everyone works together.

**Moved By** Councillor Olsen  
**Seconded By** Councillor Rioux

The copy of the Mayors' letter to Premier Higgs be received and filed at this time, and Council looks forward to receiving the Premier's response to the concerns addressed in the correspondence.

**Motion Carried**

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

**11. New Business**

11.1 2020 Drainage Improvement Projects - Tender 2020TQ03-12 Staff Recommendation

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

The town awards the Drainage Improvement tender 2020TQ03-12 to the low bidder, Steele Trucking Ltd. for the bid price of \$87,814.95 (plus HST).

**Motion Carried**

**12. Reports**

- 12.1 Town of Quispamsis - Unaudited Financial Statements As At March 31, 2020 - Town Treasurer
- 12.2 Correspondence to Premier Higgs from Former Provincial Librarian, Sylvie Nadeau Re Appointment Practices
- 12.3 Town of Quispamsis Planning Advisory Committee Minutes of March 10, 2020 Meeting

**Moved By** Councillor Olsen  
**Seconded By** Councillor Miller

Reports be received and filed.

**Motion Carried**

**13. Adjournment**

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

Meeting adjourn.

**Motion Carried**

Meeting adjourned at 9:05 p.m.

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Gary Clark  
Mayor

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Lisa MacInnis  
Assistant Town Clerk