

ROTHESAY

COUNCIL MEETING

Rothesay Town Hall

Monday, January 12, 2015

7:00 pm



-
1. **APPROVAL OF MINUTES**

	Regular meeting	8 December 2014
	Special meeting	15 December 2014

Business Arising from Minutes

 2. **APPROVAL OF AGENDA**

 3. **OPENING REMARKS OF COUNCIL**

 4. **DELEGATIONS**
 - 4.1 CBCL Engineering – Oakville Acres project Dave Parsons, P.Eng.
(20 minutes – special invitation of the Mayor) John Flewelling, P. Eng.

 - 4.2 171 Gondola Point Road Peter MacKenzie, Comeau MacKenzie Architects
(see Item 7.4)

 5. **CORRESPONDENCE FOR ACTION**
 - 5.1 5 December 2014 Email from Rothesay resident RE: Rothesay East roads
Refer to Finance Committee.
 - 5.2 16 December 2014 Letter from P.R.O. Kids Advisory Committee RE: Council
appointment
Refer to Mayor Bishop for appointment
 - 5.3 4 January 2015 Letter from Rothesay resident RE: reimbursement of green space fee
Refer to Town Manager

 6. **CORRESPONDENCE - FOR INFORMATION**
 - 6.1 3 December 2014 Letter from Saint John Common Council RE: TransCanada Energy
East Pipeline resolution
 - 6.2 29 December 2014 Letter of thanks from Symphony New Brunswick
 - 6.3 6 January 2015 Email from Rothesay resident RE: new civic centre

 7. **REPORTS**
 - 7.0 **January 2015** **Report from Closed Session**
 - 7.1 12 November 2014 Kennebecasis Valley Fire Department (KVFD) Inc. Board meeting
minutes
 - 30 September 2014 KVFD Statement of Operations with Budget Variances
 - 12 November 2014 Chief's Report
 - 7.2 November 2014 Draft unaudited Rothesay Utility Fund Financial Statements
Draft unaudited Rothesay General Fund Financial Statements
 - 11 December 2014 Draft Rothesay Finance Committee meeting minutes
 - 7.3 17 December 2014 Draft Public Works and Infrastructure Committee meeting minutes

ROTHESAY

Regular Council Meeting

Agenda

-2-

12 January 2015

- 7.4 17 December 2014 Draft Water and Sewer (Utilities) Committee meeting minutes
➤ 171 Gondola Point Road utility connection fees
2 January 2015 Committee recommendation
7 January 2015 Letter from Comeau MacKenzie Architecture
- 7.5 December 2014 Monthly Building Permit Summary Report

8. UNFINISHED BUSINESS

TABLED ITEMS

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

No action at this time

8.2 Comex Fare Increase (remove from table)

7 January 2015 Memorandum from Town Manager Jarvie

8.3 Committee Appointments

31 December 2014 Memorandum from Town Clerk Banks
2015 Committee Appointment List

8.4 Assessment Base Analysis

7 January 2015 Memorandum from Treasurer MacDonald

9. NEW BUSINESS

9.1 Local Improvement Levy By-law 4-00 – Kennebecasis Park

7 January 2015 Memorandum from Town Clerk Banks
Warrant of Assessment

9.2 Hillside Trail – Slope Failure

6 January 2015 Report from DO McLean

9.3 Water Treatment Facility – Membrane Replacement

6 January 2015 Report from DO McLean

10. NEXT MEETING

Regular Meeting Monday, February 9, 2015

11. ADJOURNMENT

Oakville Acres Flood Detention Pond



Overview of Situation

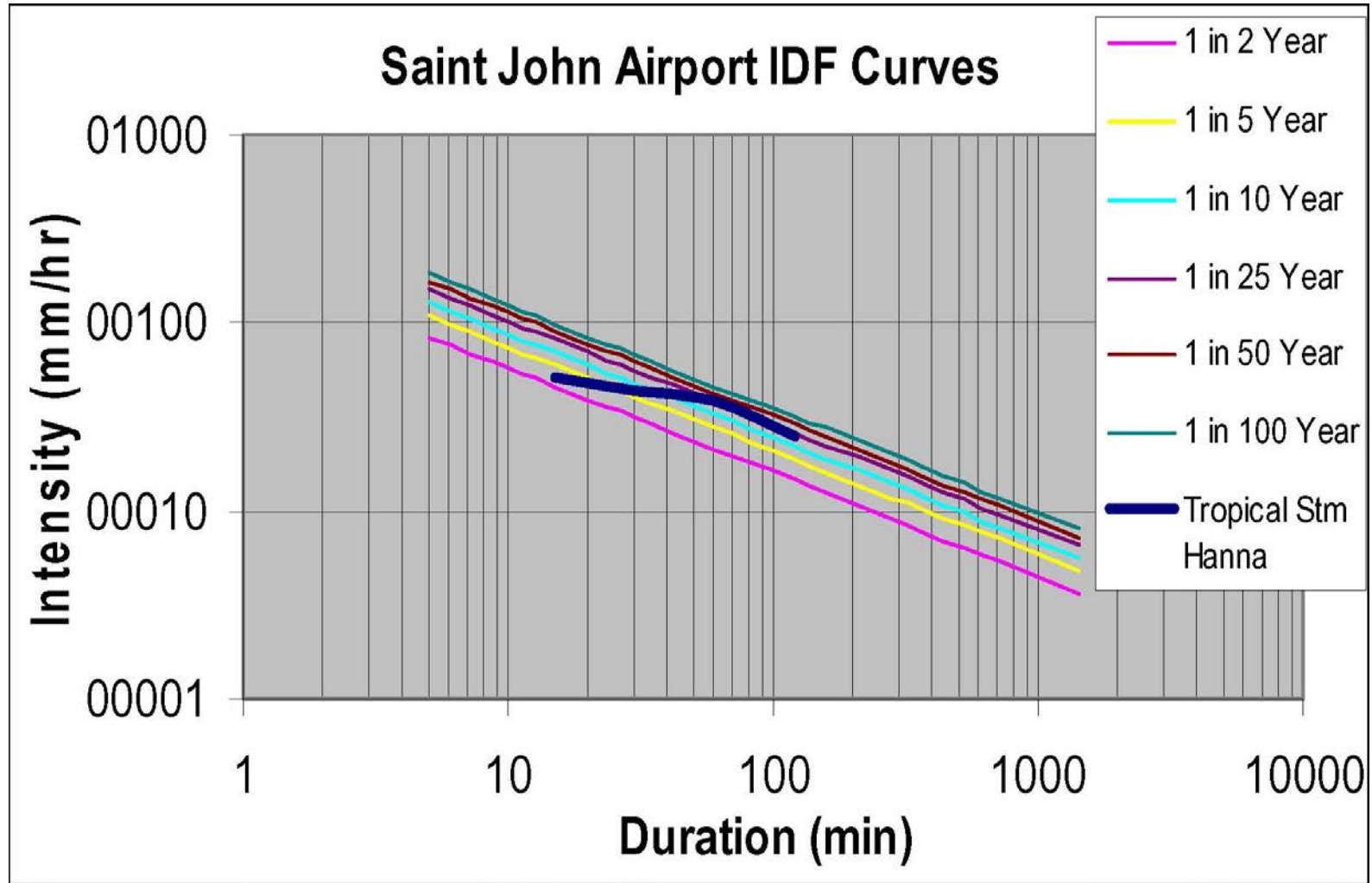


Intense rainfall caused flooding in low lying areas of Rothesay including parts of Oakville Acres:

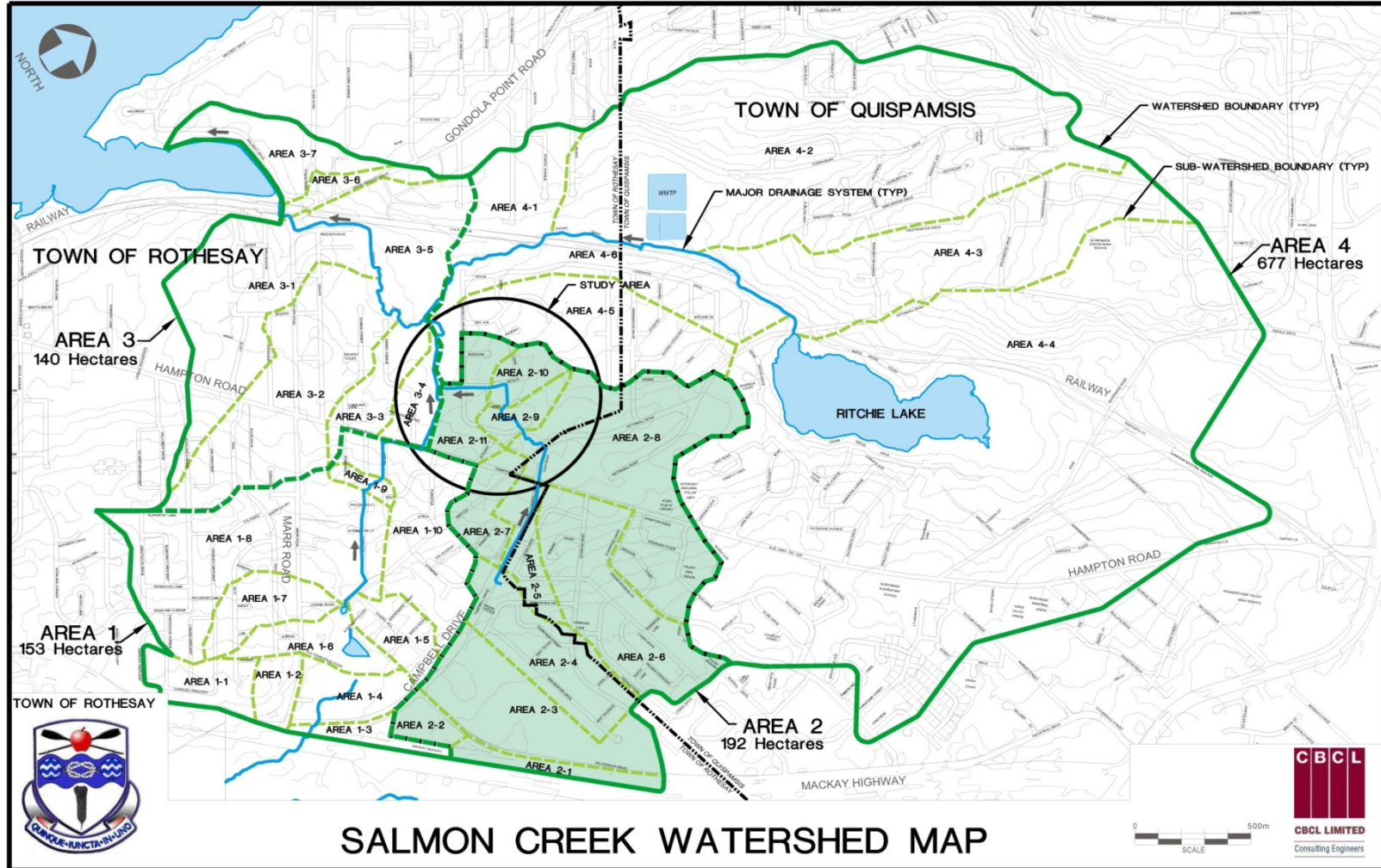
- September 6 & 7, 2008 Tropical Storm Hanna – 141 mm rain
- August 29, 2009 Tropical Storm Danny – 104 mm rain



IDF Curve



Study Area



Contributing Factors

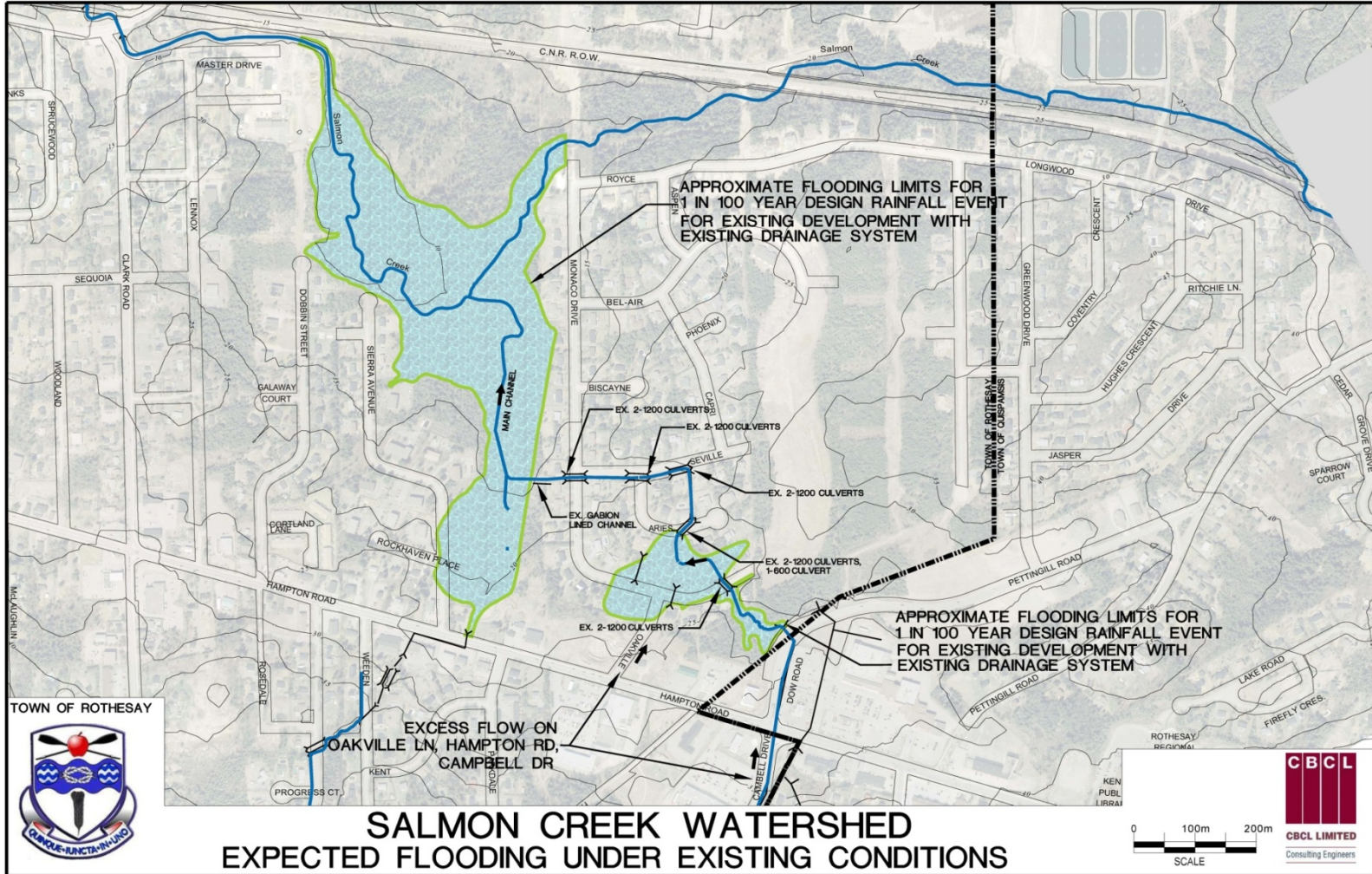
- The region is experiencing higher intensity rainfall events on a more frequent basis.
- New development can increase storm water runoff volumes and peak flows.
- Runoff generated is greater than the existing drainage system capacity.



Impact of Flooding



Existing 1:100 Year Floodplain



Phased Solution



- **Clearwater Sewer (Installed 2010):**
 - Storm system dedicated solely for foundation drains
 - No recorded residential flooding since installation
- **Detention Pond (Currently Proposed):**
 - Buffer peak flows entering subdivision
- **Increase Culvert/Channel Capacity (Future):**
 - Design currently being carried out
 - Improve downstream capacity to convey flows



Detention Pond



- No Diversion Pipe
 - Discharge directed back into existing channel
- Excavated Pond:
 - Maximize storage available (storage = 70,000m³)
 - Large greenspace available
 - Grading entire area minimize standing water
 - Reduces debris within the pond (reduced maintenance)
 - Additional costs associated for additional material excavation, reinstatement and restoration



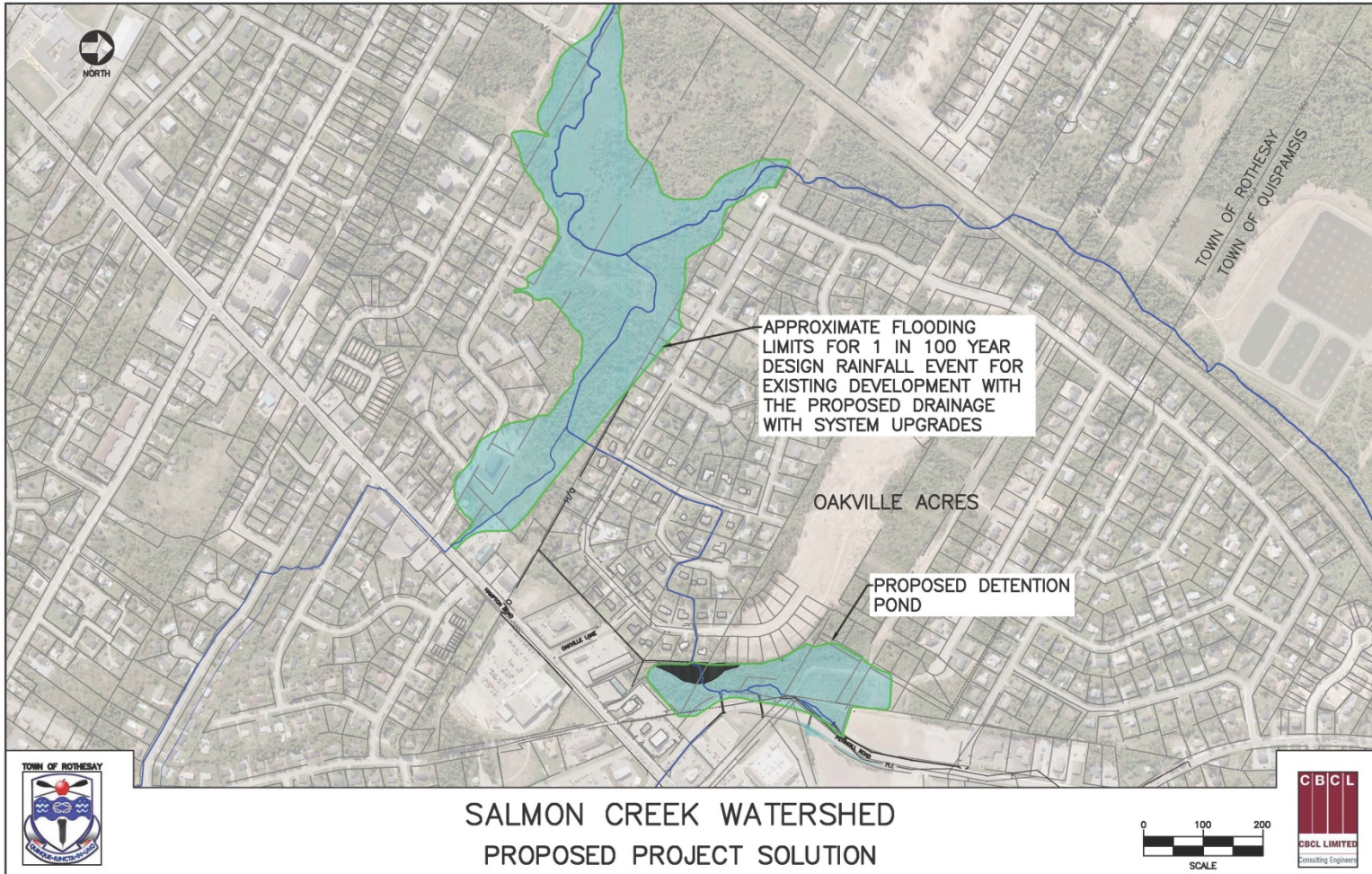
Detention Pond



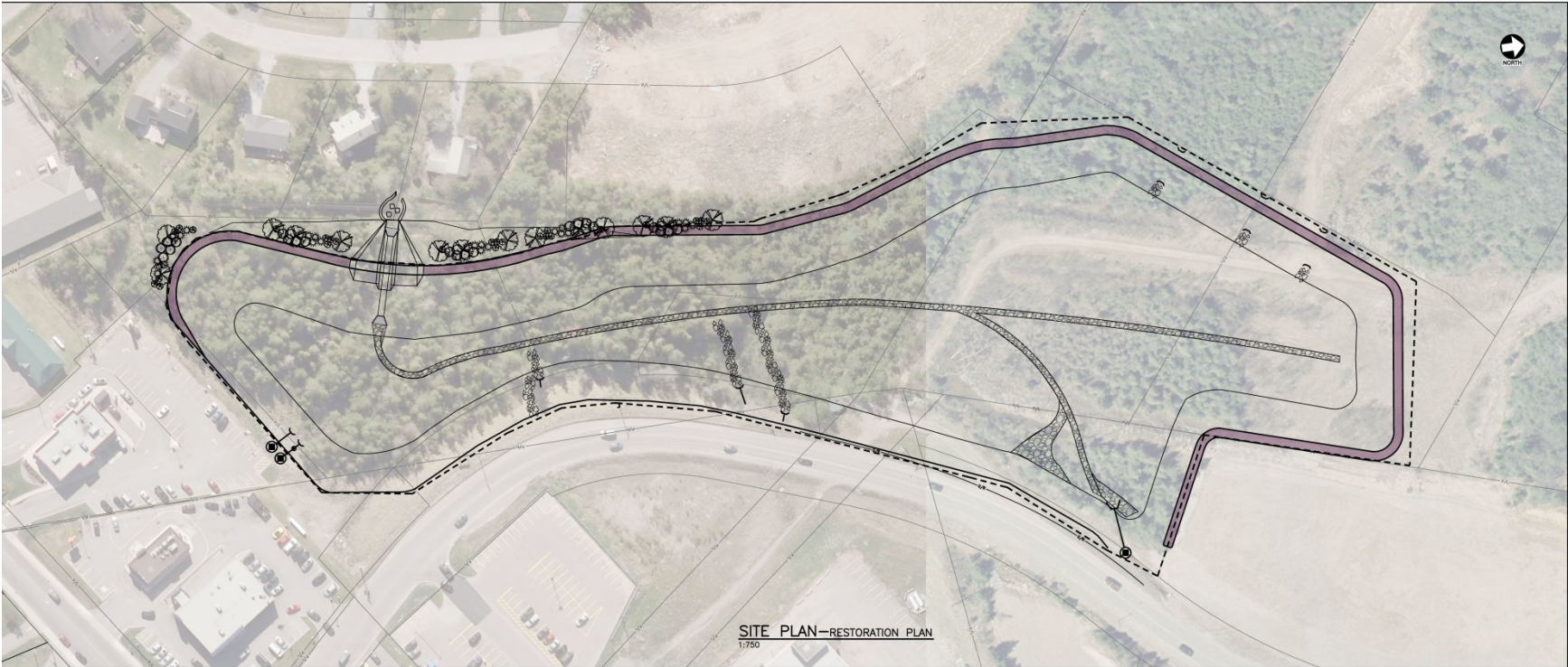
- **Reduced Embankment Slope**
 - Side slopes will vary from 4:1 to 3:1
- **Environmental Permits:**
 - Submitted and awaiting feedback
 - Preliminary conversations do not foresee issues
- **Reinstatement:**
 - Entire area will be hydro-seeded
 - Trees planted along berm
 - Additional feature enhancements can be completed afterward without impacting design



Proposed Project Solution



Proposed Project Solution



2015Jan12OpenSessionFINAL_034





Question Period



2015Jan12OpenSessionFINAL_036

From: [Mary Jane Banks](#)
To: [REDACTED]
Subject: Re: Information for Council
Date: December-05-14 11:13:30 PM

Thank you for your email. The deadline for agenda items is Noon on the Wednesday before the Council meeting (December 3rd this month).

Your correspondence will be provided to Council for the January meeting.

Mary Jane Banks, BComm
Town Clerk
Director of Administrative Services

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.

Original Message

From: [REDACTED]
Sent: Friday, December 5, 2014 11:26 AM
To: Mary Jane Banks
Subject: Information for Council

Hello Mary,

I've been told you are the person to contact if I want some information included in the packets to each council member for the next meeting. Could you make sure this email gets to their packet please? If I have the wrong person then please, if you don't mind, could you let me know who to contact?

I have cc'd council members on this email but many do not acknowledge emails received so I just wanted to be sure they see this before the next town meeting.

Note: I have included several of the pictures from the URL below with this email but I had to decrease their quality so as not to overload Rothesay's email server.

//

Mayor and Council,

I am including a link to several photos of only one street in French Village. I wanted you each to see these photos as you consider a tax increase for several recreation projects in the town.

Here's the url

[\[REDACTED\]](#)

or you can view the lower quality pictures attached with this email.

I'd like each of you to ask yourselves if you truly feel that this area has received its fair share of attention during the last 16 years and if your priorities for this town are properly focused. Take a drive in this area and ask "should my priorities be on ice rinks, flower pots and splash parks or should they be on roads, sidewalks, water, sewerage and auto and pedestrian safety". I would also add that not one of you ran on increasing taxes and building multi-million dollar state of the art ice facilities. Had you done so, I suspect many of you would not be on town council today.

I would especially like to single out two councillors. First, Peter Lewis who promised me and my wife, on my doorstep, to put an end to the nonsense we've seen in this town these last number of years. Peter, not only have you NOT put an end to this, you've encouraged it. Bill McGuire, a French Village resident who now sits on the Recreation Committee. How can you in good conscience allow other councillors like Blair MacDonald to cry hard times when asked about money for water and sewerage for our area then turn around and support a \$17Million recreation budget? Of all the people on council, you should be most ashamed. Your support for these projects absolutely defies sanity and is being noted by more than just me in French Village. Both of you have wholly supported any gold plated project that the town wants to do on the other side of the highway and you've both ensured that the tax dollars from the residents of French Village will continue to flow to the other side of the highway. On an unrelated note, I would add that Bill McGuire's name has been brought up to me by more than one concerned citizen. Bill, I've been told you were one of the people responsible for killing the speed bumps that many wanted for one particular street in our area. You're one of the reasons, so I have been told, that the residents wanted those speed bumps. Bill, this subdivision is full of small children - SLOW DOWN.


FRENCH VILLAGE, NB

2015Jan12OpenSessionFINAL_038



2015Jan12OpenSessionFINAL_039



2015Jan12OpenSessionFINAL_040



2015Jan12OpenSessionFINAL_041





The City of Saint John

**P.R.O. Kids
Advisory Committee**

Chair

Kathryn Davison

Lisa Caissie

Councilor

Gary Clark

Connie Coffin

Patrick Darrah

Lisa Frechette

Jeff Kelley

Katie Langmaid

Councilor

John MacKenzie

Councilor

Shirley McAlary

Andrew Miller

Raylene Rice

Dr. Susan Sanderson

Rob Scott

Natalie Young

Mayor Bill Bishop
Town of Rothesay

December 16, 2014

Your Worship,

P.R.O. Kids – Saint John expanded its service to your municipality in 2005 at the request of your Council. The municipalities of Greater Saint John each pay a portion of the administrative costs of P.R.O. Kids, ensuring that their residents are eligible for access to this service. As a result P.R.O. Kids assists hundreds of underprivileged children each year across Greater Saint John who are provided access to sports, recreation, arts and culture programs they would otherwise be unable to afford.

On the unanimous recommendation of the P.R.O. Kids Advisory Committee, the Common Council of the City of Saint John has approved amendments to the P.R.O. Kids Committee – Terms of Reference on November 24th, 2014.

In order to better reflect the Regional character of P.R.O. Kids, the following amendment was approved:

2.3 The Town of Grand Bay-Westfield, the Town of Rothesay, and the Town of Quispamsis shall each appoint one member to represent the interests of their respective regions on the committee and who will act as liaison between the Committee and their respective municipality.

Each municipal partner of P.R.O. Kids will have a specific representative on the P.R.O. Kids Advisory Committee who will act as a liaison between the Committee and their respective Council. This person will represent the interests of your Town, and ensure that P.R.O. Kids is meeting the needs of your community in a fair and equitable manner.

Nominations to the P.R.O. Kids Advisory Committee have historically happened in a piecemeal fashion with some Town Councils appointing members, or sometimes leaving their seat vacant for long periods of time. Going forward, the City of Saint John would ask that your Town's nominating committee officially nominate a representative to P.R.O. Kids Advisory Committee subject to approval by your Common Council whenever your representative's seat is vacant or their term is ending.





**P.R.O. Kids
Advisory Committee**

Chair

Kathryn Davison

Lisa Caissie

*Councillor
Gary Clark*

Connie Coffin

Patrick Darrah

Lisa Frechette

Jeff Kelley

Katie Langmaid

*Councilor
John MacKenzie*

*Councilor
Shirley McAlary*

Andrew Miller

Raylene Rice

Dr. Susan Sanderson

Rob Scott

Natalie Young

Upon approval of a representative, the City of Saint John asks that the office of your Town Clerk notify the Office of Common Clerk of the City of Saint John and the P.R.O. Kids Advisory Committee of the appointment.

The amended Terms of Reference also includes updated Term Limits:

4.7 All Committee members' terms will normally begin on January 1st and end on December 31st in the third year of their appointment. If a member is appointed mid-term, their term will end on December 31st in the third year of their appointment. If a Committee member is an elected official, their term ends on the date of the next municipal election of the municipality they represent.

When the term of your municipal representative ends, we ask that your Town either re-appoint the same member, or appoint another bearing in mind the following amendments:

- 4.1 Committee members shall be appointed for three years.
- 4.2 Members may serve a maximum of two consecutive terms. Members may be re-appointed after a one-year absence.

The Current Municipal Representatives on P.R.O. Kids Advisory Committee are as follows:

- Saint John - Councilor John Mackenzie & Councilor Shirley McAlary
- Quispamsis -Councilor Gary Clark
- Rothesay - Vacant
- Grand Bay-Westfield - Katie Langmaid

Rothesay does not currently have a representative on the P.R.O. Kids Advisory Committee and is lacking a voice at the table. In order to ensure that the needs of your Town are being met please appoint a suitable representative from Rothesay at your earliest convenience.

Respectfully,

David Dobbelsteyn
Manager, P.R.O. Kids

cc RothesayTown Clerk, Mary Jane Banks





The City of Saint John

November 27, 2014

P.R.O. Kids
C/O David Dobbelsteyn – P.R.O. Kids Manager
Leisure Services

Dear Mr. Dobbelsteyn,

At a meeting of the Common Council, held on November 24, 2014 the following resolution was adopted, namely:-

“RESOLVED that as recommended by the City manager in the submitted report M&C 2014-200: P.R.O. Kids Committee – Terms of Reference – Amendment, Common Council approve the amended "P.R.O. Kids Committee - Terms of Reference" attached as Schedule "A.”

Yours truly,

A handwritten signature in blue ink that reads "Patricia Anglin".

Patricia Anglin
Deputy Common Clerk



SAINT JOHN

Schedule "A"

**City of Saint John
P.R.O. Kids Committee – Terms of Reference**

Introduction

The City of Saint John believes that all children regardless of economic ability should have access to some form of recreation or positive leisure pursuit. To achieve this goal Common Council has created a P.R.O. Kids program. P.R.O. Kids provides program and financial assistance to children and youth in need so that all children and youth will have the opportunity to participate in the arts, cultural, recreation, and sport activity of their choice. Individual participation in such activities has been shown to increase self-esteem, knowledge and personal development.

1. Duties of the P.R.O. Kids Committee Members

- 1.1. Act as ambassador and advocate for the program in the community.
- 1.2. Develop and participate in Fundraising activities of committee.
- 1.3. Seek "in-kind" support - such as free registrations.
- 1.4. Serve in an advisory capacity to staff and Common Council
- 1.5. Attend regular meetings of committee.
- 1.6. Members do not work directly with children as part of their duties on committee; instead, members will endeavour to work on behalf of children in need.

2. Committee Composition

The Committee shall consist of:

- 2.1. A minimum of 12 and a maximum of 15 members representing a wide cross section of community interest.
- 2.2. Common Council of Saint John shall appoint 11 members, plus at least one member of Common Council.
- 2.3. The Town of Grand Bay-Westfield, the Town of Rothesay, and the Town of Quispamsis shall each appoint one member to represent the interests of their respective regions on the committee and who will act as liaison between the Committee and their respective municipality.
- 2.4. The Recreation Manager and the P.R.O. Kids Manager sit on the committee as ex-officio members.
- 2.5. Committee members have voting rights regarding motions and resolutions; City staff are non-voting members.

2.6. When appointing members to the committee, Common Council shall endeavor to choose members with expertise and representation from one or more of the following areas:

- Youth
- Recreation/sport/culture participants and volunteers
- P.R.O. Kids financial supporters
- Marketing expertise
- Social/Health services
- Parent
- Fundraising expertise
- Community leaders
- Common Council

3. Committee Officers

- 3.1. The P.R.O. Kids Committee shall have authority to appoint its own officers.
- 3.2. Officers that form an Executive are: (i) the Chair, (ii) the Vice-Chair, and (iii) the Past Chair.
- 3.3. Officers may serve in a position for a 1 year term. The Chair automatically becomes the Past Chair for a 1 year term once a new Chair is elected. The Vice-Chair does not automatically become the Chair after the office of Chair is vacant, but only does so if elected by committee resolution.
- 3.4. The Chair will officiate at meetings, and the Vice-Chair will officiate if the Chair is absent.
- 3.5. The executive members of the P.R.O. Kids Committee have the authority to sign letters, applications, and reports on behalf of, and at the request of the Committee.
- 3.6. The Committee shall also appoint a Secretary from among its members. The Secretary may serve for up to three years in that position.

4. Terms of Office

- 4.1. Committee members shall be appointed for three years.
- 4.2. Members may serve a maximum of two consecutive terms. Members may be re-appointed after a one-year absence.
- 4.3. Council shall stagger appointments so that no more than 50% of members' terms end at the same time.
- 4.4. A person shall cease to be a member of the Committee if that individual fails to attend three consecutive meetings of the Committee of which proper notice has been given, and without having been excused by resolution of the Committee.
- 4.5. The Committee may by resolution appoint such sub-committees as it may require for the purpose of carrying out or reporting on specific projects.
- 4.6. Committee members shall serve without remuneration.

- 4.7. All Committee members' terms will normally begin on January 1st and end on December 31st in the third year of their appointment. If a member is appointed mid-term, their term will end on December 31st in the third year of their appointment. If a Committee member is an elected official, their term ends on the date of the next municipal election of the municipality they represent.
- 4.8. Committee members who are appointed agree to serve their entire term, but may for a just reason resign from the committee provided they provide proper notification to the Committee who will then notify the Office of the Common Clerk.

5. Meetings

- 5.1. The committee shall meet a minimum of six times per year.
- 5.2. The Recreation Manager shall provide staff and resources for meeting requirements.
- 5.3. A quorum of $1/3^{\text{rd}} + 1$ of voting members is required to pass motions and resolutions.

6. Reporting

- 6.1. The Committee shall once a year provide an annual report to the Common Council of each municipal partner.

Adopted: Common Council, City of Saint John, (September 5, 2001)

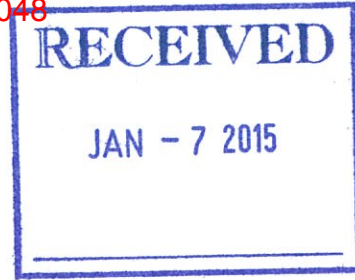
Amended: Common Council, City of Saint John, (December 8, 2003)

Amended: Common Council, City of Saint John, (August 3, 2004)

Amended: Common Council, City of Saint John, (November 24, 2014)

January 4, 2015

Council - Town of Rothesay



Reimbursement of Green Space Fee

In 2001, we embarked on a plan to sub-divide our properties into two separate lots. We proceeded with the help of the development officer and the town manager and after satisfying all of the requirements, were granted a subdivision plan and agreement that was signed by all parties and council. At that time, there was a green space fee of \$750 per lot. We paid a total of \$1500 at that time to satisfy that requirement. Due to financial considerations, we did not act at that time but, with hopes of continuing at a future date, left the green space fee with the town.

In 2014, after meetings with Gay Drecher, John Jarvie and Brian White, we got confirmation that we could continue with our plan with some modifications while maintaining the major parts of the original subdivision agreement. We agreed to complete all of the town's requirements.

1. In consultation with the town engineer, bring the access road up to town standards as specified by the engineer.
2. Provide the development officer with a preliminary subdivision plan from a qualified surveyor
3. Provide the development officer with an aerial view of the subdivided properties from a qualified surveyor
4. Provide the development officer with the same aerial view showing the setback from the high water lines as deemed from the Environment Department from a qualified surveyor.
5. Provide the development officer with the same aerial view but now show that it is possible to build houses on the lots with the necessary setbacks, from a qualified surveyor.

The cost of having the surveyor provide so many individual views and the time the surveyor spent in creating them, consulting with the development officer and delivering them to the development officer ended up in excess of \$2000.

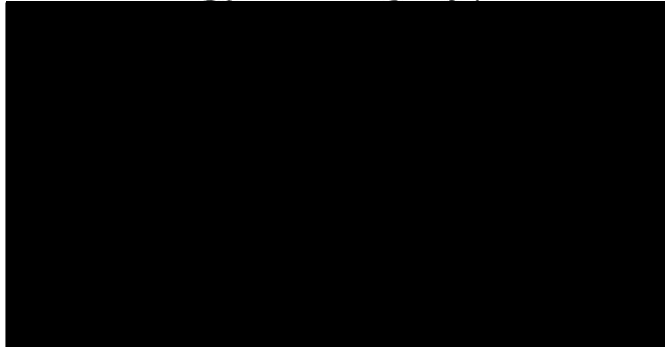
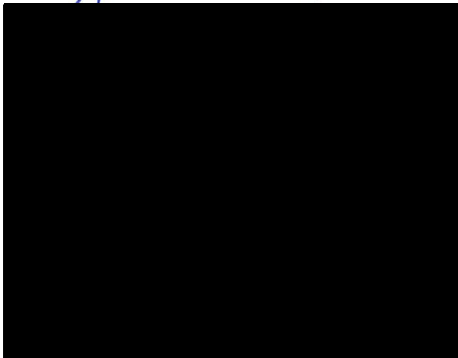
With a week before a scheduled appearance before the Planning Advisory Committee, the development officer informed us of a study commissioned by The Federation of Canadian Municipalities and The Railway Association of Canada. The recommendations in this study are so excessive with respect to building lots adjacent to a railway, they would render any subdivision, in our case, impossible.

Although there are no bylaws that have come out of this study, the development officer, after discussions with the Railway Committee, informed us the week before our appearance at the Planning Advisory Committee, that he would not be recommending that the committee approve our plan.

As a consequence, we have decided that pursuing our plan to subdivide our properties would be both difficult and potentially very costly. Therefore, we will not proceed.

However, we would ask that the green space fee. \$750 each, be reimbursed to us. Over time, the receipts have been lost but the fact that we had a signed subdivision plan and subdivision agreement ready to be registered should provide ample proof, if required, that it was paid at the time.

We thank you for your consideration in this matter,





RECEIVED
DEC 09 2014

December 3, 2014

Town of Rothesay
C/O Mary Jane Banks – Town Clerk
70 Hampton Road
Rothesay, NB
E2E 5L5

Dear Ms. Banks

At a meeting of the Common Council, held on November 24, 2014 the following resolution was adopted, namely:-

“RESOLVED that:

WHEREAS Council of the City of Saint John consider the TransCanada Energy East Pipeline project to be of the utmost importance to the Saint John Area by providing the area with the possibilities of economic and community development;

WHEREAS Council of the City of Saint John feel that it is in the best interest of the citizens of Saint John to endorse said project;

WHEREAS Safety and the environment are of utmost importance to Council and the City of Saint John

BE IT RESOLVED that the City of Saint John support the TransCanada Energy East Pipeline project.

AND BE IT FURTHER RESOLVED that the City of Saint John work with TransCanada and the regulator to ensure that the pipeline is safely constructed in such a way as to protect the environment.

RESOLVED that Council advise the surrounding municipalities, Cities of New Brunswick, the Provincial Government and the Federal Government of the City of Saint John’s support for the TransCanada Energy East Pipeline project.”

Yours Truly,

Jonathan Taylor
Common Clerk

Phone: (506)648-3703
Email: jonathan.taylor@saintjohn.ca



RECEIVED
DEC 09 2014



General Manager
Ms. Krista Collins
Board of Directors - President
Mr. Scott Mugridge

Construction Association of
New Brunswick – Saint John
263 Germain Street
Saint John – NB – E2L 2G7

(506) 633-1101
sjic@nb.aibn.com
www.sjic.ca

Date: December 3, 2014

Construction Association of New Brunswick Saint John Region

Letter of Support: Construction of Pipeline – West to East

The Construction Association of New Brunswick, Saint John Region is an organization created by business leaders in the construction sector who saw a need to share vital information, network within the industry, represent as a collective and unified voice, and give back to the community. Membership driven, our mandate is to support and grow the local construction industry. The Saint John Region currently represents more than 170 member companies throughout Southwest New Brunswick – and continues to grow. These include large, medium and small business that employ many people in this area.

On behalf of our elected board of directors and entire collective membership, we would like to extend and voice our full support for the **TransCanada** project entitled the **Energy East Pipeline**.

The proposed work in pipeline construction is highly relevant to our local industry, and well in line with the ideals and objectives of this association. We feel that the impact of this project to the construction sector will move New Brunswick in the right direction by creating jobs and driving the economy forward. If there is anything that this association can do to assist in ensuring the progression and success of this project, please contact us at any time.

Sincerely,

Ms. Krista Collins
General Manager

Mr. Scott Mugridge
Board of Directors, President

Cc: Premier Brian Gallant, Hon. Donald Arseneault, Hon. Rick Doucet, Hon. Denis Landry, Hon. Ed Doherty, Mr. Bruce Northrup, Mr. Gary Crossman, Mr. Blaine Higgs, Mr. Hugh J. (Ted) Flemming, Q.C., Mr. Glen Savoie, Mr. Trevor A. Holder, Ms. Dorothy Shephard, Mr. Bill Oliver, Mr. John B. Ames, Mayor. Mel K. Norton, Mayor Grace Losier, Mayor Ken Chorley, Mayor Murray Driscoll, Mayor William J. Bishop, Mayor Stan Choptiany, Mayor Derek Hatt, Mayor John Quartermain, Mayor Marc Thorne



2015 Jan 12 Open Session FINAL_052

Symphony New Brunswick
Symphonie Nouveau-Brunswick

Music Director + Principal Conductor | Directeur musical + chef d'orchestre principal
Michael Newnham

December 29, 2014

RECEIVED
DEC 31 2014

Mayor and Council
Town of Rothesay
70 Hampton Road, Rothesay,
NB, E2E 5L5

To the Mayor and Council of the Town of Rothesay:

On behalf of Symphony New Brunswick, I would like to express my sincere thanks to the town of Rothesay for the kind donation of \$2500.

We have been acknowledging the Town of Rothesay in our programs and on our website as a major supporter and will continue to do so for the upcoming year.

SNB is proud of its recent growth and development and is particularly happy that the Town of Rothesay has confidence in Symphony New Brunswick as an important cultural asset to New Brunswick.

A donation receipt will follow under separate post.

With best wishes for 2015,


Jennifer Grant
SNB General Manager

2015Jan12OpenSessionFINAL_053

From: [REDACTED]
To: [Rothesay Info](#)
Subject: New Civic Center
Date: January-06-15 6:13:55 PM

January 5, 2015

Mayor and Council

Town of Rothesay

The construction of our new Rothesay Rink and Recreation complex is a very interesting opportunity for our Town. Unfortunately the many benefits of this facility have not been adequately communicated. This may explain some of the concerns that are being expressed in our community.

The main use of the new rink will of course be for hockey and skating programs, While not every family may avail themselves for these activities, hopefully we can all see the broad benefits to our community. Similarly the field house will offer additional recreation opportunities that will benefit many. Other uses for shows and exhibitions are also broadly beneficial.

One use not properly communicated and which will be available to all Rothesay residents is for Emergency Preparedness. It is my understanding that this new facility will serve as the heating, shelter, shower and water station for emergency situations. The existing emergency site at the Bill McGuire Center is not adequate as it does not have town water and is located in the worst possible place for emergencies. The two greatest threats to our town are river flooding and possible train derailments. The existing centre can only be accessed by crossing the rail lines and is in the Kennebecasis river flood zone.

I encourage Council and Staff to improve their messaging regarding this and incorporate the emergency center into the planning of the new Civic Center.

Secondly, as a passionate advocate for streetscaping, something I have communicated with Council about in the past, I request that streetscaping measures be implemented along Scott Avenue and be included in the detailed site planning soon to be completed. As you are no doubt aware, several existing power lines will need to be moved in order to construct the new center. One NB Power line runs through the middle of the new complex. While I am aware of the fact NB Power refuses to support undergrounding of utility lines and quoted a ridiculous \$1.7 Million in order to underground their utility lines along Hampton Road, this new construction and its upgraded electrical requirements offer a better opportunity. I request that the new utility corridor be undergrounded on Scott Avenue and that new curbs, sidewalks and trees be installed along the street. The idea of crooked, leaning ugly utility poles and lines diminishing the Scott Avenue facade of our new \$13 Million Civic Center is hopefully as offensive to you as it is to me.

A new upgraded Scott Avenue streetscape with additional trees and undergrounded utility lines will also help to reduce the negative effects some of the residents on Scott Avenue may experience with the additional traffic and parking. There are only 5 houses on Scott avenue that will need to be undergrounded. Costs should be no more than \$2 thousand each based on my personal experience of undergrounding. Surely \$10 thousand dollars can be found in various budgets related to this project. The six apartment buildings should be able to pay for the new electrical entrances.

The Hampton Road reconstruction, something I fully supported and continue to defend with the many less than positive Rothesay residents I encounter, was unfortunately a missed opportunity. The \$1.7 Million NB Power quoted was outrageous to be sure, but we could have undergrounded the utility lines on the west side of the street and eliminated all the wire crossovers for just a fraction of this cost. This option was not properly explored by staff or your consultants.

Please do not make the same mistake again. Your architects and engineering consultants should be able to come up with a cost effective solution and protect and enhance our new \$13 Million investment. If NB Power continues to be difficult to deal with, you have legal powers to begin charging NB Power access or impact fees as per 12.5.3 in our Municipal Plan and as per attached link regarding utility lines in Nova Scotia (see page 4). I am sure New Brunswick municipalities will have similar powers.

<https://streetscapecanada.files.wordpress.com/2014/12/commontrenchundergroundutilitiesfinalreportaugust272010.pdf>

Sincerely,

[REDACTED]

2015Jan12OpenSessionFINAL_054



Sent from Windows Mail

**KENNEBECASIS VALLEY FIRE DEPARTMENT INC BOARD MEETING
FIRE STATION ONE, CAMPBELL DRIVE
NOVEMBER 12, 2014**

Present: Vice Chair Libby O'Hara
Secretary Treasurer Kirk Miller
Commissioner Blair MacDonald
Commissioner Robert McIntyre
Commissioner Katrina White

Deputy Chief Dan McCoy
Carlene MacBean, Executive Assistant
Corinne Carpenter, Payroll / Finance

Regrets: Chair Pat Gallagher Jette
Commissioner Brian Shanks
Commissioner Roger Young
Chief Bill Ireland

1.0 Call to Order

Vice Chair O'Hara called the meeting to order at 6:01 pm.

2.0 Chair's Remarks

None

3.0 Approval of Agenda

Moved by B. MacDonald and seconded by R. McIntyre, that the agenda be approved after amending Item 5.1 to read "October 8, 2014".

CARRIED

4.0 Disclosure of Interest

None

5.1 Approval of Previous Minutes

Moved by K. White and seconded by K. Miller, that the minutes of October 8, 2014 be approved as submitted.

CARRIED

6.0 Unfinished Business

None

7.0 Correspondence

7.1 Letter to Town of Rothesay Council re: Response to Councilor Alexander

Moved by B. MacDonald and seconded by R. McIntyre to receive and file.

On the question:

Commissioner MacDonald reported that at the Rothesay Council meeting there was a question regarding the answer to question two; they wanted to know how nine firefighters responded to the call when the second alarm experienced technical difficulty. Deputy Chief McCoy clarified that the texting did not work; however, one member with a pager received the second alarm and responded to the station. He was then assigned to phone all off duty firefighters to advise them of the second alarm and that is how nine firefighters were able to respond.

CARRIED

7.2 Letter from William H. Teed re: Response to Structure Fire – Gondola Point Road

Moved by K. White and seconded by R. McIntyre to receive and file.

CARRIED

8.0 New Business

8.1 Request for Quotation – Painting of Station 1

Moved by K. Miller and seconded by B. MacDonald to accept the bid from Talon Property Management submitted for RFQ#14-1031, for painting services at Fire Station 1 in the amount of \$12,698.00 plus taxes and also permission be granted to Deputy Chief McCoy to contact Talon Property Management to advise them of their successful bid so that work can commence as soon as possible.

CARRIED

9.0 Financial

9.1 Draft Financial Statements for the Nine Months Ended September 30, 2014

Moved by K. Miller and seconded by B. MacDonald, that the Draft Financial Statements for the Nine Months Ended September 30, 2014 be received and filed.

CARRIED

9.2 Outlook for 2014

Mrs. Carpenter presented the statements and the September Outlook to the year end. She anticipates that the expenses will meet what the Board has approved. Even with the adjustment included for the Retirement Allowance (Line 67) there is an expected surplus of \$39,359.

Mrs. Carpenter has spoken to our Accountant, Peter Wilshaw, and the Town of Quispamsis Treasurer, Joanne McGraw regarding the Vacation Pay On Retirement (Line 23). They both stated that the benefit is payable or awarded when the employee retires and is not accrued. Mrs. Carpenter reported that during the next actuarial review she will be asking what the implications of this are to our organization. This issue has been referred to the Finance Committee for discussion, they will meet in December.

Moved by K. Miller and seconded by B. MacDonald, to receive and file the outlook for 2014.

CARRIED

10.0 Business Arising from Committee of the Whole

None

11.0 Reports

11.1 Chief's Report

Moved by R. McIntyre and seconded by B. MacDonald, the Chief's Report be received and filed.

CARRIED

12.0 Adjournment

Moved by K. Miller that the meeting be adjourned at 6:32 pm.

Date of next meeting – December 10, 2014 at 5:30 pm

Respectfully submitted,



CHAIR



TREASURER

Statement of Operations with Budget Variances
For the 9 months ending September 30, 2014

	BUDGET YEAR TO DATE	ACTUAL YEAR TO DATE	VARIANCES YEAR TO DATE (Under Budget)	BUDGET 2014
REVENUE:				
Members Contributions	\$3,258,878	\$3,258,876	(\$0)	\$4,236,541
Local Service Districts	\$63,100	\$63,099	\$0	\$84,133
Revenue Fee Structure	\$70	\$1,025	\$955	\$70
Rebate on Property Tax	\$44,498	\$43,063	(\$1,435)	\$44,498
Misc. Revenue	\$0	\$2,297	\$2,297	\$0
Interest Income C/A	\$2,250	\$3,562	\$1,312	\$3,000
Surplus/ Deficit 2nd Previous	\$6,394	\$6,394	\$0	\$6,394
	<u>\$3,375,189</u>	<u>\$3,378,317</u>	<u>\$3,129</u>	<u>\$4,374,836</u>
EXPENSES:				
ADMINISTRATION:				
Admin. Wages and Benelits	\$332,490	\$311,254	(\$21,236)	\$442,400
Convention/ Dues/ Training	\$6,500	\$6,437	(\$63)	\$15,000
Professional Services	\$1,000	\$271	(\$729)	\$24,500
Office Supplies / Copy Machine/ S/C	\$4,664	\$5,327	\$663	\$6,219
Computer Hardware/Software/IT	\$7,273	\$7,416	\$143	\$10,688
Station Telephone/ Internet	\$7,783	\$7,572	(\$211)	\$11,670
Postage/ Misc. Exp	\$2,433	\$981	(\$1,452)	\$3,550
	<u>\$362,143</u>	<u>\$339,258</u>	<u>(\$22,885)</u>	<u>\$514,027</u>
FIREFIGHTING FORCE:				
Salaries Basic	\$1,658,226	\$1,608,093	(\$50,133)	\$2,233,500
Overtime	\$43,846	\$54,933	\$11,087	\$60,000
Force Benefits	\$442,219	\$429,005	(\$13,214)	\$545,000
Clothing/Uniform Maintenance	\$16,875	\$19,439	\$2,564	\$22,500
Medical and Fitness Training	\$10,183	\$9,328	(\$855)	\$14,800
Career Recognition	\$3,500	\$3,559	\$59	\$3,500
Holiday Relief Wages & Overtime	\$204,736	\$207,109	\$2,373	\$259,000
Holiday Relief Benefits	\$82,030	\$53,331	(\$28,699)	\$80,800
Volunteer Expenses	\$71,783	\$11,227	(\$60,567)	\$95,256
	<u>\$2,513,409</u>	<u>\$2,396,023</u>	<u>(\$117,386)</u>	<u>\$3,314,356</u>
TELECOMMUNICATIONS				
Cellular Telephone	\$2,850	\$2,464	(\$386)	\$3,800
Communication Equipment	\$7,675	\$9,035	\$1,360	\$11,800
Maintenance/ Repairs	\$2,250	\$1,183	(\$1,087)	\$3,000
	<u>\$12,775</u>	<u>\$12,681</u>	<u>(\$114)</u>	<u>\$18,600</u>
INSURANCE:				
Insurance	\$34,000	\$32,497	(\$1,503)	\$34,000
	<u>\$34,000</u>	<u>\$32,497</u>	<u>(\$1,503)</u>	<u>\$34,000</u>
PREVENTION AND TRAINING				
Firefighter/Co. Officer Training	\$18,600	\$18,580	(\$20)	\$28,600
Fire Prevention and Public Education	\$3,350	\$1,878	(\$1,472)	\$5,000
Training Supplies	\$1,000	\$408	(\$594)	\$1,000
	<u>\$22,950</u>	<u>\$20,864</u>	<u>(\$2,086)</u>	<u>\$34,600</u>
FACILITIES				
Station 1 Operating	\$142,606	\$150,768	\$8,162	\$159,144
Station 2 Operating	\$16,275	\$15,158	(\$1,117)	\$21,700
Station 2 Rent	\$34,559	\$34,558	(\$0)	\$46,078
Station Supplies	\$7,500	\$5,793	(\$1,707)	\$10,000
	<u>\$200,940</u>	<u>\$206,277</u>	<u>\$5,337</u>	<u>\$236,922</u>

Kennebecasis Valley Fire Department Inc. 2016, Jan 12 Open Session FINAL_060

Statement of Operations with Budget Variances

For the 9 months ending September 30, 2014

continued ..	BUDGET YEAR TO DATE	ACTUAL YEAR TO DATE	VARIANCES YEAR TO DATE (Under Budget)	BUDGET 2014
FLEET				
Vehicle Fuel	\$29,125	\$25,510	(\$3,615)	\$41,500
Vehicle Registration	\$400	\$423	\$23	\$400
Vehicle Lease Payments	\$7,031	\$6,790	(\$241)	\$8,700
Vehicle Maint & Repairs	\$43,500	\$34,708	(\$8,792)	\$60,000
	<u>\$80,055</u>	<u>\$67,430</u>	<u>(\$12,625)</u>	<u>\$110,600</u>
OPERATIONS				
New Equipment	\$14,903	\$14,154	(\$749)	\$18,400
Maint & Repairs - Equipment	\$8,063	\$10,194	\$2,131	\$12,000
Maint & Repairs - Bunker Gear	\$2,000	\$378	(\$1,622)	\$8,000
Medical Supplies	\$1,875	\$3,045	\$1,170	\$2,500
Firefighter Supplies	\$3,000	\$1,911	(\$1,089)	\$4,000
Health & Safety	\$1,125	\$458	(\$669)	\$1,500
H&S Cause Determination	\$750	\$165	(\$585)	\$1,000
	<u>\$31,715</u>	<u>\$30,302</u>	<u>(\$1,413)</u>	<u>\$45,400</u>
WATER COSTS:				
Water Costs - Rothesay	\$16,811	\$16,611	\$0	\$22,148
Water Costs - Quispamsis	\$2,987	\$2,987	\$0	\$3,982
	<u>\$19,598</u>	<u>\$19,598</u>	<u>\$0</u>	<u>\$26,130</u>
OTHER:				
Miscellaneous	\$1,126	\$4,045	\$2,919	\$1,501
Retirement Allowance	\$25,668	\$25,668	\$0	\$38,500
	<u>\$26,794</u>	<u>\$29,713</u>	<u>\$2,919</u>	<u>\$40,001</u>
	<u>\$3,304,378</u>	<u>\$3,154,622</u>	<u>(\$149,756)</u>	<u>\$4,374,636</u>
SURPLUS (DEFICIT) FOR THE PERIOD	<u>\$70,811</u>	<u>\$223,694</u>	<u>\$152,885</u>	<u>(\$0)</u>

Kennebecasis Valley Fire Department Inc.

Budget Variances Analysis

For the 9 months ending September 30, 2014

Note #	Description	Budget YTD	Actual YTD	Variance (Under Budget)	Details
1	Administration	\$362,143	\$339,258	(\$22,885)	- Variance relates to non-replacement of ADC
2	Firefighting Force	\$2,513,409	\$2,396,023	(\$117,386)	- A Holiday Relief FF is replacing employee on LTD - Volunteer honorariums less than budgeted - donation to Volunteer Firefighters' Assoc. reduced - partial use of planned contingency
3	Facilities	\$200,940	\$206,277	\$5,337	- Increased propane costs propane unit price increased 63%, year over year
4	Fleet	\$80,055	\$67,430	(\$12,624)	- Maintenance and repair to fleet as needed
	Material Variances (greater than \$5,000)	\$3,156,547	\$3,008,988	(\$147,558)	

Invoices over \$2,000

For the month of September 2014

Recurring Monthly Invoices

			Description
09/01/2014	Assumption Life	\$24,375	Group Benefits
09/01/2014	Town of Quispamsis	\$5,507	Rent - Station 2
09/08/2014	Receiver General	\$38,264	payroll liabilities
09/11/2014	BMO	\$72,233	net wages 09/11/2014
09/25/2014	Receiver General	\$35,869	payroll liabilities
09/25/2014	BMO	\$70,458	net wages 09/25/2014
09/30/2014	CIBC Mellon	\$35,809	Pension -Sept
09/30/2014	I.A.F.F. Local 3591	\$5,737	Union Dues

Non-Recurring Invoices

09/11/2014	KV Auto & Truck Centre	\$2,507.54	Q1- Ladder Truck, MVI, rear brakes, shoes & drums
09/08/2014	Carleton Uniforms	\$3,807.14	Dress Uniforms

Operating Budget

Sept
YTD

2015 Jan 12 Open Session FINAL_062

Outlook 2014

Line No.	REVENUE:	2014 year end			BUDGET	
		09/30/14		Variance (over/under)	2014	
1	Members Contributions	\$ 3,258,878	\$ 4,236,540	\$ -	\$ 4,236,540	
2	Rebate of Property Tax	43,063	43,063	\$ 1,435	44,498	
3	Local Service Districts	63,099	84,133	\$ 0	84,133	
5	Revenue Fee Structure	1,025	70	\$ -	70	
6	Misc. Revenue	2,298	2,298	\$ (2,298)	-	Sale of Vehicle, fitness equip. & supplies
7	Interest Income C/A	3,561	4,748	\$ (1,748)	3,000	
8	Surplus/ Deficit 2nd previous year	6,394	6,394	\$ -	6,394	
9		\$ 3,378,318	\$ 4,377,246	\$ (2,811)	\$ 4,374,635	
EXPENSES:						
ADMINISTRATION:						
10	Admin. Wages and Benefits	\$ 311,254	\$ 442,260	\$ 140	\$ 442,400	
11	Convention/dues/training	6,437	15,000	\$ -	15,000	
14	Professional Services	271	24,500	\$ -	24,500	accrue costs for land study \$10,000, audit
15	Office supplies/Copy Machine/ S/C	5,327	7,103	\$ (864)	6,219	additional photocopy chrgs, credit card s/c, shredding costs
16	Computer hardware/software/IT	7,416	9,888	\$ 800	10,688	cost for Simply not included in 2014 budget
17	Telephone/ Internet	7,572	11,086	\$ 574	11,670	
19	Postage / Misc. Exp.	981	1,581	\$ 1,959	3,550	postage less, EFT's - board meal costs less
20		\$ 339,257	\$ 511,427	\$ 2,600	\$ 514,027	
FIREFIGHTING FORCE:						
21	Salaries Basic	1,608,093	2,184,995	\$ 48,505	\$ 2,233,500	Prior year contingency, worker (s) had been or are on LTD
22	Overtime	54,933	62,090	\$ (2,000)	60,000	
23	Vacation Pay on Retirement	-	-	\$ -	-	
24	Force Benefits	429,005	528,456	\$ 16,544	545,000	
26	Career Uniforms and maintenance	19,439	22,500	\$ -	22,500	as per chief
27	Medical and Fitness Testing	9,328	14,800	\$ -	14,800	
28	Career Recognition	3,559	3,700	\$ (200)	3,500	per chief
29	Holiday Relief Wages and overtime	207,109	260,945	\$ (1,945)	259,000	
30	Holiday Relief Benefits	53,331	78,735	\$ 2,065	80,800	one HRRF on benefits did not return after LTD
32	Volunteer Expenses	11,227	18,227	\$ 77,029	95,258	program changes
33		\$ 2,336,024	\$ 3,174,357	\$ 139,999	\$ 3,314,358	
TELECOMMUNICATIONS:						
34	Cellular Telephones	2,464	3,800	\$ 0	\$ 3,800	platoon chiefs have cell phones, not land lines
35	Communication Equipment	9,035	11,800	\$ -	11,800	
36	Maintenance / Repairs	1,163	2,500	\$ 500	3,000	
37		\$ 12,661	\$ 18,100	\$ 500	\$ 18,600	
INSURANCE:						
38	Insurance	32,497	32,227	\$ 1,773	\$ 34,000	
39		\$ 32,497	\$ 32,227	\$ 1,773	\$ 34,000	
PREVENTION AND TRAINING:						
40	Firefighter / Co. Officer Training	18,580	28,600	\$ -	\$ 28,600	
41	Fire Prevention	1,878	2,500	\$ -	2,500	
42	Public Education	-	2,500	\$ -	2,500	
43	Training Supplies	408	1,000	\$ -	1,000	
44		\$ 20,863	\$ 34,600	\$ -	\$ 34,600	
FACILITIES:						
45	Station 1 Operating	150,768	194,683	\$ (35,538)	\$ 159,144	painting \$14.5K, propane increased \$5K plus \$5K heating system issues
46	Station 2 Operating	15,158	20,210	\$ 1,490	21,700	expected to have refund
47	Station 2 Rent - Quispamsis	34,558	46,078	\$ -	46,078	
48	Station Supplies	5,793	10,000	\$ -	10,000	
49		\$ 208,277	\$ 270,971	\$ (34,048)	\$ 236,922	
FLEET:						
50	Fuel Vehicle	25,510	36,513	\$ 4,987	\$ 41,500	ADA vehicle not used for 4 months
51	Registration Vehicle	423	423	\$ (23)	400	
52	Lease Vehicle Payments	6,790	8,423	\$ 277	8,700	
54	Vehicle Maint. & Repairs	34,708	60,000	\$ -	60,000	
55		\$ 67,430	\$ 105,359	\$ 5,241	\$ 110,600	
OPERATIONS:						
56	New Equipment	14,154	27,400	\$ (9,000)	\$ 18,400	added 2015 purchase authorized for 2014
57	Maint & Repairs Equip.	10,194	12,000	\$ -	12,000	
58	Maint & Repairs Bunker Gear	378	6,000	\$ -	6,000	
59	Medical supplies	3,045	4,500	\$ (2,000)	2,500	Ebola preparedness
60	Firefighter supplies	1,911	4,000	\$ -	4,000	
61	H&S/Cause determination	621	2,500	\$ -	2,500	
62		\$ 30,301	\$ 56,400	\$ (11,000)	\$ 45,400	
WATER COSTS:						
63	Water Costs - Quispamsis	2,987	3,982	\$ -	\$ 3,982	
64	Water Costs - Rothesay	16,811	22,148	\$ -	22,148	
65		\$ 19,598	\$ 26,130	\$ -	\$ 26,130	
OTHER:						
66	Miscellaneous	4,045	5,723	\$ (4,223)	\$ 1,500	includes office equipment and furniture- self admin
67	Retirement Allowance	25,668	102,593	\$ (84,093)	38,500	2014 contribution \$53,400 plus unfunded portion 2013 of \$ 48,193
70		\$ 29,713	\$ 108,316	\$ (88,316)	\$ 40,000	
71		\$ 3,154,623	\$ 4,337,867	\$ 38,749	\$ 4,374,635	
72	SURPLUS(DEFICIT) FOR THE PERIOD	\$ 223,694	\$ 39,359	\$ -	\$ (0)	



Kennebecasis Valley Fire Department

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

November 12, 2014

Structure fire – 398 French Village Road

In the early morning hours of October 13th, an RCMP Officer on patrol noticed smoke and flames emitting from a residence on French Village Road and notified Comm Centre. KVFD was dispatched and initial arriving crews reported heavy smoke and flames coming from a structure that was fully engulfed by fire. A rapid and coordinated attack on the fire was initiated and it was quickly brought under control. The residence was uninhabited and had been the scene of two previous fires dating back to March 2013. Crews spent the next several hours overhauling the scene and extinguishing any remaining hot spots aided by a works crew and back-hoe from the Town of Quispamsis who were called to the scene to assist with moving debris.

An investigation was conducted the following day and the exact cause and point of origin of the fire could not be determined. Because of the suspicious nature of the fire the matter was turned over to the KVRPF for further investigation.

Fire Prevention Week and Open House

The Fire Prevention Week theme this year was "Working Smoke Alarms Save Lives". In addition to educating the public and raising awareness regarding the value of maintaining working smoke alarms in the home, the KVFD also conducted fire drills in local schools. We also provided static displays on smoke alarm safety at both Canadian Tire and Superstore.

The week culminated with an open house at Station 1 on October 11th which was a rousing success. The station was filled with local families who had the opportunity to learn more about smoke alarms, practice putting out a fire with a fire extinguisher, witness an auto-extrication demonstration, sit in a fire truck, and enjoy the free BBQ lunch generously donated by Atlantic Superstore. The annual open house is becoming more and more popular each year and PC Mike Boyle and FF Karen Trecartin did an excellent job coordinating this year's event. We also had a large number of off-duty paid and auxiliary members donate their time to assist at this year's event making this a true team effort.

Senior Firefighter Promotion

We have recently completed the promotional process to fill the vacancy created by the promotion of Mike Boyle to Platoon Chief by promoting Grant Graham to the position of Senior Firefighter. SFF Graham started his career in the fire service in 1993 with the Grand Bay-Westfield Fire Department and joined our department in 2010.

KVEMO Information Session

On October 22nd, PC Kevin Clynick and FF Karen Trecartin delivered a presentation at the KVEMO "Be Prepared, Not Scared" event. Their presentation focused on safety considerations when using alternative sources of heat and light and emergency back-up generators. By all accounts the evening was well received by the large crowd that attended. This event helps to reinforce the important role the fire service plays in emergency preparedness and emergency management.

TOWN OF ROTHEsay

Utility Fund Financial Statements

November 30, 2014

Attached Reports:

Capital Balance Sheet	U1
Reserve Balance Sheet	U2
Operating Balance Sheet	U3
Operating Income Statement	U4
Variance Report	U5
Capital Projects as of November	U6
Capital Projects as of December - Draft	U7

Town of Rothesay

Capital Balance Sheet

As at 11/30/14

ASSETS

Assets:

Capital Assets - Under Construction - Utilities	350,440
Capital Assets - Utilities Land	95,113
Capital Assets - Utilities Buildings	250,000
Capital Assets - Utilities Equipment	8,696
Capital Assets - Utilities Water System	23,311,179
Capital Assets - Utilities Sewer System	15,370,131
	<u>39,385,559</u>

Accumulated Amortization - Utilites Buildings	(72,095)
Accumulated Amortization - Utilites Water System	(4,823,593)
Accumulated Amortization - Utilites Sewer System	(6,857,350)
	<u>(11,753,038)</u>

Util Capital due to/from General Reserve	270,000
TOTAL ASSETS	<u><u>27,902,521</u></u>

LIABILITIES

Current:

Util Capital due to/from Util Operating	67,077
Total Current Liabilities	<u>67,077</u>

Long-Term:

Long-Term Debt	6,561,449
Total Liabilities	<u>6,628,525</u>

EQUITY

Investments:

Investment in Fixed Assets	21,273,995
Total Equity	<u>21,273,995</u>
TOTAL LIABILITIES & EQUITY	<u><u>27,902,520</u></u>

Town of Rothesay

Utility Reserve Balance Sheet

As at 11/30/14

ASSETS

Assets:

Bank - Utility Reserve	241,277
Bank - Investments Accounts	759,483
Due from Utility Operating	623,964
TOTAL ASSETS	<u>\$ 1,624,725</u>

EQUITY

Investments:

Gas Tax Fund	(0)
Invest. in Utility Capital Reserve	1,303,153
Invest. in Utility Operating Reserve	97,574
Invest. in Sewage Outfall Reserve	223,998
TOTAL EQUITY	<u>\$ 1,624,725</u>

Town of Rothesay
 Utilities Fund Operating Balance Sheet
 As at 11/30/14

ASSETS

Current assets:	
Accounts Receivable Net of Allowance	310,203
Accounts Receivable - Misc.	1,200
Total Current Assets	<u>311,403</u>
Other Assets:	
Projects	1,204,907
	<u>1,204,907</u>
 TOTAL ASSETS	 <u>\$ 1,516,309</u>

LIABILITIES

Accrued Payables	48,540
Due from General Fund	6,312
Due from (to) Capital Fund	(67,077)
Due to (from) Utility Reserve	623,964
Deferred Revenue	23,422
Total Liabilities	<u>635,162</u>

EQUITY

Surplus:	
Opening Retained Earnings	(63,400)
Profit (Loss) to Date	944,550
	<u>881,150</u>
 TOTAL LIABILITIES & EQUITY	 <u>\$ 1,516,311</u>

Town of Rothesay
Utilities Operating Income Statement
 11 Months Ended 11/30/14

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT YTD	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
RECEIPTS							
Sale of Water	1,891	1,846	659,618	672,095	(12,478)	1	887,300
Meter and non-hookup fees	0	0	23,879	25,500	(1,621)		34,000
Water Supply for Fire Prot.	0	0	350,000	350,000	0		350,000
Local Improvement Levy	0	0	59,269	60,704	(1,435)		60,704
Sewerage Services	(107)	0	1,388,444	1,355,840	32,604	2	1,355,840
Connection Fees	6,200	3,363	93,850	57,730	36,120	3	59,200
Interest Earned	4,041	2,833	43,650	31,167	12,483	4	34,000
Misc. Revenue	600	0	5,990	3,000	2,990		3,000
TOTAL RECEIPTS	12,625	8,042	2,624,700	2,556,036	68,664		2,784,044
WATER SUPPLY							
Share of Overhead Expenses	0	0	174,375	174,375	0		232,500
Audit/Legal/Training	0	620	2,880	11,508	8,628	5	14,880
Purification/Treatment	14,599	17,822	171,157	210,676	39,518	6	233,800
Transm/Distribution	4,867	9,861	108,347	100,900	(7,447)	7	100,900
Power & Pumping	2,445	3,783	34,465	44,617	10,152		48,400
Billing/Collections	107	250	1,232	2,750	1,518		3,000
Water Purchased	169	0	1,365	0	(1,365)		0
Misc. Expenses	471	0	6,000	17,000	11,000		17,000
TOTAL WATER SUPPLY	22,658	32,337	499,821	561,825	62,005		650,480
SEWERAGE COLLECTION & DISPOSAL							
Share of Overhead Expenses	0	0	406,875	406,875	0		542,500
Audit/Legal/Training	0	500	547	26,500	25,953	8	33,860
Collection System	65,531	11,333	99,789	71,463	(28,326)	9	82,800
Lift Stations	2,749	2,626	19,825	33,200	13,375	10	34,400
Treatment/Disposal	10,179	5,866	71,900	70,580	(1,320)		75,200
Misc. Expenses	0	214	4,178	10,404	6,226		10,500
TOTAL SWGE COLLECTION & DISPOSAL	78,459	20,539	603,114	619,022	15,908		779,260
FISCAL SERVICES							
Interest on Bank Loans	0	3,333	0	6,666	6,666	11	10,000
Interest on Long-Term Debt	16,353	16,353	199,173	199,176	3		246,824
Principal Repayment	28,000	28,000	239,204	239,204	0		424,204
Transfer to Reserve Accounts	0	0	0	0	0		154,437
Capital Fund	0	0	0	0	0		380,000
Prev. Yrs Deficits	0	0	138,839	138,839	0		138,839
TOTAL FISCAL SERVICES	44,353	47,686	577,216	583,885	6,669		1,354,304
TOTAL EXPENSES	145,470	100,562	1,680,150	1,764,732	84,582		2,784,044
NET INCOME (LOSS) FOR THE PERIOD	(132,844)	(92,520)	944,550	791,304	153,245		0

Town of Rothesay

Variance Report - Utility Operating
 11 months ending November 30, 2014

Note #	Account Name	Actual YTD	Budget YTD	Variance Better(worse)	Description of Variance
Revenue					
1	Sale of Water	659,618	672,095	(12,477)	Institutional sales under budget
2	Sewerage Services	1,388,444	1,355,840	32,604	Residential services higher than budgeted
3	Connection Fees	93,850	57,730	36,120	Includes apartment building
4	Interest Earned	43,650	31,167	12,483	Outstanding receivable balances
Water System Expenses					
5	Audit/Legal/Training	2,880	11,508	8,628	Not used yet
6	Purification/Treatment	171,157	210,676	39,519	Timing - used in December
7	Transmission/Distribution	108,347	100,900	(7,447)	Flushing lines higher than expected
Sewerage Collection and Disposal					
8	Audit/Legal/Training	547	26,500	25,953	Not used yet
9	Collection System	99,789	71,463	(28,326)	Eriskay/Ball Park Rd sewer repairs
10	Lift Stations	19,825	33,200	13,375	Maintenance costs less than budgeted
Fiscal Services					
11	Interest on Bank Loans	-	6,666	6,666	No borrowings required

Town of Rothesay
 Capital Projects 2014
 Utilities Fund
 11 Months Ended 11/30/14

	Original BUDGET	Revisions	Amended Plan	CURRENT Y-T-D	Remaining Budget
Green Road Water					
12043030 Water System Supply Development	250,000	-250,000 Note 1	0	0	0
12043330 Water Treatment Plan Upgrade W-2014-013	0		0	12,744	-12,744
12042730 Chlorine Contact Chamber/Membrane Racks 2013 W-2013-24	1,000,000	280,000 Note 2, 3	1,280,000	317,513	640,106
12043430 Well Development - Watershed W-2014-014	0		0	322,380	
	250,000		250,000	128,768	121,232
	1,500,000	30,000	1,530,000	781,405	748,595
Sewer					
12043530 Green Road/Alexander Rd Sewer S2014-015	315,000	200,000 Note 1	515,000	131,681	383,319
12031130 Wastewater Feasibility Study	0	46,084	46,084	46,084	0
12042330 Wastewater Treatment Design - S-2014-016	130,000		130,000	245,736	-115,736
	445,000	246,084	691,084	423,501	267,583
Total Utilities Capital	\$ 1,945,000	\$ 276,084	\$ 2,221,084	\$ 1,204,907	\$ 1,016,177

- Notes:
- 1) Green Road water project has been deleted - funds reallocated to Green Road sanitary sewer project
 - 2) Original budget had \$400,000 in 2013 however only \$253,000 actually incurred
 - 3) Tender prices resulted in an additional \$133,000 required
 - 4) \$50,000 transferred to General for a new truck

Funding:	Revised 2014	Reserves	Gas Tax/Infrastructure	Grants	Operating	Borrow
Water	1,530,000	224,866	515,000	-	305,134	1,000,000
Sewer	691,084				130,000	
	2,221,084	\$ 224,866	\$ 515,000	\$ -	\$ 435,134	\$ 1,000,000

Town of Rothesay
 Capital Projects 2014
 Utilities Fund
 12 Months Ended 31/12/2014

DRAFT!

	Original BUDGET	Revisions	Amended Plan	CURRENT Y-T-D	Remaining Budget
Water					
Green Road Water					
12043030 Water System Supply Development	250,000	-250,000 Note 1	0	0	0
12043330 Water Treatment Plan Upgrade W-2014-013	0	12,744	12,744	12,744	0
12042730 Chlorine Contact Chamber/Membrane Racks 2013 W-2013-24	1,000,000	-188,368 Note 2, 3	811,632	480,067	0
12043430 Well Development - Watershed W-2014-014	0		0	331,565	0
	250,000	-121,232	128,768	128,768	0
	1,500,000	546,856	953,144	953,144	0
Sewer					
12043530 Green Road/Alexander Rd Sewer S2014-015	315,000	-183,319 Note 1	131,681	131,681	0
12031130 Wastewater Feasibility Study	0	46,084	46,084	46,084	0
12042330 Wastewater Treatment Design - S-2014-016	130,000	115,736	245,736	245,736	-0
	445,000	21,499	423,501	423,501	0
Total Utilities Capital	\$ 1,945,000	-\$ 568,355	\$ 1,376,645	\$ 1,376,645	\$ 0

- Notes:
- 1) Green Road water project has been deleted - funds reallocated to Green Road sanitary sewer project
 - 2) Original budget had \$400,000 in 2013 however only \$253,000 actually incurred
 - 3) Tender prices resulted in an additional \$133,000 required
 - 4) \$50,000 transferred to General for a new truck

Funding:	Revised 2014	Reserves	Gas Tax/Infrastructure	Grants	Operating	Borrow
Water	953,144	180,000	230,000	-	273,144	500,000
Sewer	423,501				193,501	
	\$ 1,376,645	\$ 180,000	\$ 230,000	\$ -	\$ 466,645	\$ 500,000

Town of Rothesay

General Fund Financial Statements

November 30, 2014

Includes:

General Capital Fund Balance Sheet	G2
General Reserve Fund Balance Sheet	G3
General Operating Fund Balance Sheet	G4
General Operating Revenue & Expenditures	G5-G9
Variance Report	G10
Project Listing - November	G11
Project Listing - December - Draft	G12

Town of Rothesay

Balance Sheet - Capital General Fund 11/30/14

ASSETS

Capital Assets - General Land	2,676,396
Capital Assets - General Fund Land Improvements	5,136,066
Capital Assets - General Fund Buildings	4,339,069
Capital Assets - General Fund Vehicles	1,455,040
Capital Assets - General Fund Equipment	1,600,860
Capital Assets - General Fund Roads & Streets	32,046,235
Capital Assets - General Fund Drainage Network	16,263,807
Capital Assets - Under Construction - General	2,388,908
	<u>65,906,381</u>

Accumulated Amortization - General Fund Land Improvements	(1,566,351)
Accumulated Amortization - General Fund Buildings	(2,165,107)
Accumulated Amortization - General Fund Vehicles	(853,940)
Accumulated Amortization - General Fund Equipment	(498,749)
Accumulated Amortization - General Fund Roads & Streets	(15,193,651)
Accumulated Amortization - General Fund Drainage Network	(5,298,529)
	<u>(25,576,327)</u>

\$ 40,330,054

LIABILITIES AND EQUITY

Gen Capital due to/from Gen Operating	1,897,005
Total Long Term Debt	3,218,000

Total Liabilities \$ 5,115,004

Investment in General Fund Fixed Assets 35,215,050

\$ 40,330,054

Town of Rothesay
 Balance Sheet - General Fund Reserves
 11/30/14

ASSETS

BNS General Reserve	97,926
BNS General Reserves Investment Account	149,761
BNS - General Reserves - GIC	3,084,299
Gen Reserves due to/from Gen Operating	2,346,854
	<u>\$ 5,678,841</u>

LIABILITIES AND EQUITY

Gen Reserves due to/from Util Cap	270,000
Def. Rev - Gas Tax Fund - General	2,973,738
Invest. in General Capital Reserve	1,454,439
General Gas Tax Funding	96,028
Invest. in General Operating Reserve	766,088
Invest. in Land for Public Purposes Reserve	87,771
Invest. in Town Hall Reserve	30,777
	<u>\$ 5,678,841</u>

Town of Rothesay
 Balance Sheet - General Operating Fund
 11/30/14

CURRENT ASSETS

Cash	727,790
Receivables	335,699
HST Receivable	317,265
Inventory	22,476
Gen Operating due to/from Util Operating	6,311
Total Current Assets	<u>1,409,541</u>
Other Assets:	
Projects	<u>5,893,261</u>
	<u>5,893,261</u>
 TOTAL ASSETS	 <u><u>7,302,802</u></u>

CURRENT LIABILITIES AND EQUITY

Accounts Payable	2,870,561
Other Payables	333,428
Gen Operating due to/from Gen Reserves	2,346,854
Gen Operating due to/from Gen Capital	(1,897,005)
Accrued Sick Leave	23,200
Accrued Pension Obligation	431,800
Accrued Retirement Allowance	274,531
TOTAL LIABILITIES	<u>4,383,370</u>
 EQUITY	
Retained Earnings - General	(332,415)
Surplus/(Deficit) for the Period	<u>3,251,846</u>
	<u>2,919,431</u>
	<u><u>7,302,801</u></u>

Town of Rothesay

Statement of Revenue & Expenditure
11 Months Ended 11/30/14

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET Y-T-D	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Warrant of Assessment	1,187,190	1,187,190	13,059,091	13,059,094	(3)		14,246,285
Sale of Services	36,476	38,142	285,298	282,058	3,240		311,200
Services to Province of New Brunswick	5,525	5,526	68,860	60,781	8,079		66,306
Other Revenue from Own Sources	7,403	6,370	211,581	109,669	101,912		128,039
Unconditional Grant	17,464	17,464	192,104	192,103	1		209,567
Conditional Transfers	374,917	0	506,347	26,500	479,847		26,500
Other Transfers	0	0	733,353	733,353	0		927,103
	<u>\$1,628,975</u>	<u>\$1,254,691</u>	<u>\$15,056,634</u>	<u>\$14,463,558</u>	<u>\$593,076</u>		<u>\$15,915,000</u>
EXPENSES							
General Government Services	93,755	113,305	1,622,888	1,803,595	180,707		2,020,500
Protective Services	314,683	311,088	4,133,527	4,154,712	21,185		4,465,800
Transportation Services	255,891	277,360	2,827,214	2,940,440	113,225		3,244,100
Environmental Health Services	56,113	61,250	655,396	658,750	3,354		715,000
Environmental Development	39,262	43,203	390,333	503,997	113,664		547,200
Recreation & Cultural Services	81,135	79,213	1,580,436	1,663,987	83,551		1,745,400
Fiscal Services	229,876	230,368	594,993	600,361	5,368		3,177,000
	<u>\$1,070,715</u>	<u>\$1,115,787</u>	<u>\$11,804,789</u>	<u>\$12,325,842</u>	<u>\$521,053</u>		<u>\$15,915,000</u>
Surplus (Deficit) for the Year	<u>\$558,260</u>	<u>\$138,904</u>	<u>\$3,251,846</u>	<u>\$2,137,716</u>	<u>\$1,114,130</u>		<u>\$ (0)</u>

Town of Rothesay
Statement of Revenue & Expenditure
11 Months Ended 11/30/14

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Sale of Services							
Bill McGuire Memorial Centre	1,325	1,500	22,708	16,500	6,208	1	18,000
Town Hall Rent	577	0	12,614	0	12,614		0
Arena Revenue	34,074	31,042	191,862	200,958	(9,096)	2	228,000
Community Garden	0	0	975	900	75		900
Recreation Programs	500	5,600	57,140	63,700	(6,560)	3	64,300
	<u>36,476</u>	<u>38,142</u>	<u>285,298</u>	<u>282,058</u>	<u>3,240</u>		<u>311,200</u>
Other Revenue from Own Sources							
Licenses & Permits	4,076	5,417	100,593	59,583	41,010	4	65,000
Police Fines	0	0	40,835	36,000	4,835		48,000
Scott Avenue Revenue	0	0	12,148	3,600	8,548		3,600
Interest & Sundry	383	417	11,536	4,583	6,953		5,000
Miscellaneous	2,930	537	46,219	5,902	40,317	5	6,439
History Book Sales	15	0	250	0	250		0
	<u>7,403</u>	<u>6,370</u>	<u>211,581</u>	<u>109,669</u>	<u>101,912</u>		<u>128,039</u>
Conditional Transfers							
Canada Day Grant	0	0	0	1,500	(1,500)		1,500
Grant - Other	374,917	0	506,347	25,000	481,347	6	25,000
	<u>374,917</u>	<u>0</u>	<u>506,347</u>	<u>26,500</u>	<u>479,847</u>		<u>26,500</u>
Other Transfers							
Surplus of 2nd Previous Year	0	0	152,103	152,103	0		152,103
Utility Fund Transfer	0	0	581,250	581,250	0		775,000
	<u>0</u>	<u>0</u>	<u>733,353</u>	<u>733,353</u>	<u>0</u>		<u>927,103</u>
EXPENSES							
General Government Services							
Legislative							
Mayor	2,757	2,967	29,135	32,633	3,499		35,600
Councillors	7,912	8,667	89,431	95,333	5,902		104,000
Regional Service Commission 9	0	0	9,095	10,500	1,405		10,500
Other	125	1,417	6,243	15,583	9,341	7	17,000
	<u>10,793</u>	<u>13,050</u>	<u>133,904</u>	<u>154,050</u>	<u>20,146</u>		<u>167,100</u>
Administrative							
Office Building	7,254	13,458	148,431	193,042	44,611	8	206,500
Solicitor	931	4,167	19,259	45,833	26,574	9	50,000
Administration - Wages & Benefits	61,473	64,964	737,674	778,736	41,062	10	925,300
Supplies	5,589	8,667	62,112	95,333	33,221	11	104,000
Professional Fees	0	750	22,771	8,250	(14,521)	12	31,000
Other	4,811	4,332	70,657	68,685	(1,972)	13	73,017
	<u>80,059</u>	<u>96,338</u>	<u>1,060,905</u>	<u>1,189,879</u>	<u>128,974</u>		<u>1,389,817</u>

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CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
Other General Government Services						
Community Communications	103	750	5,085	8,250	3,165	9,000
Civic Relations	0	396	2,747	4,354	1,608	4,750
Insurance	0	0	142,726	143,300	574	143,300
Donations	2,800	2,771	30,978	41,479	10,501	44,250
Cost of Assessment	0	0	232,250	232,250	0	232,250
Property Taxes - L.P.P.	0	0	8,295	20,033	11,738	20,033
Cultural Support	0	0	6,000	10,000	4,000	10,000
	<u>2,903</u>	<u>3,917</u>	<u>428,080</u>	<u>459,666</u>	<u>31,586</u>	<u>463,583</u>
	<u>93,755</u>	<u>113,305</u>	<u>1,622,888</u>	<u>1,803,595</u>	<u>180,707</u>	<u>2,020,500</u>
Protective Services						
Police						
Police Protection	165,361	167,769	1,984,367	2,013,231	28,864	2,181,000
Crime Stoppers	0	0	2,800	2,800	0	2,800
	<u>165,361</u>	<u>167,769</u>	<u>1,987,167</u>	<u>2,016,031</u>	<u>28,864</u>	<u>2,183,800</u>
Fire						
Fire Protection	136,410	132,517	1,666,720	1,654,483	(12,237)	1,787,000
Water Costs Fire Protection	0	0	350,000	350,000	0	350,000
	<u>136,410</u>	<u>132,517</u>	<u>2,016,720</u>	<u>2,004,483</u>	<u>(12,237)</u>	<u>2,137,000</u>
Emergency Measures						
911 Communications Centre	9,422	9,385	113,028	112,615	(412)	122,000
EMO Field Exercise	0	0	0	6,000	6,000	6,000
	<u>9,422</u>	<u>9,385</u>	<u>113,028</u>	<u>118,615</u>	<u>5,588</u>	<u>128,000</u>
Other						
Animal & Pest Control	1,156	1,000	11,375	11,000	(375)	12,000
Other	2,333	417	5,238	4,583	(655)	5,000
	<u>3,489</u>	<u>1,417</u>	<u>16,613</u>	<u>15,583</u>	<u>(1,030)</u>	<u>17,000</u>
Total Protective Services	<u>314,683</u>	<u>311,088</u>	<u>4,133,527</u>	<u>4,154,712</u>	<u>21,185</u>	<u>4,465,800</u>

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G8

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
Transportation Services							
Common Services							
Administration (Wages & Benefits)	119,264	129,285	1,513,820	1,511,415	(2,405)		1,642,000
Workshops, Yards & Equipment	49,751	41,767	521,228	531,833	10,605		573,600
Engineering	2,686	3,333	6,075	36,667	30,591	16	40,000
	<u>171,701</u>	<u>174,385</u>	<u>2,041,123</u>	<u>2,079,915</u>	<u>38,791</u>		<u>2,255,600</u>
Street Cleaning & Flushing							
Streets	0	16,000	6,954	26,000	19,046	17	52,000
Roads & Streets	5,960	9,083	57,804	95,917	38,113	18	105,000
Crosswalks & Sidewalks	1,767	1,267	10,674	22,733	12,060		24,000
Culverts & Drainage Ditches	9,779	6,000	44,108	89,000	44,892	19	90,000
Snow & Ice Removal	49,282	52,500	420,116	337,500	(82,616)	20	390,000
	<u>66,787</u>	<u>84,850</u>	<u>539,655</u>	<u>571,150</u>	<u>31,495</u>		<u>661,000</u>
Street Lighting	11,394	11,833	129,562	130,167	604		142,000
Traffic Services							
Street Signs	0	1,250	3,049	13,750	10,701		15,000
Traffic Lanemarking	0	0	17,936	30,000	12,064	21	30,000
Traffic Signals	4,687	2,750	11,275	30,250	18,975	22	33,000
Railway Crossing	1,178	2,167	19,240	23,833	4,593		26,000
	<u>5,864</u>	<u>6,167</u>	<u>51,501</u>	<u>97,833</u>	<u>46,333</u>		<u>104,000</u>
Public Transit							
Public Transit - Comex Service	0	0	63,780	60,000	(3,780)		80,000
Public Transit - Other	145	125	1,593	1,375	(218)		1,500
	<u>145</u>	<u>125</u>	<u>65,373</u>	<u>61,375</u>	<u>(3,998)</u>	23	<u>81,500</u>
Total Transportation Services	<u>255,891</u>	<u>277,360</u>	<u>2,827,214</u>	<u>2,940,440</u>	<u>113,225</u>		<u>3,244,100</u>
Environmental Health Services							
Solid Waste Disposal Land Fill	14,801	18,750	204,537	206,250	1,713		225,000
Solid Waste Disposal Compost	2,937	2,083	25,539	22,917	(2,623)		25,000
Solid Waste Collection	34,243	35,417	390,424	389,583	(841)		425,000
Clean Up Campaign	4,132	5,000	29,593	40,000	10,407		40,000
Arthur Clean Up	0	0	5,302	0	(5,302)	24	0
	<u>56,113</u>	<u>61,250</u>	<u>655,396</u>	<u>658,750</u>	<u>3,354</u>		<u>715,000</u>
Environmental Development Services							
Planning & Zoning							
Administration	32,060	32,245	297,205	380,255	83,051	25	412,500
Planning Projects	0	2,500	10,806	27,500	16,694	26	30,000
Heritage Committee	0	1,250	0	13,750	13,750	27	15,000
	<u>32,060</u>	<u>35,995</u>	<u>308,011</u>	<u>421,505</u>	<u>113,495</u>		<u>457,500</u>
Economic Development Comm.							
Tourism	7,202	7,208	79,220	79,292	72		86,500
	<u>0</u>	<u>0</u>	<u>3,103</u>	<u>3,200</u>	<u>97</u>		<u>3,200</u>
	<u>7,202</u>	<u>7,208</u>	<u>82,323</u>	<u>82,492</u>	<u>169</u>		<u>89,700</u>
	<u>39,262</u>	<u>43,203</u>	<u>390,333</u>	<u>503,997</u>	<u>113,664</u>		<u>547,200</u>

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	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
Recreation & Cultural Services							
Administration	16,743	16,606	241,364	220,894	(20,470)	28	237,500
Apartment Buildings	421	0	47,199	34,000	(13,199)	29	34,000
Beaches	0	0	47,133	53,400	6,267		53,400
Rothesay Arena	18,356	22,349	190,668	254,951	64,283	30	279,500
Memorial Centre	4,319	4,125	49,248	53,375	4,127		57,500
Summer Programs	266	750	52,731	59,250	6,519		59,500
Parks & Gardens	27,175	22,932	461,684	471,768	10,084		494,700
Playgrounds and Fields	5,250	5,017	83,910	102,783	18,874	31	107,800
Regional Facilities Commission	0	0	309,324	310,000	676		310,000
Kennebecasis Public Library	6,211	6,269	68,322	68,731	410		75,000
Big Rothesay Read	0	83	0	917	917		1,000
Special Events	1,668	750	27,323	30,250	2,927		31,500
Rothesay Living Museum	724	333	1,529	3,667	2,137		4,000
	<u>81,135</u>	<u>79,213</u>	<u>1,580,436</u>	<u>1,663,987</u>	<u>83,551</u>		<u>1,745,400</u>
Fiscal Services							
Debt Charges							
Interest	18,876	19,368	90,993	96,361	5,368	32	216,000
Debenture Payments	211,000	211,000	504,000	504,000	0		676,000
	<u>229,876</u>	<u>230,368</u>	<u>594,993</u>	<u>600,361</u>	<u>5,368</u>		<u>892,000</u>
Transfers To:							
Capital Fund for Capital Expenditures	0	0	0	0	0		1,975,000
Reserve Funds	0	0	0	0	0		300,000
Town Hall Reserve Transfer	0	0	0	0	0		10,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>2,285,000</u>
	<u>229,876</u>	<u>230,368</u>	<u>594,993</u>	<u>600,361</u>	<u>5,368</u>		<u>3,177,000</u>

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Note #	Revenue	Actual	Budget	Better/(Worse)	Description of Variance
1	Bill McGuire Memorial Centre	\$ 22,708	\$ 16,500	\$ 6,208	Rate increase and fully booked
2	Arena Revenue	\$ 191,862	\$ 200,958	\$ (9,096)	Commercial and Minor Hockey
3	Recreation Programs	\$ 57,140	\$ 63,700	\$ (6,560)	Soccer Field rentals less than budget
4	Licenses & Permits	\$ 100,593	\$ 59,583	\$ 41,010	More building permits issued
5	Miscellaneous Revenue	\$ 46,219	\$ 5,902	\$ 40,317	Sale of used equipment/vehicles
6	Grant - Other	\$ 506,347	\$ 25,000	\$ 481,347	Designated Highway Grant, ACCOA (funding capital projects)
	Total			\$ 547,018	
				\$ 593,076	
				\$ 92.23%	
					Variance per Statement \$ Explained

Expenses					
General Government					
7	Legislative - Other	\$ 6,243	\$ 15,583	\$ 9,340	Fewer participants to FCM
8	Office Building	\$ 148,431	\$ 193,042	\$ 44,611	Repairs less than budgeted
9	Solicitor	\$ 19,259	\$ 45,833	\$ 26,574	Fewer legal issues
10	Administration - Wages & Benefits	\$ 737,674	\$ 778,736	\$ 41,062	Treasurer, Casual position vacant
11	Supplies	\$ 62,112	\$ 95,333	\$ 33,221	Info System purchases not made
12	Professional Fees	\$ 22,771	\$ 8,250	\$ (14,521)	Code of ethics and safety policy review
13	Administrative - Other	\$ 70,657	\$ 68,685	\$ (1,972)	WHSCC higher than budgeted
	Total			\$ 28,864	Budget reduced in January
14	Police Protection	\$ 1,984,367	\$ 2,013,231	\$ (28,864)	Budget increased in January
15	Fire Protection	\$ 1,666,720	\$ 1,654,483	\$ (12,237)	Budget increased in January

Transportation					
16	Engineering	\$ 6,075	\$ 36,667	\$ 30,592	Not used
17	Street Cleaning & Flushing	\$ 6,954	\$ 26,000	\$ 19,046	Not used
18	Roads & Streets	\$ 57,804	\$ 95,917	\$ 38,113	Repairs and asphalt costs lower than expected
19	Culverts & Drainage ditches	\$ 44,108	\$ 89,000	\$ 44,892	Fewer repairs required
20	Snow & Ice Removal	\$ 420,116	\$ 337,500	\$ (82,616)	Salt & Sand purchases, fuel surcharges
21	Traffic Lane marking	\$ 17,936	\$ 30,000	\$ 12,064	Additional work not required
22	Traffic Signals	\$ 11,275	\$ 30,250	\$ 18,975	Temporary set up not purchased yet
23	Public Transit	\$ 65,373	\$ 61,375	\$ (3,998)	Includes repairs to bus shelters

Environmental Health & Development					
24	Arthur Clean Up	\$ 5,302	\$ -	\$ (5,302)	Council authorized \$30,000
25	Planning - Administration	\$ 297,205	\$ 380,255	\$ 83,050	Position vacant, software purchases not made yet
26	Planning Projects	\$ 10,806	\$ 27,500	\$ 16,694	Not used
27	Heritage Committee	\$ -	\$ 13,750	\$ 13,750	Not used

Recreation & Cultural Services					
28	Administration - Wages & Benefits	\$ 241,364	\$ 220,894	\$ (20,470)	Allocation of Wages with Arena
29	Apartment Buildings	\$ 47,199	\$ 34,000	\$ (13,199)	Power \$11,000 over, testing of wells
30	Rothsday Arena	\$ 190,668	\$ 254,951	\$ 64,283	Wages \$40,000 under budget, Power \$23,000 under
31	Playgrounds & Fields	\$ 83,910	\$ 102,783	\$ 18,873	Maint. Costs, mixes under budget

Fiscal Services					
32	Interest	\$ 90,993	\$ 96,361	\$ 5,368	No short term borrowing required

Total \$ 395,057
 Variance per Statement \$ 521,053
 Explained 75.82%

Town of Rothesay

Capital Projects 2014

General Fund

11 Months Ended 11/30/14

	Original BUDGET	Revisions	Amended Plan	CURRENT Y-T-D	Remaining Budget
General Government					
12021860 Town Hall Improvements G-2014-008	47,000		47,000	8,599	38,401
Total General Government	47,000	0	47,000	8,599	38,401
Protective Services					
12011560 Protective Serv. Equipment Purchases P-2014-011	57,000		57,000	24,427	32,573
Total Protective Services	57,000	0	57,000	24,427	32,573
Transportation					
12022160 Clark Rd/Gondola Point Rd Intersection Design	0		0	7,409	-7,409
12013060 Oakville Acres T-2014-005	3,000,000		3,000,000	10,662	2,989,338
12020960 Asphalt T-2013-10	0	18,885 not budgeted	18,885	18,885	0
12021060 Gondola Pt. Rd - Rothesay Rd to Sprucewood T-2013-11	200,000	563,422 not budgeted	763,422	563,422	200,000
12021160 Maiden Lane T-2013-12	160,000		160,000	295,313	-135,313
12021260 Hampton Road Reconfiguration T-2014-012	860,000	115,000 tender higher than estimate	975,000	1,034,134	-59,134
12021360 Transportation Equipment Purchases T-2014-006	375,000	50,000 from W&S budget	425,000	368,883	56,117
12021660 French Village Road T-2013-17	0		0	23,478	-23,478
12021760 Monaco/Maliseet/Wanda Cr. Drainage T-2013-18	0	114,957	114,957	114,957	0
12022660 Green Road Reconstruction T-2014-001	520,000	305,000 tender higher than budget, \$425,000 in W&S Budget	825,000	1,174,691	-349,691
12023160 College Hill Crosswalk T-2014-017	60,000	-60,000 included in Green Road tender	0	0	0
12022760 Asphalt/Microsealing T-2014-002	600,000	-25,000 tender less than estimate	575,000	494,866	80,134
12022860 Clark Rd./Gondola Point Rd T-2014-003	500,000	-500,000 deferred	0	0	0
12022960 Grove/Gondola Point/Vincent T-2014-004	130,000	40,000 tender higher than estimate	170,000	122,774	47,226
12023060 French Village Road T-2014-007	350,000	0 tender higher than estimate	350,000	332,800	17,200
12023560 Salt Shed Improvements T-2014-021	230,000		230,000	169,783	60,217
12023260 Sidewalks - Strong Court T-2014-018	30,000		30,000	27,054	2,946
12023660 Designated Highway - Hampton Road Paving	750,000	-384,896 actual gant on hold	365,104	385,942	-20,838
Dolan Rd Route 111	275,000		275,000	0	275,000
Grove Ave	50,000		50,000	0	50,000
Sidewalks:					
Donlynn Drive	130,000		130,000		130,000
Misc. Repairs	100,000	-100,000 defer general sidewalk	0		0
"Arthur" Cleanup		30,000	30,000		
Total Transportation	8,320,000	167,368	8,487,368	5,145,052	3,312,316

	Original BUDGET	Revisions	Amended Plan	CURRENT Y-T-D	Remaining Budget
Recreation					
12012560 Renforth Park Upgrade R-2013-06	80,000		80,000	149,516	-69,516
12015060 Kennebecasis Public Library Capital Contribution	0		0	11,449	-11,449
12018160 2013 Rothesay Common Upgrade R-2013-01	2,400,000		2,400,000	77,228	2,322,772
12020560 Major Recreation Facility R-2013-07	6,000,000	50,000 Demolish Scott Ave	6,050,000	75,466	474,534
		-5,500,000 planning only to proceed	-5,500,000		
12020660 Hampton Road A/T Plan R-2013-03	20,000		20,000	18,698	1,302
12020860 Recreation Equipment Purchases R-2014-009	90,000		90,000	87,176	2,824
12022460 Memorial Centre Improvements R-2014-010	125,000	41,100 Generator not budgeted	166,100	184,449	-18,349
12023360 Wells Trail	0		0	89,326	-89,326
12023460 Wells Ballfield, Splash Pad Playground	0		0	21,875	-21,875
Total Recreation	8,795,000	Not yet confirmed	80,000	715,182	80,000
		-5,408,900	3,386,100		2,670,918

Total	\$ 17,219,000	\$ 5,241,532	\$ 11,977,468	\$ 5,893,261	\$ 6,054,207
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	Revised 2014	Reserves	Gas Tax/Infrastructure	Grants	Operating	Borrow
Funding						
General Government	47,000	47,000				
Protective Services	57,000	57,000				
Transportation	8,487,368	2,003,424	530,000	365,100	1,685,000	3,770,000 Oakville Acres, Roads, Shed
Recreation	3,386,100	113,100	500,000	83,000	290,000	2,400,000 Common
	\$ 11,977,468	\$ 2,220,524	\$ 1,030,000	\$ 448,100	\$ 1,975,000	\$ 6,170,000

Town of Rothesay

Capital Projects 2014
General Fund
12 Months Ended 31/12/2014

DRAFT!

	Original BUDGET	Revisions	Amended Plan	CURRENT Y-T-D	Remaining Budget
General Government					
12021860 Town Hall Improvements G-2014-008	47,000	-47,000	0	0	0
Total General Government	47,000	-47,000	0	0	0
Protective Services					
12011560 Protective Serv. Equipment Purchases P-2014-011	57,000	-7,637	49,363	49,363	-0
Total Protective Services	57,000	-7,637	49,363	49,363	-0
Transportation					
12022160 Clark Rd/Gondola Point Rd Intersection Design	0	7,409	7,409	7,409	0
12013060 Oakville Acres T-2014-005	3,000,000	-2,984,414	15,586	15,586	0
12020960 Asphalt T-2013-10	0	20,984 not budgeted	20,984	20,984	0
12021060 Gondola Pt. Rd - Rothesay Rd to Sprucewood T-2013-11	200,000	363,422 not budgeted	563,422	563,422	0
12021160 Maiden Lane T-2013-12	160,000	130,473	290,473	290,473	-0
12021260 Hampton Road Reconfiguration T-2014-012	860,000	302,895 tender higher than estimate	1,162,895	1,162,895	-0
12021360 Transportation Equipment Purchases T-2014-006	375,000	-6,117 from W&S budget	368,883	368,883	0
12021660 French Village Road T-2013-17	0	23,478	23,478	23,478	0
12021760 Monaco/Malisset/Wanda Cr. Drainage T-2013-18	0	114,957	114,957	114,957	0
12022660 Green Road Reconstruction T-2014-001	520,000	654,691 tender higher than budget, \$425,000 in W&S Budget	1,174,691	1,174,691	-0
12023160 College Hill Crosswalk T-2014-017	60,000	-60,000 included in Green Road tender	0	0	0
12022760 Asphalt/Microsealing T-2014-002	600,000	-182,451 tender less than estimate	417,549	417,549	0
12022860 Clark Rd./Gondola Point Rd T-2014-003	500,000	-500,000 deferred	0	0	0
12022960 Grove/Gondola Point/Vincent T-2014-004	130,000	-7,226 tender higher than estimate	122,774	122,774	0
12023060 French Village Road T-2014-007	350,000	-17,200 tender higher than estimate	332,800	332,800	0
12023560 Salt Shed Improvements T-2014-021	230,000	-60,217	169,783	169,783	0
12023260 Sidewalks - Strong Court T-2014-018	30,000	357	30,357	30,357	-0
12023660 Designated Highway - Hampton Road Paving	750,000	-364,058 actual gant	385,942	385,942	0
Dolan Rd Route 111	275,000	-275,000 on hold	0	0	0
Grove Ave	50,000	-50,000	0	0	0
Sidewalks:					
Donlyn Drive	130,000	-130,000	0	0	0
Misc. Repairs	100,000	-100,000 defer general sidewalk	0	0	0
"Arthur" Cleanup		5,302	5,302		5,302
Total Transportation	8,320,000	-3,112,714	5,207,286	5,201,983	5,303

Recreation	80,000	69,516	149,516	149,516	0
12012560 Renforth Park Upgrade R-2013-06	0	23,979	23,979	23,979	-0
12015060 Kennebecasis Public Library Capital Contribution	2,400,000	-2,322,772	77,228	77,228	-0
12018160 2013 Rothersey Common Upgrade R-2013-01	6,000,000	-424,534	5,575,466	5,575,466	5,500,000
12020560 Major Recreation Facility R-2013-07		-5,500,000	-5,500,000		-5,500,000
		planning only to proceed			
12020660 Hampton Road A/T Plan R-2013-03	20,000	-1,302	18,698	18,698	0
12020860 Recreation Equipment Purchases R-2014-009	90,000	-2,824	87,176	87,176	-0
12022460 Memorial Centre Improvements R-2014-010	125,000	59,449	184,449	184,449	0
12023360 Wells Trail	0	97,029	97,029	97,029	0
12023460 Wells Ballfield, Splash Pad	0	21,875	21,875	21,875	0
Playground	80,000	-80,000	0	0	0
Total Recreation	8,795,000	-8,059,584	735,416	735,415	1

Total	\$ 17,219,000	\$ 11,226,935	\$ -	\$ 5,992,065	\$ 5,986,761	\$ 5,304
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Funding	Revised 2014	Reserves	Gas Tax/Infrastructure	Grants	Operating	Borrow
General Government	0	0				
Protective Services	49,363	49,363				
Transportation	5,207,286	1,350,637	525,000	365,100	2,661,549	305,000
Recreation	735,415	0	75,000	83,000	577,415	0
	\$ 5,992,064	\$ 1,400,000	\$ 600,000	\$ 448,100	\$ 3,238,964	\$ 305,000

TOWN OF ROTHESAY

FINANCE COMMITTEE

December 11, 2014

In attendance:

Councillor Blair MacDonald, Chair

Mayor Bill Bishop

Deputy Mayor Nancy Grant

Town Manager John Jarvie

Treasurer Doug MacDonald

Financial Officer Ellen K. Steeves

The meeting was called to order at 12:01. The minutes were accepted as presented.

General Budget Discussions and Reserve Transfer Review

Treasurer MacDonald reviewed the changes from the last version. It shows the new assessment numbers, but still with a two cent increase. There was a brief discussion on where the increase in assessment would come from. Town Manager Jarvie said the building permits issued totaled \$1.3m, plus they look at housing sales in the various neighbourhoods in Rothesay.

There was a brief review of individual budget lines.

The committee then reviewed the General Reserve transfer motions. The bottom line is we will be expensing up to \$3.5m in capital work, using \$150,000 of the Operating Reserve, and \$1.40m of the Capital Reserve.

Applications have been sent for the Building Capital Fund and Designated Highway, but we likely won't hear for some time. Chairman MacDonald mentioned we should contact the MP again. Town Manager Jarvie mentioned the Federation of Canadian Municipalities is pushing the Federal Government for funding on Wastewater Treatment Plants, as they are the ones pushing the new regulations. There was an extended discussion on the tax rate. It was agreed (BB/NG) **to recommend to Council a one cent increase in the tax rate. The Sewer rate is recommended to increase to \$340 per equivalent user, and Water user rates to increase by 6%.** The Reserve transfers were reviewed and **it was agreed to recommend to Council to accept them as presented.**

Saint John Theatre Company

It was agreed (NG/BB) **to recommend to Council to donate \$1,000 to the Saint John Theatre Company in 2015.** This will be reflected in the budget motions.

The meeting adjourned at 1:36.



ROTHESAY



DRAFT

PUBLIC WORKS and INFRASTRUCTURE COMMITTEE MEETING

**Wednesday, December 17th, 2014
9:30 a.m.**

PRESENT: IVAN HACHEY
JUDE CARSON
COUNC. PETER LEWIS
COUNC. MATT ALEXANDER
FRED NELSON

DIRECTOR OF OPERATIONS – BRETT MCLEAN
TOWN MANAGER – JOHN JARVIE
RECORDING SECRETARY – WENDY DORAN

ABSENT: SCOTT SMITH

Counc. Alexander called the Meeting to order at 9.30 a.m.

1. APPROVAL OF AGENDA:

MOVED by I. Hachey and seconded by J. Carson to approve the Agenda as circulated.

CARRIED.

2. APPROVAL OF MINUTES:

MOVED by J. Carson and seconded by I. Hachey to approve the Minutes as circulated.

CARRIED.

3. DELEGATIONS:

N/A

4. REPORTS & PRESENTATIONS:

N/A

DRAFT**5. UNFINISHED BUSINESS:****5.1 Capital Projects - Update:**

DO McLean reported that all capital projects are now complete. The crosswalk arm at Grove Avenue/Hampton Road intersection was installed on Monday and signage will be complete today. A brief discussion took place with respect to the sidewalk reconfiguration which was necessary to facilitate the island at that intersection.

Meeting Addendum:

DO McLean presented an e-mail to the Committee from a resident with concerns to the changes at the crosswalk, lights and recently added traffic median at the corner of Grove Avenue and Hampton Roads. The concern is that the right turning lane is now not covered by the warning signals and pedestrians have to cross over the newly dedicated yield lane to access the crosswalk. DO McLean went on to state that the issue all comes down to driver behavior. A lengthy discussion took place with the Committee in agreement that DO McLean will speak to the consultant to see what suggestions they may have in regards to this situation. Counc. Alexander suggested this item be kept on the agenda for the next meeting.

6. NEW BUSINESS:**6.1 Follow-up on Rothesay Corner - Discussion**

DO McLean reported that the budget has been approved which includes for land purchase. It will move forward in the New Year. DO McLean pointed out a slight issue with possible land acquisition in regards to a small portion of the proposed project.

7. CORRESPONDENCE FOR ACTION:

7.1 E-mail from resident with concerns over the crosswalk at the west end of Clark Road.

2 December 2014

E-mail from resident

DO McLean reported that this issue has come up in the past and that it's a "stop" condition. Unless the entire section is signalized, there is no way to signalize a portion. The issue seems to be with traffic turning left from Gondola Point Road onto Clark Road and turning right off Gondola Point Road to Clark Road. The Committee agreed that DO McLean will respond to the resident stating this intersection is a project that the Town is looking at in the future. DO McLean will also investigate to see if there is proper signage and if the crosswalk is painted.

7.2 E-mail from resident requesting guardrails be installed on French Village Road where the road bends (around 76 French Village Road).

DRAFT

3 December 2014

E-mail from resident

DO McLean reported that he contacted the resident and had a lengthy conversation with her. DO McLean does not recommend guardrails be installed at this portion of French Village Road.

MOVED by F. Nelson and seconded by I. Hachey that DO McLean will respond to the resident advising that the portion of French Village Road (around 76 French Village Road) does not qualify for guardrail installation.

CARRIED.

Meeting Addendum:

Counc. Alexander made note that Jude Carson and Ivan Hachey had completed their terms on the Public Works & Infrastructure Committee and thanked them both for their many years of service with Rothesay.

8. DATE OF NEXT MEETING:

January 21 at 9:30 a.m.

9. ADJOURNMENT:

MOVED by F. Nelson and seconded by J. Carson to adjourn the meeting.

CARRIED.

Meeting adjourned at 10:00 a.m.

Chairperson

Recording Secretary



ROTHESAY



WATER & SEWER COMMITTEE MEETING

Wednesday, December 17, 2014

5:30 p.m.

PRESENT: COUNC. MATT ALEXANDER
TRACY LANGLEY
CHRIS NORTHRUP
DR. BRIAN CRAIG

DIRECTOR OF OPERATIONS – BRETT MCLEAN
TOWN MANAGER — JOHN JARVIE
RECORDING SECRETARY – WENDY DORAN

DELEGATE – ADAM HOAR – A. MALCOLM PROPERTIES LTD.

Counc. Alexander called the meeting to order at 5.40 p.m.

1. APPROVAL OF AGENDA:

MOVED by T. Langley and seconded by B. Craig to approve the Agenda as circulated.

CARRIED.

2. APPROVAL OF MINUTES:

MOVED by B. Craig and seconded by C. Northrup to approve the Minutes of October 15, 2014 as circulated.

CARRIED.

3. DELEGATIONS:

Adam Hoar – A. Malcolm Properties Ltd.

Mr. Hoar was present at the meeting to request that the Committee review the current By-Law with respect to water and sewer connection fees. Mr. Hoar stated that he intends to build a new 33 unit apartment building on Gondola Point Road. These will be high-end units, each unit 1200 ft² in size, with an elevator, common area, and gym. He voiced his concerns to the Committee that as the By-Law stands, the cost of connection fees for a 33 unit apartment building of this size is \$62,075.00. He stated that this is a project that is being well-received by residents and this apartment building will be the first of its kind in Rothesay. The Committee explained that while the

connection fee may seem high, the commodity rate is actually lower in Rothesay than in other municipalities so customers pay less in the long term. With other communities, the cost is lower for connections but that it is absorbed in the rate that is paid year after year. DO McLean also pointed out under the current By-Law, property developers actually pay less for a multi-unit building than a typical residential developer or homeowner would pay. Adam Hoar pointed out that his company paid a portion of the cost to have the water line extended on Gondola Point Road to access the apartment building he recently built; he would like this fact taken into consideration and ended his presentation with the hopes that the Committee would consider his concerns and revisit the current By-Law. The Committee thanked Mr. Hoar for bringing his concerns to the Town and advised him of the date and time for the next Council meeting, should he wish to attend. The Committee told Mr. Hoar that Town Staff would be in touch with him in the near future advising him of what recommendation, if any, would go to Council.

Mr. Hoar left the meeting at 6 p.m.

A lengthy discussion followed.

MOVED by T. Langley and seconded by B. Craig that the Water & Sewer Committee recommend to Council that Adam Hoar be allowed 36 months to pay the connection fee (at current By-Law rates) based on the size of the development and the considerable infrastructure costs to date borne by A. Malcolm Properties Ltd.

CARRIED.

4. REPORTS & PRESENTATIONS:

N/A

5. OLD BUSINESS

5.1 Update on on-going work at the Water Plant:

DO McLean reported the building is starting to take shape. The interior work is moving ahead while the exterior has slowed down a bit at present. The original completion date of December 20th has been moved to the end of January 2015 as there was an issue with backorder of the siding for the exterior of the building.

6. NEW BUSINESS:

6.1 2015 Budget Review – Capital and Operating Budget:

DO McLean reported that the three significant items on the budget as follows: membranes for the tanks which need to be replaced; extension of the water line on Gondola Point Road from Miller Park to Strong Court and the extension of the water line to the Bill McGuire Centre. DO McLean did state that the amount budgeted for the Almon Lane project is now lower than what was included in the budget; that was the total cost of the project when in fact Engineering costs are only to be included in the 2015 budget.

6.2 Request for financial assistance with water service lateral failure (Crescent Drive)

DO McLean stated this is an interesting situation and a bit difficult to understand. There was a fire at a residence on Rothesay Road at the end of August. The next day two residents in Kennebecasis Park called to state their water service had failed. After an investigation they failed to determine what the cause of the water failure was. DO McLean suggested there was a significant reduction in pressure in the line. The booster station that feeds the two homes in question was trying to maintain water pressure during the fire. It cannot be determined that this was the cause of the failure as the fire was 6-8 km away from the residences in Kennebecasis Park. DO McLean is waiting for more information as to the cost of repairs from the homeowners. Once they are received, the issue will be discussed at the next meeting.

Meeting Addendum:

Counc. Alexander announced that Chris Northrup's term on the Water & Sewer Committee has come to an end and Tracy Langley was moving to another Committee. Counc. Alexander thanked both members for their service on the Committee and wished them well.

7. CORRESPONDENCE FOR ACTION:

N/A

8. DATE OF NEXT MEETING:

January 21, 2014 at 5:30 p.m.

9. ADJOURNMENT

MOVED by B. Craig and seconded by T. Langley to adjourn the meeting.

CARRIED.

Meeting adjourned at 6.45 p.m.

Chairperson

Recording Secretary



2015-Jan12-OpenSessionFINAL_094

ROTHESAY

MEMORANDUM



TO : Mayor and Council
FROM : Recording Secretary Water & Sewer Committee
DATE : January 2, 2015
RE : Recommendation from Water & Sewer Committee re: Connection rates for proposed apartment building development on Gondola Point Road.

Please be advised the Water & Sewer Committee passed the following motion at its regular meeting on Wednesday, December 15, 2014:

MOVED by ... and seconded by ... that the Water & Sewer Committee recommend to Council that Adam Hoar be allowed 36 months to pay the connection fee (at current By-Law rates) based on the size of the development and the considerable infrastructure costs to date borne by A. Malcolm Properties Ltd.

CARRIED.

Wendy Doran
Recording Secretary

**Comeau
MacKenzie
Architecture**

January 7, 2015

The Honourable William J. Bishop, Mayor of Rothesay
and Members of the Rothesay Town Council
70 Hampton Road
Rothesay, NB
E2E 5L5

Dear Mayor Bishop and Members of the Town Council:

RE: A. Malcolm Properties Ltd. - 33-Unit Apartment Building; Rothesay, NB (214020)

We write, on behalf of our client, for the above-captioned project. We are most grateful to Council and PAC for their careful consideration, and subsequent approval of the project, and look forward to a spring construction start.

This is a most timely and worthwhile project. Recent CMHC reports indicate that high-quality apartments are the most preferred housing type across almost all demographics. Both Empty Nesters and Millennials are actively seeking this housing type. In communities that are actively growing, it is high-quality, multi-unit residential projects which are fuelling the growth.

The next (and most daunting) challenge for the project, is financial viability. While construction costs in New Brunswick have kept pace with national indices, rents have not. We therefore request that Town of Rothesay consider, in light of facts presented below, revision to the connection fee for municipal water and sanitary sewer:

- The project carries a construction budget of \$3.9 million, and represents a significant investment and confidence in Town of Rothesay. This would be one of the most significant private-sector residential investments in the community, and will generate significant property tax revenues.
- This project, and future similar ones, will help Town of Rothesay to attract and maintain new and existing residents, who will live, shop and generally consume in the Rothesay area.

- Once connected, the project will pay significant usage fees for water and sanitary sewer service on an ongoing basis. The equivalent of 33 households will be serviced by a single connection and account.
- Significant unknowns remain for the project. While potable water and sanitary sewer approaches are fundamentally resolved, stormwater management, retention and ultimate drainage will carry considerable costs.

Notwithstanding, the developer is a longstanding resident of the community and, hopefully, this project will not be his last. While acknowledging Town of Rothesay's substantial investment in infrastructure, we would propose a more proportional approach to fees charged for connection to municipal system. We would be pleased to continue discussions with Town of Rothesay's Operations Department towards a successful conclusion. As with all negotiations, there is a starting point, an end point and good faith in between.

Please do not hesitate to contact the undersigned if any further information is required.

Yours very truly,
COMEAU MACKENZIE ARCHITECTURE

A handwritten signature in black ink, appearing to read 'Peter MacKenzie', written in a cursive style.

Peter MacKenzie

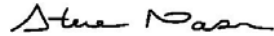
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December 2014 Building Permit Report

<i>Date</i>	<i>Permit Number</i>	<i>Property Location</i>	<i>Nature of Construction</i>	<i>Value of Construction</i>	<i>Building Permit Fee</i>
2014/12/05	2014-265	4 Toye Court	Electrical Upgrade	\$800.00	\$20.00
2014/12/11	2014-266	93 Highland Ave.	Electrical Upgrade (Generator)	\$6,000.00	\$43.50
2014/12/15	2014-267	56 River Road	Electrical Upgrade	\$500.00	\$20.00
2014/12/23	2014-268	131 Foxfarm Rd.	Addition	\$2,000.00	\$20.00
2014/12/23	2014-269	42 Marr Road	Interior Renovations Commercial	\$1,500.00	\$20.00

	Value of Construction	Building Permit Fee
Monthly Total Dec. 2014 **	<u>\$10,800.00</u>	<u>\$123.50</u>
Summary for 2014 to Date**	<u>\$10,609,201.83</u>	<u>\$82,339.33</u>
Monthly Total Dec. 2013	<u>\$652,000.00</u>	<u>\$5,727.00</u>
Summary for 2013 to Date	<u>\$12,947,743.60</u>	<u>\$101,938.40</u>
**		
**Excludes Water / Sewage Fees		

Steven Nason, CBCO


Building Inspector



ROTHESAY MEMORANDUM



TO : John Jarvie
FROM : Doug MacDonald
DATE : January 7, 2015
RE : COMEX service

The following is additional information concerning the ridership on the Comex bus line shared with Quispamsis. It is intended to supplement the Memorandum of December 15th, attached.

Further to your memo provided to Council at the meeting of December 15, 2014, I have analyzed some sample ridership data provided by the Saint John Transit Commission.

The transit Commission has provided us with ridership information for Route #52 (KV Comex) for the weeks ending March 7, September 19, October 17, October 24, and November 21. The route operates five days per week (Monday to Friday) but does not run on statutory holidays between Parkside Road (the park and ride off the highway) and King's Square. There are six trips in the morning between 6:15 and 10am and six trips in the evening between 3:25 and 7:35pm.

Bus stops are located in Quispamsis at Parkside Road, United Baptist Church, Arts and Culture Park, and Lila Court. In Rothesay bus stops are located at the Rothesay Arena, corner of Church and Gondola Point Road, Riverside Golf Club, and KPark. (There is also a stop west of James Renforth Drive for which no data was received.)

The transit commission periodically records the number of passengers at each bus stop and aggregates the data to provide information for the daily and weekly average ridership.

The data provided indicates the average number of riders per day is a total of 160 and roughly equal morning vs evening trips (i.e. 80 in each direction per day). If you assume the bus stops located in Quispamsis only serve Quispamsis residents and the same for Rothesay, ridership is split approximately 46% Quispamsis and 54% Rothesay. Different results could be observed should the sample data be expanded to include summer months. Assuming the sample is representative and service is provided for 250 days per year then the total number of riders would be approximately 40,000.

We have very limited data on riders per individual trips however it appears usage is very low on the last two runs in each direction (after 8am and 5:30pm).

I understand the subsidy requested for 2015 from the two towns is the same at approximately \$88,000. The average subsidy per rider would therefore equal approximately \$4.40 per rider. The proposed fare increase is \$4.00 so if approved the passengers would be paying a maximum of 48% of the cost of their trip.



ROTHESAY

INTEROFFICE MEMORANDUM



TO : Mayor Bishop & Council
 FROM : John Jarvie
 DATE : 16 December 2014
 RE : COMEX Fare Increase

The Comex Service is provided to Grand Bay/Westfield, Hampton, Quispamsis and Rothesay by Saint John Transit. The service is provided for a fee based on the deficit after fares are deducted. The SJ Transit position is that the fares should be the same for each municipality. The fares haven't been changed since January 2011. Passenger ridership has been static and costs have continued to increase. The 2015 budget includes an increase of \$7,000(+8.8%) in the amount paid by the Town based on an increase in revenue.

Hampton and Quispamsis have indicated a desire to increase the fares as follows:

	Current	Proposed
Daily Fare	\$3.50	\$4.00
Monthly Pass	\$109.00	\$125.00 (increase of \$0.40 per ride)
Ten Trip Punch card	\$33.00	\$ 38.00 (increase of \$0.50 per ride)
Twenty Trip Punch card	\$60.00	\$ 68.00 (increase of \$0.40 per ride)

If Council is prepared to endorse a fare increase, the change could take place as early as February. The current system numbers suggest a subsidy of less than \$4.00 on average per passenger ride. That is the Towns pay about 50% of the cost of the ride at present based approximately 41,000 rides per year.

Quispamsis staff has also indicated that the Town wishes to identify and implement opportunities for cost reduction and ridership increases in the operation of the Hampton and Rothesay Road route. And is inviting Rothesay to participate as the service and costs are shared. One of the Quispamsis proposals is to commit financial resources to promoting the use of Comex.

Recommendation:

It is recommended that Council:

1. approve a fare increase in accordance with the schedule above; and
2. agree to work with Quispamsis to review the operations of the Comex KV Route toward finding cost reductions with a minimum effect on service.



ROTHESAY MEMORANDUM



TO : Mayor and Council
FROM : Town Clerk Mary Jane Banks
DATE : 31 December 2014
RE : Committee Appointment List

Attached please find the (Confidential) updated Committee Appointment List for 2015. Please note Mayor Bishop has extended Council appointments for Committees until the end of the Council term (May 2016). The Police and Fire Board Council appointments currently expire in May 2015. At the Mayor's request, they have been extended to May 2016 and the respective boards will be advised of the appointment extension.

I would also note there are two additional appointments to be made, as follows:

Planning Advisory Committee

Ewen Cameron (Dec 2016) Re-appointed

Utilities Committee

Paul Boudreau (Dec 2016)

RECOMMENDATION:

Council approve the following appointments and accept the Committee Appointment List as presented:

Planning Advisory Committee

Ewen Cameron (Dec 2016) Re-appointed

Utilities Committee

Paul Boudreau (Dec 2016)

Mary Jane Banks

QUINQUE JUNCTA IN UNO



ROTHESAY

MEMORANDUM



TO	:	Mayor and Council
FROM	:	Doug MacDonald, Treasurer
DATE	:	January 7, 2015
RE	:	Assessment Base Analysis

At the Council meeting of December 8, 2014 there were questions relating to further analysis of the Rothesay property tax assessment base. Specifically, Council inquired if there was any additional information available regarding the increase due to new construction versus changes in assessed market values.

The total change in the property tax assessment base from 2014 to 2015 was an increase of 2.46% (an increase of \$29,414,750 from \$1,197,166,750 to \$1,226,581,500). This increase is the aggregate change in the value of both non-residential and residential properties.

The original information provided from Service New Brunswick indicates the change in non-residential properties was an increase of 3.1% and residential properties was an increase of 2.39%.

Further enquiries were made to the assessment department to obtain additional information. **From the total 2.46% assessment increase, approximately 15.8% came from new construction (\$4,647,530 of the total increase in assessed values). The remaining 84.2% (\$24,767,220) was as a result of market adjustment increases in Rothesay.**



2015 Jan 12 Open Session FINAL_120

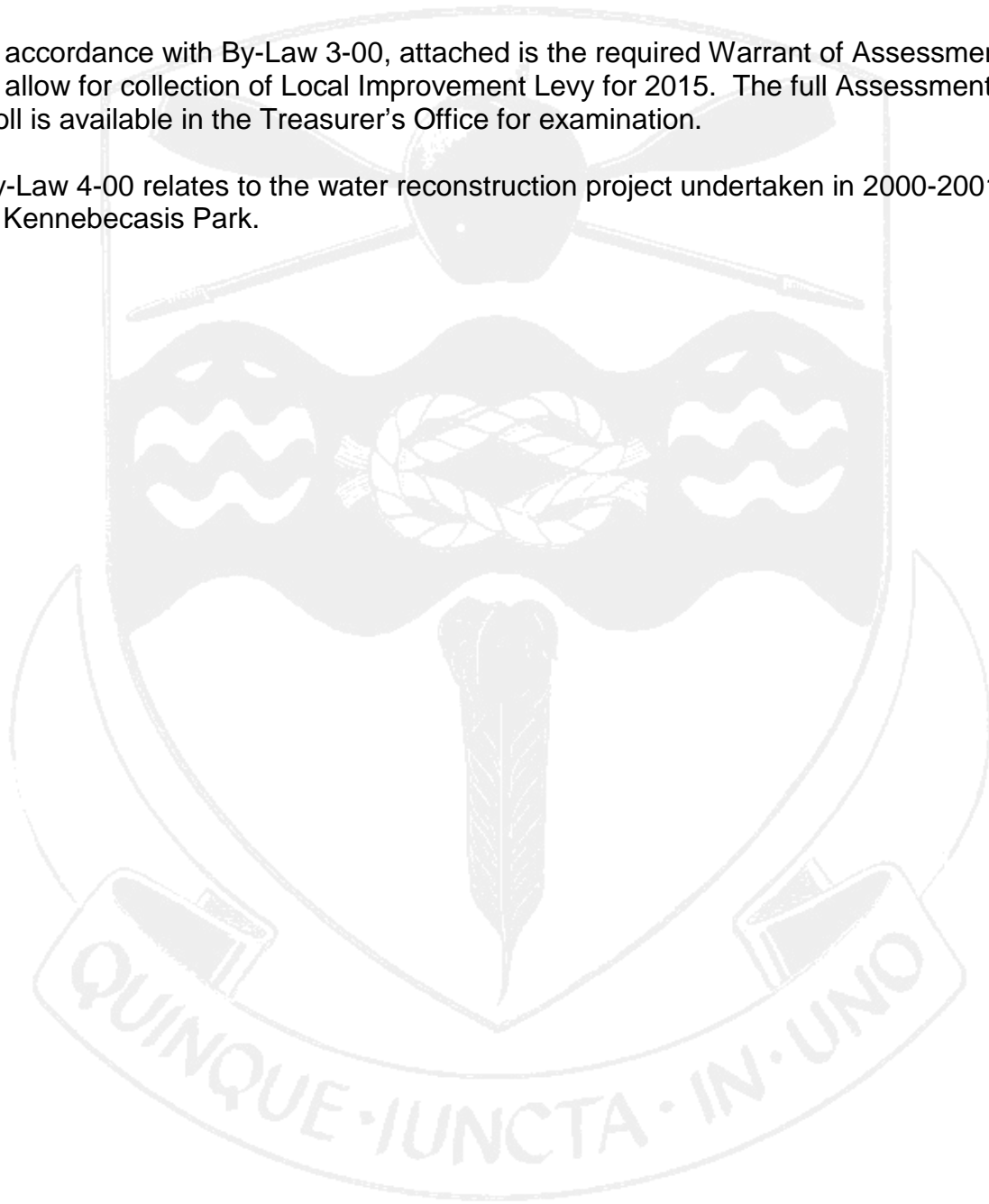
ROTHESAY MEMORANDUM



TO	:	Mayor and Council
FROM	:	Mary Jane Banks, Town Clerk
DATE	:	January 7, 2015
RE	:	Local Improvement Levy

In accordance with By-Law 3-00, attached is the required Warrant of Assessment to allow for collection of Local Improvement Levy for 2015. The full Assessment Roll is available in the Treasurer's Office for examination.

By-Law 4-00 relates to the water reconstruction project undertaken in 2000-2001 in Kennebecasis Park.





2015Jan12OpenSessionFINAL_121

ROTHESAY

150 Years Proud 1860-2010



70 Hampton Road
Rothesay, NB
Canada E2E 5L5

T: 506-848-6600
F: 506-848-6677

Rothesay@rothesay.ca
www.rothesay.ca

Warrant of Assessment

MOVED by Counc. and seconded by Counc. :

Whereas projects were undertaken as local improvements in accordance with the pertinent By-laws, Rothesay Council hereby directs that a special warrant be issued for the sum set out in the local improvement assessment roll for 2015 and further directs the Clerk to cause such special assessments to be collected in accordance with By-law 3-00.

Local Improvement By-law #	Amount to be collected
By-law 4-00	\$59,268.53

Dated: 13 January 2015

Mayor

Clerk

Explore our past / Explorez notre passé
Discover your future / Découvrez votre avenir

Grand Bay-Westfield • Quispamsis • Rothesay • St. Martins • Saint John



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
January 12, 2015

TO: Mayor Bishop and Members of Rothesay Council

SUBMITTED BY:



John Jarvie, Town Manager

DATE: January 6, 2015

SUBJECT: Hillside Trail – Slope Failure

RECOMMENDATION

It is recommended that Rothesay Mayor and Council:

- Authorize the Director of Operations to proceed with repair/reinstatement of the Hillside Walking Trail on a Time & Materials payment basis with Galbraith Construction Ltd.

ORIGIN

A slope failure on the Hillside Walking Trail was reported by a resident on Saturday, December 27, 2014.

BACKGROUND

The Hillside Walking Trail, which is also a utility corridor for the watermain that supplies West Rothesay's potable water, was constructed in 2010/2011 by Valley Excavation under the supervision of consulting engineers from exp. The portion of the corridor that parallels the Rothesay Netherwood Campus includes some very steep side slopes that are constructed from granular material that is quite sandy. Recent heavy rainfall causing significant saturation of the granular material resulted in a failure plane that led to slumping of a 60 metre long section of the trail.

DISCUSSION

The slumping of the side slope that occurred along the trail extends from approximately the centerline of the trail to the toe of the 16 foot high slope. The watermain in that area is located to the extreme edge of the trail or 1.5 m away from the surface cracking along the centerline. The original designer from exp. reviewed the failure on Tuesday December 30th. Following that site visit, exp. created a repair plan recommending the introduction of a large drain and heavy rock fill at the toe of the slope to avoid further movement. The original recommendation did not include reinstatement of the trail surface or side slope. The cost of this initial repair was estimated at \$20,000 and reported to available members of Council on January 1st.

Galbraith Construction was contacted to complete the recommended work to avoid further slope movement and subsequent damage to the watermain. On January 3rd, at the request of staff, the exp. engineer made a second visit to the failure site and noted additional surface cracking indicating further movement of the slope and also noted the presence of flowing water at the toe of the slope even though all other standing water in the area was frozen due to low ambient temperature. Owing to the significant changes in the failure between the time of the first and second site visits, the engineer then recommended that the watermain (within the failure zone) be excavated to ensure that the failure was not being caused by a leak and also to ensure that the bedding under the watermain had not been disturbed.

FINANCIAL IMPLICATIONS

Galbraith Construction is working on the stabilization work initially recommended by exp. with an expected cost of \$20,000. The additional work to expose and inspect the watermain through the 60 m long failure zone and reinstate the trail and side slope with rockfill is expected to cost an additional \$30,000. This is not something that could be completed by Town forces owing to weather/temperature conditions and the emergent nature of the remedial work. It is proposed that the additional work proceed on a Time & Material payment basis whereby the Town will only pay for the hourly work done and the material supplied. This is an expensive, unbudgeted item however the potential costs are much higher if the failure progresses and a section of the watermain is lost. The project would be funded from the Utility Fund Operating Reserve and an update report will be provided for Council at the regularly scheduled meeting in February.

Report Prepared by:  Brett McLean, Director of Operations

Report Approved by:  John Jarvie, Town Manager

Report Reviewed by:  Doug MacDonald, Treasurer

A copy of this report can be obtained by contacting the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).




70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
January 12, 2015

TO: Mayor Bishop and Members of Rothesay Council

SUBMITTED BY:



John Jarvie, Town Manager

DATE: January 6, 2015

SUBJECT: Water Treatment Facility – Membrane Replacement

RECOMMENDATION

It is recommended that Rothesay Mayor and Council:

- Authorize the Director of Operations to issue a purchase order to *G.E. Water & Process Technologies* in the amount of \$191,850.00 plus HST for the purchase of new microfiltration membranes for the Town's water treatment plant.

ORIGIN

The 2015 Utility Capital Budget includes an item for the (necessary) replacement of membranes at the Town's water treatment plant as the current membranes have reached the end of their useful life.

BACKGROUND

The Town's water treatment plant located on McGuire Road is a *G.E. Water* facility and as such, the technology used to treat water is trademarked by *G.E.* The raw water from the wellfield around Carpenter Pond is filtered through two separate treatment tanks or "trains" and each train

is populated with 32 *ZeeWeed* (trademarked) membranes or “modules”. These membranes are a proprietary product only available through *G.E. Water & Process Technologies*.

DISCUSSION

The microfiltration process employed at the Town’s treatment plant is not unique in that there are other suppliers of microfiltration equipment; However as a trademarked *G.E* process plant, the Town, through contractual agreement with *G.E.*, operates the treatment plant under their supervision. The entire system in Rothesay is monitored on a dedicated system at *G.E.* Headquarters in Oakville Ontario and their process operators have the ability to run the system remotely from Oakville. This ability to remotely take over system operations in Rothesay is valuable to the Utility for such instances as extreme weather preventing operators from reaching the plant or events in the wellfield that change the chemistry (and subsequently the treatment requirements) of the raw water feed. Rothesay may be able to find a generic, non- sole sourced microfiltration membrane that would work in the McGuire Road facility; however the relationship with *G.E. Water & Process Technologies* would be severed as a result. It is staff’s opinion that severing the relationship with *G.E.* is not in the best interest of the Utility or its rate payers.

FINANCIAL IMPLICATIONS

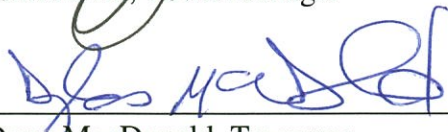
The 2015 Utility Fund Capital Budget included an amount of \$210,000.00 for replacement of the microfiltration membranes at the McGuire Road treatment plant. The quotation from *G.E.* including freight, installation and tech support during commissioning is \$191,850.00 plus HST. The total cost to the Town (including eligible HST rebate) will be \$198,428.15. The Town Treasurer will pursue the requirements for exemption from the Public Purchasing Act and Regulation (94-157) for this sole-sourced purchase prior to issuing the purchase order to *G.E.*



Report Prepared by: Brett McLean, Director of Operations



Report Approved by: John Jarvie, Town Manager



Report Reviewed by: Doug MacDonald, Treasurer

A copy of this report can be obtained by contacting the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).