



ROTHESAY COUNCIL
OPEN SESSION
Monday, November 9, 2015
MINUTES



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

TOWN MANAGER JOHN JARVIE
TOWN CLERK MARY JANE BANKS
DIRECTOR OF REC/PARKS (DRP) CHARLES JENSEN
DIRECTOR OF OPERATIONS (DO) BRETT McLEAN
DIRECTOR OF PLANNING/DEVELOPMENT (DPDS) BRIAN WHITE
TREASURER DOUG MacDONALD
ADMINISTRATIVE ASSISTANT LIZ POMEROY

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

1. APPROVAL OF AGENDA

MOVED by Counc. Alexander and seconded by Counc. Wells the agenda be approved as circulated, with the following additions:

Item 7.0

6 November 2015 Memorandum from Town Manager Jarvie RE: Emergency Preparedness

Item 6.5

Verbal update Fundy Regional Service Commission – Mayor Bishop

CARRIED.

2. APPROVAL OF MINUTES Regular meeting of 13 October 2015

MOVED by Counc. Gallagher Jette and seconded by Counc. McGuire the minutes of 13 October 2015 be adopted, with the following amendment under Item 4.1 NB Trails Association:

The following be removed from page 2, paragraph 3: “Counc. Wells inquired as to why the Hillside trail is not part of the route”.

CARRIED.

Business Arising from Minutes

Deputy Mayor Grant requested clarification on her request in October with respect to the increase in corporate governance in the Fundy Regional Service Commission 2016 Draft Budget. Mayor Bishop advised it would be addressed later on the agenda.

3. OPENING REMARKS OF COUNCIL

- Remembrance Day at the QPlex (seated by 10:30 a.m.)

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Mayor Bishop noted this Wednesday, November 11th the Canadian Legion is holding a Remembrance Day service at the QPlex. Individuals are asked to be seated by 10:30 a.m. There will also be an informal service at the Rothesay Common Cenotaph beginning at 10:45 a.m.

- KV Santa Claus Parade - Saturday, November 28th (6 p.m. at KVHS)
The Santa Claus Parade will take place on Saturday, November 28th beginning at 6:00 p.m. at Kennebecasis Valley High School.

3.1 Declaration of Conflict of Interest

N/A

4. DELEGATIONS (see item 9.1)

4.1 Cherry Brook Zoo

Lynda Collrin
Alice O'Neil

Mayor Bishop welcomed Lynda Collrin, Volunteer Director of Zoo Development and Alice O'Neil, Chair Board of Trustees for the Cherry Brook Zoo. Mrs. O'Neil thanked Council for the opportunity to speak and for previous funding over the years. Mrs. O'Neil noted the following; funding for animal care in winter is needed; the zoo's goal is to maintain accreditation standards of the Canadian Accredited Zoos and Aquariums (CAZA); and when capital sponsors are approached they are interested in the Zoo's community connections. Mrs. Collrin addressed the Zoo's current and future endeavours including; new animals being brought in, including the Zebu – an African miniature cow, African lions (once bred), ponies and larger horses; a new reptile building; a new zoo camp for older youth; increased sources of revenue; and potential board member appointments. She noted the strategic plan has numerous undertakings and requires funding. Mrs. Collrin noted the Zoo is an integral part of the community and surrounding areas and is the only zoo within a reasonable distance.

Council commented on the following: other supporting municipalities; contingency plans in place if funding is not received; and the cost of the undertakings.

Mrs. Collrin advised of the following: Quispamsis, Saint John, Hampton, and Rothesay have supported the Zoo in the past; other plans have been discussed should municipal funding not be received, including fundraising and donations; and the endeavours may have a high initial cost however, they involve revenue increases and some are self-sustaining. Mayor Bishop thanked Mrs. O'Neil and Mrs. Collrin for their presentation and noted it would be discussed later on the agenda.

4.2 Saint John Theatre Company Stephen Tobias

Stephen Tobias, Artistic Director for the Saint John Theatre Company thanked Council for their time. He added the community has been very supportive of the organization. Mr. Tobias began by describing the projects the Saint John Theatre Company had been working on throughout its 25th year including: the Fundy Fringe Festival, Mary's Wedding, Betrayal, the Sound of Music, Every Good Boy Deserves Favour, the Great Gatsby, and Project 937. 937 is a project where the

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Saint John Theatre Company partnered with a company from Nova Scotia to coordinate school tours. They worked with donors to provide productions at no cost on issues such as the holocaust, (and soon to come) bullying and online harassment. Mr. Tobias highlighted the following: terrific overall attendance; multiple opportunities for theatre practitioners and volunteers; over 250,000 in corporate, federal and provincial investment; strong contributions to Imperial Theatre; and educational and community outreach impact. He concluded by stressing the importance of municipal support, and expressed his belief that there will be a significant increase in participants, attendees and venues in the future. Mayor Bishop thanked Mr. Tobias for his presentation and noted it would be discussed later on the agenda.

4.3 Achieve Literacy Greater Saint John

Roxanne Fairweather, Chair
Suzanne LeBlanc-Healy (ASD-South)

Mayor Bishop invited Roxanne Fairweather, Chair and Suzanne LeBlanc-Healy, ASD South to present. Mrs. LeBlanc-Healy thanked Council for their time and introduced Achieve Literacy Saint John. She stated it was an idea of Roxanne Fairweather and Jamie Irving. A 2013 TD report stated long-term research indicates that 60% of children who do not read at grade level by Grade 2 mature into adults who will rely on some form of social assistance. She explained the mandate of Achieve Literacy Saint John is to utilize a collaborative approach with community, education and other stakeholders working to ensure that all children in our region, regardless of their socio-economic background, are provided access to the learning environments and support systems required to develop into successful readers. This will ensure that the right resources and strategies are in place from Kindergarten to Grade 2 to ensure 90% of Grade 2 students are reading at grade level by 2015-16. Mrs. LeBlanc-Healy proceeded to inform Council of the goals, strategies, and accomplishments of Achieve Literacy Saint John. She noted the following: provincial spending is equal to the national level yet the province reports low results; Achieve Literacy Greater Saint John will work with various stakeholders such as teachers, parents, administrators etc.; a procedure flow system will be used to simplify information delivered; a partnership exists between Living SJ and Achieve Literacy Saint John; strategies will be learned from other jurisdictions; a breakfast was hosted in search of 100 volunteers and the goal has been reached; and programs will be monitored and altered as needed. Mrs. Fairweather added 77% or one in four Grade 2 students are not achieving the Grade 2 standard. She noted it is a provincial issue, volunteers are still needed, and the program provides direct and measurable goals. Mrs. Fairweather requested Council support and promote Achieve Literacy's initiatives.

MOVED by Counc. Alexander and seconded by Counc. Wells that Council support and promote Achieve Literacy Greater Saint John's initiatives.

ON THE QUESTION:

There was a discussion regarding: the Big Rothesay Read, the Kennebecasis Public Library, and the correlation between child poverty and literacy results. Mayor Bishop thanked Mrs. Fairweather and Mrs. LeBlanc-Healy for their presentation.

CARRIED.

5. CORRESPONDENCE FOR ACTION

5.1 20 October 2015 Letter from Kennebecasis Crime Stoppers RE: Financial Request

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MOVED by Deputy Mayor Grant and seconded by Counc. Lewis the letter from Kennebecasis Crime Stoppers RE: Financial Request dated 20 October 2015 be referred to the Finance Committee and a request be made for financial statements from the organization.

ON THE QUESTION:

Counc. MacDonald requested Council receive a copy of the Kennebecasis Crimestoppers financial statements.

CARRIED.

5.2 29 October 2015 Email from resident RE: Request for runner signage in bike lanes

MOVED by Counc. Lewis and seconded by Counc. McGuire the email from resident RE: Request for runner signage in bike lanes dated 29 October 2015 be referred to the Public Works and Infrastructure Committee.

ON THE QUESTION:

Counc. McGuire suggested the title of "recreation lanes" be implemented to include all users of the lane. The following concerns were raised: space, safety of runners, cyclists and drivers, and existing hazards to drivers. There was a brief discussion on current uses of the bike lanes.

CARRIED.

5.3 15 October 2015 Kennebecasis Public Library 2016 Budget

MOVED by Deputy Mayor Grant and seconded by Counc. Wells the Kennebecasis Public Library 2016 Budget dated 15 October 2015 be referred to the Finance Committee.

ON THE QUESTION:

Mayor Bishop noted the item had been before the Finance Committee for an initial review.

CARRIED.

5.4 19 October 2015 Kennebecasis Regional Joint Board of Police Commissioners
2016 Budget

MOVED by Counc. Alexander and seconded by Counc. Wells the Kennebecasis Regional Joint Board of Police Commissioners 2016 Budget dated 19 October 2015 be referred to the Finance Committee.

CARRIED.

5.5 21 October 2015 Kennebecasis Valley Fire Department Inc. (KVFD) Capital
Budget 2016

21 October 2015 KVFD Operating Budget 2016

MOVED by Counc. MacDonald and seconded by Counc. Gallagher Jette the Kennebecasis Valley Fire Department Inc. (KVFD) Capital Budget 2016 dated 21 October 2015, and the KVFD Operating Budget 2016 dated 21 October 2015 be referred to the Finance Committee.

ON THE QUESTION:

Counc. Macdonald noted the Finance Committee has had two meetings and the budget items

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from the Kennebecasis Public Library, the Kennebecasis Regional Joint Board of Police Commissioners, and the Kennebecasis Valley Fire Department have been thoroughly reviewed and sent back to the organizations for revisions.

CARRIED.

5.6 15 October 2015 Email from resident RE: Robinson Street Flooding with attachments **MOVED** by Counc. Alexander and seconded by Counc. Wells the email from resident RE: Robinson Street flooding with attachments dated 15 October 2015 be referred to the Public Works and Infrastructure Committee.

ON THE QUESTION:

Mayor Bishop stated the item has been discussed for some time and a solution is needed.

CARRIED.

5.7 29 October 2015 Letter from Gorman Nason RE: Church Avenue flooding and attached email from DO McLean RE: Rothesay Common Upgrade Project

MOVED by Counc. Gallagher Jette and seconded by Counc. Lewis the letter from Gorman Nason Lawyers RE: Church Avenue Flooding with attached email from DO McLean RE: Rothesay Common Upgrade Project be referred to staff for a report.

ON THE QUESTION:

Counc. Gallagher Jette requested clarification with respect to the two requests in the email. Town Clerk Banks advised the author confirmed the letter could be released in its entirety on the agenda and an acknowledgement has already been sent. DO McLean advised there is a storm water management plan for the Rothesay Common Upgrade project. It was clarified the recommendation is to refer to staff for a report.

CARRIED.

5.8 2 November 2015 Letter from resident RE: Kaitlyn Street Flooding **MOVED** by Counc. MacDonald and seconded by Counc. Alexander the letter from resident RE: Kaitlyn Street flooding dated 2 November 2015 be referred to the Public Works and Infrastructure Committee.

CARRIED.

5.9 3 November 2015 Letter from Mrs. Sandra Shea RE: Millennium Drive Land **MOVED** by Counc. Wells and seconded by Counc. McGuire the Letter from Mrs. Sandra Shea RE: Millennium Drive Land dated 3 November 2015 be referred to the Planning Advisory Committee.

ON THE QUESTION:

Counc. MacDonald requested clarification on the issue. DPDS White reported the applicants intend to forward the proposal un-amended to the Planning Advisory Committee.

CARRIED.

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5.10 4 November 2015 Letter from resident RE: Drainage issue on Elizabeth Parkway
MOVED by Counc. Alexander and seconded by Counc. Gallagher Jette the Letter from resident RE: Drainage issue on Elizabeth Parkway dated 4 November 2015 be referred to the Public Works and Infrastructure Committee.

ON THE QUESTION:

Clarification was requested on the issue. It was suggested frost may be pushing up the culvert.

CARRIED.

6. CORRESPONDENCE - FOR INFORMATION

6.1 13 October 2015 Letter from Mayor Grace Losier RE: Regional Facilities Commission Budget

MOVED by Counc. MacDonald and seconded by Counc. Wells the letter from Mayor Grace Losier RE: Regional Facilities Commission Budget dated 13 October 2015 be received/filed.

ON THE QUESTION:

Counc. MacDonald noted a Finance meeting has been held and the final budget has been forwarded to the individual organizations and Treasurer MacDonald. There was a brief discussion with respect to the Canada Games Aquatic Centre not receiving the funding requested. Counc. MacDonald advised the request was for a 50% increase and the budget showed a reduction in revenue and the Board has been encouraged to maintain/increase revenue.

CARRIED.

6.2 21 October 2015 Letter from Mayor Bishop to Rodney Weston RE: Sincere Thanks
MOVED by Counc. McGuire and seconded by Counc. Wells the letter from Mayor Bishop to Rodney Weston RE: Sincere Thanks dated 21 October 2015 be received/filed.

CARRIED.

6.3 28 October 2015 Letter from Mayor Bishop to Wayne Long RE: Congratulations
MOVED by Counc. Alexander and seconded by Counc. Wells the letter from Mayor Bishop to Wayne Long RE: Congratulations dated 28 October 2015 be received/filed.

CARRIED.

6.4 2 November 2015 Letter from Mayor Grace Losier RE: Canada Games Aquatic Centre 2016 Budget Approval
MOVED by Counc. MacDonald and seconded by Deputy Mayor Grant the letter from Mayor Grace Losier RE: Canada Games Aquatic Centre 2016 Budget Approval dated 2 November 2015 be received/filed.

ON THE QUESTION:

It was noted Rothesay has no control over the Regional Facilities budgets. Counc. MacDonald noted the change in funding is to cover the changes in the strategic plan.

CARRIED.

2 November 2015 Letter from Mayor Grace Losier RE: Saint John Arts Centre 2016

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Budget Approval

MOVED by Counc. MacDonald and seconded by Deputy Mayor Grant the letter from Mayor Grace Losier RE: Saint John Arts Centre 2016 Budget Approval dated 2 November 2015 be received/filed.

ON THE QUESTION:

Counc. MacDonald noted this was the same amount as last year.

CARRIED.

2 November 2015 Letter from Mayor Grace Losier RE: Imperial Theatre 2016 Budget Approval

MOVED by Counc. MacDonald and seconded by Counc. Wells the letter from Mayor Grace Losier RE: Imperial Theatre 2016 Budget Approval dated 2 November 2015 be received/filed.

ON THE QUESTION:

Counc. MacDonald commented that this was a grant and the Regional Facilities Commission is not responsible for any deficits of the organization. The request is for an increase of 2% from the previous year.

CARRIED.

2 November 2015 Letter from Mayor Grace Losier RE: Harbour Station 2016 Budget Approval

MOVED by Counc. MacDonald and seconded by Deputy Mayor Grant the letter from Mayor Grace Losier RE: Harbour Station 2016 Budget Approval dated 2 November 2015 be received/filed.

ON THE QUESTION:

Counc. MacDonald noted this was the same amount as 2015. He added there was a loan to pay for the boxes, which was paid off in 2015. This accounted for what seemed to be an \$80,000 increase.

CARRIED.

2 November 2015 Letter from Mayor Grace Losier RE: Saint John Trade and Convention Centre 2016 Budget Approval

MOVED by Counc. MacDonald and seconded by Counc. McGuire the letter from Mayor Grace Losier RE: Saint John Trade and Convention Centre 2016 Budget Approval dated 2 November 2015 be received/filed.

ON THE QUESTION:

There was a brief discussion on the common area costs.

CARRIED.

6.5 Verbal Report Fundy Regional Service Commission (Mayor Bishop)

Mayor Bishop reported the increase in corporate governance was related to costs associated with

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moving the office from Saint John to the landfill site. He also noted there will be no increase in tipping fees; a slight decrease in municipality contributions; no new borrowing by the Commission and a further reduction in debt. Mayor Bishop advised Enviro Organics will take over the compost materials. He also reported briefly on the cost of protection measures from the frost, reduced tonnage of solid waste; and the cost of building renewals.

7. REPORTS

7.0 November 2015 Report from Closed Session

➤ Council Remuneration

MOVED by Deputy Mayor Grant and seconded by Counc. McGuire the remuneration for Rothesay Council, in accordance with By-law 1-06, "Remuneration By-law", be set as follows for June 1, 2016 to May 31, 2020:

Mayor	\$29,600
Deputy Mayor	\$16,000
Councillor	\$13,700

ON THE QUESTION:

It was noted the overall increase of the cost of living was a factor in the calculations.

CARRIED.

➤ Emergency Measures

MOVED by Counc. Lewis and seconded by Counc. McGuire the public advisory notice be circulated to residents, following a further review by the EMO Committee.

ON THE QUESTION:

There was a brief discussion with respect to the content of the public advisory: a further edit is required; contains too much information; point form would be easier to read and residents could be directed to the website for additional detailed information. There was a brief discussion with respect to the 24 hour timeframe to open the reception centre following a power outage. Counc. Lewis noted the time allows for the proper setup of operations and to ensure the event is not short in nature to prevent wasted resources. There was a brief discussion with respect to improper residential stormwater connections to the sanitary sewer system, flood prevention measures and steps to be taken after residential flooding occurs.

MOVED by Counc. McGuire and seconded by Deputy Mayor Grant Quispamsis be advised that Rothesay agrees that the joint KVEMO be disbanded and that Rothesay will prepare its own emergency response plan and response capacity but will cooperate and work together with Quispamsis when mutually beneficial.

ON THE QUESTION:

There was a discussion on the Quispamsis EMO centre, provincial and Red Cross assistance during emergencies and the use of the Bill McGuire Centre and Town Hall for emergency purposes. Concerns were raised regarding the following: costs, staffing/volunteering, and police and fire department protocols. It was noted the cost are minimal as the Town already has the resources available such as location, staff, a generator, and a connection to water. Council

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agreed there should be increased communication with both the police and fire departments with respect to emergency action plans.

YEA votes recorded from Deputy Mayor Grant and Councils. Alexander, Gallagher Jette, Lewis, McGuire, and Wells.

NAY vote recorded from Council. MacDonald.

CARRIED.

MOVED by Deputy Mayor Grant and seconded by Council. McGuire that \$15,000 be added to the 2016 budget for the position of an EMO Coordinator, if necessary.

ON THE QUESTION:

Clarification was requested. It was noted the addition is intended only for 2016.

CARRIED.

- 7.1 16 September 2015 Kennebecasis Public Library (KPL) Board meeting minutes
- September 2015 KPL Librarian's Report
- 30 September 2015 KPL Comparative Income Statement

MOVED by Deputy Mayor Grant and seconded by Council. MacDonald the Kennebecasis Public Library (KPL) Board meeting minutes dated 16 September 2015, the KPL Librarian Report dated September 2015, and the KPL Comparative Income Statement dated 30 September 2015 be received/filed.

CARRIED.

- 7.2 1 October 2015 RCMP Annual Report Letter
(Full Report Available in Town Hall)

MOVED by Council. McGuire and seconded by Council. Wells the RCMP Annual Report Letter dated 1 October 2015 be received/filed.

CARRIED.

- 7.3 30 September 2015 Kennebecasis Regional Joint Board of Police Commissioners
(KRJBPC) Board Meeting Minutes
- 30 September 2015 Statement of Financial Position

MOVED by Council. Alexander and seconded by Council. McGuire the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Board Meeting Minutes dated 30 September 2015, and the Statement of Financial Position dated 30 September 2015 be received/filed.

CARRIED.

- 7.4 30 September 2015 Draft unaudited Rothesay General Fund Financial Statements
- 30 September 2015 Draft unaudited Rothesay Utility Fund Financial Statements
- 28 October 2015 Draft Finance Committee Meeting Minutes

MOVED by Council. MacDonald and seconded by Deputy Mayor Grant the Draft unaudited Rothesay General Fund Financial Statements dated 30 September 2015 be received/filed.

CARRIED.

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MOVED by Counc. MacDonald and seconded by Deputy Mayor Grant the Draft unaudited Rothesay Utility Fund Financial Statements dated 30 September 2015 be received/filed.

CARRIED.

MOVED by Counc. MacDonald and seconded by Counc. Gallagher Jette the Draft Finance Committee meeting minutes dated 28 October 2015 be received/filed.

ON THE QUESTION:

Counc. MacDonald noted the proposed HST audit is under review and the Committee is looking into an outside tax recovery consultant for input.

CARRIED.

7.5 20 October 2015 Draft Parks and Recreation Committee Meeting Minutes

MOVED by Counc. Wells and seconded by Counc. Lewis the Draft Parks and Recreation Committee meeting minutes dated 20 October 2015 be received/filed.

ON THE QUESTION:

Clarification was requested on McGuire Phase III. DRP Jensen reported there are renovation plans for a deck, new flooring, interior work, and new windows. Counc. MacDonald inquired about the K-Park docks. Counc. McGuire noted the K-Park docks are Town owned portable docks that can be taken in and out. He added the residents in previous years have taken over responsibility and have recently requested Town assistance with maintenance of the docks and surrounding area. There was a brief discussion on liability issues, signage, and costs.

CARRIED.

7.6 21 October 2015 Draft Public Works and Infrastructure Meeting Minutes

MOVED by Counc. Alexander and seconded by Counc. Lewis the Draft Public Works and Infrastructure Committee meeting minutes dated 21 October 2015 be received/filed.

ON THE QUESTION:

Counc. Alexander reported the Committee discussed the flooding and sewer back-up events occurring September 30, 2015. A discussion of Campbell Drive followed. Town Manager Jarvie noted the blockage preventing the water from reaching the Oakville Acres pond was an isolated incident and solutions are being explored to prevent similar issues in the future. A brief discussion on the intersection at Jones/Vincent Road and Rothesay Netherwood School followed.

CARRIED.

7.7 21 October 2015 Draft Utilities Committee Meeting Minutes

MOVED by Counc. Alexander and seconded by Counc. McGuire the Draft Utilities Committee meeting minutes dated 21 October 2015 be received/filed.

CARRIED.

MOVED by Counc. Alexander and seconded by Counc. MacDonald the homeowner be advised in writing as per clause 4.1.5 of Rothesay By-Law 1-15 Sewage By-Law, their request for compensation for additional sewer lateral flushing has been denied.

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ON THE QUESTION:

Clarification was requested on the issue. Counc. Alexander gave background information regarding the situation. Town Manager Jarvie noted the resident's sewer lateral now connects directly to the Town system.

CARRIED.

7.8 21 October 2015 Draft Heritage Preservation Review Board Meeting Minutes

MOVED by Counc. Wells and seconded by Counc. McGuire the Draft Heritage Preservation Review Board meeting minutes dated 21 October 2015 be received/filed.

CARRIED.

7.9 2 November 2015 Draft Planning Advisory Committee Meeting Minutes

MOVED by Counc. Wells and seconded by Counc. Lewis the Draft Planning Advisory Committee meeting minutes dated 2 November 2015 be received/filed.

ON THE QUESTION:

Counc. Wells reported there was no quorum for the October meeting so the agenda items were moved to November. There was a brief discussion on connecting Higginson Avenue and Appleby Drive. Counc. Wells noted the importance of connecting these two dead end roads, citing the fire on Dunedin Road when the main road was blocked and no other exit was available. Counc. MacDonald inquired as to whether the road will be serviced through Town water and sewer lines. DPDS White stated it would.

CARRIED.

➤ Gibbon Road Subdivision

MOVED by Counc. Wells and seconded by Counc. Lewis that Council accept \$1,389.96 as cash in lieu of land for public purposes for the proposed vacant LOT 15-2 to be subdivided from 59 Gibbon Road (PID 30313688).

CARRIED.

➤ Public Hearing for 47 Clark Road

MOVED by Counc. Lewis and seconded by Counc. Wells that Council schedule a Public Hearing, in accordance with the *Community Planning Act*, RSNB (1973) chapter C-12 and amendments thereto, for **Monday, December 14, 2015 at 7:00 p.m.**, to consider an amending agreement with Brodersen Realty Ltd. for the development of a fourth commercial building at 47 Clark Road (PID 30275234).

ON THE QUESTION:

Counc. Wells reported the developer has assured the Planning Advisory Committee the previous concerns of Council and the requirements under the previous development agreements have been taken into consideration and partially implemented.

CARRIED.

7.10 October 2015 Monthly Building Permit Report

MOVED by Counc. Wells and seconded by Counc. Lewis the Monthly Building Permit Report

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be received/filed.

ON THE QUESTION:

There was a brief discussion on the permit cost to demolish a building as opposed to building one. DPDS White stated it is a flat fee.

CARRIED.

7.11 5 November 2015 Capital Projects Summary

MOVED by Counc. Gallagher Jette and seconded by Counc. McGuire the Capital Projects Summary be received/filed.

ON THE QUESTION:

There was a brief discussion with respect to the water line and connections for the McGuire Centre and surrounding properties. DO McLean advised one residence requested to be connected. There was a brief discussion with respect to contaminated soil and DO McLean advised it has been removed.

CARRIED.

7.12 1 October 2015 Letter from Bill Fraser, Minister – Tourism, Heritage and Culture and Jason Thorne, President – Recreation New Brunswick

1 October 2015 A Framework for Recreation in Canada 2015, Pathways to Wellbeing

MOVED by Counc. MacDonald and seconded by Counc. McGuire the letter from Bill Fraser, Minister – Tourism, Heritage and Culture and Jason Thorne, President – Recreation New Brunswick dated 1 October 2015, and the Framework for Recreation in Canada 2015, Pathways to Wellbeing dated 1 October 2015 be referred to the Parks and Recreation Committee for intense study.

MOTION WITHDRAWN.

MOVED by Counc. Wells and seconded by Counc. McGuire Council endorse the Framework for Recreation in Canada 2015, Pathways to Wellbeing report.

CARRIED.

8. UNFINISHED BUSINESS

TABLED ITEMS

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

No action at this time

8.2 Water By-law (Tabled June 2015)

No action at this time

9. NEW BUSINESS

9.1 BUSINESS ARISING FROM DELEGATIONS

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9.1.1 Cherry Brook Zoo

13 October 2015 2016 Budget Request

MOVED by Counc. Wells and seconded by Counc. Gallagher Jette the 2016 Budget Request dated 13 October 2015 be referred to the Finance Committee.

CARRIED.

9.1.2 Saint John Theatre Company

27 October 2015 Grant Application/Presentation

MOVED by Counc. Gallagher Jette and seconded by Counc. McGuire the 2016 Budget Request dated 27 October 2015 be referred to the Finance Committee.

CARRIED.

9.1.3 Achieve Literacy Greater Saint John

15 October 2015 Update/Presentation

Dealt with above.

ADMINISTRATION

9.2 Town Hall Renovations

6 November 2015 Memorandum from Town Manger Jarvie

MOVED by Counc. Wells and seconded by Counc. McGuire that Council endorse the following changes to Town Hall:

1. Add backup power
2. Add power-operated front entrance
3. Improve the reception area
4. Renovate the foyer
5. Re-carpet Town Hall Offices

at an estimated cost of \$207,000.

ON THE QUESTION:

Town Manager Jarvie noted the generator at the Town's water treatment plant does not fully meet the demand requirements. It will be moved to the Town Hall and a new generator will be purchased for the water treatment plant. There was a discussion on the proposed changes, possible enlargement and relocation of the washrooms, and replacement of the Common Room chairs. Town Manager Jarvie noted the plans and cost of the washrooms are being revisited, and the replacement of the chairs has been included in the 2016 budget.

CARRIED.

DEVELOPMENT SERVICES

9.3 Secondary Planning

4 November 2015 Information Report from DPDS White

MOVED by Counc. MacDonald and seconded by Counc. Wells Council refer the Secondary Planning Study to the annual budget process with consideration for cost recovery.

ON THE QUESTION:

Mayor Bishop suggested since developers must assume multiple costs including water and sewer connection, roads etc., to encourage more developments, the Town should bear the cost of secondary planning. Concern was expressed regarding assurance that developers will follow

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through. DPDS White noted the study would be for the entire area, not just the lands requested. He added it is important to understand the overall functions in order for the actions to be phased accordingly so potential future infrastructure deficits are avoided. There was a discussion on the area, benefits to property owners, and the need for smaller residences and affordable housing in Rothesay.

CARRIED.

OPERATIONS

9.4 Changing Climate/Infrastructure

4 November 2015 Memorandum from Councillor Alexander

MOVED by Counc. Alexander and seconded by Counc. Wells Council approve the following five motions:

M1. Staff investigate and report back to Council on the cost of installing and operating a weather monitoring station appropriate for collecting data sufficient for measuring parameters (*e.g.*, temperature, hourly precipitation, wind speed and direction, *etc.*) necessary for use in the design of engineered infrastructure within the Town.

M2. Staff report to Council on what methods are currently in place to track existing infrastructure assets, such as their age, condition, and operability, and what information / studies may be necessary to assist with the ongoing management of the Town's infrastructure assets.

M3. Staff develop an easy-to-use and consistent method for residents to report residential flooding and/or sewer back-ups.

M4. Staff, together with the Public Works and Infrastructure Committee, develop a brochure on tips for preventing/mitigating residential flooding and a brochure on tips for preventing/mitigating residential sewer back-ups.

M5. Staff investigate the requirement that storm water management plans be implemented at the outset of construction for all new commercial, institutional, and multi-residential developments.

ON THE QUESTION:

Counc. Alexander explained the memorandum and noted information should be provided to residents. There was a brief discussion on the events of the September 30, 2015 rainfall event.

CARRIED.

9.5 Microseal Programs – Chatwin Street

4 November 2015 Email from Councillor Lewis RE: Chatwin Street with attachments

MOVED by Counc. Wells and seconded by Counc. McGuire the email from Councillor Lewis RE: Chatwin Street with attachments dated 4 November 2015 be received/filed.

ON THE QUESTION:

There was a discussion on the condition of Chatwin Street, the timeframe of when the work was completed, and other micro-sealed roads. DO McLean reported the following; Chatwin Street was the pilot project for micro-sealing; the work was done roughly two years ago; the road had

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not undergone reconstruction before the micro-seal had been applied; since then ground penetrating radar has been used; and solutions to initial problems have been explored. He added other micro-sealed roads that have undergone reconstruction beforehand have not shown the same damage.

CARRIED.

9.6 2016 Asphalt Resurfacing and Microseal Placement Programs – Engineering

3 November 2015 Information Report from DO McLean

MOVED by Counc. Wells and seconded by Counc. Lewis the proposal submitted by Brunswick Engineering & Consulting Inc. in the amount of \$98,722.45 for the 2016 Asphalt Resurfacing and Microseal Placement Programs - Engineering be accepted and further that the Mayor and Town Clerk be authorized to execute the appropriate documentation in that regard.

ON THE QUESTION:

There was general discussion with respect to the proposed list of roads for 2016. Counc. Lewis requested clarification on Anna Avenue, Dofred Road and McGuire Road. DO McLean advised the list is based on his recommendation and the Road Condition Report that indicates McGuire Road requires work as it shows significant deterioration; is the main road to the filter building and has a high volume of traffic. Counc. Lewis requested the matter be reviewed by the Public Works and Infrastructure Committee prior to Council approval. There was a brief discussion with respect to the relationship between Brunswick Engineering & Consulting Inc. and the Debly Group. Town Manager Jarvie noted records have been reviewed and there is no apparent conflict.

MOVED by Counc. Lewis and seconded by Counc. Gallagher Jette the award for the 2016 Asphalt Resurfacing and Microseal Placement Programs – Engineering be tabled until it has been reviewed by the Public Works and Infrastructure Committee.

CARRIED.

9.7 Active Transportation/Transportation Study Update

3 November 2015 Information Report from DO McLean

MOVED by Counc. Wells and seconded by Counc. Alexander the Director of Operations be authorized to engage Crandall Engineering Ltd. (Peter Allaby) for an amount not to exceed \$10,000 (excluding HST) to combine the Active Transportation Study and Transportation Study reports into one document and include updates for projects completed since the studies were adopted by Council.

ON THE QUESTION:

Town Manager Jarvie gave background information. There was a brief discussion of cost and labour. DO McLean noted the work will be outsourced to a specialized consultant and there is room in the budget. He added a detailed document with data collection is expected for a five year list of projects with timelines and costs. This will ensure there are no competing priorities.

CARRIED.

ROTHESAY COUNCIL

Open Session
Meeting Minutes

RECREATION

9.8 Renovations to the Building at Arthur Miller Fields

3 November 2015 Information Report from DO McLean

MOVED by Counc. MacDonald and seconded by Counc. Wells Council increase the renovation budget for the building at Arthur Miller Fields from \$120,000 to (a maximum of) \$138,000.

ON THE QUESTION:

There was an inquiry on the size of the building. Town Manager Jarvie suggested it is roughly 1000-1200 ft² and 600 ft² will be added with the addition of the washrooms.

CARRIED.

10. NEXT MEETING

Mayor Bishop advised of the following:

- MP Wayne Long Monday **November 16, 2015** at 6 pm followed by (Open House from 7 to 8 pm)
- NB Power Session Thursday, **November 19, 2015** at 7 pm at Kennebecasis Public Library
- 100th Birthday Friday, **November 27, 2015** from 1 – 4 pm at Rothesay Park School
- Santa Claus Parade Saturday, **November 28, 2015** starts at 6pm at KVHS
- Regular Meeting Monday, **December 14, 2015**

11. ADJOURNMENT

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

CARRIED.

The meeting adjourned at 9:50 p.m.


MAYOR


CLERK