



**ROTHESAY COUNCIL**  
OPEN SESSION  
Monday, August 10, 2015  
**MINUTES**



**PRESENT:** MAYOR WILLIAM J. BISHOP  
DEPUTY MAYOR NANCY GRANT  
COUNCILLOR MATT ALEXANDER  
COUNCILLOR PAT GALLAGHER JETTE  
COUNCILLOR PETER J. LEWIS  
COUNCILLOR BLAIR MacDONALD  
COUNCILLOR BILL McGUIRE  
COUNCILLOR MIRIAM WELLS

TOWN MANAGER JOHN JARVIE  
TOWN CLERK MARY JANE BANKS  
DIRECTOR OF OPERATIONS (DO) BRETT McLEAN  
DIRECTOR OF PLANNING/DEVELOPMENT (DPDS) BRIAN WHITE  
TREASURER DOUG MacDONALD

**ABSENT:** DIRECTOR OF REC/PARKS (DRP) CHARLES JENSEN

Mayor Bishop called the meeting to order at 7:00 p.m.

**1. APPROVAL OF AGENDA**

**MOVED** by Counc. Alexander and seconded by Counc. McGuire the agenda be approved as circulated.

**CARRIED.**

**2. APPROVAL OF MINUTES** Regular meeting 13 July 2015

**MOVED** by Counc. Lewis and seconded by Deputy Mayor Grant the minutes of 13 July 2015 be adopted as circulated.

**CARRIED.**

**Business Arising from Minutes**

n/a

**3. OPENING REMARKS OF COUNCIL**

Mayor Bishop noted St. Mary's Band will be playing at the Renforth Wharf on Wednesday night and the regular Thursday night Concert in the Common will feature Brent Mason. Counc. Alexander noted that Rothesay resident Rob Lockhart, along with his wife and a friend, rescued five people from the water in Gagetown on New Brunswick Day. Deputy Mayor Grant noted the Kennebecasis Public Library will be holding a fundraising event – 5K Runners for Readers and Walkers for Words on August 19<sup>th</sup>.

**3.1 Declaration of Conflict of Interest**

n/a

**4. DELEGATIONS**

n/a

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**5. CORRESPONDENCE FOR ACTION**

5.1 16 July 2015 Letter from YMCA RE: contribution

**MOVED** By Counc. Wells and seconded by Counc. McGuire the letter from YMCA RE: contribution dated 16 July 2015 be received/filed.

**CARRIED.**

5.2 16 July 2015 Email from Canada 150 Mosaic Project RE: participation

**MOVED** by Counc. Wells and seconded by Deputy Mayor Grant the email from Canada 150 Mosaic Project RE: participation dated 16 July 2015 be acknowledged and the invitation declined.

**CARRIED.**

5.3 17 July 2015 Letter from Sculpture Saint John RE: Update on Third International Symposium

**MOVED** by Counc. Wells and seconded by Counc. Lewis a letter of thanks be sent to Sculpture Saint John and the invitation declined.

**ON THE QUESTION:**

It was noted the cost of participation is \$15,000.

**CARRIED.**

5.4 30 July 2015 Email from D/M Grant and resident RE: Hillside Trail

**MOVED** by Counc. Alexander and seconded by Counc. Lewis the email from Deputy Mayor Grant and a resident RE: Hillside Trail dated 30 July 2015 be referred to the Public Works and Infrastructure Committee.

**ON THE QUESTION:**

Deputy Mayor Grant commented she had visited the area a few times and the parking lot was empty but cars were parked along the street. She observed one No Parking sign on the trail side of Grove Avenue and suggested it be placed on the other side of the street in front of the houses.

**CARRIED.**

5.5 1 August 2015 Letter from resident RE: utility account

**MOVED** by Counc. Wells and seconded by Deputy Mayor Grant the letter from a resident RE: utility account dated 1 August 2015 be referred to the Utilities Committee.

**CARRIED.**

5.6 6 August 2015 Memorandum from Town Manager Jarvie RE: Library pump failure costs

5.6.1 4 August 2015 Letter from Kennebecasis Public Library RE: Pump failure costs

**MOVED** by Counc. Lewis and seconded by Counc. Wells Council agree to a funding increase to the Kennebecasis Public Library Board of \$3200.00 for 2015 with funds to come from reserves.

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### **ON THE QUESTION:**

Deputy Mayor Grant noted the Library is on a tight budget, the warranty has expired and the pumps need to be replaced. She advised more stringent maintenance guidelines will be in place once the pumps are replaced. Town Manager Jarvie advised the audit for the expansion project has been completed and staff are looking into how a surplus was generated on the project.

**CARRIED.**

5.7 5 August 2015 Email from resident RE: Almon/Peters Lane project

**MOVED** by Counc. Gallagher Jette and seconded by Counc. MacDonald the email from a resident RE: Almon/Peters Lane project dated 5 August 2015 be referred to the Town Manager for a response.

### **ON THE QUESTION:**

There was general discussion with respect to the project for Almon/Peters Lane. Town Manager Jarvie advised there is no plan to increase parking on Church Avenue, Almon Lane or Peters Lane. Counc. Alexander advised the Public Works and Infrastructure Committee has discussed making both Peters Lane and Almon Lane one-way streets. It was noted there is incorrect information circulating in the community about the project. Town Manager Jarvie advised the condition of the utility and stormwater pipes require repair and the underground work should be completed before paving is done. It was noted a break in the pipes could affect other areas of the Town as well. Counc. Alexander suggested if the residents do not want the infrastructure upgrade, the money could be allocated elsewhere in the Town. The road bed will not be widened and no parking areas will be added. Town Manager Jarvie advised the work needs to be done either this year or next year as the infrastructure is not up to code.

**CARRIED.**

5.8 5 August 2015 Letter from resident RE: French Village Road sidewalk extension

**MOVED** by Counc. MacDonald and seconded by Counc. Gallagher Jette the letter from a resident RE: French Village Road sidewalk extension dated 5 August 2015 be referred to the Public Works and Infrastructure Committee.

**CARRIED.**

## **6. CORRESPONDENCE - FOR INFORMATION**

6.1 22 July 2015 Letter of support to TransCanada – Energy East

**MOVED** by Counc. Wells and seconded by Counc. Alexander the letter of support to TransCanada – Energy East dated 22 July 2015 be received/filed.

**CARRIED.**

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### **7. REPORTS**

#### **7.0 August 2015 Report from Closed Session**

n/a

7.1 30 June 2015 DRAFT Unaudited General Fund Financial Statements  
**MOVED** by Counc. MacDonald and seconded by Counc. Wells the draft unaudited General Fund Financial Statements dated 30 June 2015 be received/filed.

**CARRIED.**

30 June 2015 DRAFT Unaudited Utility Fund Financial Statements  
**MOVED** by Counc. MacDonald and seconded by Deputy Mayor Grant the draft unaudited Utility Fund Financial Statements dated 30 June 2015 be received/filed.

**CARRIED.**

22 July 2015 Kennebecasis Public Library expansion project Audit report  
**MOVED** by Counc. MacDonald and seconded by Counc. McGuire the Kennebecasis Public Library expansion project Audit report dated 22 July 2015 be tabled pending further clarification from the Treasurer.

**CARRIED.**

7.2 15 July 2015 DRAFT Public Works and Infrastructure Committee meeting minutes  
**MOVED** by Counc. Alexander and seconded by Counc. Wells the draft Public Works and Infrastructure Committee meeting minutes be received/filed.

#### **ON THE QUESTION:**

Counc. MacDonald questioned the discussion with respect to the sidewalk request for Cameron Road and because it is not part of the policy it could be funded by the residents. Counc. Alexander advised Cameron Road is not included in the sidewalk expansion policy and he and DO McLean will meet with Mr. Schedler on site with respect to the sidewalk on Cameron Road and report back to the Committee following that meeting. Counc. MacDonald commented the main concern with narrow streets and no sidewalks is winter maintenance.

**CARRIED.**

7.3 15 July 2015 DRAFT Utilities Committee meeting minutes  
**MOVED** by Counc. Alexander and seconded by Counc. McGuire the draft Utilities Committee meeting minutes be received/filed.

**CARRIED.**

#### **➤ Water By-law update**

**MOVED** by Counc. Alexander and seconded by Counc. McGuire Town staff meet with property owners affected to discuss the Water By-law and the implications to them.

#### **ON THE QUESTION:**

Counc. MacDonald suggested a Committee member also attend the meeting with affected property owners.

**CARRIED.**

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7.4 July 2015 Building Permits Summary Report  
**MOVED** by Counc. Wells and seconded by Counc. Lewis the July 2015 Building Permits Summary Report be received/filed.

**CARRIED.**

### **8. UNFINISHED BUSINESS**

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#### **TABLED ITEMS**

##### **8.1 Traffic By-law 1-14 (Tabled June 2014)**

*No action at this time*

##### **8.2 Water By-law (Tabled June 2015)**

*No action at this time*

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##### **8.3 Curbside Recycling**

6 August 2015 Update memorandum from Town Manager Jarvie

**MOVED** by Counc. Alexander and seconded by Deputy Mayor Grant the memorandum from Town Manager Jarvie RE: Curbside Recycling update dated 6 August 2015 be received/filed.

#### **ON THE QUESTION:**

The bins will arrive August 31/September 1; door hangers will be distributed to each residence, the bins will be labelled as to what is placed in each one and will also be delivered to each residence. There was a brief discussion with respect to electronic waste and the province has prepared draft regulations.

**CARRIED.**

### **9. NEW BUSINESS**

#### **PLANNING AND DEVELOPMENT**

##### **9.1 Millennium Drive development proposal**

30 July 2015 Information Report from DPDS White

Various Comments received from residents

10 June 2015 Comments from Counc. MacDonald

Mayor Bishop made the following comments: the Millennium Drive properties are privately owned and can be developed by the owners with the approval of Council; residents have the right to have their say regarding development in the Town; a meeting was held at the McGuire Centre where the developer presented their proposal and residents were asked to provide their comments to Council; staff have not made a recommendation to Council on the project and it would be expected that Council would make its decision keeping in mind what the developer is seeking and respecting views of residents and ultimately what is in the best interest of the community.

Mayor Bishop advised the comments received have been summarized by DPDS White and circulated to Council and posted on the Town website. There are no recommendations this

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evening and the next step is for the developer to review and respond to the comments received. He noted no action will be taken by Council until a response is received. Mayor Bishop noted a public hearing is not required but Council may wish to hold one. The information will also be provided to the Planning Advisory Committee for review. DPDS White advised the information was provided today to the developer who will take the time to review them and likely meet with staff for further discussion.

Counc. Alexander, Deputy Mayor Grant and Counc. Wells thanked residents for the time and effort put into their comments and suggested the developer give full consideration to the comments, in conjunction with consideration of the spirit of the Municipal Plan from 2010. Deputy Mayor Grant noted the comments that seniors are a large demographic of the community and the proposal does not really address needs of seniors. Counc. Wells commented on the Active Transportation plan and connectivity throughout the Town and suggested there is an opportunity for the developer to enhance the proposal.

**MOVED** by Counc. Lewis and seconded by Counc. McGuire the Information Report from DPDS White dated 30 July 2015 and attached comments RE: Millennium Drive development proposal be received/filed.

**CARRIED.**

**RECREATION**

**9.2 Contract R-2014-010 McGuire Centre Renovations Phase II**

27 July 2015 Memorandum from Facilities Coordinator Kincade

**MOVED** by Counc. MacDonald and seconded by Counc. McGuire Council award Contract R-2014-010: Bill McGuire Memorial Centre Renovations to the low bidder, Hi-Roc Construction Ltd., at the tender price of \$90,625.00 (HST included), as calculated base on estimated quantities, and further that the Recreation Facilities Coordinator be authorized to issue a purchase order in that regard.

**ON THE QUESTION:**

DO McLean advised the waterline installation project will begin when the Gondola Point Road project is completed, and also after the Dragon Boat Festival on August 29. Both projects are being done by the same contractor. Deputy Mayor Grant noted the loss of the parking spaces in front of the building. Town Manager Jarvie advised there will be another phase that will involve work on the parking lot area.

**CARRIED.**

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**FINANCE**

**9.3 Interim Financing MCBB Application**

4 August 2015 Memorandum from Treasurer MacDonald

**MOVED** by Counc. MacDonald and seconded by Counc. Alexander be it resolved that the Municipality of ROTHESAY submit to the Municipal Capital Borrowing Board an application for authorization to borrow money in an amount not to exceed \$5,000,000 for the following:

<u>Purpose</u>	<u>Term</u>	<u>Amount</u>
NAME OF FUND: Utility		
Waste Water Treatment Upgrade – Phase 1 Interim financing	3 YRS	\$5,000,000
		<b>CARRIED.</b>

**OPERATIONS**

**9.4 Contract T-2015-010 French Village Road Reconstruction Phase III**

6 August 2015 Memorandum prepared by DO McLean

**MOVED** by Counc. Lewis and seconded by Counc. Gallagher Jette Council:

- 1) Award Contract T-2015-010: French Village Road Reconstruction Phase III to the low tenderer, Debly Enterprises Limited, at the tendered price of \$247,843.47 (including HST), as calculated based on estimated quantities, and further that the Mayor and Town Clerk be authorized to execute the necessary contract documents; and
- 2) Increase the scope of Contract T-2015-010: French Village Road Reconstruction Phase III, to complete the entire project up to the municipal boundary with Quispamsis for an additional (unbudgeted) amount of \$31,486.22.

**ON THE QUESTION:**

Treasurer MacDonald advised he was out of the office and, although his signature is not captured, he has reviewed and agrees with the memorandum.

**CARRIED.**

**10. NEXT MEETING**

The next regular meeting of Council will be held on Monday, September 14, 2015.

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**11. ADJOURNMENT**

**MOVED** by Counc. Gallagher Jette and seconded by Counc. Lewis the meeting be adjourned.

**CARRIED.**

The meeting adjourned at 7:45 p.m.

  
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MAYOR

  
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CLERK