



ROTHESAY
COUNCIL MEETING
Rothesay Town Hall
Monday, September 14, 2015
7:00 pm



1. APPROVAL OF AGENDA

- 2. APPROVAL OF MINUTES** Regular meeting 10 August 2015 (*amended*)
Business Arising from Minutes

3. OPENING REMARKS OF COUNCIL

PRESENTATION: Through the Lens Photo Contest winner

3.1 Declaration of Conflict of Interest

4. DELEGATIONS

- 4.1 New Brunswick Medical Education Trust** Dr. Donald Craig, Dr. Pamela Jarrett,
(*See Item 9.1*) Mike Doyle (Chair), Martha Zed (CEO)

5. CORRESPONDENCE FOR ACTION

- 5.1 18 August 2015 Letter from Jones/Milne Streets residents RE: traffic, roadway,
streetlight concerns

Refer to Public Works and Infrastructure Committee

- 5.2 2 September 2015 Letter from Symphony New Brunswick RE: funding request

Refer to Finance Committee

- 5.3 7 September 2015 Email from resident RE: entry to Rothesay Elementary School

- 5.3.1 8 September 2015 Email from resident RE: entry to Rothesay Elementary School

Refer to Public Works and Infrastructure Committee

- 5.4 10 September 2015 Memorandum from Town Manager Jarvie RE: sale of Town lands

- 5.4.1 7 September 2015 Letter from resident RE: sale of Town lands

Accept recommendation

6. CORRESPONDENCE - FOR INFORMATION

- 6.1 17 August 2015 Letter from Natural Resources Minister Denis Landry RE: Deer
Management Program

- 6.1.1 17 June 2015 Letter from Quispamsis to Department of Natural Resources RE:
Deer Management Program

- 6.2 26 August 2015 Letter from resident RE: Almon/Peters Lanes project

- 6.2.1 1 September 2015 Letter from Rothesay to resident RE: Almon/Peters Lanes project

- 6.2.2 1 September 2015 Email from Counc. Alexander to resident RE: Almon/Peters Lanes
project

- 6.2.3 2 September 2015 Letter from Rothesay to resident RE: Almon/Peters Lanes project

- 6.3 19 August 2015 Letter from Bill Levesque, Regional Development Corporation RE:
new community facility (*rec'd 4 Sept 2015*)

ROTHESAY

Regular Council Meeting

Agenda

-2-

14 September 2015

- | | | |
|-------|------------------|--|
| 6.4 | 31 August 2015 | Letter of thanks from RGL Fairweather Scholarship recipient |
| 6.5 | 11 August 2015 | Email from resident RE: Millennium Drive project |
| 6.5.1 | 11 August 2015 | Email from resident RE: Millennium Drive project |
| 6.5.2 | 5 September 2015 | Email from resident RE: Millennium Drive project property value impact |

7. REPORTS

- | | | |
|-----|-----------------------|--|
| 7.0 | September 2015 | Report from Closed Session |
| 7.1 | 10 June 2015 | Kennebecasis Valley Fire Department (KVFD) Board meeting minutes |
| | 30 April 2015 | KVFD Statement of Operations |
| | 10 June 2015 | KVFD Chief's Report |
| | Jan – March 2015 | KVFD Response Report |
| 7.2 | 31 July 2015 | Draft unaudited Rothesay General Fund Financial Statements |
| | 31 July 2015 | Draft unaudited Rothesay Utility Fund Financial Statements |
| 7.3 | 19 August 2015 | Draft Public Works and Infrastructure Committee meeting minutes |
| | ➤ | Parking signage – Hillside Trail |
| 7.4 | 19 August 2015 | Draft Utilities Committee meeting minutes |
| | ➤ | Utility account billing |
| 7.5 | August 2015 | Monthly Building Permit Report |
| 7.6 | 11 September 2015 | Capital Projects – Status Report |

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

8.3 Kennebecasis Public Library expansion project Audit (Tabled August 2015)

22 July 2015 Kennebecasis Public Library expansion project Audit report

No action at this time

9. NEW BUSINESS

BUSINESS ARISING FROM DELEGATIONS

9.1 New Brunswick Medical Education Trust

2 June 2015 Letter from NB Medical Education Trust

ROTHESAY

Regular Council Meeting

Agenda

-3-

14 September 2015

FINANCE

9.2 Application for Financing

2 September 2015 Memorandum from Treasurer MacDonald

PLANNING and DEVELOPMENT SERVICES

9.3 Subdivision Assent - Rothesay Park Road PID#00258236 (portion of)

9 September 2015 Memorandum from DPDS White

OPERATIONS

9.4 Fleet Vehicle Purchase

10 September 2015 Memorandum from DO McLean

LEGISLATION

9.5 Electronics Recycling

10 September 2015 Email from Counc. MacDonald

10. NEXT MEETING

Regular meeting TUESDAY, October 13, 2015

11. ADJOURNMENT

R

2015Sept14OpenSessioFINAL_011

Through the Lens Photo Contest



Rothesay Through the Lens Photo Contest



A picture IS worth a thousand words! Thanks to everyone who participated in the inaugural Through the Lens Photo Contest. We received a total of 16 spectacular photos from around Town – how fortunate are we to live in such a beautiful place in the world?

Voting took place from August 28 until September 4 and a total of 272 “Likes” were recorded. With a total of 38 “Likes”, we are pleased to announce the 2015 Through the Lens Photo Contest winner is Bonnie Bustin for her beautiful photograph of boats sailing the Kennebecasis River!



Photo Credit: Bonnie Bustin

Congratulations Bonnie! Mrs. Bustin will be recognized at the Sept 14th Council meeting (7pm).

Thanks again to everyone who participated – and let's all remember to take a moment to enjoy the beauty that surrounds us every day.

**Mary Jane Banks
Town Clerk**



**Officers of the New
Brunswick Medical
Education Trust**

Donald Craig, MD, Chair

Pamela Jarrett, MD

Allison Kennedy, MD

David Marr, MD

Nathalie Godbout, LLB

Ron Outerbridge, CA

Martha T. Zed, CEO
(506) 650-5187 (M)
martha.zed@nbmedtrust.ca

Mary Jane Ryan
Administrative Assistant
(506) 648-7073
maryjane.ryan@nbmedtrust.ca

New Brunswick
Medical Education Trust
PO Box 22061
Saint John, NB
E2K 4T7

www.NBMedTrust.ca

**Speaking Notes to Town of Rothesay
September 14, 2015**

Thank you for the opportunity to speak to you this evening. I have with me Martha Zed, our CEO, Dr. Pam Jarrett, Director, and Mike Doyle, Chair of our New Brunswick Medical Education Grants Committee. I want to thank you also for your previous 2 years of support to our recruitment and retention medical education program. The two students Aaron Stroud and Jonathan Moore have both graduated and soon should be available to return to their home community. Our unique model is a public private partnership working to keep our best and brightest youth here and keep the best medical personnel in our home community.

The New Brunswick Medical Education Trust has had a very successful 6 years. Our program offers bursaries to medical students in return for service in their home province. We know that students are most likely to stay in the area where they study and our return for service bursaries often provide the extra incentive to set up shop here in New Brunswick. Our program keeps doctors in New Brunswick, and, because our funds are in trust, any investment will work in perpetuity. In the first year the organization gave out three bursaries for a total of \$25,000. In 2014, we awarded \$254,000 for a total of 29 bursaries. To date, our organization has given out over \$900,900 to medical students from New Brunswick. Our unique model is a public private partnership working to keep our best and brightest youth here and keep the best medical personnel in our home community. We have committed 34 to practice in New Brunswick.

Our annual celebration August 5, 2015 celebrated our donors and most recent scholarship recipients. At the Imperial Theatre in Saint John, thirty-three medical students received \$263,000 of mainly renewable scholarships. As you can see our scholarship total to just under 1 million dollars over 5 years - an almost unbelievable achievement by any measure. The New Brunswick Medical Education Trust now supports medical students from New Brunswick at accredited medical schools locally, across Canada, United States and internationally.

We have added a new endowment of \$250,000 for a total of approximately 5.8 million dollars in endowments. Our corporate donors (TD, RBC, CIBC, BNS, BMO, and Bell Aliant) are renewing their commitment to our highly successful uniquely Canadian - New Brunswick program.

The New Brunswick Medical Education Trust will soon have a small name change to the New Brunswick Medical Education Foundation as part of our transition to independence.

The New Brunswick Medical Education Directors again ask you to provide leadership by again joining our program and supporting a \$10,000 renewable annual Town of Rothesay Medical Education Scholarship. As a corporate donor we would ask for an annual commitment of \$10,000 plus a small administrative fee for processing and overhead.

At this time we can take questions from the councilors.



NEW BRUNSWICK MEDICAL EDUCATION TRUST

Preparing for a
Sustained Future

5.5 MILLION IN ENDOWMENTS AND CAPITAL GIFTS

Prominent New Brunswick Residents, companies committed to excellence in Medical Education and Medical Practice

Donors include (among others): Bell Aliant, RBC, BMO Harris, TD, CIBC, Scotiabank, Suzanne, John and Anne Irving, McCain Foundation, Mrs. Rosemary McCain-McMillin, J.T. Clark Family Foundation, NB College of Physicians and Surgeons, Dr. Richard J. Currie, David and Faye Huestis, Family of Walter B. Flewelling, Friends of Christofor Foundation, AstraZeneca.



BellAliant



RBC Foundation®



\$994,000 GIVEN IN RENEWABLE SCHOLARSHIPS OVER 5 YEARS

Eligibility:

Any New Brunswick student studying at any accredited medical school

Criteria determined by private donors

OBJECTIVE OF NB MEDICAL EDUCATION TRUST

Return New Brunswickers and their Families Home

Support for recruitment and retention of physicians

Support of our best and brightest young people to return
to NB

Support Excellence in Medical Education Practice

COMMITTED TO MEASURING OUR SUCCESS

40 + scholarships recipients committed to return

Provides means to measure outcomes of program in meeting physician recruitment and retention

NB Medical Education Trust Alumni provides data base of scholarship recipients

RECEIVED
AUG 18 2015

To Rothesay's Mayor and Town Council,

I have some concerns I'd like to address and would appreciate the Mayor and Town Council of Rothesay acting on these to fix them.

Firstly, I am concerned of a dangerous situation on the corner of Jones Street, Vincent Road and Gondola Point Road. Driving off Jones onto Vincent Road is like taking your life in your own hands. I continually need to step on the gas when entering Vincent Road from Jones as the traffic coming off Gondola Point Road onto Vincent Road cannot be seen until the vehicle is upon us because of the speed they are travelling on the curve of the new cement divider. The trees and bushes at that corner need to be cut back quite substantially to see this traffic before it enters onto Vincent Road from Gondola Point Road. Also, a sign stating to reduce speed as there is a blind exit needs to be posted on Gondola Point Road before Vincent Road.

Secondly, I have been trying for ten years to have a street light in my area, speaking with Federal, Provincial politicians and Rothesay Council with no result. Not one of them has paid any attention to my request after stating they would "do their best". It gets so dark in the evening, that I have to drive friends and relatives home who walk to my home for a visit earlier in the day. I keep telling them that it gets real dark here at night, don't walk here. I can't even see my vehicle sitting in my driveway if I look out the window at night. I have solar lights all over my yard, but they are not bright enough, can hardly see them. Some things have gone missing from our yard, never to be seen again. There are six homes that would benefit from a street light in my area.

Lastly, there is a blind hill on Milne Street that needs to be graded down because the street is so narrow. On top of that blind hill is a home that has two small children which worries me. Milne street needs to be made wider so two cars can pass especially by this blind hill. You get to the top of the hill before you see another car coming down and there is no room to pull over there. I lived on Milne Street for 10 years and surely have pull over at least 500 times so the other car can get by, no one wants to pull over to let the other car by. This blind hill must be graded down or a sign posted on the top and bottom of the hill stating "blind knoll, reduce speed". It's a very dangerous situation when cars are not going slow, next thing you know they are right in your face & you have nowhere to go but slam your brakes.

My concerns can all easily be dealt with and would appreciate a quick response.

Thank you for your time.

Joseph Hachey

Dear Guy Bourke
Bud Fmlay
Louise Fmlay
Romnie Wright

Melizabeth Moore
Laura Cleveland
Sarah Meagher
Kern Knight

Michael Bonford
John Meagher
Shankhumbhaz
Ray Smith
Dante Sanjay
Penny Nichols



September 2, 2015

His Worship William Bishop
Mayor
Town of Rothesay
70 Hampton Road
Rothesay, N.B., E2E 5L5

Dear Bill,

We have been very grateful for the financial support received from the Town of Rothesay for the past four seasons.

We plan to be back next year in early June and, although plans are not finalized, we may be recording our first commercial CD in Rothesay as well. The first recording project this past June at Our Lady went well but the resulting CD will be used mainly for fund-raising purposes and will not be sold commercially.

At the moment, the concert program has not been finalized but we expect to be premiering at least one newly commissioned work and perhaps two.

In addition to Rothesay, our tour next June is tentatively planned for Woodstock, Shediac and Miramichi City.

As we did last year, we are attempting to raise about \$5,000 in sponsorships in support of each of these concerts and would like the Town of Rothesay to again consider contributing \$2,500. The rest will be obtained from the private sector.

As more details of this event become known, we will provide you with updates. Please let me know if any additional information is required immediately.

Yours very truly

G. Reid Parker
President

“Camerata New Brunswick Tour – June 2016”

Overview

Camerata New Brunswick, Symphony New Brunswick’s professional core orchestra, has now completed four successful Provincial tours, the most recent being a two free-to-the public outdoor concert tour to Saint John and Saint Andrews. In May 2015 Camerata appeared in Shediac, Woodstock and Rothesay. All three concerts were successful. The audience for Camerata’s first Shediac concert was larger than expected and quite enthusiastic. The orchestra is beginning to attract a following in Woodstock and an effective organizing committee is now in place. The Rothesay concert was recorded and will be released on a CD. For this tour and for the future, the complement of Camerata was expanded to twenty musicians and included several wind players. For this tour, the winds consisted of oboes, horns, bassoon and flute.

An expanded Camerata also performed on May 7 at Mount Allison with Eleanor McCain.

In May-June of 2016, Camerata is tentatively planning four concerts, return engagements in Shediac, Woodstock, Rothesay and a debut performance in Miramichi.

The Program

As our nation approaches its 150th birthday, many organizations are planning celebratory events. For the occasion, SNB has commissioned two new Canadian compositions which will be premiered on tour and recorded for release on Camerata’s second CD¹.

Alberta-born Christine Donkin studied composition at the University of Alberta and U.B.C. and now composes choral, chamber and orchestral works which are performed across the continent and beyond, including such prestigious places as Carnegie Hall and the Moscow Conservatory. She has won awards at national and international competitions, and six companies publish her music. Symphony New Brunswick performed her *Three Autumn Sketches* on tour in October of 2013 and will be performing *Studies in Solitude* in October 2015. Donkins’ very expressive style convinced SNB to commission a new work scored for Camerata to be premiered in this 2016 tour.

¹ *Subject to receiving supporting grants.*

“Camerata New Brunswick Tour – June 2016”

Music of Fredericton-based composer Martin Kutnowski has been recorded by the Saint John String Quartet and also performed in concert by Ventus Machina. For our 150th anniversary celebration, Camerata will be performing a new work by Kutnowski based on folk songs from the Louise Manny collection of Miramichi folk songs, so it is doubly appropriate that the new work will receive its world premiere in Miramichi².

Other works on the program TBA.

The concert dates³ are:

June 3, 2016	TBD	Miramichi
June 4, 2016	Église St.-Joseph	Shediac
June 4, 2016	Our Lady	Rothsay
June 5, 2016	TBD	Woodstock

Recording of the program will be on a date and place to be determined.

Sponsorship

Symphony New Brunswick Inc. is seeking a tour sponsor for the five performances and individual concert sponsors for each of the concerts.

The tour sponsorship is \$5,000 and each of the concert sponsors will be asked to contribute \$2,500 although co-sponsorships at lesser amounts are negotiable.

The benefits of sponsorship include:

- Complimentary tickets to be used at the event(s) enabling the sponsor to invite business associates, customers or friends to an evening at the Symphony. For the Shediac concert, SNB’s Moncton support group, the Moncton Symphony Foundation Inc., is planning

² Arrangements with the composer are not complete and are subject to receiving grants to subsidize the project.

³ All dates are subject to change.

“Camerata New Brunswick Tour – June 2016”

their annual dining-out fund-raiser to be offered as part of a package to patrons. Similar arrangements could be negotiated in other venues;

- Meet the Maestro and guest artist(s) at a post-concert reception;
- Advertising and promotional benefits include:
 - Named in our sponsor list for one year
 - Full page ad in concert programs
 - Use of logo on SNB’s web site and in our season brochure
 - Use of logo in print and social media advertising for the event
 - Use of ad in on-screen background in the hall on event night
 - Lobby signage
 - Stage remarks if desired
- SNB is a registered charity and can provide tax receipts where circumstances permit.

About Symphony New Brunswick

The 2015-2016 concert season is Symphony New Brunswick’s 31st subscription season, setting a longevity record for the symphonic art form in New Brunswick. The orchestra has made dramatic strides under the leadership of Maestro Michael Newnham and can now perform most of the repertoire written for classical-sized orchestras at a very high artistic standard. In the past two seasons, SNB has performed Beethoven’s mighty Ninth Symphony, the Sibelius Second Symphony and the Brahms Fourth Symphony. In May of 2016, the orchestra will perform Tchaikovsky’s Symphony No. 6 (“Pathétique”). SNB has accompanied some of Canada’s finest solo performers including such names as Measha Bruggergosman, Jan Lisiecki, Louis Lortie, Angele Dubeau, Wendy Nielsen, Sally Dibblee, Michele Losier and many others.

About Camerata New Brunswick

Camerata New Brunswick was formed in 2013 as Symphony New Brunswick Inc.’s professional touring orchestra. The ensemble was specifically designed to tour to smaller communities and to be the Symphony’s ambassador for out-of-Province and (eventually) international tours. In the past three seasons, the group has performed in Dieppe, Bouctouche, Shediac, Sackville, Florenceville-Bristol, Woodstock, Saint Andrews and Rothesay as well as on the Symphony’s main series in Saint John, Moncton and Fredericton.

“Camerata New Brunswick Tour – June 2016”

About Michael Newnham

Appointed Music Director and principal Conductor of Symphony New Brunswick in 2009, Michael Newnham has led a steady and remarkable growth in the Symphony’s artistic stature. As well as directing the full symphony, Maestro Newnham also directs SNB’s Camerata New Brunswick which has quickly become acknowledged as the finest ensemble in New Brunswick’s 65 year tradition of orchestral music. Michael is a graduate of the Chopin Academy of Music in Warsaw and also studied at the University of Toronto and the University of Indiana. He is also Music Director of the Peterborough Symphony Orchestra and has guest conducted many orchestras and opera productions in Poland, Slovakia, Hungary, the Czech Republic, Austria, Italy and South Korea.

From: [REDACTED]
[REDACTED] charlene.carroll@nbed.nb.ca; nicole.macneill@nbed.nb.ca; [Rothesay Info](#); [Brian White](#)
Subject: Safe Crossing at Rothesay Elementary School
Date: September-07-15 8:57:28 PM

To all it may concern,

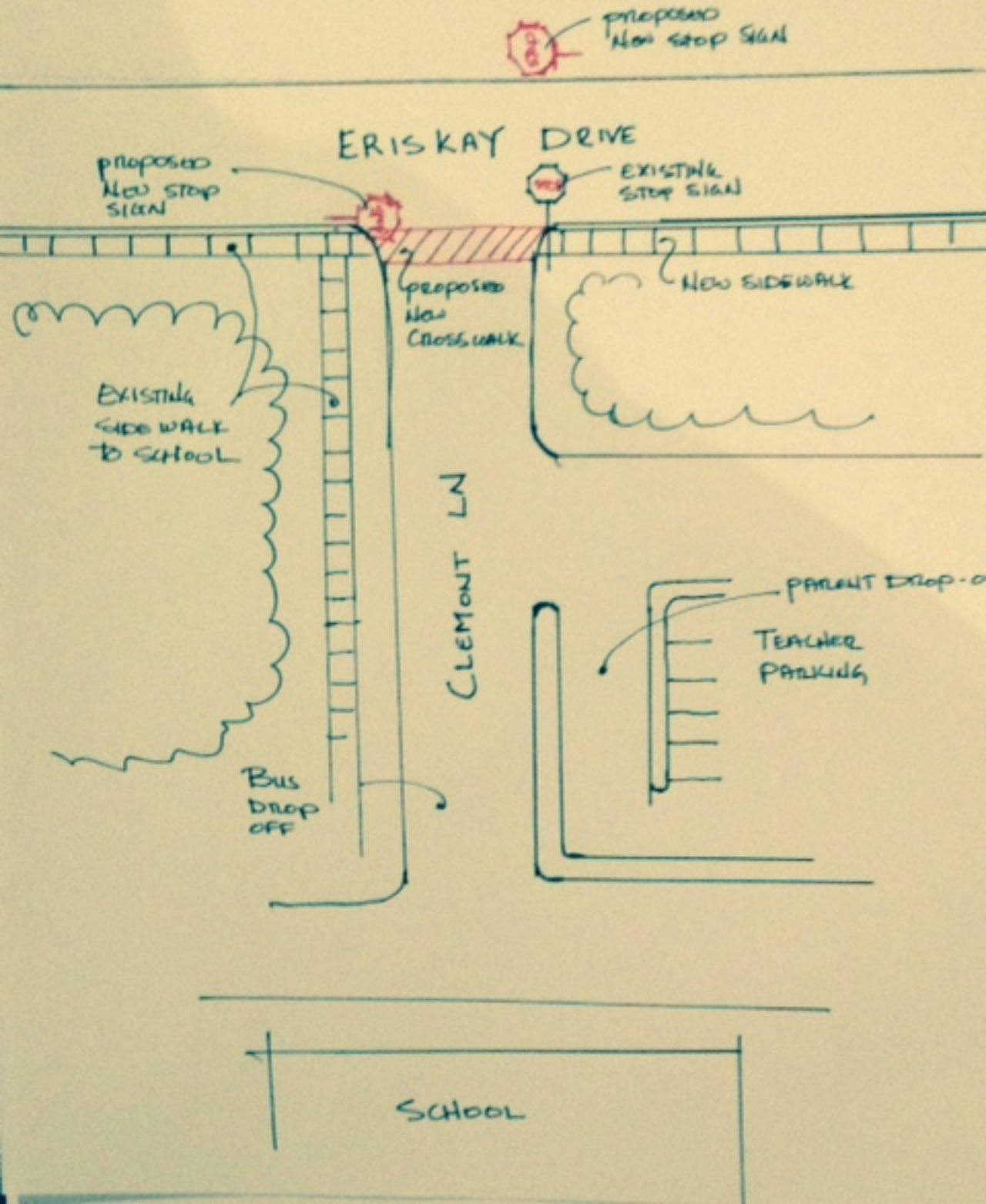
I am a parent of young children attending Rothesay Elementary School. My family lives on Grove Avenue and are within walking distance to R.E.S. Presently the walking situation is unsafe at the top of the school driveway (Clemont LN and Eriskay Drive). I would like the Town of Rothesay and R.E.S to work together to make it safe for kids that walk in this area. I have already been in discussions with the V.P. of R.E.S and she is on board with working with the town to create a safe walking environment for its students.

I would like to see a new crosswalk put in at the top of Clemont LN (School driveway) and additional stops signs, making it a 3 way stop. I would like to see either a crossing guard or flashing lights at this crosswalk as well. I have attached a sketch so that everyone involved understands what I am asking.

I am sure everyone would love to make sure we have a safe walking environment for all of Rothesay Elementary School students, I really appreciate your time in rectifying this situation. Please do not hesitate to contact me if further information is required.

Kind Regards,

Jill Cameron Higgins
Architect Reg.AANB, MArch, BEDS,
Jill Higgins Gallery: JillHiggins.ca



From: [REDACTED]
To: [Rothesay Info](#); [Matthew Alexander](#); charlene.carroll@nbed.nb.ca
Subject: Cross-Walk on Eriskay for Rothesay Elementary Students
Date: September-08-15 9:46:29 AM

Good morning,

My name is Natalie McClune and both my children attend Rothesay Elementary School. We live in the neighborhood and my children walk to school, as do many other students in the area. The addition of sidewalks on Eriskay is a great improvement and helps with the safety of many students, but I was wondering what the plan was with respect to a cross walk to help students navigate through what has now become a **very** busy intersection. There are many buses and cars that have a difficult time to see students coming from Eriskay who are trying to cross the street to the other sidewalk going into RES. There is also a wooded area on the corner of the intersection and it makes it difficult for cars to see students. Is there any way that the brush on the corner can be cut back to aid with visibility? I see this as a very dangerous spot for children and I hope that something can be done before someone gets injured.

Thank you in advance for your time and attention to this matter.

Natalie McClune



INTEROFFICE MEMORANDUM



TO : Mayor Bishop & Council
FROM : John Jarvie
DATE : 10 September 2015
RE : Sale of Town Lands

Attached is letter inquiring whether the Town would sell a parcel of land identified with property identifier # 259036. This is the former site of the Grove Avenue water storage tank. Staff have not yet analyzed the parcel with respect to suitability nor confirmed availability of services. For example there appear to be requirements for consolidation with an adjoining parcel and a variance on frontage. Even if the parcel is deemed surplus, such an analysis would be useful in establishing a reserve bid. Although there are no immediately apparent needs of the Town that can be met by this parcel, there should be a thoughtful analysis of possible public uses for the parcel before confirming it is surplus to Town needs.

There is a second parcel at 8 Kingswood Avenue (30022453), also the former site of a water storage tank that could be part of the same or a similar process.

Recommendation

It is recommended that this request be referred to staff for a report on possible disposal of PIDs 30022453 and 259036.

Mayor William Bishop and
Councillors,
Town of Rothesay,
70 Hampton Road, Rothesay, N.B.
E2E 5L5
September 7, 2015



COPY

Your Worship and Council:

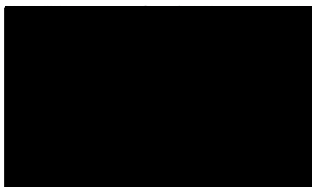
RE: Lot of Land PID259036

I am a resident of the Town of Rothesay having resided here for the past 41 years and having built four new homes. I currently reside at [REDACTED] This is a large home and I now wish to move to a smaller one level. Having noticed the small vacant lot of land where the town water tower was formally located, I am enquiring if there is a possibility of purchasing this lot from the town.

Your response to my enquiry would be appreciated.

Thank you,
Sincerely,

Blaine Justason





August 17, 2015

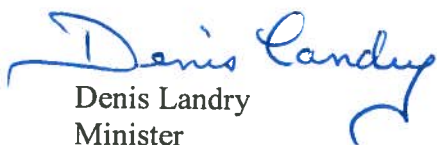
RECEIVED
AUG 28 2015

His Worship William J. Bishop
Mayor of Rothesay
70 Hampton Road
Rothesay, NB E2E 5L5

Dear Mayor Bishop:

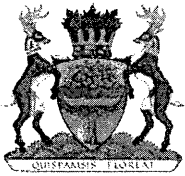
Thank you for your recent letter of support from the Town of Rothesay for the Kennebecasis Valley Nuisance Deer Management Program. We intend to continue this program for the 2015 deer hunting season, with the same processes and regulations as last year. DNR staff will be in direct contact with Town staff before the start of the deer season.

Sincerely,


Denis Landry
Minister

Cc: Tom MacFarlane, Assistant Deputy Minister, Department of Natural Resources
Kristian Moore, Executive Director, Regional Operations and Support Services
Mike Sullivan, Director, Fish and Wildlife Branch
His Worship Mayor Chorley, Hampton
His Worship Mayor Driscoll, Quispamsis
Deputy Mayor Doucet, Chair – Regional Deer Committee
Joe Kennedy, Deer Biologist, Fish and Wildlife Branch
Rothesay Council





Office of the Mayor Town of Quispamsis

12 Landing Court | P.O. Box 21085 | Quispamsis, NB | E2E 4Z4
T: 506 849 5778 | F: 506 849 5799 | quispamsis@quispamsis.ca

June 17, 2015

Department of Natural Resources
P. O. Box 6000
Fredericton, NB E2B 5H1

Hon. Denis Landry, Minister

Dear Mr. Landry:

RE: DEER MANAGEMENT PLAN 2015 – KENNEBECASIS VALLEY

We would like to take this opportunity to thank the Department of Natural Resources for this initiative and time spent addressing the challenges the Towns of Quispamsis, Rothesay and Hampton have experienced as a result of the overabundance of deer in the Kennebecasis Valley.

The Quispamsis Town Council, at its June 16, 2015 Regular Meeting, expressed its support of the program and will be participating in the Nuisance Deer Management Program for Fall 2015.

Trusting this meets with your approval, and once again, thank you for your efforts to assist the Kennebecasis Valley municipalities in addressing the issues related to the excessive deer population.

Yours truly,

G. Murray Driscoll
Mayor
Town of Quispamsis

Cc: Kennebecasis Valley Regional Deer Committee

Attention:

Mayor Bishop and Town Councilors
70 Hampton Road, Rothesay, NB, E2E 5L5

Dear Members of Rothesay Town Council,

I am writing to you in regards to the recent developments of the Rothesay commons and specifically with respect to further changes, associated with this development, which I understand are being contemplated by town council.

I grew up on Hampton Road, and lived here most of my life. After a few years in Nova Scotia following University I have returned and now live in the same house I grew up in with my wife and son. I have fond memories of growing up in Rothesay and I have a vision of my son being able to enjoy the same experience as I had. To this extent, the preservation of certain attributes that bring a quality of life, not readily found elsewhere are important to me and my family, and I believe likewise to my fellow neighbours.

I have been confused and quite honestly disappointed with the scale and rapid development of the Rothesay commons. I read in the newspaper about members of our community speaking out against this development and around the time that I was thinking I should speak up and support their objection against this development, these concerns were brushed aside and the project swiftly moved ahead. I recognize that this is now underway and nothing much can be done except to limit the damage to the Common and not compound it by disrupting the adjacent areas of the neighbourhood.

This letter is not about the skating area in the commons. Rather it is about avoiding additional damage to the surrounding areas that a poorly executed development might have.

By this letter my wife and I want to convey our expectation that our neighbourhood will not be changed by the development underway on the Rothesay Common. We would like a commitment from the Mayor and Council that Almon Lane and Peters Lane will retain their current characteristics of overhead tree canopies and road-widths that do not extend beyond the existing paved street footprint. Any plan to widen the existing streets cannot be justified on the basis of existing traffic and it is clear that residents would be strongly opposed to any work that was part of planning for more traffic.

If the Town is planning for a greater volume of through traffic between Hampton Road and Gondola Point Road, then it appears that you may be anticipating an influx of traffic that will be generated by your development of the Common as a destination with new recreation facilities and a new permanent concert venue. I also understand that the Recreation Committee is planning to increase use of the Common by undertaking marketing activities. Before this is done, we would urge the Council to consider the impact more visitors will have on the surrounding area.

These possible developments give me great cause for concern for the following reasons:

- 1) **Traffic on Almon Lane:** What makes Almon Lane such a nice aspect of Rothesay is precisely that it is a quiet and scenic route to take. For us it will be the primary route for our son to get to his Grandparents house on Gondola Point Road. To widen it to accommodate increased traffic levels, will most certainly have a negative impact on that notion, which we really do not want to see happen.
- 2) **Impact to Privacy:** Almon Lane narrows at the top of the Lane where my property is, so if widening it is the intention, I could foresee this becoming an issue. A widening of Almond Lane will possibly result in removal of the trees and privacy fence that affect the enjoyment of my property. Others in the neighbourhood will have similar concerns as should the Council, as any action that reduces property values will also reduce tax revenues generated by the properties in the area.
- 3) **General Increase in Traffic:** The Town's plans to promote greater use of the Common needs careful thought before proceeding. The expanded facilities on the Common will create more traffic and the need for additional parking. To actively promote these facilities without addressing these and other impacts on the surrounding neighbourhoods, is very poor planning. If development results in benefits for some while others have to shoulder impacts that reduce their quality of life, is this fair? Traffic is one of the primary issues that erodes that quality of life in a town like ours.

I am requesting confirmation of whether or not these suspicions are founded. If they are, I respectfully am requesting a copy of any tenders being prepared or already issued for the design or works to be carried out in the area (Almon Lane, Peters Lane, Church Avenue, etc.). I wish to see how the work has been scoped and what the town is designing for and what the timeline is for this development. Finally, I request that I will be consulted before design has reached a stage where major decisions that will affect the neighbourhood have been made and cannot be undone. I, and other interested neighbours of this area, should have the opportunity to address town council directly before a decision to award contracts for construction or modifications to these or other nearby roads is made.

Your acknowledgment of this letter and a following response is greatly appreciated.

Sincerely,
David Irving



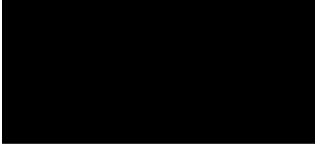
2015Sept14OpenSessionFINAL_083
ROTHESAY

150 Years Proud 1860-2010



1 September, 2015

Mr. & Mrs. David K. Irving



70 Hampton Road
Rothesay, NB
Canada E2E 5L5

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

Rothestay@rothesay.ca
www.rothesay.ca

Dear Mr. Irving:

Re: Improvements to Almon & Peters Lane and Surrounds

Thank you for your letter of August 26th received by email yesterday.
In response to your letter I can offer the following:

Engineers have been commissioned to design and supervise reconstruction of the Lanes. They are currently undertaking survey work and gathering data on the conditions of the street bases and surfaces and pipework below the street and have been directed to engage appropriate expertise to assess the health and structural integrity of the larger trees in the road rights of way. The work is being done as Town staff believe the condition of the road surface and pipes is deficient and in need of replacement due to age/condition and substandard size. The project also presents the opportunity to install an improved storm drainage system (something which is necessary to address concerns of some property owners experiencing flooding on their property). While proper functioning of the drainage system requires the installation of curbing to direct the water to the catch basins, there are not expected to be many other visible changes to the appearance of the Lane except the pavement and hydrants will be new. The project is currently expected to proceed to construction in 2016.

The general direction to the engineering firm is to replace what is there now. As the project proceeds there will be discussions about traffic and possible calming measures. The direction is to design the Lanes for local traffic and there is no intention to change the role of the Lanes within the traffic network of the Town.

...2

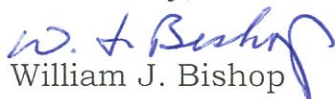
2015Sept14OpenSessioFINAL_034

As I'm sure you appreciate, the engineering design for Almon and Peters lanes is just beginning and will proceed with consultation with the property owners so there may be some detail that may develop of which I'm unaware but the intention for the project is to renew the infrastructure with little or no changes to the capacity of the Lanes and no changes in their role as a local streets within the Town. We will insure all abutting property owners are notified of any meetings hosted by the Town.

While there have been suggestions of much higher traffic volumes and parking needs associated with the ongoing upgrade to the Common, it is important to note that the facility improvements are geared toward maintaining activities that have been prevalent on the Common for some time. Summer concerts have been drawing modest crowds for fifteen years and the new facilities simply involve a change in orientation of the stage using the new building as a backdrop. There will be more reliable skating and a more interesting playground, both activities your growing family may enjoy. The open green will remain pretty much to the extent it did before, although with better drainage after rainfalls and some additional paths, lighting and landscaping.

I hope this answers your questions satisfactorily and look forward to learning your views on the details of the project as it proceeds. It is good to know you and your family plan to make Rothesay your home for the foreseeable future and we welcome your queries on any activities of the Town.

Yours truly, ,



William J. Bishop

Mayor

Cc : Rothesay Council

From: [Matthew Alexander](#)
To: [REDACTED]
Cc: [Bill Bishop](#); [Nancy Grant](#); [Miriam Wells](#); [Bill McGuire](#); [Blair MacDonald](#); [Peter Lewis](#); [Pat Gallagher Jette](#); [John Jarvie](#); [Mary Jane Banks](#)
Subject: Re: letter to town council
Date: September-01-15 1:23:20 PM
Attachments: [image001.jpg](#)

Hi David:

Thank you for your email and letter and for being engaged in community issues.

Although the Rothesay Common Upgrade Project and the Almon Lane Reconstruction Project are in close proximity to one another, the two are completely separate and distinct.

On 9 February 2015, Council passed the following motion:

“MOVED by Counc. Wells and seconded by Counc. McGuire Council award a tender for improvements to the Rothesay Common to Bird Construction in the amount of \$2,203,500.00, including HST”

On 13 July 2015, Council passed the following motion:

“MOVED by Counc. Alexander seconded by Deputy Mayor Grant Council accept the proposal submitted by WSP, in the amount of \$108,429.15 to provide design and construction management services for Contract T-2015-01: Almon Lane and Peters Lane reconstruction and further that the Mayor and Town Clerk be authorized to execute the appropriate documentation in that regard”

Minutes of all Council meetings, since the beginning of 2008, can be found at:

<http://www.rothesay.ca/mayor-and-council/minutes/>

I sent an email to your mother on 12 February 2015 that provided considerable information on the Rothesay Common Upgrade Project. If you wish, I could send that information to you as well.

A typographical error on the 13 July 2015 Council Agenda incorrectly identified Item 9.5 as “T-2015-01 Almon Lane and Peters Lane Reconfiguration (Engineering Design and Construction Management Services)”. If you follow the link below, you can find the Agenda package for 13 July 2015 that includes a copy of the Staff report that was provided to Council that identifies the item as “Engineering Design and Construction Management Services T-2015-001: Almon Lane and Peters Lane Reconstruction”.

<http://www.rothesay.ca/mayor-and-council/agendas/>

(Refer to page 3 and pages 155 to 157)

Because of that typographical error, there has been speculation by some members in the community that the Almon Lane and Peters Lane Reconstruction work is tied to the Rothesay Common Project Upgrade. The only commonalities the two projects share are proponent,

location within the Town, and period when the work is being completed.

In 2011, Dillon Consulting completed an assessment of roadway surfaces throughout the Town. Almon Lane and Peters Lane were both assigned condition ratings of 5.00. That is the poorest rating possible and suggests that resurfacing should be done within 2 years. Since the assessment was completed, the surface of those roads has further deteriorated to the point where the surface and underlying road base have extended beyond the point of rehabilitation. Therefore, they require complete reconstruction.

The existing water and sanitary infrastructure on Almon Lane and Peters Lane are in poor condition and there is no continuous storm drainage system. The water and sanitary lines do not meet code and the lack of a continuous storm drainage system has resulted in water ponding issues in the past for some residents on Almon Lane. Knowing this, the Town is actively working to resolve these issues through the reconstruction work. As you may appreciate, these services connect to other parts of the Town so the poor condition infrastructure could possibly impact others not living on the two Lanes.

In some instances, underground services, such as water and sanitary sewer, can be done without undergoing a complete roadway reconstruction; however, the condition of the two Lanes is such that this cannot be done.

Upon learning about the reconstruction work on Almon Lane and Peters Lane, which was originally proposed for summer 2015, a member of the community group NALPL (Neighbours of Almon Lane and Peters Lane) contacted me. They and other members of NALPL were interested in understanding more about the plans for the two Lanes.

On 13 February 2015, the Town Manager (John Jarvie), the Town Engineer/Director of Operations (Brett McLean), and myself met for 1.5 hours with eight members of the NALPL at a home on Almon Lane to discuss plans for the reconstruction work. We also learned what residents love about their Lanes and their concerns related to the reconstruction work.

The reconstruction work has been divided into two components over two years: year 1, design; and year 2, construction. Over the past few weeks, surveyors have been out in the field collecting baseline information for designing the reconstruction work. Surveyors were consulting with residents to identify any issues that they may have, such as surface drainage issues, groundwater seeps, etc.

Design will occur over the next several months. Once the engineering design is about 40% complete (fall 2015 or winter 2015/2016, the Town will meet with those directly affected (members of NALPL) to allow for further input early in the design stage. Once the design is about 90% complete (winter 2015/2016 or spring 2015), the Town will hold an Open House for the entire public to attend and view the plans. That will allow everyone a chance to view the plans and if there are any major issues they can be addressed.

For major reconstruction projects, such as this, the Town holds public Open Houses; however, because of the concerns raised by members of NALPL early on in the process, additional consultation is being undertaken.

Through this reconstruction project, the roadway will not be widened, no sidewalk will be installed, and no parking areas will be added. Both Lanes under the proposed Schedule A of

By-Law No. 1-14, "A By-Law of the Municipality of Rothesay to Regulate Traffic", which is currently under review by the provincial Department of Transportation and Infrastructure (they must approve of it before Council can), Almon Lane and Peters Lane will be restricted parking zones along "both sides for the entire length of the street". Those Lanes are currently signed "no parking", but the By-Law revision will provide the Kennebecasis Regional Police Force with the authority to issue parking tickets for any violations.

With respect to channeling storm runoff, rolled curbing will be used instead of standard curbing along the Lanes and the concrete curbing may be coloured to help limit its contrast with the asphalt. Other options, such as ditching or inverted streets, may be possible. A professional arborist is being considered to survey the trees along the Lanes to provide baseline data on the condition of the trees and what trees may be most sensitive to the reconstruction work.

The Public Works and Infrastructure Committee, which I chair, has discussed the reconstruction work several times over the past few years. To limit the potential use/increase in traffic along the Lanes following the reconstruction work, the Committee has discussed the possibility of making them one-way or installing traffic calming measures.

I hope the above information demonstrates that the Rothesay Common Upgrade Project and the Almon Lane Reconstruction Project are completely separate and distinct projects. Had the Rothesay Common Upgrade Project not been moving forward, the Town would still be proceeding with the reconstruction of both Lanes because of the code issues and the poor condition of existing infrastructure.

David, if you ever have any questions, please feel free to call me at home ([847.9976](tel:847.9976)) or send me an email. Also, if you wish, I would be happy to sit down with you to discuss this or any other concerns you may have.

Thanks,

Matt

Sent from Matt's iPhone

On Aug 31, 2015, at 12:50 PM, Irving, David [REDACTED] wrote:

Dear Mayor and Councilors,

Please see attached letter regarding recent developments in our community. Please feel free to reach me via contact information provided below.

Thank you in advance for your time and consideration on this matter,

Regards,
David Irving

[REDACTED]
[REDACTED]



Disclaimer

This e-mail contains confidential information intended only for the person(s) to whom it is addressed. It may also be privileged or otherwise protected by other legal principles. Any unauthorized disclosure, use, dissemination or copying, in whole or in part, is strictly prohibited. If you are not the intended recipient, please notify the sender immediately and delete this e-mail and any attachments from your computer system and records. Thank you.

Avis de non-responsabilité

Ce courriel contient des informations confidentielles uniquement destinées à la ou les personnes à qui il est adressé. Il se peut également que ce message soit protégé par privilège ou autrement protégé par d'autres principes légaux. Toute divulgation, utilisation, dissémination ou copie non autorisée, de tout ou d'une partie de ce courriel, est strictement interdite. Si vous n'êtes pas le destinataire prévu, veuillez en avvertir immédiatement l'expéditeur et supprimer ce courriel ainsi que toute pièce jointe éventuelle de votre ordinateur et de vos dossiers. Merci.

<letter to town council - David Irving.pdf>



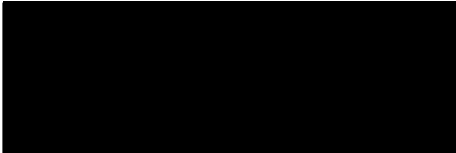
2015Sept14OpenSessioFINAL_039
ROTHESAY

150 Years Proud 1860-2010



2 September, 2015

Ms. Susan Petrie



70 Hampton Road
Rothesay, NB
Canada E2E 5L5

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

Rothesay@rothesay.ca
www.rothesay.ca

Dear Ms. Petrie:

Re: Email Message of August 5th Re: Peters Lane

Your email of August 5th was reviewed by Rothesay Council at its last meeting and I have been asked to respond. Thank you for sharing your views. In answer to your request, please note the following.

All the street surfaces in the municipality are renewed from time to time as their condition merits and resources are available. The surfaces of Peters and Almon lanes have reached the point where such consideration is appropriate. Prior to resurfacing any Town streets, the pipework beneath the surface is inspected to determine that its condition is not likely to require major work during the useful life of the surface, in this case twenty years or more. In the preliminary review of the pipework and road base on the Lanes the following deficiencies were identified:

1. the drainage system are inadequate as the storm water is not directed effectively in heavy weather (this is concern has been expressed by one or more property owners who say they have experienced some flooding);
2. the water line serving the lanes is not of standard size and is unlikely to perform satisfactorily in case of a fire; and
3. the condition of the sanitary sewer pipework is questionable.

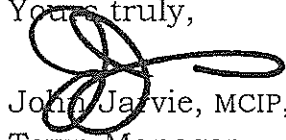
Consequently a budget item was included in the current year to have engineering design work completed so a renewal project could be estimated for the 2016 budget year or some subsequent fiscal period. That work is currently underway and includes an evaluation of the health and structural integrity of the mature trees in the road rights-of-way.

With respect to changes to the lanes, the general direction to the engineering firm is to replace what is there now. As the project proceeds there will be discussions about traffic and possible calming measures. The direction is to design the Lanes for local traffic and there is no intention to change the role of the Lanes within the traffic network of the Town. It is likely curbs will be added to satisfactorily direct the storm water toward the new storm sewer catch basins.

The timing of this work is incidental to the work being carried out on the Rothesay Common and is perhaps an unfortunate coincidence as it seems to have raised unfounded concerns in some quarters.

I hope this answers your questions satisfactorily and look forward to learning your views on the details of the project as it proceeds.

Yours truly,



John Jarvie, MCIP, RPP
Town Manager

Cc : Rothesay Council

RECEIVED
AUG 31 2015

Town of Rothesay
70 Hampton Road
Rothesay, NB
Canada E2E 5L5

August 29, 2015

Dear Mayor Bishop and Rothesay Council,

I would like to thank you for the financial support in my educational endeavors. It is an honor to receive the R.G.L Fairweather Memorial Scholarship. With the help you have provided, it will make it possible for me to follow my dream of pursuing a B.A. in Criminology at St. Thomas University. Knowing that I have my home town behind me, makes my goal much more meaningful.

Best Regards,



Cowan Donovan

RECEIVED
SEP 04 2015

August 19, 2015

His Worship William J. Bishop
Mayor of Rothesay
70 Hampton Road
Rothesay, New Brunswick E2E 5L5

Re: Provincial Funding – New Community Facility

Dear Mr. Mayor:

I am responding to your recent letter to Premier Gallant regarding the Town of Rothesay's funding request to the Regional Development Corporation.

Please be advised that there is no decision regarding the Town's request.

As you are no doubt aware, the Province's finances are extremely tight and not all projects can be funded in a timely fashion.

Please rest assured that funding for Rothesay's Community Facility will be given due consideration as budgets permit.

Sincerely,



Bill Levesque
President



From: [Bill Bishop](#)
To: [Mary Jane Banks](#)
Subject: FW: Millenium Drive proposed project
Date: August-11-15 4:16:44 PM

M.J. for your records. W.J.B.

William J. Bishop
Mayor
848-6662

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](#).

From: [REDACTED]
Sent: August-11-15 12:47 PM
To: Bill Bishop; Nancy Grant; Matthew Alexander; Miriam Wells; Bill McGuire; Blair MacDonald; Peter Lewis; Pat Gallagher Jette
Subject: Millenium Drive proposed project

Having missed the meeting at Bill McGuire center due to unforeseen circumstances we wish to voice our support for the project .This is needed for jobs ,tax revenue and services residents need.

Arnold & Faye Morrison
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

--
arnold

From: [Bill Bishop](#)
To: [Mary Jane Banks](#)
Subject: FW: commercial retail shopping district on Millennium Drive
Date: August-11-15 4:17:20 PM

M.J. for your records. W.J.B.

William J. Bishop
Mayor
848-6662

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.

From: [REDACTED]
Sent: August-11-15 11:16 AM
To: Bill Bishop; Miriam Wells; Peter Lewis; Pat Gallagher Jette; Blair MacDonald; Bill McGuire; Peter Lewis; Nancy Grant; Matthew Alexander
Subject: commercial retail shopping district on Millennium Drive

Just so you know, I fully support a commercial retail shopping district on Millennium Drive. This area already is highly commercialized and has ample room for more commercial growth.

It will not effect the residential concept of the town in this area at all.

The town is growing and should not be held back from this.

I am tired of driving to Saint John and Moncton to shop.

Thanks

Dave

Sent from [Mail](#) for Windows 10

From: [REDACTED]
To: [Mary Jane Banks](#)
Subject: Millennium Drive Development - Impact on Home Values
Date: September-05-15 2:22:00 PM
Importance: High

Mary Jane – Can you please forward this e-mail along to the Mayor and Councillors.

Thank you.

Mayor Bishop and Councillors – Further to our letters (one addressed to the Mayor and Councillors and the other to PAC) dated July 20th, 2014, we want to make you aware that since the Millennium Drive proposal was highlighted in a Telegraph Journal article the first week in May, we have lost two opportunities for selling our home. The first transaction was initiated prior to the TJ report and involved a party that was quite sensitive to the potential development along Millennium Drive. Our real estate agent provided potential buyers with a copy of Rothesay By-Law 4.13 and highlighted the Development Standard “Only moderate density garden homes or town houses shall be developed adjacent to residentially zoned properties.” This apparently appeased the buyers as we received an offer. We accepted the price and were in the process of negotiating the terms when the TJ article was published. The buyers withdrew their offer. In the second situation, which occurred on August 31st, 2015, the potential buyer was from Ontario. He looked at twenty house in the KV area and settled on ours. He was in the process of putting together an offer on our home when a close relative who lives in KV advised him that the proposed development would seriously hurt the ability of him to recoup any investment that he put into our home. We were devastated when we were advised of his decision to place an offer on another home. We have purchased some land in the KV area with the intent that we will build our retirement home. It would appear that our ability to do so will be severely limited unless Council overturns this proposal and provides strong direction that such proposals – those requiring substantial By-Law variances and having such negative impacts on residents – should never pass the Planning Department’s review and be positioned with PAC and Council. You should be aware that the [Canadian Bill of Rights](#) guarantees many basic rights and freedoms, including the “right of the individual to life, liberty, security of the person and **enjoyment of property**” and the right not to be deprived of any of those rights except in accordance with “due process,” meaning basic procedural fairness. (<http://www.justice.gc.ca/eng/csj-sjc/just/06.html>). It is certainly difficult for one to enjoy their homes when they can see their values diminish, and while they have to be alert to potential developers attempting to circumvent the dictates of the By-Laws.

Your consideration of our position, and our current situation, would be greatly appreciated during the next Council meeting.

Thank you.

Wayne and Heather Crawford

[REDACTED]
[REDACTED]



**KENNEBECASIS VALLEY FIRE DEPARTMENT INC BOARD MEETING
FIRE STATION ONE, CAMPBELL DRIVE
JUNE 10, 2015**

Present: Chair Libby O'Hara Chief Bill Ireland
Vice Chair Blair MacDonald Carlene MacBean, Executive Assistant
Secretary Treasurer Kirk Miller
Commissioner Pat Gallagher Jette
Commissioner Robert McIntyre
Commissioner Roger Young

Regrets: Commissioner Brian Shanks
Commissioner Katrina White

1.0 Call to Order

Chair O'Hara called the meeting to order at 6:04 pm.

2.0 Chair's Remarks

Chair O'Hara discussed her recent trip to Calgary to attend the Federal Canadian Municipalities conference.

3.0 Approval of Agenda

Moved by K. Miller and seconded by B. MacDonald, that the agenda be approved.

CARRIED

4.0 Disclosure of Interest

None

5.1 Approval of Previous Minutes

Moved by P. Gallagher Jette and seconded by B. MacDonald, that the minutes of April 8, 2015 be approved as submitted.

CARRIED

6.0 Unfinished Business

6.1 Station Location Study

Chief Ireland met with the author of our study last week. He did have some valid explanations and promised to have a report for this meeting and did not. At the time of the tendering process, he was the lowest bid and was still over budget. We were able to renegotiate and reduce the price; this company is the premier in the industry, everyone uses him.

He has been told we expect a reduction in the cost of the final report. From the discussion, it became clear the report will recommend one station and near the location of where Station 2 is now.

6.2 Amendment to Regional Fire Protection

The proposed changes to this agreement have been significantly revised from the last Board meeting as it was felt we were going beyond our scope as a Board. This version reflects the changes needed to the document due to self-administration. Chief Ireland recommended that if the Board found this acceptable the document would be sent to both towns for their consideration and acceptance. Both towns would need to agree to any changes.

Moved by P. Gallagher Jette and seconded by R. McIntyre to send to both councils with amendments made for their approval.

CARRIED

6.3 Amendment to By-Law 1A

Moved by B. MacDonald and seconded by P. Gallagher Jette that By-Law 1A be amended to include the terms of the Finance and Personnel Committees which have already been determined by resolution in 2012.

On the vote:

One Nay – R. Young

Five Yeas – R. McIntyre, B. MacDonald, P. Gallagher Jette, K. Miller, L. O'Hara

CARRIED

The question of the Treasurer being bonded for theft was discussed. Chief Ireland will determine with the department's insurance company if he and the other members are and if not, to determine what is required. Commissioner Gallagher Jette asked if legal counsel was used to create the By-Law 1A. Chief Ireland stated he would check with John Jarvie as he was the department administrator when this document was created.

Moved by P. Gallagher Jette and seconded by B. MacDonald to adopt the changes.

CARRIED

7.0 Correspondence

7.1 Letter to Both Towns re: 2014 Audited Statements

Moved by P. Gallagher Jette and seconded by R. Young, to receive and file.

CARRIED

8.0 New Business

8.1 Globe and Mail Article – Commissioner Young

Commissioner Young requested this article be distributed for informational purposes. The article shows if we are going to do more, we are going to pay more.

Chief Ireland appreciated that the members were putting the article in context. The article states "we're spending 25% of our operating budget of our operating budget on firefighters". Our department is 8.5% of the valley's operating budget with 10% being fairly standard. As long as articles such as these are viewed in context they can be helpful.

Moved by P. Gallagher Jette and seconded by K. Miller to receive and file.

CARRIED

The meeting adjourned for a break at 7:15 am and reconvened at 7:25 pm.

8.2 Standard of Response Cover Presentation

- 8.2.1 Memorandum – Standard of Response Cover
- 8.2.2 Overview of Staffing and Deployment
- 8.2.3 Draft Policy for Fire Suppression

Chief Ireland recommended the adoption of a Standard of Response Cover policy which is intended to define the level of fire protection the KVFD will provide to area residents. Considerable background material was presented to support his recommendation. The Chief's recommendation generated considerable discussion around the Board table.

The following questions were asked of the Chief: does the policy require us to hire any more firefighters; is this the level of service we currently provide or is it your vision; does our current budget support this level of service; is this the bare minimum level of service; can we cap firefighter salaries; can we operate with less firefighters on-duty if we use a call-back system for major incidents; does a fire inspection program make us more effective; are we meeting our legal responsibility to protect the health and safety of our employees; does the public expect that all houses will be saved; what does the community expect for service; are there other options/levels of service?

The Chief responded as follows: the policy reflects the current level of service being provided and does not require the hiring of additional staff; the policy falls just short of the industry defined basic level of service for a community of this size based on our current risk profile; firefighter salaries are negotiated and the current collective agreement expires at the end of 2016; the department already uses a call-back system for major incidents but we could investigate a demand based scheduling system that may alter the on-duty complement during periods with historically low demand; fire prevention programs have been proven to be a cost effective means of reducing fire risk and preventing fire loss and injuries; we currently meet minimum health and safety requirements but a reduction in the on-duty complement or responding firefighting force would alter our current operations; an accurate assessment of public expectations cannot be determined as no public consultation process has been completed; there are other options for service levels but all are directly related to our budget – less money would reduce our level of service, more money could improve our level of service.

Moved by P. Gallagher Jette and seconded by R. Young, Chief Ireland provide two to four models of levels of service that could be provided to be taken to both councils.

On the question:

Vice Chair MacDonald stated if the Chief provides a level of service that cost more we could take that to council provided we have the background to defend it. Treasurer Miller stated it would have to be provided to both towns by the end of September to allow them time to figure it into their budgets. Chief Ireland will provide an update at the August Board meeting.

CARRIED

Moved by R. McIntyre and seconded by R. Young, the Board endorse the policy as presented by Chief Ireland that is currently being used.

On the question:

Vice Chair MacDonald asked Chief Ireland if he felt the standards for response are sufficient to meet the levels of service required. Chief Ireland replied no, we are not meeting the minimum industry standards. Treasurer Miller stated these documents are confirming our current policy and not adding anything.

CARRIED

9.0 Financial

9.1 Draft Financial Statements for the Four Months Ended April 30, 2015

Chief Ireland explained that the variances (year to date) are based on allocating on a monthly basis the annual budget. The expenses and the budget allocation do not always match, this is just the method of reporting.

Commissioner MacDonald requested that the Finance Committee review the adequacy of the department insurance on an annual basis. Chief Ireland will add it to their agenda.

Moved by P. Gallagher Jette and seconded by K. Miller, that the Draft Financial Statements for the Four Months Ended April 30, 2015 be received and filed.

CARRIED

10.0 Business Arising from Committee of the Whole

None

11.0 Reports

11.1 Chief's Report

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

On the question:

Vice Chair MacDonald asked about moving towards formalizing fire inspections and code enforcement. Chief Ireland stated there is a question on who is responsible for this. The new Fire Marshal has raised the question of it being a municipal responsibility, not a provincial one. We are currently the largest department in the province not doing these.

CARRIED

11.2 Response Summary

It was noted that the number of alarms with no fire was up; however, it is expected it will taper off by the end of the year. The response to these calls has been changed, it used to be a full response and they have been scaled back to one unit only.

Moved by K. Miller and seconded by B. MacDonald to receive and file.

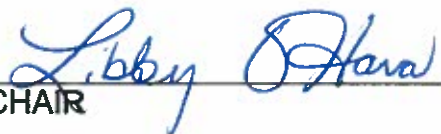
CARRIED

12.0 Adjournment

Moved by R. McIntyre that the meeting be adjourned at 8:18 pm.

Date of next meeting – August 12, 2015 at 5:30 pm

Respectfully submitted,



CHAIR



VICE CHAIR

Kennebecasis Valley Fire Department Inc.

Statement of Operations with Budget Variances
For the 4 months ending April 30, 2015

	BUDGET YEAR TO DATE	ACTUAL YEAR TO DATE	VARIANCES YEAR TO DATE (Under Budget)	BUDGET 2015
Line # REVENUE:				
1 Members Contributions	\$1,364,222	\$1,364,222	(\$0)	\$4,433,722
2 Local Service Districts	\$29,265	\$29,265	\$0	\$87,796
3 Revenue Fee Structure	\$0	\$0	\$0	\$70
4 Rebate on Property Tax	\$0	\$0	\$0	\$44,000
5 Misc. Revenue	\$0	\$617	\$617	\$0
6 Interest Income C/A	\$1,000	\$1,439	\$439	\$3,000
7 Surplus/ Deficit 2nd Previous	(\$9,756)	(\$9,756)	\$0	(\$9,756)
8	<u>\$1,384,731</u>	<u>\$1,385,787</u>	<u>\$1,056</u>	<u>\$4,558,832</u>
EXPENSES:				
ADMINISTRATION:				
9 Admin. Wages and Benefits	\$179,401	\$177,232	(\$2,168)	\$548,400
10 Convention/ Dues/ Training	\$4,000	\$3,962	(\$38)	\$20,000
11 Professional Services	\$0	\$0	\$0	\$24,500
12 Office Supplies / Copy Machine/ S/C	\$2,443	\$3,116	\$674	\$7,328
13 Computer Hardware/Software/IT	\$5,958	\$4,577	(\$1,381)	\$12,000
14 Station Telephone/ Internet	\$3,525	\$2,897	(\$628)	\$14,100
15 Postage/ Misc. Exp	\$567	\$569	\$3	\$3,550
16	<u>\$195,893</u>	<u>\$192,354</u>	<u>(\$3,539)</u>	<u>\$629,878</u>
FIREFIGHTING FORCE:				
17 Salaries Basic	\$714,686	\$711,725	(\$2,961)	\$2,285,613
18 Overtime	\$20,000	\$8,994	(\$11,006)	\$60,000
Vacation Pay on Retirement	\$8,185	\$6,821	(\$1,364)	\$14,187
19 Force Benefits	\$219,759	\$219,330	(\$429)	\$558,600
20 Clothing/Uniform Maintenance	\$8,867	\$3,490	(\$3,377)	\$26,400
21 Medical and Fitness Training	\$4,000	\$2,274	(\$1,726)	\$15,400
22 Career Recognition	\$1,000	\$644	(\$356)	\$3,500
23 Holiday Relief Wages & Overtime	\$72,041	\$71,618	(\$423)	\$288,900
24 Holiday Relief Benefits	\$30,863	\$27,317	(\$3,546)	\$93,040
25 Volunteer Expenses	\$8,500	\$7,538	(\$962)	\$20,300
26	<u>\$1,085,900</u>	<u>\$1,059,750</u>	<u>(\$26,150)</u>	<u>\$3,345,940</u>
TELECOMMUNICATIONS				
27 Cellular Telephone	\$1,507	\$620	(\$887)	\$4,520
28 Communication Equipment	\$3,750	\$2,686	(\$1,064)	\$12,000
29 Maintenance/ Repairs	\$1,000	\$565	(\$435)	\$3,000
30	<u>\$6,257</u>	<u>\$3,770</u>	<u>(\$2,487)</u>	<u>\$19,520</u>
INSURANCE:				
31 Insurance	\$34,500	\$31,739	(\$2,761)	\$34,500
32	<u>\$34,500</u>	<u>\$31,739</u>	<u>(\$2,761)</u>	<u>\$34,500</u>

Kennebecasis Valley Fire Department Inc.

Statement of Operations with Budget Variances
For the 4 months ending April 30, 2015

	BUDGET YEAR TO DATE	ACTUAL YEAR TO DATE	VARIANCES YEAR TO DATE	BUDGET 2015
PREVENTION AND TRAINING				
33 Firefighter/Co. Officer Training	\$9,000	\$8,965	(\$35)	\$32,000
34 Fire Prevention and Public Education	\$2,837	\$1,632	(\$1,205)	\$10,000
35 Training Supplies	\$200	\$0	(\$200)	\$2,500
36	<u>\$12,037</u>	<u>\$10,598</u>	<u>(\$1,439)</u>	<u>\$44,500</u>
FACILITIES				
37 Station 1 Operating	\$126,798	\$130,751	\$3,954	\$177,682
38 Station 2 Operating	\$7,233	\$7,445	\$212	\$21,700
39 Station 2 Rent	\$15,667	\$15,667	\$0	\$47,000
40 Station Supplies	\$3,333	\$2,714	(\$619)	\$10,000
41	<u>\$153,031</u>	<u>\$156,577</u>	<u>\$3,546</u>	<u>\$258,382</u>
FLEET				
42 Vehicle Fuel	\$10,750	\$8,648	(\$2,104)	\$43,000
43 Vehicle Registration	\$325	\$324	(\$1)	\$425
44 Vehicle Lease Payments	\$1,700	\$1,089	(\$611)	\$1,700
45 Vehicle Maint & Repairs	\$18,000	\$21,236	\$5,236	\$60,000
46	<u>\$28,775</u>	<u>\$31,295</u>	<u>\$2,520</u>	<u>\$105,125</u>
OPERATIONS				
47 New Equipment	\$5,332	\$2,481	(\$2,851)	\$18,000
48 Maint & Repairs - Equipment	\$5,313	\$7,215	\$1,903	\$12,000
49 Maint & Repairs - Bunker Gear	\$350	\$310	(\$40)	\$6,000
50 Medical Supplies	\$1,167	\$1,893	\$727	\$3,500
51 Firefighter Supplies	\$1,333	\$140	(\$1,194)	\$4,000
52 Health & Safety	\$500	\$38	(\$462)	\$1,500
53 H&S Cause Determination	\$333	\$10	(\$324)	\$1,000
54	<u>\$14,328</u>	<u>\$12,087</u>	<u>(\$2,242)</u>	<u>\$44,000</u>
WATER COSTS:				
55 Water Costs - Rothesay	\$11,407	\$11,408	(\$1)	\$22,813
56 Water Costs - Quispamsis	\$2,087	\$2,087	\$0	\$4,174
57	<u>\$13,494</u>	<u>\$13,493</u>	<u>(\$1)</u>	<u>\$26,987</u>
OTHER:				
58 Miscellaneous	\$667	\$740	\$73	\$2,000
59 Retirement Allowance	\$18,667	\$18,667	\$0	\$50,000
60	<u>\$17,333</u>	<u>\$17,407</u>	<u>\$73</u>	<u>\$52,000</u>
61	<u>\$1,561,548</u>	<u>\$1,529,069</u>	<u>(\$32,479)</u>	<u>\$4,558,832</u>
62 PROJECTED BUDGET SURPLUS (DEFICIT)	<u>(\$178,817)</u>			<u>\$0</u>
63 ACTUAL SURPLUS (DEFICIT) FOR THE PERIOD		<u>(\$143,282)</u>		

Kennebecasis Valley Fire Department Inc.
Budget Variances Analysis greater than \$5,000
For the 4 months ending April 30, 2015

Line #	Description	Budget YTD	Actual YTD	Variance	Details
	Firefighting Force				
18	Overtime	\$20,000	\$8,994	(\$11,006)	overtime used as needed
	Fleet				
45	Vehicle Maint & Repairs	\$16,000	\$21,236	\$5,236.00	Maintenance and repairs as needed
	Material Variances	\$36,000	\$30,230	(\$5,770.00)	

Kennebecasis Valley Fire Department Inc.
Invoices over \$2,000
For the months of March and April 2015

Recurring Monthly Invoices		Amount	Description
03/01/15	Assumption Life	\$24,928	Group Benefits
03/01/15	Town of Quispamsis	\$5,725	Rent - Station 2
03/02/15	Receiver General	\$43,915	payroll liabilities
03/12/15	BMO	\$66,294	net wages 03/12/2015
03/26/15	Receiver General	\$41,334	payroll liabilities
03/26/15	BMO	\$64,413	net wage 03/26/2015
03/31/15	CIBC Mellon	\$39,032	Pension March 2015
03/31/15	I.A.F.F. Local 3591	\$7,176	Union Dues
03/31/15	Worksafe NB	\$30,360	Firefighter Compensation Act Annual Fee
04/01/15	Assumption	\$24,671.88	Group Benefits
04/01/15	IAFF	\$6,629	Union dues
04/08/15	Receiver General	\$41,926	payroll liabilities
04/09/15	BMO	\$59,947	net wages 04/09/2015
04/20/15	Receiver General	\$52,464	payroll liabilities
04/23/15	BMO	\$63,329	net wages 04/23/2015
04/30/15	CIBC Mellon	\$38,596	Pension April 2015

Non-Recurring Invoices		Amount	Description
03/01/15	Saint John Toyota	\$19,984.72	CAPITAL -buy out of lease - 2011 Tundra
03/01/15	Irving Oil Marketing GP	\$2,095.82	Fuel
03/01/15	Minister of Finance	\$97,863.94	2015 property tax
03/06/15	KV Auto & Truck Center	\$2,528.35	vehicle maintenance
03/06/15	Goodyear Canada	\$2,087.45	vehicle maintenance
03/06/15	Irving energy	\$2,162.59	propane
03/11/15	BMO Mastercard	\$2,503.20	misc.exp including conferences, fire prevention
03/11/15	BMO Mastercard	\$7,267.88	CAPITAL - Vehicle (swivel arm)
03/18/15	Micmac Fire & Safety Source Ltd	\$4,792.54	SCBA performance flow test
03/26/15	Atlantic Window	\$3,370.76	station door maintenance
04/02/15	McLean Micro	\$14,088.84	CAPITAL - computer upgrade
04/06/15	Town of Rothesay	\$5,703.00	Water



Kennebecasis Valley Fire Department

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

June 10, 2015

HRFF Recruitment

The department has selected four candidates to advance to the final stage of the overall evaluation process. Beginning June 15, the four remaining applicants will begin a 30-day training program with the department following which the candidates will be ranked and offered positions in order as they become available. We presently have one permanent vacancy and one term vacancy and anticipate two more permanent vacancy by mid - 2016. Thank-you to Personnel Committee members Chair Libby O'Hara and Commissioner Katrina White for their assistance with the interview process.

NBAFC Convention

The Royal Firefighters Association and the KVFD successfully hosted the 2015 New Brunswick Association of Fire Chiefs Convention at the qplex from May 29th – 31st. Over 300 delegates from across the Province attended the weekend's activities which included a tradeshow, AGM and presentations on PTSD Operational Stress Injuries and the Lac Megantic Derailment by Chief Denis Lauzon. At the AGM, Deputy Chief Dan McCoy was elected as President of the Association and will serve in that role for a two-year term.

Structure Fire

On May 5th, our crews saved the residence at 429 Hampton Road from significant damage. Upon arrival, the first arriving Officer reported that the attached garage was fully involved with flames extending up the side of the residence. An immediate fire attack using large volume hose was initiated and the fire was quickly brought under control. After a thorough investigation, spontaneous heating causing by chlorine and pool chemicals stored in the garage was determined to be the cause.

New Auxiliary Members

The department has recently added four new auxiliary members bringing our total complement of volunteer members to 17 - one more than our targeted number. Attendance at bi-weekly training has been excellent and our volunteer members have successfully adapted to their new role.

Fire Department Information Conference

On June 5-7, the department sent six members (4 career, 2 auxiliary) to the annual FDIC Atlantic in Wolfville, NS. The Fire Department Information Conference offers Atlantic Canada firefighters workshops on various fire related topics, as well as hands-on sessions. FDIC Atlantic has become a focal point for educational seminars directed at emergency responders. In attendance were firefighters from New Brunswick, Prince Edward Island, Nova Scotia, and Newfoundland & Labrador.

HomeSafe Program

Platoon Chief Boyle has developed a voluntary home fire safety inspection program which is the first step in moving towards a formalized inspection and code enforcement program. It will allow for staff to become exposed to the inspection process through a non-punitive program for homeowners and be the testing ground for a formalized program moving towards properties that must comply with certain standards.

Currently the majority of fire losses that this department deals with are residential, representing almost 70% of fire losses. An effective home survey program is a proven method of fire prevention that has had success with reducing loss of life, injury, and damage from fire.

The program will utilize existing resources and will use on duty personnel to conduct home inspections. This has several benefits for the department members including:

- Increased productivity
- Increased community contact
- Familiarization with residential properties and street names
- Familiarization with hydrant districts
- Familiarization with building construction, interior designs, and avenues of potential fire spread

This program will also benefit the community by increasing awareness on issues such as:

- Fire safety in the home
- Protective measures to improve quality of life
- Public safety and awareness

A program such as this will allow our members to have direct contact with residents and become a resource to answer questions on fire safety and fire department response. It could also be used as a mechanism to deliver specific fire prevention activities ongoing within the department, such as those that are seasonal or identified problem areas.

Lastly, this program has the overall goal of reducing life hazards and fires that happen in the home. It can also demonstrate value to the community beyond what they know and understand about the department at present.

PC Boyle is currently in the process of training our staff to deliver the HomeSafe program and we expect it to begin this summer.

Reponse Types Kennebecasis Valley Fire Department (01/01/2015-31/03/2015)	Jan	Feb	Mar	April	May	2015 YTD	2014 YTD
Fire/explosion - dollar loss [10]	4	6	1	3	4	18	19
Rubbish/grass fire - no dollar loss [12]	3	0	0	2	10	15	15
Chimney Fire [13]	1	3	1	1	0	6	5
Total Fire [10-19]	8	9	2	6	14	39	39
Rescue - Miscellaneous [30]	1	0	1	1	0	3	2
Vehicle Accident [31]	14	9	9	7	6	45	34
Total Rescue or Resuscitation call [30-39]	15	9	10	8	6	48	36
Public Hazard - gasoline or fuel spill [41]	0	0	0	1	0	1	1
Public Hazard - power line down / utility pole hazard [43]	0	3	0	5	0	8	12
Public Hazard - miscellaneous [49]	1	0	2	1	1	5	3
Total Public hazard [40-49]	1	3	2	7	1	14	16
Gas Leak - propane [51]	0	2	1	0	1	4	4
Gas Leak - response to carbon monoxide detector alarm [53]	4	3	0	1	0	8	3
Total Gas leak [50-59]	4	5	1	1	1	12	7
Public Service - first aid [62]	66	46	66	54	45	277	226
Public Service - assist police or other agency [63]	2	2	0	1	1	6	2
Public Service - mutual aid [65]	1	2	2	2	0	7	4
Public Service - animal rescue [66]	0	0	0	0	0	0	1
Public Service - flooding [67]	0	0	0	2	0	2	10
Public Service- miscellaneous [69]	3	3	2	1	0	9	11
Total Public services [60-69]	72	53	70	60	46	301	254
Alarm No Fire - accidental miscellaneous [70]	7	2	7	2	1	19	16
Alarm No Fire - smoke or steam mistaken [71]	1	0	0	0	5	6	3
Alarm No Fire - sprinkler surge or discharge [72]	1	0	1	0	0	2	1
Alarm No Fire - detector activated [73]	6	4	10	2	6	28	11
Alarm No Fire - unknown odours [75]	0	2	2	0	0	4	1
Alarm No Fire - miscellaneous [79]	3	4	7	1	0	15	13
Total Alarm no fire - No malicious intent [70-79]	18	12	27	5	12	74	45
False Alarm (Mischief) - municipal alarm system [81]	0	0	0	0	0	0	0
False Alarm (Mischief) - miscellaneous [89]	0	1	0	0	1	2	0
Total False alarm - Mischief [80-89]	0	1	0	0	1	2	0
Total Reponse Types Kennebecasis Valley Fire	118	92	112	87	81	490	397

Town of Rothesay

General Fund Financial Statements

July 31, 2015

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
Capital Project Listing - July	G11
Capital Project Listing - August - DRAFT	G12

Town of Rothesay

Balance Sheet - Capital General Fund 7/31/15

ASSETS

Capital Assets - General Land	3,220,477
Capital Assets - General Fund Land Improvements	5,705,990
Capital Assets - General Fund Buildings	3,631,554
Capital Assets - General Fund Vehicles	1,744,024
Capital Assets - General Fund Equipment	1,681,428
Capital Assets - General Fund Roads & Streets	34,787,458
Capital Assets - General Fund Drainage Network	16,873,831
Capital Assets - Under Construction - General	754,083
	<hr/>
	68,398,843
Accumulated Amortization - General Fund Land Improvements	(1,820,170)
Accumulated Amortization - General Fund Buildings	(1,919,087)
Accumulated Amortization - General Fund Vehicles	(911,714)
Accumulated Amortization - General Fund Equipment	(603,456)
Accumulated Amortization - General Fund Roads & Streets	(15,788,896)
Accumulated Amortization - General Fund Drainage Network	(5,533,575)
	<hr/>
	(26,576,898)
	<hr/>
	<u>\$ 41,821,945</u>

LIABILITIES AND EQUITY

Gen Capital due to/from Gen Operating	(568,238)
Total Long Term Debt	5,716,000
	<hr/>
Total Liabilities	<u>\$ 5,147,762</u>
Investment in General Fund Fixed Assets	36,674,184
	<hr/>
	<u>\$ 41,821,945</u>

Town of Rothesay
Balance Sheet - General Fund Reserves
7/31/15

ASSETS

BNS General Operating Reserve	618,286
BNS General Capital Reserves	185,424
BNS - Gas Tax Reserves - GIC	3,472,374
Gen Reserves due to/from Gen Operating	478
	<u>\$ 4,276,562</u>

LIABILITIES AND EQUITY

Def. Rev - Gas Tax Fund - General	3,339,739
Invest. in General Capital Reserve	54,990
General Gas Tax Funding	131,601
Invest. in General Operating Reserve	621,018
Invest. in Land for Public Purposes Reserve	88,162
Invest. in Town Hall Reserve	41,052
	<u>\$ 4,276,562</u>

Town of Rothesay
 Balance Sheet - General Operating Fund
 7/31/15

CURRENT ASSETS

Cash	3,070,870
Receivables	79,044
HST Receivable	268,273
Inventory	23,881
Gen Operating due to/from Util Operating	(182,641)
Total Current Assets	<u>3,259,427</u>
Other Assets:	
Projects	<u>1,533,698</u>
	<u>1,533,698</u>
 TOTAL ASSETS	 <u><u>4,793,126</u></u>

CURRENT LIABILITIES AND EQUITY

Accounts Payable	1,233,969
Other Payables	363,859
Gen Operating due to/from Gen Reserves	478
Gen Operating due to/from Gen Capital	568,238
Accrued Sick Leave	9,000
Accrued Pension Obligation	345,200
Accrued Retirement Allowance	306,000
Def. Rev-Quispamsis/Library Share	37,783
TOTAL LIABILITIES	<u><u>2,864,527</u></u>

EQUITY

Retained Earnings - General	249,325
Surplus/(Deficit) for the Period	<u>1,679,273</u>
	<u>1,928,598</u>
	<u><u>4,793,125</u></u>

2015Sept14OpenSessioFINAL_063

Town of Rothesay

Statement of Revenue & Expenditure
7 Months Ended 7/31/15

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET Y-T-D	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Warrant of Assessment	1,226,582	1,226,582	8,586,071	8,586,071	0		14,718,978
Sale of Services	21,118	18,400	180,689	171,075	9,614		384,700
Services to Province of New Brunswick	11,050	5,526	38,675	38,679	(4)		66,306
Other Revenue from Own Sources	47,163	7,727	485,205	78,092	407,113		140,729
Unconditional Grant	9,689	9,689	67,820	67,820	0		116,262
Conditional Transfers	0	5,000	4,000	11,500	(7,500)		26,500
Other Transfers	0	0	489,025	489,025	0		894,025
	<u>\$1,315,601</u>	<u>\$1,272,923</u>	<u>\$9,851,484</u>	<u>\$9,442,260</u>	<u>\$409,224</u>		<u>\$16,347,500</u>
EXPENSES							
General Government Services	91,710	116,001	1,243,433	1,373,189	129,756		2,053,519
Protective Services	320,706	319,788	2,976,504	2,968,110	(8,393)		4,567,051
Transportation Services	227,685	249,483	1,983,338	2,010,254	26,916		3,355,933
Environmental Health Services	42,249	55,667	330,285	348,167	17,882		633,000
Environmental Development	38,371	46,845	315,970	371,339	55,369		619,122
Recreation & Cultural Services	260,844	265,474	1,026,083	1,118,322	92,239		1,791,344
Fiscal Services	303	417	303,799	304,963	1,164		3,327,531
	<u>\$981,869</u>	<u>\$1,053,675</u>	<u>\$8,179,412</u>	<u>\$8,494,345</u>	<u>\$314,933</u>		<u>\$16,347,500</u>
Surplus (Deficit) for the Year	<u>\$333,732</u>	<u>\$219,248</u>	<u>\$1,672,072</u>	<u>\$947,915</u>	<u>\$724,157</u>		<u>\$ -</u>

Town of Rothesay
Statement of Revenue & Expenditure
7 Months Ended 7/31/15

	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	1,700	1,833	11,335	12,833	(1,498)		22,000
Town Hall Rent	800	800	4,860	5,600	(740)		69,600
Arena Revenue	1,242	667	125,233	115,542	9,691	1	228,000
Community Garden	(20)	0	840	900	(60)		900
Recreation Programs	17,397	15,100	38,421	36,200	2,221	2	64,200
	<u>21,118</u>	<u>18,400</u>	<u>180,689</u>	<u>171,075</u>	<u>9,614</u>		<u>384,700</u>
Other Revenue from Own Sources							
Licenses & Permits	44,200	6,667	98,808	46,667	52,141	3	80,000
Police Fines	0	0	13,293	24,000	(10,707)	4	48,000
Interest & Sundry	2,588	417	15,232	2,917	12,316	5	5,000
Miscellaneous	375	644	357,720	4,509	353,212	6	7,729
History Book Sales	0	0	151	0	151		0
	<u>47,163</u>	<u>7,727</u>	<u>485,205</u>	<u>78,092</u>	<u>407,113</u>		<u>140,729</u>
Conditional Transfers							
Canada Day Grant	0	0	2,500	1,500	1,000		1,500
Grant - Other	0	5,000	1,500	10,000	(8,500)	7	25,000
	<u>0</u>	<u>5,000</u>	<u>4,000</u>	<u>11,500</u>	<u>(7,500)</u>		<u>26,500</u>
Other Transfers							
Surplus of 2nd Previous Year	0	0	84,025	84,025	0		84,025
Utility Fund Transfer	0	0	405,000	405,000	0		810,000
	<u>0</u>	<u>0</u>	<u>489,025</u>	<u>489,025</u>	<u>0</u>		<u>894,025</u>
EXPENSES							
General Government Services							
Legislative							
Mayor	2,731	2,967	19,405	20,767	1,361		35,600
Councillors	6,429	8,667	63,286	60,667	(2,619)		104,000
Regional Service Commission 9	1,809	1,809	5,328	5,426	98		7,235
Other	50	1,417	4,054	9,917	5,862		17,000
	<u>11,018</u>	<u>14,859</u>	<u>92,073</u>	<u>96,776</u>	<u>4,703</u>		<u>163,835</u>
Administrative							
Office Building	4,571	12,750	100,791	132,250	31,459	8	190,000
Solicitor	2,844	2,917	20,832	20,417	(415)		35,000
Administration - Wages & Benefits	65,654	68,990	467,440	516,490	49,051	9	975,000
Supplies	2,616	6,542	57,014	72,192	15,178	10	104,900
Professional Fees	0	3,056	25,067	34,722	9,655		50,000
Other	3,857	5,097	47,462	50,677	3,215		76,161
	<u>79,542</u>	<u>99,351</u>	<u>718,606</u>	<u>826,748</u>	<u>108,142</u>		<u>1,431,061</u>

2015Sept14OpenSessioFINAL_065

G7

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
Other General Government Services							
Community Communications	0	750	2,861	5,250	2,389		9,000
Civic Relations	0	333	2,726	5,333	2,607		7,000
Insurance	0	0	145,993	146,166	173		146,166
Donations	1,150	708	35,680	44,958	9,278		48,500
Cost of Assessment	0	0	237,957	237,957	0		237,957
Property Taxes - L.P.P.	0	0	7,537	10,000	2,463		10,000
	<u>1,150</u>	<u>1,792</u>	<u>432,754</u>	<u>449,665</u>	<u>16,910</u>		<u>458,623</u>
	<u>91,710</u>	<u>116,001</u>	<u>1,243,433</u>	<u>1,373,189</u>	<u>129,756</u>		<u>2,053,519</u>
Protective Services							
Police							
Police Protection	168,550	168,566	1,348,403	1,348,524	121		2,191,352
Crime Stoppers	0	0	2,800	2,800	0		2,800
	<u>168,550</u>	<u>168,566</u>	<u>1,351,203</u>	<u>1,351,324</u>	<u>121</u>		<u>2,194,152</u>
Fire							
Fire Protection	141,618	138,600	1,176,920	1,168,889	(8,031)	11	1,861,889
Water Costs Fire Protection	0	0	350,000	350,000	0		350,000
	<u>141,618</u>	<u>138,600</u>	<u>1,526,920</u>	<u>1,518,889</u>	<u>(8,031)</u>		<u>2,211,889</u>
Emergency Measures							
911 Communications Centre	9,539	9,539	76,314	76,314	(0)		124,010
EMO Director/Committee	0	1,667	0	11,667	11,667	12	20,000
	<u>9,539</u>	<u>11,206</u>	<u>76,314</u>	<u>87,981</u>	<u>11,667</u>		<u>144,010</u>
Other							
Animal & Pest Control	999	1,000	3,651	7,000	3,349		12,000
Other	0	417	18,415	2,917	(15,498)	13	5,000
	<u>999</u>	<u>1,417</u>	<u>22,066</u>	<u>9,917</u>	<u>(12,150)</u>		<u>17,000</u>
Total Protective Services	<u>320,706</u>	<u>319,788</u>	<u>2,976,504</u>	<u>2,968,110</u>	<u>(8,393)</u>		<u>4,567,051</u>

2015Sept14OpenSessioFINAL_066

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)	126,214	135,555	1,014,120	1,022,431	8,311		1,765,753
Workshops, Yards & Equipment	33,338	45,458	346,491	358,208	11,717		585,500
Engineering	21	1,250	970	8,750	7,780		15,000
	<u>159,572</u>	<u>182,263</u>	<u>1,361,582</u>	<u>1,389,389</u>	<u>27,808</u>		<u>2,366,253</u>
Street Cleaning & Flushing							
Roads & Streets	0	3,571	9,255	17,143	7,888		35,000
Crosswalks & Sidewalks	11,457	7,967	31,211	43,167	11,956		83,000
Culverts & Drainage Ditches	222	2,167	4,525	14,767	10,242		18,000
Snow & Ice Removal	19,438	13,000	22,796	55,000	32,204		80,000
	0	0	365,004	303,433	(61,571)	14	459,000
	<u>31,118</u>	<u>26,705</u>	<u>432,791</u>	<u>433,510</u>	<u>719</u>		<u>675,000</u>
Street Lighting							
	11,405	12,307	81,707	86,147	4,439		147,680
Traffic Services							
Street Signs	0	833	6,715	5,833	(882)		10,000
Traffic Lanemarking	1,414	2,000	20,038	24,000	3,962		24,000
Traffic Signals	582	1,500	21,533	10,500	(11,033)	15	18,000
Railway Crossing	1,100	2,000	11,480	14,000	2,520		24,000
	<u>3,096</u>	<u>6,333</u>	<u>59,766</u>	<u>54,333</u>	<u>(5,432)</u>		<u>76,000</u>
Public Transit							
Public Transit - Comex Service	21,630	21,750	43,260	43,500	240		87,000
KV Committee for the Disabled	0	0	2,500	2,500	0		2,500
Public Transit - Other	864	125	1,732	875	(857)		1,500
	<u>22,494</u>	<u>21,875</u>	<u>47,492</u>	<u>46,875</u>	<u>(617)</u>		<u>91,000</u>
Total Transportation Services							
	<u>227,685</u>	<u>249,483</u>	<u>1,983,338</u>	<u>2,010,254</u>	<u>26,916</u>		<u>3,355,933</u>
Environmental Health Services							
Solid Waste Disposal Land Fill	16,951	19,167	118,125	134,167	16,042		230,000
Solid Waste Disposal Compost	3,725	2,333	15,686	16,333	647		28,000
Solid Waste Collection	21,505	22,500	150,532	157,500	6,968		270,000
Solid Waste Collection Curbside Recycling	69	11,667	69	11,667	11,597		70,000
Clean Up Campaign	0	0	45,872	28,500	(17,372)	16	35,000
	<u>42,249</u>	<u>55,667</u>	<u>330,285</u>	<u>348,167</u>	<u>17,882</u>		<u>633,000</u>
Environmental Development Services							
Planning & Zoning							
Administration	29,593	33,601	249,746	275,435	25,689	17	457,000
Planning Projects	0	4,167	0	29,167	29,167	18	50,000
Heritage Committee	0	625	7,527	4,375	(3,152)	19	7,500
	<u>29,593</u>	<u>38,393</u>	<u>257,272</u>	<u>308,977</u>	<u>51,704</u>		<u>514,500</u>
Economic Development Comm.							
Tourism	7,201	7,202	50,412	50,413	0		86,422
	0	0	3,103	3,200	97		3,200
	<u>7,201</u>	<u>7,202</u>	<u>53,515</u>	<u>53,613</u>	<u>98</u>		<u>89,622</u>
	<u>36,794</u>	<u>45,595</u>	<u>310,788</u>	<u>362,589</u>	<u>51,802</u>		<u>604,122</u>

2015Sept14OpenSessioFINAL_067

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET	
Recreation & Cultural Services								G9
Administration	16,719	21,517	155,217	148,917	(6,300)	20	235,800	
Apartment Buildings	0	0	120	0	(120)		0	
Beaches	18,199	23,320	28,316	37,480	9,164		60,800	
Rothsay Arena	8,284	19,899	139,133	149,274	10,141		263,500	
Memorial Centre	3,425	4,542	34,718	40,292	5,574		63,000	
Summer Programs	20,027	21,557	28,246	35,729	7,482		58,700	
Parks & Gardens	71,995	62,391	270,719	309,361	38,641	21	531,000	
Playgrounds and Fields	15,997	9,817	40,792	68,717	27,925	22	117,800	
Regional Facilities Commission	87,618	87,618	262,854	262,854	0		350,472	
Kennebecasis Public Library	6,147	6,148	43,030	43,034	4		73,772	
Big Rothsay Read	0	83	0	583	583		1,000	
Special Events	12,433	8,250	21,958	19,750	(2,208)		31,500	
Rothsay Living Museum	0	333	980	2,333	1,353		4,000	
	<u>260,844</u>	<u>265,474</u>	<u>1,026,083</u>	<u>1,118,322</u>	<u>92,239</u>		<u>1,791,344</u>	
Fiscal Services								
Debt Charges								
Interest	303	417	93,799	94,963	1,164		186,031	
Debenture Payments	0	0	210,000	210,000	0		669,000	
	<u>303</u>	<u>417</u>	<u>303,799</u>	<u>304,963</u>	<u>1,164</u>		<u>855,031</u>	
Transfers To:								
Capital Fund for Capital Expenditures	0	0	0	0	0		2,040,000	
Reserve Funds	0	0	0	0	0		422,500	
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>2,472,500</u>	
	<u>303</u>	<u>417</u>	<u>303,799</u>	<u>304,963</u>	<u>1,164</u>		<u>3,327,531</u>	

Town of Rothesay

Variance Report - General Fund

7 months ending July 31, 2015

Note #	Actual	Budget	Better/(Worse)	Description of Variance
Revenue				
1	125,233	115,542	9,691	Summer/Commercial rentals up
2	38,421	36,200	2,221	Playground Program Revenue higher than expected
3	98,808	46,667	52,141	Apartment Building, housing starts
4	13,293	24,000	(10,707)	2nd quarter not received yet
5	15,232	2,917	12,315	Cash on hand
6	357,720	4,509	353,211	Legal settlement
7	1,500	10,000	(8,500)	Less grants received, cash not received yet
Expenses				
General Government				
8	100,791	132,250	31,459	Maintenance costs lower than expected
9	467,440	516,490	49,050	Position vacant
10	57,014	72,192	15,178	Info systems purchases not made yet
Protective Services				
11	1,176,920	1,168,889	(8,031)	Budget error
12	-	11,667	11,667	Not used yet
13	18,415	2,917	(15,498)	Hydrant repairs
Transportation				
14	365,004	303,433	(61,571)	Salt, sand, equipment rentals
15	21,533	10,500	(11,033)	Replaced damaged Opticom
Environmental Health & Development				
16	45,872	28,500	(17,372)	Tonnage more than double 2014
17	249,746	275,435	25,689	Software & Equipment purchases not made yet
18	-	29,167	29,167	Not started yet
19	7,527	4,375	(3,152)	Rothesay Common Heritage issue
Recreation & Cultural Services				
20	155,217	148,917	(6,300)	Wages & Benefits over budget
21	270,719	309,361	38,642	Staff moved to Trans and late hiring casual
22	40,792	68,717	27,925	Maintenance late starting
Fiscal Services				
Total \$				
Variance per Statement \$				
Explained				

Total \$ 105,820
Variance per Statement \$ 314,933
Explained 33.60%

Town of Rothesay

Capital Projects 2015
General Fund

7 Months Ended 7/31/15

	Original BUDGET	CURRENT Y-T-D	Remaining Budget	Funding: Reserves	Gas Tax/Infrastructure	Grants	Operating	Borrow
General Government								
12021860 Town Hall Improvements G-2014-008	315,000	0	315,000	-	-	-	315,000	-
Total General Government	315,000	0	315,000	-	-	-	315,000	-
Protective Services								
12011560 Protective Serv. Equipment Purchases P-2015-003	25,000	12,409	12,591	-	-	-	25,000	-
Total Protective Services	25,000	12,409	12,591	-	-	-	25,000	-
Transportation								
12013060 Oakville Acres T-2014-005	2,000,000	637,491	1,362,509	-	-	-	2,000,000	-
12021360 Transportation Equipment Purchases T-2015-001	470,000	19,805	450,195	-	-	-	470,000	-
12022760 Asphalt/Microsealing T-2014-002 (Phase 3 2015)	680,000	75,113	604,887	-	-	-	330,000	350,000
12023060 French Village Road T-2015-010 (Phase 3 2015)	310,000	11,936	298,064	-	-	-	310,000	-
12023560 Silt Shed Improvements T-2014-021	75,000	72,684	2,316	-	-	-	35,000	-
12023760 Curb & Gutter Eriskay/Iona T-2015-004	315,000	7,461	307,539	-	-	-	40,000	40,000
12023860 Engineering 2016 Streets T-2016-001	60,000	0	60,000	-	-	-	60,000	-
12023960 In House Almon/RAS Church/Golf Club T-2015-005	140,000	1,703	138,297	-	-	-	140,000	-
12024060 Drainage Improvements Eriskay/Iona	240,000	0	240,000	-	-	-	240,000	-
2014 Project Carry-Overs	0	31,686	31,686	-	-	-	-	-
12029960 Capital Projects Reversed	0	-48,126	48,126	-	-	-	-	-
Total Transportation	4,290,000	809,754	3,480,246	40,000	515,000	-	1,385,000	2,350,000
Environmental Health								
Recreation								
12012060 Arena Upgrade	25,000	24,756	244	-	-	-	25,000	-
12016560 Miller Field Building R-2013-08	120,000	13,127	106,873	-	-	-	120,000	-
12018160 2013 Rothesay Common Upgrade R-2013-01	2,400,000	487,848	1,912,152	-	-	-	2,400,000	-
12020860 Recreation Equipment Purchases R-2015-002	160,000	0	160,000	110,000	-	-	50,000	-
1202460 Memorial Centre Improvements R-2014-010	100,000	8,854	91,147	-	-	-	100,000	-
12023360 Wells Trail R-2014-019	665,000	124,316	540,684	-	-	-	180,000	-
12023460 Wells Ballfield R-2014-020	665,000	52,335	612,665	-	-	-	485,000	180,000
Total Recreation	4,135,000	711,236	3,423,764	110,000	0	-	970,000	2,760,000
Total								
	\$ 8,765,000	\$ 1,533,399	\$ 7,231,601	\$ 150,000	\$ 515,000	\$ 970,000	\$ 2,020,000	\$ 5,110,000
On Hold								
Land assembly	300,000	-	-	-	-	-	-	300,000
Designated Highway	315,000	-	-	-	-	-	-	-
Major Recreation Facility R-2013-07	6,750,000	-	-	-	2,250,000	-	315,000	2,250,000
Tree Replacement	20,000	-	-	-	-	-	20,000	-
Total Approved	16,150,000	-	-	150,000	2,765,000	3,535,000	2,040,000	7,660,000

Town of Rothesay

Capital Projects 2015
General Fund
8 Months Ended 8/31/15

DRAFT!

	Original BUDGET	CURRENT Y-T-D	Remaining Budget	Funding: Reserves	Gas Tax/Infrastructure	Grants	Operating	Borrow
General Government								
12021860 Town Hall Improvements G-2014-008	315,000	0	315,000	-	-	-	315,000	-
Total General Government	315,000	0	315,000	-	-	-	315,000	-
Protective Services								
12011560 Protective Serv. Equipment Purchases P-2015-003	25,000	12,409	12,591	-	-	-	25,000	-
Total Protective Services	25,000	12,409	12,591	-	-	-	25,000	-
Transportation								
12013060 Oakville Acres T-2014-005	2,000,000	857,793	1,142,207	-	-	-	2,000,000	-
12021360 Transportation Equipment Purchases T-2015-001	470,000	19,805	450,195	-	-	-	470,000	-
12022760 Asphalt/Microsealing T-2014-002 (Phase 3 2015)	680,000	75,113	604,887	-	-	-	330,000	350,000
12023060 French Village Road T-2015-010 (Phase 3 2015)	310,000	11,936	298,064	-	-	-	310,000	-
12023560 Salt Shed Improvements T-2014-021	75,000	72,684	2,316	40,000	-	-	35,000	35,000
12023760 Curb & Gutter Eriskay/Iona T-2015-004	315,000	7,461	307,539	-	-	-	40,000	40,000
12023860 Engineering 2016 Streets T-2016-001	60,000	0	60,000	-	-	-	60,000	-
12023960 In House Almon/RAS Church/Golf Club T-2015-005	140,000	1,703	138,297	-	-	-	140,000	-
12024060 Drainage Improvements Eriskay/Iona	240,000	0	240,000	-	-	-	240,000	-
2014 Project Carry-Overs	0	31,686	31,686	-	-	-	-	-
12029960 Capital Projects Reversed	0	-48,126	48,126	-	-	-	-	-
Total Transportation	4,290,000	1,030,056	3,259,944	40,000	515,000	-	1,385,000	2,350,000
Recreation								
12012060 Arena Upgrade	25,000	24,756	244	-	-	-	25,000	-
12016560 Miller Field Building R-2013-08	120,000	13,127	106,873	-	-	-	120,000	-
12018160 2013 Rothesay Common Upgrade R-2013-01	2,400,000	510,930	1,889,070	-	-	-	2,400,000	-
12020860 Recreation Equipment Purchases R-2015-002	160,000	0	160,000	110,000	-	-	50,000	-
12022460 Memorial Centre Improvements R-2014-010	100,000	8,854	91,147	-	-	-	100,000	-
12023360 Wells Trail R-2014-019	665,000	133,074	531,926	-	-	-	180,000	180,000
12023460 Wells Ballfield R-2014-020	665,000	52,335	612,665	-	-	-	485,000	180,000
Total Recreation	4,135,000	743,075	3,391,925	110,000	0	970,000	295,000	2,760,000
Total	\$ 8,765,000	\$ 1,785,541	\$ 6,979,459	150,000	515,000	970,000	2,020,000	5,110,000
On Hold								
Land assembly	300,000							300,000
Designated Highway	315,000						315,000	-
Major Recreation Facility R-2013-07	6,750,000						2,250,000	2,250,000
Tree Replacement	20,000						20,000	-
Total Approved	16,150,000			150,000	2,765,000	3,535,000	2,040,000	7,660,000

2015Sept14OpenSessioFINAL_070

TOWN OF ROTHESAY

Utility Fund Financial Statements

July 31, 2015

Attached Reports:

Capital Balance Sheet	U1
Reserve Balance Sheet	U2
Operating Balance Sheet	U3
Operating Income Statement	U4
Variance Report	U5
Capital Project Listing - July	U6
Capital Project Listing - August - DRAFT	U7

Town of Rothesay

Capital Balance Sheet

As at 7/31/15

ASSETS

Assets:

Capital Assets - Under Construction - Utilities	930,735
Capital Assets Utilities Land	178,555
Capital Assets Utilities Buildings	417,867
Capital Assets Utilities Equipment	15,542
Capital Assets Utilities Water System	24,396,874
Capital Assets Utilities Sewer System	15,920,217
Capital Assets Utilities Land Improvements	42,031
Capital Assets Utilities Roads & Streets	220,011
	<hr/>
	42,121,832

Accumulated Amortization Utilites Buildings	(286,227)
Accumulated Amortization Utilites Water System	(5,244,366)
Accumulated Amortization Utilites Sewer System	(7,107,045)
Accumulated Amortization Utilites Land Improvements	(42,031)
Accumulated Amortization Utilites Equipment	(10,877)
Accumulated Amortization Utilites Roads & Streets	(1,478)
	<hr/>
	(12,692,023)

TOTAL ASSETS	<hr/>	29,429,809
--------------	-------	------------

LIABILITIES

Current:

Util Capital due to/from Util Operating	(202,924)
Total Current Liabilities	<hr/>
	(202,924)

Long-Term:

Long-Term Debt	7,353,380
Total Liabilities	<hr/>
	7,150,457

EQUITY

Investments:

Investment in Fixed Assets	22,279,351
Total Equity	<hr/>
	22,279,351

TOTAL LIABILITIES & EQUITY	<hr/>	29,429,807
----------------------------	-------	------------

Town of Rothesay

Utility Reserve Balance Sheet

As at 7/31/15

ASSETS

Assets:

Bank - Utility Reserve	1,532,075
TOTAL ASSETS	<u>\$ 1,532,075</u>

EQUITY

Investments:

Invest. in Utility Capital Reserve	1,228,444
Invest. in Utility Operating Reserve	63,982
Invest. in Sewage Outfall Reserve	239,649
TOTAL EQUITY	<u>\$ 1,532,075</u>

Town of Rothesay

Utilities Fund Operating Balance Sheet

As at 7/31/15

ASSETS

Current assets:	
Accounts Receivable Net of Allowance	476,111
Accounts Receivable - Misc.	1,200
Total Current Assets	<u>477,311</u>
Other Assets:	
Projects	780,680
	<u>780,680</u>
 TOTAL ASSETS	 \$ 1,257,991

LIABILITIES

Accrued Payables	47,211
Due from General Fund	(182,641)
Due from (to) Capital Fund	202,924
Deferred Revenue	22,689
Total Liabilities	<u>90,182</u>

EQUITY

Surplus:	
Opening Retained Earnings	(448,970)
Profit (Loss) to Date	1,616,780
	<u>1,167,810</u>
 TOTAL LIABILITIES & EQUITY	 \$ 1,257,992

Town of Rothesay
Utilities Operating Income Statement
7 Months Ended 7/31/15

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT YTD	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
RECEIPTS							
Sale of Water	4,453	0	462,706	453,114	9,593	1	890,400
Meter and non-hookup fees	0	0	18,879	15,000	3,879		30,000
Water Supply for Fire Prot.	0	0	350,000	350,000	0		350,000
Local Improvement Levy	0	0	59,269	60,000	(731)		60,000
Sewerage Services	(1,300)	0	1,473,564	1,473,400	164		1,473,400
Connection Fees	6,300	6,500	48,120	32,500	15,620	2	65,000
Interest Earned	5,489	2,917	33,557	20,417	13,140	3	35,000
Misc. Revenue	375	417	2,625	2,917	(292)		5,000
TOTAL RECEIPTS	15,316	9,833	2,448,719	2,407,347	41,372		2,908,800
WATER SUPPLY							
Share of Overhead Expenses	0	0	121,500	121,500	0		243,000
Audit/Legal/Training	0	1,000	2,160	7,000	4,840		15,000
Purification/Treatment	13,948	21,487	115,639	154,911	39,272	4	262,348
Transm/Distribution	10,324	7,250	38,284	50,750	12,466	5	87,000
Power & Pumping	2,696	4,000	22,644	28,000	5,356	6	48,000
Billing/Collections	94	250	829	1,750	921		3,000
Water Purchased	25	100	161	700	539		1,200
Misc. Expenses	3	1,333	4,903	9,333	4,431		16,000
TOTAL WATER SUPPLY	27,090	35,421	306,121	373,945	67,823		675,548
SEWERAGE COLLECTION & DISPOSAL							
Share of Overhead Expenses	0	0	283,500	283,500	0		567,000
Audit/Legal/Training	320	1,833	1,781	12,833	11,052	7	28,860
Collection System	505	4,817	6,496	33,717	27,221	8	85,800
Lift Stations	1,142	1,583	20,972	11,083	(9,889)	9	19,000
Treatment/Disposal	4,607	5,788	33,563	45,313	11,749	10	74,250
Misc. Expenses	0	875	4,449	6,125	1,676		10,500
TOTAL SWGE COLLECTION & DISPOSAL	6,575	14,896	350,761	392,571	41,809		785,410
FISCAL SERVICES							
Interest on Long-Term Debt	0	0	77,281	77,281	0		269,063
Principal Repayment	0	0	24,000	24,000	0		416,705
Transfer to Reserve Accounts	0	0	0	0	0		188,298
Capital Fund	0	0	0	0	0		500,000
Prev. Yrs Deficits	0	0	73,776	73,776	0		73,776
TOTAL FISCAL SERVICES	0	0	175,057	175,057	0		1,447,842
TOTAL EXPENSES	33,664	50,317	831,939	941,572	109,633		2,908,800
NET INCOME (LOSS) FOR THE PERIOD	(18,348)	(40,483)	1,616,780	1,465,775	151,005		0

Town of Rothesay

Variance Report - Utility Operating
7 Months Ended July 31, 2015

Note #	Account Name	Actual YTD	Budget YTD	Variance Better(worse)	Description of Variance
Revenue					
1	Sale of Water	462,706	453,114	9,592	Residential use higher than expected
2	Connection Fees	48,120	32,500	15,620	New housing starts
3	Interest Earned	33,557	20,417	13,140	Interest on accounts receivable
Water Supply					
4	Purification/Treatment	115,639	154,911	39,272	Timing re chemicals and maintenance
5	Transmission/Distribution	38,284	50,750	12,466	timing
6	Power/Pumping	22,644	28,000	5,356	Power costs lower than expected
Sewerage Collection and Disposal					
7	Audit/Legal/Training	1,781	12,833	11,052	Training not used
8	Collection Systems	6,496	33,717	27,221	Claims and Maintenance costs less than expected
9	Lift Stations	20,972	11,083	(9,889)	Equipment replacement
10	Treatment/Disposal	33,563	45,313	11,750	Power and maintenance costs lower than expected

Town of Rothesay

Capital Projects 2015

Utilities Fund

7 Months Ended 7/31/15

2015Sept14OpenSessioFINAL_077

	Original BUDGET	CURRENT Y-T-D	Remaining Budget	Funding: Reserves	Gas Tax /Infrastructure	Grants	Operating	Borrow
Water								
12041730 CCME Characterization	0	724	-724					
12043130 Gondola Pt. Rd W-2015-001	310,000	9,642	300,358					310,000
12043630 McGuire CentreExtension W-2015-003	110,000	27,843	82,157				110,000	
12043430 Well Development - Watershed W-2014-014	250,000	83,036	166,964	70,000			180,000	
12042730 Membrane Racks W-2013-24	210,000	221,245	-11,245				210,000	
12043330 Water Treatment Plant Upgrade W-2014-013	500,000	351,907	148,093					500,000
12040030 Capital Projects Reversed	0	-4,636	4,636					
Total Water Capital	1,380,000	689,760	690,240	70,000	-	-	500,000	810,000
Sewer								
12031130 Wastewater Feasibility Study	0	26,825	-26,825					
12042330 Wastewater Treatment Design - S-2014-016	7,500,000	0	7,500,000	-		5,000,000		2,500,000
12049830 Unbudgeted Capital Items - Utilities	0	60,816	-60,816					
Total Sewer Capital	7,500,000	87,642	7,412,358	-	-	5,000,000	-	2,500,000
Total Utilities Capital	\$ 8,880,000	\$ 777,401	\$ 8,102,599	\$ 70,000	\$ -	\$ 5,000,000	\$ 500,000	\$ 3,310,000

Town of Rothesay

Capital Projects 2015

Utilities Fund

8 Months Ended 8/31/15

DRAFT

	Original BUDGET	CURRENT Y-T-D	Remaining Budget	Funding: Reserves	Gas Tax /Infrastructure	Grants	Operating	Borrow
Water								
12041730 CCME Characterization	0	724	-724					
12043130 Gondola Pt. Rd W-2015-001	310,000	9,642	300,358					310,000
12043630 McGuire CentreExtension W-2015-003	110,000	27,843	82,157				110,000	
12043430 Well Development - Watershed W-2014-014	250,000	83,036	166,964	70,000			180,000	
12042730 Membrane Racks W-2013-24	210,000	221,245	-11,245				210,000	
12043330 Water Treatment Plant Upgrade W-2014-013	500,000	351,907	148,093					500,000
12040030 Capital Projects Reversed	0	-4,636	4,636					
Total Water Capital	1,380,000	689,760	690,240	70,000	-	-	500,000	810,000
Sewer								
12031130 Wastewater Feasibility Study	0	26,825	-26,825					
12042330 Wastewater Treatment Design - S-2014-016	7,500,000	0	7,500,000			5,000,000		2,500,000
12049830 Unbudgeted Capital Items - Utilities	0	60,816	-60,816					
Total Sewer Capital	7,500,000	87,642	7,412,358	-	-	5,000,000	-	2,500,000
Total Utilities Capital	\$ 8,880,000	\$ 777,401	\$ 8,102,599	\$ 70,000	\$ -	\$ 5,000,000	\$ 500,000	\$ 3,310,000



ROTHESAY



PUBLIC WORKS and INFRASTRUCTURE COMMITTEE MEETING

Wednesday, August 19th, 2015
8:30 a.m.

DRAFT

PRESENT: SCOTT SMITH
RYAN SCOVILLE
RAHA MOSCA
COUNC. MATT ALEXANDER
COUNC. PETER LEWIS
DIRECTOR OF OPERATIONS – BRETT MCLEAN
TOWN MANAGER – JOHN JARVIE
RECORDING SECRETARY – WENDY DORAN

Chairperson Alexander called the Meeting to order at 8.30 a.m.

1. APPROVAL OF AGENDA:

One additional item was added to the agenda as follows:

6.4 Mark Avenue - Drainage.

MOVED by S. Smith and seconded by R. Scoville to approve the Agenda as amended.

CARRIED.

2. APPROVAL OF MINUTES:

Counc. Lewis' name is to be added to the attendance list in the July 15, 2015 Minutes.

MOVED by Counc. Lewis and seconded by S. Smith to approve the Minutes of July 15th, 2015 as amended.

CARRIED.

3. DELEGATIONS:

3.1 Brian Gillis attended at the meeting with a presentation on active transportation. He would like to see the town motivated to make Rothesay the best area in the world for active transportation. There was a discussion on several roads used as examples, such as Grove Avenue, Campbell Drive and Hampton Road at Clark Road and Marr Road that currently do not have bike lanes. DO McLean explained the reasons why some roads do not have bike lanes, such as the roads are too narrow to safely incorporate a bike lane. A lengthy discussion took place that touched upon

ROTHESAY

Public Works & Infrastructure Committee

Minutes

2015Sept14OpenSessioFINAL_080 19 Aug 2015

budgets, project scheduling and weather. In summary, Mr. Gillis urged the Committee to read the Active Transportation Plan and he hopes to see enthusiasm from the Public Works Committee, the Parks and Recreation Committee along with Council to make Rothesay a leader in active transportation. The Committee thanked Mr. Gillis for his presentation; Mr. Gillis left the meeting at 9.15 a.m.

The Committee had a brief discussion about certain roads that are regional roads and cost-shared with the Province and others such as the Rothesay Road that are designated Provincial Highways; altering these roads are more complicated for those reasons.

Counc. Alexander pointed out that Rothesay currently has 22 km of bikes lanes and 10 km of walking trails.

DRAFT

4. REPORTS & PRESENTATIONS:

N/A

5. UNFINISHED BUSINESS:

5.1 Update on Capital Projects:

DO McLean reported the following:

- The final phase of French Village Road starts today and should be completed in three weeks.
- Gondola Point Road (utility project): the project will be complete the beginning of September. Roadwork for Gondola Point Road/Isaac Street intersection is scheduled in capital projects for 2016.
- Wells Trail: 60% complete.

5.2 Update on RA-5 Crosswalks:

DO McLean reported that the poles have been ordered for the RA-5 crosswalks at Golf Club Court, Church Avenue and Grove Avenue (Heritage style poles). Estimated delivery time is 6 – 8 weeks; they should be in place in October.

5.3 Update on implementation of curbside recycling:

Town Manager Jarvie reported the program will start in September. Door hangers will be delivered next week and the bins the week after.

5.4 Update on changes to bus routes:

Town Manager Jarvie reported that minimal complaints have been received regarding the reduction in bus runs. He reported a new bus stop has been installed at Hampton Road/Sierra Avenue. Literature will be delivered to the apartment buildings on Sierra Avenue to advise residents of the new stop.

6. NEW BUSINESS:**6.1 Snowplowing – Discussion on future contract routes:**

DO McLean reported that the current snowplowing contract ends in April 2016. There was a discussion regarding the contract going to tender next year and the possibility of the Town taking over the snowplowing routes in the Wells area which would require another snowplow and two more employees.

DRAFT

R. Mosca left the meeting at 9.45 a.m.

Counc. Lewis declared a conflict of interest in the following item and left the room.

6.2 Discussion on Small Claims action – Strong Court:

DO McLean gave the Committee background information on a storm drainage issue at a property on Strong Court. During the construction of the house, the Town proposed an Easement Agreement to the owner to which the owner agreed to and the easement was obtained. The Easement would allow the Town to properly fix the drainage issue. The Public Works Dept. fixed the drainage issue along with other items, at the owners' request, that were discovered during the construction but after the work was completed the Town was served small claims documents stating the Town had disturbed their property and left it in disrepair. DO McLean will keep the Committee updated.

Counc. Lewis returned to the meeting.

6.3 Fall Compost Clean-Up: The date for the fall compost clean-up is set for the week of November 15th.

6.4 Mark Avenue Drainage: DO McLean reported a resident on Mark Avenue has complaints about drainage in their yard. It's their understanding the Town carried out work in this area which caused drainage to be blocked and the back of their property is wetter now as a result. DO McLean noted that the first 3 houses on Mark Avenue are in a wetland area. DO McLean pointed out that a property on Rodney street could be accessed to try and fix the drainage problem. The property owner has been approached regarding an agreement to grant an easement to get a pipe across their land which would solve the issue. A discussion took place. DO McLean thought it may be possible to get the contractor carrying out the work for Wells Trail to carry out this work while they are in the area if the easement can be obtained in a timely manner.

7. CORRESPONDENCE FOR ACTION:

7.1 Letter from resident asking for assistance with respect to vehicles travelling high rates of speed on Scribner Crescent:

23 July 2015

E-mail from resident

DO McLean reported that the Kennebecasis Regional Police Force have had a trailer with the speed sign logging data in that area. DO McLean will contact the resident to let them know.

7.2 E-mail from resident asking for a stop sign to be placed at the intersection of Highland Avenue/Crestwood Drive.

30 July 2015

E-mail from resident

A discussion took place. DO McLean stated this is not a good area for a stop sign as there is a sharp turn right in that area. DO McLean will visit the area, contact the Kennebecasis Regional Police Force to have them monitor speeds in that area and will contact the resident.

7.3 E-mail from resident asking for a three-way stop sign to be placed at the intersection of Lyman Drive and Donlyn Drive:

11 Aug 2015

E-mail from resident

DO McLean reported there are stop signs in place 100 metres away at the intersection of Donlyn Drive and Chinook Lane. Installing another three-way stop at the location requested could potentially cause an accident where they are so close together. DO McLean will investigate to see what the traffic volume is in that area.

7.4 E-mail from resident regarding parking issues at the entrance of Hillside Trail:

30 Jul 2015

E-mail from resident

DO McLean reported that many residents are not using the parking lot at the end of Grove Avenue that has been designated parking for users of the Hillside Trail; they are parking along the road and in front of the community mailbox. One suggestion to remedy this issue would be to purchase the property at the corner of Grove Avenue and Campbell Drive that is for sale to use for parking, but it's an expensive solution. It would also give the Town flexibility to reconfigure the sharp turn in the future. A short term solution would be to install a 15 minute parking sign in front of the community mailbox.

MOVED by S. Smith and seconded by Counc. Lewis to install a 15 minute parking sign in front of the community mailbox at the top of Grove Avenue and to install No Parking signs along the end of Grove Avenue from the sharp turn down to the parking lot designated for users of the Hillside Trail.

CARRIED.

7.5 Letter from resident asking for sidewalk installation on a portion of French Village Road.

5 Aug 2015

Letter from resident.

MOVED by Counc. Lewis and seconded by R. Scoville to table this item to the next meeting.

CARRIED.

DO McLean will provide drawings for the area in question. The houses between the soccer field and the highway on French Village Road do not have a sidewalk. Ditching and drainage would have to be installed along with a sidewalk. DO McLean stated this would be added to the five year Capital Plan.

DRAFT

Meeting Addenda:

Cameron Road sidewalk: DO McLean reported he met with the resident last week who requested sidewalks be installed on Cameron Road last week. This area is now a designated walking area for students. The main concern of that road is the tight area just as you turn off Gondola Point Road on to Cameron Road; the rest of the road is straight. DO McLean and Counc. Alexander discussed the possibility of a sidewalk on Cameron Road from Gondola Point Road to Fir Lane. If a sidewalk was installed on the high side of the road, it is possible that there would be no need to carry out drainage work as well. DO McLean stated there is an issue with several trees along that portion of the road. He will investigate further to see what can be done.

Road closure for commercial shoot: DO McLean reported he received a call from Hemmings House requesting the intersection of Hampton Road/Grove Avenue/Church Avenue the beginning of September from 9.30 a.m. – 1 p.m. be closed in order for them to shoot a commercial. A discussion took place. The Committee agreed this was not a suitable location, especially where construction work is currently taking place there. DO McLean will contact Hemmings House to offer a more suitable location.

**8. CORRESPONDENCE FOR INFORMATION:
N/A**

**9. DATE OF NEXT MEETING:
September 23, 2015**

**10. ADJOURNMENT:
MOVED** by R. Scoville and seconded by Counc. Lewis to adjourn the meeting.

CARRIED.

Meeting adjourned at 10.40 a.m.

Chairperson

Recording Secretary



2015Sept14OpenSessioFINAL_084

ROTHESAY

MEMORANDUM



TO	:	Mayor and Council
FROM	:	Recording Secretary Public Works & Infrastructure Committee
DATE	:	September 8, 2015
RE	:	Motions Passed at August 19 th Meeting

Please be advised the Public Works & Infrastructure Committee passed the following motion at its regular meeting on Wednesday, August 19, 2015:

MOVED by ... and seconded by ... to install a 15 minute parking sign in front of the community mailbox at the top of Grove Avenue and to install No Parking signs along the end of Grove Avenue from the sharp turn down to the parking lot designated for users of the Hillside Trail.

CARRIED.

Wendy Doran
Recording Secretary



ROTHESAY



UTILITIES COMMITTEE MEETING

Wednesday, August 19, 2015

DRAFT

PRESENT: COUNC. MATT ALEXANDER
STEPHEN WAYCOTT
BLAINE JUSTASON
DR. BRIAN CRAIG
DIRECTOR OF OPERATIONS – BRETT MCLEAN
TOWN MANAGER — JOHN JARVIE
RECORDING SECRETARY – WENDY DORAN

ABSENT: PAUL BOUDREAU

Counc. Alexander called the meeting to order at 5.30 p.m.

1. APPROVAL OF AGENDA:

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

CARRIED.

2. APPROVAL OF MINUTES:

MOVED by B. Justason and seconded by B. Craig to approve the Minutes of July 15, 2015 as circulated.

CARRIED.

3. DELEGATIONS:

3.1 [REDACTED] – sewer back-up [REDACTED] t

The [REDACTED]s were present at the meeting to discuss several sewer back-ups at their home on [REDACTED], the most recent being in the spring of 2015. They stated that 12 years ago the sewer line was replaced. 16 months ago their sewer backed up three different times. Raytek found the blockage and advised the [REDACTED] it was on town property. B. King from the Utilities Department conducted a dye test which came back inconclusive to determine where the sewer discharged; there being two possibilities in that particular location. The [REDACTED] had two more sewer back-ups in 2015. The [REDACTED] met with Town Manager Jarvie who suggested they tie into “other” sewer line option, which they did. The [REDACTED] are looking to be re-imbursed for their Ray-Tek and Midi Construction invoices which total \$1,007.00. The Committee

thanked the [REDACTED] for attending the meeting. The [REDACTED] left at 5.45 p.m.

A discussion took place. DO McLean stated that the blockage was around a maple tree which is between the [REDACTED] property and neighbor's property and that the roots were intruding into their lateral. The [REDACTED] refused to remove the roots. Several more back-ups occurred after this discovery was made. When Wiljac Street was paved, the Town offered to put in a new line at that time to which the [REDACTED] agreed as long as it went in through their driveway and not the flower bed as suggested by the town. The town carried out the work. DO McLean reported that although the blockage was either on the [REDACTED] property or their neighbors, the town installed a new main and graded the driveway without removing the maple tree. DO McLean will gather the costs the Town has invested to date and report back to the Committee at the next meeting.

DRAFT

4. **REPORTS & PRESENTATIONS:**
N/A

5. **OLD BUSINESS:**

5.1 Update on water exploration:

DO McLean reported no viable source of water has been found. He is waiting for BGC to report back with a suitable location to explore around the McLaghlán tank area. DO McLean stated he spoke with the Dept. of Environment regarding the amount of water the Town is allowed to withdraw from the Carpenters Pond wellfield and how that limit might be increased.

5.2 Update on Wells Park:

DO McLean reported that work is progressing nicely and the project is ahead of schedule.

5.3 Update on Water By-Law:

DO McLean reported he has not met with the multi-unit building owners group yet.

5.4 Update on operational issues at Hillside Storage Tank:

DO McLean reported the hole in the tank has been temporarily repaired and the tank is back in service. The mixing system will be fixed when the hot weather season is over.

5.5 Update on Capital Program:

DO McLean reported projects are moving along well. Gondola Point Road is scheduled to be completed by the time school starts. Two residents along Gondola Point Road have opted to connect to the water line.

DRAFT

5.6 Update on well cleaning:

DO McLean reported that 2-3 wells are cleaned each year, on a rotational basis. Wells #1 and #8 are scheduled to be cleaned this year. Well #1 was cleaned last week and Well #8 will be cleaned soon.

6. NEW BUSINESS:

6.1 Discussion re: ownership of sanitary sewer inspection chambers in K-Park:

DO McLean stated this is an on-going issue. In 2000 residents in K-Park received inspection chambers with backflow preventors on their lines. There have been instances where flaps have been broken from attempts to snake or flush the lines, either by homeowners or plumbers. The town has received numerous calls asking if they are the homeowners' or the Town's responsibility. DO McLean reported the Town inspects these on a yearly basis and it's his opinion the Town should look after them. He stated that servicing them should be the Town's responsibility; however, this does not include the lines on the homeowners' property. They would remain their responsibility. DO McLean will prepare a report to bring back to the Committee.

7. 7.1 Letter from resident disputing their utility bill (water leak in house)

1 Aug 2015

Letter from resident

DO McLean reported that the homeowner had a water leak under the slab for in-floor heating. The Town brought it to her attention and subsequently she replaced the in-floor heating with baseboard heat. DO McLean recommended the Town not reduce her consumption, but reduce her usage charge to \$1.06/cubic metre for the total consumption. The town currently charges \$1.39/cubic metre for a water consumption greater than 69 cubic metres per quarter.

MOVED by B. Justason and seconded by B. Craig to bill the resident \$1.06/cubic metre for the total water consumption on her bill for the April 1 – June 30 quarter.

CARRIED.

7.2 E-mail from resident regarding expansion of water system in West Beach Estates.

3 Aug 2015

E-mail from resident

5 Aug 2015

Response from Town Manager Jarvie

A lengthy discussion took place. In order to expand the water system to West Beach Estates, the line would have to be picked up at Isaac Street, down Frances Avenue, across Beach Drive, up Cove Crescent and Edyie Drive, across Scichilone Street and back up Cameron Road which is a costly undertaking. A discussion took place with respect to a Local Improvement Levy and how the process works.

DRAFT

8. **CORRESPONDENCE FOR INFORMATION:**
N/A

9. **DATE OF NEXT MEETING:**
September 23rd at 5:30 p.m.

10. **ADJOURNMENT**

MOVED by B. Craig and seconded by S. Waycott to adjourn the meeting.

CARRIED.

Meeting adjourned at 6.55 p.m.

Chairperson

Recording Secretary



2015Sept14OpenSessioFINAL_089

ROTHESAY

MEMORANDUM



TO	:	Mayor and Council
FROM	:	Recording Secretary - Utilities Committee
DATE	:	September 8, 2015
RE	:	Recommendation from Utilities Committee re: Water By-Law

Please be advised the Utilities Committee passed the following motion at its regular meeting on Wednesday, August 19, 2015:

MOVED by ... and seconded by ... to bill the resident \$1.06/cubic metre for the total water consumption on her bill for the April 1 – June 30 quarter.

CARRIED.

Wendy Doran

Recording Secretary

August 2015 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>
2015/08/04	2015-147	94 Hampton Road	Commercial Interior Fit Up	\$120,000.00	\$870.00
2015/08/05	2015-148	31 Islay Dr.	Windows	\$6,100.00	\$48.50
2015/08/05	2015-149	61 Gondola Point Road	Windows	\$12,000.00	\$87.00
2015/08/06	2015-150	193 Renshaw Rd.	Deck	\$4,300.00	\$31.00
2015/08/07	2015-151	94 Hampton Road	Interior Renovations Commercial	\$54,000.00	\$392.00
2015/08/07	2015-152	19 Wanda Cresent	Electrical Upgrade	\$1,900.00	\$20.00
2015/08/10	2015-153	20 Isaac St.	Storage Shed	\$20.00	\$2,000.00
2015/08/11	2015-154	7 Grove Ave.	Demolition	\$0.00	\$500.00
2015/08/18	2015-155	95 James Renforth Drive.	Temp Electrical Serice	\$1,000.00	\$0.00
2015/08/17	2015-156	61 Gondola Point Road	Electrical Upgrade	\$3,000.00	\$20.00
2015/08/20	2015-157	15 Alexander Avenue	Storage Shed	\$3,500.00	\$25.00
2015/08/21	2015-158	235 Bradley Lake Road	Addition,Windows,siding	\$20,000.00	\$145.00
2015/08/21	2015-159	14 Simone Street	Storage Shed	\$5,400.00	\$39.15

2015Sept14OpenSessionFINAL_091

<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>
2015/08/24	2015-160	15 Paige St	Detached Garage	\$10,000.00	\$72.50
2015/08/24	2015-161	24 Paige St	Single Family	\$140,000.00	\$1,015.00
2015/08/24	2015-162	64 Park Drive	Siding	\$14,000.00	\$101.50
2015/08/24	2015-163	10 McLaughlin Dr.	Wheelchair Ramp	\$2,600.00	\$20.00
2015/08/11	2015-164	12 Cameron Road	Siding	\$5,500.00	\$40.00
2015/08/25	2015-166	15 Monaco Dr.	Wheelchair Ramp and Exterior Doors	\$10,000.00	\$72.50
2015/08/12	2015-167	11 School St.	Electrical Upgrade	\$1,500.00	\$20.00
2015/08/26	2015-168	125 Wiljac Street	Detached Garage	\$15,000.00	\$108.75
2015/08/27	2015-169	245 Bradley Lake Road	Addition	\$70,000.00	\$507.00
2015/08/26	2015-170	4 Brock Court	Siding & Deck	\$28,000.00	\$203.00
2015/08/28	2015-171	90 James Renforth Drive	Interior Restoration (Fire)	\$10,000.00	\$72.50
2015/08/28	2015-172	206 Gondola Point Rd.	Deck & Garage Addition	\$3,300.00	\$24.00
2015/08/31	2015-173	40 Frances Ave.	Windows & Doors	\$5,690.00	\$41.25
2015/08/31	2015-174	45 Monaco Dr.	Windows	\$3,000.00	\$21.75
2015/08/31	2015-175	16 Aries Court	Deck Repair	\$850.00	\$20.00

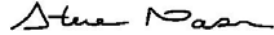
Date *Permit Number* *Property Location* *Nature of Construction* *Value of Construction* *Building Permit Fee*

2015Sept14OpenSessionFINAL_092

	Value of Construction	Building Permit Fee
Monthly Total August 2015 **	<u>\$550,660.00</u>	<u>\$6,517.49</u>
Summary for 2015 to Date**	<u>\$12,596,041.00</u>	<u>\$98,625.36</u>

Monthly Total August 2014	<u>\$2,049,900.00</u>	<u>\$14,961.30</u>
Summary for 2014 to Date **	<u>\$8,821,801.83</u>	<u>\$67,898.24</u>
**Excludes Water / Sewage Fees		

Steven Nason, CBCO



Building Inspector

**INTEROFFICE MEMORANDUM**

TO : Mayor Bishop & Council
FROM : John Jarvie
DATE : 11 September 2015
RE : Capital Project – Status Report

The following is a list of 2015 capital projects underway and the current status of each.

PROJECT	BUDGET	\$ TO 4/09/15*	COMMENTS
Oakville Acres Detention Pond	\$2.0M	44%	Project substantially complete, formal opening event late Sept.
Asphalt Resurfacing	190,000	96%	Neil, Wiljac, Alexander & Burnett are complete; Domville Lane remains to be done this fall.
Micro-seal Resurfacing	140,000	100%	Florence, Raymond and Wanda completed.
French Village Rd resurfacing	310,000	-	Expect to be complete by September 19 th
Curb/gutter/sidewalk - Eriskay	\$0.55M	2%	Engineering only in 2015 due to condition of sewer system
Anna Ave paving	350,000	65%	Job complete
Engineering 2016 streets	60,000	-	RFP pending
Cross-walk signals Grove/Church/Golf Club	140,000	3%	Equipment ordered; installation in October
Recreation equipment	160,000	-	Zamboni ordered, Dobbin St. playground installed, KPark rink house under construction.
Arena Upgrade	25,000	99%	Painting, lobby repairs, ammonia system, floor
Miller Field Building	120,000	11%	Work not yet scheduled.
Wells Trail	\$0.67M	20%	Trail base in, culverts and wooden bridges begun
Wells Ballfield	\$0.67M	8%	Field fenced and levelled, dog park grading
Rothsay Common Upgrade	\$2.4M	21%	
McGuire Centre Site Work	100,000	9%	Project scheduled to start mid-September
James Renforth Water Ext	110,000	26%	Project underway, est. completion mid-Oct.
Gondola Point water line	310,000	3%	Paving on Sept 15 th
Transportation Equipment	470,000	4%	Skid steer delivered, SUVs on agenda for approval, backhoe deferred to 2016,
Water Treatment Plant Upgrade	\$0.7M	81%	Changes in plant complete, system calibration and membranes installation remain
Wellfield Development	250,000	46%	
Wastewater Collection Upgrade	\$7.5M	-	Engineering RFP pending

*Funds paid to this date.



**Officers of the New
Brunswick Medical
Education Trust**

Donald Craig, MD, Chair

Pamela Jarrett, MD

Allison Kennedy, MD

David Marr, MD

Nathalie Godbout, LLB

Martha T. Zed, CEO
(506) 650-5187 (M)
martha.zed@nbmedtrust.ca

Mary Jane Ryan
Administrative Assistant
(506) 648-7073
maryjane.ryan@nbmedtrust.ca

New Brunswick
Medical Education Trust
PO Box 22061
Saint John, NB
E2K 4T7

www.NBMedTrust.ca

June 2, 2015

RECEIVED
JUN 09 2015

Mayor Bill Bishop and Council
Town of Rothesay
70 Hampton Road
Rothesay, N.B. E2E 5L5

Dear Mayor Bishop and Councilors:

I am writing to request the New Brunswick Medical Education Trust be considered for a financial grant for the 2016 year.

As you are aware, the New Brunswick Medical Education Trust has given over \$900,000 to New Brunswick medical students who commit to return to New Brunswick to live and work. Many have chosen the Town of Rothesay!

I have reviewed your new Grants Policy and I feel our Trust meets your criteria. A scholarship of \$10,000 promotes Rothesay as a place to live, work and play.

Our Trust Officers live in Rothesay. We are a successful non-profit, which provides considerable public service to Rothesay citizens by supporting excellence in both medical education and access to medical care.

At this time we request a time to make a presentation to you and your council so we can be considered for the 2016 budget. I look forward to your response.

Sincerely,

Dr. Donald Craig, Chair
New Brunswick Medical Education Trust



NEW BRUNSWICK MEDICAL EDUCATION TRUST

Preparing for a
Sustained Future



5.5 MILLION IN ENDOWMENTS AND CAPITAL GIFTS

Prominent New Brunswick Residents, companies committed to excellence in Medical Education and Medical Practice

Donors include (among others): Bell Aliant, RBC, BMO Harris, TD, CIBC, BNS, Suzanne, John and Anne Irving, McCain Foundation, Mrs. Rosemary McCain–McMillin, NB College of Physicians and Surgeons, Dr. Richard J. Currie, David and Faye Huestis, Family of Walter B. Flewelling, Friends of Christofoor Foundation, AstraZeneca.



RBC Foundation*

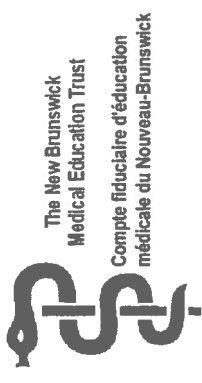


\$730,000 GIVEN IN RENEWABLE SCHOLARSHIPS OVER 4.5 YEARS

Eligibility:

Any New Brunswick student studying at any
accredited medical school

Criteria determined by private donors



OBJECTIVE OF NB MEDICAL EDUCATION TRUST

Return New Brunswickers and their Families Home

Support for recruitment and retention of physicians

Support of our best and brightest young people to return to NB

Support Excellence in Medical Education Practice



COMMITTED TO MEASURING OUR SUCCESS

30 + scholarships recipients committed to return

Provides means to measure outcomes of program in meeting physician recruitment and retention.

NB Medical Education Trust Alumni provides data base of scholarship recipients.

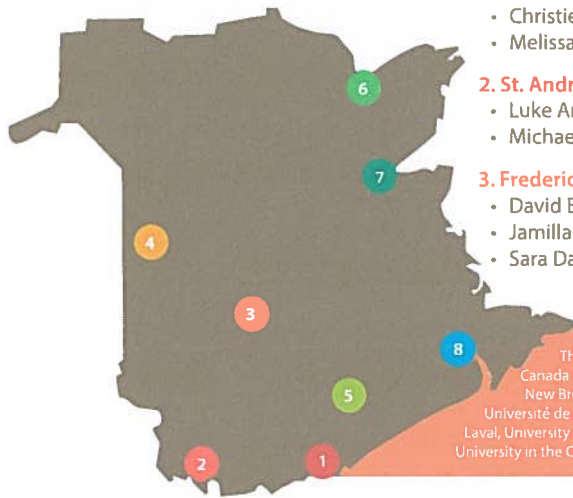
2015Sept14OpenSessionFINAL_100

Investing in New Brunswick healthcare. And our youth.

To maintain a strong healthcare system, we need to keep the world's top medical talent here in New Brunswick. You can help by supporting the New Brunswick Medical Education Trust, which provides young New Brunswickers with medical school scholarships. Our winners may study at the university of their choice, but after graduation, they will return and practice in New Brunswick.

We're investing in the future of healthcare in New Brunswick – one doctor at a time.

ANNOUNCING OUR 31 scholarship winners for 2014



1. Saint John / Quispamsis

- Carly Baxter
- Katelynn Comeau
- Elyse Doiron
- Tara Jennings
- Benjamin Knight
- Rebecca McBriarty
- Brent McCullum
- Taryn O'Neill
- Shona Philip
- Sandi Ellsworth
- Ethan Toumishey
- Christie Van Steeg
- Melissa Ward

- Andrew Dutcher
- Ellen Snyder
- Emma Sumner

4. Jaccsontown

- Felicia Pickard

5. Kiersteadville

- Monica Graves

6. Rang-Saint-Georges / Dunlop / Tracadie-Sheila

- Karine Boulay
- Luka Lantaigne
- Rajiv Teeluck

7. Miramichi

- Evan Losier

8. Moncton / Shediach

- Thierry Arseneau
- Mariah Giberson
- Devon McLean
- Pierre O'Brien

2. St. Andrews / St. Stephen

- Luke Armstrong
- Michael Bone

3. Fredericton / New Maryland

- David Barry
- Jamilla Belhadjsalah
- Sara Davidson

These students will attend universities across Canada and beyond, including Dalhousie Medicine New Brunswick in Saint John, Memorial University, Université de Sherbrooke – Moncton Campus, Université Laval, University of Montreal, University of Ottawa and Saba University in the Caribbean.

“The NB Medical Education Trust does more than just help New Brunswickers pay for med school. It sends an important message to future physicians. New Brunswickers want them to practice here at home, and are willing to help make that happen. The NB Medical Education Trust helps recruit physicians from the very beginning of their careers.”

Corey Stevens,
Past scholarship recipient



The New Brunswick
Medical Education Trust





New Brunswick Medical Education Trust Chair Dr. Donald Craig and the 2013 Scholarship Winners

With your generous support, the New Brunswick Medical Education Trust makes scholarships available to students seeking a medical education at any accredited medical school worldwide. This program encourages top students to attend top schools while alleviating or removing financial hurdles. The understanding with each of our scholarship recipients is that they return to service here in New Brunswick, sharing all they've learned and putting roots down back here at home.

The New Brunswick Medical Education Trust is an investment in the future of medical students from all over our province.

From here, for here. Everyone wins!



Corey Stevens of Saint John
Dalhousie Medical School New Brunswick
AstraZeneca Scholarship
Valued at \$12,000



Sandi Skaarp of Saint John
Dalhousie Medical School New Brunswick
AstraZeneca Scholarship
Valued at \$12,000



Mariah Giberson of Moncton
Dalhousie Medical School New Brunswick
BellAllant Scholarship
Valued at \$10,000



Ellen Synder of Fredericton
University of Ottawa
BMCI Scholarship
Valued at \$10,000



Andrew Dutcher of Fredericton
Dalhousie Medical School New Brunswick
CIBC Scholarship
Valued at \$5,000



Catherine Holland of Saint John
Dalhousie Medical School New Brunswick
Friends of Christofor Scholarship
Valued at \$12,000



Michael Bone of St. Stephen
Dalhousie Medical School New Brunswick
Friends of Christofor Scholarship
Valued at \$12,000



Ethan Tounishey of Saint John
Dalhousie Medical School New Brunswick
Friends of Christofor Scholarship
Valued at \$12,000



Monica Graves of Kiensteadville
Dalhousie Medical School New Brunswick
Friends of Christofor Scholarship
Valued at \$12,000



Jamila Belhadjalah
of New Maryland
Memorial University (MUN)
College of Physicians & Surgeons Scholarship
Valued at \$4,500



Pierre O'Brien of Shediac
University of Sherbrooke
College of Physicians & Surgeons Scholarship
Valued at \$4,000



Rajiv Teeluck of Tracadie-Shediac
University of Sherbrooke
College of Physicians & Surgeons Scholarship
Valued at \$4,000



Katelynn Comeau of Saint John
Dalhousie Medical School New Brunswick
Tim Cameron Memorial Scholarship
Valued at \$10,000



Elyse Doiron of Saint John
Dalhousie Medical School New Brunswick
Berton W. Huestle Memorial Scholarship
Valued at \$5,000



Danielle Adam of New Maryland
Dalhousie Medical School New Brunswick
Dr. Isaac Kellor Farrer Memorial Scholarship
Valued at \$12,000



Tara Jennings of Saint John
Dalhousie Medical School New Brunswick
Robert R. McCain Memorial Scholarship
Valued at \$12,500



Brent McCullum of Saint John
Dalhousie Medical School New Brunswick
Dr. G. William McQuade Memorial Scholarship
Valued at \$12,000



Emma Sumner of Fredericton
Dalhousie Medical School New Brunswick
RDC (Regional Development Corporation)
Scholarship
Valued at \$5,000



Benjamin Knight of Saint John
Dalhousie Medical School New Brunswick
RDC (Regional Development Corporation)
Scholarship
Valued at \$5,000



Sara Davidson of Fredericton
Dalhousie Medical School New Brunswick
RBC Foundation Scholarship
Valued at \$10,000



Rebecca McBriarty of Saint John
Memorial University of Newfoundland
RBC Foundation Scholarship
Valued at \$10,000



Jonathan Moore of Rothesay
Dalhousie Medical School New Brunswick
Town of Rothesay Scholarship
Valued at \$10,000



David Barry of New Maryland
Saba University
Scotiabank Scholarship
Valued at \$5,000



E. Rose Savidge of Miramichi
Dalhousie Medical School New Brunswick
Dr. Paul & Gayle Sohi Scholarship
Valued at \$1,000



Taryn O'Neill of Saint John
Dalhousie Medical School New Brunswick
TD Bank Scholarship
Valued at \$10,000



Shona Philip of Saint John
Dalhousie Medical School New Brunswick
TD Bank Scholarship
Valued at \$10,000



Laura McMackin of Miramichi
Dalhousie Medical School New Brunswick
Dr. Henrik & Wanda Tonning Scholarship
Valued at \$2,000



Trinda Hayden of Fredericton
Dalhousie Medical School New Brunswick
Dr. Frank & Audrey Wanamaker Scholarship
Valued at \$3,000





ROTHESAY MEMORANDUM



TO : John Jarvie
FROM : Doug MacDonald
DATE : September 2, 2015
RE : Application for Financing

The town has previously obtained authority from the Municipal Capital Borrowing Board to fund transportation, recreation and utility projects. The approvals outstanding (Orders in Council ("OIC")) are as follows:

OIC #	Date Approved	Amount	Project Description
10-0012	March 8, 2010	\$ 2,980,000	Transportation (drainage, land acquisition, roads)
13-0008	March 11, 2013	\$ 2,700,000	Recreation (Common & Renforth park)
15-0038	May 11, 2015	\$ 350,000	Utility (water system improvements)

Access to the funds is only available twice a year (normally late spring and early fall) via the Provincial Government Bond issuance process and the New Brunswick Municipal Finance Corporation ("NBMFC"). The deadline for submissions to the NBMFC for consideration in the current cycle is September 25th.

Funding should only be requested for projects that are known to be completed and/or for which the completion date and full cost are virtually certain. Projects currently meeting this description are as follows:

Recreation

Renforth Park – project complete - total approximate cost of \$430,000 – funding to be obtained from borrowing = \$300,000

Transportation

Anna Avenue - project virtually complete – total approximate cost and funding to be obtained from borrowing - \$350,000

Oakville Acres – construction component of the project virtually complete – estimated approximate cost and funding to be obtained from borrowing \$1.5 million
- land acquisition component not complete as final costs are still to be determined

Utility

Gondola Point Road – water line installation virtually complete – estimated approximate cost of \$400,000 - funding to be obtained from borrowing = \$350,000

ROTHESAY

TO: John Jarvie

FROM: Doug MacDonald

RE: Application for Financing 2015Sept14OpenSessionFINAL_103

Sept. 2, 2015

The aggregate funding required by area is as follows:

Recreation	\$ 300,000, 5 year term
Transportation	\$ 1,850,000, 10 year term
Utility (water)	\$ 350,000, 10 year term

The term of the debt is mandated by the MCBF when the borrowing authority is received depending upon the nature of the project. Based upon current interest rates the additional loan payments to be included in the 2016 budget are estimated to be \$290,000 for the general fund and \$40,000 for the utility fund.

In summary, I recommend we apply for debt financing in an aggregate amount of \$2,500,000 relating to the above noted projects.

Recommendation:

I recommend Council adopt the following motion

RESOLVED THAT the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of Rothesay debenture in the principal amount of \$2,500,000 on such terms and conditions as are recommended by the New Brunswick Finance Corporation, and be it resolved that the Municipality of Rothesay agree to issue post-dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture.

To: **THE NEW BRUNSWICK MUNICIPAL FINANCE CORPORATION**

Re: **APPLICATION FOR FINANCING**

2015 Sept 14 Open Session FINAL_104

MOVED by Counc. and seconded by **RESOLVED THAT** the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of **Rothesay** debenture in the principal amount of **\$2,500,000.00** on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of **Rothesay** agree to issue post-dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture.

I certify that the above is a true and exact copy of a resolution passed by the Council of the Municipality of **Rothesay** while in regular session held .

SEAL

Clerk

<u>OIC/O.M. No.</u>	<u>Date of OIC/O.M.</u>	<u>Date of Council's Resolution authorizing Application to the MCBB</u>	<u>Purpose by Function</u>	<u>Amount in Dollars</u>	<u>Term for each Amount</u>
<u>General Revenue Fund</u>					
10-0012	March 8, 2010	Feb 8, 2010	Transportation Services	\$1,850,000	10 years
13-0008	March 11, 2013	January 14, 2013	Recreation	\$ 300,000	5 years
<u>Water & Sewer Fund</u>					
15-0038	May 11 , 2015	April 13, 2015	Environmental Health	\$ 350,000	10 years
<u>Other Fund (Specify _____)</u>					

Transfer of Proceeds:

Bank Name: Bank of Nova Scotia
Institution Number: 0002
Branch Transit Number: 40444
Account Number: 00213-18

By submitting this application, the Municipality acknowledges that the New Brunswick Municipal Finance Corporation will not be notifying them of acceptance of this application for financing and waives such notice of acceptance.

This Application should be sent to:

**Department of Local Government,
2nd Floor, Marysville Place,
PO Box 6000, Fredericton, NB E3B 5H1
ATTENTION: Alexandra Ferris
FAX Number: (506)453-7128**



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
September 14th, 2015

TO: John Jarvie, Town Manager

SUBMITTED BY: 
Brian L. White, Director of Planning and Development Services Wednesday,

DATE: September-09-15

SUBJECT: Rothesay Park Road – Land Acquisition Assent for Public Road (PID 00258236)

RECOMMENDATION:

It is recommended THAT the Rothesay Council:

Give Assent to the 529 square meter parcel being a portion of PID 00258236 as shown on a plan of subdivision prepared by KIERSTEAD QUIGLEY and ROBERTS Ltd. and labelled as Dwg. No. 3539 as a Public Street to be vested as part of Rothesay Park Road in accordance with Section 56(1) of the Community Planning Act.

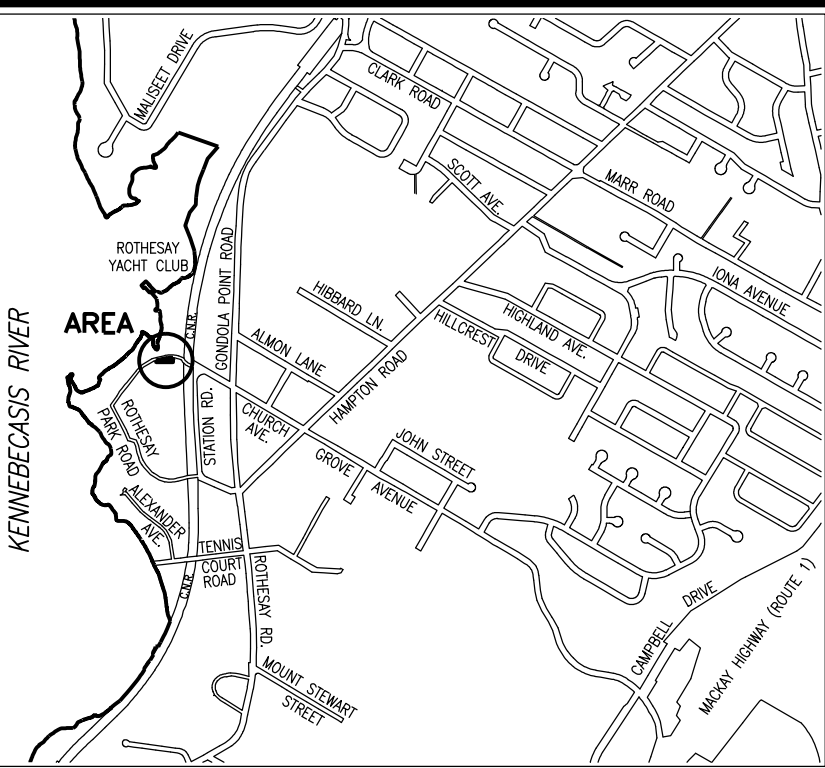
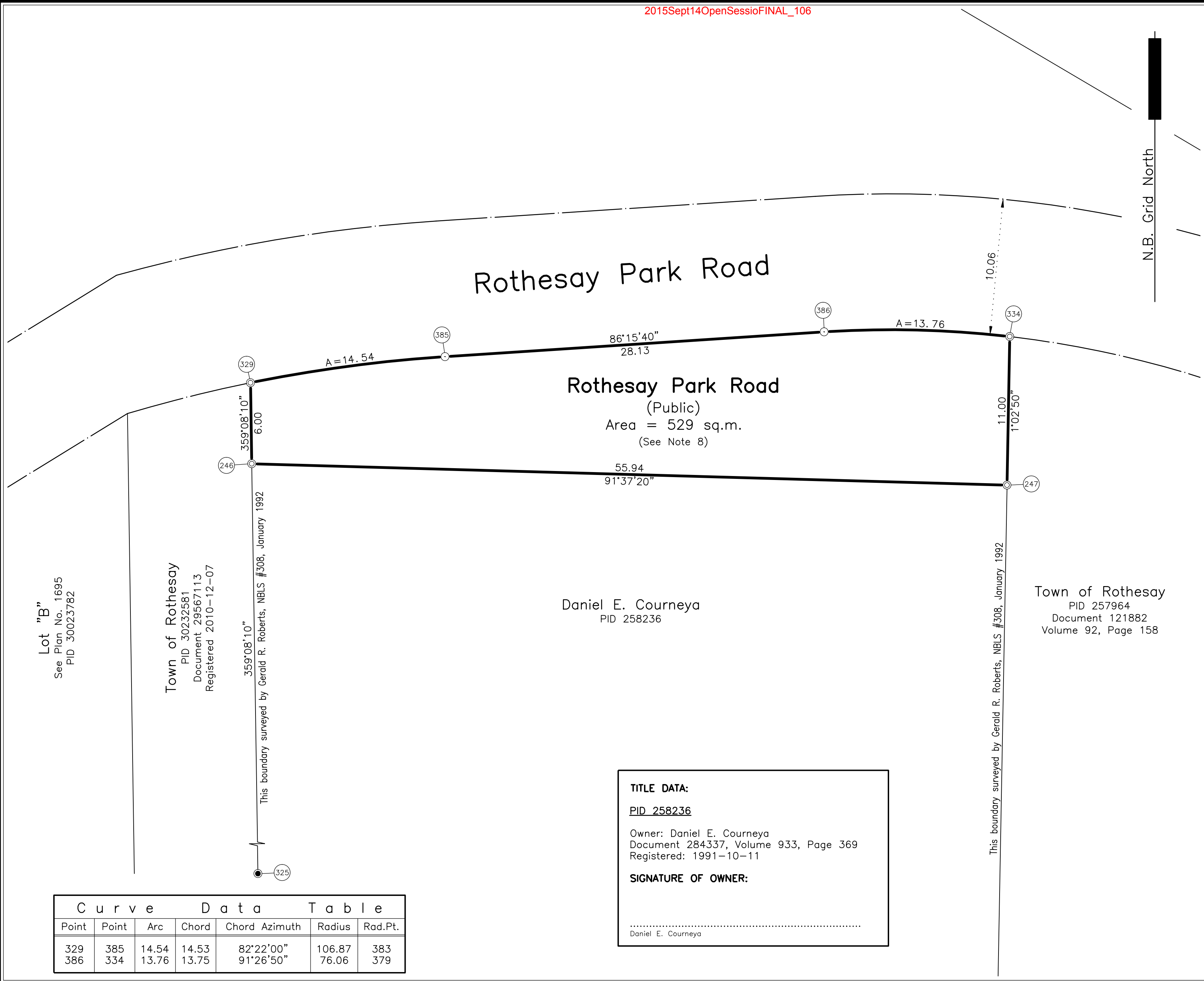
BACKGROUND:

At the May 2015 Meeting of Council in Committee Staff were directed to acquire a portion of (PID 00258236) privately owned land from Mr. Daniel Courneya of 43 Rothesay Park Road. The nature of the acquisition of the private land would be for the purpose of consolidating the land with Town owned land being used as a public street namely Rothesay Park Road.

The attached plan of subdivision prepared by KIERSTEAD QUIGLEY and ROBERTS Ltd. labelled as Dwg. No. 3539 proposes to make the 529 square meter parcel a part of Rothesay Park Road. In order to have the acquired parcel vested as part of Rothesay Park Road Council must first give its assent in accordance with Section 56(1) of the Community Planning Act.

ATTACHMENTS:

Attachment A Daniel Courneya Subdivision Plan - Dwg. No. 3539



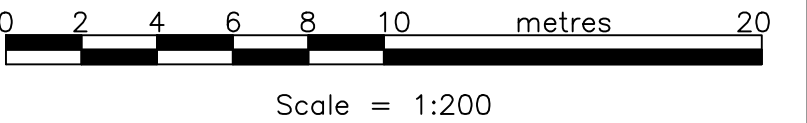
Key Plan
Scale = 1:25,000

LEGEND:
● SMF – Standard survey marker found
○ SMS – Standard survey marker set
● RIBF – Round iron bar found
■ IBF – Square iron bar found
○ IPF – Iron pipe found
○ CALC – Calculated point
▲ NBCM – N.B. Co-ordinate Monument
sq.m. – Square metres
A – Arc R – Radius
Rad.Pt. – Radius point
C – Centreline
— Line not to scale
—x— Fence
PID – Parcel identifier number
Adj – Adjusted network
100 – Tabulated co-ordinate reference
A.N.B.L.S. – Association of N.B. Land Surveyors

NOTES:
1. Azimuths and Co-ordinate values refer to the NEW BRUNSWICK GRID CO-ORDINATE SYSTEM (Adjusted Network) and were derived from the tabulated New Brunswick Co-ordinate Monuments. Computations performed and co-ordinate values shown are based on the New Brunswick Stereographic Double Projection and the NAD83 (CSRS) ellipsoid.
2. Azimuths are rounded to the nearest 10 seconds.
3. Distances are in METRES and are rounded to the nearest CENTIMETRE.
4. Lands dealt with by this plan are bounded thus
5. Peripheral information and adjacent names were derived from various sources and should be verified.
6. All plans and documents referenced are recorded in the Kings County Registry Office or in the Land Titles Office for the District of New Brunswick.
7. Field survey was completed on August 18, 2015.
8. This street vests in the Town of Rothestay pursuant to Section 56(4)(a) of the Community Planning Act.

PURPOSE OF PLAN:
• To define the portion of the Daniel Courneya property to be vested in the Town of Rothestay as part of the municipal street Rothestay Park Road.

Subdivision Plan
Daniel Courneya
Subdivision
Rothestay Park Road
Town of Rothestay
Kings County, N.B.



KIERSTEAD QUIGLEY
and **ROBERTS Ltd.**
Saint John, New Brunswick

I hereby certify that this plan has been prepared by me, to the best of my knowledge, in accordance with the requirements of the Community Planning Act, the Surveys Act and the regulations made thereunder.

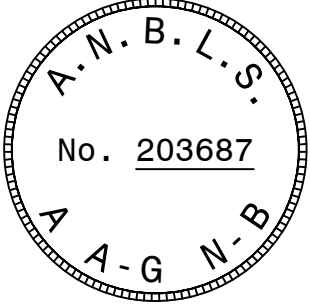
Dated: September 3, 2015 Steven R. Saunders, N.B.L.S. #352

Job No. 15-0033 Book 397, Page 26 Dwg. No. 3539

APPROVALS & FILING STAMPS:

TITLE DATA:
PID 258236
Owner: Daniel E. Courneya
Document 284337, Volume 933, Page 369
Registered: 1991-10-11
SIGNATURE OF OWNER:
.....
Daniel E. Courneya

Curve Data Table						
Point	Point	Arc	Chord	Chord Azimuth	Radius	Rad.Pt.
329	385	14.54	14.53	82°22'00"	106.87	383
386	334	13.76	13.75	91°26'50"	76.06	379



N.B. Grid Co-ordinate Values (Adj)			
Point	Easting	Northing	Remarks
246	2539105.532	7376847.689	SMS
247	2539161.447	7376846.107	SMS
325	2539107.004	7376749.995	SMF
329	2539105.441	7376853.689	SMS
334	2539161.648	7376857.105	SMS
379	2539152.865	7376781.553	Rad.Pt.
383	2539126.805	7376748.975	Rad.Pt.
385	2539119.838	7376855.618	CALC
386	2539147.907	7376857.452	CALC
1345	2539231.230	7376477.003	NBCM (Adj)
14495	2539370.967	7376408.709	NBCM (Adj)
Scale Factor = 1.000000			



ROTHESAY

MEMORANDUM



TO	:	John Jarvie, Town Manager
FROM	:	Brett Mclean, Director of Operations
DATE	:	September 10, 2015
RE	:	Fleet Vehicle Purchase

BACKGROUND

The 2015 General Fund Capital Budget included funds to purchase and outfit (as required) two Fleet Vehicles to serve Rothesay town staff.

DISCUSSION

The purchase of fleet vehicles for the town has historically been undertaken by issuing a public call for tenders through the New Brunswick Opportunities Network. This approach has failed to yield a wide cross section of bidders for the Town to choose from.

In May of 2015 the Director of Operations convened a meeting of several local vehicle retailers and asked the question "why don't you answer our vehicle tender calls?" The meeting brought to light many concerns the retailers had, produced many points of view and generally assisted the Town in preparing a more fair and consistent method of purchasing vehicles that all the retailers could support.

The purchasing method that was discussed and employed for this current purchase was to build and price similar vehicles, from various manufacturers, that suited the Town's current needs and then provide the (online generated) build sheets to the various retailers for firm pricing. The retailers were all satisfied with the open, transparent nature of this method and understood that the lowest price from the exercise would represent the winning bid. It is important to note that the method falls within the allowances of the New Brunswick Procurement Act with respect to public purchasing.

The result of the process was that all (with the exception of one) of the retailers who were given build sheets returned pricing to the Town. The results are listed below and the recommendation for award is based on lowest price received.

PRICING RESULTS

Requests for pricing closed on September 10, 2015 with the following results:

- | | |
|---------------|-------------------------|
| 1. Subaru | \$32,919.00 per vehicle |
| 2. Toyota | \$33,981.00 per vehicle |
| 3. Hyundai | \$34,399.00 per vehicle |
| 4. Chrysler | \$35,154.00 per vehicle |
| 5. Mitsubishi | \$36,036.00 per vehicle |

ROTHESAY

TO: John Jarvie

FROM: Brett McLean

RE: Fleet vehicle Purchase

2015Sept14OpenSessioFINAL_108

-2-

September 10, 2015

FINANCIAL IMPLICATIONS

The tender includes the supply of equipment that will be charged against the 2015 General Fund Capital Budget. Assuming award of the contract to the low bidder, a budget analysis has been completed.

The analysis concludes that a total amount of \$100,000 was provided in the General Fund Capital Budget for the two vehicles and that the delivered cost of the 2016 Subaru vehicles (including optional extended warranty , additional rims/ winter tires and hst) will not exceed \$85,000.00.

RECOMMENDATION

It is recommended that the two Fleet Vehicles be 2016 Subaru vehicles at a base price of \$32,919 plus applicable taxes, optional warranty and additional rims/ winter tires and further that the Director of Operations be authorized to issue a purchase order in that regard.

Respectfully Submitted,



Brett McLean, P. Eng.
Director of Operations
Rothesay,



I concur with the
recommendation

From: [Blair MacDonald](#)
To: [Mary Jane Banks](#)
Subject: Motion for September 14th Council Meeting, Recycling of Electronics
Date: September-10-15 11:41:14 AM

Please include the following on the Monday Agenda:

Rothsay residents have recently been able to utilize the new curbside recycling which will lead to less disposal of waste in the landfill and extend the life of same.

The remaining serious gap in recycling is the treatment of electronic components which in most cases are disposed of in the landfill as garbage. Many of these products contain materials which can be recycled and which may be hazardous to the environment if disposed of in the landfill.

I would move that:

Rothsay Council express to the NB Department of Environment its support of the recycling of electronic products and urge the Department to fastback the implementation of such a program.

Blair

The NB Department of the Environment has drafted legislation that would see the establishment of an electronics industry led organization which would be responsible for the recycling of electronic products- similar to the current system for paint and tires.

Sent from my iPad

Any correspondence with employees, agents, or elected officials of the town of Rothsay 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.