



ROTHESAY
COUNCIL MEETING
Rothesay Town Hall
Monday, April 11, 2016
7:00 pm



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

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

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

1. APPROVAL OF AGENDA

MOVED by Deputy Mayor Grant and seconded by Counc. Wells the agenda be approved as circulated, with the following addition:

7.0 Emergency Measures Plan

CARRIED.

2. APPROVAL OF MINUTES Regular Meeting 14 March 2016

MOVED by Counc. Alexander and seconded by Counc. Lewis the minutes of 14 March 2016 be adopted as circulated.

ON THE QUESTION:

Mayor Bishop inquired about the status of curbside recycling for the ten homes at Rothesay Netherwood School (RNS). Town Manager Jarvie advised he has been in contact with Paul Kitchen, headmaster of RNS, and is waiting for a response.

CARRIED.

Business Arising from Minutes

N/A

3. OPENING REMARKS OF COUNCIL

Mayor Bishop advised the municipal election will be held on **May 9, 2016**. He stressed the importance of municipal government in daily life through water, sewer, and garbage services, snow removal, road maintenance, and recreational opportunities. He noted there was an open house on secondary planning between Grove Avenue and Renforth. It was his understanding residents felt more information was necessary. He indicated the Town intends on improving communication regarding the project which will include scheduling more meetings to keep residents updated and receive feedback. He added it is a work in progress.

ROTHESAY

Regular Council Meeting
Minutes

-2-

11 April 2016

Counc. MacDonald advised it was his last meeting as a Council member and thanked the residents – for his election, Mayor Bishop – for his leadership, Council and the Town. He expressed well wishes to all candidates running for Mayor and Council. Counc. Gallagher Jette noted Counc. MacDonald's decision to step down as a Council member was a great loss to the Town. His financial expertise, reasoned perspective, contributions, and overall attitude will be missed. Mayor Bishop added his appreciation for Counc. MacDonald's financial guidance over the years and dedication to the Town.

3.1 Declaration of Conflict of Interest

N/A

4. DELEGATIONS

4.1 The Kings Way LifeCare Alliance Judy Lane (See item 9.1.1)

Mayor Bishop introduced Judy Lane, CEO of Kings Way LifeCare Alliance. Ms. Lane thanked Council for their time and noted Kim Shaw, Foundation Director, was also in attendance. Ms. Lane noted the following: we all have one thing in common – aging; 35% of the Kennebecasis Valley population are adults over the age of 50; this percentage is expected to double in the next 15 years; an aging population affects our community, public services, business, the economy, values, and human dignity; society speaks of seniors as a burden on society; need to change the conversation; seniors are the “social glue” that keeps younger generations together; they are the wisest generation; transitioning beyond adulthood is an important chapter in life; and the Kings Way LifeCare Alliance desires to drive change and create the same quality of life regardless of age. Ms. Lane gave background information on Kings Way LifeCare Alliance noting: the organization is located in Quispamsis with approximately 150 staff; 76% of staff live in the Valley; and significant contributions to the local economy have been made through job opportunities and payroll funds circulating back into the community. She further noted the Kings Way LifeCare Alliance is asking the Town to consider a sponsorship of \$3,000 to host one day of the Age of Disruption Tour in the Kennebecasis Valley. Dr. Bill Thomas, an geriatrician, expert and world leader in healthy aging and care, has created a weeklong tour to facilitate a change in mindset from the current thinking that old people are an expense and burden on society to one where we appreciate the critical role they actually play in society. Ms. Lane explained the tour includes: a day stops in the cities of Moncton, Halifax, Sydney, Fredericton, and Kennebecasis Valley from June 13-17; partnerships with Cathy Rogers, Minister of Social Development, The Atlantic Institute on Aging, the Alzheimer's Society, and various researchers from local universities, care organizations, physicians, and the nursing home association; a workshop on dementia; media coverage; a community building lunch with Dr. Thomas; networking sessions; and an evening theatre production. The cost of the five city tour is \$65,000 (\$7,500 for each city after 50% provided by Atlantic or Provincial companies). Kennebecasis Valley costs will be shared by Quispamsis (\$3,000), Rothesay (\$3,000) and Kings Way LifeCare Alliance (\$1,500).

Mayor Bishop thanked Ms. Lane and noted financial requests are typically referred to the Finance Committee. Counc. MacDonald inquired about the breakdown of costs involved with the tour. Ms. Lane noted Dr. Thomas does not charge a speaking fee and expenses are for: an 11 member cast and crew, lodging, food, transportation, as well as venue costs.

MOVED by Counc. Gallagher Jette and seconded by Counc. MacDonald the letter from Judy Lane RE: Request for Co-Sponsorship of the Age of Disruption Tour dated 28 March 2016 be referred to the Finance Committee.

CARRIED.

ROTHESAY

Regular Council Meeting
Minutes

-4-

11 April 2016

Mr. Logan thanked Town staff for their assistance during the audit process. He explained the audit process and noted the following: this is the fourth year under the PSAB standards (began in 2012); and a clean audit opinion has been given under PSAB standards. He also noted it is a mandated format across the country. A reconciliation procedure must be done each year. He noted no journal entry adjustments were required which is not their typical experience. He commended Town staff for their work. Mr. Logan also commented the monthly statements typify actual amounts.

Mayor Bishop thanked Treasurer MacDonald and Mr. Logan for their presentations.

MOVED by Counc. MacDonald and seconded by Counc. Alexander Item 9.1.2 be brought forward on the agenda.

CARRIED.

Item brought forward.

9.1.2 2015 Audited Rothesay Financial Statements

7 April 2016

Memorandum from Treasurer MacDonald

MOVED by Counc. MacDonald and seconded by Deputy Mayor Grant resolved that Council approves Rothesay's 2015 audited financial statements and authorizes the Mayor and Treasurer to sign the financial statements.

CARRIED.

MOVED by Counc. MacDonald and seconded by Deputy Mayor Grant resolved that Council authorize the Mayor and Treasurer to sign the audit communication letter from Teed Saunders Doyle & Co.

CARRIED.

MOVED by Counc. MacDonald and seconded by Deputy Mayor Grant resolved that Council appoints Teed Saunders Doyle & Co to complete the audit of Rothesay's 2016 financial statements at a fee to be negotiated.

CARRIED.

31 December 2015

Draft Rothesay Consolidated Financial Statements

MOVED by Counc. MacDonald and seconded by Counc. Gallagher Jette the Draft Rothesay Consolidated Financial Statements dated 31 December 2015 be received/filed.

CARRIED.

5. CORRESPONDENCE FOR ACTION

5.1 4 March 2016

Letter from Operation Lifesaver RE: Public – Rail Safety Week

MOVED by Deputy Mayor Grant and seconded by Counc. Lewis:

Whereas *Public – Rail Safety Week* is to be held across Canada from April 25 to May 1, 2016;

Whereas it is in the public's interest to raise citizens' awareness on reducing avoidable accidents, injuries and damage caused by collisions at level crossings or incidents involving trains and citizens;

Whereas Operation Lifesaver is a public/private partnership whose aim is to work with the rail industry, governments, police services, the media and other agencies and the public to raise rail safety awareness;

Whereas Operation Lifesaver has requested City Council adopt this resolution in support of its ongoing effort to save lives and prevent injuries in communities, including our municipality;

ROTHESAY

Regular Council Meeting
Minutes

-5-

11 April 2016

Therefore, it is hereby **RESOLVED** Rothesay Council supports national **Public – Rail Safety Week**, to be held from April 25 to May 1, 2016.

ON THE QUESTION:

Deputy Mayor Grant acknowledged Council's standard practice of not passing resolutions but requested an exception be made and this resolution be approved. She noted rail safety is a major concern for the community and indicated the resolution would aid the efforts of the Town and the Ad hoc Rail Safety Committee in promoting rail safety. It was noted dissemination of the information through social media could also be of benefit.

CARRIED.

5.2 24 March 2016 Email from Deputy Mayor Grant RE: Street Lighting on Sierra Avenue
MOVED by Deputy Mayor Grant and seconded by Counc. McGuire the email from Deputy Mayor Grant RE: Street lighting on Sierra Avenue dated 24 March 2016 be referred to the Public Works and Infrastructure Committee.

CARRIED.

5.3 31 March 2016 Letter from Symphony New Brunswick RE: Cancellation of Camerata
MOVED by Counc. Gallagher Jette and seconded by Counc. Alexander the letter from Symphony New Brunswick RE: Cancellation of Camerata dated 31 March 2016 be referred to the Finance Committee.

CARRIED.

5.4 8 April 2016 Memorandum from Town Manager Jarvie RE: UMN B Sustainability Project
31 March 2016 Email from Eddie Oldfield, (UMNB CCEI) RE: Participation in Climate Change and Energy Initiative (CCEI), with attachments
MOVED by Counc. Alexander and seconded by Counc. Wells:

Whereas UMN B Climate Change & Energy Initiative (CCEI) aims to offer a maximum of support to its participating members for the realization of GHG Inventory, Local Action Plan;

Whereas the town of Rothesay is interested to act against climate change impacts and challenges;

The town of Rothesay is committed to become a member of Partners for Climate Protection (PCP) program and therefore Council:

- authorizes the execution of the related agreement between Rothesay and UMN B;
- authorizes an allocation of \$9,000 in the 2017 budget to participate in the program; AND FURTHER
- passes the following resolution to join the FCM-ICLEI Partners for Climate Change Program:

WHEREAS the International Panel on Climate Change (IPCC) concludes in its 2007 *Fourth Assessment Report* that “there is new and stronger evidence that most of the warming observed over the last 50 years is attributable to human activities”;

WHEREAS the IPCC concludes that human influences on the climate have likely contributed to a rise in the sea level during the latter half of the 20th century, changed wind and temperature patterns, and likely increased the risk of heat waves, the area of land affected by drought since the 1970s, and the frequency of heavy precipitation;

ROTHESAY

Regular Council Meeting
Minutes

-6-

11 April 2016

WHEREAS the *IPCC Special Report on Emission Scenarios* (SRES, 2000) projects an increase in global greenhouse gas (GHG) emissions of 25 to 90 per cent between 2000 and 2030;

WHEREAS the IPCC observes that warming resulting from human influences could lead to some abrupt or irreversible impacts, depending on the rate and magnitude of climate change;

WHEREAS the IPCC anticipates the following impacts from climate change over the next century for North America:

- Decreased snow pack, more winter flooding, and reduced summer flows resulting from warming in western mountains, exacerbating competition for over-allocated water resources;
- Increased aggregate yields of rain-fed agriculture by five to 20 per cent, but with important variability among regions; and major challenges for crops that are grown close to their highest suitable temperature or that depend on highly used water resources;
- Increased number, intensity and duration of heat waves for cities that currently experience them, creating potential for adverse health impacts; and
- Increased stress on coastal communities and habitats as a result of the interaction of climate change impacts and development and pollution;

WHEREAS GHGs (e.g. carbon dioxide, methane, nitrous oxide), released from burning coal, oil and natural gas and from cutting trees and clearing land for agriculture and development, are the primary cause of climate change;

WHEREAS the *World Mayors and Municipal Leaders Declaration on Climate Change 2005* asserts the need for joint authority and global action on climate change;

WHEREAS municipal investments in building retrofits, community energy systems, water conservation, renewable energy technologies, waste reduction, landfill gas capture, fleet management, public transit and other sustainable measures reduce operating costs, help maintain community services, protect public health and contribute to sustainable community development while cutting GHG emissions contributing to climate change;

WHEREAS the Federation of Canadian Municipalities (FCM) and ICLEI–Local Governments for Sustainability have established the Partners for Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and experience with other municipal governments on how to reduce GHG emissions;

WHEREAS over 200 municipal governments across Canada representing more than 75 per cent of the population have already committed to reducing corporate and community GHG emissions through the PCP program;

WHEREAS PCP participants commit to working toward reducing GHG emissions in municipal operations by a suggested target of 20 per cent below 2000 levels, and a suggested target of six per cent below 2000 levels in the community within 10 years of joining the PCP program;

WHEREAS the PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target and vision, developing a local action plan, implementing the plan, and monitoring progress and reporting results;

BE IT RESOLVED that the municipality of Rothesay communicate to FCM its participation in the PCP program and its commitment to achieve the milestones set in the PCP five-milestone framework.

ROTHESAY

Regular Council Meeting
Minutes

-7-

11 April 2016

ON THE QUESTION:

Counc. MacDonald inquired about the expected outcome and purpose of the correspondence. Town Manager Jarvie advised a number of communities in New Brunswick are interested in reducing greenhouse gas (GHG) emissions and looking for solutions to the issue of global warming. It was noted if the project does not receive adequate funding, it will not proceed. There are no financial implications at this time. Deputy Mayor Grant inquired about the utilization of resources and staff time. Town Manager Jarvie indicated there may be minimal Town commitment since a team will be brought in. It was noted other communities committed to participating in the project include: Grand-Bay Westfield, Quispamsis, Sussex, Perth Andover, Dalhousie, McAdam, Petitcodiac, and Rexton.

CARRIED.

6. CORRESPONDENCE - FOR INFORMATION

6.1 17 March 2016 Letter to Lakefield Elementary School RE: Rothesay Common
MOVED by Counc. Wells and seconded by Counc. McGuire the letter to Lakefield Elementary School RE: Rothesay Common dated 17 March 2016 be received/filed.

CARRIED.

6.2 18 March 2016 Letter from Minister Melanson, DTI/Finance RE: Designated Highway Funding
MOVED by Counc. MacDonald and seconded by Deputy Mayor Grant the letter from Minister Melanson, DTI/Finance RE: Des. Highway Funding dated 18 March 2016 be received/filed.

ON THE QUESTION:

Counc. Wells inquired if the Town had interest in burying the utility lines along Rothesay Road. Mayor Bishop advised the issue was discussed by the East-Riverside Kingshurst Council before amalgamation and the procedure was found to be expensive, ranging in the millions. It was further noted buried utility lines are required in new subdivisions. Counc. MacDonald requested clarification of the amount the Town will receive from the province. Town Manager Jarvie advised the Town will receive approximately 75% of the estimated project costs of \$974,000 (\$730,500), while the Town will contribute 25% or \$243,500. Counc. Lewis suggested with the possibility of development on Appleby Drive, the Town should consider any potential stormwater management needs for Rothesay Road. There was general discussion regarding drainage plans for the project. DO McLean advised the following: there will be minor localized road widening in the area; the catch basin grate cover placement against the face of the curb helps eliminate cyclists having to ride over the catch basin grates; and the curb and sidewalk will be replaced to Rothesay Corner.

CARRIED.

6.3 22 March 2016 Letter to resident RE: Japanese Knotweed
MOVED by Counc. Wells and seconded by Counc. McGuire the letter to a resident RE: Japanese Knotweed dated 22 March 2016 be received/filed.

CARRIED.

6.4 31 March 2016 Memo from Fire Chief Ireland RE: Fire Prevention Act appointments
6.4.1 March 2016 Memo from the Office of the Fire Marshal with attachments
MOVED by Counc. Alexander and seconded by Counc. Wells the memo from Fire Chief Ireland RE: Fire Prevention Act appointments dated 31 March 2016, and the memo from the Office of the Fire Marshal with attachments dated March 2016 be received/filed.

CARRIED.

ROTHESAY

Regular Council Meeting
Minutes

-8-

11 April 2016

6.5 2014/2015 NB Police Commission Annual Report (*Full report available-Town Hall*)
MOVED by Counc. McGuire and seconded by Counc. Wells the NB Police Commission Annual Report dated 2014/2015 be received/filed.

CARRIED.

6.6 1 April 2016 Letters between DTI District Engineer Kerr and MS Bike Tour
6.6.1 21 March 2016 Letter from MS Society to Rothesay RE: Bike Tour w/o attachments
MOVED by Counc. Wells and seconded by Counc. Gallagher Jette the letters between DTI District Engineer Kerr and MS Bike Tour dated 1 April 2016, and the letter from MS Society to Rothesay RE: Bike Tour w/o attachments dated 21 March 2016 be received/filed.

ON THE QUESTION:

Counc. Gallagher Jette inquired if the route had been approved. Town Manager Jarvie advised the Town's responsibility is to notify the event organizers if the route is free of any planned roadwork or construction during the time of the event. It was noted project schedules have not been received however, there were no issues during last year's event.

CARRIED.

6.7 2014/2015 SJ Multicultural & Newcomer's Resource Center Annual Report (*Full report available-Town Hall*)
MOVED by Deputy Mayor Grant and seconded by Counc. Wells the SJ Multicultural & Newcomer's Resource Center Annual Report dated 2014/2015 be received/filed.

CARRIED.

6.8 8 April 2016 Thank you letter to resident RE: Various Community Improvements
MOVED by Counc. Wells and seconded by Counc. Gallagher Jette the thank you letter to resident RE: Various Community Improvements dated 8 April 2016 be received/filed.

ON THE QUESTION:

Counc. Gallagher Jette commended staff on the encouraging, positive tone of the letter.

CARRIED.

7. REPORTS

7.0 April 2016 **Report from Closed Session**
Emergency Measures Plan

7 April 2016 Report prepared by DPDS White
MOVED by Counc. Lewis and seconded by Counc. Wells:

WHEREAS, the Rothesay Emergency Measures Committee has received and reviewed the emergency measures plan and forwarded a recommendation for adoption to Council;

Be it therefore resolved that Rothesay Council declares the Rothesay Emergency Plan to be the official document and framework for emergency and incident management subject to ongoing document improvement and maintenance; and

WHEREAS the emergency measures plan contains information deemed to be sensitive to the security of the municipality;

Be it further resolved that Rothesay Council hereby requires that the plan not be released to the public and distributed only to associated emergency response support groups and partner agencies.

CARRIED.

ROTHESAY

Regular Council Meeting
Minutes

-9-

11 April 2016

- 7.1 24 February 2016 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes
24 February 2016 KRJBPC Chief's Report
31 December 2015 KRJBPC Statement of Financial Position/Statement of Operations
29 February 2016 KRJBPC Statement of Financial Position/Statement of Operations

MOVED by Counc. Alexander and seconded by Counc. McGuire the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes dated 24 February 2016, the KRJBPC Chief's Report dated 24 February 2016, the KRJBPC Statement of Financial Position dated 31 December 2015, the KRJBPC Statement of Operations dated 31 December 2015, the KRJBPC Statement of Financial Position dated 29 February 2016, and the KRJBPC Statement of Operations dated 29 February 2016 be received/filed.

CARRIED.

- 7.2 29 February 2016 Draft unaudited Rothesay General Fund Financial Statements
MOVED by Counc. MacDonald and seconded by Deputy Mayor Grant the Draft unaudited Rothesay General Fund Financial Statements dated 29 February 2016 be received/filed.

CARRIED.

MOVED by Counc. Gallagher Jette and seconded by Counc. MacDonald if a Councillor asks to see any bill or account received by the Town, that the staff provide that for their viewing.

CARRIED.

- 29 February 2016 Draft unaudited Rothesay Utility Fund Financial Statements
MOVED by Counc. MacDonald and seconded by Counc. Alexander the Draft unaudited Utility Fund Financial Statements dated 29 February 2016 be received/filed.

CARRIED.

- 7.3 15 March 2016 Draft Parks and Recreation Committee Meeting Minutes
MOVED by Counc. Wells and seconded by Counc. McGuire the Draft Parks and Recreation Committee Meeting Minutes dated 15 March 2016 be received/filed.

CARRIED.

- 7.4 23 March 2016 Draft Public Works and Infrastructure Committee Meeting Minutes
MOVED by Counc. Alexander and seconded by Counc. Lewis the Draft Public Works and Infrastructure Committee Meeting Minutes dated 23 March 2016 be received/filed.

ON THE QUESTION:

Counc. Wells inquired if the residents of Maiden Lane and Goldie Court were satisfied with the result of the resolution. DO McLean advised the issue requires more study and the residents will be kept updated as the Town works toward a solution.

CARRIED.

- 6 April 2016 Report prepared by DO McLean RE: Grove Avenue/Hampton Road RA-5 Crosswalks

MOVED by Counc. Alexander and seconded by Counc. Lewis Council table, for the future Council, the unbudgeted purchase of a pedestrian-actuated warning system for uncontrolled crosswalks at cost of \$8,181.20 to be installed at the right turn lane from Grove Avenue onto Hampton Road pending more information on the design issued and what the specification was and a determination of the best way to rectify the situation.

CARRIED.

ROTHESAY

Regular Council Meeting
Minutes

-10-

11 April 2016

7.5 23 March 2016 Draft Utilities Committee Meeting Minutes

MOVED by Counc. Alexander and seconded by Counc. Wells the Draft Utilities Committee Meeting Minutes dated 23 March 2016 be received/filed.

CARRIED.

➤ Broadway Street

MOVED by Counc. Alexander and seconded by Counc. Lewis Council approve reimbursement to the resident of Broadway Street, for services acquired, in the amount of \$450.80.

CARRIED.

7.6 23 March 2016 Draft Heritage Preservation Review Board Meeting Minutes

MOVED by Counc. Wells and seconded by Counc. Gallagher Jette the Draft Heritage Preservation Review Board Meeting Minutes dated 23 March 2016 be received/filed.

ON THE QUESTION:

Counc. Gallagher Jette inquired if Counc. Wells had looked into whether a public meeting was required to approve the fence for the Rothesay Common. Counc. Wells advised she was absent from the previous Heritage meeting, and no revised fencing proposal was submitted. It was further noted the Heritage Preservation Review Board meetings are open to the public. Counc. Wells agreed to investigate further.

CARRIED.

7.7 1 April 2016 Draft EMO Committee Meeting Minutes

MOVED by Counc. Lewis and seconded by Counc. McGuire the Draft EMO Committee Meeting Minutes dated 1 April 2016 be received/filed.

CARRIED.

➤ EMO Costs Summary

7 April 2016 Report prepared by DPDS White

31 March 2016 Email from Counc. MacDonald RE: Financial Costs for EMO

MOVED by Counc. Lewis and seconded by Counc. McGuire the report prepared by DPDS White dated 7 April 2016, and the email from Counc. MacDonald RE: Financial Costs for EMO dated 31 March 2016 be received/filed.

ON THE QUESTION:

Counc. MacDonald inquired as to why the cost calculations did not include staff time commitments or the Town Hall generator. He noted since staff involvement and use of the generator will occur during emergencies, these items should be incorporated into the overall cost. There was discussion and the following comments were made: difficulty anticipating effects of emergencies and specific staff costs required; staff are confident the cost will not exceed the budgeted amount of \$25,000 and remain below the cost to join the Quispamsis EOC; the decision to purchase a generator for Town Hall was made well before the tour of the Quispamsis EOC, and was based on the idea Town Hall should remain operational during power outages; concern was expressed regarding decisions made relating to the EOC before a cost breakdown was available; and while the decision was made in 2015 the Town Hall generator has not arrived. It was noted the generator at Town Hall is required to maintain the Town's IT infrastructure during a power outage.

CARRIED.

7.8 6 April 2016 Ad Hoc Rail Committee Report

MOVED by Deputy Mayor Grant and seconded by Counc. Lewis the Ad Hoc Rail Committee Report dated 6 April 2016 be received and forwarded to Council at a later date for consideration of the recommendations.

ROTHESAY

Regular Council Meeting
Minutes

-11-

11 April 2016

ON THE QUESTION:

Deputy Mayor Grant gave background information on the report, and noted there was a typographical error in the introduction paragraph. It should read January 1, 2014 not 2015. She further noted: a mutually beneficial relationship developed between the Ad hoc Rail Safety Committee and the Emergency Measures Committee; an effective relationship has been enhanced between the Town and CN; there is a need to monitor changes in government policy to keep updated and continue the dialogue on rail safety; and the Committee has fulfilled its purpose and will disband. Council Lewis thanked Deputy Mayor Grant for her hard work and the efforts of the Ad hoc Rail Safety Committee.

CARRIED.

7.9 March 2016 Monthly Building Permit Report

MOVED by Council MacDonald and seconded by Council Gallagher Jette the Monthly Building Permit Report dated March 2016 be received/filed.

ON THE QUESTION:

Council Alexander inquired as to why the value of the construction of crosswalks is not included and no building permits are required. DPDS White indicated he could look into the inquiry.

CARRIED.

7.10 7 April 2016 Capital Projects Summary

MOVED by Council Wells and seconded by Council Lewis the Capital Projects Summary dated 7 April 2016 be received/filed.

ON THE QUESTION:

Council Wells inquired if the crosswalk by the golf course will be activated before the paving occurs in the area. DO McLean advised it will not be activated before paving. The Town is waiting for asphalt plants to open in early May to avoid an open trench across the road. Council Gallagher Jette inquired if asphalt will be used to pave the Wells trails. She noted residents expressed concern that the trails will lack a natural appeal if they are paved. DO McLean advised paving the trails with asphalt was included in the initial design which was approved by Council and the contract has been awarded.

CARRIED.

8. UNFINISHED BUSINESS

TABLED ITEMS

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

No action at this time

8.2 Water By-law (Tabled June 2015)

No action at this time

8.3 16 Lot Subdivision off Appleby Drive (Tabled December 2015)

No action at this time

8.4 Emergency Measures By-law 1-16

4 April 2016

Memorandum from Town Clerk Banks with attachments

MOVED by Council Lewis and seconded by Council Wells Council give reading by section, to By-law 1-16, "Rothsay Emergency Measures By-law"

CARRIED.

ROTHESAY

Regular Council Meeting
Minutes

-12-

11 April 2016

Town Clerk Banks read By-law 1-16 "Rothesay Emergency Measures By-law" by section.

MOVED by Counc. Lewis and seconded by Counc. McGuire Council give 3rd reading by title and enactment to By-law 1-16, "Rothesay Emergency Measures By-law"

CARRIED.

Town Clerk Banks read By-law 1-16 "Rothesay Emergency Measures By-law" by title.

9. NEW BUSINESS

9.1 BUSINESS ARISING FROM DELEGATIONS

9.1.1 The Kings Way *LifeCare Alliance*

28 March 2016

Letter from Judy Lane RE: Request for Co-Sponsorship of the Age of Disruption Tour

Dealt with above. (See item 4.1)

9.1.2 2015 Audited Rothesay Financial Statements

7 April 2016

Memorandum from Treasurer MacDonald

31 December 2015

Draft Rothesay Consolidated Financial Statements

Dealt with above. (See item 4.2)

9.2 Award – Internal Audit Consultant Services – Rothesay IC Review #PG-2016-01

8 April 2016

Report prepared by Treasurer MacDonald

7 April 2016

Memorandum from Counc. MacDonald

MOVED by Counc. MacDonald and seconded by Counc. Gallagher Jette Council award Rothesay IC Review #G-2016-01 to the firm of Ernst & Young Inc. for a total bid amount of \$22,374.00 (including HST).

ON THE QUESTION:

Counc. Alexander requested clarification as to whether a clause was included in the RFP stating there is no guarantee the lowest tender will be chosen. Treasurer MacDonald advised there was such a clause. Counc. Wells inquired about Counc. MacDonald's reasoning for selecting the firm with the higher bid. Counc. MacDonald noted the following: Ernst & Young has a significant amount of internal audit experience; they are a new perspective or "new set of eyes"; and the additional hours proposed will provide a more in depth review. It was suggested the additional hours may not be required by Teed Saunders Doyle & Co. because of their "running start" or previous knowledge of Town processes. Counc. McGuire noted he agreed with the firm selection and inquired why the Town had not pursued this course of action earlier. Counc. MacDonald advised an internal audit was included in the 2015-2016 budget, and there was some delay in discussion between senior staff and the Finance Committee on proceeding. It was noted recent letters to the editor in the newspaper indicated Council did not favour an internal audit. It was further noted this was not the case. Council expressed concern with the procedure not the concept. Counc. Gallagher Jette noted the importance of having a review done by an external source. Counc. Wells added it was a good idea and noted the importance of making informed decisions by asking questions to clarify what quality of service will be provided for the Town's investment. Town Manager Jarvie apologized for not circulating the staff memo regarding the internal audit to Counc. MacDonald before the Council packages were distributed.

CARRIED.

ROTHESAY

Regular Council Meeting
Minutes

-13-

11 April 2016

9.3 Award – Almon Lane and Peters Lane Reconstruction – Contract T-2016-007

6 April 2016 Report prepared by DO McLean

MOVED by Counc. Alexander and seconded by Counc. Wells Council award Contract T-2016-007: Almon Lane and Peters Lane Reconstruction to the low tenderer, Galbraith Construction Ltd., at the tendered price of \$1,088,227.29 (including HST), as calculated based on estimated quantities, and further that the Mayor and Town Clerk be authorized to execute the necessary contract documents.

ON THE QUESTION:

Counc. McGuire commented on the significant increase in bids between the various companies. Counc. MacDonald inquired about how much was being charged to the Utility Fund and the General Fund. DO McLean advised approximately \$350,000 will be charged to the General Fund while \$850,000 will be charged to the Utility Fund. It was noted when the work is completed a reconciliation will occur. Town Manager Jarvie indicated the work will benefit the overall system, not just the homes in the Almon Lane and Peters Lane area.

CARRIED.

9.4 Award – 2016 Asphalt Resurfacing and Microseal Placement – Contract T-2016-001

6 April 2016 Report prepared by DO McLean

MOVED by Counc. Alexander and seconded by Counc. McGuire Council award Contract T-2016-001: Asphalt Resurfacing and Microseal Placement to the low tenderer, Debly Enterprises Ltd., at the (reduced scope) tendered price of \$2,438,359.20 (including HST), as calculated based on estimated quantities, and further that the Mayor and Town Clerk be authorized to execute the necessary contract documents.

ON THE QUESTION:

Counc. MacDonald requested clarification on the engineering work being completed by Brunswick Engineering Ltd, and further that there is no conflict of interest between the two companies. Town Manager Jarvie advised the Town previously investigated the matter and found no legal relationship between Brunswick Engineering Ltd. and Debly Enterprises Ltd. Counc. Wells inquired if the Town intended to notify residents in advance of the work on Ball Park Avenue. DO McLean advised typically flyers are distributed throughout the neighbourhood a week in advance of any work. Typically, the engineering consultants distribute the flyers on behalf of the Town.

CARRIED.

10. NEXT MEETING

The next meetings are scheduled as follows:

Oath of Office Ceremony Monday, May 30, 2016

Regular meeting Monday, June 13, 2016

Deputy Mayor Grant acknowledged Mayor Bishop's final Council meeting and, on behalf of Council and staff, thanked him for his leadership over the years. She noted there is an event in his honour on **Thursday, April 21, 2016 at 7 p.m. – 9 p.m. at Shadow Lawn Inn.** Counc. Gallagher Jette, as the longest serving member of Council, added her appreciation for the longest serving Mayor. Mayor Bishop thanked Council and noted the following: his time in municipal politics began over 40 years ago when he was asked to join the East-Riverside Kingshurst Council; growing up he was the eldest of 10 children in a low income family; he credits education for helping him get to where he is today; he had help along the way; he saved money for university working at the Bank of Nova Scotia; at the end of his first term at Mount Allison University he did not have enough money to continue; after speaking with the president of the university he was able to save enough money and pay at the end of the second term; he finished his education and continued working in the education system. He added the following: his passion for the town of Rothesay was a driving force during his time as Mayor; his appreciation for

ROTHESAY

Regular Council Meeting
Minutes

-14-

11 April 2016

Council members and their hard work; and his belief those elected will carry on in the same fashion with a strong interest in the Town. Mayor Bishop concluded by wishing the candidates good luck and all the best.

Mayor Bishop was given a standing ovation by staff, Council, and residents.

11. ADJOURNMENT

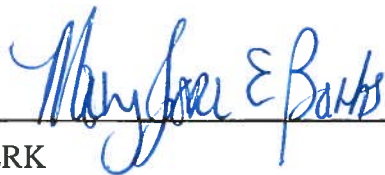
MOVED by Counc. Gallagher Jette and seconded by Counc. Lewis the meeting be adjourned.

CARRIED.

The meeting adjourned at 9:03 p.m.



MAYOR



CLERK