



Order of the Day
Quispamsis Town Council
Regular Meeting
Council Chambers, Quispamsis Town Hall

November 21, 2023, 6:00 pm

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15. An Electronic Means of Communication May be Used by Member(s) and can be Heard in the Council Chambers of the Quispamsis Town Hall

Town of Quispamsis
Treaty Acknowledgement & Moment of Reflection

We would like to respectfully acknowledge that Quispamsis exists on the traditional territory of the Wolastoqiyik (Wool-las-two-wi-ig), Maliseet (Mal-i-seet) and Mi'Kmaq (Mik-mak) people whose ancestors along with the Passamaquoddy Tribes signed Peace and Friendship Treaties with the British Crown in the 1700s.

We would like to take this moment to pay respect to the elders, past and present and the descendants of this traditional territory.

And, may we remind ourselves of the important work we have before us tonight. May we make good decisions without prejudice or bias and always in the best interests of our community, which we are here to serve.

(April, 2023)

Date: November 2, 2023

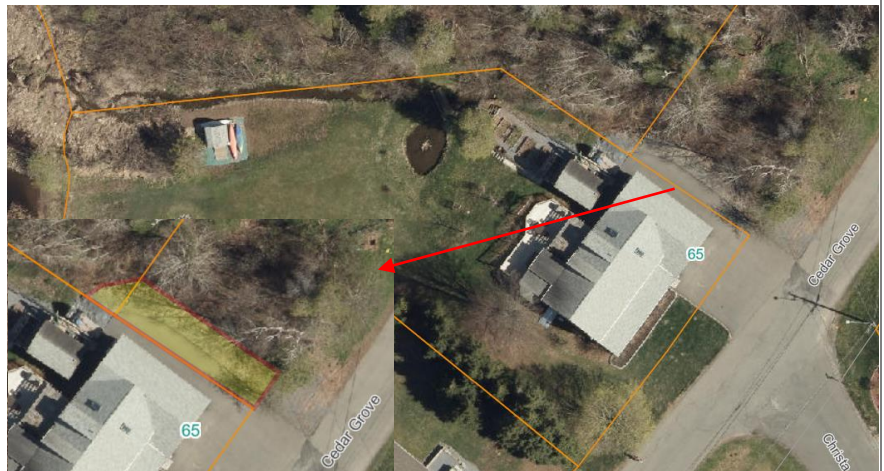
From: S. Dwight Colbourne – Development Officer

Subject:

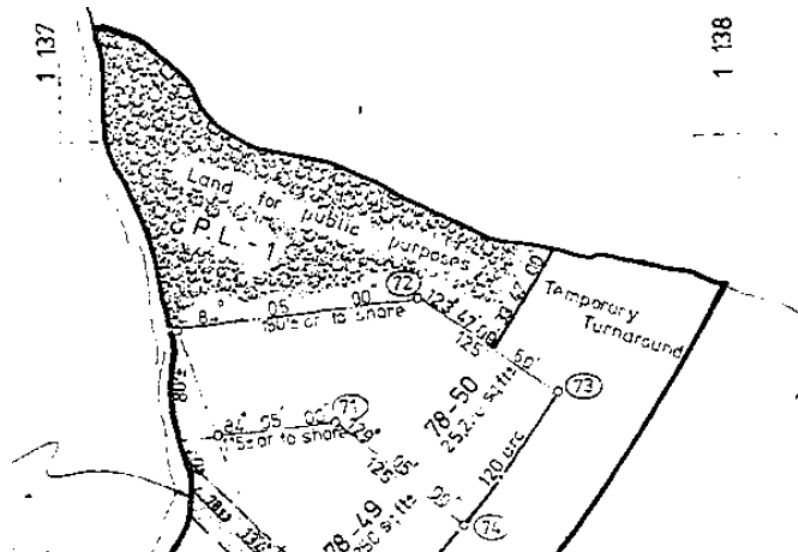
Cedar Grove Drive – Stop-Up and Close By-law – Request From 65 Cedar Grove Drive (PID 30028138)

Background and Discussion:

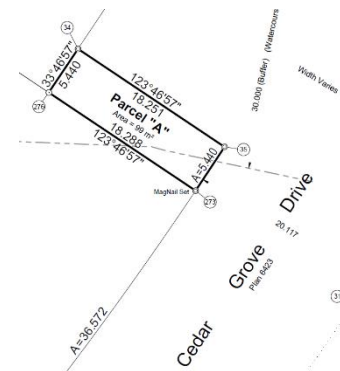
- The property owners of 65 Cedar Grove Drive are requesting Council to consider enacting a Stop-Up and Close By-law to permanently close a portion of the Cedar Grove Drive public street right-of-way for the purpose of land acquisition to address an encroachment that occurred during the addition of a garage addition to their house.
- That portion of the right-of-way being requested is identified as Parcel A in the attached Plan of Survey.
- The encroachment of interest is an extension of the driveway. The area extends beyond the side property line and the bottom of slope is located approximately 5.4 metres into the right-of-way.
- In addition to the encroachment into the street right-of-way there is a portion that encroaches on the Land for Public Purposes (LPP) that abuts the street right-of-way. The property owners are also asking Council to consider selling that portion of the LPP for consolidation with their property. That request will be brought before Council at a later date as consideration of that request is contingent on the enactment of the Stop-Up and Close By-law.



- A review of the subdivision plan that created this section of the Cedar Grove Drive right-of-way (McIllwraith Construction Limited Subdivision Phase 2 Stage 2 registered November 17, 1977) finds that portion of the right-of-way adjacent to 65 Cedar Grove Drive (Lot 78-50) is identified on the subdivision plan as a “Temporary Turnaround”. (plan attached for reference)



- Unfortunately, there was no delineated on the plan to clearly distinguish the permanent right-of-way portion from the Temporary portion as such it was all mapped and registered as the street right-of-way.
- Given the intent was for this portion to be Temporary in nature and the full buildout of Cedar Grove Drive is complete, and there has been no development of this area as a travel portion of road – the request for Council to consider a Stop-Up and Close By-law for that portion of the right-of-way on which the encroachment has occurred is reasonable.
- The request was reviewed with the Town’s Engineering department and at this stage it is believed that closing 99 sq. metres of this portion of the right-of-way will have no impact on the current travel portion of Cedar Grove Drive or any potential further road infrastructure development of the street or restrict access to the LPP.
- The *Local Governance Act Sec. 10(1)(p)(ii)* provides the Local Government with the authority to enact by-laws regarding the temporary and permanent opening and closing of roads, streets and highways. As stated, the closing may be permanent or temporary in nature – the request that is before Council is for a permanent closure and transfer of clear title to 65 Cedar Grove Drive.
- Unlike the previous *Municipalities Act*, the Local Governance Act does not provide an outline of the process for the enactment of the Stop-Up and Close by-law. In the interest of transparency, it is recommended that Council follow past procedures to enact similar by-laws, includes the posting of the request before Council for a period not less than 14 days, refer the request to the PAC and set a Public Hearing date for November 21, 2023 (14 days from date of Public Notice).
- All costs associated with the enactment of the by-law are the responsibility of the applicant (property owner of 65 Cedar Grove Drive).



Financial Implications:

No impacts on the 2023 budget.

Attachment(s):

1. Stop-Up and Close By-law (Draft)
2. Cedar Grove Drive Plan of Survey - Parcel "A" - Portion of Cedar Grove to Be Stopped-Up and Closed

Recommendation:

The Council refer the Cedar Grove Drive Stop-Up and Close request to the Planning Advisory Committee and set a Public Hearing for November 21, 2023.

BY-LAW 065
A BYLAW OF THE MUNICIPALITY OF QUISPAMISIS
TO STOP UP & CLOSE A PORTION OF CEDAR GROVE DRIVE

WHEREAS it has been determined that the lands hereafter described are not required for public highway uses.

BE IT ENACTED by the Council of the town of Quispamsis, pursuant to the authority granted under Section 10.(1)(p)(ii) of the *Local Governance Act of New Brunswick*; that the said portion being described as follows be stopped up and closed permanently:

All that certain lot, piece or parcel of land situate lying and being adjacent to Cedar Grove Drive, in the town of Quispamsis, County of Kings, Province of New Brunswick, being more particularly bounded and described as follows:

Note: In the following description, the azimuths and distances are referred to the New Brunswick, NAD83 (CSRS) plane coordinate High Precision Network system and the coordinate values stated are those of the said system.

BEGINNING at a point situated at the eastern corner of PID 30028138 being lands of Hamid Esmailion and Jill Lauren Esmailion, described in Document 16556970, said point having coordinate values of East 2542064.224 metres and North 7379707.976 metres;

THENCE, northwesterly on an azimuth of 303°46'57", a distance of 18.288 metres to a point;

THENCE, northeasterly on an azimuth of 33°46'57", a distance of 5.440 metres to a point;

THENCE, southeasterly on an azimuth of 123°46'57", a distance of 18.251 metres to a point;

THENCE, southwesterly 5.440 metres along the arc of a curve to the right having a radius of 395.567 metres and a chord azimuth of 33°23'35", and a chord distance of 5.440 metres to the POINT OF BEGINNING.

Being intended to describe the lands labelled as "Parcel "A", and containing 99m² as shown on a plan titled "Plan of Survey – Showing Parcel "A", a "Portion of Cedar Grove Drive to be Stopped-Up and Closed", town of Quispamsis, Kings County, NB, prepared by Don-More Surveys and Engineering Ltd., dated 18 October 2023 and duly signed by Joseph A. Roberts, N.B.L.S.

READ FIRST TIME :

READ SECOND TIME:

READ A THIRD TIME AND ENACTED:

S E A L

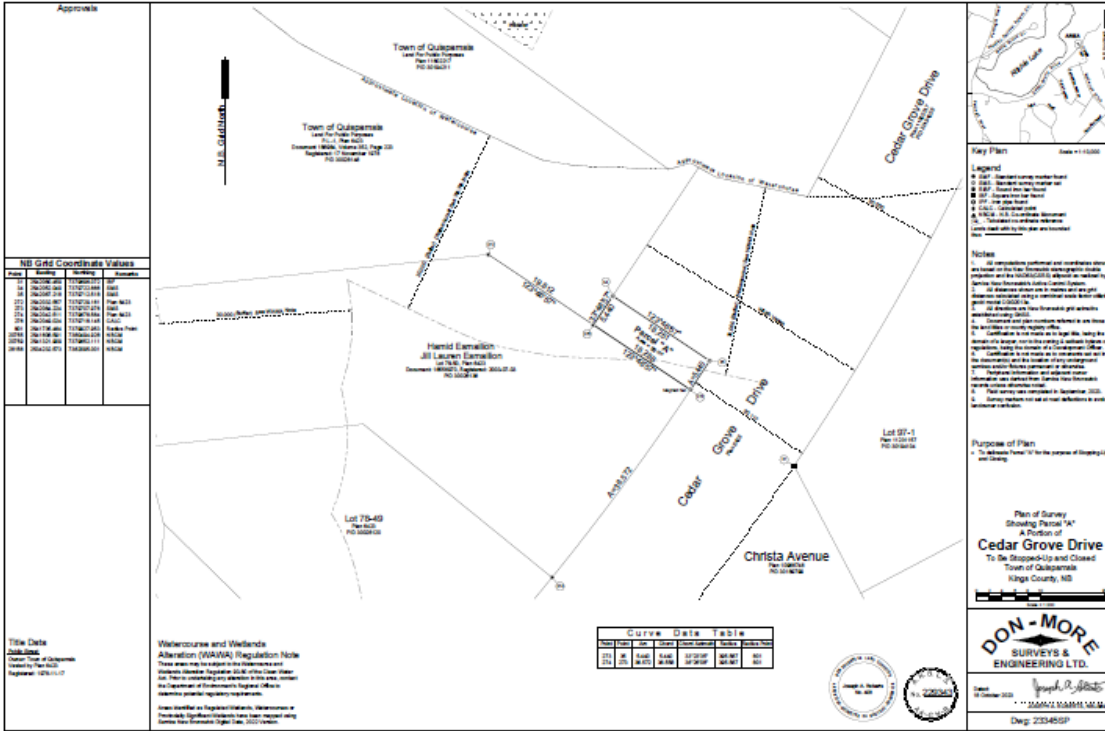
X

Elizabeth (Libby) O'Hara
Mayor

X

Catherine Snow
Town Clerk

SCHEDULE "A"





REGULAR MEETING

MINUTES

November 7, 2023, 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
Kennedy, Aaron; Acting CAO
Brandon, Krista; Town Treasurer (virtual)
Colbourne: Dwight; Development Officer
Emmerson, Cheryl; Human Resources Manager
Jarvis, Jennifer; Planning Technologist
Losier, Gary; Director of Engineering & Works
MacInnis, Lisa; Assistant. Clerk
Purton Dickson, Dana; Director of Community Services
Roszell, Tim; Communications Manager
Snow, Catherine; Town Clerk

Absent: Councillor Beth Thompson, (out of country)

1. Approval of Agenda

Moved By Deputy Mayor Schryer

Seconded By Councillor Miller

The Agenda be approved as prepared.

Motion Carried

2. Mayor's Comments – Mayor O'Hara opened the meeting with the following comments:

- Mayor O'Hara and Rothesay Mayor Nancy Grant, received the first poppies from the Kennebecasis Legion Branch 58 last week to kick off the legion's 2023 poppy campaign. She

was honoured and humbled, she said, to pin a poppy on veteran Lloyd Saulnier and encouraged everyone to wear a poppy to honour veterans, past and present, who have served with great dignity and sacrificed so much to ensure our freedom. Remembrance Day ceremonies will be held at the qplex and the Rothesay Common Cenotaph.

- Mayor O'Hara attended a special church service over the weekend at Our Lady of Perpetual Health marking the church's 70th anniversary as a parish in Rothesay.
- The Town of Quispamsis Annual Christmas Tree Lighting will be held Wednesday, November 22nd, at 6:30 p.m. at the Arts and Culture Park. She acknowledged the amazing job Staff do of putting together a beautiful holiday dreamland display with thousands of LED lights - Special thanks to sponsors – Tim Hortons, NB Power, PapadopSmiles Orthodontics, and the Bras d'Or Sea Cadets.
- The 25th annual KV Santa Claus Parade is coming up on Saturday, November 25th starting at 6 p.m. at KV High School and travelling down Hampton Road before ending at the intersection with Marr Road and Clark Road. There will be a quiet area between Autumn Avenue and Pinewood Crescent for anyone with sensitivities to the sounds and music.
- The International 2023 Para Hockey Cup is approaching quickly, which will see Team Canada host the USA, China, and Czechia teams from December 3rd to December 9th at the qplex. Ticket packages for the full tournament – that's one ticket for each of the ten games – are available at HockeyCanada.ca, starting at \$97.20. An exhibition game between Canada and USA will be held on Friday, December 1st, at the qplex. Tickets are \$10 and are available at the qplex administration office during regular business hours.

3. Treaty Acknowledgement - Moment of Reflection

Councillor Luck read the Treaty Acknowledgement – Moment of Reflection.

4. Disclosures of Interest

No disclosures were declared.

5. Presentations

5.1 LIFPA Don Bosco; A French International School – In Attendance: Marie Langlois, Development Manager

Ms. Langlois introduced LIFPA, Don Bosco Saint John, a new French International School that will open its doors in September of 2024 in Market Square, Saint John. Teaching will mostly be done in French, (70-30% Ratio French-English), by certified teachers from France. Enrollment will include 100 exchange students from Europe aged 2 – 18. Annual registration fees are \$14,000 plus \$300 for childcare program. Hosting opportunities are available for those who would like to experience an authentic cultural exchange and cultural openness.

Moved By Councillor Donovan
Seconded By Councillor Biggar

Ms. Langlois be thanked for her informative presentation bringing awareness to the upcoming opening of LIFPA International School in September of 2024 at Market Square in Saint John; as well as for bringing awareness to the billet opportunities for hosting exchange students from Europe who will be attending the International School; and a link to more information on the School be included on the Town's website to help promote this worthwhile cultural initiative.

Motion Carried

6. Public Hearings

7. Minutes of Previous Meetings

7.1 October 17, 2023 - Regular Meeting

Moved By Councillor Biggar
Seconded By Councillor Donovan

Minutes be approved as prepared.

Motion Carried

7.2 October 24, 2023 - Special Meeting - Proposed 2024 Budget

Moved By Councillor Olsen
Seconded By Councillor Miller

The October 24, 2023 Special Budget Meeting minutes be accepted with clarification that the Ritchie Lake Assessment and the Active Transportation government funding applications were not successful in 2023 and will be reapplied for in the 2024 year; and with the following clarification noted on the Meenan's Cove Road Street Upgrade -

- *“As part of the Meenan’s Cove Road Street Upgrade, the new proposed design will transition from bicycle lanes on both sides of the road to a combined multi-use pathway on one side of the road capable of handling shared two-way bicycle or pedestrian traffic. The change-over will occur at the Cobblestone intersection and be carried forward for the remainder of the Meenan’s Cove Road. The change is proposed to account for the projected high costs associated with a wide street cross section that would require extensive excavation and infill in some portions of the road, high cost for storm sewer and slope stabilization and costs associated with moving external infrastructure such as power poles.”*

Motion Carried

It was the consensus of Council to bring forward at this time the following three (3) items under Correspondence and By-laws prior to entering into the proposed 2024 Budget debate.

8. Correspondence

8.1 Rezoning Application - Owners, Dr. Adib Hajizadch and Dr. Arfan Hajizadch, 29 Pettingill Road - NC to CC

In Attendance on Behalf of the Owners, Dr. Jeffrey Morrison

Dr. Morrison expanded upon the rezoning application before Council requesting the rezoning of 29 Pettingill Road from Neighbourhood Commercial (NC) to Central Commercial (CC). He acknowledged its purpose is strictly for housekeeping purposes to get the appropriate zoning in place to correct the restrictive nature in terms of permitted number of employees in a professional office in a NC zone vs a CC zone. No changes are being proposed for the existing Dental Clinic.

A Staff Report from Planning Technologist, Jennifer Jarvis, explained this came about because of a request for a Zoning Confirmation Letter for 25 and 29 Pettingill Road. While 25 Pettingill Road is the adjoining parking lot and is zoned CC; 29 Pettingill contains a dental clinic operation and is zoned NC. The landowner had been under the impression that a blanket Central Commercial rezoning introduced to the lower branch of Pettingill Road as part of the 2007 Municipal Plan Review had applied to this property, however 29 Pettingill Road had retained its Neighbourhood Commercial zoning as it was adjacent to a Residential (R1) property. Over the years to meet demand, staff numbers increased to 3 dentist and 12 – 15 support staff, which exceeds the numbers permitted in a NC zone, but that are allowed in a CC zone.

Moved By Councillor Donovan

Seconded By Councillor Biggar

Council to refer the rezoning application to PAC, notify property owners within a 100-metre radius of the subject property and set a Public Hearing date for December 5, 2023.

Motion Carried

8.2 Recommendations from Nominating Committee for New Committee Appointments

Moved By Deputy Mayor Schryer

Seconded By Councillor Biggar

Council approve the Nominating Committee's recommendations to -

- Appoint Gina O'Rourke-McKay as the Town's representative on PRO Kids;
- Appoint Councillor Noah Donovan to the Kennebecasis Valley Fire Board Inc., (replacing Councillor Mike Biggar), and

- Appoint Councillor Mike Biggar to the Kennebecasis Regional Joint Board of Police Commissioners,(replacing Mayor Libby O’Hara);

And, each of the new Committee appointments to become effective immediately and expire on June 30, 2026; and further, each of the outgoing Committee/Commission members be thanked for their service on the Town’s behalf.

Motion Carried

9. By-laws

9.1 Proposed Stop Up and Close By-law No. 065; A By-law to Stop Up and Close a Portion of Cedar Grove Drive – In Attendance, Jill Esmailion

A Staff Report from the Development Officer indicated the property owners of 65 Cedar Grove Drive, Mr. & Mrs. Esmailion, are requesting Council to consider enacting a Stop-Up and Close By-law to permanently close a portion of the Cedar Grove Drive public street right-of-way adjacent to their property for the purpose of land acquisition to address an encroachment that occurred during the addition of a garage to their house. Given the intent was for this portion to be temporary in nature and the full buildout of Cedar Grove Drive is complete, and there has been no development of this area as a travel portion of road; the request before Council to consider a Stop-Up and Close By-law is reasonable.

Moved By Councillor Olsen
Seconded By Councillor Donovan

Council refer the Cedar Grove Drive Stop-Up and Close request to the Planning Advisory Committee and set a Public Hearing for November 21, 2023.

Motion Carried

10. Unfinished Business

10.1 Presentation of Updated Proposed Budget with Actual Tax Base Amount and Budget Deliberations from October 24, 2023 Special Meeting

Acting CAO Kennedy informed Council on October 26, 2023 he followed up with Minister Savoie’s office requesting a response to the Town’s letter of June 29 re the Town’s request for a credit for the qplex as a regional facility. Awaiting a response from the Minister’s office.

Mr. Kennedy stated, further to the October 24, 2023 Budget Meeting, the Executive Team had met to discuss Council’s motion to lower the tax rate and looked at the overall budget holistically from an operations point of view. While the Community Services Director, he explained, has come prepared to recommend reductions to the Community Services budget, as per motion of Council October 24th, the Executive Team felt it was important to

provide an alternative option for Council’s consideration which proposes a reduction of \$100,000 to the overall paving budget.

The Town Treasurer provided the following summary of changes from the October 24, 2023 Special Budget Meeting which resulted in a reduced tax rate amounting to \$1.2560.

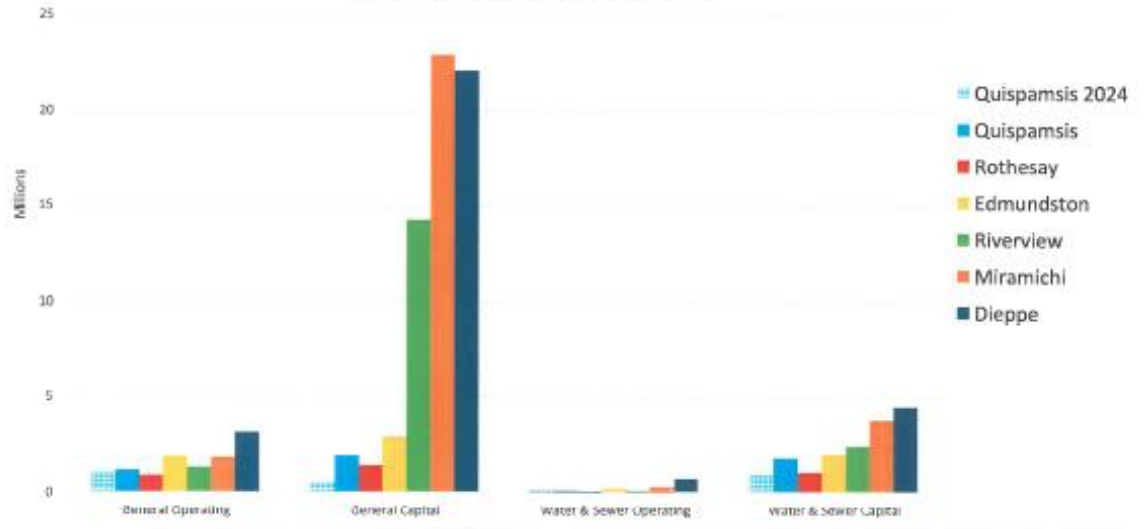
TOWN OF QUISPAMISIS 2024 BUDGET	
SUMMARY OF CHANGES MADE TO PROPOSED BUDGET	11.89%
Draft 2 Version	CHANGE
DESCRIPTION	AMOUNT
decrease salt shed from \$380K to \$280K	-100,000
adjust reserve transfer from \$466,532K to \$100,000K	-366,532
Director of Community services reduce budget by \$100K - Executive team determined that it was better for the town to reduce the estimated asphalt numbers slightly to decrease the budget by the \$100K council was looking for	-100,000
adjust gen cap borrowing from \$2.5M to \$2.25M and adjust reserve trsf from \$2.005M to \$2.255	0
to adj 2024 CCBF portion and reduced reserve transfer, adj 2025 as well	0
To add Hampton Road Streetscape study up to \$150K - will research if there are any grant opportunities for this	150,000
Adjust 2024 General capital for two items that we budgeted in 2023 already and will have reserve funding-revenue only	(80,000)
Increase UMNB association fees based on Oct 25th email re fee increase	6,300
FRSC budget adj (received email Oct 31st)	(63,884)
Adj to Police re kms update - was \$5,169,187 now \$5,168,701	(486)
Adj to Fire re assement changes and capital adjustment	535

Ms. Brandon stated she does not expect to receive by the next meeting the official Canada Community Building Fund (CCBF) numbers, however, she has provided an estimate in the budget based on a five year program using the 2023 allocation of \$1.37m, multiplied by 5 for a total estimated amount of \$6.8m spread over the next five years. If the amount differs from this estimate, she can adjust it in future years’ budgets.

Reserve Funds - The Town Treasurer presented the following information showing how Quispamsis compares to five other NB Municipalities of similar size. Quispamsis’ tax rate is the lowest with the other tax rates ranging from 1.46 to 1.72. Riverview, Miramichi and Dieppe have \$15m - \$20m in their General Capital Reserves, with Quispamsis having the lowest amount, projected at \$527,211 in its General Capital Reserve Fund by year end 2024.

HOW DO WE STACK UP?

Reserve Funds 2022



HOW DO WE STACK UP?

Municipality	Tax rate	Population (2021 Census)
2024 Proposed – Quispamsis	1.2777 1.2560	18,768
2023		
Quispamsis	1.2777	
Edmundston	1.6350	16,437
Riverview	1.4826	20,584
Miramichi	1.7150	17,692
Dieppe	1.4600	28,114



RESERVE FUNDS

2023 Transactions	General Operating	General Capital	Utility Operating	Utility Capital	Utility Capital Repl. & FC	LPP
Opening Balance	1,190,101	1,966,458	164,452	1,184,143	642,753	149,837
Estimated interest earned in 2023	60,929	99,429	8,385	62,916	34,151	7,643
Budget Contributions per 2023 budget	-	174,424	-	31,133	7,476	3,000
Transfers to be done in 2023	80,000	515,450	-	-	-	-
Sub-Total	1,331,030	2,755,761	172,837	1,278,192	684,380	160,480
Less: Withdrawals Scheduled for Deficit/Projects	124,180	561,000	-	1,064,988	-	-
Closing Balance December 31, 2023	1,206,850	2,194,761	172,837	213,204	684,380	160,480
2024 Transactions	General Operating	General Capital	Utility Operating	Utility Capital	Utility Capital Repl. & FC	LPP
Budget Contributions per 2024 budget	-	187,450	-	75,517	7,700	
Less: Withdrawals Scheduled for 2024	135,000	1,855,000	-	-	-	-
Closing Balance December 31, 2024	1,071,850	527,211	172,837	208,721	692,000	160,480

Ms. Brandon expressed concern about the closing balance on the General Capital Reserve Fund projected for December 31, 2024 of \$527,211; a low number in comparison to the Town’s \$33,914,043 budget, and the significant amount of assets the Town must maintain. If the tax rate remained at 1.2777, the same as the 2023 year, it would generate \$551,518 that could be added to the General Capital Reserve Fund.

Councillor Miller expressed concern that if the tax rate remains the same as last year at 1.2777, Quispamsis landowners will pay an additional 10 percent on their property tax based on increased market assessments.

Mayor O’Hara removed herself from the Chair and handed it over to Councillor Olsen. She expressed her view that the budget indications before Council are fulfilling the themes of the strategic plan and she believes Council should support this direction to ensure the continued growth, forward thinking and future development of Quispamsis. A strategic plan, she said, requires action and action will cost money, and as the 6th largest municipality in NB, Council has a fiduciary responsibility to ensure the Town continues to grow in a sustainable manner.

Mayor O’Hara resumed the Chair.

A lengthy discussion of Council ensued resulting in the following motions.

Moved By Councillor Miller

Seconded By Councillor Luck

Council not accept the recommendation of staff to reduce the paving budget by \$100,000.

Against (2): Deputy Mayor Schryer, and Councillor Biggar

Motion Carried

Moved By Deputy Mayor Schryer
Seconded By Councillor Miller

Council adjust the Community Services Budget as recommended by the Community Services Director, 1) to remove the electrical vehicle charging station at the qplex (\$52,000) and 2) to reduce the grounds repair at the qplex by \$50,000, (leaving \$10,000 for quarter minus vs. concrete), for a total reduction of \$102,000.

Motion Carried

Deputy Mayor Schryer left the meeting at 8:30 p.m. (medical reasons).

Moved By Councillor Miller
Seconded By Councillor Luck

The Sewer Utility User Fee be increased from 3% to 3.93%.

Motion Carried

Moved By Councillor Donovan
Seconded By Councillor Olsen

Council direct the Town Treasurer to finalize the proposed 2024 Budget based on the revised tax rate of 1.2559; and bring back the final 2024 budget to the November 21, 2023 Regular Meeting for Council's adoption and subsequent submission to the Province of New Brunswick.

Motion Carried

11. New Business

12. Reports

- 12.1 Angie McKinley, President, Saint John Fundy Tide Swim Team - Thank You Sport Hosting Grants Program
- 12.2 YMCA - Peace Medal Awards Breakfast - November 15, 2023 - Delta Saint John
- 12.3 2023 KVHS Female AAA Hockey Tournament - Recipients of Sport Hosting Program Award

- 12.4 Councillor Noah Donovan - Recipient of 2023 NBCC Alumni Award – Council Members congratulated Councillor Donovan on his recently being selected as the recipient of this year’s NBCC Alumni Award including the associated Video.
- 12.5 GNB - New Statements of Public Interest Regulation under the Community Planning Act
Planning Framework on Topics of Settlement Patterns, Agriculture, Climate Change, Flood and Natural Areas and Natural Resources
- 12.6 UMNB Bulletin - October 31, 2023

Moved By Councillor Olsen
Seconded By Councillor Biggar

Reports be received and filed.

Motion Carried

13. Business Arising from Committee of the Whole

- 13.1 Property Purchase - Darling Property - 26 Neck Road; and 2023 General Capital Reserve Fund Transfer

The Town Treasurer stated she will review the possibility of accessing some funding towards this land purchase at year-end from the Lands for Public Purposes Reserve, noting the current balance of this fund is \$160,000 and she would not recommend that it be depleted. In the interim, it needs to be paid and she is recommending Council authorize funding from the General Capital Reserve Fund.

Moved By Councillor Olsen
Seconded By Councillor Biggar

BE IT RESOLVED THAT the town of Quispamsis proceed with the purchase of property located at 26 Neck Road, (PID 71969), at a price of \$385,000 subject to the provisions of the Purchase & Sale Agreement, with funding to come from the General Capital Reserve Fund.

Motion Carried

Moved By Councillor Donovan
Seconded By Councillor Olsen

BE IT RESOLVED that \$385,000 be transferred from the General Capital Reserve Fund to the General Capital Fund to fund the purchase of land located at 26 Neck Road.

Motion Carried

14. Adjournment

Moved By Councillor Olsen
Seconded By Councillor Donovan

Meeting adjourn.

Motion Carried

Meeting adjourned at 9:05 pm.

X

Elizabeth (Libby) O'Hara
Mayor

X

Catherine Snow
Town Clerk



Kerrie Luck, PhD
Councillor, Town of Quispamsis
506 333 1152

November 13, 2023

I want to commend and thank our Town and staff for all the hard work they are doing to keep active transportation top of mind as we re-pave existing roads. These efforts do not go unnoticed and are greatly appreciated! It will be through these small changes in healthy community design, that will enhance both the health and wellbeing of our residents, as well as promote alternative modes of transportation to protect our planet in the long term. Therefore, I would be remiss in my duties as councillor if I did not bring forward my safety concerns regarding the proposed modified AT plan for Meenan's Cove Road that needs to be addressed before final budget for implementation is approved.

I would like to better understand the implications of the altered active transportation (AT) approach for Meenan's Cove Road in comparison to what was recommended (i.e. bike accessible shoulders) by Englobe in our Transportation Master plan (MTP) titled "re-envisioning Mobility in Quispamsis". Before we complete the budgeting process for 2024, I want to be assured that this altered approach (that will be partly funded in the 2024 budget) will not only be a cost savings, but will also ensure safe active transportation infrastructure in the long term for our Town and residents as identified in our strategic plan as a priority.

If possible, I would appreciate hearing input from Mr Ryan Esligar, M.Sc., P. Eng., the team lead from Englobe who worked on our Transportation Master plan, (and/or an engineer with expertise in active transportation design), as well as see a visual of the proposed design (so we have a solid understanding of the changes we are approving in this year's budget). Currently, I only have the Transportation Master Plan to refer to, which does not have these proposed changes.

For context:

Bike accessible shoulders: "this type of facility is effectively bike lanes for rural environments ". They are paved lanes on each side of the road 1.8-3.0 metres wide that can be used by cyclists and pedestrians walking etc).

Multi-use paths: "like a bike path, a multi-use path is located within the roadside but is not exclusively for cyclists, instead a shared AT facility. To accommodate the varying combinations of uses, multi use paths are often wider than other bicycle facilities t 3.0 to 6.0 meters, depending on scenario."

Muti-use paths are considered "protected facilities" in our Transportation Master Plan (TMP). This means they are "separated and protected facilities that provide additional protection to cyclists over adjacent facilities by either increasing the space between the vehicle or bicycle right-of-way or by providing a physical barrier between them."

Our TMP also states, "When designing new bicycle facilities, or adding bicycle facilities along an existing roadway, it is important to consider the grade of the facility. According to TAC, grades of up to 4% are ideal for cyclists, at higher grades it becomes more challenging to pedal uphill and downhill coasting speeds can become quite high for unskilled cyclists."... "in areas where the Town is providing a shared cycling facility, or otherwise can not manipulate the grade of the bicycle facility to provide rest areas and gentle grade, the town should consider widening the bicycle facilities to accommodate users that may need space to walk their bike in these areas. Areas with steep grades should also be a high priority for implementing cycling infrastructure". (TMP, pg 30).



Kerrie Luck, PhD
Councillor, Town of Quispamsis
506 333 1152

My questions/concerns are as follows:

1. Meenan's Cove Road is a very hilly and twisty road. It was mentioned during our budget meeting rumble strips would be the only separation between the road and the multi-use path. With limited space available on this path and 2-way bike traffic (one lane biking towards oncoming traffic), will this increase risk to users? Will it confuse motorists? According to the Motor vehicle act, 179(1) "Every person operating a bicycle upon a roadway shall ride as near to the right side of the roadway".
2. Do we have space to put a physical barrier between the proposed path and street (as recommended in the TMP)? Do rumble strips qualify as a physical barrier? Will motorists view them as such? Rumble strips can be very dangerous if you hit these at high speeds or have to ride over them to avoid a collision with an oncoming pedestrian? What does the evidence suggest for using rumble strips as a barrier for a multi use path? With the twists/turns in the road and down hill coasting speeds on this road, I would like to know risks associated with speed and decent if a cyclist were to hit a rumble strip?
3. Meenan's Cove road is very hilly. The decision to put a multi-use path on one side, versus bike accessible shoulders was primarily due to the projected high cost of creating a wide enough street cross section for lanes on both sides. This would lead me to believe the multiuse path will not be very wide. With the fast downhill coasting speeds due to the hilly topography, will this create a safety risk with users going in both directions (towards each other) on a 3 meter path running along a roadway?
4. If we have enough space to put a 2 lane path on one side of the road wide enough for 2 bikes to pass as well as people to walk, what are the advantages of this approach as compared to the bike accessible shoulder where people bike on the right side of the road with traffic, and people walk towards traffic?
5. In 2024, the plan is to pave Meenan's Cove Rd from Cobblestone to Fullyer Dr, 2025: Fullyer to Collingwood, 2026: Collingwood to Bonnell, then Meenan's Cove Road does not show up again in the 2027 or 2028 budgets? Should I assume the proposed multi-use trail will be forcing cyclists for many years to be crossing back and forth on this road? (from shoulder to path on one side, back to shoulder). What are the plans to address this from a safety perspective? Also, what is the long term plans for the completion of the multi-use path that would run the entire road? Street crossing/intersections are where more accidents happen, will forcing pedestrians to cross over increase safety risks?
6. What side of the road is the multi-use path planned for?



Kerrie Luck, PhD
Councillor, Town of Quispamsis
506 333 1152

Council moved to approve the AT committee recommendations on May 7, 2022, we also approved the creation of our Transportation Master Plan that was presented to us in May 2023. Both were part of our strategic plan and highlight the importance of improvements to our AT infrastructure in our town. The feedback from focus groups with residents also indicated that improvements in AT are needed and of high priority. As a council member, when I am voting to approve a budget item for a particular street to be paved, I will assume it will follow the commissioned Transportation Master Plan (TMP) as presented to council. In this particular case (i.e., Meenan's Cove road), it was just by chance through questions asked during the budget planning process that council discovered the AT infrastructure/design that was suggested by the experts at Englobe (in the commissioned TMP), was changed. I appreciate that often changes have to happen due to costs or other unforeseen circumstances; however, I request that if plans change, council be informed of these changes prior to budgeting, including showing us various suggested solutions for consideration. We are often told that "it's at the will of council" when various decisions must be made. As an elected councillor for the Town of Quispamsis, I believe in our guiding principles of transparency & integrity, informed decision making, equity and inclusion, service excellence and fiscal responsibility. I am also committed to collectively providing community focused service excellence and a forward-thinking commitment to sustainable growth, responsible governance and engaged residents. In future, if commissioned town plans must change due to cost constraints, or other unforeseen reasons, I would like to have the opportunity to see various options/solutions and discuss them to support the long-term betterment of our beautiful Town.

Respectfully submitted,

Councillor Kerrie Luck

From: Mary Schryer <maryschryer@gmail.com>
Sent: Thursday, November 16, 2023 1:49 PM
To: Schryer, Mary <mschryer@quispamsis.ca>
Subject: Budget

CAUTION: External Email- Check before you click!

Good morning,

I have a few questions and clarification regarding the budget.

It could be that some of these questions have been addressed and for that I apologize.

1. Council stopped the paving of roads in 2022 so the budgeted amount should still be the same. I believe the budgeted amount was 1.2 million for last year.

If some of the money was used, what is the remaining balance?

Also where has the balance been applied to? If the money is in reserve then we could actually reduce the paving budget , increase our paving budget or leave the money in reserve .

2. We have been advised the money that would be used for a Housing Assessment is embedded in the HAF. My question is what if we are not successful with the application we then have no funds for the study. With housing being part of our strat plan I would like to see a budgeted line item. We have been tossing this file around since the stat plan and I would like to see some movement.

3. I believe the difference of leaving the tax rate the same and dropping it to the suggested rate is a difference of

\$551,5180

on a \$33 million budget. Perhaps the money would be best left in reserves.

4. Asked for an example of the average price home in Quispamsis.

The average price is \$312,102. It was a \$290,809 increase of about 8 percent.

Holding the tax rate would be \$272 more a year

Reducing the tax rate would \$204 more a year

Difference of \$68 a year.

We can look at higher price homes as well.

5. I don't know if the assessment spike 10% is added to on the new assessed value or the spike rate protection dollar amount.

Thanks in advance for your help .



2024 GENERAL FUND BUDGET HIGHLIGHTS

The 2024 tax rate will decrease by 2.18 cents to \$1.2559 per \$100 of Assessment.

- The tax base for Quispamsis is now at \$2.549 billion, which represents an 11.89 % increase (\$270.8m) from the 2023 tax base. The non-residential ratio remains at 1.7, as part of Local Governance reform, the province provided municipalities with the option to adjust the non-residential ratio to between 1.4 and 1.7 starting in 2023.
- The Community Funding and Equalization Grant was reduced to \$69,152, a decrease of \$23,051 (25%) from the amount received last year. This is only related to the Core Funding portion of the grant, as we do not receive any Equalization funding. This grant is being eliminated over the next few years and the ability to increase the ratio on non-residential properties is meant to offset the reduction to this grant.
- The total budget of \$33,912,043 reflects an increase in Total Expenditures of \$3,064,177. The Net Budget, or total property tax revenue, will increase by \$2,904,220 or 9.98% over 2023, and is comprised of:

Increased expenses from Internal Sources	\$1,462,672
Add Increased expenses from External Sources	835,955
Less Increase in Other Revenue	-183,008
Add Decrease in Provincial Grant Revenue	23,051
Add Increase in Capital funded from Operating	765,550
Required Increase in Property Tax Revenue	<u>\$2,904,220</u>

- Residential garbage, compost pick-up and curbside recycling is included in the budget at a total cost of \$1,492,602 (\$575,500 is related to tipping costs) an increase of \$239,298. This only includes 4 months of curbside recycling as Circular Materials will be taking this over effective May 1, 2024. The average cost per household is \$237.11 and the average cost per household before it was included in the town budget in 2016, was \$309.96, still a savings of \$72.85 per household per year.
- Debt Service Cost is now at 6.06% (*total debt cost as a % of total budget*). There is planned borrowing of \$2,250,000 this year for the 2024 Street Capital program.
- Most user fees such as ice rentals, fields, and facilities have increased by 4%.
- Included in the operating budget are contributions totaling \$186,918 to the General Capital Reserve and a one-time withdrawal of \$135,000 from the General Operating



2024 GENERAL FUND BUDGET HIGHLIGHTS

Reserve for a few one-time projects: a Digital Services strategy, Active Transportation project and Ritchie Lake environmental study.

- Capital expenditures are budgeted at \$8,792,000 and are funded from the General Operating Fund Budget at \$3,692,000, Canada Community-Building Funds at \$995,000, Borrowing of \$2,250,000, and reserve funding of \$1,855,000. Full details on our capital plan are included in our budget package along with the years 2025 - 2028.
- Kennebecasis Regional Police and KV Fire Department are shared between Quispamsis and Rothesay at an approximate 60/40 split. The total town contribution to these protective services is \$9.3 million, an increase of \$591,692 over 2023.
- Kennebecasis Public Library operating budget is shared between Quispamsis and Rothesay based on population, with an annual adjustment for an estimated population increase. The Quispamsis share for 2024 is at 61.04% for a total cost of \$172,865 which includes the capital adjustment paid to Rothesay due to the population percentage change over time.
- Our Public Transit (COMEX) budget is now at \$76,437, an increase of \$1,499 from 2023.
- As part of Local Governance Reform, the mandates for the Regional Service Commissions changed drastically in 2023. The mandates now include regional tourism and economic development (Envision), community development, regional transportation, regional public safety, regional sport, recreation, and culture (Regional Facilities – Operating and Capital costs) on top of solid waste which was always their mandate. The Regional Services member fees for this year are estimated at \$1,522,358 (\$35,007 increase over 2023) and are in a few different places within the budget.

Regional Services Commission	\$ 91,746
Regional Facilities Operating	681,726
Solid Waste/Tipping Fees	575,500
Envision Saint John: The Regional Growth Agency	173,386
Total Regional Services Commission Costs	<u>\$1,522,358</u>

- Grants and Sponsorship for Community Organizations totaling \$34,835 includes the following:
 - \$ 7,135 Pro Kids
 - \$ 1,000 Saint John U-18 Vito's
 - \$ 750 International Women's Day
 - \$ 1,000 KV Food Bank
 - \$ 300 Hammond River Angling Association



2024 GENERAL FUND BUDGET HIGHLIGHTS

- \$ 300 Junior Achievement
- \$ 7,500 KV OASIS Youth Centre
- \$ 10,000 The YMCA of Greater Saint John
- \$ 5,000 Chris Saunders Memorial Elementary School Playground Committee
- \$ 1,850 Various other donations and support



Staff Report

to Council

Date: November 17, 2023

From: Krista Brandon, CPA, CMA, Treasurer

Subject:

2024 General Operating Fund Budget Approval

Background and Discussion:

As per the October 24, 2023 and the November 7, 2023 Council meeting 2024 Budget presentation and motions, I have prepared the 2024 General Operating Fund Budget for approval with a 2.18 cent decrease in the residential property tax rate, which will go from \$1.2777 to \$1.2559, and the non-residential municipal tax rate will go from \$2.1721 down to \$2.1351.

This budget has been prepared with an 11.89% increase in our Tax Assessment Base including the 1.7 ratio on the non-residential tax base. The province is planning on eliminating the Community Funding and Equalization Grant (25% decrease in funding in 2024) over the next few years and has given municipalities the flexibility to adjust the non-residential ratio to between 1.4 and 1.7 to recapture some of this revenue.

Strategic Plan:

This item is aligned with the Strategic Plan with our guiding principles of Transparency and Integrity, Informed Decision Making and Fiscal Responsibility. It is also aligned with all our strategic themes. The annual budget process is an important function of our work, and it is our plan for the year to come.

Financial Implications:

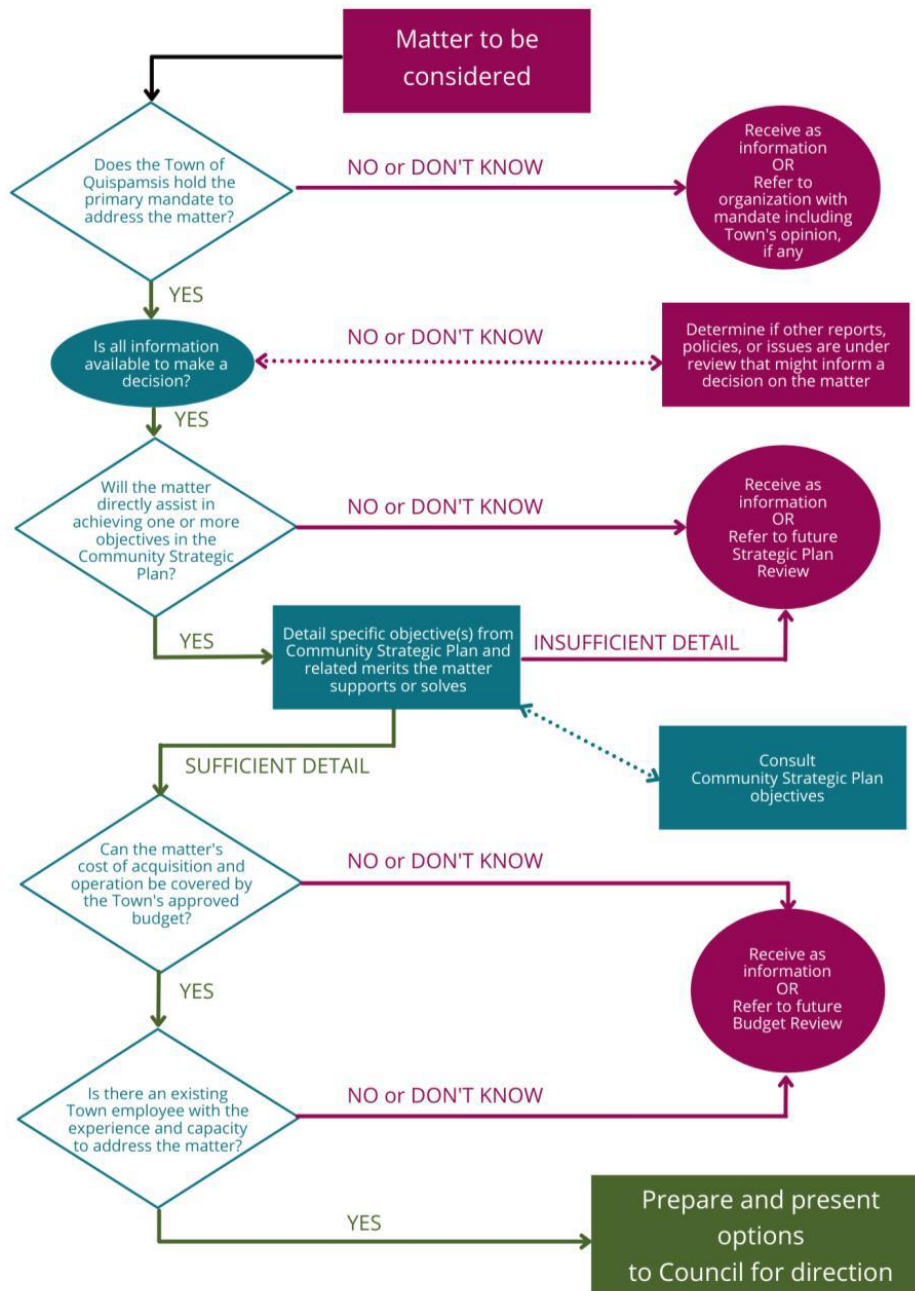
Using an average assessed value of a home in Quispamsis of \$312,102 there will be about a \$204 property tax increase for 2024 that is related to the decreased tax rate in combination with the increased assessment value. It would have been an increase of \$272 if the tax rate had remained the same as the 2023 rate.

Attachment(s):

2024 General Operating Fund Budget Summary
2024 Budget Highlights
How Your Tax Dollars are Spent chart

Recommendation:

Resolved that the sum of \$33,912,043 be the total operating budget of the Municipality, that the sum of \$32,007,029 be the Warrant of the Municipality for the ensuing year, and that the residential tax rate for the Municipality be \$1.2559, and that the non-residential tax rate be \$2.1351.



Strategic Themes, Goals & Objectives:

1 Infrastructure Management

Quispamsis strives for fiscal and operational integrity while developing responsible plans to address climate change, water service expansion, recreation, and active transportation.

2 Commitment to Community

Quispamsis demonstrates its commitment to the community by enhancing citizen engagement, building upon its natural strengths, and ensuring policies and by-laws are relevant.

3 Economic Development

Quispamsis endeavours to be recognized as an excellent place to invest due to a positive business environment and regional collaboration to diversify the economy.

4 Capacity Building

Quispamsis ensures it is ready for growth by improving internal communications, enhancing interdepartmental cooperation, implementing efficiencies, and conducting capacity reviews.

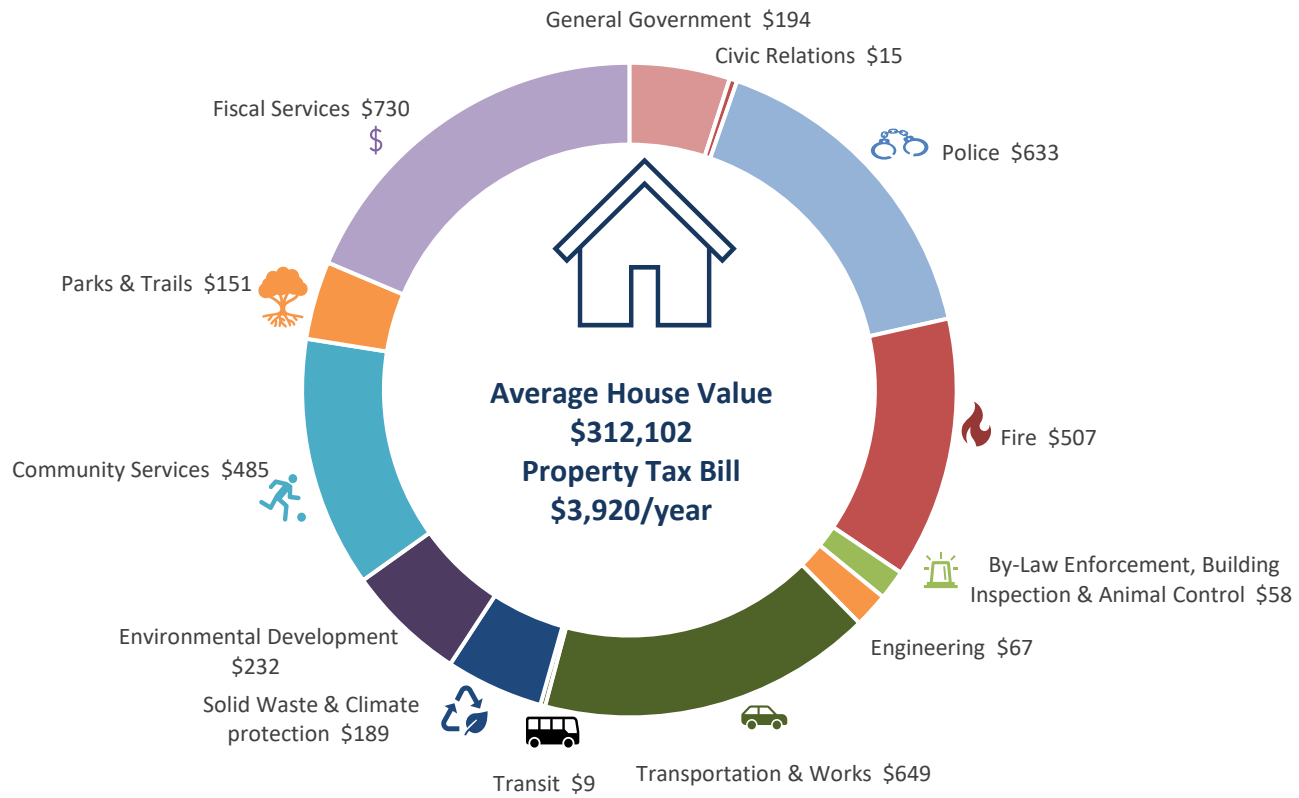
TOWN OF QUISPAMIS

2024 PROPOSED GENERAL OPERATING FUND BUDGET SUMMARY		
	2024	2023
Total Budget Expenditure	\$33,912,043	\$30,847,866
Less Non Tax Revenue	1,835,862	1,652,854
Subtotal Net Budget	32,076,181	29,195,012
Community Funding and Equalization Grant	69,152	92,203
Property Tax Warrant	\$32,007,029	\$29,102,809
Municipal Tax Base (11.89% increase)	2,548,536,590	2,277,697,890
Municipal Tax Rate	\$1.2559	\$1.2777
Difference from prior year	-\$0.0218	
	2024	2023
REVENUE ACCOUNTS		
Warrants Municipal Taxes	\$32,007,029	\$29,102,809
Sales and Rentals	1,218,082	1,146,171
Revenue from Programs	7,000	7,000
Other Revenue	610,780	499,683
Community Funding and Equalization Grant	69,152	92,203
TOTAL GENERAL REVENUE	33,912,043	30,847,866
GENERAL REVENUE FUND EXPENDITURE ACCOUNTS		
GENERAL GOVERNMENT SERVICES		
Legislative	307,079	288,698
Administrative	2,392,280	2,066,061
Town Hall Building	222,559	199,524
Cost of Assessments	490,859	441,873
Public Liability Insurance & Insurance Claims	200,800	179,000
TOTAL GENERAL GOVERNMENT SERVICES	3,613,578	3,175,157
PROTECTIVE SERVICES		
Kennebecasis Regional Police	5,168,701	4,962,477
Kennebecasis Valley Fire Department	4,125,987	3,740,519
EMO	15,707	24,359
Building Inspection Department	292,486	253,168
Other Protective Services	177,212	176,207
TOTAL PROTECTIVE SERVICES	9,780,094	9,156,731

TOWN OF QUISPAMIS

2024 PROPOSED GENERAL OPERATING FUND BUDGET SUMMARY		
	2024	2023
TRANSPORTATION SERVICES		
Common Services - Works Building	96,561	99,119
Engineering Department	547,329	623,861
Summer Road Maintenance	1,879,303	1,664,766
Winter Road Maintenance	2,905,740	2,592,400
Street Lighting	195,500	170,000
Driveway Culverts	90,000	75,000
Public Transit	97,737	96,238
Other Works Services	107,866	93,066
TOTAL TRANSPORTATION SERVICES	5,920,035	5,414,449
ENVIRONMENTAL HEALTH SERVICE		
Climate Protection	5,000	4,000
Garbage and Recycling	1,540,037	1,283,676
TOTAL ENVIRONMENTAL HEALTH SERVICE	1,545,037	1,287,676
ENVIRONMENTAL DEVELOPMENT SERVICE		
Municipal Plan Process	147,500	84,500
Regional Services Commission	91,746	95,549
Envision Saint John: The Regional Growth Agency	173,386	284,000
Regional Library	172,865	150,898
Regional Facilities Commission	681,726	598,498
Other Community Development	625,587	474,388
TOTAL ENVIRONMENTAL DEVELOPMENT SERVICE	1,892,810	1,687,833
COMMUNITY SERVICES		
Administration	205,086	192,743
Beach House Building	80,871	76,459
Hammond River	43,390	28,200
Mountain Bike Park & Trail	41,250	22,600
Firefly Splash Pad	39,395	61,580
Beaches and Life Guarding	89,540	82,922
Quispamsis Memorial Arena	394,475	387,771
Parks Building	92,367	92,667
Parks and Fields	1,142,781	1,021,068
Facilities	801,817	752,104
plex	2,140,486	2,045,304
Other Buildings	27,550	30,920
Programming	98,176	91,094
TOTAL COMMUNITY SERVICES	5,197,184	4,885,432
FISCAL SERVICES		
Debt Servicing	2,084,387	2,139,714
Transfers to General Capital Expenditures	3,692,000	2,926,450
Transfers to Reserves	186,918	174,424
TOTAL FISCAL SERVICES	5,963,305	5,240,588
TOTAL EXPENDITURES GENERAL OPERATING	\$33,912,043	\$30,847,866
NET SURPLUS (DEFICIT)	0	(0)

How Your Property Tax Dollars are Spent





Staff Report

to Council

Date: November 15, 2023

From: Krista Brandon, CPA, CMA, Treasurer

Subject:

2024 General Capital Fund Budget Approval

Background and Discussion:

As per the October 24, 2023 Special Meeting and the November 7, 2023 Council meeting 2024 Budget presentation and motions, I have prepared the 2024 General Capital Fund Budget for approval.

Strategic Plan:

This item is aligned with the Strategic Plan with our guiding principles of Transparency and Integrity, Informed Decision Making and Fiscal Responsibility. It is also aligned with all our strategic themes. The annual budget process is an important function of our work, and it is our plan for the year to come.

Financial Implications:

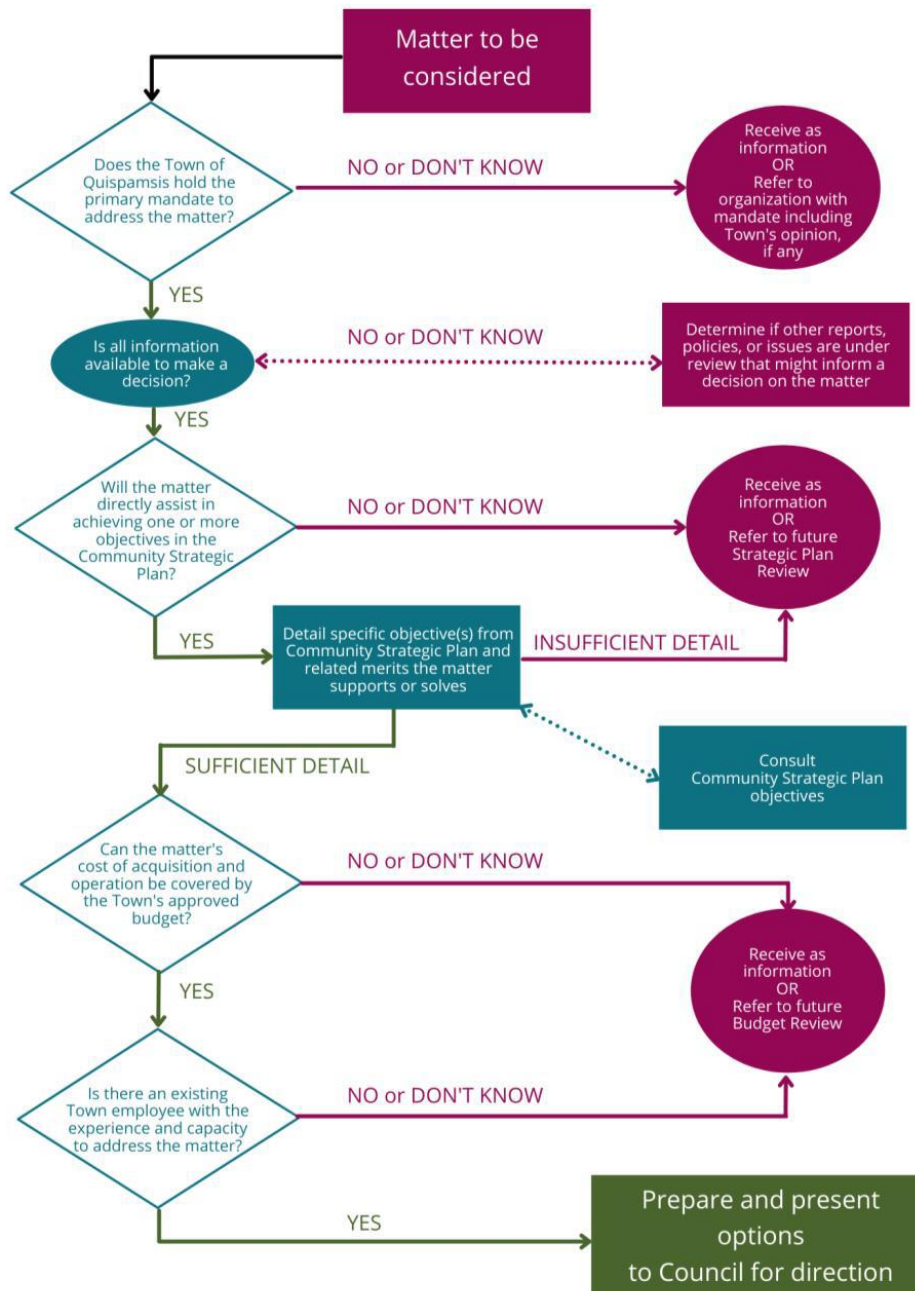
The total General Capital Fund Budget for 2024 includes \$8,792,000 in capital expenditures with \$995,000 to be financed with Canada Community-Building Funds, \$2,250,000 to be financed by borrowing, \$1,855,000 to be funded from the General Capital Reserve and \$3,692,000 to be financed with operating funds.

Attachment(s):

2024 General Capital Fund Budget

Recommendation:

RESOLVED that the Council of the Town of Quispamsis accept the 2024 General Capital Fund Budget as presented, with a total of \$8,792,000 in capital expenditures.



Strategic Themes, Goals & Objectives:

1 Infrastructure Management

Quispamsis strives for fiscal and operational integrity while developing responsible plans to address climate change, water service expansion, recreation, and active transportation.

2 Commitment to Community

Quispamsis demonstrates its commitment to the community by enhancing citizen engagement, building upon its natural strengths, and ensuring policies and by-laws are relevant.

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4 Capacity Building

Quispamsis ensures it is ready for growth by improving internal communications, enhancing interdepartmental cooperation, implementing efficiencies, and conducting capacity reviews.

TOWN OF QUISPAMISIS
GENERAL CAPITAL PROPOSED BUDGET

PROPOSED GENERAL CAPITAL FUND EXPENDITURES		<u>2024</u>
<i>GENERAL GOVERNMENT</i>		
Buildings and Equipment	2 New Server	35,000 35,000
TOTAL GENERAL GOVERNMENT		35,000
<i>COMMUNITY SERVICES</i>		
Recreation	4 Active Transportation/Trail Building	-
	2 Gondola Point Beach accessibility mat	30,000
	2 Hammond River Park paving	60,000 90,000
Buildings and Equipment	4 Beach House sound panels	14,000
	4 New 3 tonne mini excavator	92,000
	4 New trail groomer	22,000
	4 Overseeder for fields	15,000
	4 Public Works renovation Phase 1, office & lunch area	345,000
	4 QMA - electricity consumption controls	15,000
	4 QMA - replace condenser	80,000
	4 qplex - ceiling heat pump access	60,000
	4 qplex - conference centre floor replacement	60,000
	4 qplex - sun shades for pool deck	40,000
	4 Town Hall renovation Phase 1, exterior & HVAC	450,000 1,193,000
Vehicles	4 New 1/2 tonne truck, parks	68,000
	4 Replace 1 tonne truck, parks (#122)	92,000 160,000
TOTAL COMMUNITY SERVICES		1,443,000
<i>ENVIRONMENTAL DEVELOPMENT</i>		
Vehicles	4 Replace car, planning - electric? (#313)	57,000 57,000
TOTAL ENVIRONMENTAL DEVELOPMENT		57,000
<i>TRANSPORTATION SERVICES</i>		
Buildings and Equipment	4 New paint crew trailer	15,000
	2, 4 Replace backhoe (#335)	285,000
	2 Replace envelope salt storage facility	280,000
	4 Replace plow truck c/w dump-sander body (#323)	425,000
	4 Replace sidewalk unit c/w plow and blower (#333)	210,000 1,215,000
Vehicles	4 Replace 1/2 tonne truck, works (#302)	55,000
	4 Replace 3/4 tonne crew cab, works (#306)	75,000 130,000
Storm	4 Local Improvement Program	15,000
	4 Miscellaneous Storm Sewer	200,000 215,000
Traffic Calming	4 Equipment for Various areas (Ped beacons, Radar speed signs)	60,000 60,000

TOWN OF QUISPAMISIS
GENERAL CAPITAL PROPOSED BUDGET

PROPOSED GENERAL CAPITAL FUND EXPENDITURES							2024
Roads	Street Capital	C & G	S/Ws	Road Prepwork	Base Asphalt	Seal Asphalt	Total
1	Old Neck Road (1.3km)	-	-	125,000	125,000	175,000	425,000
2	Brook Street Seal	-	-	12,000	-	100,000	112,000
3	Cliff St (0.9km)	-	-	10,000	60,000	225,000	295,000
4	Geotechnical QA/QC-Resident Insp	-	-	-	-	-	47,000
	Hedly Lane	-	-	5,000	5,000	20,000	30,000
	Kensington Ave (0.5km)	10,000	12,000	10,000	65,000	265,000	362,000
	Lindsay (0.30km)	-	-	15,000	35,000	75,000	125,000
	McAlpine Dr (0.9km)	-	-	25,000	100,000	175,000	300,000
	Meenan's Cove Rd (Cobblestone to Fullyer)	-	-	600,000	165,000	120,000	885,000
	Millennium Drive Resurf &Streetscape 1 of 2	150,000	125,000	300,000	175,000	200,000	950,000
	Model Farm Rd Ph1(Charity to Hammond River Rd)	-	-	75,000	145,000	210,000	430,000
	Palmer Brook Road (Desig Hghwy DTI)	-	-	-	-	-	-
	Princeton Ave (0.3km)	100,000	75,000	75,000	75,000	121,000	446,000
	Quispamsis Road -Sidewalks Diggle to QR Trail	40,000	100,000	200,000	60,000	85,000	485,000
	Rynlon Dr (0.7 km)	-	-	75,000	75,000	150,000	300,000
	Traffic Signals Installation Hampton Rd/Pettingill	-	-	50,000	10,000	10,000	70,000
	Westminster Dr (0.7km)	-	-	15,000	40,000	140,000	195,000
	Winchester Drive (0.6km)	-	-	15,000	35,000	130,000	180,000
		300,000	312,000	1,607,000	1,170,000	2,201,000	5,637,000
	TOTAL TRANSPORTATION SERVICES						7,257,000
	TOTAL 2024 GENERAL CAPITAL EXPENDITURES						8,792,000
	Less Grants & Other Revenue						
1	CCBF						(995,000)
2	General Capital Reserve						(1,855,000)
3	Borrowing						(2,250,000)
4	Funds to be Provided in 2024 Operating Budget						3,692,000



2024 UTILITY FUND BUDGET HIGHLIGHTS

- Sewer user rates will increase by \$21 (3.93%) to \$555 per equivalent unit per year.
- The 'Water User Fee Fixed Charge Component' on all meter sizes will increase by approximately 3.88%. For residential homes with a basic meter size this means a change from \$258 to \$268 annually.
- The 'Water User Fee Consumption Charge Component' will have a 4% increase. Usage for the first 96 cubic meters (c.m.) per quarter will increase from \$1.0525 to \$1.0946 and the rate in excess of 96 c.m. per quarter will increase from \$1.6668 to \$1.7335 (larger meters have a higher usage threshold for the 2 rates).
- Utility Capital Expenditures: The total Utility Capital Fund Budget is \$2,914,000. This includes:
 - UTILITY CAPITAL
 - \$25,000 for Utility Heavy duty dump trailer
 - SANITARY SEWER
 - \$50,000 for Parkside Collector Assessment – Rte. 1 Crossing
 - \$200,000 for Maple Grove Court WWPS building upgrade
 - \$150,000 for Ashfield Dr WWPS – Electrical/Control enclosure
 - \$120,000 for Vincent Rd Pump replacement
 - \$2,000,000 for Gondola Pt WWPS #4 upgrades
 - \$200,000 for Net Zero electricity conversion project
 - \$55,000 for Wildwood – Street drainage, grading/paving
 - WATER SYSTEM
 - \$100,000 for Emergency Genset configuration
 - \$14,000 for Downeast pump house roof replacement

The funding sources are \$1,000,000 from the Canada Community Building Fund (formerly Gas tax), \$1,000,000 to be borrowed and \$914,000 from the Utility Operating Fund.

- As our Asset Management Plan indicates, we need to put funds aside now to ensure we have the money available when we need to replace and maintain our infrastructure as it ages. This budget includes transfer to reserves of only \$109,549 as we are funding more capital from our operating fund this year. As



2024 UTILITY FUND BUDGET HIGHLIGHTS

part of the 2023 Budget, we started a Water/Wastewater Condition Assessment study that we hope to complete soon, and this will help us to establish a long-term financial plan for our Utility Fund.



Staff Report

to Council

Date: November 17, 2023

From: Krista Brandon, CPA, CMA, Treasurer

Subject:

2024 Utility Operating Fund Budget Approval

Background and Discussion:

As per the October 24, 2023 Special Meeting and the November 7, 2023 Council meeting 2024 Budget presentation and motions, I have prepared the 2024 Utility Operating Fund Budget for approval with increases to both sewer and water rates as noted below. The approval of this budget will also require amendments to the Sewerage Utility By-Law #005 and the Water Utility By-Law #024. These amendments can be found under the By-Law section of this agenda.

Strategic Plan:

This item is aligned with the Strategic Plan with our guiding principles of Transparency and Integrity, Informed Decision Making and Fiscal Responsibility. It also is also aligned with all our strategic themes. The annual budget process is an important function of our work, and it is our plan for the year to come.

Financial Implications:

The Sewer User Rate for 2024 will be set at \$555 per equivalent unit, an increase of \$21.00 (3.93%) over the 2023 rate.

The "Water User fee fixed charge component" will be set at \$268 (for basic sized meter) which represents an increase of \$10 (3.88%). Larger meter sizes will also see approximately 3.88% increase to their various current rates (rounded to nearest dollar).

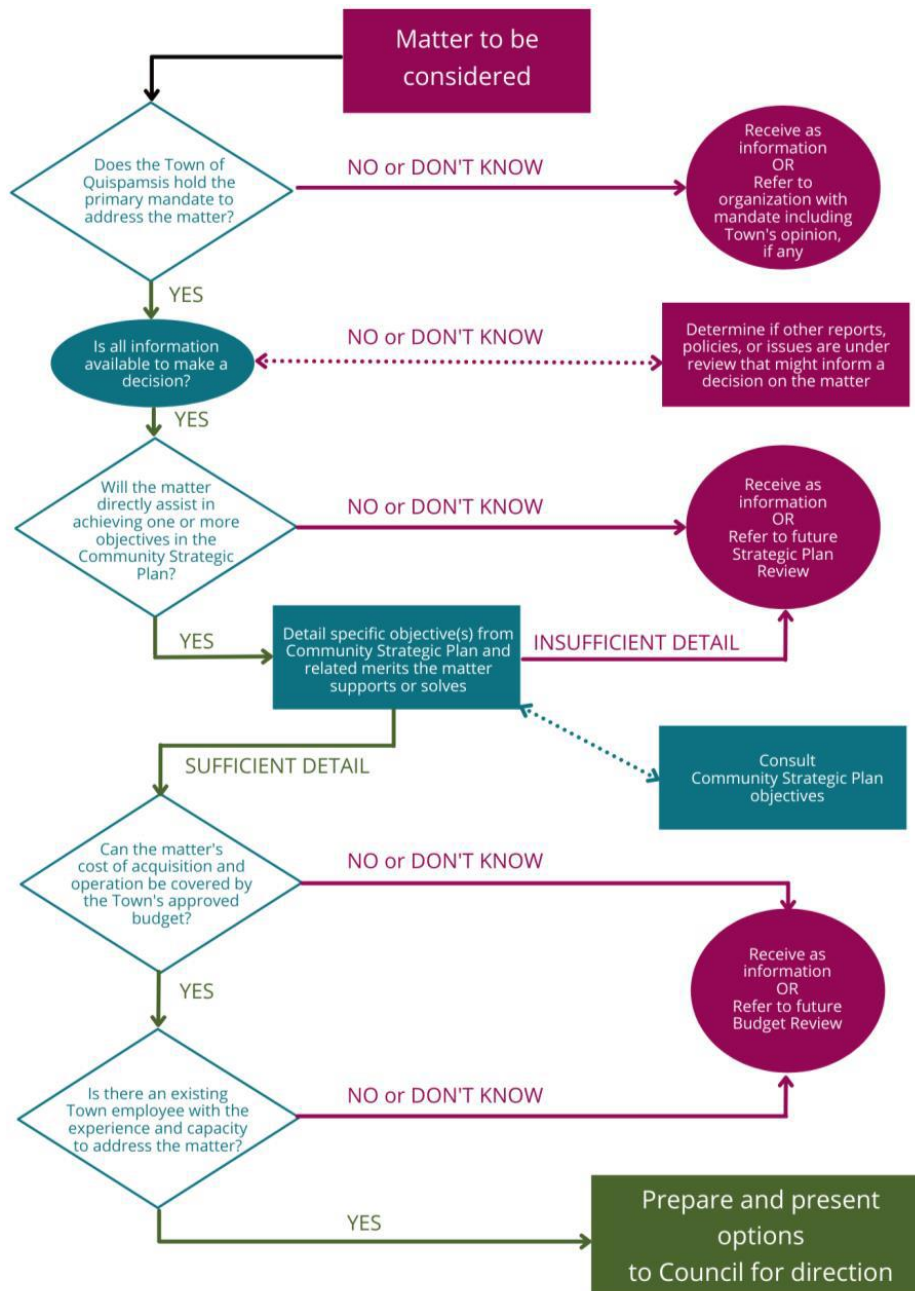
The "Water User fee consumption charge component" will be set at \$1.0946 per c.m. for the first 96 c.m. per quarter, an increase of \$0.0421 (4%). The rate for those c.m. consumed above 96 per quarter will be increased to \$1.7335 per c.m., an increase of \$0.0667 (4%). Larger meters have higher threshold usages.

Attachment(s):

2024 Utility Operating Fund Budget Summary
2024 Utility Fund Budget Highlights

Recommendation:

RESOLVED that pursuant to paragraph 117(4) of the Local Governance Act, the total budget for the Town of Quispamsis Water & Wastewater utility for the ensuing year would consist of total revenues of \$4,088,755 and total expenditures of \$4,088,755.



Strategic Themes, Goals & Objectives:

1 Infrastructure Management

Quispamsis strives for fiscal and operational integrity while developing responsible plans to address climate change, water service expansion, recreation, and active transportation.

2 Commitment to Community

Quispamsis demonstrates its commitment to the community by enhancing citizen engagement, building upon its natural strengths, and ensuring policies and by-laws are relevant.

3 Economic Development

Quispamsis endeavours to be recognized as an excellent place to invest due to a positive business environment and regional collaboration to diversify the economy.

4 Capacity Building

Quispamsis ensures it is ready for growth by improving internal communications, enhancing interdepartmental cooperation, implementing efficiencies, and conducting capacity reviews.

2024 PROPOSED UTILITY OPERATING FUND BUDGET SUMMARY

	2024	2023
Gross Expenditure	\$4,088,755	\$3,765,827
Less Non Sewer Revenue	\$321,300	\$233,139
Less: Trf from Other funds	\$91,923	\$91,923
Less: Surplus (2nd Prior Year)	\$31,750	\$2,092
Subtotal Net Budget	\$3,643,782	\$3,438,673
Water Revenue	335,982	306,763
Sewer User Revenue	\$3,307,800	\$3,131,910

REVENUE	2024	2023
Water Sales	\$335,982	\$306,763
Other Revenue	\$444,973	\$327,154
Sewer User Fees	\$3,307,800	\$3,131,910
Total Revenue	\$4,088,755	\$3,765,827

EXPENDITURES	2024	2023
Water Services	\$393,455	\$276,172
Utility Administration	\$839,294	\$878,846
Sewer Infrastructure	\$193,309	\$166,877
Sewer Lift Stations	\$371,083	\$335,706
Sewer Treatment	\$302,987	\$287,895
Debt Service costs	\$928,078	\$928,922
Transfer to Capital Fund	\$914,000	\$817,000
Transfer to Reserves	\$109,549	\$38,609
Other Fiscal Services	\$37,000	\$35,800
Total Expenditures	\$4,088,755	\$3,765,827

Equivalent Users- Sewer		
Residential	5,415	5,324
Commercial	127	124
Institutional	418	417
Total Equivalent Users	5,960	5,865

	2024	2023
Sewer User Rate	\$555	\$534
<u>Residential Water Rates:</u>		
Water User Fixed Rate	\$268	\$258
Consumption Fees - Low rate	\$1.0946	\$1.0525
Consumption Fees - High rate	\$1.7335	\$1.6668



Staff Report

to Council

Date: November 17, 2023

From: Krista Brandon, CPA, CMA, Treasurer

Subject:

2024 Utility Capital Fund Budget Approval

Background and Discussion:

As per the October 24, 2023 Special Meeting and the November 7, 2023 Council meeting 2024 Budget presentation and motions, I have prepared the 2024 Utility Capital Fund Budget for approval.

Strategic Plan:

This item is aligned with the Strategic Plan with our guiding principles of Transparency and Integrity, Informed Decision Making and Fiscal Responsibility. It also is also aligned with all our strategic themes. The annual budget process is an important function of our work, and it is our plan for the year to come.

Financial Implications:

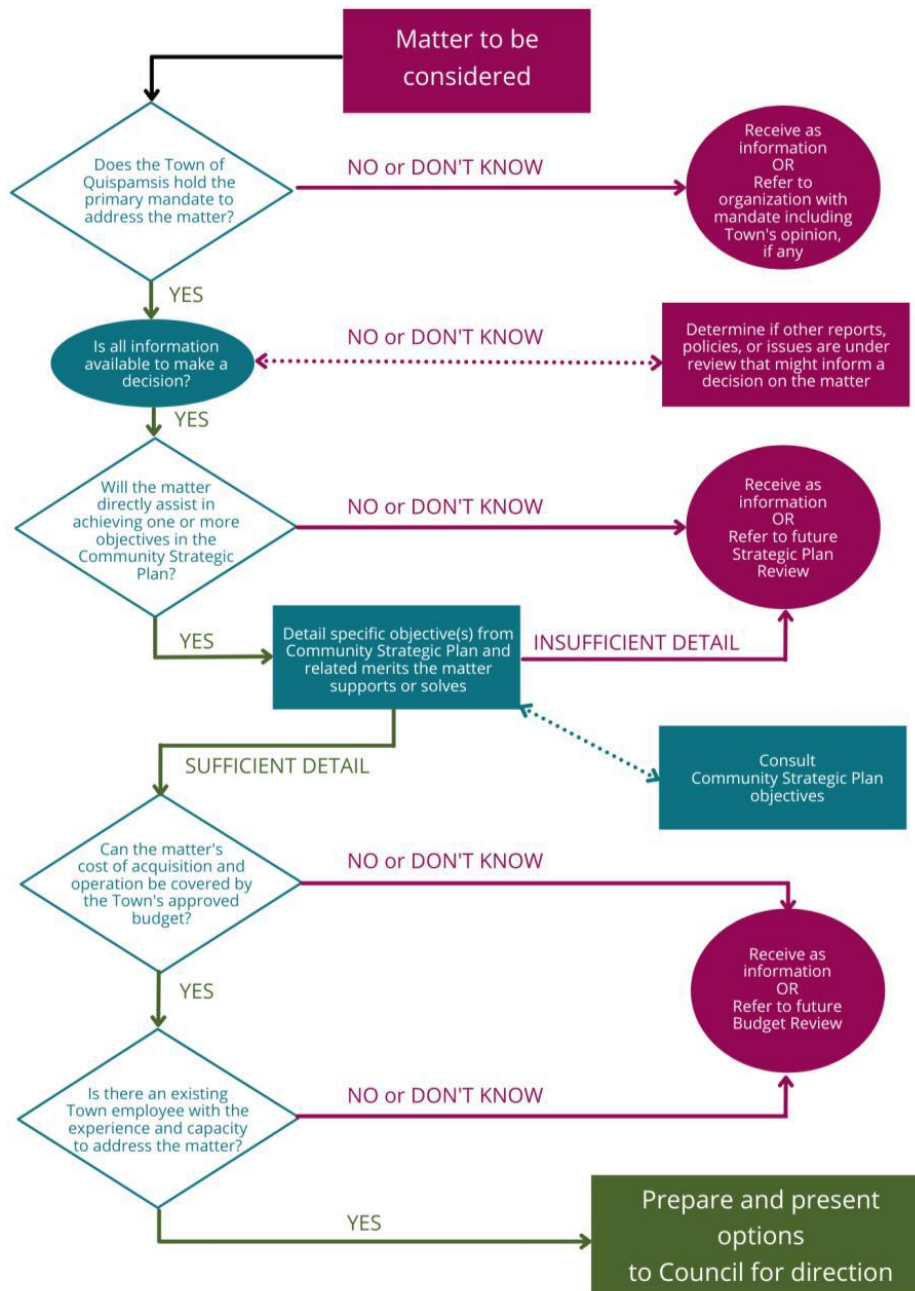
The total Utility Capital Fund Budget for 2024 is \$2,914,000. The funding sources include \$1,000,000 from the Canada Community Building Fund (formerly the Gas Tax), \$1,000,000 in borrowings and \$914,000 from the Utility Operating Fund.

Attachment(s):

2024 Utility Capital Fund Budget

Recommendation:

RESOLVED that the Council of the Town of Quispamsis accept the 2024 Utility Capital Fund Budget as presented, with a total of \$2,914,000 in capital expenditures.



Strategic Themes, Goals & Objectives:

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PROPOSED UTILITY CAPITAL FUND EXPENDITURES

2024

SANITARY SEWER

Equipment	4	Dump Trailer - Heavy Duty	\$	25,000
Collection Systems	4	Parkside Collector Assessment - Rte 1 Crossing		50,000
Lift Stations	4	Maple Grove Court WWPS Building upgrade		200,000
	4	Ashfield Dr WWPS - Electrical/Control enclosure		150,000
	4	Vincent Rd Pump Replacement		120,000
	1,3	Gondola Point WWPS Sta #4 upgrades Phase 3		2,000,000
Treatment Systems	4	Net Zero Electricity Conversion project (ph 1/2)		200,000
	4	Wildwood Street drainage and grading/paving		55,000
Total Sanitary Sewer			\$	<u>2,800,000</u>

WATER SYSTEM

Ridgewood Park System		None Identified		-
Millennium Drive System	4	Emergency Genset reconfiguration/Tower		100,000
	4	Downeast pump house roof replacement		14,000
Water Meter Program		None Identified		-
Infrastructure/GTF Program		None Identified		-
Total Water System			\$	<u>114,000</u>

TOTAL 2024 UTILITY CAPITAL EXPENDITURES **\$** **2,914,000**

Less Grants & Other Revenue

¹	Canada Community-Buidling Fund (Formerly Gas Tax)	\$	1,000,000
²	Utility Capital Reserve Fund		
³	Borrowing	\$	1,000,000
⁴	Funds to be Provided in 2024 Operating Budget	\$	<u>914,000</u>



Staff Report

to Council

Date: November 17, 2023

From: Krista Brandon, CPA, CMA, Town Treasurer

Subject:

2023 Application for Borrowing – Kennebecasis Regional Joint Board of Police Commissioners

Background and Discussion:

The Kennebecasis Regional Police Force has run out of space in their current building at 126 Millennium Dr and have started to prepare for a significant expansion of the space. All of the preliminary design and drawings are completed and as the funding municipality along with the Town of Rothesay we are required to guarantee the repayment of money borrowed by the Board. The estimated total cost of the renovations and equipment and furnishings will be about \$4,250,000 and this amount is cost shared with the Town of Rothesay at a 60/40 split with Quispamsis having the 60% share.

Strategic Plan:

This action is aligned with the Infrastructure Management and Capacity Building.

Financial Implications:

The debenture including principal and interest will be included in the operating budget of the Kennebecasis Regional Police Force starting in 2025 and this is when their current debenture for the building will be paid in full. It is estimated that the annual cost including interest will be about \$195,000. This will then become part of the annual budget until such time as the debenture is paid in full.

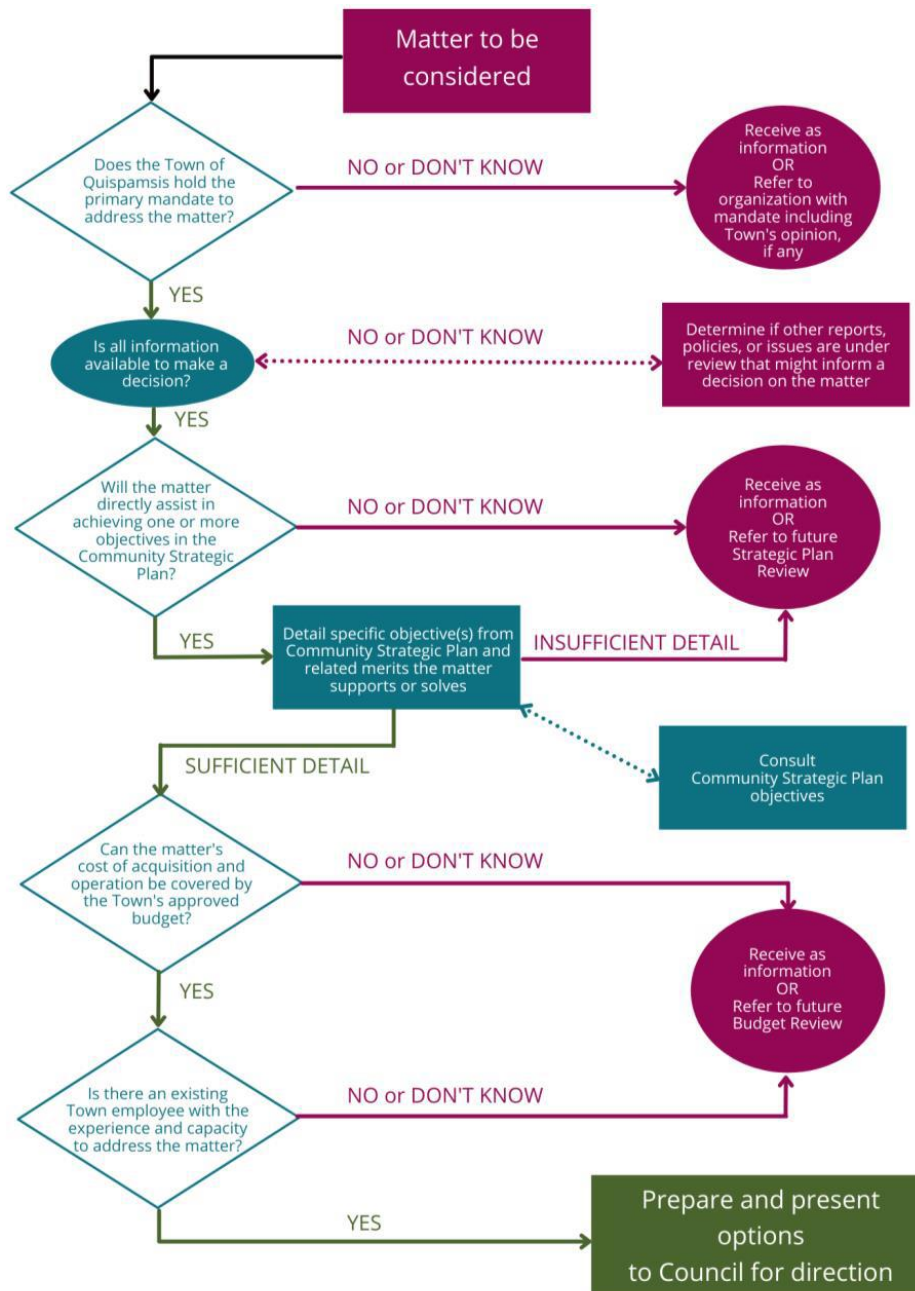
Attachment(s):

- Documentation from the Police department on the need for space, costing and drawings
- Email from Rothesay with their motion

Recommendation:

That the Municipality of Quispamsis submit to the Municipal Capital Borrowing Board an application for authorization to guarantee the borrowing by the Kennebecasis Regional Joint Board of Police Commissioners for capital expenses for the following terms and amounts:

PURPOSE	AMOUNT	TERM
<u>Protective Services</u>		
Renovations to the Kennebecasis police station	\$2,260,000	20 years
Equipment and furnishings	<u>301,000</u>	5 years
Total	\$2,561,000	



Strategic Themes, Goals & Objectives:

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Brandon, Krista

From: Doug MacDonald <DougMacDonald@rothesay.ca>
Sent: Wednesday, November 15, 2023 9:15 AM
To: Brandon, Krista; Gourdeau, Steve (KRP/SPRK)
Subject: Building Renovation

CAUTION: External Email- Check before you click!

Good morning, Rothesay Council passed the following motion at the regular meeting last evening.

Rothesay Council guarantee borrowing by the Kennebecasis Regional Joint Board of Police Commissioners for renovations to the Kennebecasis police station in an amount equal to 39.75% of a total project cost not to exceed \$4.25 million.

I assume Quispamsis will approve something similar. Chief, once you have a debt application drafted I would like to review to ensure we are consistent. Also, Council still have some questions regarding the project that the Town Manager will be forwarding separately.

Doug MacDonald, CPA CA
Treasurer - Rothesay

Direct line - 848-6663
Cell - 647-0937

Any correspondence with employees, agents, or elected officials of the town of Rothesay may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act, S.N.B. 2009, c. R-10.6

Any correspondence with employees, agents, or elected officials of the town of Rothesay may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act, S.N.B. 2009, c. R-10.6. Records may be shared with internal departments, external agencies or may be publicly released at a Town Council or Committee meeting. Any questions regarding the collection of this information can be directed to the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB, E2E 5L5

Any correspondence with employees, agents, or elected officials of the town of Rothesay may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act, S.N.B. 2009, c. R-10.6.

Need For Space



Our Police Station, located at 126 Millennium Drive, Quispamsis opened on June 13th, 2005. It is a one level structure. At that time, the KRPF building housed 39 officers and 4 administrative staff. In 2023, the total number of employees is 51.

In 2020, plans were professionally drafted for an addition to be built on to the existing building. Several options were considered. The services we delivered had grown exponentially which translated into having to repurpose offices and storage space. We were facing risk with a lack of appropriate and safe space for our ETS equipment, and firearms storage. The secure storage of files was also a serious issue. Some types of investigations impose a 70-year retention period. In 2021 and 2022, we delivered a presentation to council seeking support toward financing for an addition to our existing structure. Councils were supportive but expressed concerns because of the existing debenture - which is set to expire in 2025. We were asked to resubmit at that time.

In 2023, the situation with our existing building and the lack of space and safe storage has become unsustainable. We now must accommodate a growing full-time forensic identification unit, arial vehicle services, IT services, HR services, Finance services, only to highlight a few. We must also consider the basic fact that costs are continuously increasing. Your police force will continue to grow.



Why More Space?

2023 September 28 Joint Finance Final 1038

- Insufficient Secure Storage Space (files and equipment) (some case files have 70 year retention)
- Inadequate Facility for serious investigations (project room, vehicle examination, Forensic Ident, IT, specialized units)
- Operational Risk (ETS room, firearm and ammunition storage – 2019 accidental discharge report by FPF)
- Security Risks in parking lot
- Limited room for modern equipment (Ident Van, ETS, UAV, ATV's, MC, Collision Reconstruction, 3D Scanning, K9 unit, etc.)
- Inadequate office space and room needed to grow
- No contingency plan for future growth
- Serious impact on health and wellness of our employees.



Benefits

- Addresses all current concerns and issues
- Most efficient in terms of cost, construction time/workplace interruption, and meeting existing needs
- Option for future growth/taking away need for future renovations of existing space within debenture period
- Maximizes existing land and lot – extended parking (already done)
- Modernize aging infrastructure
- Increasing ability to deliver a professional policing service
- Positive impact on health and wellness of our employees



Estimated Building Addition Costs and Timeline

COST:

Building Financing Ask: \$3,750,000

Breakdown:

- Construction Estimate: \$2,700,000
- Contingency: \$ 550,000
- Project Management: \$ 100,000
- Interim Bridge Loan Interest: \$ 300,000
- Financing Charges: \$ 100,000
- Subtotal: \$3,750,000

Equipment/Furnishing/IT Ask: \$ 500,000

TOTAL: \$4,250,000

TIMELINE:

- Sept/23 – request support from JFC
- Nov/23 – approval of budget from Towns
- Dec/23 – apply to Municipal Borrowing Board
- Jan/24 – obtain approval from MBB
- Jan/24 – issue tenders
- Jan/24 – obtain bridge financing loan
- Jan/24 – hire project manager
- Apr/24 – construction start date
- Mar/25 – estimated construction end date
- June/25 – obtain debenture funding
- June/25 – debenture issued
- June/25 – pay off bridge financing



Points to Know:

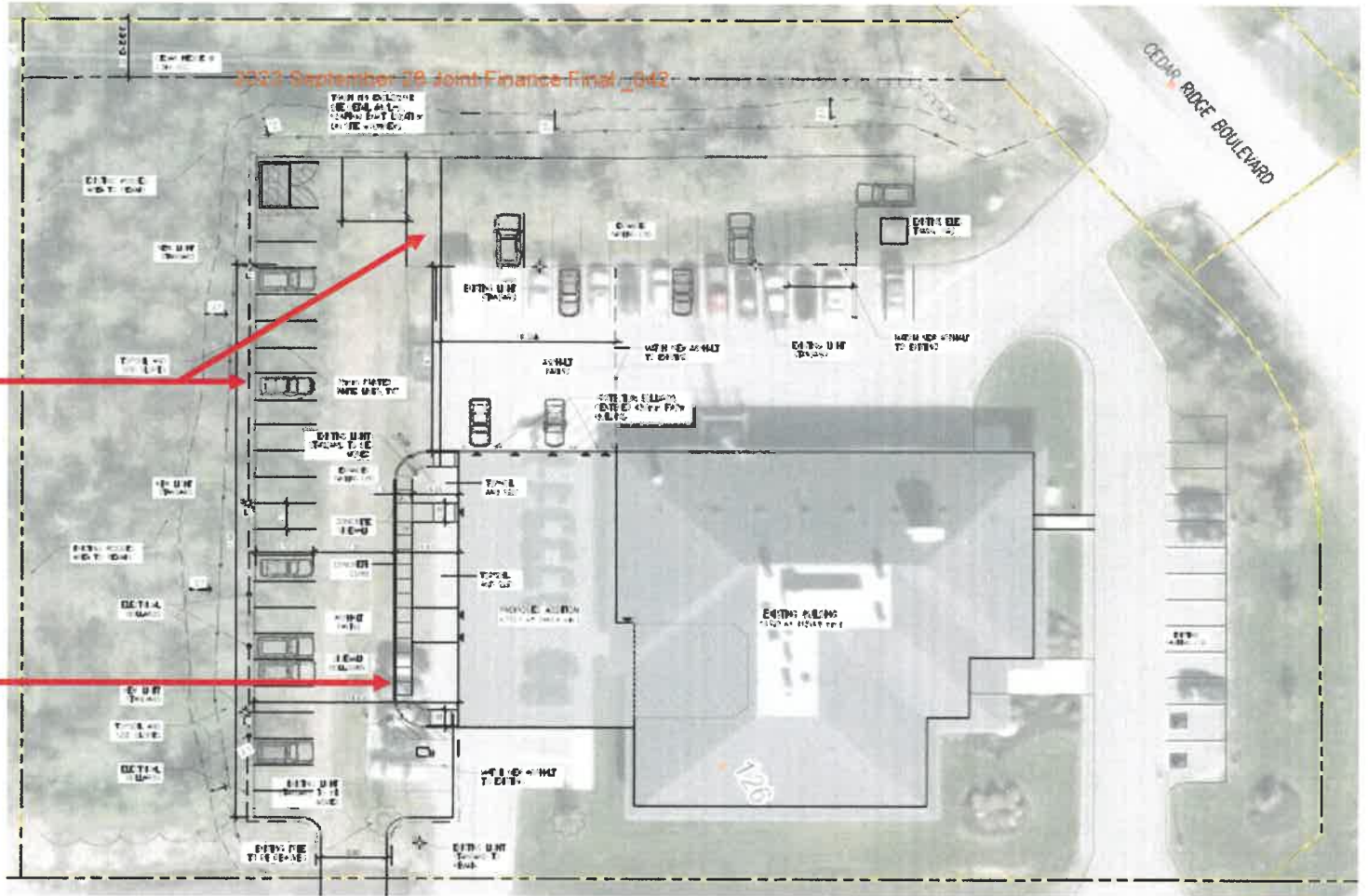
- Addition provides 800 square feet of new secure storage space
- New offices significantly improve our capacity with specialized services
- Minor sewer work needs to be completed to tie into the existing building
- All site engineering work (ditching, land preparation around building) is complete, and plans have been drawn
- Work on extending parking lot and paving was completed and paid for
- New debenture to be obtained once existing one is paid off in 2025
- Interest cost for bridge financing between start of project in spring of 2024 and new debenture in July 2025 to be capitalized and added to debenture



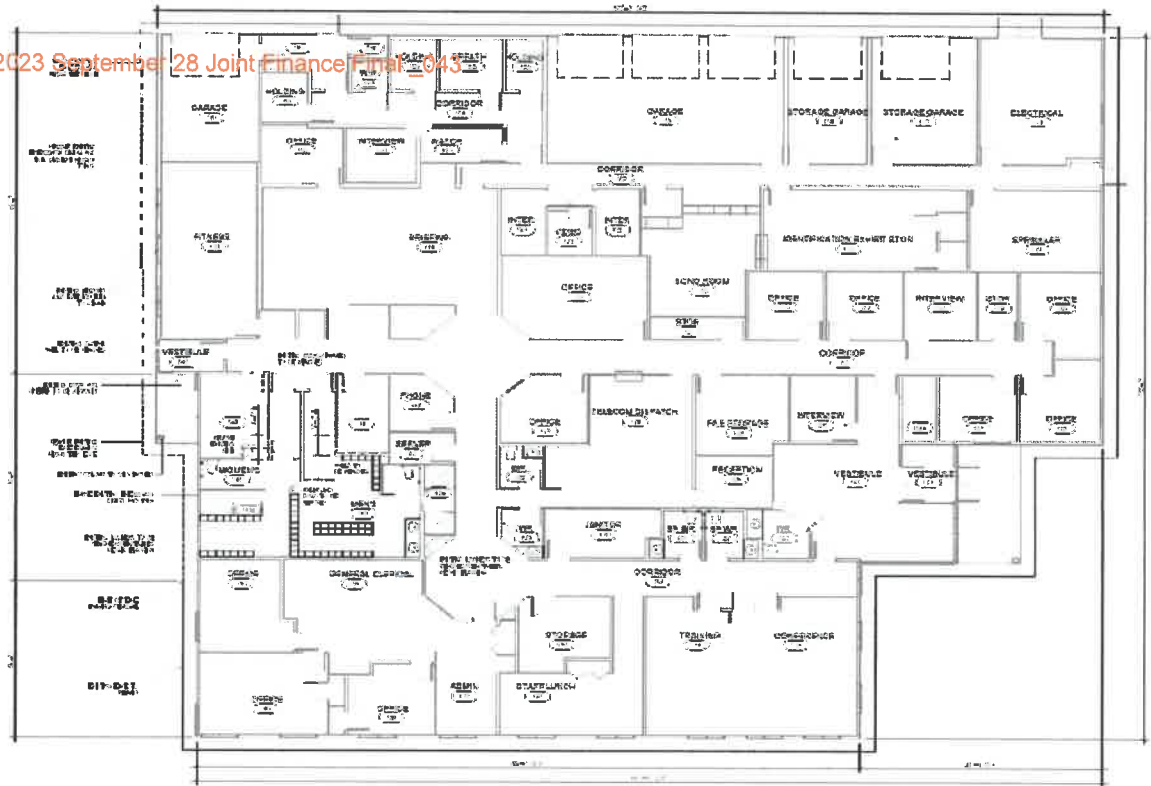
Overview

Parking expansion
done

Building expansion



Existing structure

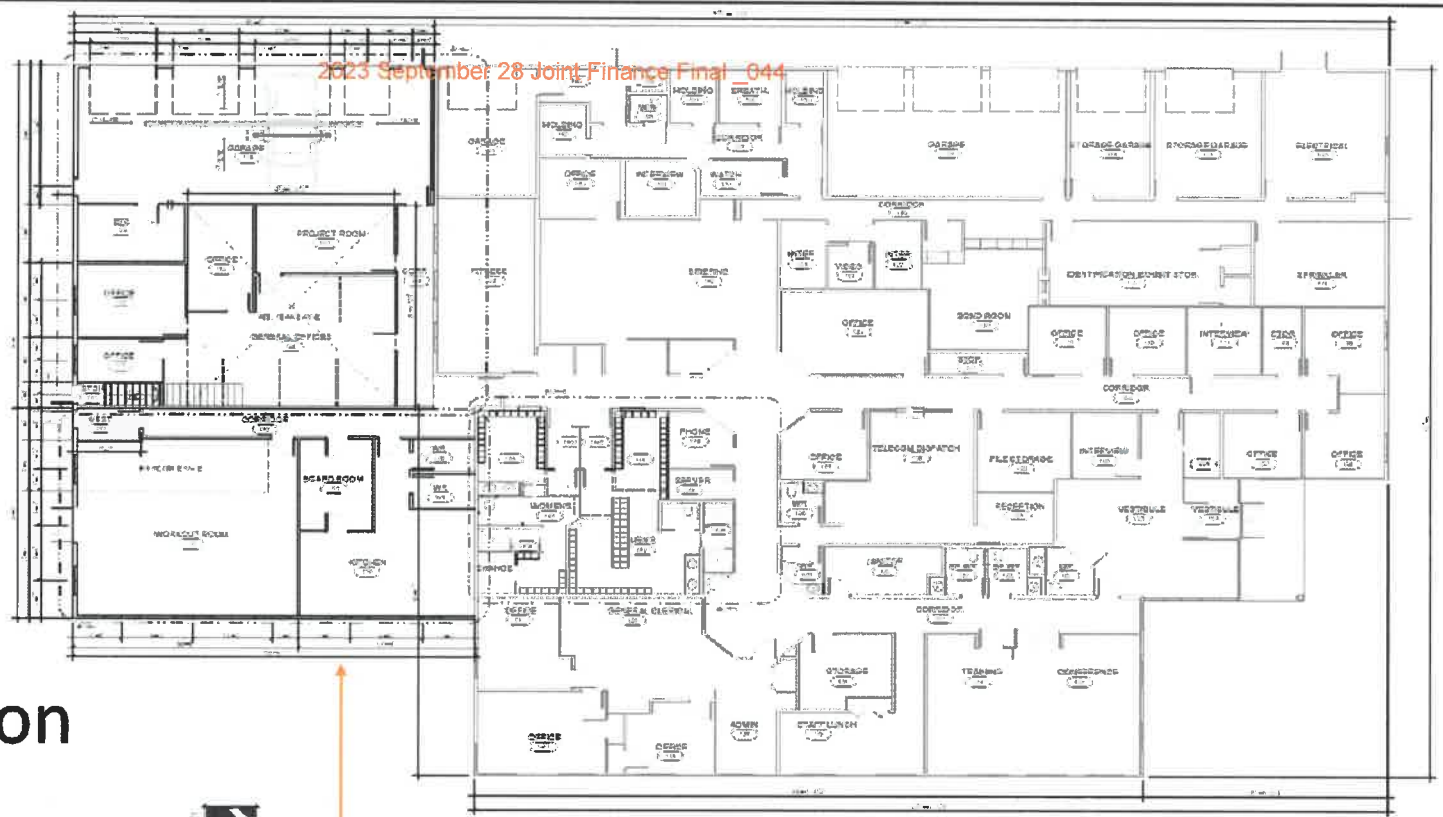


DEMOLITION PLAN

<p>NOT TO SCALE</p> <p>THIS PLAN IS A PRELIMINARY DESIGN AND IS SUBJECT TO CHANGE WITHOUT NOTICE. IT IS NOT TO BE USED FOR CONSTRUCTION OR AS A BASIS FOR OBTAINING PERMITS. THE OWNER IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE DESIGNER ASSUMES NO LIABILITY FOR ANY DAMAGE OR INJURY RESULTING FROM THE USE OF THIS PLAN.</p>	<p>90% REVIEW NOT FOR CONSTRUCTION</p>	<p>HATCHLAND</p>	<p>Polyline Designs</p>	<p>KENNEBECASIS POLICE FORCE ADDITION/RENOVATIONS</p>	<p>EXISTING CONDITIONS / DEMOLITION PLAN</p>	<p>EC-1</p>
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2023 September 28 Joint Finance Final_044



Addition

<p>REVISIONS:</p> <p>1. SEE COMMENTS FOR ALL CHANGES TO THIS PLAN. ALL CHANGES MUST BE APPROVED BY THE ARCHITECT AND THE CLIENT BEFORE CONSTRUCTION BEGINS.</p> <p>2. SEE ALSO THE GENERAL NOTES ON SHEET A-1.</p>	<p>FLOOR PLAN</p> <p>DATE: 09/28/23</p> <p>SCALE: AS SHOWN</p>	<p>OWNER:</p> <p>Kennebecasis Police Force</p> <p>1500 Highway 100</p> <p>Windsor, Nova Scotia</p>	<p>ARCHITECT:</p> <p>Polyline Designs</p> <p>200 Design Street, Suite 200, Windsor, NS</p> <p>www.polyline.ca</p>	<p>KENNEBECASIS POLICE FORCE ADDITION/RENOVATIONS</p> <p>OVERALL MAIN FLOOR PLAN</p>	<p>PROJECT TEAM:</p> <p>DATE: 09/28/23</p> <p>SCALE: AS SHOWN</p> <p>DATE: 09/28/23</p> <p>SCALE: AS SHOWN</p>	<p>OVERALL MAIN FLOOR PLAN</p>	<p>A-1</p> <p>REV 0</p>
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TOWN OF QUISPAMISIS – REZONING SCHEDULE

Select Applicable Boxes:

- AMEND A SECTION 59 COMMUNITY PLANNING ACT AGREEMENT
- AMEND ZONING BY-LAW
- AMEND MUNICIPAL PLAN BY-LAW & ZONING BY-LAW

APPLICANT AND PROPERTY INFORMATION	
Applicant's Contact Information:	Name: Andrew Dunn, President 69 [REDACTED] [REDACTED] [REDACTED] NB [REDACTED] Telephone No. [REDACTED] [REDACTED]
Name & Contact Information of Registered Property Owner (if different from above):	Name: George Queen Address: [REDACTED] [REDACTED] [REDACTED] Email: queenhomes@gmail.com
Identification of Property:	PID No.: 251462 - Civic No.: 160 Pettingill Road Property Description: Property situated off Pettingill Road, across from Southwood Drive, and adjacent to Heritage Way – 8.9 Hectares (21.9 acres)
Current Zoning Status:	Multiple Residential (R2) – Mixed-Use
Request:	Request to Amend Section 59 Dev Agreement to Change the Configuration of the Approved Dwelling Units, Street Layout and LPP Contribution. The proposed Re-configuration will result in a total reduction of overall units from 76 dwelling units to 70 units.
PROPOSED AMENDMENT SCHEDULE	
Council's Receipt of Application:	November 21, 2023
Public Presentation (Only required when a Municipal Plan Amendment is involved)	N/A
Refer to PAC:	November 21, 2023
Issue Notice to landowners within 100m radius of property proposed for change:	PAC Sends Notice to Residents in conjunction with PAC's review date.
Public Hearing:	January 16, 2024; Following Public Hearing, Council may consider approval of Amending Development Agreement by Resolution.
RECOMMENDATION for Council Motion – At the November 21, 2023 Regular Meeting, Council can refer application to PAC and set a Public Hearing date for January 16, 2024.	



Staff Report

to Council

Date: November 18, 2023

From: Jennifer Jarvis, Planning Technologist

Subject:

160 Pettingill Road, PID 251462 – Numbered company 697800 NB Corp. and landowner, Queen Construction Ltd., are requesting to amend the Development Agreement they have entered into with the Town, as a result of a proposed change to the configuration of approved dwelling units, street layout, and LPP contribution.

Background and Discussion:

- The subject Lot is approximately 90,000 square metres in area and is zoned Multiple Residential (R2);
- The Lot was subject to a rezoning in 2022, from Single and Two-family Residential (R1) to Multi Residential (R2) to accommodate the development of eight (8) single-family dwelling units, ten (10) semi-detached dwellings, and four (4) twelve-unit apartment complexes;
- The developer is requesting to amend their Section 59 Development Agreement to accommodate the following dwelling unit configuration; the eight (8) single-family dwelling units will be replaced with four (4) 4-plexes, doubling the number of units for this area of the development; the ten (10) semi-detached buildings and four (4) twelve-unit apartment complexes be replaced with nine (9) 6-plexes for a decrease in dwelling units from sixty-eight (68) to fifty-four (54) dwelling units. The total number of approved proposed dwelling units for the overall development from the previous site plan iteration was 76 dwelling units, if this amendment is approved by Council the number of dwelling units will be reduced to seventy (70) dwelling units, a total reduction of six (6) units overall;
- Staff met with the developer to gain an understanding for the decision to reduce the overall number of units and to change the configuration and type of dwelling units proposed for the Lot. The Developer is currently working on a project at 169 Vincent Road, where four (4) 4-plexes are being erected. This type of housing is preferred for the Developers rental housing market, as it allows everyone to have a sense of individual ownership of their space, with accesses provided to the front and rear yards, and all living on a single storey. This also eliminates the noise of having someone living above a unit and is more like single-family living than an apartment style model of rental;
- The ownership model for this Lot remains the same, with ownership maintained by one owner and all units provided as rentals. There will be no distinct ownership within the development;
- The servicing of the buildings will see a mix of private and municipal sewer infrastructure providing sewerage service and on site drilled wells. The Developer has indicated that the new configuration will result in a reduction in the number of wells that will be drilled on site, from eleven (11) to six (6);
- Staff noted that one of two of the proposed 6-plexes that are replacing the semi-detached housing are being constructed in a delineated wetland, as such the province will be requesting compensation for the wetland, this can be a monetary contribution or the replacement of the

wetland at a 2:1 ratio. As such, a WAWA Permit will be required prior to the issuance of a Development or Building Permit for any development on the subject Lot;

- There is a nominal increase to the amount of LPP provided with the new site layout;



Figure one, approved site plan associated with the signed and registered Development Agreement. Number of approved units 80, number of proposed dwelling units 76.

- Paragraph 2 of the Development Agreement associated with this development identifies the land use, and it stipulates a maximum of four (4) two-story 12 Unit Multiple Residential buildings, eight (8) single-detached dwellings, a maximum of sixteen (16) semi-detached dwelling units, for a total of 80 dwelling units. The proposed new configuration will see the Lot developed with a total of seventy (70) dwelling units. This section will need to be amended to reflect the new proposed dwelling unit configuration;
- Staff have reviewed the site plan and do have a few design concerns surrounding the development of the overall street layout, how they transition from public to private access within the Lot and how they will connect to a future street located to the south of the development, into Heritage Court development. Staff are confident that all aspects of the street layout and sewer installation can be resolved during the engineer design review;
- There is also the requirement of a buffer zone that is not represented on the site plan, as the development contains multi residential development, Section 8.(H)(2) states that where a lot containing a multiple dwelling is located adjacent to a single or two family dwelling, a landscaped buffer area shall be provided on the periphery of the multiple lot. The buffer area is

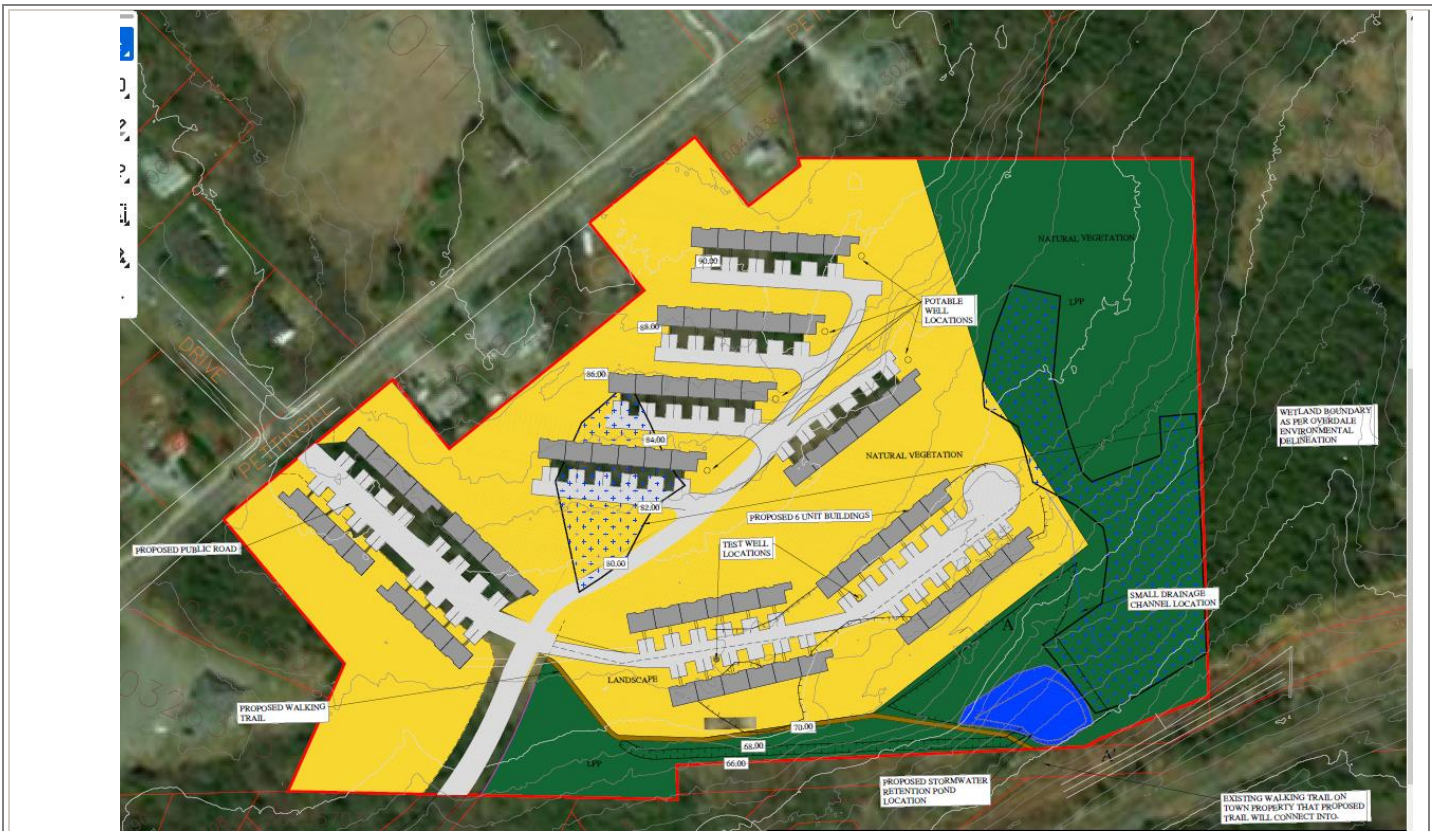


Figure two, new proposed dwelling unit configuration, four (4) 4-plexes and nine (9) 6-plexes 160 Pettingill Road, number of proposed dwelling units 70.

to be at least three (3) metre in width and shall contain landscaping in the form of trees, hedges, or shrubs. A revised site plan must include a 3-metre buffer as described above.

- Staff also have concerns with the proposed parking configuration for the four 4-plexes located at the entrance to the Lot. There is a requirement in the Zoning By-law, Section 8.(I)(2) that restricts the number of access to a terrace home with more than four dwelling units and states the following: No parking facility shall be constructed in the front of a dwelling except for terrace dwellings. If a terrace dwelling contains more than four (4) units, any parking in front of the dwelling must gain access to the street from one (1) or two (2) driveways and not from each individual unit. Staff recommends that Council consider restricting the parking facilities for these units at the front of the buildings and request that a driveway be added to each proposed 4-plex with the parking facilities provided at the rear of the building, as this area will be experiencing the heaviest traffic for the overall development;
- The Community Planning Act speaks to amendments to a Section 59 Development Agreement, and states the following:

59(3) If the council varies the resolution or agreement entered into under subsection (1) or enters into a new agreement, the council shall give notice of the variation of the resolution or agreement or of the new agreement in accordance with section 111.

- Section 111 of the *Community Planning Act* outlines the requirements of public notice:

Financial Implications:

No expected financial implications to the 2023 municipal budget.

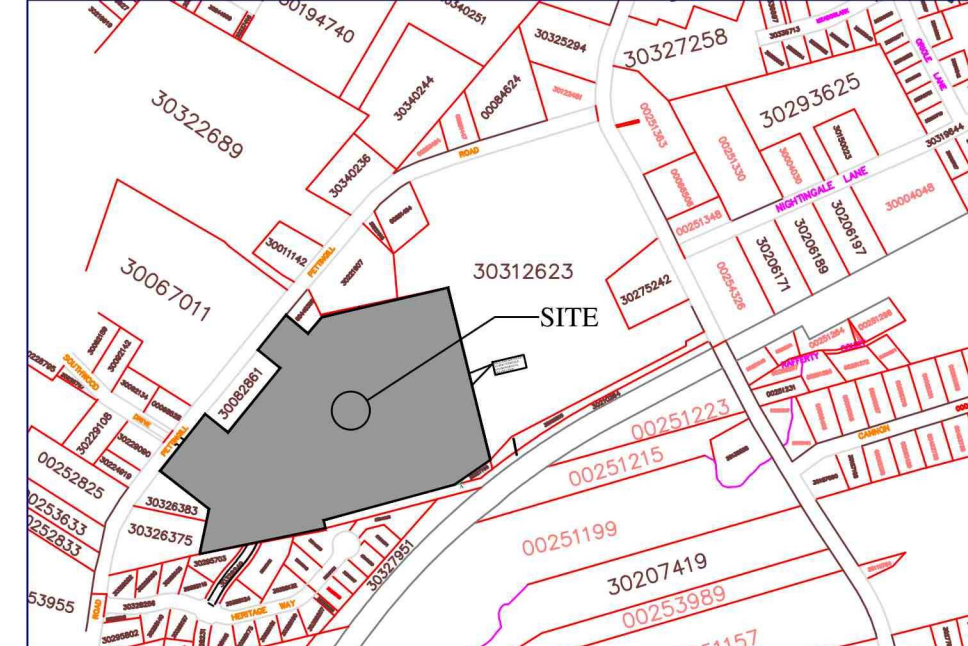
Attachment(s):

1. Development Agreement Amendment Application
2. Development Agreement 160 Pettingill Road (PID 251462)

3. Revised Site Plan

Recommendation:

For Council to set a Public Hearing date for December 19, 2023, to be advertised pursuant to Section 111 of the *CPA*.



SITE LOCATION SCALE - METERS 1: 10,000

- Notes:
- Subject Property: PID 00251462.
 - Proposed Development, new municipal road with connection to Heritage Way. 9 x 6 unit townhouses, 4 x 4 unit townhouses.
 - Each townhouse Unit to have 2 parking stalls.
 - One proposed well for the each 6 unit townhouse buildings and one well for 2 x 4 unit townhouse.
 - Town of Quispamsis municipal sanitary.
 - Existing Property - 8.87ha
 - Wetland delineation
 - Land for Public Purpose
 - Multi-unit

No.	Issue	Date
1	TOWN OF QUISPAMISIS APPROVAL	MAR. 2022
2	CROSS SECTION OF PROPOSED STORM WATER POND ADDED	JULY 2022
3	UPDATED SITE PLAN FOLLOWING WETLAND DELINEATION WORK	SEPT 2023
4	UPDATED SITE PLAN	NOV 2023



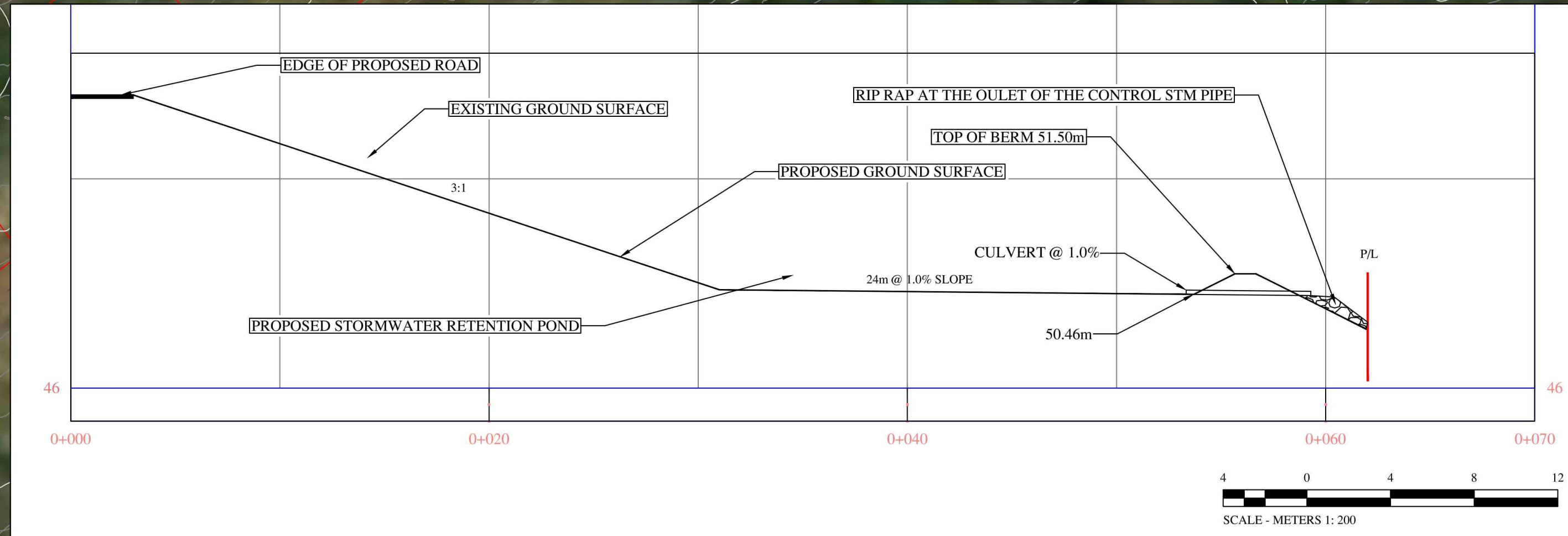
Project Title
PROPOSED RESIDENTIAL DEVELOPMENT
 PID 00251462
 PETTINGILL ROAD,
 QUISPAMISIS, N.B.

Drawing Title
SITE PLAN

Project No. **DS421**
 Dwg. No. **DS42102** Rev. **5**
 Scale:
 SCALE - METERS 1: 1000

Const. North

 Drawn By: **ACB**
 Designed By: **MJF**
 DWG. Design Ckd. By: **MJF**
 Date: **11-15-23**





APPLICATION FOR A MUNICIPAL PLAN BY-LAW, AND/OR ZONING BY-LAW OR
DEVELOPMENT AGREEMENT AMENDMENT

To: Mayor & Council
c/o Town Clerk
Town of Quispamsis
12 Landing Court
Quispamsis, NB E2E 4R2

Email: csnow@quispamsis.ca

OFFICE USE ONLY	
Date:	
Fee Received: Yes	<input type="checkbox"/>
No	<input type="checkbox"/>
Copy to Planning Dept	<input type="checkbox"/>

To be completed by Applicant following pre-consultation with Planning Department.

Select Applicable Boxes:

- AMEND A DEVELOPMENT AGREEMENT (SECTION 59 COMMUNITY PLANNING ACT) – Fee, \$850
- AMEND ZONING BY-LAW ONLY – Fee, \$1,500
- AMEND MUNICIPAL PLAN BY-LAW & ZONING BY-LAW – Fee \$1,800

1. Date of Pre-Consultation with Planning Staff (if one was held):

11 / 06 / 2023
(Month/Day/Year)

2. The undersigned hereby applies to the Council of the Town of Quispamsis under Section 59 of the Community Planning Act for an amendment to a Section 59 Development Agreement, or an amendment to the Municipal Plan By-law and/or Zoning By-law as described in this application:

Registered Owner(s): _____ Cell Phone No.: _____
 _____ Home No.: _____
 Mailing Address: _____ Business No. _____
 _____ Email: _____

3. If the application will be represented by someone other than the registered owner(s) and/or the application is prepared and submitted by someone other than the registered owner(s), please specify:

Name of Agent or Solicitor: 697800 NB Corp Cell Phone No. [REDACTED]
 _____ Home No.: _____
 Mailing Address: [REDACTED] Business No. _____
Quispamsis NB Email: [REDACTED]

4. Legal Description of Property:

PIN: 251462 Civic Address: 166 Pettingill Rd

Subdivision Plan No. _____

Reference Plan No. _____

Other: _____

5. Current Zoning Designation: R2

6. Proposed Zoning Designation: R2

7. Dimensions in metric units of the land to be rezoned:

_____ 21.9 Acres
Frontage: _____ Depth: _____ Area: _____

8. Describe the existing use(s) on the subject land:

Vacant

9. Why is the amendment being requested? Provide details of the proposed change in land use development?

Change to mix of units, but no more units total,

10. Are any of existing buildings proposed to be demolished or removed? Yes No

a. If "Yes", identify which buildings are to be demolished or removed?

11. Identify the street name that the land to be rezoned will be accessed by?

Pettingill Rd

12. What types of water supply and sewage disposal are available to the land proposed for rezoning?

Municipally owned and operated water system

Municipally owned and operated sanitary sewage system

Individual Well

Individual Septic System

Other Community wells for apartments

13. How will storm drainage be provided?

Storm Sewers

Ditches

Swales

Other as originally planned

14. Supporting material to be attached:

- a. If available, a survey of the property.
- b. A sketch drawn to scale showing in metric units, the following;
 - the boundaries and dimensions of the subject land;
 - the location, size and type of all existing and proposed buildings and structures, landscaping and parking areas on the subject land, indicating their distance from the front lot line, rear lot line and sidelot lines;
 - the approximate location of all natural and artificial features - (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that;
 - i. are located on the subject land and on land that is adjacent to it, and
 - ii. in the applicant's opinion, may affect the application.
 - the current uses of land that are adjacent to the subject land;

- the location, and name of any roads within or abutting the subject land, and;
- the location and nature of any easement affecting the subject land.

15. If there is any additional information which may be relevant to your proposal and which should be considered by any of the departments reviewing this application, please describe below or attach a schedule outlining the particular of same.

OWNER ACKNOWLEDGEMENT AND CONSENT

I/We, _____ (please print all names), the registered owner(s) of the property described as _____

In the Town of Quispamsis, County of Kings, New Brunswick.

Dated this _____ day of _____ 20____

Signature of Owner(s)

AUTHORIZED AGENT CONFIRMATION

I/We, Andrew Dunn c/o 697800 NB Corp (please print all names), are acting on behalf of the registered owner(s) as the authorized agent of the property described as 166 Pettingill Rd

In the town of Quispamsis, County of Kings, New Brunswick.

Dated this 13 day of November 2023

Signature of Authorized Agent(s)

Attachments

Clear Form

Print

Submit

AGREEMENT

Land Titles Act, S.N.B. 1981, c.L-1.1, s.26

Parcel Identifier: **00251462**

Owner: **ANDREW DUNN**



Municipality: **QUISPAMISIS**
12 Landing Court
Quispamsis, New Brunswick
E2E 4R2

The recitals attached hereto as Schedule "D" form part of this agreement.

The Owner and Municipality covenant and agree as set out in Schedule "C", affecting the specified parcel.

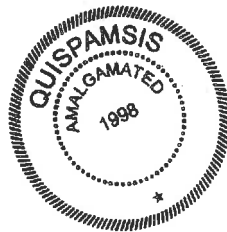
Dated: September 15, 2022.

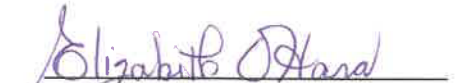
WITNESS




_____ **ANDREW DUNN**

QUISPAMISIS




Per: **ELIZABETH O'HARA-Mayor**


Per: **CATHERINE SNOW-Clerk**

SCHEDULE "D"

WHEREAS the Owner will be the owner of lands located at 160 Pettingill Road, in the Municipality, being the Town of Quispamsis (the "Town"), which lands are more particularly described as having PID 00251462 (hereinafter called the "Lands");

AND WHEREAS the Owner desires to have the said lands zoned from a Single or Two Family Dwelling (R1) to Multiple Residential (R2) to permit uses in accordance with the proposal submitted by it to the Council of the Town;

AND WHEREAS the Town has taken steps to re-zone the said lands pursuant to Section 59 of the *Community Planning Act* to permit the use of the said lands in accordance with the proposal upon the terms and conditions hereinafter set forth.

SCHEDULE "C"

NOW THEREFORE THIS AGREEMENT WITNESSETH that when and so soon as the Zoning By-law is amended, the said Lands and any building or structure thereon shall be developed and used in accordance with the terms of this Agreement and the Town's By-Laws;

DEVELOPMENT

1. In consideration of the mutual covenants and agreements herein contained, the Owner (hereinafter referred to as the "Developer") hereby covenants and agrees with the Town as follows:
 - (a) The Lands shall be developed in accordance with the Development Plans filed with and approved by the Town (the "Development"). Without limiting the foregoing, the Lands shall be developed in accordance with the Plans attached to this Agreement as Schedule "B". A maximum of seventy-two (72) dwelling units shall be permitted on the Lands. Where there is a substantial change in the building design or building location, in the opinion of the Development Officer, revised Development Plans shall be submitted for the approval of the Town.

LAND USE

2.
 - (a) All uses of the Lands pursuant to this Agreement shall conform with the provisions of the Municipality's Zoning By-law in effect at the time of execution of this Agreement, except as otherwise provided herein.
 - (b) The Lands may be developed for the following main uses:
 - (i) Four (4) two-story Multiple Residential buildings, the size and design of which shall be as shown on the Plans filed in accordance with Section 1(a);
 - (ii) Maximum of eight (8) single detached dwelling units;
 - (iii) Maximum of sixteen (16) semi-detached dwelling units;
 - (iv) Lands for public purposes; and
 - (v) Any uses incidental thereto.
 - (c) The use set out in (b)(i) shall be developed in accordance with R2 Zoning By-law requirements unless otherwise provided herein.
 - (d) Conversion of a Multiple Residential Building to a Condominium use shall require approval of Council of the Town and be subject to such further terms and conditions Council may require.
 - (e) The Developer shall comply with the specific architectural covenants in building construction as agreed to and approved by the Town.

PLANS, BONDING & PHASING

3. (a) Prior to the commencement of any work on the "Development" (saving only surveying, the making of soil or water tests or similar preliminary tests on the lands), and prior to making application to the Town for the issuance of a building permit, the Developer shall:

- (i) Submit to the Town, for the Town's approval, building plans, site plans, street plans, parking plans, municipal sanitary and water system design plans, storm water management plans, sewerage distribution plans, and landscaping plans for the Development. The Stormwater Management Plan must achieve a balanced pre and post Development flows or better.
- (ii) Submit a Hydrogeological Report and Environmental Impact Assessment satisfactory to the Town.
- (iii) Submit a Traffic Study for the Development satisfactory to the Town.
- (iv) Submit a geotechnical study regarding slope stabilization along the Q. R. Trail
- (v) Prior to work commencing on site and prior to application for a building permit, provide security in form satisfactory to the Town in favour of the Town in the amount of **FOUR HUNDRED FORTY-SEVEN THOUSAND TWO HUNDRED SIXTY EIGHT DOLLAR AND ZERO CENTS (\$447,268.00)** to assure the construction of the Development in accordance with the plans and specifications submitted under Paragraph 3 hereof as well as the covenants and agreements contained in this agreement.

The completion security for Phase 1 of the Development will be allocated as follows:

Roadways	\$298,050.00
Landscaping	\$79,860.00
Parking Areas	\$34,358.00
Sanitary & Storm Sewer.....	\$20,000.00
Active Transportation Connection (Trail)	\$5,000.00
Buffers	\$5,000.00
Project completion	\$5,000.00
TOTAL.....	\$447,268.00

- (b) It is agreed that security requirements for a subsequent Phase shall be determined prior to the issuance of the applicable building permit related thereto. The Developer agrees that the Town may allocate the security provided with respect to Phase 1 to a subsequent phase and the Developer will facilitate the necessary amendments by the issuer of the bonding.
- (c) The Developer shall, in the event that the Development does not substantially proceed prior to December 31, 2023, restore the Lands to an attractive natural state, such restoration to be completed within six (6) months of the date last mentioned.
- (d) Prior to the commencement of any work on the development (saving only surveying, the making of soil and or similar preliminary tests on the

lands), the Developer shall, if the town has approved the items submitted under Paragraph 3, make application to the Town for the issuance of a building permit for Phase 1 by submitting to the Town such plans to be submitted for the issuance of such a building permit (including engineering plans in connection with the requirements of Paragraph 10(a)), together with application fees.

- (e) Upon issuance of the building permit by the Town, the Developer shall commence construction of Phase 1 of the Development in accordance with the plans and specifications filed with the Town under Paragraph 3 hereof.
- (f) The Developer shall adhere to the following timetable:
 - (i) Make necessary building permit application to the Town for construction of Phase 1 of the Development by June 2023;
 - (ii) Complete construction of Phase 1 of the Development as per the plans filed with the Town within twenty-four (24) months of said application;
 - (iii) Complete construction of all streets and parking areas in the Development to base asphalt layer within twenty-four (24) months of the date of issuance of a building permit and complete all final seal coats within twenty-four (24) months of permanent issuance;
 - (iv) Make necessary building permit application for Phase 2 of the Development by June 2025;
 - (v) All aspects of the Development shall be completed by June 2027.
- (g) Notwithstanding anything contained in this Agreement to the contrary, the Town may, at its sole discretion (which discretion shall not be unreasonably withheld), upon application by the Developer, reduce the principal amount of the completion security to an amount that is sufficient to complete the works herein undertaken by the Developer.
- (h) Upon failure of the Developer to meet a time limit herein the Town may, with written notice to the Developer, claim against the security provided and use the monies for the completion of the required works (notice shall be deemed to be given three (3) days after being mailed to the Developer at it's last known address). A resolution of Council to the effect that a claim is to be made due to there being a default under the terms of this Agreement shall be adequate proof of such default for purposes of making a claim against the security provided. Failure to provide renewal of letters of credit at least thirty (30) days prior to their expiry shall constitute default for purposes of making a claim against the security provided.
- (i) Upon substantial completion of the requirements of Paragraph 3(f) by the Developer in accordance with the plans and specifications submitted under Paragraph 3 and the terms, conditions and requirements of this agreement, the Town shall (subject to the terms of Paragraphs 3(b), 10(b) and 10(c)) forthwith return the said completion bonds to the Developer.

UTILITIES & BUFFERS

4. The Developer agrees that all primary utility cables to the boundary of the development shall be permitted to be overhead. In addition, the Developer shall grant such utility easements to the Town as may be necessary from time-to-time.
5. The Developer shall develop and submit to the Town a landscaping plan (which will include grass, shrubbery and trees) in keeping with the landscaping and aesthetics of the area in which the development is situate. The Developer shall comply with the landscape plan in completion of the development. Without limiting the foregoing, the plan shall show all buffer areas, the density and coverage of each buffer area and indentify areas which need to be enhanced.
6. The Developer shall construct a minimum 5 metre wide buffer composed of trees, hedges or fences which is in the Town's opinion, sufficient to screen buildings, parking areas and lighting of the development from adjacent residential development all as shown on the plan filed with the Town. Such Buffer is to be increased and enhanced where possible.

INFRASTRUCTURE

7. The Developer shall obtain any requisite Province of New Brunswick approvals for the diversion of any natural watercourses or for work within 30 metres of the edge of any watercourse.
8. The Developer shall be responsible for pollution and pipe breakage within the boundaries of the Development during construction and within the boundaries of the multi-unit building properties thereafter. The Developer shall also be responsible for pollution and pipe breakage within the road right-of-way until the infrastructure is vested in the Town.
9.
 - (a) The Developer shall connect each building in the Development to the Town's sanitary sewer system and pay all costs associated with and required to effect same.
 - (b) Water meters shall be installed to determine the actual water usage if required by the Provincial Environment Impact Assessment report.
 - (c) The Developer shall comply with the applicable Town By-laws relating to the foregoing.
10.
 - (a) The Developer shall construct all roads, streets and parking lots shown on the Development plans to Town construction and design standards and specifications and connect the sanitary sewer facilities of all buildings on the said lands prior to their use or occupancy, to the Town's sewer collection system and shall pay all costs of materials, labour and services associated with and required to effect same whether or not the work involved or materials supplied are so supplied on or off the said lands. Without limiting the foregoing, the Developer shall complete and be responsible for all manhole installations, video inspections and preliminary surveys as are required by the Town. The Developer shall obtain in form satisfactory to the Town any written legal easements from neighbouring property owners, which are required and ensure they are registered and assignable to the Town. The Developer shall grant the Town all easements required by the Town for sanitary sewer and storm sewer and water distribution lines.

- (b) When the Town has, by resolution, accepted final completion of the works required by Paragraph 10(a), located within the municipal right of way or on easements vested to the town, they shall automatically vest in the Town. Prior to the time of such resolution, the Developer agrees that it shall maintain the said works. Subsequent to the said Resolution, the Developer agrees that it shall maintain all the services and works for a period of one(1) year. If any defect or faulty material, or bad workmanship shall be discovered during the said one(1) year maintenance period, the Developer shall repair such defects and make good such bad workmanship and faulty material within thirty (30) days after written notice from the Town, and upon failure to do so the Town may perform such work and the costs so incurred shall be paid forthwith by the Developer. If a defect in any of the works is discovered within one (1) year, the Town Engineer shall reinspect and if approved, issue a certificate with respect to the repair of the defective work and such work shall be deemed to be guaranteed by the Developer for a further period of one (1) year from the date of the new certificate.
- (c) Upon final completion of the work set out in Paragraph 10(a) by the Developer to the satisfaction of the Town within the time periods hereinbefore mentioned, the Town shall forthwith release to the Developer seventy-five per cent (75%) of that portion of the security posted as security for the requirements of Paragraph 10(a). If no defects occur or are found in the work as provided for the Paragraph 10(b) hereof, the remaining twenty-five per cent (25%) of the security posted will be released at the end of one year from the date of final completion.

ACCESS & SIGNAGE

- 11. Access to the Development shall be as shown on plans approved by and filed with the Town.
- 12. The design of all signs, both temporary and permanent, shall be in accordance with the Town's By-Laws in effect from time-to-time (or as negotiated as a variance to such by-laws) and shall, when necessary, be subject to the approval of the Planning Advisory Committee.

GENERAL

- 13. (a) Fire protection systems are to be installed on the development and in each building therein in accordance with applicable Provincial government requirements. Emergency plans approved by the Fire Marshall and local Fire Department, are to be developed and maintained for the safety of all residents of the Development.
- (b) The Developer shall comply with the PAC Notice of Decision conditions dated May 27, 2022, herein attached in Schedule "A".
- (c) The Developer shall comply with CN Railway proximity guidelines.
- (d) The Developer shall ensure this Agreement is requested on Title immediately following registration of the Transfer of PID 00251762 to him.

14. The Developer shall make adequate arrangements for ongoing maintenance and upkeep of the multiple residential Buildings and Lands and for garbage removal.
15.
 - (a) Except for the construction of the Development and the associated works aforementioned, the lands shall not be subdivided or developed further without the approval of Council of the Town and such further development shall be subject to such By-Laws as may then be in force in the Town.
 - (b) Until the Development is complete, the Developer shall maintain the remaining undeveloped portions of the lands in an attractive natural state.
16. The Developer shall also do and shall well and truly observe, perform fulfill and keep all the by-laws of the Town, and which by or on the part of the Developer, its successors and assigns, are or ought to be observed, performed, fulfilled and kept within such time and in such manner and install respects, as in the said by-laws are mentioned or required, according to the true intent and meaning of the by-laws.
17. It is acknowledged by the Developer that this Agreement constitutes an agreement as contemplated under Section 59(1)(b) of the Community Planning Act and should the land or a building or structure to which this Agreement pertains be developed or used contrary to the provisions of this Agreement, or if the Developer fails to meet a time limit prescribed herein, the Town may cancel both this Agreement and the resolution authorizing the re-zoning of the lands to which this Agreement pertains and, pursuant to Section 59(6) of the said Act, the said lands shall, upon notice of such cancellation being filed in the Office of the Registrar of Deeds in and for the County of Kings, revert to the type of zone under which it fell before re-zoning.
18. This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

SCHEDULE "A"



Town of Quispamsis
12 Landing Court
Quispamsis, NB E2E 4R2

NOTICE OF DECISION 160 Pettingill Road – Rezoning

TO: C. P. Snow, Town Clerk
Town of Quispamsis
12 Landing Court
Quispamsis, NB E2E 4R2

TAKE NOTICE that a decision of the Quispamsis Planning Advisory Committee was rendered in the matter of your request pursuant to the provisions of the *Community Planning Act of New Brunswick*.

1. Matter requested:

Written views for Council in the amendment of the Zoning By-law No. 038 for the Rezoning of PID 251462 (160 Pettingill Road) from Single or Two-Family Dwelling (R1) to Multiple Residential (R2) – Mixed Residential Use Development for the purpose of four (4) Multiple-Unit Buildings, Semi-Detached and Single Detached Dwellings.

2. Date, Place of Consideration of Request:

Date: May 24, 2022
Planning Advisory Committee Meeting, Council Chambers

3. Decision of Committee:

That the Planning Advisory Committee support Council in their decision of the Rezoning of PID 251462 (160 Pettingill Road) from Single or Two-Family Dwelling (R1) to Multiple Residential (R2) – Mixed Residential Use Development for the purpose of four (4) Multiple-Unit Buildings, Semi-Detached and Single Detached Dwellings subject to the following terms and conditions:

1. A full comprehensive traffic study for the Southwood Drive/Pettingill Road and future access to the proposed development;
2. The completion of an Environmental Impact Assessment prior to final development and permitting approvals from the Town;
3. An engineered design Stormwater Management Plan and Drainage system stamped by a registered Professional Engineer licensed to practice in the Province of New Brunswick is to be completed and submitted for each phase of the development;
4. A geotechnical report regarding slope stabilization for that portion of the development along the QR Trail;

... continued on page 2 of 2

5. The proposed development shall be forwarded to CN Railway for review and comment as it relates to development near their rail infrastructure;
6. A site design showing the creation of the buffering zone as it relates to the neighboring residential (R1) zones must be approved by the Town prior to construction;
7. The development must include pedestrian trail connection to the QR trail as well as consideration to connection to the École des pionniers trail located at 250 Quispamsis Road;
8. Street lighting installation at the entrance to the development shall be installed;
9. All building lights to be downward directed;
10. The Developer is to enter into a Development Agreement with the Town of Quispamsis;
11. The Developer shall undertake to complete the work for each approved phase within a period of two (2) years following approval, and the development schedule is to be included in the Development Agreement;
12. The lands shall be developed in accordance with the most recently dated Building and Development Plans filed with and approved by the Town for each phase; and
13. If the Development does not substantially proceed within six (6) months of the date of approval for each phase, the Developer shall restore the lands to an attractive natural state, and such restoration is to be completed within sixty (60) days.

4. Other:

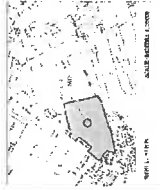
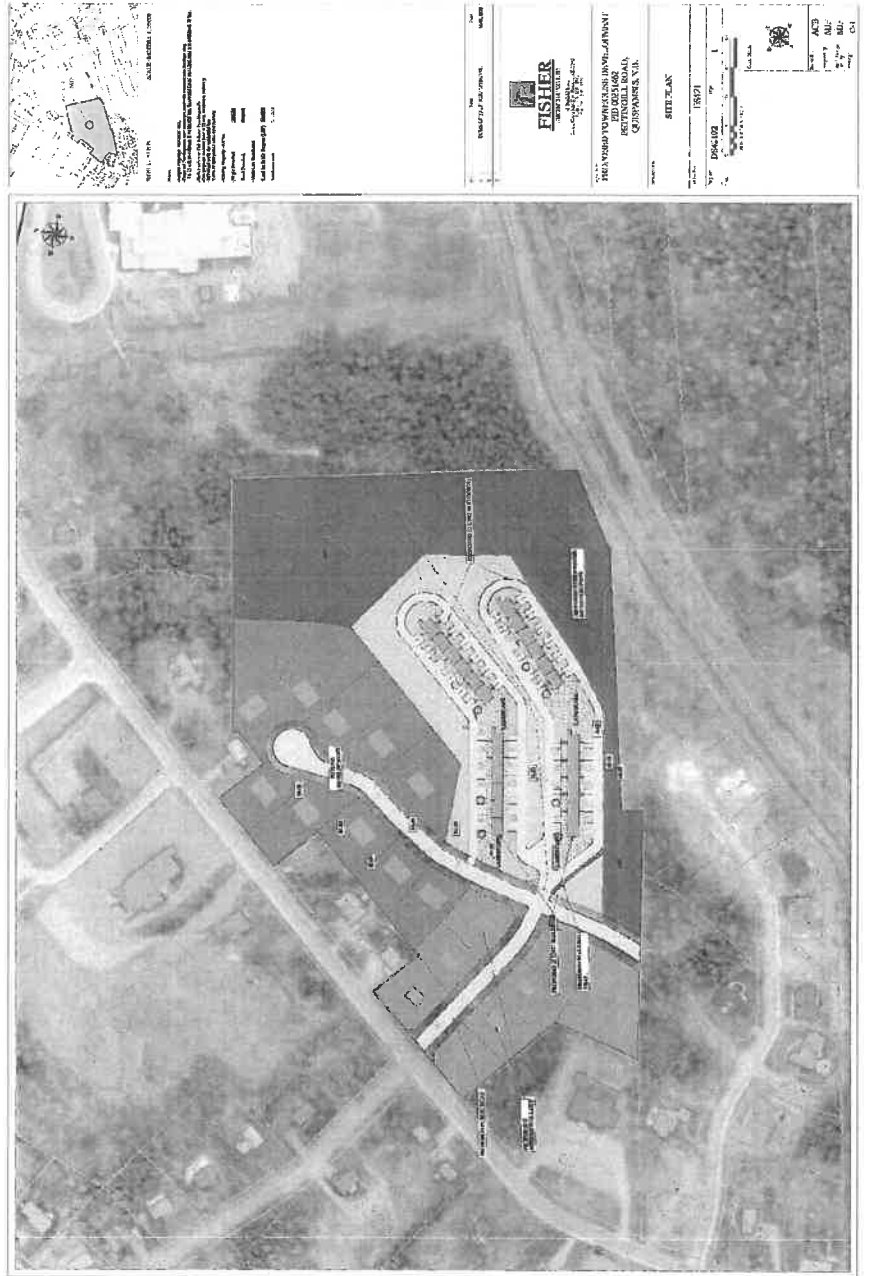
The Planning Advisory Support is only for the Council's review of the amendment to the Zoning By-law No. 038 for the Rezoning of PID 251462 (160 Pettingill Road) from Single or Two-Family Dwelling (R1) to Multiple Residential (R2) – Mixed Residential Use Development for the purpose of four (4) Multiple-Unit Buildings, Semi-Detached and Single Detached Dwellings.

DATED this 27th day of May A.D., 2022.

Cc: Planning Department, Town of Quispamsis


Violet Brown, Secretary
Quispamsis Planning Advisory Committee

SCHEDULE "B"



NOTES:
 1. THIS PLAN IS A PRELIMINARY DESIGN AND IS SUBJECT TO APPROVAL BY THE CITY ENGINEER AND THE STATE ENGINEER.
 2. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF CHICAGO DEPARTMENT OF PUBLIC WORKS SPECIFICATIONS.
 3. THE OWNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.
 4. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OF THE AERIAL PHOTOGRAPHY OR THE EXISTING CONDITIONS SHOWN THEREON.
 5. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OF THE SURVEY DATA OR THE PROPERTY LINES SHOWN THEREON.
 6. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OF THE UTILITY LOCATIONS SHOWN THEREON.
 7. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OF THE EXISTING BUILDINGS OR STRUCTURES SHOWN THEREON.
 8. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OF THE EXISTING ROADWAY OR TRAILER LOCATIONS SHOWN THEREON.
 9. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OF THE EXISTING UTILITIES SHOWN THEREON.
 10. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OF THE EXISTING LANDSCAPE OR PLANTINGS SHOWN THEREON.

FISHER CONSULTANTS 100 N. MICHIGAN ST., SUITE 1000 CHICAGO, ILLINOIS 60611 TEL: (312) 281-1000 FAX: (312) 281-1001 WWW.FISHERCONSULTANTS.COM	
THIS WORK WAS PREPARED FOR THE CITY OF CHICAGO PROJECT NO. 11054002 SHEET NO. 01 SHEET TITLE: SITE PLAN	
DATE: 05/21/2014 BY: J. W. FISHER CHECKED: J. W. FISHER APPROVED: J. W. FISHER	SCALE: AS SHOWN DRAWN BY: J. W. FISHER CHECKED BY: J. W. FISHER APPROVED BY: J. W. FISHER

Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: CATHERINE SNOW
12 Landing Court
Quispamsis, New Brunswick
E2E 4R2

Office Held by Deponent: Clerk

Corporation: QUISPAMISIS

Other Officer Who Executed the Instrument: ELIZABETH O'HARA
12 Landing Court
Quispamsis, New Brunswick
E2E 4R2

Office Held by Other Officer Who Executed the Instrument: Mayor

Place of Execution: Quispamsis, New Brunswick

Date of Execution: Sept. 15, 2022.

I, CATHERINE SNOW, the deponent, make oath and say:

- 1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
2. That the attached instrument was executed by me and Elizabeth O'Hara, the other officer specified above, as the officers duly authorized to execute the instrument on behalf of the corporation;
3. That the seal of the corporation was affixed to the instrument by order of the Board of Directors of the corporation;
4. That the instrument was executed at the place and on the date specified above;
5. That the ownership of a share of the corporation does not entitle the owner thereof to occupy the parcel described in the attached instrument as a marital home.

SWORN TO at
in the County of Kings and
Province of New Brunswick, on
The 15 day of Sept, 2022.

BEFORE ME:
[Signature]

Commissioner of Oaths
Lisa A. MacInnis
Commissioner of Oaths
My Commission Expires
December 31, 2025

[Signature]
CATHERINE SNOW

AFFIDAVIT OF EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Subscribing Witness: Vicki Brown (name)
4/12 Landing Court (address)
Quispamsis NB
E 2 E 4 R 2

Person Who Executed the Instrument: Andrew Dunn

Place of Execution: Quispamsis, New Brunswick

Date of Execution: September 15, 2022.

I, Vicki Brown, the subscribing witness, make oath and say:

1. That I was personally present and saw the attached instrument duly executed by the parties specified and that I am the subscribing witness;
2. That the person (s) who executed the instrument is/are known to me / the person's identity has been proven to my satisfaction;
3. That the instrument was executed at the place and on the date specified above;
4. That at the time of execution of the instrument I was of the full age of majority; and
5. That the person(s) who executed the instrument is/are, in my belief, of the age of majority.

SWORN TO at Quispamsis)
County of Kings and Province)
New Brunswick, on the 15th)
day of September 2022.)

BEFORE ME:)

Andrea K Bennett)

Commissioner of Oaths,)

Vicki Brown

Andrea K. Bennett
Commissioner of Oaths
My Commission Expires
December 31, 2024

Reset/Effacer



RECEIVED DEC 01 2022

Registration of Paper Documents and Plans	Land Registry Directive 2001-002	Enregistrement des documents et des plans papier
General	Registre foncier	Généralités

Client Information / Renseignements sur le client

Client or Organization Name : Nom du client ou de l'organisation :	Cathy Snow, Town Clerk, Town of Quispamsis			
Client or Organization Address : Adresse du client ou de l'organisation :	12 Landing Court Quispamsis, NB E2E 4R2			
Email Address : Adresse courriel :	csnow@quispamsis.ca			
Telephone Number : Numéro de téléphone :	506-849-5738			
Registrant User Number : Numéro d'utilisateur enregistreur :	PID No.251462			
Amount to be charged : Montant à facturer :	\$85	EFT Account Number : TFE - Numéro de compte :	EFT 4054	
		<i>or / ou</i>		
		A check is included (check): Un chèque est inclus (cochez):	<input type="checkbox"/> Yes / Oui	
User Reference : Référence de l'utilisateur :	Registration of Zoning By-law Amendment No. 038-38 – Andrew Dunn – 160 Pettingill			
Registration System (check) : Régime d'enregistrement (cochez) :	<input type="checkbox"/> Registry / Enregistrement des actes <input checked="" type="checkbox"/> Land Titles / Titres fonciers			
County(ies) of registration (check): Le(s) comté(s) d'enregistrement (cochez):				
<input type="checkbox"/> Albert	<input type="checkbox"/> Carleton	<input type="checkbox"/> Charlotte	<input type="checkbox"/> Gloucester	<input type="checkbox"/> Kent
<input checked="" type="checkbox"/> Kings	<input type="checkbox"/> Madawaska	<input type="checkbox"/> Northumberland	<input type="checkbox"/> Queens	<input type="checkbox"/> Restigouche
<input type="checkbox"/> Saint John	<input type="checkbox"/> Sunbury	<input type="checkbox"/> Victoria	<input type="checkbox"/> Westmorland	<input type="checkbox"/> York
Special Instructions or Comments / Instructions spéciales ou remarques :				
<p>Enclosed for filing in the Kings County Registry - Land Titles is the following document - Original plus one Copy of Zoning By-law Amendment No. 038-38 and an attached true certified copy of the Section 59 <i>Community Planning Act</i> development agreement outlining the terms of the By-law Amendment. Please return original copy bearing the Registration Information & Number. Thank you!</p> <p>Dated this 11th day of October, 2022 . /cpsnow</p>				
For PLRO use only – Date & Time Received : Pour l'usage du BPEF seulement – Date et heure de réception :				

Service NB, 73 Milltown Blvd.
St. Stephen, NB E3L 1G5

Effective / Entrée en vigueur : 2001-12-01
Revised / Révisée : 2010-04-26, 2011-01-26, 2017-01-05, 2019-07-12

www.snb.ca

Page 1 of/de 1

43225052
2022-10-19
16:00:31

**AMENDMENT NO. 038-38
TO ZONING BY-LAW NO. 038
A BY-LAW OF THE MUNICIPALITY OF QUISPAMISIS RESPECTING
ZONING**

BE IT ENACTED by the Council of the town of Quispamsis that Zoning By-Law No. 038, a By-law of the Municipality of Quispamsis Respecting Zoning, is hereby amended as follows:

By rezoning the following property from “Residential (R1)” to “Multiple Residential” (R2), subject to the property owner entering into a development agreement pursuant to the provisions of Section 59 of the *Community Planning Act, 2017, Ch. 19*:

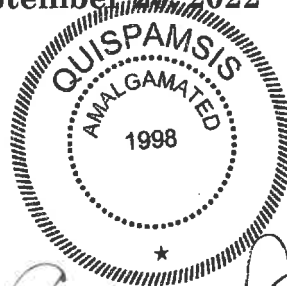
A parcel of land, identified as PID No.: 251462, with Civic No. 160 Pettingill Road, consisting of approximately 8.9 hectares, (21.9 acres), with access off the Pettingill Road, and situated across from Southwood Drive and adjacent to Heritage Way.

READ FIRST TIME: June 21, 2022

READ SECOND TIME: July 19, 2022

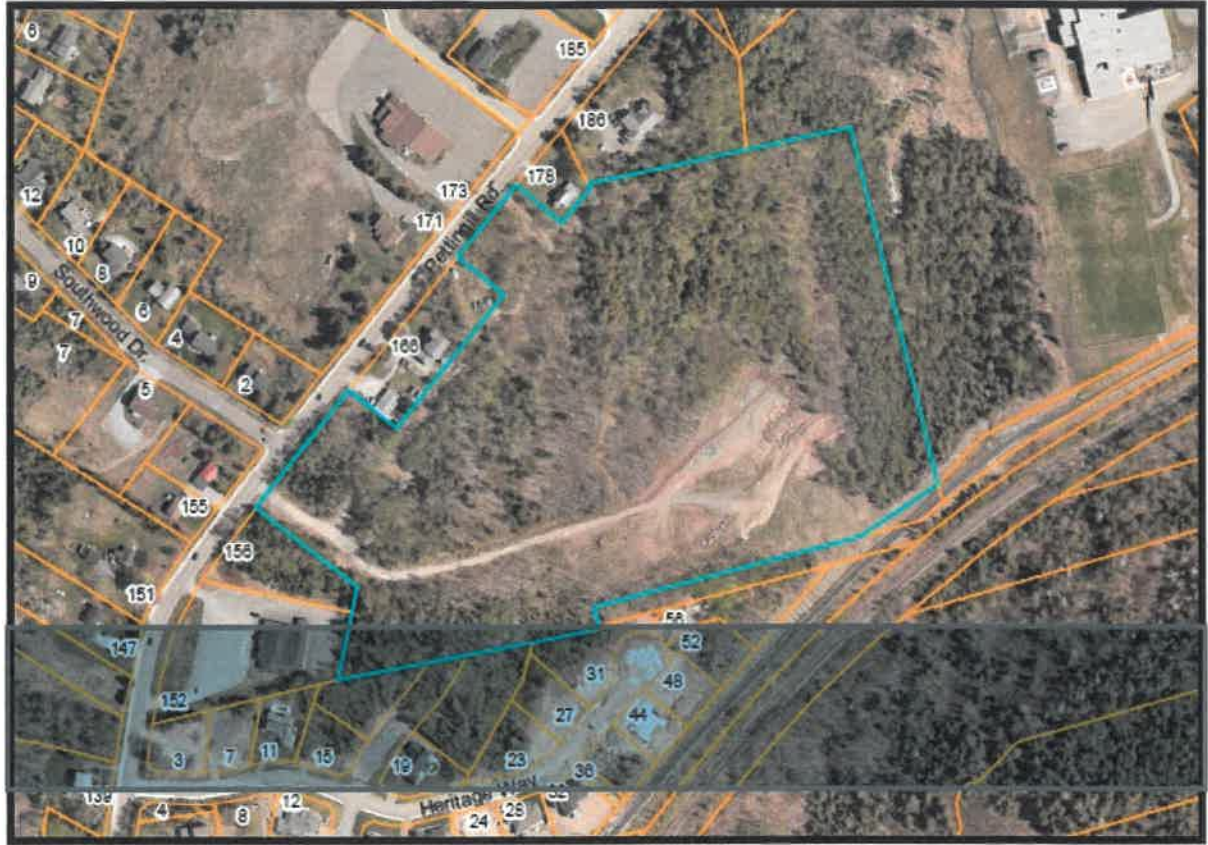
READ THIRD TIME AND ENACTED: September 20, 2022

SEAL



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

Schedule "A"



Sources:
SMB Property Fabric March 2022
Quispamsis Orthophotography 2020

160 Pettingill Road
Orthography Map

0 50 100
Meters
Date: 5/3/2022


**SOLEMN DECLARATION
PROVINCE OF NEW BRUNSWICK
COUNTY OF KINGS**

I, Catherine P. Snow, of the Town of Quispamsis in the County of Kings and Province of New Brunswick, DO SOLEMNLY DECLARE:


1. THAT I am the Town Clerk for the Town of Quispamsis, and have personal knowledge of the facts herein declared;
2. AND That the requirements of Sections 110 and 111 of the *Community Planning Act* have been complied with in respect to By-law Amendment No. 038-38; A By-law of the Municipality of Quispamsis Respecting Zoning pursuant to Section 53 of the *Community Planning Act* of New Brunswick. Said By-law Amendment 038-38 was duly passed at a Regular Meeting of the Council of the Town of Quispamsis on September 20, 2022.

AND, I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and virtue of the Evidence Act.

DECLARED before me at
the town of Quispamsis,
in the County of Kings,
and the Province of New
Brunswick, this 18 day of
October A.D., 2022.



Catherine P. Snow
Town Clerk



Commissioner of Oaths

**Lisa A. MacInnis
Commissioner of Oaths
My Commission Expires
December 31, 2025**

From: [Kennedy, Aaron](#)
To: [Snow, Cathy](#)
Subject: FW: Council meeting
Date: November 16, 2023 10:29:56 AM

From: Schryer, Mary <mschryer@quispamsis.ca>
Sent: Wednesday, November 15, 2023 4:34 PM
To: O'Hara, Libby <eohara@quispamsis.ca>; Kennedy, Aaron <akennedy@quispamsis.ca>; Losier, Gary <glosier@quispamsis.ca>; Miller, Kirk <kmiller@quispamsis.ca>; Biggar, Mike <mbiggar@quispamsis.ca>; Luck, Kerrie <kluck@quispamsis.ca>; Olsen, Emil <eolsen@quispamsis.ca>; Thompson, Beth <bthompson@quispamsis.ca>; Donovan, Noah <ndonovan@quispamsis.ca>
Subject: Council meeting

Hello

Could we please have a update status on the large housing project that have been previously approved by council .

Thank you

Get [Outlook for iOS](#)



Staff Report

to Council

Date: November 15, 2023

From: W. Gary Losier, P.Eng, Director of Engineering and Works

Subject:

Fawn Court, Streetlight update

Background and Discussion:

As members of council may be aware, the decorative streetlight in the Fawn court island has been out of service since early 2021. Once the initial call was placed, we engaged an electrical contractor to review the installation hoping it was a burnt bulb. They indicated it was not a bulb issue and it required further diagnosis to inspect the sensor, ballast and internal parts.

There was no firm diagnosis of what was wrong, so after further investigation it was determined there was a short in a supply line somewhere along the power line.

Since some of the Cedar Ridge decorative lights are serviced rear lot service and have questionable easements, we hired a different electrical contractor to trace the lines and find and isolate the line break so we would not have to go along digging up residential side or rear yards to try to find the lines.

The final assessment was that the underground cable to the light was shorted out or rotted out. Since it was a direct bury cable with no conduit there was no ability to “pull” a new line through any old conduit. In addition, since there is no dedicated easement created by the original developers, any digging we do would be across private property and likely involve cutting of trees. The light will also require cutting across asphalt which increases the cost.

NB Power requires meters for any new installation so we would have to include this in any upgrade.

We had previously sourced out two different quotes for excavation and repair of the lines and installation of a dedicated meter and they both exceed \$22,000 for repairs/ new lines and connection.

Engineering Staff then began researching alternative light sources and determined that independent solar powered lights were becoming more common in rural or under serviced areas. During the review we sourced out 3 American companies for Solar lights and requested quotes for delivery of single fixtures. Unfortunately, single item purchase proved to be the most expensive option for purchase at over \$10,000 for single light purchase.

We looked at the repair estimate of \$25,000 and re-issued inquiries to see how many LED solar lights we could obtain for the repair estimate. We were able to source a set of three lights with a reduced cost of \$8500 per light.

The three LED light package permits us to install a new light at Fawn Ct. and test out solar lights at two other locations that would not normally see a light due to power source restrictions or lack of easements. The two additional locations have not been selected yet as we are monitoring the effectiveness of our initial installation.

The Fawn Court light was installed Nov 9th and we have included photos of the final product.

The system chosen has the capacity to be linked with a remote management system (like Bluetooth) that allows staff to program hours of operation, light intensity solar power conservation. For example, the light can come on brightest during initial hours, but during the overnight after midnight when no traffic or pedestrians the light intensity can be reduced to conserve battery.

Once we have had the opportunity to test and monitor this initial installation, we can look for the 2nd and third install and if all proceeds well we will look to add more locations to future budgets and link them with the master control program. Staff will also investigate the benefit of this type of system as it pertains to our municipal climate protection goals.

Since this is an independent system, these new lights are not connected to the grid and there are no electrical consumption charges or base rate charges to be paid to NB Power. It is hoped that the savings that are made will encourage the town to look at similar installations elsewhere in the town.





Strategic Plan:

The use of alternate sources of power for street lighting will enable the town to reduce dependence on electrical grid.

The use of independent light will enable the town to improve security in rural or unserviced parks, streets or other town locations.

The initiative will fall under Capacity Building, Commitment to Community and Infrastructure management pillars of the Strategic plan

Financial Implications:

Initial purchase and installation have been covered under the operation budget. Future purchase and installation will be identified in Capital or operating budgets.

Attachment(s):

Identify attachments

Recommendation:

Staff review the installation of the Solar lights and advise council of the next two installations when complete and the performance of the lights be monitored for potential incorporation into future operating and capital budgets.



TOWN OF QUISPAMISIS – REZONING SCHEDULE

Select Applicable Boxes:

- AMEND A SECTION 59 COMMUNITY PLANNING ACT AGREEMENT
- AMEND ZONING BY-LAW
- AMEND MUNICIPAL PLAN BY-LAW & ZONING BY-LAW

APPLICANT AND PROPERTY INFORMATION	
Applicant's Contact Information:	Stuart McEvoy, Director Eastgate House of Prayer 440 Gondola Point Road, Quispamsis, NB stuart.mcevoy@eastgatehouseofprayer.ca [REDACTED]
Identification of Property:	442 Gondola Point Road; PID No.'s 30082119, and portions of PID 30082127, 30082101, and 00247569
Current Zoning Status:	Institutional (INST)
Proposed Zoning Status:	Single & Two Family Residential (R1)
Proposed Use:	To subdivide lot from Church property, (formally used as Church manse), to sell as a Residential (R1) lot and invest proceeds into ministry projects.
PROPOSED AMENDMENT SCHEDULE	
Council's Receipt of Application:	October 3, 2023 Regular Meeting
Public Presentation (Only required when a Municipal Plan Amendment is involved)	October 17, 2023 Regular Meeting – Following Public Presentation, Council initiates 30 day public comment period
Refer application and public comments to PAC & set Public Hearing date for Dec. 19th :	November 21, 2023 Regular Meeting
Issue Notice to landowners within 100m radius of property proposed for change:	PAC issues Notice for PAC's review & Public Hearing - November, 2023
Public Hearing:	December 19, 2023
Consideration of 1 st & 2 nd Reading:	December 19, 2023
Consideration of 3 rd & Final Reading (Pending finalization of developer's agreement)	January 16, 2024
RECOMMENDATION for Council Motion at the November 21, 2023 Regular Meeting to refer to PAC for its written views and set a Public Hearing date for December 19, 2023.	



Staff Report

to Council

Date: September 29, 2023

From: Jennifer Jarvis, Planning Technologist

Subject:

The owners of 440 and 442 Gondola Point Road are Requesting to Amend Zoning By-law No. 038 – Rezoning PIDs 30082119 and 30082101 and a portion of PID 00247569 and 30082127 from Institutional (INST) zoning to Single or Two-family Residential (R1) zoning – to accommodate the sale of the parsonage as a single-family dwelling.

Background and Discussion:

The town received an application and Tentative Plan to subdivide 440 and 442 Gondola Point Road, PIDs 30082119, 30082101, 00247569, and 30082127, with a combined Lot area of 7675 square metres and all PIDs are zoned as Institutional (INST). This request was made in order to create a lot to accommodate the existing single-family dwelling that was once used as the church parsonage. A church is a permitted use in Institutional (INST) zoning however a single-family home is not listed as a permitted use in Institutional (INST) zoning in the Zoning By-law No.038. Subdivision By-law No.035, Section 9A is clear that "The Development Officer shall not approve a subdivision plan or any phase thereof where the proposed subdivision does not conform to the Town's Municipal Development Plan By-Law, Zoning By-Law, Building Bylaw and to any other Bylaw enacted under the provisions of the Act and in effect in the Town." As such a rezoning of PIDs 30082119 and 30082101 and a portion of PID 00247569 and 30082127 from Institutional INST to Single and Two-Family Residential (R1) is required prior to the subdivision of the subject lots.

The area proposed to be rezoned is 1140 square metres, and a Lot frontage of thirty-two decimal eight meeting Zoning By-law No.038 requirements for Lot area and width for a single-family dwelling being serviced by municipal sewerage service and an onsite well. The current configuration for water service is a shared well between the church and parsonage, staff have been advised that a new well will be drilled to provide water to the proposed single-family dwelling Lot. Each building does have its own lateral service. A new location for the driveway access to the single-family dwelling will be included in a future revised Tentative Subdivision Plan.

Financial Implications:

No expected financial implications to the 2023 municipal budget

Attachment(s):

1. Eastgate House of Prayer Re-zoning Application
2. Tentative Plan of Subdivision

Recommendation:

That Council direct the Town Clerk to set a Public Presentation date for October 17, 2023, to be advertised pursuant to requirements of CPA.

**AMENDMENT NO. 054-07
TO MUNICIPAL PLAN BY-LAW NO. 054
A BY-LAW OF THE MUNICIPALITY OF QUISPAMISIS RESPECTING THE
QUISPAMISIS MUNICIPAL PLAN**

BE IT ENACTED by the Council of the Town of Quispamsis that Municipal Plan Bylaw No. 054; A By-law of the Municipality of Quispamsis, pursuant to Section 24 of the *Community Planning Act of New Brunswick* is hereby amended as follows:

By re-designating the following property from “Institutional” to “Residential” on the Future Land Use Plan attached to By-law No. 054, subject to the property owner entering into a development agreement pursuant to the provisions of Section 59 of the *Community Planning Act, 2017, Ch. 19*:

A parcel of land, identified as, 442 Gondola Point Road; PID No. 30082119, and portions of PID 30082127, 30082101, and 00247569.

READ FIRST TIME:

READ SECOND TIME:

READ THIRD TIME AND ENACTED:

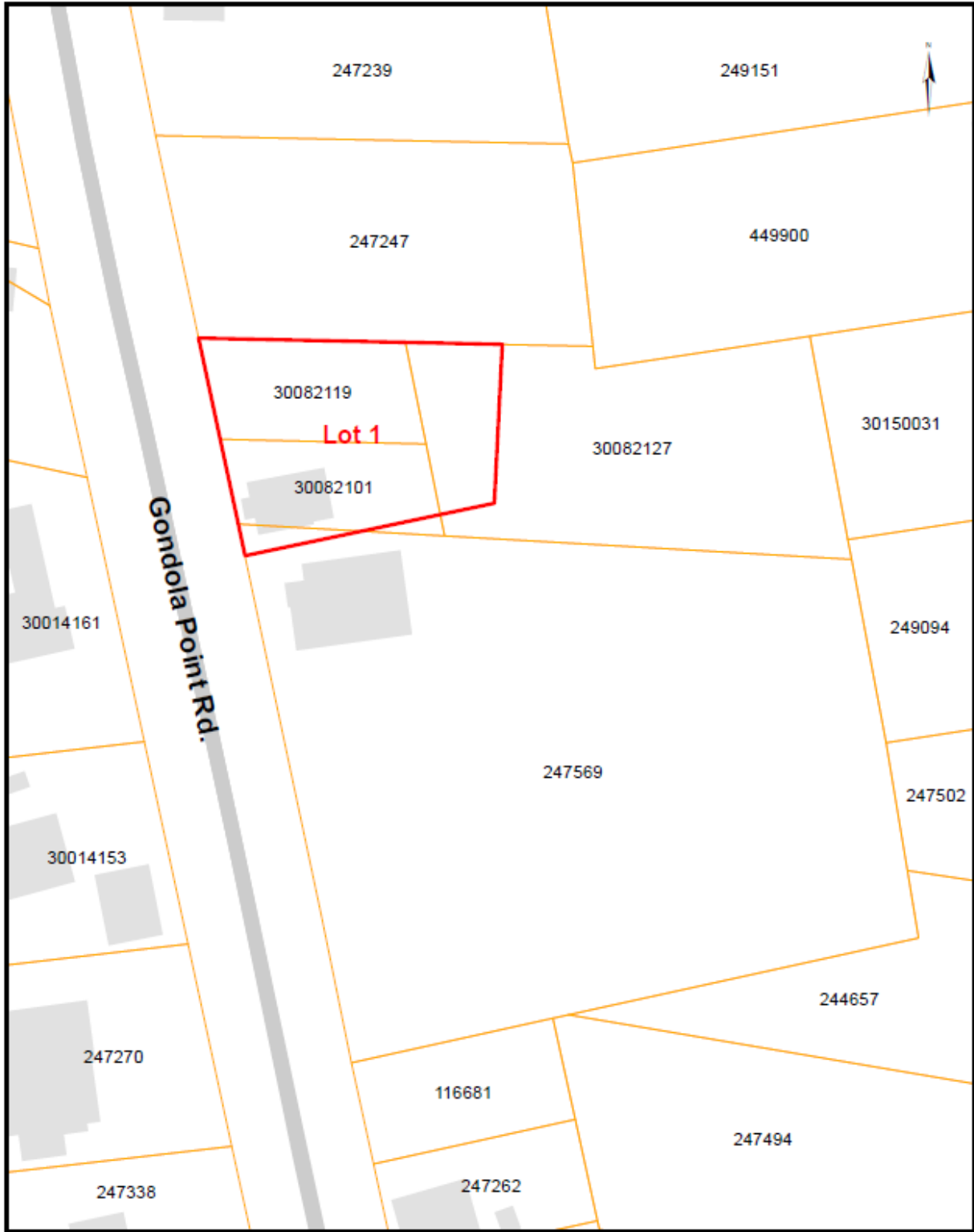
SEAL

X

Elizabeth (Libby) O'Hara
Mayor

X

Catherine Snow
Town Clerk



**AMENDMENT NO. 038-46
TO ZONING BY-LAW NO. 038
A BY-LAW OF THE MUNICIPALITY OF QUISPAMISIS RESPECTING THE
QUISPAMISIS ZONING BY-LAW**

BE IT ENACTED by the Council of the Town of Quispamsis that Zoning By-law No. 038; A By-law of the Municipality of Quispamsis respecting Zoning, pursuant to the *Community Planning Act of New Brunswick* is hereby amended as follows:

By rezoning the following property from “Institutional” (INST) to Single and Two-Family Residential (R1), subject to the property owner entering into a development agreement pursuant to the provisions of Section 59 of the *Community Planning Act, 2017, Ch. 19*:

A parcel of land, identified as, 442 Gondola Point Road; PID No. 30082119, and portions of PID 30082127, 30082101, and 00247569.

READ FIRST TIME:

READ SECOND TIME:

READ THIRD TIME AND ENACTED:

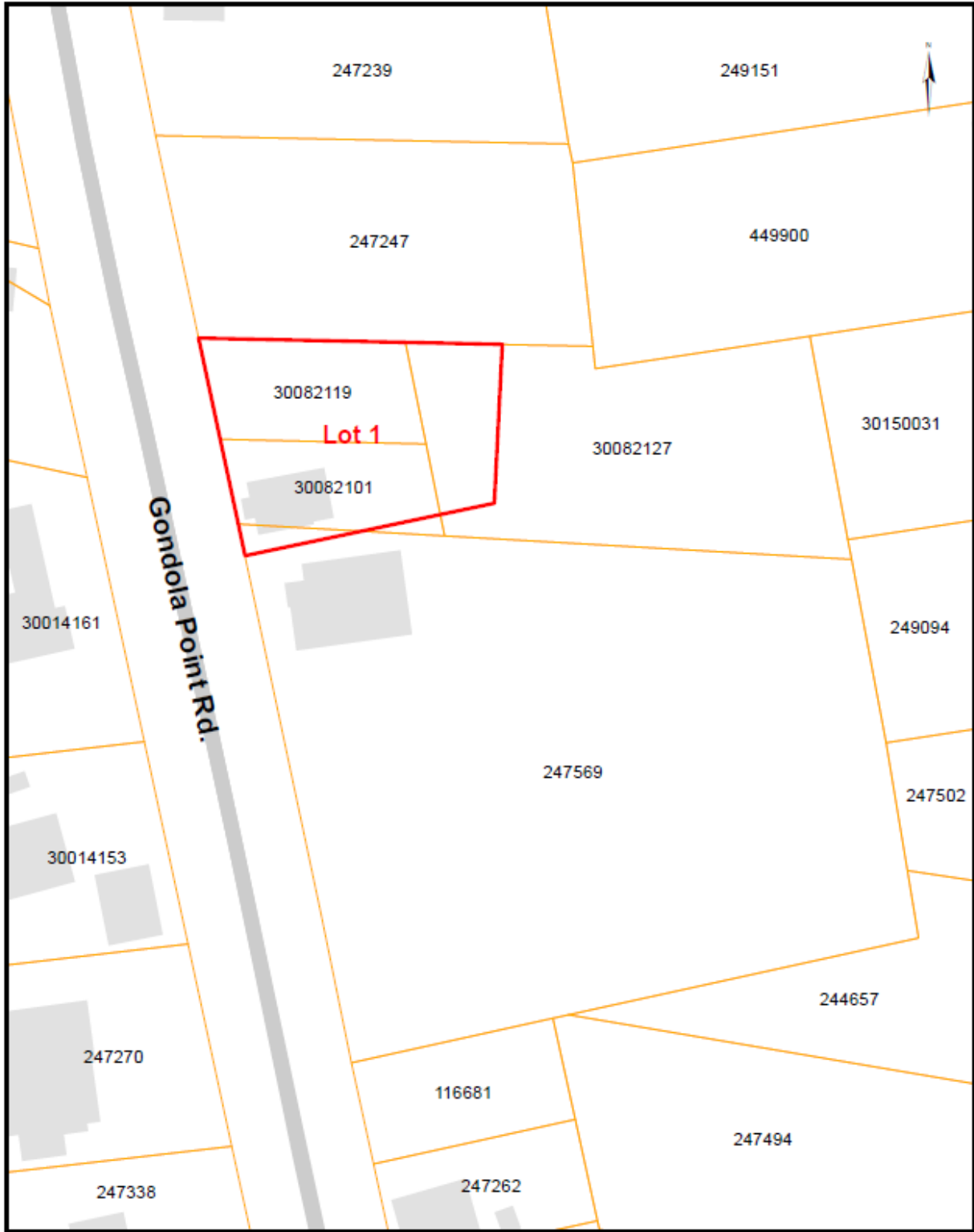
SEAL

X

Elizabeth (Libby) O'Hara
Mayor

X

Catherine Snow
Town Clerk





APPLICATION FOR A MUNICIPAL PLAN BY-LAW, AND/OR ZONING BY-LAW OR
DEVELOPMENT AGREEMENT AMENDMENT

To: Mayor & Council
c/o Town Clerk
Town of Quispamsis
12 Landing Court
Quispamsis, NB E2E 4R2

Email: csnow@quispamsis.ca

OFFICE USE ONLY	
Date:	
Fee Received: Yes	<input type="checkbox"/>
No	<input type="checkbox"/>
Copy to Planning Dept	<input type="checkbox"/>

To be completed by Applicant following pre-consultation with Planning Department.

Select Applicable Boxes:

- AMEND A DEVELOPMENT AGREEMENT (SECTION 59 COMMUNITY PLANNING ACT) – Fee, \$850
- AMEND ZONING BY-LAW ONLY – Fee, \$1,500
- AMEND MUNICIPAL PLAN BY-LAW & ZONING BY-LAW – Fee \$1,800

1. Date of Pre-Consultation with Planning Staff (if one was held):

(Month/Day/Year)

2. The undersigned hereby applies to the Council of the Town of Quispamsis under Section 59 of the Community Planning Act for an amendment to a Section 59 Development Agreement, or an amendment to the Municipal Plan By-law and/or Zoning By-law as described in this application:

Registered Owner(s): Stuart McEvoy - Director Cell Phone No. [REDACTED]
on behalf of Eastgate House Of Prayer Home No.: _____
Mailing Address: 440 Gondola Point Rd. Business No. _____
Quispamsis, NB Email: stuart.mcevoy@eastgatehouseofprayer.ca

3. If the application will be represented by someone other than the registered owner(s) and/or the application is prepared and submitted by someone other than the registered owner(s), please specify:

Name of Agent or Solicitor: _____ Cell Phone No.: _____

Home No.: _____
Mailing Address: _____ Business No. _____

Email: _____

4. Legal Description of Property:

PIN: 30082119, 30082101, 30082127, 00247569 Civic Address: 440/442 Gondola Point Rd.

Subdivision Plan No. 23-1

Reference Plan No. _____

Other: _____

5. Current Zoning Designation: Institutional

6. Proposed Zoning Designation: Residential - for area of house (church to remain institutional)

7. Dimensions in metric units of the land to be rezoned:

<u>32.8m</u>	<u>44.8m</u>	<u>1140m²</u>
Frontage:	Depth:	Area:

8. Describe the existing use(s) on the subject land:

House is currently used as residential as a parsonage beside the church

9. Why is the amendment being requested? Provide details of the proposed change in land use development?
to create lots 1 and 2 as described on tentative subdivision plan, to accommodate existing conditions of residential use

10. Are any of existing buildings proposed to be demolished or removed? Yes No

a. If "Yes", identify which buildings are to be demolished or removed?

11. Identify the street name that the land to be rezoned will be accessed by?

Gondola Point Rd.

12. What types of water supply and sewage disposal are available to the land proposed for rezoning?

Municipally owned and operated water system

Municipally owned and operated sanitary sewage system

Individual Well

Individual Septic System

Other Currently shared well and sewer - plan to provide individual well and sewer

13. How will storm drainage be provided?

Storm Sewers

Ditches

Swales

Other As currently provided

14. Supporting material to be attached:

a. If available, a survey of the property.

b. A sketch drawn to scale showing in metric units, the following;

➤ the boundaries and dimensions of the subject land;

➤ the location, size and type of all existing and proposed buildings and structures, landscaping and parking areas on the subject land, indicating their distance from the front lot line, rear lot line and sidelot lines;

➤ the approximate location of all natural and artificial features - (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that;

i. are located on the subject land and on land that is adjacent to it, and

ii. in the applicant's opinion, may affect the application.

➤ the current uses of land that are adjacent to the subject land;

- the location, and name of any roads within or abutting the subject land, and;
- the location and nature of any easement affecting the subject land.


15. If there is any additional information which may be relevant to your proposal and which should be considered by any of the departments reviewing this application, please describe below or attach a schedule outlining the particular of same.

OWNER ACKNOWLEDGEMENT AND CONSENT

I/We, Stuart McEvoy - Director - Eastgate House of Prayer (please print all names), the registered owner(s) of the property described as 440 Gondola Point Rd.

In the Town of Quispamsis, County of Kings, New Brunswick.

Dated this 21st day of September 2023



Signature of Owner(s)

AUTHORIZED AGENT CONFIRMATION

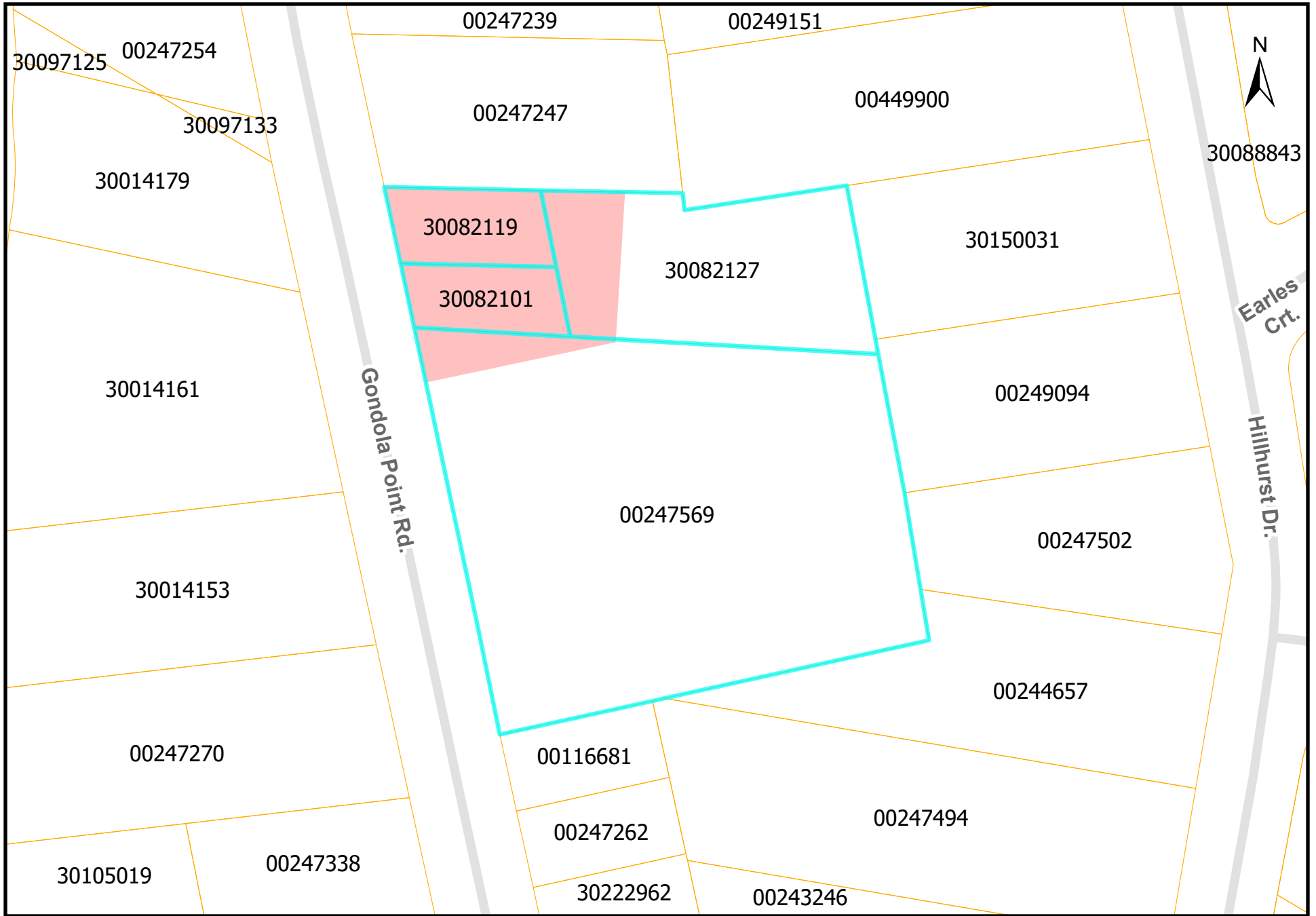
I/We, _____ (please print all names), are acting on behalf of the registered owner(s) as the authorized agent of the property described as _____

In the town of Quispamsis, County of Kings, New Brunswick.

Dated this _____ day of _____ 20____

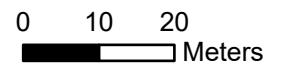
Signature of Authorized Agent(s)

Attachments **Clear Form** **Print** **Submit**



Sources:
 SNB Property Fabric August 2023

440 & 442 Gondola Point Road
Eastgate House of Prayer Mission Base Inc
Tentative Subdivision - Lot 23-1



Date: 2023-09-26



Staff Report

to Council

Date: November 17, 2023

From: Krista Brandon, CPA, CMA, Treasurer

Subject:

Sewerage Utility By-Law Amendment No. 005-24

Background and Discussion:

Upon approval of the 2024 Utility Operating budget the Sewerage Utility By-Law requires an amendment to the Sewerage User rate.

Strategic Plan:

This item is aligned with the Strategic Plan with our guiding principles of Transparency and Integrity, Informed Decision Making and Fiscal Responsibility. It is also aligned with all our strategic themes. The annual budget process and subsequent by-law updates are an important function of our work.

Financial Implications:

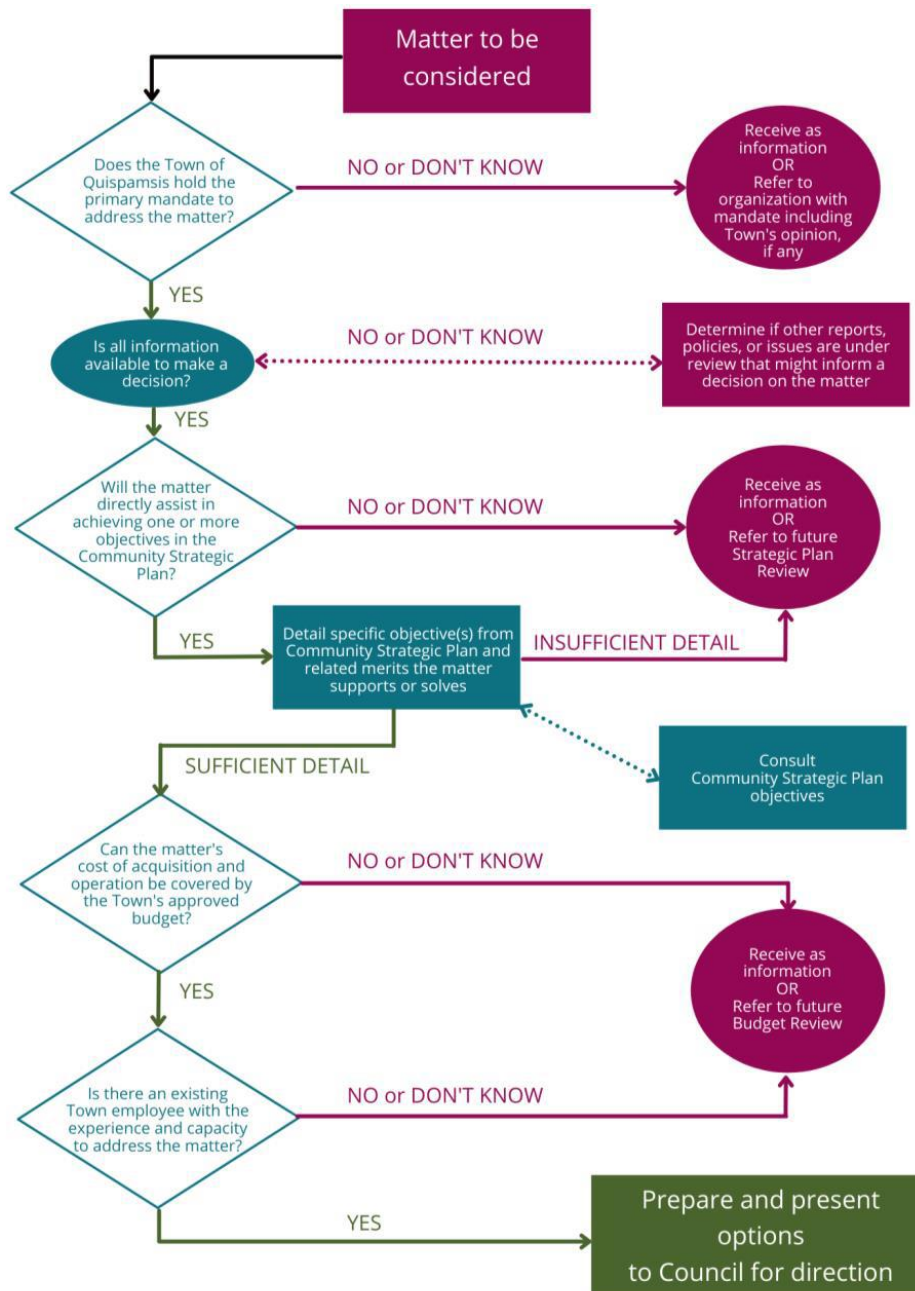
The sewerage rate will be increased by \$21 (3.93%) from \$534 per equivalent user to \$555 per equivalent user.

Attachment(s):

Amendment No. 005-24 A By-Law of the Municipality of Quispamsis Respecting the Sewerage Utility

Recommendation:

Resolved that the attached amendment No. 005-24 be approved by giving first and second reading, with the third & final reading considered at the December 5, 2023, Council meeting.



Strategic Themes, Goals & Objectives:

1 Infrastructure Management

Quispamsis strives for fiscal and operational integrity while developing responsible plans to address climate change, water service expansion, recreation, and active transportation.

2 Commitment to Community

Quispamsis demonstrates its commitment to the community by enhancing citizen engagement, building upon its natural strengths, and ensuring policies and by-laws are relevant.

3 Economic Development

Quispamsis endeavours to be recognized as an excellent place to invest due to a positive business environment and regional collaboration to diversify the economy.

4 Capacity Building

Quispamsis ensures it is ready for growth by improving internal communications, enhancing interdepartmental cooperation, implementing efficiencies, and conducting capacity reviews.

AMENDMENT NO. 005-24

A BY-LAW OF THE MUNICIPALITY OF QUISPAMISIS RESPECTING THE SEWERAGE UTILITY

BE IT ENACTED by the Council of the Town of Quispamsis that By-Law No. 005, a by-law respecting the Sewerage Utility is hereby amended as follows:

1. By deleting in Section 8.b)i) where it appears in two instances, the phrase:

“the sum of five hundred and thirty four dollars (\$534.00)”.

and replacing it with the phrase:

“the sum of five hundred and fifty five dollars (\$555.00)”.

READ FIRST TIME:

READ SECOND TIME:

READ THIRD AND FINAL TIME:

SEAL

X

Elizabeth (Libby) O'Hara
Mayor

X

Catherine P. Snow
Clerk



Staff Report

to Council

Date: November 17, 2023

From: Krista Brandon, CPA, CMA, Treasurer

Subject:

Water Utility By-Law Amendment No. 024-19

Background and Discussion:

Upon approval of the 2024 Utility Operating budget the Water Utility By-Law requires an amendment to the Water User Fixed Charge and Water User Consumption Charge.

Strategic Plan:

This item is aligned with the Strategic Plan with our guiding principles of Transparency and Integrity, Informed Decision Making and Fiscal Responsibility. It is also aligned with all our strategic themes. The annual budget process and subsequent by-law updates are an important function of our work.

Financial Implications:

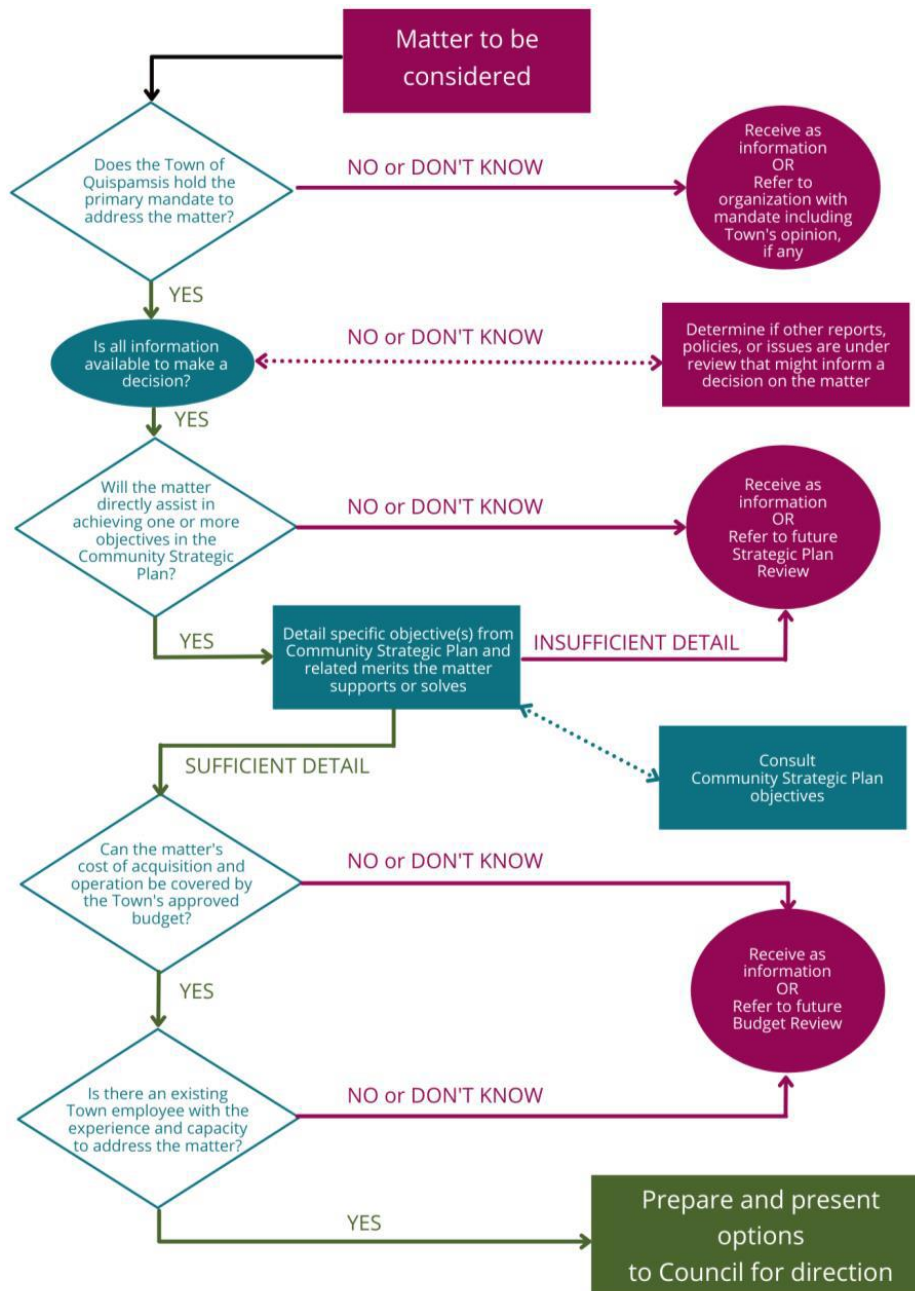
The Water User Fee Fixed Charge Component is increasing by 3.88%, with the basic rate going from \$258 to \$268 annually, with larger meters also increasing about 3.88%. The Water User Fee Consumption Charge Component (up to 96 c.m. per quarter) is increasing by 4% from \$1.0525 to \$1.0946 per c.m. (larger meters have higher consumption thresholds). The second level usage charge is increasing from \$1.6668 to \$1.7335 per c.m. (4%)

Attachment(s):

Amendment No. 024-19 A By-Law of the Municipality of Quispamsis Respecting the Water Utility

Recommendation:

Resolved that the attached amendment No. 024-19 be approved by giving first and second reading, with the third & final reading considered at the December 5th 2023, Council meeting.



Strategic Themes, Goals & Objectives:

1 Infrastructure Management

Quispamsis strives for fiscal and operational integrity while developing responsible plans to address climate change, water service expansion, recreation, and active transportation.

2 Commitment to Community

Quispamsis demonstrates its commitment to the community by enhancing citizen engagement, building upon its natural strengths, and ensuring policies and by-laws are relevant.

3 Economic Development

Quispamsis endeavours to be recognized as an excellent place to invest due to a positive business environment and regional collaboration to diversify the economy.

4 Capacity Building

Quispamsis ensures it is ready for growth by improving internal communications, enhancing interdepartmental cooperation, implementing efficiencies, and conducting capacity reviews.

**AMENDMENT NO. 024-19
TO BY-LAW NO. 024 OF THE MUNICIPALITY OF QUISPAMISIS RESPECTING
WATER UTILITY**

BE IT ENACTED by the Council of the Town of Quispamsis that By-law No. 024, a By-law of the Municipality of Quispamsis Respecting Water Utility is hereby amended as follows:

1. By deleting in Schedule A, the "WATER USER FEE FIXED CHARGE COMPONENT" in its entirety and replacing it with the following:

WATER USER FEE FIXED CHARGE COMPONENT*			CONSUMPTION CHARGE THRESHOLD
Meter Size	Annual Charge	Amount Billed Quarterly	
3/4"	\$268.00	\$67.00	96 cubic metres per quarter
1"	\$719.00	\$179.75	256 cubic metres per quarter
1 ½"	\$1,612.00	\$403.00	512 cubic metres per quarter
2"	\$2,870.00	\$717.50	1,024 cubic metres per quarter
2 ½"	\$4,128.00	\$1,032.00	2,048 cubic metres per quarter
3"	\$5,380.00	\$1,345.00	4,096 cubic metres per quarter
3 ½"	\$6,640.00	\$1,660.00	8,192 cubic metres per quarter
4"	\$7,901.00	\$1,975.25	16,384 cubic metres per quarter
6"	\$16,138.00	\$4,034.50	16,384 cubic metres per quarter
Sprinkler Standby Charge	\$1,600.00	\$ 400.00	

*Pursuant to Section 4(A) and Section 9, owners who choose not to connect to the water system, when access to the system is available, shall be invoiced the fixed charge component of the "water user charge".

2. By deleting in Schedule "A", the "WATER USER FEE CONSUMPTION CHARGE COMPONENT", in its entirety and replacing it with the following:

WATER USER FEE CONSUMPTION CHARGE COMPONENT	
Volume Consumed per Quarter	
Price, per cubic meter up to the consumption charge threshold, per quarter, billed quarterly: <i>(AMENDMENT #5 DATED 2006-12-19) (AMENDMENT #9 DATED 2014-01-07) (AMENDMENT #10 DATED 2016-01-19) (AMENDMENT #11 DATED 2017-01-17) (AMENDMENT #12 DATED 2018-01-16) (AMENDMENT #15 DATED 2020-01-21) (AMENDMENT #16 DATED 2020-12-01)</i>	\$ 1.0946

Price, per cubic meter above the consumption charge threshold, per quarter, billed quarterly: (AMENDMENT #9 dated 2014-01-07) (AMENDMENT #10 DATED 2016-01-19) (AMENDMENT #11 DATED 2017-01-17) (AMENDMENT #12 DATED 2018-01-16) (AMENDMENT#15 DATED 2020-01-21) (AMENDMENT#16 DATED 2020-12-01)	\$ 1.7335
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------

READ FIRST TIME:

READ SECOND TIME:

READ THIRD TIME AND ENACTED:

SEAL

X _____ Elizabeth (Libby) O'Hara Mayor	X _____ Catherine P. Snow Clerk
-------------------------------------------------	------------------------------------------

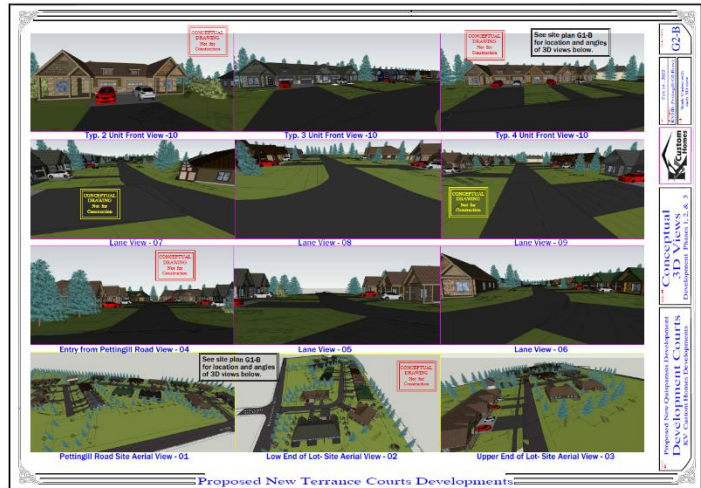
Date: November 17, 2023

From: S. Dwight Colbourne – Development Officer

Subject:
Ritchie Lake Terrace Subdivision – Phase 1 – Council Assent

Background and Discussion:

- In April 2022, the Council approved the rezoning of 4.7 hectares of land from Single- or Two-Family Residential to Terrace Residential Dwelling (R3) for the development of forty-four (44) terrace dwelling (garden homes) with distinct ownership.
- The property owner and developer KV Custom Homes Ltd (Andrew McIntyre) has undertaken construction of Phase 1 of the development and has now reached the stage of subdividing the property for the individual dwelling units.
- Phase 1 (to be retitled Phase 1A prior to final approval by the Development Officer) is proposing:
 - three (3) residential building lots (the first 3 of 14 units in total under Phase 1);
 - a new public street;
 - Local Government Services Easement for sanitary sewage infrastructure; and
 - Public Utility Easements for electric power and telecommunications servicing.
- The plan needs the assent of Council prior to plan approval by the Development Officer and registration as it proposes the creation of a public street and Local Government Services Easement.
- The design of the infrastructure and facilities to service this subdivision was completed by a professional engineer. The engineered design was reviewed and approved by the Town's Engineering department, and the Developer has completed the installation of underground and the aboveground work (street, curb, and sidewalks) is ongoing.

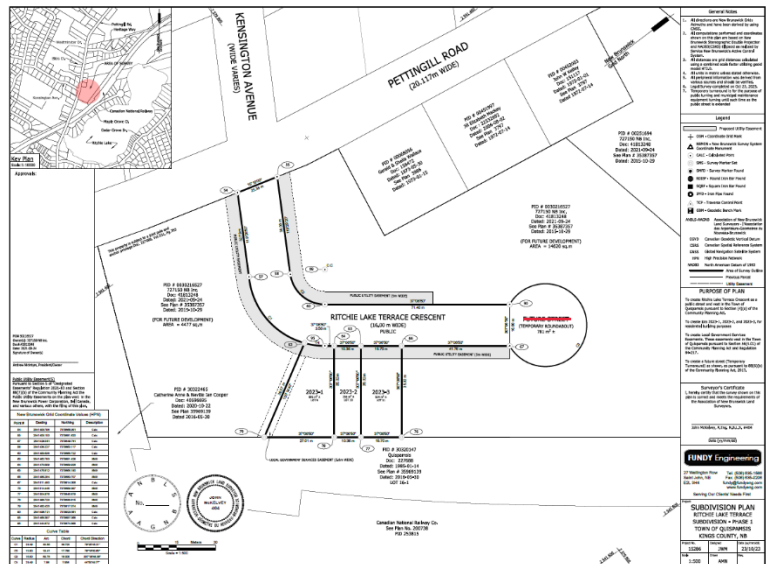


Street

- The street is constructed to the sub-base granular level in preparation for the concrete work to install the curb and sidewalks. Once the concrete work is complete focus can move to finishing the base street work in preparation for asphalt. Asphalt work is anticipated for 2024 construction season.

Sanitary Sewerage

- Sanitary sewerage service to the lots will be through a municipal sewerage system. The infrastructure is installed as per the engineered design.



- Ritchie Lake Terrace sanitary sewerage system connects to the infrastructure under the QR Trail via a Local Government Services Easement adjacent to Lot 2023-1.
- Video inspection and air-testing reports from the consulting engineer confirmed compliance with municipal standards as such the infrastructure as installed is acceptable.

Potable Water

- Potable water for each unit will be through a shared drilled well for each building. Pump facilitate will be constructed to house the necessary well and pumping equipment.
- CBCL oversaw the completion of a Comprehensive Water Source and Supply Assessment (CWSSA) as part of the Environmental Impact Assessment requirements and the CWSSA demonstrated there is water of sufficient quantity and quality to support the level of development.
- The report is considered acceptable by the Planning and Development Services Department and satisfies the requirements of the Subdivision By-law.

Stormwater Management

- A Comprehensive Stormwater Management Plan has been designed by Fundy Engineering. The stormwater management in this phase is an underground piped storm to collect and convey the surface water to existing infrastructure along the QR Trail and CN Railway with final discharge into Ritchie Lake.
- The stormwater management plan was designed to accommodate flows for 1:100/year plus 20% rainstorm events. In Phase 3 of the project a stormwater retention pond will be required to manage the upland flows to mitigate the possibility of overwhelming the existing infrastructure underneath the CN Railway tracks.
- The Town's Engineering Department approved the plan for construction as it met the requirements of the Subdivision By-law and municipal standards, and it incorporates acceptable engineering best practices.

Land for Public Purposes (LPP)

- The LPP obligation for this phase is 161 sq. metres. The LPP obligation for this phase will be met through land dedication for the purposes of providing an internal connection to the QR trail. The LPP may be incorporated into this plan prior to final plan approval or the next phase since the most suitable location for this internal connector is still being considered.

Subdivision Plan Registration

Whereas the Developer has reached the stage of preparing to sell building lots, the subdivision plan needs the assent of the Council so it can be approved by the Development Officer for registration and creation of the lots.

Financial Implications:

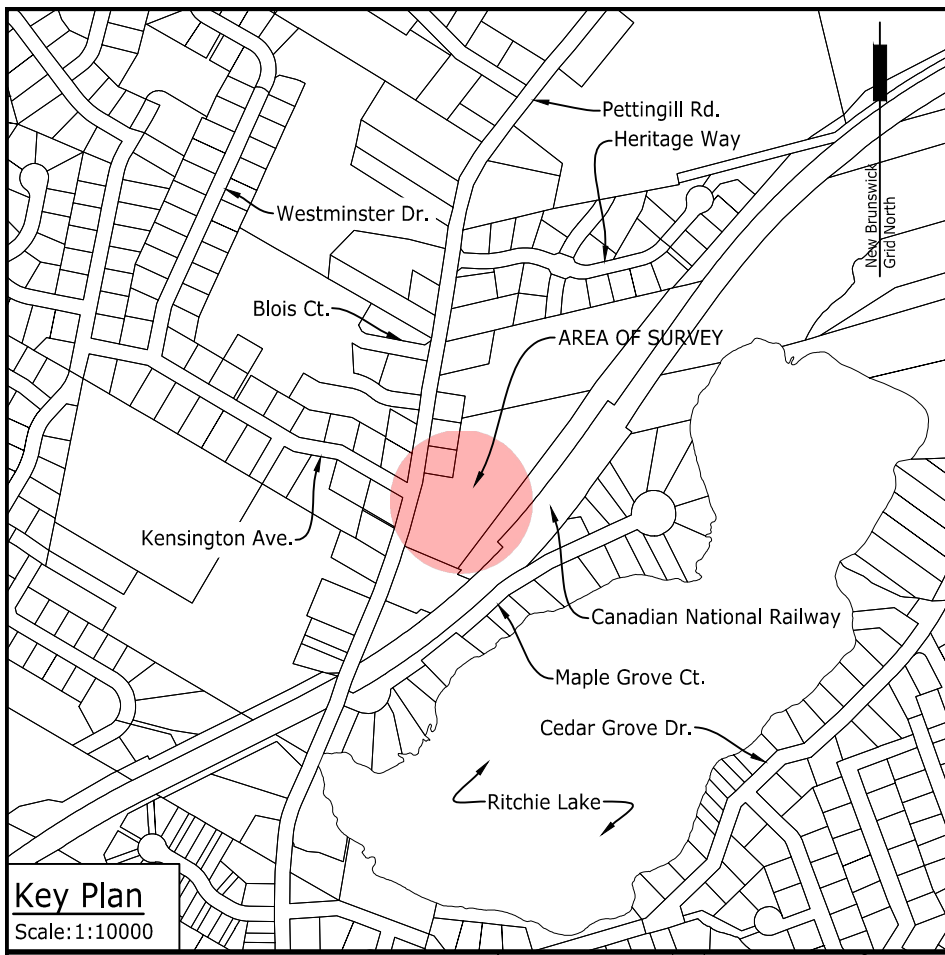
No financial implications

Attachment(s):

1. Ritchie Lake Terrace Phase 1 Subdivision Plan
2. Phase Layout Plan

Recommendation:

Council grant assent to Ritchie Lake Terrace Subdivision Phase 1 Plan, subject to execution of a standard Subdivision Development Agreement, so Town Clerk and Development Officer can stamp and sign the plan for registration accordingly.



Key Plan
Scale: 1:10000

Approvals:

This property is subject to a joint pole and anchor privilege Doc. 227688, Vol.531, Pg.783

PID # 0030216527
727150 NB Inc.
Doc: 41813248
Dated: 2021-09-24
See Plan # 35387357
Dated: 2015-10-29

(FOR FUTURE DEVELOPMENT)
AREA = 4477 sq.m

PID# 30216527
Owner(s): 727150 NB Inc.
Doc#:41813248
Date: 2021-09-24
Signature of Owner(s)

Andrew McIntyre, President/Owner

Public Utility Easement(S)
Pursuant to Section 5 of "Designated Easements" Regulation 2021-83 and Section 88(7)(b) of the Community Planning Act the Public Utility Easements on the plan vest: in the New Brunswick Power Corporation, Bell Canada, and various others, with the filing of this plan.

PID # 00068056
Gerald & Sheila Wallace
Doc: 156472
Dated: 1973-05-30
See Plan # 3966
Dated: 1973-01-15

PID # 00451997
Jill Elizabeth Mackay
Doc: 22532692
Dated: 2006-08-02
See Plan # 3797
Dated: 1972-07-14

PID # 00452003
John W Kelley
Doc: 151117
Dated: 1972-01-01
See Plan # 3797
Dated: 1972-07-14

PID # 00251694
727150 NB Inc.
Doc: 41813248
Dated: 2021-09-24
See Plan # 35387357
Dated: 2015-10-29

PID # 0030216527
727150 NB Inc.
Doc: 41813248
Dated: 2021-09-24
See Plan # 35387357
Dated: 2015-10-29

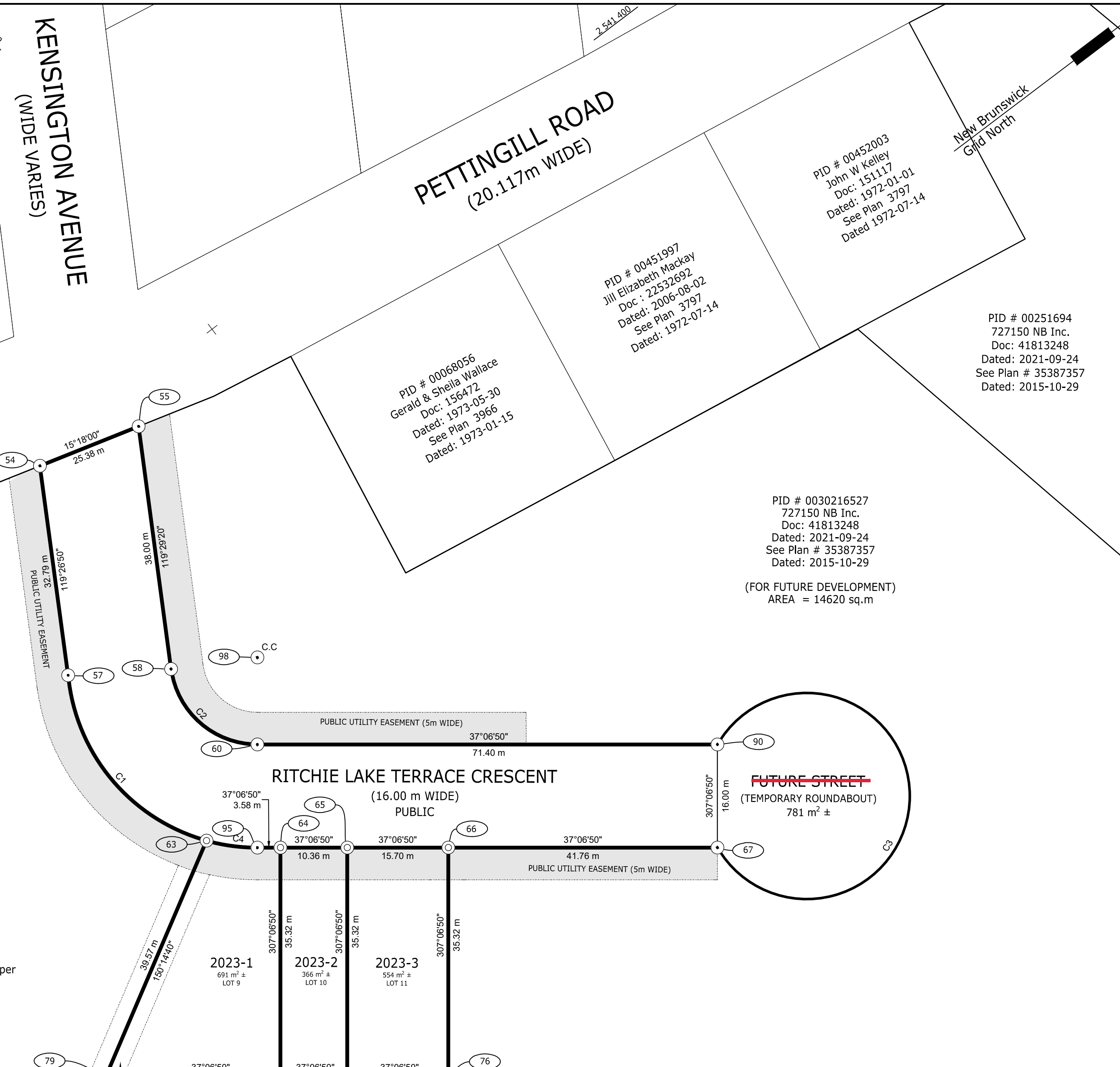
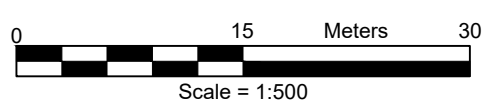
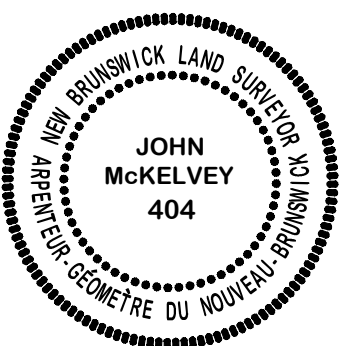
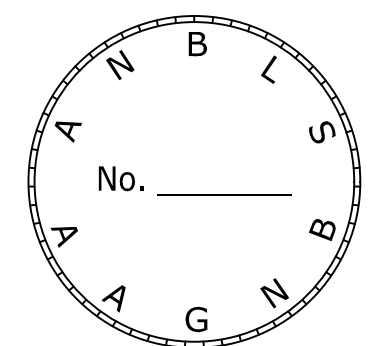
(FOR FUTURE DEVELOPMENT)
AREA = 14620 sq.m

New Brunswick Grid Coordinate Values (HPN)

Point #	Easting	Northing	Description
54	2541400.798	7379865.901	Calc
55	2541405.153	7379881.820	Calc
57	2541429.351	7379849.781	Calc
58	2541438.227	7379863.117	Calc
60	2541455.638	7379866.722	Calc
63	2541462.783	7379851.428	SMS
64	2541470.559	7379859.926	SMS
65	2541476.812	7379868.190	SMS
66	2541486.284	7379880.707	SMS
67	2541511.480	7379914.006	Calc
76	2541514.448	7379859.397	SMS
77	2541504.976	7379846.879	SMS
78	2541498.723	7379838.615	SMS
79	2541482.423	7379817.074	SMS
90	2541498.721	7379923.861	Calc
95	2541468.397	7379857.068	Calc
98	2541444.872	7379874.868	Calc

Curve Table

Curve	Radius	Arc	Chord	Chord Direction
C1	29.49	43.58	39.720	79°25'45.21"
C2	13.50	19.41	17.780	78°18'02.63"
C3	16.00	83.78	16.000	307°06'48.56"
C4	29.49	7.98	7.958	44°50'49.77"



- General Notes**
- All directions are New Brunswick Grids Azimuths and have been derived by using GNSS.
 - All computations performed and coordinates shown on this plan are based on New Brunswick Stereographic Double Projection and NAD83(CRS) Ellipsoid as realized by Service New Brunswick's Active Control System.
 - All distances are grid distances calculated using a combined scale factor utilizing geoid model HT2.0.
 - All units in metric unless stated otherwise.
 - All peripheral information was derived from various sources and should be verified.
 - Legal Survey completed on Oct 23, 2023.
 - Temporary turnaround is for the purpose of public turning and municipal maintenance equipment turning until such time as the public street is extended

- Legend**
- Proposed Utility Easement
 - CGM - Coordinate Grid Mark
 - NBMON - New Brunswick Survey System Coordinate Monument
 - CALC - Calculated Point
 - SMS - Survey Marker Set
 - SMFD - Survey Marker Found
 - RDIBF - Round Iron Bar Found
 - SQBF - Square Iron Bar Found
 - IPFD - Iron Pipe Found
 - TCP - Traverse Control Point
 - GBM - Geodetic Bench Mark
 - ANBLS-AAGNB Association of New Brunswick Land Surveyors - l'Association des Arpentiers-Geometres du Nouveau-Brunswick
 - CGVD - Canadian Geodetic Vertical Datum
 - CSRS - Canadian Spatial Reference System
 - GNSS - Global Navigation Satellite System
 - HPN - High Precision Network
 - NAD83 - North American Datum of 1983
 - Area of Survey Outline
 - Previous Parcel
 - Utility Easement

PURPOSE OF PLAN

To create Ritchie Lake Terrace Crescent as a public street and vest in the Town of Quispamsis pursuant to Section 4(a) of the Community Planning Act.

To create lots 2023-1, 2023-2, and 2023-3, for residential building purposes

To create Local Government Services Easements. These easements vest in the Town of Quispamsis pursuant to Section 56(4.01) of the Community Planning Act and Regulation 84-217.

To create a future street (Temporary Turnaround) as shown, as pursuant to 88(6)(b) of the Community Planning Act, 2017.

Surveyor's Certificate

I, hereby certify that the survey shown on this plan is correct and meets the requirements of the Association of New Brunswick Land Surveyors.

John McKelvey, P.Eng. N.B.L.S. #404

Date (yy/mm/dd)

FUNDY Engineering

27 Wellington Row Tel. (506) 635-1566
Saint John, NB Fax. (506) 635-0206
E2L 3H4 fundy@fundyeng.com
www.fundyeng.com

Serving Our Clients' Needs First

Project: **SUBDIVISION PLAN RITCHIE LAKE TERRACE SUBDIVISION - PHASE 1 TOWN OF QUISPAMIS KINGS COUNTY, NB**

Project No.	Designed	Date (yy/mm/dd)
15286	JWM	23/10/23
Scale	Drawn	Rev.
1:500	AMN	



- GENERAL NOTES**
- All directions are New Brunswick Grids Azimuths and have been derived by using GNSS.
 - All computations performed and coordinates shown on this plan are based on New Brunswick Stereographic Double Projection and NAD83(CSRS) Ellipsoid as realized by Service New Brunswick's Active Control System.
 - Surface elevations are in CGVD 2013.
 - All distances are grid distances calculated using a combined scale factor utilizing geoid model HTZ 0.
 - All units in metric unless stated otherwise.
 - All document and plan references on this plan refer to the land titles district of New Brunswick or the registry office of the county.
 - All peripheral information was derived from various sources and should be verified.

- LEGEND**
- Proposed Utility Easement
 - Phase 1
 - Phase 2
 - Phase 3
 - Existing SNB Right of Way
 - Existing SNB Property Boundary
 - Existing Surveyed Boundary
 - Tentative Phase Boundary
 - Tentative Property Line
 - 9m Buffer
 - 15m Buffer
 - 7.5m Setback
 - Proposed Right of Way
 - Proposed Street Centreline
 - CB Catch Basin (Existing)
 - CB Catch Basin (Proposed)
 - ST Storm Structure (Existing)
 - ST Storm Structure (Proposed)
 - SS Sanitary Structure (Existing)
 - SS Sanitary Structure (Existing)



3	Issued for Permit (IFP)	23/4/20
2	Issued For Permit (IFP)	23/4/5
1	Issued For Review (IFR)	23/2/27
No.	REVISION/ISSUE	DATE



27 Wellington Row Tel. (506) 635-1566
 Saint John, NB Fax. (506) 635-0206
 E2L 3H4 fundy@fundyeng.com
 www.fundyeng.com

Serving Our Clients' Needs First

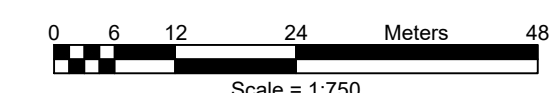
Project: SUBDIVISION DESIGN
 KV CUSTOM HOMES
 PETTINGILL ROAD
 QUISPAMIS, NB

Drawing: DEVELOPMENT PLAN PHASES

Project No.	Designed	Date	(yy/mm/dd)
15286	AGM	23	02/27
Scale	Drawn	Rev.	
1:750	AMN	2	

Sheet

C1.1



2024 Quispamsis Council Meetings

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
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25	26	27	28	29		

March						
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31						

April						
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28	29	30				

May						
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June						
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23	24	25	26	27	28	29
30						

July						
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28	29	30	31			

August						
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
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22	23	24	25	26	27	28
29	30					

October						
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27	28	29	30	31		

November						
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24	25	26	27	28	29	30

December						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



Staff Report

to Council

Date: November 17, 2023

From: Krista Brandon, CPA, CMA, Treasurer

Subject:
Q3 Unaudited Interim Financial Statements

Background and Discussion:

The results of operations for the General fund for the nine months ending September 30, 2023 is a surplus of \$35,000.

Revenue is currently over budget by \$174,000. Bank interest is over budget by \$80,000 and the qplex pool had a particularly good summer season with revenues being \$45,000 over budget.

Total Expenditures are over budget by a total of \$139,000. Transportation is over \$185,000, and this is mostly related to equipment repairs, supplies and fuel costs that are higher than budgeted. Salaries continue to be under budget because of the remaining vacant positions.

2023 continues to see significant cost increases (as compared to budget) and supply chain issues and we are continuing to mitigate these where and when we can.

The Utility Operating Fund is showing a surplus of \$77,000 which is related to increased revenue related to sewer billings, miscellaneous revenue from sales of retired assets and interest revenue and expenses currently under budget by about \$19,000.

Strategic Plan:

This item is aligned with the Strategic Plan with our guiding principles of Transparency and Integrity and Fiscal Responsibility. It is also aligned with our strategic theme of Infrastructure Management. On-going quarterly reporting of our financial position, as compared to our budgeted numbers, is an important function as it enables us to help direct future decision making especially in times of uncertainty.

Financial Implications:

While we are showing slight surpluses in both General and Utility at the end of Q3, cost increases across the board will continue to have an impact on our budgets and operations throughout the year. We are seeing increased expenses related to our capital programs and there is a potential to end 2023 in a deficit in both funds. Further information will be brought forward in December when we prepare our year end transfers based on our 2023-year end projections.

Attachment(s):

Q3 2023 Unaudited Interim Financial Statements

Recommendation:

None, provided for information purposes

**TOWN OF QUISPAMIS
GENERAL REVENUE FUND
SUMMARY STATEMENT OF REVENUES AND EXPENDITURES
FOR THE NINE MONTHS ENDING SEPTEMBER 2023**

REVENUE	YTD BUDGET	YTD ACTUAL	LAST YEAR YTD	YTD \$ VARIANCE B(W)	YTD % OF BUDGET	ANNUAL BUDGET	AMOUNT LEFT IN BUDGET
Warrants	21,827,106	21,827,106	19,928,451	0	100.0%	29,102,809	7,275,703
PNB Road Maintenance	42,429	42,433	40,169	4	100.0%	53,039	10,606
Sales and Rentals	258,080	263,058	217,026	4,978	101.9%	395,204	132,146
Programming Revenue	7,000	6,153	5,481	-847	87.9%	7,000	847
qplex revenue	626,783	701,553	622,730	74,770	111.9%	826,667	125,114
Licences Permits and Fines	135,500	151,446	164,219	15,946	111.8%	173,000	21,554
Interest	15,500	93,165	24,821	77,665	601.1%	20,000	-73,165
Recreation Sponsorships	25,500	23,403	26,803	-2,097	91.8%	60,326	36,923
Recreation Grants	35,550	38,712	39,405	3,162	108.9%	35,550	-3,162
Miscellaneous Grants	0	0	0	0	0.0%	0	0
Unconditional Transfers	69,156	69,154	86,437	-2	100.0%	92,203	23,049
Transfer from Reserves	0	0	0	0	0.0%	20,000	20,000
TOTAL REVENUE	23,042,604	23,216,184	21,155,542	173,580	100.8%	30,785,798	7,569,614
EXPENDITURES							
General Government Services	2,341,246	2,344,739	2,067,417	-3,493	100.1%	3,175,157	830,418
Protective Services	6,968,664	6,959,902	6,364,126	8,762	99.9%	9,156,730	2,196,828
Transportation Services	4,120,541	4,305,812	4,130,257	-185,271	104.5%	5,414,449	1,108,637
Environmental Health Services	956,922	953,055	893,346	3,867	99.6%	1,287,676	334,621
Environmental Development	1,046,893	1,046,770	1,056,963	123	100.0%	1,687,833	641,063
Community Services (excl. qplex)	2,193,970	2,163,115	1,895,469	30,855	98.6%	2,840,129	677,014
qplex	1,601,839	1,608,206	1,529,916	-6,367	100.4%	2,045,304	437,098
Fiscal Services	1,492,545	1,479,534	1,365,807	13,011	99.1%	5,178,520	3,698,986
TOTAL EXPENDITURES	20,722,620	20,861,133	19,303,301	-138,513	100.7%	30,785,798	9,924,666
EXCESS OF REVENUE OVER EXPENDITURES - SURPLUS (DEFICIT)	2,319,984	2,355,051	1,852,241	35,067		0	-2,355,051

Town of Quispamsis
GENERAL OPERATING FUND 2 PAGE SUMMARY

UNAUDITED Statement of Revenues and Expenditures
For the Period Ended 2023-09-30

	BUDGET 12 MON	BUDGET YTD	ACTUAL YTD	% OF BUDGET	VARIANCE YTD B(W)	LAST YEAR YTD	LEFT TO SPEND
REVENUE ACCOUNTS							
Warrants Municipal Taxes	29,102,809	21,827,106	21,827,106	100.00	0	19,928,451	7,275,703
Sales PNB Road Mtce	53,039	42,429	42,433	100.01	4	40,169	10,606
Total Sales & Rentals	455,530	283,580	286,461	101.02	2,881	243,830	169,069
Programming Revenue	7,000	7,000	6,153	87.90	-847	5,481	847
qplex Revenue	826,667	626,783	701,553	111.93	74,770	622,730	125,114
Total Licences Permits & Fines	173,000	135,500	151,446	111.77	15,946	164,219	21,554
Interest	20,000	15,500	93,165	601.07	77,665	24,821	73,165
Recreation Grants	35,550	35,550	38,712	108.89	3,162	39,405	-3,162
Miscellaneous Grants	0	0	0	0.00	0	0	0
PNB Unconditional Transfers	92,203	69,156	69,154	100.00	-2	86,437	23,049
Transfers from Other Funds	20,000	0	0	0.00	0	0	20,000
TOTAL REVENUE	30,785,798	23,042,604	23,216,184	100.75	173,580	21,155,542	7,569,614
EXPENDITURES							
GENERAL GOVERNMENT SERVICES							
Total Mayor	68,213	50,559	53,210	105.24	-2,652	49,778	15,002
Total Councillors	220,485	160,485	159,427	99.34	1,058	144,758	61,059
Total Town Administrator	362,110	279,404	265,212	94.92	14,192	166,821	96,898
Total Human Resources	100,960	38,855	35,849	92.26	3,006	26,829	65,111
Total Town Clerk	255,897	205,373	217,884	106.09	-12,510	193,026	38,014
Total Office Building	199,524	147,410	150,746	102.26	-3,336	138,018	48,778
Total Accounting	536,137	421,613	421,047	99.87	566	372,475	115,091
Total Marketing & Communications	118,153	88,152	69,915	79.31	18,237	86,165	48,238
Civic Relations	58,210	46,285	46,511	100.49	-226	30,760	11,699
Grants	2,450	2,250	2,250	100.00	0	1,500	200
Solicitor	175,000	96,000	81,834	85.24	14,166	105,162	93,166
Asset Management Plan	0	0	12,845	0.00	-12,845	34,921	-12,845
Strategic Planning	15,000	10,500	10,623	101.17	-123	29,156	4,377
Recreation Master Plan	0	0	19,428	0.00	-19,428	14,110	-19,428
Town Studies	80,000	0	0	0.00	0	0	80,000
Continuous Improvement	10,000	0	0	0.00	0	0	10,000
Labour Relations	40,000	9,000	9,172	101.92	-172	-384	30,828
IT Support	251,433	174,387	190,182	109.06	-15,795	141,107	61,250
Recorded Information Management	1,000	0	0	0.00	0	0	1,000
Associations' Dues	35,000	35,000	35,622	101.78	-622	29,251	-622
External Auditor Fees	24,711	0	0	0.00	0	0	24,711
Cost of Assessments	441,873	441,873	438,574	99.25	3,299	391,600	3,299
Public Liability Insurance	179,000	134,100	124,407	92.77	9,693	112,365	54,593
TOTAL GEN. GOV. SERVICES	3,175,157	2,341,246	2,344,739	100.15	-3,492	2,067,417	830,418
PROTECTIVE SERVICES							
Kenn. Regional Police Dept.	4,962,477	3,733,898	3,737,721	100.10	-3,823	3,452,494	1,224,756
Water Transfer Costs	111,529	111,529	111,529	100.00	0	111,529	0
KV Fire Department	3,740,519	2,873,473	2,877,442	100.14	-3,969	2,569,833	863,077
Total Fire Station	0	0	0	0.00	0	0	0
Total EMO	24,359	3,430	3,637	106.03	-207	7,961	20,722
Telephone 911	0	0	0	0.00	0	0	0
Total Building Inspection	253,168	197,272	182,780	92.65	14,492	175,951	70,388
Crosswalks & Guards	11,178	10,062	10,037	99.76	24	9,251	1,141
Total Animal Control	53,500	39,000	36,756	94.25	2,244	37,108	16,744
TOTAL PROTECTIVE SERVICES	9,156,730	6,968,664	6,959,902	99.87	8,761	6,364,126	2,196,828

Town of Quispamsis
GENERAL OPERATING FUND 2 PAGE SUMMARY

UNAUDITED Statement of Revenues and Expenditures
For the Period Ended 2023-09-30

	BUDGET	BUDGET	ACTUAL	% OF	VARIANCE	LAST YEAR	LEFT
	12 MON	YTD	YTD	BUDGET	YTD B(W)	YTD	TO SPEND
TRANSPORTATION SERVICES							
Total Works Office	99,119	77,010	85,998	111.67	-8,988	64,579	13,121
Total Engineering	623,861	482,348	456,544	94.65	25,804	444,249	167,316
Total Summer Maintenance	1,664,766	1,408,380	1,492,904	106.00	-84,524	1,329,175	171,862
Total Winter Maintenance	2,592,400	1,827,862	1,923,010	105.21	-95,148	1,976,771	669,390
Driveway Culverts	75,000	49,000	48,872	99.74	128	62,022	26,128
Street Lighting	170,000	130,000	153,488	118.07	-23,488	118,547	16,512
Street Signs	25,000	11,700	11,054	94.47	646	12,708	13,946
Traffic Lanemarking	46,500	46,500	47,016	101.11	-516	43,788	-516
Traffic Signals	11,466	10,250	10,299	100.47	-49	5,460	1,167
Railroad Crossings	10,100	5,940	6,191	104.23	-251	5,568	3,909
Public Transit	96,238	71,550	70,437	98.44	1,113	67,392	25,801
TOTAL TRANSPORTATION SERVICES	5,414,449	4,120,541	4,305,812	104.50	-185,271	4,130,257	1,108,638
ENVIRONMENTAL HEALTH SERVICES							
Climate Protection	4,000	0	0	0.00	0	0	4,000
Garbage Collection	744,000	558,000	555,746	99.60	2,254	523,327	188,254
Garbage Tipping Fees	509,304	381,500	380,540	99.75	960	353,818	128,764
Garbage Containers	8,000	0	0	0.00	0	0	8,000
Garbage Advertising & Promotion	0	0	0	0.00	0	0	0
Garbage Town Dumpsters	19,372	15,172	14,985	98.77	187	14,694	4,387
Garbage Mun. Facil. Recycling Program	3,000	2,250	1,783	79.26	467	1,507	1,217
TOTAL ENVIRON. HEALTH SERVICES	1,287,676	956,922	953,055	99.60	3,867	893,346	334,621
ENVIRONMENTAL DEVELOPMENT SERVICES							
<i>Administration</i>							
Total Administration	474,388	351,493	343,804	97.81	7,689	291,411	130,584
Municipal Plan Process	84,500	25,200	25,050	99.40	150	38,770	59,450
Regional Services Commission	95,549	16,265	16,265	100.00	0	5,702	79,284
Economic Development Greater Saint John	284,000	165,066	165,066	100.00	0	164,303	118,934
Regional Library	150,898	99,900	107,617	107.72	-7,717	97,767	43,282
Regional Facilities Commission	598,498	388,970	388,970	100.00	0	459,011	209,529
TOTAL ENVIRONMENTAL DEVELOPMENT SERVICES	1,687,833	1,046,893	1,046,770	99.99	123	1,056,963	641,062
COMMUNITY SERVICES							
Total Administration	192,743	141,223	139,135	98.52	2,088	131,511	53,608
Total Beach House	76,459	63,755	59,485	93.30	4,270	59,487	16,974
Total Hammond River	28,200	12,538	6,785	54.11	5,753	3,643	21,415
Total Mountain Bike Trails & Park	22,600	8,500	8,336	98.07	164	11,952	14,264
Total Firefly Splash Pad	61,580	57,720	46,207	80.05	11,513	0	15,373
Total Beaches	82,922	81,125	82,223	101.35	-1,098	72,942	699
Total Arena	387,772	277,168	297,872	107.47	-20,703	207,492	89,901
Total Parks	1,021,068	786,445	733,533	93.27	52,912	674,409	287,534
Total Facilities	844,771	668,654	687,210	102.78	-18,556	642,990	157,561
Total Complex	2,045,304	1,601,839	1,608,206	100.40	-6,367	1,529,916	437,098
Total Food Bank Building	15,560	8,500	12,757	150.08	-4,257	7,497	2,803
Total Warehouse	15,360	12,139	11,647	95.95	492	9,506	3,713
Total Programming	91,094	76,203	77,925	102.26	-1,722	74,041	13,169
TOTAL COMMUNITY SERVICES	4,885,433	3,795,809	3,771,321	1,278	24,488	3,425,385	1,114,112
FISCAL SERVICES							
Total Debt Service Charges	2,047,791	1,539,093	1,526,082	99.15	13,011	1,382,978	521,709
Total Transfers	3,130,729	-46,548	-46,548	100.00	0	-17,171	3,177,277
TOTAL FISCAL SERVICES	5,178,520	1,492,545	1,479,534	99	13,011	1,365,807	3,698,986
TOTAL EXPENDITURES	30,785,798	20,722,620	20,861,133	100.67	-138,513	19,303,301	9,924,666
EXCESS OF REVENUE OVER EXPENDITURE SURPLUS (DEFICIT)	-0	2,319,984	2,355,051		35,067	1,852,241	-2,355,051

Town of Quispamsis
GENERAL REVENUE FUND
UNAUDITED Balance Sheet
As at 2023-09-30

	THIS YEAR	LAST YEAR
ASSETS		
<i>Cash and Banks</i>		
Cash and Banks	1,564,858	2,667,924
<i>Receivables</i>		
Accounts Receivable	796,607	1,186,554
<i>Inter Fund Transfers</i>		
Due From (To) General Capital Fund	-46,319,337	-42,477,760
Due From (To) Land Trust Fund	-6,972	-9,080
Due From (To) Reserve Fund	-898	0
Due From (To) Utility Capital Fund	-122,354	-744,935
Due From (To) Utility Revenue Fund	54,382	-358,208
Due From (To) Utility Capital Reserve Fund	-16	-1,966
Total Due To/From Other Funds	-46,395,194	-43,591,949
Inventories	233,030	132,727
Prepaid Expenses	218,908	239,214
Clearing Accounts	0	0
TOTAL ASSETS	-43,581,791	-39,365,529
 LIABILITIES AND SURPLUS		
<i>Accounts Payable</i>		
<i>HST and Accrued Liabilities</i>	252,589	205,133
<i>Other Liabilities</i>	9,538	46,616
<i>Accounts Payable</i>	2,161,322	2,149,116
Current Accounts Payable	2,423,449	2,400,865
Accrued Pension Liability	-373,877	-245,411
Accrued Sick Leave Liability	251,354	242,033
Deferred Amounts Payable	117,627	174,768
HoldBacks and Security Deposits	1,691,147	1,805,392
Current Portion of Bond P & I Accrual	126,279	117,825
Total Accounts Payable	4,235,979	4,495,473
Surplus (Deficit) 2nd Prior Year Trsf to P&L	-287,816	-237,782
Surplus (Deficit) at Beginning of Year	-49,885,005	-45,475,461
Surplus (Deficit) Current Year	2,355,051	1,852,241
TOTAL LIABILITIES AND SURPLUS	-43,581,791	-39,365,529

**Town of Quispamsis
GENERAL CAPITAL FUND
UNAUDITED Balance Sheet
As at 2023-09-30**

ASSETS	THIS YEAR	LAST YEAR
Land	2,268,628	2,271,462
Land Improvements	4,898,656	4,669,597
Buildings	20,791,029	20,821,509
Furniture & Small Equipment	438,333	518,168
Vehicles	692,289	472,531
Machinery & Equipment	2,985,589	2,282,951
Engineering Structures	35,530,159	37,030,591
Work in Progress	2,022,662	131,183
TOTAL ASSETS	<u><u>69,627,345</u></u>	<u><u>68,197,991</u></u>
 LIABILITIES		
<i>Short Term Debt</i>		
STD Bank Loan BOM	0	0
Due To (From) General Revenue Fund	-46,319,334	-42,477,760
Total Short Term Debt	<u>-46,319,334</u>	<u>-42,477,760</u>
<i>Long Term Debt</i>		
Deferred Capital Revenue CCBF gas tax	453,885	314,959
Capital Leases Payable	0	0
Debentures Payable	11,225,000	12,283,000
Investment in Capital Assets	<u>104,267,795</u>	<u>98,077,792</u>
TOTAL LIABILITIES	<u><u>69,627,345</u></u>	<u><u>68,197,991</u></u>

**Town of Quispamsis
GENERAL RESERVE FUNDS
UNAUDITED Balance Sheet
As at 2023-09-30**

	THIS YEAR	LAST YEAR
ASSETS		
Bank Accounts	3,278,980	3,672,602
Short Term Investment	0	0
Inter Fund Transfers	898	0
TOTAL ASSETS	<u>3,279,877</u>	<u>3,672,602</u>
RESERVE FUND BALANCES		
Investment in General Operating Reserve	1,190,101	1,250,128
Investment in General Capital Reserve	1,966,458	2,976,558
Surplus (Deficit) Previous Years	0	0
Surplus (Deficit) Current Year	123,318	-554,084
TOTAL LIABILITIES	<u>3,279,877</u>	<u>3,672,602</u>

**Town of Quispamsis
GENERAL RESERVE FUNDS
Statement of Revenues & Expenditures
For the Period Ended 2023-09-30**

	ACTUAL YTD	LAST YEAR YTD
REVENUE ACCOUNTS		
Interest on Investments Cap Reserve	76,485	33,712
Interest on Investments Oper Reserve	46,833	17,204
Trfs From Other Funds re Gen Cap Reserve	0	0
Trfs From Other Funds re Operating Reserve	0	0
TOTAL REVENUES	<u>123,318</u>	<u>50,916</u>
EXPENDITURE ACCOUNTS		
Transfer to General Operating Fund GRF	0	0
Transfer to Capital Fund	0	605,000
Purchase of Capital Assets	0	0
TOTAL EXPENDITURES	<u>0</u>	<u>605,000</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>123,318</u>	<u>-554,084</u>

Town of Quispamsis
LAND TRUST FUND
UNAUDITED Balance Sheet
As at 2023-09-30

	THIS YEAR	LAST YEAR
ASSETS		
Bank Account	149,121	141,970
Short Term Investment	0	0
Inter Fund Transfers	<u>6,972</u>	<u>9,080</u>
TOTAL ASSETS	<u><u>156,093</u></u>	<u><u>151,050</u></u>
LIABILITIES		
Advances from Own Funds	0	0
Surplus Deficit Previous Yrs	149,837	147,503
Surplus (Deficit) Current Year	<u>6,256</u>	<u>3,547</u>
TOTAL LIABILITIES	<u><u>156,093</u></u>	<u><u>151,050</u></u>

Town of Quispamsis
LAND TRUST FUND
Statement of Revenues & Expenditures
For the Period Ended 2023-09-30

	ACTUAL	LAST YEAR
	<u>YTD</u>	<u>YTD</u>
REVENUE ACCOUNTS		
Interest on Investments	5,883	2,047
Lot Fees	<u>2,250</u>	<u>1,500</u>
TOTAL REVENUES	<u><u>8,133</u></u>	<u><u>3,547</u></u>
EXPENDITURE ACCOUNTS		
-	0	0
Land Improvements	<u>1,877</u>	<u>0</u>
TOTAL EXPENDITURES	<u><u>1,877</u></u>	<u><u>0</u></u>
EXCESS OF REVENUES OVER EXPENDITURES	<u><u>6,256</u></u>	<u><u>3,547</u></u>

Town of Quispamsis
GENERAL CAPITAL FUND
Actual YTD vs. Budget
As at 2023-09-30

	ACTUAL SPENT YTD	UNSPENT BUDGET PRIOR YEARS	BUDGET CURRENT YEAR	FULL BUDGET AVAILABLE	LEFT TO SPEND
CAPITAL PROJECTS					
COMMUNITY SERVICES					
AT Trail Connector 2022 CS CAPITAL	-	24,000	-	24,000	24,000
Hammond River Park Upgrade 2022 CS CAPIT	202,882	136,834	-	136,834	(66,048)
Fire Station #2 Renovations	925,865	-	-	-	(925,865)
Active Transportation 2023 CS Capital	9,449	-	50,000	50,000	40,551
Mowers 2023 CS Capital	27,354	-	32,000	32,000	4,646
2022 Firefly Splash Pad	363,394	-	130,000	130,000	(233,394)
Berm Repair Meenan's Cove 2023 CS Capital	38,370	-	38,000	38,000	(370)
qplex Lighting Upgrade to LED 2022 CS CAPIT	17,462	18,000	-	18,000	538
qplex Gray Water Booster Pumps 2022 CS CAF	22,680	25,000	-	25,000	2,320
Town Hall Engineering Services 2023 CS Capit	-	-	50,000	50,000	50,000
Works Building Engineering Services 2023 CS (-	-	40,000	40,000	40,000
Mountain Bike Park Washroom Building 2023 C	53,848	-	120,000	120,000	66,152
Qplex Zamboni Replacement 2023 CS CAPITAL	173,608	-	200,000	200,000	26,392
qplex Hot Water Holding Tanks 2023 CS Capita	-	-	36,000	36,000	36,000
qplex Building Controls RTU#4 2023 CS Capital	5,120	-	15,000	15,000	9,880
qplex Convert Kitchen to Storage Unit 2023 CS	1,977	-	13,000	13,000	11,023
qplex Lower Parking Lot Curbing 2023 CS Capit	18,549	-	25,000	25,000	6,451
qplex Pool Piping Replacement 2023 CS Capita	35,438	-	50,000	50,000	14,562
QMA Replace Brine Manifold Piping 2023 CS C.	63,213	-	60,000	60,000	(3,213)
qplex Truck Replacement 2023 CS Capital	53,217	-	50,000	50,000	(3,217)
TRANSPORTATION SERVICES					
SnowPlow Unit #326 2023 TS CAPITAL	163,733	-	385,000	385,000	221,267
SnowPlow Unit #328 2023 TS CAPITAL	202,766	-	355,000	355,000	152,234
Roller Truck Replacement 2023 TS Capital	-	-	20,000	20,000	20,000
Mini Loader Attachments 2023 TS Capital	31,459	-	55,000	55,000	23,541
Half Ton Replacement #327 2023 TS Capital	67,999	-	55,000	55,000	(12,999)
Half Ton Replacement #304 2023 TS Capital	68,287	-	55,000	55,000	(13,287)
Half Ton Replacement Crew Cab #324 2023 TS	63,375	-	57,000	57,000	(6,375)
Miscellaneous Storm Sewer 2023 TS Capital	116,780	-	150,000	150,000	33,220
Local Improvement Program 2023 TS Capital	1,437	-	15,000	15,000	13,563
Traffic Calming Equipment 2023 TS Capital	27,107	-	75,000	75,000	47,893
Hampton Rd/Pettingill Signal Controls 2023 TS	77,778	55,000	100,000	155,000	77,222
2022 Gondola Pt Rd Corridor Analysis 2022 TS	4,570	54,000	-	54,000	49,430
Sidewalks Quispamsis Rd Diggle to QR Trail 20	122,741	-	180,000	180,000	57,259
Neck Road Slope Stabilization Project	19,267	-	-	-	(19,267)
Millenium Drive Resurfacing 2023 TS Capital	19,519	-	330,000	330,000	310,481
2023 Street Capital 2023 TS Capital	67,567	-	2,012,000	2,012,000	1,944,433
CURRENT YEAR PROJECTS	3,066,810	312,834	4,753,000	5,065,834	1,999,024

**UNAUDITED Utility Statement of Revenues and Expenditures
For the Period Ended 2023-09-30**

	BUDGET 12 MON	BUDGET YTD	ACTUAL YTD	% OF BUDGET	VARIANCE YTD B(W)	LAST YEAR YTD	LEFT TO SPEND
REVENUES							
<i>User Fees</i>							
Water Sales	306,763	227,938	230,216	101.00	2,278	223,945	76,547
Sewer Sales	3,122,610	2,337,641	2,348,941	100.48	11,300	2,246,939	773,669
Transfer from Oper.Reserve	0	0	0	0.00	0	0	0
Transfer from General Operating	91,923	0	0	0.00	0	0	91,923
Misc. Revenue	5,560	4,170	26,885	644.72	22,715	3,931	-21,325
Sewer Connection Fees	28,000	22,000	21,000	95.45	-1,000	24,000	7,000
Water Connection Fees	750	750	1,500	200.00	750	0	-750
Water Transfer Costs	111,529	111,529	111,529	100.00	0	111,529	0
Interest	87,300	62,170	83,755	134.72	21,585	75,533	3,545
Deficit (Surplus) Amortization	2,092	1,566	1,566	100.00	0	31,561	526
TOTAL REVENUE	3,756,527	2,767,764	2,825,393	102.08	57,629	2,717,439	931,134
EXPENDITURES							
ENVIRONMENTAL HEALTH SERVICES							
Wellfields	6,250	4,166	1,608	38.60	2,558	14,794	4,642
Water Treatment	46,400	24,836	18,011	72.52	6,825	21,186	28,389
Water Pump	39,640	32,620	38,046	116.63	-5,426	24,823	1,594
Water Infrastructure	183,882	137,137	143,468	104.62	-6,331	131,966	40,414
Total Water Services	276,172	198,759	201,134	101.19	-2,375	192,769	75,038
Utility Administration	878,846	618,498	566,139	91.53	52,360	506,120	312,708
Sewerage Infrastructure	166,877	125,143	123,961	99.06	1,182	117,034	42,915
Sewerage Lift Stations	335,706	251,485	278,635	110.80	-27,150	253,833	57,072
Sewerage Treatment	287,895	209,817	205,406	97.90	4,411	228,261	82,489
Total Sewer Services	790,478	586,445	608,002	103.68	-21,557	599,128	182,476
TOTAL ENVIRONMENTAL HEALTH SER	1,945,496	1,403,702	1,375,275	97.97	28,428	1,298,017	570,222
FISCAL SERVICES							
Debt Service Charges	955,422	716,212	725,388	101.28	-9,176	713,667	230,034
Transfers to Other Funds	855,609	0	0	0.00	0	6,714	855,609
TOTAL FISCAL SERVICES	1,811,031	716,212	725,388	101.28	-9,176	720,381	1,085,643
TOTAL EXPENDITURES	3,756,527	2,119,914	2,100,663	99.09	19,252	2,018,399	1,655,865
EXCESS OF REVENUES OVER EXPENDITURES	-0	647,850	724,730	111.87	76,880	699,040	724,730

Town of Quispamsis
UTILITY OPERATING FUND
UNAUDITED Balance Sheet
As at 2023-09-30

	THIS YEAR	LAST YEAR
ASSETS		
<i>Cash and Banks</i>	542,340	154,563
<i>Receivables</i>		
Accounts Receivable	519,601	430,084
Inter Fund Transfers	-10,873,015	-9,162,341
Unamortized Bond Discount	77,258	85,222
	-9,733,815	-8,492,472
TOTAL ASSETS	-9,733,815	-8,492,472
 LIABILITIES AND SURPLUS		
Accrued Bond PPL INT	186,799	191,003
Accrued Liabilities	69	977
Accrued Maintenance Reserve	0	0
Dry Line Installation Funds	19,184	19,184
	206,053	211,165
Total Liabilities	206,053	211,165
Surplus (Deficit) 2nd Previous Year	-427,563	-415,476
Surplus (Deficit) Previous Year	-10,237,035	-8,987,200
Surplus (Deficit) Current Year	724,730	699,040
	-9,939,868	-8,703,637
Net Surplus	-9,939,868	-8,703,637
TOTAL LIABILITIES AND SURPLUS	-9,733,815	-8,492,472

Town of Quispamsis
UTILITY CAPITAL FUND
UNAUDITED Balance Sheet
As at 2023-09-30

	THIS YEAR	LAST YEAR
ASSETS		
<i>Current Assets</i>		
A/R Grants Due From Province	0	226
<i>Tangibles</i>		
Land	872,064	872,064
Treatment Facilities	15,462,582	12,864,130
Current Year Projects	2,375,117	2,956,533
Engineering Structures	25,136,661	25,241,711
Machinery & Equipment	292,695	351,318
Furniture and Small Equip	8,342	11,122
Vehicles	237,532	84,514
Work in Progress Utility	1,087,519	1,728,118
Total Tangibles	45,472,512	44,109,509
TOTAL ASSETS	45,472,512	44,109,735
LIABILITIES		
<i>Short Term Debt and Payables</i>		
Due To (From) General Capital Fund	0	0
Due To (From) Sewerage Operating Fund	-10,818,632	-9,520,806
Due To (From) General Revenue Fund	-122,354	-744,935
Accrued Liabilities	0	339
STD Bank Loan TD Bank	0	0
Total Short Term Debt	-10,940,986	-10,265,402
<i>Bonds</i>		
Total Debentures Payable	8,495,000	9,090,000
Deferred Capital Grant Revenue	-174,248	1,506,551
Investment in Capital Assets	48,092,746	43,778,586
TOTAL LIABILITIES	45,472,512	44,109,735

Town of Quispamsis
UTILITY RESERVE FUNDS
UNAUDITED Balance Sheet
As at 2023-09-30

	THIS YEAR	LAST YEAR
ASSETS		
Bank BOM Utility Reserves	2,071,759	2,315,109
Short Term Investments	0	0
<i>Inter Fund Transfers</i>		
Due From To General Revenue Fund	16	1,966
Due From To Utility Revenue Fund	0	0
TOTAL ASSETS	2,071,775	2,317,075
LIABILITIES AND EQUITY		
Investment in Utility Operating Reserve	164,452	160,507
Invest. in Utility Equipment Replacement Reserve	595,275	574,283
Invest. in Utility Capital Reserve	1,184,143	2,044,669
Investment in Utility FC Reserve	47,478	39,837
Surplus (Deficit) Current Year	80,426	-502,221
TOTAL LIABILITIES AND EQUITY	2,071,775	2,317,075

Town of Quispamsis
UTILITY RESERVE FUNDS
Statement of Revenues & Expenditures
For the Period Ended 2023-09-30

	ACTUAL YTD	LAST YEAR YTD
REVENUE / EXPENSE ACCOUNTS		
Interest on Investments Capital reserve	73,975	30,578
Interest on Investments Operating reserve	6,451	2,201
Transfers From Other Funds	0	0
Transfer to Other Util funds	0	-535,000
NET SURPLUS / (DEFICIT)	80,426	-502,221

**KENNEBECASIS VALLEY FIRE DEPARTMENT INC BOARD MEETING
FIRE STATION ONE, CAMPBELL DRIVE, ROTHESAY, NB
OCTOBER 11, 2023**

Present: Chair Stéphane Bolduc	Chief Mike Boyle
Vice Chair Kirk Miller	Deputy Chief Shawn White
Treasurer Peter Lewis	Division Chief Karen Trecartin
Commissioner Mike Biggar	Carlene MacBean, Executive Assistant
Commissioner Dave Brown	
Commissioner Patricia Murray	

Absent: John Jarvie, Administrator

1.0 Call to Order

Chair Bolduc called the meeting to order at 5:57 pm.

2.0 Chair's Remarks

None

3.0 Approval of Agenda

Moved by P. Lewis and seconded by D. Brown, that the agenda be approved as presented.

CARRIED

4.0 Conflict of Interest

None

5.0 Approval of Previous Minutes

5.1 September 6, 2023

Moved by M. Biggar and seconded by D. Brown, that the minutes of September 6, 2023 be approved as presented.

CARRIED

6.0 Unfinished Business

6.1 Station Two – Renovation Update

The ventilation contractor confirmed that they have received the fire dampers and that they would be installed beginning on Monday, October 9th. It will take them around 2 weeks to complete all the work including balancing, testing and commissioning of the system.

FCC will complete the rest of the deficiencies and setup building orientation/training during that period. FCC has also started the process with the town to close out the permit.

Open houses for Fire Board members, elected officials for Rothesay and Quispamsis will be held next week.

Moved by K. Miller and M. Biggar to receive and file.

CARRIED

7.0 Correspondence

7.1 Email from Saint John Fire Department re: Thank You

Chief Kevin Clifford, Saint John Fire Department, expressed his thanks for the assistance of the Kennebecasis Valley Fire Department to the fire operation at the AIM facility fire on September 14, 2023.

Moved by P. Lewis and P. Murray to receive and file.

CARRIED

8.0 New Business

8.1 SCBA – Miscellaneous Revenue

Deputy Chief White reported that with the acquisition of our new Self-Contained Breathing Apparatus (SCBA), a buyer has been found for the existing SCBA. Twelve air packs have already been sold to the Atlantic Police Academy (Fire School) for \$12,000. These funds will go into the departments Miscellaneous Revenue fund.

Chief Boyle will be informing our mutual aid partners that there are other SCBA's and cylinders that are available for purchase.

These items have and will be sold on an as is where is basis.

Moved by D. Brown and P. Lewis to receive and file.

CARRIED

8.2 Quint 1 Maintenance

Each year the aerial apparatus, Quint 1, a 2009 70' Sutphen ladder truck, goes through rigorous structural inspection and testing by a third party. Prior to the apparatus being recertified, the extension cables must be replaced and a crack on the aluminum platform repaired. It is estimated that these repairs including parts will total between \$25,000 and \$30,000.

Deputy Chief White noted that the Sussex Fire Departments aerial, which is a 2013 75' Sutphen ladder truck, is having its cables replaced and their truck is four years newer than ours.

The current status of replacing apparatus was also discussed. In 2026, new emission requirements will take place, new safety features, and the increase in the time between ordering and receiving apparatus.

Moved by P. Murray and D. Brown to receive and file.

On the question:

Commissioner Miller asked when Chief Boyle would be coming back with options regarding the replacement of the Quint. Chief Boyle will be discussing with Administrator Jarvie and bring back to the Fire Board.

CARRIED

9.0 Financial

9.1 Draft Financial Statements for the Month Ended August 31, 2023

Moved by P. Lewis and seconded by D. Brown to receive and file.

CARRIED

9.2 Budget Variance Analysis

Moved by K. Miller and seconded by P. Lewis to receive and file.

CARRIED

9.3 Compliance Report

Moved by D. Brown and seconded by P. Lewis to receive and file.

CARRIED

9.4 2023 Capital Budget - Update

The 2023 capital budget was reviewed with the Station Two renovation project and the SCBA purchase both under budget.

Moved by P. Lewis and seconded by P. Murray to receive and file.

CARRIED

10.0 Business Arising from Committee of the Whole

None

11.0 Reports

11.1 Chief's Report

Chief Boyle and Division Chief Trecartin attend the annual Canadian Association of Fire Chiefs (CAFC) Fire Rescue Canada Conference held in Halifax from September 17 to 20, 2023. Division Chief Trecartin was presented with her certificate confirming her achievement of earning the professional designation as an Executive Chief Fire Officer (ECFO) with the CAFC. She joins a select group of only 149 chief officers across Canada to hold this designation and is only the fifth female chief officer in Canada. Chief Boyle and Deputy Chief White also have their ECFO.

Division Chief Trecartin was also one of six recipients presented the "2023 Women in Fire Scholarship" award. This award consists of a bursary that covers all expenses for the "Chiefs on the Hill" conference in December where fire chiefs across the country meet with Members of Parliament in Ottawa to discuss issues facing the Canadian fire service.

Chief Boyle was a speaker at the conference and presented on adult education in the fire service.

Moved by P. Murray and seconded by K. Miller to receive and file.

CARRIED

11.2 Response Summary

Chief Boyle advised that next month, the Fire Board will see a drop in the number of medical calls in September and then a rise again in mid-October; this is due to the recent labour disruption in the Public Safety Communications Centre.

Moved by D. Brown and seconded by P. Murray to receive and file.

CARRIED

12.0 Adjournment

Moved by K. Miller that the meeting be adjourned at 6:34 pm.

Date of next meeting – November 8, 2023

Respectfully submitted,



CHAIR



SECRETARY / TREASURER

Kennebecasis Valley Fire Department Inc.
Statement of Expense with Budget Variance
For the 9 months ending September 30, 2023

	BUDGET	ACTUAL	VARIANCES	
	YEAR TO DATE	YEAR to DATE	YEAR TO DATE	
			(Under Budget)	
Line REVENUE:				
1	Members Contributions	\$4,445,992	\$4,445,992	\$0
2	Rebate of Property Tax (Miscellaneous Revenue	\$62,667	\$69,218	\$6,551
3	Local Service Districts	\$0	\$0	\$0
4	Revenue Fee Structure	\$0	\$0	\$0
5	Misc. Revenue	\$20,750	\$81,592	\$60,842
6	Interest Income C/A	\$7,500	\$22,118	\$14,618
7	Deficit 2nd previous year	\$241,189	\$241,189	\$0
8		<u>\$4,778,097</u>	<u>\$4,860,109</u>	<u>\$82,011</u>
EXPENSES:				
ADMINISTRATION:				
9	Admin. Wages and Benefits	\$505,891	\$510,831	\$4,940
10	Convention/dues/training	\$18,000	\$17,768	(\$232)
11	Administrative Agreement	\$9,000	\$9,000	\$0
12	Professional Services	\$41,250	\$15,186	(\$26,064)
13	CPSE Accreditation	\$7,500	\$450	(\$7,050)
14	Office supplies/Copy Machine/ S/C	\$6,263	\$6,679	\$416
15	Computer hardware/software/IT	\$35,650	\$11,981	(\$23,669)
16	Telephone/ Internet	\$11,250	\$11,572	\$322
17		<u>\$634,803</u>	<u>\$583,467</u>	<u>(\$44,286)</u>
FIREFIGHTING FORCE:				
18	Salaries Basic	\$2,260,678	\$2,207,794	(\$52,884)
19	Dedicated FP Salary	\$0		\$0
20	Overtime	\$56,250	\$27,081	(\$29,169)
21	Vacation Pay on Retirement	\$0		\$0
22	Force Benefits	\$586,241	\$581,012	(\$5,229)
23	FP Position Benefits	\$0		\$0
24	Career Uniforms and maintenance	\$22,125	\$17,459	(\$4,666)
25	Medical and Fitness Testing	\$15,000	\$16,216	\$1,216
26	Employee Wellness	\$8,250	\$1,594	(\$6,656)
27	Career Recognition	\$2,250	\$1,005	(\$1,245)
28	Holiday Relief Wages and overtime	\$284,538	\$343,283	\$58,745
29	Holiday Relief Benefits	\$95,615	\$109,826	\$14,211
30		<u>\$3,330,948</u>	<u>\$3,305,270</u>	<u>(\$25,678)</u>

	BUDGET	ACTUAL	VARIANCES
	YEAR TO DATE	YEAR to DATE	YEAR TO DATE

TELECOMMUNICATIONS:

31	Cellular Telephones	\$3,938	\$4,337	\$399
32	Communication Equipment	\$1,125	\$0	(\$1,125)
33	Maintenance / Repairs	\$350	\$83	(\$267)
34	Dispatch Service	\$169,617	\$169,619	\$2
35		<u>\$175,030</u>	<u>\$174,039</u>	<u>(\$991)</u>

INSURANCE:

36	Insurance	\$61,185	\$67,944	\$6,759
37		<u>\$61,185</u>	<u>\$67,944</u>	<u>\$6,759</u>

PREVENTION AND TRAINING:

38	Firefighter / Co. Officer Training	\$43,700	\$35,862	(\$7,838)
39	Fire Prevention	\$5,250	\$4,119	(\$1,131)
40	Public Education	\$2,700	\$846	(\$1,854)
41	Training Supplies	\$3,750	\$1,338	(\$2,412)
42		<u>\$55,400</u>	<u>\$42,165</u>	<u>(\$13,235)</u>

FACILITIES:

43	Station 1 Operating	\$175,373	\$172,272	(\$3,101)
44	Station 2 Operating	\$44,053	\$53,075	\$9,022
45	Station Supplies	\$9,000	\$12,208	\$3,208
46		<u>\$228,426</u>	<u>\$237,555</u>	<u>\$9,129</u>

FLEET:

47	Fuel Vehicle	\$22,500	\$28,806	\$6,306
48	Registration Vehicle	\$400	\$361	(\$39)
49	Vehicle Maint. & Repairs	\$56,250	\$56,574	\$324
50		<u>\$79,150</u>	<u>\$85,741</u>	<u>\$6,591</u>

OPERATIONS:

51	New Equipment	\$18,000	(\$1,661)	(\$19,661)
52	Maint. & Repairs Equip.	\$18,750	\$21,251	\$2,501
53	Maint. & Repairs Bunker Gear	\$1,250	\$314	(\$936)
54	Medical Supplies	\$7,500	\$4,350	(\$3,150)
55	Fire Fighting Supplies	\$4,500	\$4,352	(\$148)
56	H&S/Cause determination	\$1,500	\$167	(\$1,333)
57		<u>\$51,500</u>	<u>\$28,773</u>	<u>(\$22,727)</u>

	BUDGET	ACTUAL	VARIANCES
	YEAR TO DATE	YEAR to DATE	YEAR TO DATE

WATER COSTS:

58	Water Costs - Quispamsis	\$4,170	\$4,170	\$0
59	Water Costs - Rothesay	\$21,672	\$21,672	\$0
60		<u>\$25,842</u>	<u>\$25,842</u>	<u>\$0</u>

OTHER:

61	Miscellaneous	\$3,000	\$2,895	(\$105)
62	Retirement Allowance	\$50,250	\$50,250	(\$0)
63		<u>\$53,250</u>	<u>\$53,145</u>	<u>(\$105)</u>

64	Operating Cost Total	<u>\$4,695,534</u>	<u>\$4,603,941</u>	<u>(\$84,543)</u>
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65	(DEFICIT) SURPLUS FOR THE PERIOD		\$256,168	\$166,554
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Kennebecasis Valley Fire Department Inc.

Budget Variances Analysis greater than \$5,000

For the 9 months ending September, 2023

Line #	Description	Budget YTD	Actual YTD	Variance	Details
					(Under Budget)
6	Interest Income			\$0	Unbudgeted increase in interest rates
18	Salaries Basic	\$2,260,678	\$2,207,794	(\$52,884)	\$54K accrual to move 1/2 of first payroll back to 2022 when incurred/retirement/disability
20	Overtime	\$56,250	\$27,081	(\$29,169)	As required/Offset by higher HRFFcosts
12	Professional Services	\$41,250	\$15,186	(\$26,064)	As required/Retirement account actuarial
13	CPSE Accreditation	\$7,500	\$450	(\$7,050)	As required
15	Computer hardware/software/IT	\$35,650	\$11,981	(\$23,669)	Some annual software subscriptions not yet paid/New computer hardware not yet purchased
22	Force Benefits	\$586,241	\$581,012	(\$5,229)	CPP/EI premiums rose less than budgeted
26	Employee Wellness	\$8,250	\$1,594	(\$6,656)	As required
28	Holiday Relief Wages & Overtime	\$284,538	\$343,283	\$58,745	As required/Coverage for retirement & disability/Offset Career wage reduction
29	Holiday Relief Benefits	\$95,615	\$109,826	\$14,211	Increased HRFF utilization increases CPP/EI/Pension costs/Stat pay costs
36	Insurance	\$61,185	\$67,944	\$6,759	Actual cost greater tha budgeted
38	Firefighter/Co. Officer Training	\$43,700	\$35,862	(\$7,838)	As required/Some training still to occur
44	Station 2 Operating	\$44,053	\$53,075	\$9,022	Property tax higher than budgeted/Budget numbers were best guesses of new design
47	Fuel Vehicle	\$22,500	\$28,806	\$6,306	Unforeseen increase in fuel prices
51	New Equipment	\$18,000	(\$1,661)	(\$19,661)	As required/Accrual for hose tester order in 2022/Some items yet to be purchased
	Material Variances	\$3,565,411	\$3,482,233	(\$83,178)	

Kennebecasis Valley Fire Department Inc.

Invoices over \$5,000

For the month of September 2023

Non-Recurring Monthly Invoices		Amount	Description
09-07-23	Wilson's Security	\$7,918.34	Security cameras for Station #2
09-11-23	FCC Construction	\$224,741.52	Progress payment #10 for Station #2 renovation



Kennebecasis Valley Fire Department Inc.

Chief Michael Boyle

Deputy Chief Shawn White

7 Campbell Drive, Rothesay, NB E2E 5B6
Phone (506) 848-6601 Fax (506) 848-6608
Email: finance.kvfire.ca

TO: Finance Committee
FROM: Ron Catchick
DATE: October 30, 2023
RE: Compliance Report

The following Government remittances have been remitted for the month of September and in accordance with the appropriate regulation:

Payroll taxes (CPP, EI, income tax withheld) –remittances filed every two weeks

HST rebate claim - remitted semi-annually – July 31, 2023 claim filed (next claim due December 31, 2023)

WHSCC – remitted monthly – payment remitted

A handwritten signature in blue ink, appearing to be "Ron Catchick", is written over a horizontal line.

Ron Catchick
Finance Administrator



Kennebecasis Valley Fire Department

Fire Chief's Report to the Joint Board of Fire Commissioners

Fire Prevention Week 2023

The theme for Fire Prevention Week 2023 was a focus on fire safety in the kitchen. Throughout the week, firefighters were busy teaching about fire safety, hosting our open house event, presenting in schools, visiting daycares and hosting station tours. Our open house was a great success with an estimated 300 to 500 people attending.

SCBA Upgrade

As part of our commitment to safety and efficiency, we were thrilled to put our upgraded air packs into service in October. The department has invested in the 3M™ Scott™ Air-Pak™ X3 Pro SCBA which, in addition to more breathing air for firefighters, also has improved safety features to keep firefighters safe while doing their job. Each fire truck is now equipped with these new air packs.



Station 2 Grand Opening

After a year and a half of renovations, Station 2 in Quispamsis was officially re-opened with a ceremony held on Wednesday, October 25th. Members of each council, active and retired KVFD members, representatives from the Kennebecasis Regional Police and area fire departments were present at the ceremony. Stephane Bolduc, chair of the Joint Fire Board of Commissioners and Fire Chief Mike Boyle gave greetings and spoke about the presentation with Chaplain Bruce Smith giving a blessing of the station before all those in attendance toured the new facilities.



HomeSafe Program

This year's smoke alarm campaign included 279 houses from 11 different streets throughout the community. Firefighters from both stations were given a list of houses to visit during the month of September. Streets this year were chosen based off increased response time due to their distance from each station.

So far into 2023 after restarting the home inspection program, seven HomeSafe inspections have been completed with five more planned to be completed soon. Many of these requests come from referrals to our program through a partnership we have formed with a local business called Home Care by Design (HCD), now located on Hampton Road. This business was established by a previous manager of a local nursing home and is designed to provide care for seniors and/or people with disabilities in their own homes. They are used by the provincial Extra-Mural program as a method of providing nursing care and can also be hired privately for assistance with older adults in their own home. We provide their staff with brochures about the free program, and they mention it during their first meetings with new clients.

October 2023

Note – decrease in “Public Service - First Aid Calls” result of 911 changes during last week of dispatch labour disruption at beginning of October. Normal operations resumed October 5th.

Response Type Description	2020	2021	2022	3 Year Average	2023
Alarm No Fire - accidental miscellaneous	6	8	3	5.66	4
Alarm No Fire - detector activated	3	3	2	2.66	3
Alarm No Fire - miscellaneous	1	2	5	2.66	4
Alarm No Fire - smoke or steam mistaken	0	3	1	1.33	0
Alarm No Fire - sprinkler surge or discharge	0	0	0	0	0
Alarm No Fire - unknown odours	1	0	1	0.6	1
Building Collapse	0	0	0	0	0
Chimney Fire	0	0	0	0	0
Explosion - no fire	0	0	0	0	0
False Alarm - miscellaneous	1	0	0	0.33	1
False Alarm - municipal alarm system	0	0	0	0	0
False Alarm - verbal report to fire station	0	0	0	0	0
Fire/explosion - dollar loss	2	3	1	2	3
Gas Leak - miscellaneous	1	1	0	0.66	0
Gas Leak - propane	0	2	0	0.66	0
Gas Leak - refrigerant	0	0	0	0	0
Gas Leak - response to carbon monoxide	1	0	1	0.66	1
Home Accident	0	0	0	0	0
Incident Situation Unclassified	2	1	0	1	1
Industrial Accident	0	0	0	0	0
Public Hazard - gasoline or fuel spill	0	1	0	0.33	0
Public Hazard - hazardous object removed	0	0	0	0	0
Public Hazard - miscellaneous	1	1	1	1	1
Public Hazard - power line down	0	1	1	1	2
Public Hazard - toxic chemical spill	0	0	0	0	0
Public Service - animal rescue	0	0	0	0	0
Public Service - assist police or other agency	1	2	4	2.33	2
Public Service - citizens locked in or out	0	1	0	0.33	0
Public Service - citizens trapped in elevators	1	1	1	1	0
Public Service - first aid	46	51	62	53	38
Public Service - Flooding	0	0	0	0	0
Public Service - mutual aid	0	1	0	0.33	0
Public Service- miscellaneous	2	0	1	1	0
Rescue - Miscellaneous	1	0	1	0.66	4
Resuscitation Call - dead on arrival	1	0	0	0.33	0
Rubbish/grass fire - no dollar loss	0	1	0	0.33	0
Rupture - water pipes	0	0	0	0	4
Vehicle Accident	7	8	9	8	11
Total	78	91	94	88	80

August 2, 2023

Libby O'Hara
Office of the Mayor
Town of Quispamsis
12 Landing Court, P.O. Box 21085
Quispamsis, NB E2E 4Z4

Ms. O'Hara,

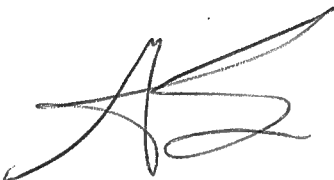
Thank you for your letter of June 30, 2023, on behalf of the Town of Quispamsis, in which you extended congratulations on my appointment as Minister of Local Government.

I am honoured and excited to take on this new role, and I thank you for your positive wishes. The last few years have brought about many changes to our local governance landscape, and we will continue that momentum into the future.

Further to the issue you have raised concerning cost-sharing on regional facilities such as the qplex in Quispamsis, this matter is best addressed by the Fundy Regional Service Commission's board. I encourage you to continue to work with your regional colleagues on this matter.

I look forward to working with you and all local governance stakeholders to ensure vibrant and sustainable communities.

Sincerely,



Glen Savoie
Minister of Local Government



November 8, 2023

Hon. Blaine Higgs, Premier
Chancery Place
P.O. Box 6000
Fredericton, NB, E3B 5H1

Mr. Premier,

I am incredibly disappointed in the comments you made in the Telegraph-Journal related to blocking municipalities from accessing federal funds. It is short-sighted and unacceptable for you to consider such a change at a time when many municipalities are struggling to make ends meet due to the increased responsibilities from municipal reform and the lack of a meaningful financial reform. In addition to this, it is disrespectful to the role of councils who are duly elected to represent their communities. Our association supported your government's municipal reform project and the objective to create strong and vibrant communities, but your comments seem to run contrary to the goal of municipal reform.

What municipalities require in this moment is partnership, not more roadblocks. There are many challenges that the province is facing and blocking access to federal funding for municipalities will not fix the growing housing crisis in our province or meet the need for infrastructure that is stalling many projects. Ultimately, slowing down these projects not only hurts municipalities, but hurts the province as a whole. Municipalities are key partners in the economic growth, population growth and social growth experienced in our province over the course of the last few years. Municipalities have led the ways on many fronts despite the lack of clear mandates or the necessary fiscal tools to do so. Adding another layer of bureaucracy to access much needed funding on infrastructure does the opposite of what your government is trying to accomplish. Especially in the case of your housing strategy which stresses partnership as one of its core principles.

The Union of Municipalities of New Brunswick urges you to show leadership by engaging our association and members in these discussions as true partners. Collaboration is critical to ensure we meet the challenges our province is seeing. Now is not the time to add more complexity to the process, now is the time to roll up our sleeves, be partners and work together on these challenges for the betterment of our communities and province.

We stand ready to meet with you at your convenience.



Sincerely,

A handwritten signature in black ink that reads "Andrew Black". The signature is written in a cursive, flowing style.

Andrew Black, President
Union of Municipalities of New Brunswick

CC: Hon. Glen Savoie, Minister of Local Government
Hon. Jill Green, Minister of Social Development and Minister for the NB
Housing Corporation
Ms. Susan Holt, Leader of the Official Opposition
Mr. David Coon, Leader of the Green Party
Charbel Awad, Deputy Minister, Local Government
UMNB Members
Dan Murphy, Executive Director UMNB
AFMNB
CANB

UMNB BULLETIN

To engage and collaborate with all New Brunswick municipalities to build vibrant and sustainable communities via advocacy and the provision of valuable services for members.

S'engager et collaborer avec toutes les municipalités du Nouveau-Brunswick afin de bâtir des communautés dynamiques et durables par le biais de la défense des intérêts et de la prestation de services utiles aux membres.



OFFICE REPORT



We are nine days away from welcoming over 275 participants to this years Annual Conference and AGM! This years conference will mark the largest participated conference in UMN history.

This year, we have sold-out our trade show with 45 vendors. We will be updating our website to reflect the newly added vendors this week for a complete list of this years participants in our trade show. This year we are also piloting a select amount of booths during the day Friday and Saturday. Make sure to stop by to say hi throughout the weekend.

We are requesting for those planning to attend our AMANB partnership session on Friday, November 24, from 9:00 AM to 11:00 AM, featuring presentations from DTI and EMO. While these sessions are free, they occur before our official first session at 11:15 AM, so pre-registration will be greatly appreciated. To secure your spot, please register [here](#).

RAPPORT DU BUREAU



Dans neuf jours, nous accueillerons plus de 275 participants à la conférence annuelle et à l'assemblée générale annuelle de cette année ! Cette année, la conférence sera la plus importante de l'histoire de l'UMNB.

Cette année, notre salon professionnel est complet avec 45 vendeurs pour la soirée du vendredi. Nous mettrons à jour notre site web cette semaine afin de refléter les nouveaux vendeurs et d'obtenir une liste complète des participants à notre salon professionnel de cette année. Cette année, nous mettons également à l'essai un certain nombre de stands pendant la journée du vendredi et du samedi. N'oubliez pas de passer nous saluer tout au long du week-end.

Nous demandons à ceux qui prévoient d'assister à notre session de partenariat de l'AMANB le vendredi 24 novembre, de 9h00 à 11h00, avec des présentations du DTI et de l'EMO. Bien que ces sessions soient gratuites, elles se déroulent avant notre première session officielle à 11h15, c'est pourquoi une

This year the Minister's keynote will be a moderated Q&A between President Andrew Black and Minister Savoie. To help us with questions, we are asking you to submit questions no later than November 22. Please remember these questions should address issues facing all municipalities and are not specific to your community. You can submit your questions [here!](#)

Reminder we are still looking for items for our Silent Auction. If your community would like to donate an item, please email vanessa.pettersson@umnbc.ca to let us know.

It has come to our attention that there have been spam emails sent to members regarding conference registration and the participate list. **This is not us!** If the email does not come from either myself, Dan Murphy, or Amy Anderson, please report it as spam.

We would like to thank our sponsors for making this years conference possible:

- Atlantic Lotto
- Checkpoint / MNP Digital
- CN
- McInnes Cooper
- NB Power
- Xplore
- Englobe
- Intable Public Entities
- Nuclear Waste Management Organization
- BrokerLink Insurance
- Canada Mortgage and Housing Corporation
- Cybervisor
- National Police Federation

We can't wait to see you at our 2023 UMNBC Annual Conference and AGM - it's an event you won't want to miss!

pré-inscription sera grandement appréciée. Pour réserver votre place, veuillez vous inscrire [ici](#).

Cette année, le discours d'ouverture du ministre sera une séance de questions et réponses animée par le président Andrew Black et le ministre Savoie. Pour nous aider à répondre aux questions, nous vous demandons de soumettre vos questions au plus tard le 22 novembre. N'oubliez pas que ces questions doivent porter sur des problèmes auxquels sont confrontées toutes les municipalités et qu'elles ne doivent pas être spécifiques à votre collectivité. Vous pouvez soumettre vos questions [ici !](#)

Nous vous rappelons que nous sommes toujours à la recherche d'articles pour notre vente aux enchères silencieuse. Si votre collectivité souhaite faire don d'un article, veuillez envoyer un courriel à vanessa.pettersson@umnbc.ca pour nous en informer.

Nous avons appris que des courriers électroniques non sollicités ont été envoyés aux membres concernant l'inscription à la conférence et la liste des participants. **Ce n'est pas nous !** Si l'e-mail ne provient pas de moi-même, de Dan Murphy ou d'Amy Anderson, veuillez le signaler comme spam.

Nous tenons à remercier nos sponsors qui ont rendu possible la conférence de cette année :

- Loto de l'Atlantique
- Checkpoint / MNP Digital
- CN
- McInnes Cooper
- Énergie NB
- Xplore
- Englobe
- Entités publiques Intable
- Organisation de gestion des déchets nucléaires
- BrokerLink Insurance
- Société canadienne d'hypothèques et de logement
- Cybervisor
- Fédération nationale de la police

Nous sommes impatients de vous voir à la conférence annuelle et à l'assemblée générale

de l'UMNB 2023 - c'est un événement que vous ne voudrez pas manquer !

UMNB PRESS RELEASE: [UMNB Calls for partnerships, not roadblocks on infrastructure development.](#)

Municipal highlights in GNB's Q2 financial update for 2023

The Government of New Brunswick has released its second quarter financial update, with revenue coming in \$156.2 million higher than budget, and expenses \$161 million over budget.

Areas of note for municipalities include:

- Slowing of revenue and expenses in Special Operating Agencies due to project delays and less funding being claimed under Integrated Bilateral Agreements (IBA's) and Canada Community-Building Fund (CCBF).
- Post-Secondary Education, Training and Labour is projected to be over budget by \$53.0 million due to increased demand and the receipt of additional federal funding in the Working NB program, as well as costs to implement the New Brunswick Housing Strategy.
- Justice and Public Safety is over budget by \$10.5 million mainly due to expenses incurred under the Disaster Financial Assistance program primarily associated with Hurricane Fiona and the 2023 Flash Flood. These expenses are offset to a large extent by federal recoveries.
- Capital Account expense is over budget by \$6.9 million mainly due to additional capital expenditures in nursing home improvements and Public Works and Infrastructure.
- Housing starts are at 3145 units so far in 2023, slowing compared to last year. Inflation is easing slightly but still high in the food, shelter, and personal care categories.

UMNB will continue to provide updates to municipal members as GNB moves through its budget cycle. We are also continuing to advocate for a rescheduling of the Fiscal

COMMUNIQUÉ DE PRESSE: [L'UMNB demande des partenariats, et non des blocages, pour le développement des infrastructures.](#)

Faits saillants sur les municipalités dans la mise à jour financière du deuxième trimestre du gouvernement du Nouveau-Brunswick pour 2023

Le gouvernement du Nouveau-Brunswick a publié sa mise à jour financière du deuxième trimestre, avec des recettes supérieures de 156,2 millions de dollars au budget et des dépenses supérieures de 161 millions de dollars au budget.

Les points à noter pour les municipalités sont les suivants

- Le ralentissement des revenus et des dépenses des organismes de service spéciaux en raison des retards dans les projets et de la diminution du financement demandé en vertu des ententes bilatérales intégrées (EBI) et du Fonds de développement des collectivités du Canada (FDCC).
- L'éducation postsecondaire, la formation et le travail devraient dépasser le budget de 53,0 millions de dollars en raison d'une demande accrue et de la réception de fonds fédéraux supplémentaires dans le cadre du programme Travailler NB, ainsi que des coûts de mise en œuvre de la Stratégie d'habitation du Nouveau-Brunswick.
- Le ministère de la Justice et de la Sécurité publique dépasse le budget de 10,5 millions de dollars, principalement en raison des dépenses engagées dans le cadre du Programme d'aide financière en cas de catastrophe, principalement associées à l'ouragan Fiona et à l'inondation soudaine de 2023. Ces dépenses sont compensées dans une large mesure par les recouvrements fédéraux.
- Les dépenses du compte de capital dépassent le budget de 6,9 millions de dollars, principalement en raison de dépenses d'investissement

Summit originally scheduled for September 2023.

supplémentaires pour l'amélioration des maisons de retraite et pour les travaux publics et l'infrastructure.

- Les mises en chantier s'élèvent à 3145 unités jusqu'à présent en 2023, ce qui représente un ralentissement par rapport à l'année dernière. L'inflation diminue légèrement mais reste élevée dans les catégories de l'alimentation, du logement et des soins personnels.

L'UMNB continuera à fournir des mises à jour aux municipalités membres au fur et à mesure que le GNB avance dans son cycle budgétaire. Nous continuons également à plaider en faveur d'un report du sommet fiscal initialement prévu pour septembre 2023.

NBII Webinar - Introduction to Asset Management Reporting Requirements Phase 2, Coming Soon!

The **New Brunswick Infrastructure Institute (NBII)** is delighted to bring you the **first installment** in our **new webinar series**. Founded in 2022, the NBII is a collaborative initiative between academic, industry and government stakeholders. Its mission is to provide infrastructure owners and policymakers in the province with the knowledge, tools, and expertise to make informed, evidence-based decisions.

In this first session, the **Department of Environment and Local Government (DELG)** will give an update on forthcoming Asset Management reporting requirements for New Brunswick's communities. Building on the requirements presented in Phase 1 of the DELG's Guide to Asset Management Planning for Local Governments, Phase 2 has been developed to further advance the asset management practices of local governments in New Brunswick. Asset management enables local governments to make informed infrastructure decisions that ensure the sustainable delivery of municipal services. Phase 2 identifies clear next steps for us to move forward collectively as a province and aligns with DELG's commitment to advancing local government asset management planning. This webinar is one step in this process.

Here is the agenda for the free 1-hour event:

Invitation au webinaire IINB - Introduction à la phase 2 des exigences en matière de la gestion des actifs du GNB

L'**Institut des infrastructures du Nouveau-Brunswick (IINB)** a le plaisir de vous offrir le **premier volet** de notre **nouvelle série de webinaires**. Fondé en 2022, l'IINB est une initiative collaborative entre des intervenants académiques, industriels et gouvernementaux. Sa mission est de fournir aux propriétaires d'infrastructures et aux décideurs à l'intérieur de la province les connaissances, les outils et l'expertise nécessaires pour prendre des décisions éclairées et fondées sur des données probantes.

Dans cette première session, le **Ministère de l'Environnement et des Gouvernements locaux (MEGL)** va donner une mise à jour des exigences en matière de gestion des actifs pour les communautés du Nouveau-Brunswick. S'appuyant sur les exigences présentées dans la Phase 1 du Guide sur la planification de la gestion des actifs pour les administrations locales du MEGL, la Phase 2 a été élaborée pour faire progresser davantage les pratiques de gestion des actifs des gouvernements locaux du Nouveau-Brunswick. La gestion des actifs permet aux gouvernements locaux de prendre des décisions éclairées en matière d'infrastructures qui garantissent la prestation durable des services municipaux. La Phase 2 identifie les prochaines étapes afin que les communautés puissent avancer en s'alignant

1. Welcome
2. NBII - Overview and Future Plans
3. Recap of Key Asset Management Concepts
4. DELG's Asset Management Reporting Requirements
5. Q and A
6. Wrap-Up

[CLICK HERE TO REGISTER FOR THE EVENT!](#)

avec l'engagement du MEGL à faire progresser la planification de la gestion des actifs des gouvernements locaux.

Voici l'ordre du jour pour cet événement gratuit d'une heure :

1. Accueil
2. IINB – Survol et plans futurs
3. Sommaire des concepts clés en gestion des actifs
4. Les exigences en matière de gestion des actifs du MEGL – Phase 2
5. Questions et réponses
6. Conclusion

[CLIQUEZ ICI POUR VOUS INSCRIRE À L'ÉVÉNEMENT!](#)

NEWS

November 14: [Funding for municipal well infrastructure in Fundy Albert](#)

The municipality of Fundy Albert will be building new wells and related infrastructure thanks to the combined investment of more than \$12 million from three levels of government.

Holland spoke on behalf of Réjean Savoie, minister responsible for the Regional Development Corporation.

The project involves building two new wells and new water supply infrastructure to reduce turbidity levels and increase water supply to meet high demand, especially during the busy summer tourist season.

Long attended for federal Housing, Infrastructure and Communities Minister Sean Fraser.

The provincial government is investing \$4,079,592 while the federal government is providing \$7,344,000 and Fundy Albert is contributing \$816,408.

NOUVELLES

Le 14 novembre: [Financement pour l'infrastructure de puits municipaux à Fundy Albert](#)

La municipalité de Fundy Albert construira de nouveaux puits et l'infrastructure connexe grâce à un investissement conjoint de plus de 12 millions \$ des trois ordres de gouvernement.

M. Holland parlait au nom du ministre responsable de la Société de développement régional, Réjean Savoie.

Le projet comprend la construction de deux nouveaux puits et d'une nouvelle infrastructure d'approvisionnement en eau afin de réduire l'aspect trouble de l'eau et accroître l'approvisionnement pour répondre à la demande élevée, surtout pendant la saison touristique estivale achalandée.

M. Long prenait part à l'événement pour le ministre fédéral du Logement, de l'Infrastructure et des Collectivités, Sean Fraser.

Le gouvernement provincial investit 4 079 592 \$ dans le projet, tandis que la contribution du gouvernement fédéral s'élève à 7 344 000 \$ et celle de la municipalité de Fundy Albert à 816 408 \$.

UMNB IN THE NEWS

In case you missed us on social last week:

Radio-Canada Acadie - [Housing: NB municipalities want direct dialogue](#)

"We have a housing problem in New Brunswick, affordable housing, housing for seniors, housing for workers. Adding a step is not going to make the projects go any faster," says Dan Murphy, Executive Director of the Union of Municipalities of New Brunswick.

Telegraph Journal - Higgs considers blocking feds from sending money to municipalities

"The members are talking, let's put it that way," Murphy said, adding that his Union of Municipalities phone had been ringing. "It's the first we've heard anything like this and it's obviously profoundly concerning to us. "

FUNDING

FCM Funding Opportunities

Stay up-to-date with funding opportunities through the Federation of Canadian Municipalities. Visit <https://fcm.ca/en/funding> to find more information and links.

Grant applications now open for community greening projects

Tree Canada is now accepting applications for community greening projects until December 3, 2023. Funding up to \$10,000 is available to support tree planting projects in municipalities across Canada. Let's continue to support "green infrastructure" in our communities!

[APPLY NOW!](#)

Enabling Accessibility Fund – Mid-sized projects

Small municipalities of less than 50,000 in population, as per the 2021 census, offering more than one program and/or service targeted for persons with disabilities are eligible to apply. The details and application

L'UMNB DANS LES NOUVELLES

Au cas où vous nous auriez manqués sur les réseaux sociaux la semaine dernière :

Radio-Canada Acadie - [Logement : les municipalités du N.-B. veulent dialoguer directement](#)

"On a un problème de logement au Nouveau-Brunswick, de logement abordable, de logement pour les aînés, de logement pour les travailleurs. Ajouter une étape ne va pas faire avancer les projets plus vite", affirme le directeur général de l'UMNB, Dan Murphy.

Telegraph Journal - Higgs envisage d'empêcher le gouvernement fédéral d'envoyer de l'argent aux municipalités

"Les membres parlent, disons-le comme ça", a déclaré M. Murphy, ajoutant que le téléphone de l'Union des municipalités avait sonné. "C'est la première fois que nous entendons parler d'une telle chose et c'est évidemment très préoccupant pour nous. "

FINANCEMENT

Possibilités de financement de la FCM

Tenez-vous au courant des possibilités de financement offertes par la Fédération canadienne des municipalités. Visitez le site <https://fcm.ca/fr/financement> pour obtenir plus d'informations et de liens.

Les demandes de subvention sont maintenant ouvertes pour les projets d'écologisation communautaire

Arbres Canada accepte maintenant les demandes de subvention pour des projets d'écologisation communautaire jusqu'au 3 décembre 2023. Un financement pouvant aller jusqu'à 10 000 \$ est disponible pour appuyer des projets de plantation d'arbres dans des municipalités partout au Canada. Continuons à soutenir l'"infrastructure verte" dans nos collectivités !

[POSEZ VOTRE CANDIDATURE DÈS MAINTENANT !](#)

Fonds pour l'accessibilité – Projets de moyenne envergure

Les petites municipalités de moins de 50 000 habitants, selon le recensement de 2021, et qui offrent plusieurs programmes ou services destinés aux personnes en situation de handicap sont éligibles à présenter une

process can be found on this Government of Canada web page: [Enabling Accessibility Fund – Mid-sized projects – What this program offers - Canada.ca](#)

Preconstruction and Infrastructure Fund to Support Housing

Last week, the provincial government announced a new funding program under the Housing for All Strategy to support local governments and non-profits in building more housing. This was one of five asks for UMNB advocated for during the housing strategy consultation. The [Preconstruction and Infrastructure Fund to Support Housing](#) being offered through the Regional Development Corporation combines two *Housing for All* initiatives to make \$22.5 million available each year through two streams: preconstruction funding, and small community housing infrastructure funding.

Preconstruction funding supports upfront work to demonstrate the viability of a proposed housing development, and to secure financing for the construction and operation phases.

Small community housing infrastructure funding is available to communities with a population of less than 25,000 to help with the cost of building or enhancing infrastructure (water and wastewater services, roads, etc.) to serve new housing developments.

Grant applications now open for community greening projects

Tree Canada is now accepting applications for community greening projects until December 3, 2023. Funding up to \$10,000 is available to support tree planting projects in municipalities across Canada. Let's continue to support "green infrastructure" in our communities!

[APPLY NOW!](#)

demande. Les détails et le processus pour soumettre une demande se retrouvent sur le site suivant du Gouvernement du Canada : [Le Fonds pour l'accessibilité - projets de moyenne envergure – Ce qu'offre le programme - Canada.ca](#).

Fonds de préconstruction et les infrastructures de logement

La semaine dernière, le gouvernement provincial a annoncé un nouveau programme de financement dans le cadre de la stratégie du logement pour tous afin d'aider les administrations locales et les organismes à but non lucratif à construire davantage de logements. Il s'agissait de l'une des cinq demandes que l'UMNB a défendues lors de la consultation sur la stratégie du logement. Le [Fonds pour la préconstruction et les infrastructures de logement](#), mis en place par la Société de développement régional, combine deux initiatives de la stratégie de logement. Il est doté d'un financement de 22,5 millions \$ par année, réparti en deux volets : le financement pour la préconstruction et le financement pour les infrastructures de logement dans les petites collectivités.

Le financement pour la préconstruction est offert pour soutenir le travail en amont nécessaire pour démontrer la viabilité d'un projet de logement et pour garantir le financement des phases de construction et d'exploitation.

Le financement pour les infrastructures de logement dans les petites collectivités est offert aux collectivités de moins de 25 000 habitants pour les aider à couvrir les coûts liés à la construction ou à l'amélioration des infrastructures afin de desservir de nouveaux lotissements (eau, eaux usées, routes, etc.).

Les demandes de subvention sont maintenant ouvertes pour les projets d'écologisation communautaire

Arbres Canada accepte maintenant les demandes de subvention pour des projets d'écologisation communautaire jusqu'au 3 décembre 2023. Un financement pouvant aller jusqu'à 10 000 \$ est disponible pour appuyer des projets de plantation d'arbres dans des municipalités partout au Canada. Continuons

à soutenir l'infrastructure verte " dans nos collectivités !

**POSEZ VOTRE CANDIDATURE DÈS
MAINTENANT !**

Low Carbon Economy Fund

The Low Carbon Economy Fund opened for applications on Nov 7th. This Fund will aim to reduce GHG emissions. Projects for municipalities could include waste diversion, biomass retrofits (wastewater). You can use the self-screening Tool for understanding project eligibility and competitiveness. To access the tool, please send an email to lcef-fefec@ec.gc.ca.

NRC Aging in Place new funding opportunity

NRC launched a new funding opportunity that aligns with the program's mission to empower and support Canadians in their choice to age in place with technologies developed and evaluated through healthy aging community living labs.

This funding opportunity is open to innovative projects that address one or more of the program's 3 focus areas:

1. Preventing transitions in care
2. Enabling older adults and caregivers to live well
3. Creating age friendly communities and social structures

For more information on the Healthy aging community living labs initiative and funding opportunity, please visit:

[Aging in Place Challenge program - National Research Council Canada](#)

FireSmart™ Canada

Groups can also apply for a \$500 award to fund their Prep Day events. FireSmart™ Canada, in collaboration with the National

Fonds pour une économie à faibles émissions de carbone

Le Fonds pour une économie à faibles émissions de carbone a ouvert ses portes le 7 novembre. Ce fonds vise à réduire les émissions de gaz à effet de serre. Les projets pour les municipalités pourraient inclure le détournement des déchets, les rénovations de la biomasse (eaux usées). Vous pouvez utiliser l'outil d'auto-sélection pour comprendre l'éligibilité et la compétitivité des projets. Pour accéder à l'outil, veuillez envoyer un courriel à lcef-fefec@ec.gc.ca.

Nouvelle possibilité de financement du programme Défi "Vieillir chez soi" du CNRC

Le CNRC a lancé une nouvelle possibilité de financement qui s'aligne sur la mission du programme visant à habiliter et à soutenir les Canadiens dans leur choix de vieillir sur place grâce à des technologies développées et évaluées dans le cadre de laboratoires d'intégration communautaire sur le vieillissement en santé.

Cette possibilité de financement s'adresse aux projets novateurs qui portent sur un ou plusieurs des trois domaines d'intérêt du programme :

1. Prévenir les transitions dans les soins
2. Permettre aux personnes âgées et aux aidants de bien vivre
3. Créer des communautés et des structures sociales adaptées aux personnes âgées

Pour plus d'informations sur l'initiative des laboratoires vivants pour des communautés vieillissantes en santé et la possibilité de financement liée à cette initiative, rendez-vous au :

[Programme Défi « Vieillir chez soi » - Conseil national de recherches Canada](#)

FireSmart™ Canada

Les groupes peuvent également demander une bourse de 500 \$ pour financer leurs événements de la Journée de préparation.

Fire Protection Association (NFPA), the Institute for Catastrophic Loss Reduction (ICLR), and The Co-operators supports this annual event by offering the \$500 award. This year, FireSmart Canada awarded more recipients than ever before. In 2023, [230 neighbourhoods](#) in 10 provinces and two territories received an award, compared to [162 neighbourhoods](#) in 2022.

Event materials and ideas are also available on their website.

Link:

<https://firesmartcanada.ca/programs/wildfire-community-preparedness-day/>



Don't let your organization run on empty. Your organization's fleet is always expected to be ready for anything. Is your fuelling solution upholding its end of the bargain? Through the Canoe Fuel Management Program, you can get your setup evaluated by professionals, with any upgrades pre-tendered on your behalf and designed with top-tier value in mind.

HOW IT WORKS

1. Post a notice on your recognized electronic bid notification system to use the Canoe cooperative purchasing program.
2. Contact the supplier of your choice, requesting Canoe pricing.
3. Confirm your purchase with the contract number.

PROGRAM BENEFITS

Access to a wide range of products and services

Already tendered on your behalf
Fully compliant with CETA, CFTA, NWPTA, and other relevant trade legislation

Preferential pricing and service

If you require more information or would like to schedule a specialized presentation in

Intelli-feu™ Canada, en collaboration avec la National Fire Protection Association (NFPA), l'Institut de prévention des sinistres catastrophiques (IPSC) et Co-operators, appuie cet événement annuel en offrant le prix de 500 \$. Cette année, Intelli-feu Canada a décerné plus de prix que jamais auparavant. En 2023, [230 quartiers](#) dans 10 provinces et deux territoires ont reçu un prix, comparativement à [162 quartiers](#) en 2022.

Du matériel et des idées pour l'événement sont également disponibles sur le site web.

Lien :

<https://firesmartcanada.ca/programs/wildfire-community-preparedness-day/>

RESSOURCES

Ne laissez pas votre organisation tourner à vide.

La flotte de votre organisation doit toujours être prête à faire face à toute éventualité. Votre solution de ravitaillement en carburant remplit-elle sa part du marché ? Grâce au Programme de gestion du carburant de Canoë, vous pouvez faire évaluer votre installation par des professionnels, et toute mise à niveau sera commandée à l'avance en votre nom et conçue dans le but d'offrir une valeur de premier ordre.

COMMENT CELA FONCTIONNE-T-IL ?

1. Affichez un avis sur votre système électronique d'avis d'appel d'offres reconnu pour utiliser le programme d'achat coopératif de Canoë.
2. Communiquez avec le fournisseur de votre choix et demandez-lui les prix de Canoë.
3. Confirmez votre achat en indiquant le numéro de contrat.

AVANTAGES DU PROGRAMME

Accès à une vaste gamme de produits et de services

Déjà soumissionné en votre nom

Entièrement conforme à l'AECG, à l'ALEA, à l'ALENA et à d'autres lois commerciales pertinentes.

Prix et services préférentiels

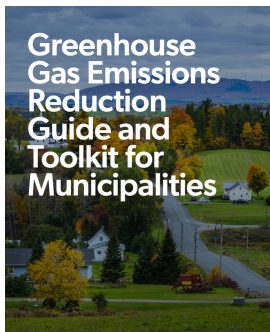
Si vous souhaitez obtenir de plus amples informations ou planifier une présentation

regards to a particular program, please contact one of our Client Relations Managers.

For more information: [Fuel Management Program - Canoe Procurement Group of Canada](#)

[Canoe Procurement Group Solutions by Gasboy](#)

GREENHOUSE GAS REDUCTION GUIDE & TOOLKIT



[Visit our website to download the guide!](#)

Recreation NB Policy Template: [Gender Equity in the Allocation of Public Recreation Spaces](#) for municipalities and organizations looking to develop their own

equitable access policy with respect to recreation facilities and programming.

Watch FCM's video series on climate resilience and asset management

Check out FCM's series of three videos exploring how municipalities across Canada are making climate action a part of their municipal asset management practices and decision-making.

Take four minutes to watch each video and learn more about:

- Understanding climate impacts on service delivery
- Responding to climate change with asset management
- Leadership in climate and asset management

[WATCH THE VIDEOS NOW](#)

spécialisée sur un programme particulier, veuillez contacter l'un de nos gestionnaires des relations avec la clientèle.

Pour plus d'information : [Programme de gestion du carburant - Groupe d'approvisionnement Canoë du Canada](#)

[Solutions du Groupe d'approvisionnement Canoë par Gasboy](#)

GUIDE ET TROUSSE D'OUTILS SUR LA RÉDUCTION DES ÉMISSIONS DE GES



[Visitez notre site web pour télécharger le guide!](#)

Modèle de politique de Récréation NB sur [L'équité entre les sexes dans l'attribution des espaces récréatifs publics](#) pour les municipalités et les organismes qui souhaitent élaborer leur

propre politique d'accès équitable aux installations et aux programmes de loisirs.

Visionnez la série de vidéos de la FCM sur la résilience climatique et la gestion des actifs

Regardez la série de trois vidéos de la FCM sur la façon dont les municipalités du Canada intègrent l'action climatique à leurs pratiques de gestion des actifs municipaux et à leur processus décisionnel.

Prenez quatre minutes pour regarder chaque vidéo et en apprendre davantage sur les sujets suivants :

- Comprendre les effets du climat sur la prestation de services
- Répondre au changement climatique par la gestion des actifs
- Leadership en matière de gestion du climat et des actifs

[REGARDEZ LES VIDÉOS MAINTENANT](#)

MEMBER BENEFITS



Cybersecurity and protecting your data



BrokerLink is proud to offer exclusive home and auto insurance premiums to UMNB members. Talk to one of our insurance experts for the right advice.

Cybersecurity and protecting your data

From identity theft to personal information getting into the wrong hands, there are many reasons why you should be mindful of cybersecurity and protecting your data.

Avoid phishing scams

Phishing scams are becoming an everyday concern for many Canadians. [Phishing](#) is a common tactic that cyber criminals use to steal personal and financial information. These scams are continually getting more sophisticated and harder to identify. Phishing messages usually take the form of an email, text message or phone call from a cyber criminal who is pretending to be someone they are not. Individuals are asked to share sensitive information, such as credit card numbers and passwords. Be on the lookout for urgent or threatening language, promises that are too good to be true, typos or bizarre language, and always look at the sender's contact information to determine if you can identify them.

With emails or text messages, you should always be wary of unknown senders by either ignoring them or refusing to click on suspicious links or downloads. If you aren't sure whether a message is legitimate, check on them by contacting the sender through another channel, for example a phone number off a physical document you have or an official website. This is especially important if it involves well-known companies sending you suspicious messages like the Canada Revenue Agency which is a favourite alias for cyber criminals.

Phone calls from "bank reps" or other seemingly official organizations to "verify" financial or other personal information are

AVANTAGES DES MEMBRES



Cybersécurité et protection de vos données



BrokerLink est fier d'offrir des primes d'assurance habitation et automobile exclusives aux membres de l'UMNB. Parlez à l'un de nos experts en assurance pour obtenir les bons conseils.

Cybersécurité et protection de vos données

Qu'il s'agisse d'un vol d'identité ou de données personnelles tombant entre de mauvaises mains, il existe de nombreuses raisons pour lesquelles vous devez veiller à votre cybersécurité et à la protection de vos données.

Prévenez-vous contre les tentatives d'hameçonnage

Les tentatives d'hameçonnage deviennent une préoccupation de tous les jours pour de nombreux Canadiens et Canadiennes. L'[hameçonnage](#) est une technique de fraude courante utilisée par les cybercriminels et les cybercriminelles pour voler des renseignements personnels et financiers. Ces fraudes deviennent de plus en plus sophistiquées et de plus en plus difficiles à détecter. Les messages d'hameçonnage consistent généralement en un courriel, un message texte ou un appel téléphonique venant d'un cybercriminel ou d'une cybercriminelle qui prétend être quelqu'un qu'il ou elle n'est pas. La personne vous demande de partager des renseignements confidentiels, comme un numéro de carte de crédit ou un mot de passe. Méfiez-vous tout particulièrement des messages urgents ou menaçants, des promesses qui sont trop belles pour être vraies, des messages contenant des fautes d'orthographe ou un langage bizarre. Vérifiez toujours les coordonnées de l'expéditeur ou de l'expéditrice ainsi que celles de la personne qui appelle pour déterminer si vous pouvez l'identifier.

Avec les courriels ou les messages texte, vous devriez toujours vous méfier si vous ne

another way to catch you. Do not provide sensitive personal information over the phone as organisations like your bank usually only gather this data in person or through other secure channels. Always check the phone number of where a call is coming from to help identify whether it is legitimate.

Learn more about [cyber threats](#) if you are working from home, and [phone scams](#) to make sure you're well informed.

Keeping your information private online

Sharing information online can be fun, especially on social media where you want to keep your friends and family updated with what's going on in your life. Always be careful how much you're sharing and with whom.

Unfortunately, the more you post the easier it may be for a cyber criminal to use that information to steal your identity or hack your accounts.

To safeguard your accounts, customize your security settings. In your profile settings you can control who can search for your profile, who can follow or contact you, and how much of your profile is visible to the public. Limit the amount of personal information available on your profile, particularly your phone number, address, or any other pieces of sensitive information that a cyber criminal could use against you. Also, be wary of adding people to your friends list that you don't know in real life as these may be cyber criminals looking to trick you.

How you can protect yourself from threats and keep your information safe:

- Use strong password protection for your computer
- Change passwords regularly and do not share them
- Install and run anti-virus and anti-spyware software
- Install software updates when they are available
- Enable multi-factor authentication

If you are wanting protection and additional peace of mind, consider investing in [identity theft insurance](#) for yourself, and [cyber](#)

connaissiez pas l'expéditeur/l'expéditrice. Ignorez ces communications ou refusez de cliquer sur des liens ou téléchargements douteux. Si vous doutez de la légitimité d'un message, vérifiez-la en contactant l'expéditeur/l'expéditrice d'une autre façon, par exemple en utilisant un numéro de téléphone figurant sur un document imprimé que vous avez sous la main ou figurant sur un site Web officiel. C'est tout particulièrement important si les messages douteux proviennent soi-disant de compagnies bien connues, comme l'Agence du revenu du Canada, un alias favori des cybercriminels et cybercriminelles.

Les appels téléphoniques provenant « d'un représentant ou d'une représentante de la banque » ou d'autres organisations apparemment officielles pour « vérifier » vos renseignements financiers et autres renseignements personnels constituent une autre tactique. Ne fournissez pas de renseignements personnels confidentiels au téléphone. Les organisations comme votre banque recueillent généralement ces données en personne ou par l'entremise d'autres moyens sécurisés. Vérifiez toujours le numéro de téléphone de la personne qui appelle pour déterminer si l'appel est légitime ou non.

Apprenez-en davantage sur les [cybermenaces](#) si vous travaillez à domicile et sur les [fraudes téléphoniques](#) pour vous assurer d'être bien informé ou informée.

Assurer la confidentialité de vos données en ligne

Le partage d'informations en ligne peut être amusant, particulièrement sur les médias sociaux où vous souhaitez tenir vos amis et amies ainsi que votre famille informés de ce qui se passe dans votre vie. Faites toujours attention à la quantité d'information que vous partagez et avec qui. Malheureusement, plus vous partagez d'information en ligne, plus il est facile pour un cybercriminel ou une cybercriminelle d'utiliser ces renseignements pour voler votre identité ou pirater vos comptes.

Pour protéger vos comptes, personnalisez vos paramètres de sécurité. Dans les paramètres de votre profil, vous pouvez contrôler qui peut chercher votre profil, qui peut vous suivre ou

[insurance](#) if you have a business.

Rest Assured, BrokerLink Has You Covered*

To learn more and for your free, no-obligation insurance quote, contact BrokerLink today:

Call 1.833.998.3798,
atlanticgroups@brokerlink.ca, **or visit us at**
[UMNB Group Insurance Program | BrokerLink](#)

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vous contacter, et la part de votre profil qui est publique. Limitez les renseignements personnels figurant dans votre profil, particulièrement votre numéro de téléphone, votre adresse ou toute autre information confidentielle qu'un cybercriminel ou une cybercriminelle pourrait utiliser contre vous. En outre, évitez d'ajouter comme amies des personnes que vous ne connaissez pas dans la vie réelle, car il peut s'agir d'un cybercriminel ou d'une cybercriminelle cherchant à vous tromper.

Comment vous protéger des menaces et assurer la confidentialité de vos données :

- Utilisez un mot de passe fort pour protéger votre ordinateur.
- Changez vos mots de passe régulièrement et ne les partagez pas.
- Installez et exécutez un logiciel antivirus et anti-espion.
- Installez les mises à jour logicielles quand elles sont disponibles.
- Autorisez l'authentification multifacteur.

Si vous souhaitez vous protéger et avoir une plus grande tranquillité d'esprit, songez à investir dans une [assurance contre le vol d'identité](#) pour vous-même, et dans une [cyberassurance](#) si vous avez une entreprise.

Soyez rassuré, BrokerLink est là pour vous protéger*

Pour en apprendre davantage et recevoir un devis gratuit sans obligation, contactez BrokerLink aujourd'hui :

Appelez 1.833.998.3798,
atlanticgroups@brokerlink.ca, **ou**
visitez-nous au [UMNB Group Insurance Program | BrokerLink](#)

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HR OnCall from People First HR

UMNB has partnered with HR OnCall to provide municipalities of all sizes and types with the expertise and practical solutions necessary to address their human resource requirements. Access best practices and receive advice for your HR inquiries whenever you need it. To learn more check out our benefits on our website [here](#) or contact Executive Director Dan Murphy at

HR OnCall de People First HR

L'UMNB s'est associée à HR OnCall pour fournir aux municipalités de toutes tailles et de tous types l'expertise et les solutions pratiques nécessaires pour répondre à leurs besoins en matière de ressources humaines. Accédez aux meilleures pratiques et recevez des conseils pour vos questions de ressources humaines chaque fois que vous en avez besoin. Pour en savoir plus, consultez nos avantages sur notre site web [ici](#) ou contactez

dan.murphy@umnb.ca

EXTERNAL EVENTS

Municipal Panel: Challenge & Building a Culture of Respect

Listen to this recorded webinar featuring an expert panel covering the unique people, culture challenges, and opportunities experienced in municipalities.

Panelists:

- Marjorie Munroe, Human Rights & Respectful Workplace, City of Calgary
- Michelle Phaneuf, Partner, Workplace Fairness International

[Listen Here](#)

Webinar Series by Intact Public Entities: Learn How to Successfully Navigate Through a Communication Crisis Strategic Communication Planning Successfully Navigate Through a Communications Crisis

We've teamed up with Alchemy Communications to bring you a series of webinars that will address strategic communication planning so that your municipality can successfully navigate through a communication crisis.

Worst Case Scenario: Creating an Effective Crisis Communication Plan for Your Municipality

When things go wrong, the residents of your municipality look to you for answers, solutions, and direction. What will you tell them?

A crisis communication plan is an absolute must have in your municipality's emergency kit. No matter how bad things get, you'll be able to stay calm and follow the framework you've already set up.

Attend this webinar to learn:

- What a crisis communication plan should include
- How and when to audit your crisis communication plan
- How to keep crisis communications accessible to all residents

le directeur exécutif Dan Murphy à l'adresse dan.murphy@umnb.ca.

ÉVÉNEMENTS EXTÉRIEURS

Panel municipal : Défis et création d'une culture du respect

Écoutez ce webinaire enregistré avec un panel d'experts couvrant les défis uniques liés aux personnes, à la culture et aux opportunités rencontrées dans les municipalités.

Panélistes :

- Marjorie Munroe, Droits de l'homme et milieu de travail respectueux, Ville de Calgary
- Michelle Phaneuf, partenaire, Workplace Fairness International

[Écoutez ici](#)

Série de webinaires par Intact Public Entities : Apprendre à traverser avec succès une crise de communication Planification stratégique de la communication

Traverser avec succès une crise de communication

Nous avons fait équipe avec Alchemy Communications pour vous offrir une série de webinaires qui traiteront de la planification stratégique de la communication afin que votre municipalité puisse naviguer avec succès à travers une crise de communication.

Le pire des scénarios : Créer un plan de communication de crise efficace pour votre municipalité

Lorsque les choses tournent mal, les habitants de votre municipalité se tournent vers vous pour obtenir des réponses, des solutions et des orientations. Que leur direz-vous ?

Un plan de communication de crise est absolument indispensable dans la trousse d'urgence de votre municipalité. Quelle que soit la gravité de la situation, vous serez en mesure de rester calme et de suivre le cadre que vous avez déjà mis en place.

Participez à ce webinaire pour apprendre

- Ce qu'un plan de communication de crise doit comprendre
- Comment et quand auditer votre plan de communication de crise

Event Details:

Date: Tuesday, December 5th, 2023

Time: 11:00 a.m. to 12:00 p.m. ET.

[Register Now](#)

If you have any questions regarding these webinars, please email marina.cosentino@intactpublicentities.ca.

ABOUT UMNB

The Union of the Municipalities of New Brunswick (UMNB) is a bilingual association of 54 local governments of all sizes, representing over half of New Brunswick's population. Since 1994, UMNB has advocated for strong, sustainable communities throughout the province. Our members decide UMNB's policies & priorities through member resolutions, at regional Zone meetings, and at our Annual General Meeting. Together, our members tackle local challenges and share solutions to make life better for their citizens.

The land on which we work and gather is the traditional unceded territory of the Wolastoqiyik (Wəlastəkewiyik / Maliseet), Mi'kmaq and Peskotomuhkati Peoples, whose ancestors signed "Treaties of Peace and Friendship" with the British Crown in the 1700s. The treaties recognized Mi'kmaq and Wolastoqiyik title and established the rules for what was to be an ongoing relationship between nations.

Acknowledging the land is Indigenous protocol. To recognize the land is an expression of our gratitude and appreciation to those whose territory we are on, and a way of honouring the Indigenous people who have been living and working on the land from time immemorial.

Follow us on [Twitter @MunicipalNB](#) and on [Facebook @MunicipalNB](#).

- Comment faire en sorte que les communications de crise soient accessibles à tous les résidents

Détails de l'événement :

Date : Mardi 5 décembre 2023

Heure : 11h00 à 12h00 ET.

[S'inscrire maintenant](#)

Si vous avez des questions concernant ces webinaires, veuillez envoyer un courriel à marina.cosentino@intactpublicentities.ca.

À PROPOS DE L'UMNB

L'Union des municipalités du Nouveau-Brunswick (UMNB) est une association bilingue de 54 gouvernements locaux de toutes tailles, représentant plus de la moitié de la population du Nouveau-Brunswick. Depuis 1994, l'UMNB milite pour des collectivités fortes et durables à la grandeur de la province. Nos membres déterminent les politiques et les priorités de l'UMNB au moyen de résolutions adoptées par les membres, lors des réunions régionales de zones et de notre assemblée générale annuelle. Nos membres unissent leurs efforts pour relever les défis locaux et échangent des solutions visant à améliorer la vie de leurs citoyens.

La terre sur laquelle nous travaillons et nous nous rassemblons est le territoire traditionnel non cédé des peuples Wolastoqiyik (Wəlastəkewiyik / Maliseet), Mi'kmaq et Peskotomuhkati, dont les ancêtres ont signé des « traités de paix et d'amitié » avec la Couronne britannique dans les années 1700. Ces traités reconnaissent les titres ancestraux des peuples Mi'kmaq et Wolastoqiyik et établissent les règles de ce qui allait devenir une relation continue entre diverses nations.

La reconnaissance de la terre est un protocole autochtone. La reconnaissance de la terre est un moyen d'exprimer notre gratitude et notre appréciation à l'endroit des peuples sur le territoire desquels nous nous trouvons, et aussi d'honorer les peuples autochtones qui vivent et travaillent sur ces terres depuis des temps immémoriaux. Suivez-nous sur [Twitter @MunicipalNB](#) et sur [Facebook @MunicipalNB](#).



Hello Friends,

The **Minister's Award for Excellence in Championing Gender Equality - VIVE** is an award that promotes gender equality in our lives, workplaces and government. The VIVE Awards were created to highlight and acknowledge New Brunswick individuals who are forging paths and advancing gender equality. The six categories of Champions are: Community, Youth, Business, Everyday, Indigenous, and Government.

These awards give us an opportunity to highlight not just the great work that is happening around the province, but also the inspiring individuals who are working towards advancing gender equality.

The 2024 nominations are now open! Six new recipients will be selected from across the province. These recipients will be New Brunswickers who have made a significant and sustained difference, who inspire or have championed change and diversity.

To nominate please visit: <https://www2.gnb.ca/content/gnb/en/departments/women/VIVE-Awards.html>

The deadline to [submit nominations](#) is December 31st, 2023.

Having trouble with the nomination form or process? Wondering about eligibility?

Send us an e-mail to jwd-jif@gnb.ca and an appointment will be set up to help you.

Thank you,

Sean Daley

Women's Equality

Website: www.gnb.ca/IWD | www.gnb.ca/VIVEAwards

Address: Marysville Place, P.O. Box 6000 | 20 McGloin St. Fredericton, N.B. | E3B 5H1

Email: jwd-jif@gnb.ca

LET'S STAND TOGETHER AGAINST DOMESTIC VIOLENCE.

Join the Hestia House City Challenge

November is Domestic Violence Awareness month and we are hosting a heartwarming competition between the cities of Saint John, Quispamsis, Sussex, and Hampton to create the most enchanting Christmas tree adorned with vibrant purple lights.

The color purple is a symbol of peace, courage, survival, honor, and dedication to ending violence.

We cordially invite you to participate in this heartwarming challenge that will create an unforgettable display of unity, compassion, and community.

With heartfelt gratitude,



Over

40

Years

Providing shelter and support for abused women and their children.

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KV OLD BOYS

32 Wedgewood Drive
Rothesay, New Brunswick
E2E 3P7

Tel: 506-847-5895

Fax: 506-847-1369

Email: kvob@nbnet.nb.ca

Making a good community better

Sponsor:

TOWN of QUISPAMIS

On behalf of the **KV OLD BOYS**, I would like to express our sincerest appreciation to you for sponsoring the 2023 Country & Western Show held on November 4th at Kennebecasis Valley High School.

This, our 11th annual, event would not have been a success without the generous funding provided by our sponsors. Your support helps us to assist those within the community who, for whatever reason, find themselves in need.

Planning for our 12th **Annual Country & Western Show** has begun and we hope that in 2024 we can count on your contribution. The 2024 Country and Western Show is tentatively scheduled for Saturday November 2, 2024, at the Kennebecasis Valley High School.

In all, the **2023 Country & Western Show** was a great success. Over the 20 years since its' start the KV Old Boys have contributed over \$330,000.00 to community support initiatives.

Successful events like this help make this happen.

Once again, we say thank you and look forward to your continued support.

Sincerely,

Stephen Little

Thank you to our Site Sponsors

For allowing us to place our trailer,
Collecting Redeemable Containers
in their Parking Lots, on Saturdays
(9:30am – 1:00pm).

April 1st through October 31st

1st Saturday - Desjardins - Barb Magee Ins.
2nd Saturday - Sherwood Park Convenience
3rd Saturday - Petro-Canada Gas, Wells
4th Saturday - Renforth Auto Pro. - Renforth



TONIGHT'S SPONSORS

Armstrong Installers - Rothesay	(506) 847-7102	Janie's KID ZONE Day Care	(506) 849-0123
At Ease Home Management Solutions	(506) 847-9219	KV Auto and Truck Repair	(506) 849-8000
BMO - Bank of Montreal – Quispamsis	(506) 847-7578	KV Billiards	(506) 847-9665
Barb Magee Insurance Agency Ltd. - Desjardins	(506) 847-1947	Kennebecasis Community Funeral Home	(506) 849-2119
Bayview Credit Union – Rothesay	(506) 847-8443	Leisure Time Sales – Quispamsis	(506) 849-3363
Buckley, Baily Family Dentistry – Quispamsis	(506) 849-2600	McCann Insurance & Financial Solutions Inc. - McDonald's – Rothesay	(506) 849-6500
D & D Sound and Lighting	(506) 634-8806	Megan McKinley Real Estate – Rothesay	(506) 847-9003
Dowd Roofing	(506) 632-0022	Oldies 96 Community Radio – Quispamsis	(506) 333-3332
E.R. Steeves Well Drilling – Quispamsis	(506) 652-8544	Pizza Shack – Wells, French Village Road	(506) 849-1199
EXIT Realty, Sean McDonald	(506) 333-0565	Premier Trailer Sales – Palmer Brook Road	(506) 847-1199
Friars Excavation Ltd.	(506) 651-0925	Quality Inn and Suites – (Amsterdam Inn)	(506) 849-8050
Glass Pro Auto - Marr Road, Rothesay	(506) 849-3222	Rothesay Community Pharmacy – Marr Road	(506) 847-4407
Great Canadian Dollar Store – Quispamsis	(506) 849-2518	Rothesay Pharma Choice – Rothesay	(506) 216-3323
Hampton Golf Club	(506) 832-5045	Route 1 – Irving Big Stop Restaurant	(506) 847-1603
Hear Canada – Quispamsis	(506) 847-4532	UPS Store – Rothesay	(506) 847-9000
InterMAX Water Group	(506) 369-9090	Town of Quispamsis	(506) 849-5778
		Town of Rothesay	(506) 848-6600

THANK YOU FOR

COMING!

HIGHLIGHT REPORT

Beginning The KV OLD BOYS got its' start when a group of "retired" men in the Kennebecasis Valley entered the **Relay for Life** in memory of a friend, Vernon Graves, who had passed away the year previous (2002).

The Name When presenting themselves at the registration desk prior to the **Relay for Life**, the clerk asked: "What is the name of your team?" Not having thought about a name, a fellow participant exclaimed: "Why, we're just a bunch of old boys from the KV." To which, the clerk replied: **KV OLD BOYS** and the name has stuck since.

Incorporation The group operated informally for a few years before incorporating itself as a not-for-profit organization in New Brunswick in 2005.

Membership In total, membership over the years has remained steadfast at around twenty-five. Of course, like so many clubs we have had members who have moved outside the area, as well as a number who have passed away.

Motto The motto, "**Making A Good Community Better**" was adopted as encapsulating that which would guide the group moving forward

Fundraising Fundraising efforts over the years have been varied representing 84.6 percent of revenue. As of this date¹, the Club has managed to provide aid to various segments of the community amounting to **\$330,099.75²**. Two of the major sources of income have been the (1) annual Country & Western Show³ and (2) the collection of redeemable containers⁴.

Audit Financial audit is carried out annually

Big Purchases Every effort is made to return to the community money collected through fundraising. As a result, the **KV OLD BOYS**, has been fortunate in that it has managed to purchase its' Trailers (used in the collection of redeemable containers) and the like through government grants.

Officers (23-24)

President	Greg Boudreau
Vice-President	Mike Hughes
Secretary-Treasurer	Don Shea

Footnotes

- 1 As of June 24, 2023
- 2 Does not include the hours that went into building ramps, Salvation Army Kettles, etc.
- 3 Until COVID struck, revenue from this source (before expenses) amounted to **\$109,954.81**
- 4 As of June 24, 2023, revenue from this source (before expenses) amounted to **\$242,395.43**



KV OLD BOYS
with **96 | Oldies96** presents

Our 11th Annual Country & Western Evening

Hosted by: Steve Lyons The Band

Mark Hill - *Guitar/Vocals*, **Mike Hanlon** - *Bass Guitar*,
Tim Wallace - *Drums*, **Steve Lyons** - *Guitar/Vocals*,
Crytal Jones - *Fiddle*, **Pete Beliveau** - *Steel Guitar*,
Reg Gallant - *Guitar/Vocals*, **Scott Medford** - *Guitar/Vocals*,
Anna Marie Burke - *Backup*, **Carol Perry** - *Backup*

Featuring Special Guests

Joyce Boone, Jessica McLaughlin, and Haley McMillan

Sound By: D+D Sound and Lighting - Rothesay

Current Members: **Greg Boudreau, Mike Hughes, Don Shea, Steve Ball, Glen Curtis, David Down, Tom Eastwood, Russ Finnamore, Brian Flewwelling, Doug Gordon, Neil Hanlon, Peter Hastings, Bob Howes, Stephen Little, Don MacDonald, David Oliver, Bob Orr, George Patton, Russell Robinson & Ken Yorston**

Associate Members: **Daniel Martel, Dick Connolly & Stew Rogers**