



2. APPROVAL OF MINUTES

11 July 2016

3. OPENING REMARKS OF COUNCIL

4. DELEGATIONS

5. CORRESPONDENCE FOR ACTION

Refer to the Public Works and Infrastructure Committee

Refer to the Public Works and Infrastructure Committee

Forward response confirming participation in 2016

6.8 28 July 2016 Letter from the Kennebecasis Public Library RE: Invite to Summer Reading Club Gathering

ROTHESAY

Regular Council Meeting

Agenda

-2-

8 August 2016

7. REPORTS

- | | |
|------------------------|--|
| 7.0 August 2016 | Report from Closed Session |
| 7.1 30 May 2016 | Fundy Regional Service Commission (FRSC) Meeting Minutes |
| 7.2 11 May 2016 | Kennebecasis Valley Fire Department (KVFD) Board Meeting Minutes |
| 11 May 2016 | KVFD Chief's Report |
| 30 April 2016 | KVFD Response Report |
| 7.3 30 June 2016 | Draft unaudited Rothesay General Fund Financial Statements |
| 30 June 2016 | Draft unaudited Rothesay Utility Fund Financial Statements |
| 28 July 2016 | Draft Finance Committee Meeting Minutes |
| 7.4 12 July 2016 | Draft Rothesay Living Museum Committee Minutes |
| 7.5 20 July 2016 | Draft Utilities Committee Meeting Minutes |
| 7.6 20 July 2016 | Draft Heritage Preservation Review Board Meeting Minutes |
| 7.7 26 July 2016 | Draft Parks and Recreation Committee Meeting Minutes |
| | <ul style="list-style-type: none"> ➤ East Riverside Kingshurst pumping station washrooms ➤ Gondola Point Road and Church Avenue Intersection ➤ Wells Multi-Use Path, Wells Park (see item 8.4) |
| 4 August 2016 | Email from Dean Mullin, KV Committee for the Disabled Persons Inc. RE: Walking Path |
| 7.8 2 August 2016 | Draft Planning Advisory Committee Meeting Minutes |
| | <ul style="list-style-type: none"> ➤ 8-9 Dykeman Crescent – Service Easement ➤ 7 Hillcrest Drive – Set Public Hearing ➤ 104 Hampton Road (see item 9.1) |
| 7.9 July 2016 | Monthly Building Permit Report |
| 7.10 4 August 2016 | Capital Projects Summary |
| 7.11 2014-2015 | New Brunswick Health Council Annual Report (<i>English & French</i>) |

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 Wells Trail Paving/Crusher Dust **Remove from table**

2 August 2016 Report prepared by DO McLean

ROTHESAY

Regular Council Meeting

Agenda

-3-

8 August 2016

9. NEW BUSINESS

BUSINESS ARISING FROM PUBLIC HEARING

9.1 104 Hampton Road – By-law/Development Agreement

3 August 2016

Memorandum from Town Clerk Banks with revised By-law 2-10-26

BUSINESS ARISING FROM DELEGATIONS

9.2 (Bill MacMackin) Exhibition Fieldhouse

Refer to Finance Committee

OPERATIONS

9.3.1 Contract S-2014-016B: Wastewater Collection System Upgrades – Kennebecasis Park, Renforth and Tennis Court WWPS

2 August 2016

Report prepared by DO McLean

9.3.2 Contract T-2016-006: Parkdale Avenue and Chapel Road Sidewalk Installation

3 August 2016

Memorandum from Town Manager Jarvie

2 August 2016

Report prepared by DO McLean

9.3.3 McGuire Road Water Department Building Renovation

2 August 2016

Report prepared by DO McLean

10. NEXT MEETING

Regular meeting

Monday, September 12, 2016

11. ADJOURNMENT



Greater Saint John Fieldhouse Project

"A sports and recreation facility for people of all abilities and all ages"

Tuesday, July 19, 2016

Mr. John Jarvie

Town of Rothesay

Please accept this letter as a formal request to meet with council to present information on the Field House project to be located at Exhibition Park.

Thank you for your consideration and I will follow up next week in case you have any questions on this.

Sincerely

A handwritten signature in blue ink, appearing to read "B. MacMackin". The signature is written in a cursive, flowing style.

Bill MacMackin



www.SJFieldhouse.com

Greater Saint John Field House Project

2016August8OpenSessionFINAL_016

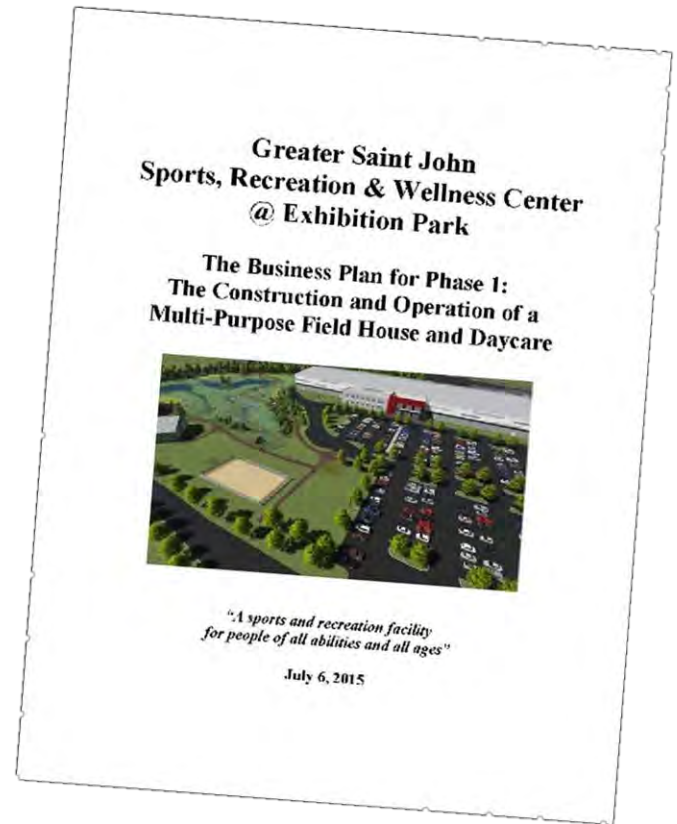
Town of Rothesay – August 2016



Back Ground

2016 August 8 Open Session FINAL 017

- Business Plan based on 5 Key Principals
 - Sustainability
 - Broad User Group Support
 - Economic Impact
 - Cluster Opportunities
 - Spreading investment widely
- Balanced Concept Design
 - Serving broad range of users - All Ages / All abilities
 - Regional impact - User base from Sussex to St Stephen



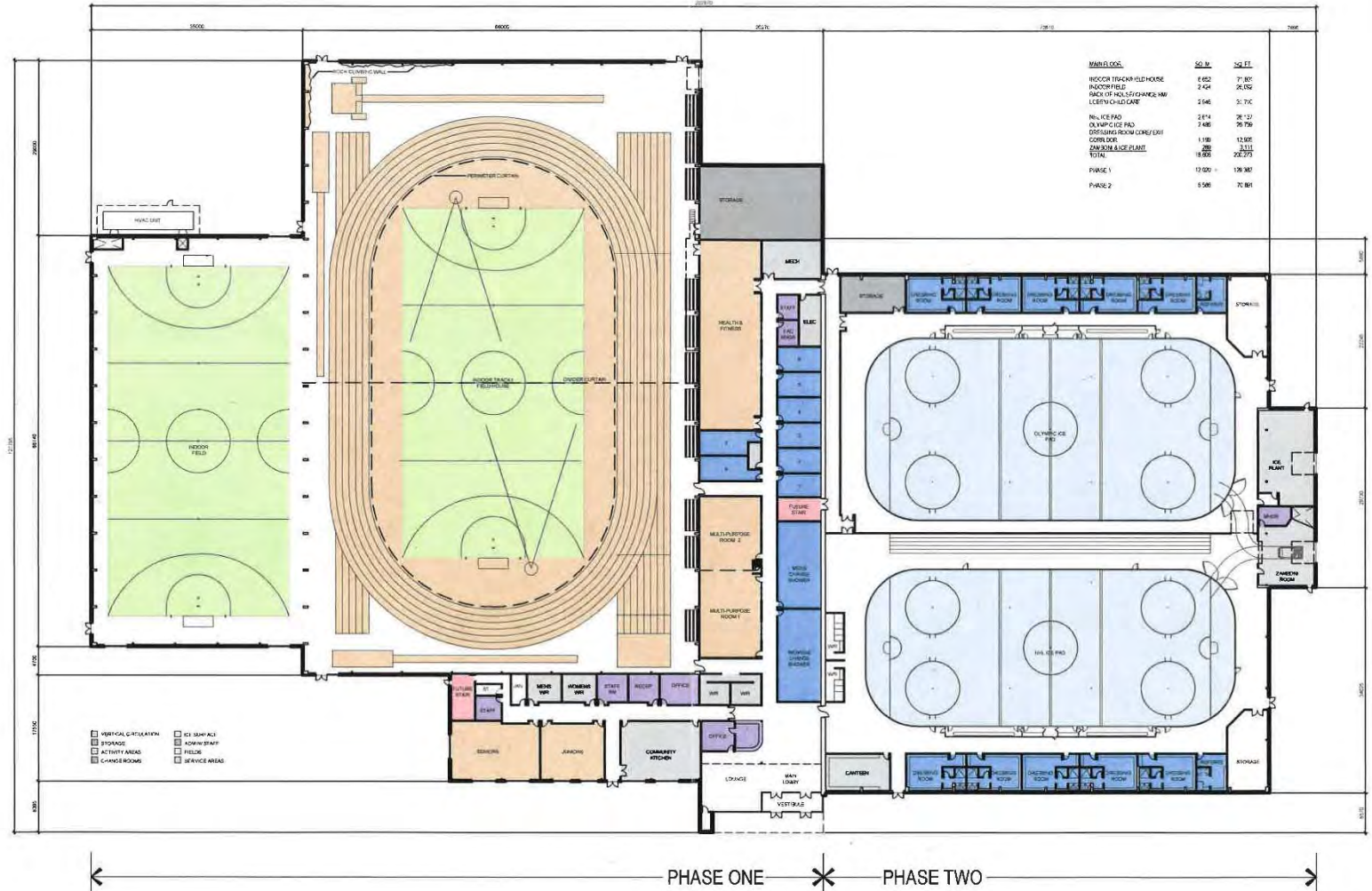


Evolution of our Facility Design

2016 August 8 Open Session FINAL 019

- 2 Phase project
 1. Field House - TurfFields/Track/Fitness/Community Center...
 2. Double Rink Facility + Multi Purpose Spaces + Tenants
- Advancing/Improving the design
 - Concept Design of fieldhouse / Future integration of rinks
 - Wetland and Storm Water Management
 - Updating cost estimates
 - Architect & Construction Manager Selection





GREATER SAINT JOHN FIELD HOUSE



MAIN FLOOR PLAN

PROJ. NO. 15-567 2015 APRIL 28
SCALE 1:400

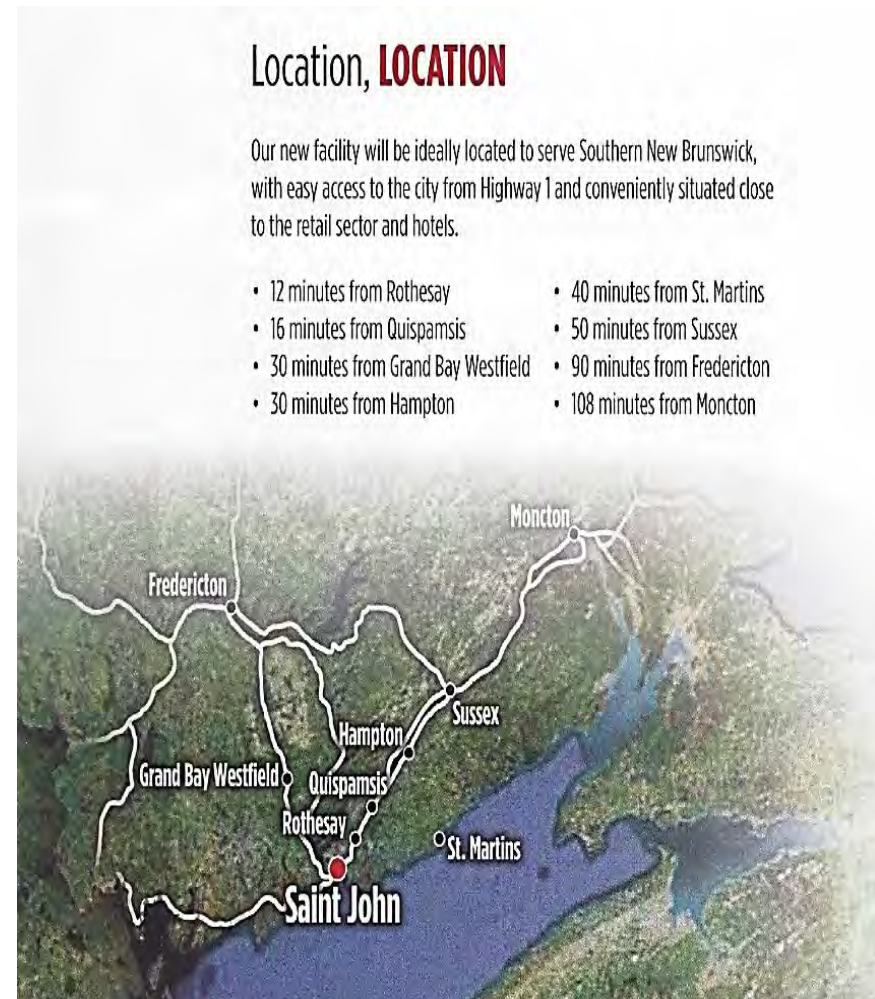
Exhibition Park Proposed Plan

2016 August 8 Open Session FINAL_021



Facility with a Regional Impact

- Sport users are regional
 - 40% of users from outside SJ
 - Regional schools can use
 - Regional Wellness Impact
 - Accessible Location
- Complements proposed & current facilities
- Private / Public Model
- Events impact whole region
 - \$2.5-3.0 Annually
 - Draws People here
- Supported in principal by Fundy Regional Services Commission
- Shows we do work well together as a recreational region.



Sport Tourism

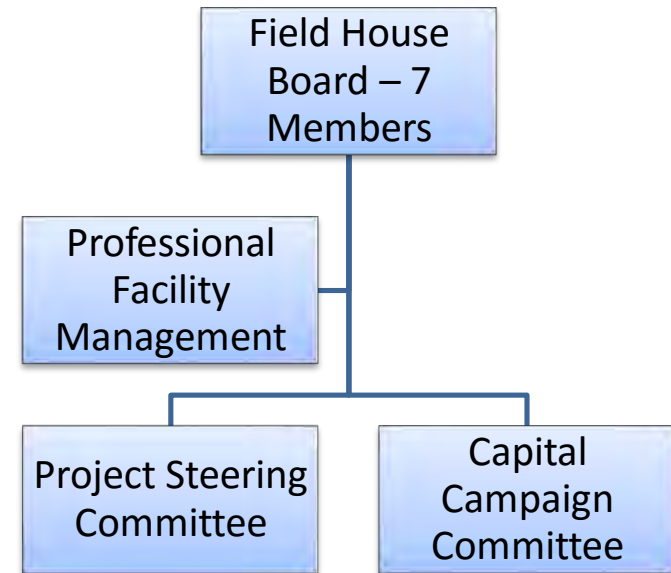
- Economic Impact of \$2.5-3.0 Annually
- Partnering with sport groups / Discover SJ
 - Securing opportunities to host national events
 - Actively bidding on
 - Canadian Masters Indoor Track Champs
 - Judo NB – Atlantic Champs
 - Soccer – Regional / Provincial Champs
 - Canadian University (CIS) – Track & Field Champs



Governance & Management

2016 August 8 Open Session FINAL 024

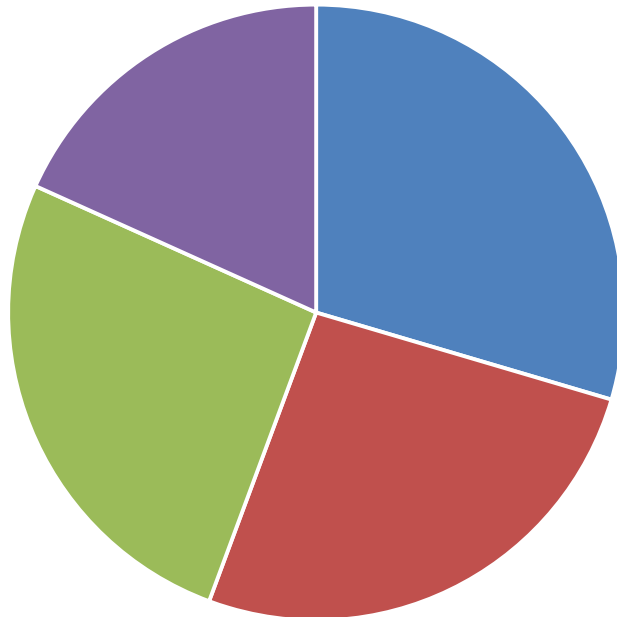
- Greater Saint John Fieldhouse Inc.
- Non profit Corp / Independent Board
- Registered Charity – CRA
- Board of Directors: Bill MacMackin, Styve Dumouchel, Dr. Patti Forgeron, Dr. Andrea Garland, Ken Murphy, Morganne Foley, Andrew Logan
- Board's 5 Strategic Priorities
 1. Promoting an active community through wellness, sport & fitness
 2. Business development to ensure full utilization of the facility
 3. Ensure a Self Sustaining facility
 4. Have high user Satisfaction
 5. Operate with Effective Governance & Transparency



Facility Funding

Total Project Funding

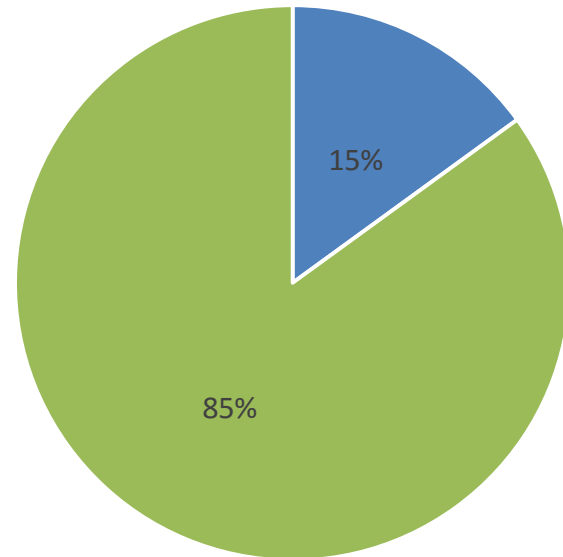
Funding \$24 Million



■ Donors ■ Province of NB ■ Federal ■ City of SJ

Community / City Funding confirmed...

City & Community money
\$12 Million



■ To be raised ■ Already raised

The Benefits of Fieldhouse

2016 August 8 Open Session FINAL_026

Self-Sustaining operating model

- Financially self-sustaining without tax payer subsidy

One of a kind recreation facility east of Montreal

- Serves people of all ages and all abilities
- Positively impacts the quality of life & wellness

A “Greater Saint John Facility” with a regional impact

- Draws people into Saint John from across southern NB
- Attracts events to our area- Regional & National

Revitalization of a historic asset (Exhibition park)

- New community recreation site for our region
- Public/private partnership to benefit the community.





Next Steps: Getting Construction Ready

- Key Milestones:
 - Selection of construction management partner
 - Capital Campaign is progressing well
 - If funding is secured in the Fall 2016
 - Wetland / Site Work Construction could start December 2016
 - Building Construction start March 2017
 - Open for use October 2018
- Challenges
 - Keeping project scope/cost in control / phasing of field house & rinks
 - Securing Funding

Town of Rothesay

- Consideration of...
 - Contribution to the Capital Campaign
 - Demonstrate support for athletes of your town
 - An amount that fits within your budget



Thank You & Questions

2016 August 8 Open Session FINAL 029



From: [REDACTED]
To: [Nancy Grant](#); [Matthew Alexander](#); [Miriam Wells](#); [Tiffany Mackay French](#); [Bill McGuire](#); [Peter Lewis](#); [Grant Brennan](#); [Don Shea](#)
Cc: [Rothsay Info](#)
Subject: Dobbin Street gully and manhole/culvert situation
Date: July-30-16 12:21:02 AM

To: Mayor and Council, Town of Rothsay
Copy: Mary Ann Banks, Town of Rothsay
From: [REDACTED]
Subject: Dobbin Street gully and manhole/culvert situation
Date: Friday, July 29, 2016

Dear Mayor and Council,

Firstly, I want to congratulate all of you on your successful candidacies in the May, 2016 municipal election. As a former municipal councilor myself in the 1980s, I do know how much work is involved, so I wish you all the best as you serve the residents of our town over the next 4 years.

On September 30, 2015, we, along with several of our neighbors, experienced severe flooding of our basements during a heavy rainfall that night. Since my wife [REDACTED] and I have lived at [REDACTED] Dobbin Street for the past 40 years and since we had never experienced such a situation in all that time, we have been searching for answers as to how this happened. We even invited members of the previous Council and candidates in the May election to come and visit our property to see for themselves what has happened in behind our properties and some of you have witnessed the situation.

The gully that runs behind our properties has always had water in it and it used to flow quite well down to meet the town drainage system near Galway Court. However, since the Town of Rothsay put in a culvert and manhole, with an intake pipe and an outflow pipe, a few years ago, just behind 13 Dobbin, things have changed. I believe that manhole/culvert would have worked fine if it had been maintained by the Town. Unfortunately, some of our neighbors discovered that those pipes were so full of sludge that water could barely "trickle" through to the lower side and therefore, on September 30, 2016, with heavy rain in a short time period, the water backed up onto our properties and under our foundations, then up through the floor drains in our basements.

It took 6months to do the reconstruction on our property at [REDACTED] Dobbin. We also spent our own money on a backup system to hopefully pump water away from under our foundation and I am aware that some of our neighbors have done the same on their properties. We have done all we can do as individual property owners.

I am asking you, our elected representatives, to take whatever steps necessary to maintain the manhole/culvert that the Town installed and to keep it and the gully dredged out so that the water will flow naturally, just as it used to do in the past.

I must also point out that the amount of water draining into that gully has increased since the Town approved rezoning of properties from residential to commercial to allow the building of a

restaurant and mini malls; those properties were built up higher than our properties and paved parking lots were constructed.

All I am asking is that the Town look after this drainage situation by keeping the gully and manhole/culvert cleaned out.

I look forward to seeing this work, which will not take a lot of time, done.

Sincerely,

[REDACTED]

[REDACTED]

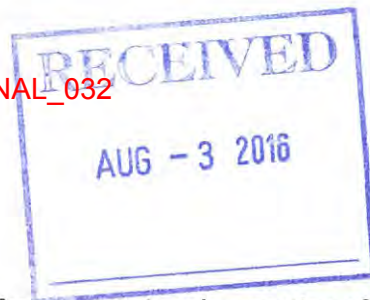
[REDACTED] Dobbin Street

Rothsay, NB E2E 2P7

[REDACTED]

[REDACTED]

[REDACTED]



Rothesay Mayor and Council

August 3rd 2016

Together we are learning that installing active transportation infrastructure is only a portion of the solution for getting residents to access more destinations without the use of motor vehicles. Safety maintenance is the highest priority after installation, followed closely by promotion. Regular promotion of Active Transportation through Rothesay's social media and Web sites will bring greater attention to possibilities without burning hydrocarbons, such as; Encouraging walking or cycling to soccer practice, the play ground and concerts on the common; Explaining the signage and pavement markings to motor vehicle drivers and cyclists; Confirming that Rothesay endorses cycling on the roadways and encourages cooperation and respect between motorists and cyclists; Explaining the correct use of helmets and hand signals. Regular posts are required to keep the process in the forefront resulting in an image of Rothesay being a cycling friendly community.

Last year the Trans Canada Trail commission (TCT) provided presentations to council indicating they had changed the designation for the trail through Rothesay from walking to cycling. What good luck for Rothesay because the route chosen by the commission is already partially complete by work on our Active Transportation Plan (ATP). The cycling portion stretches from St. Martins to Grand Bay/Westfield which puts Rothesay in an ideal location to promote cycling tourism as a hub for day trips.

Accommodation, restaurants, groceries are all close at hand, some even on the Trail route. This could be a boon for local business.

I initiated this list of cycling safety related items after reading a Tweet June 30th that someone from the Town mistakenly posted indicating that the Trans Canada Trail is complete through Rothesay. Cycling tourism certainly can be a boon for the Town, but we should address all the known safety shortcomings before inviting the world to come and enjoy. All items listed are specific to the TCT portion of our AT installation, but the safety maintenance can be applied elsewhere on our cycling network.

I can assure you that writing monthly letters to council in order to register specific safety instances is not what I want to be spending my time doing. I've tried the direct approach and Rothesay@rothesay.ca to no avail. There has to be a better way. Maybe it exists within Town staff where an active cyclist would take ownership of cycling issues, a single contact/liaison for active transportation users. It is far easier to appreciate these nuances from a bicycle seat than a truck.

I can also assure you that while my writings may seem brief, blunt and/or technical they are not to be misconstrued as a direct criticism of any one person or persons. I simply want the streets in Rothesay to be safe for cyclists. Should any of these items be repaired before the council meeting, I thank you.

I respectfully request your formal reply to each of the numbered safety issues listed below. I will make myself available should any further explanation be required.

Best regards, 



This is the most dangerous constriction in our AT system. The installed sharrow signage and pavement markings are **not** appropriate. The pavement width is far less than the minimum 4.3 metres required by the Transportation Association of Canada (TAC) guidelines and by our Active Transportation Plan (ATP) for sharrows with an AADT > 10,100. Our ATP recommends moving sidewalks and eliminating the gutter to gain space for bike lanes (est. \$60,000 seems low) and addresses the danger by scheduling the work during the first two years of ATP implementation. Experienced cyclists will “control the lane” by moving to the center of the lane which confounds the motorists.

1. We cannot leave this unsafe situation while waiting for funding so until the money is budgeted for the permanent fix please change signage to single file with bold pavement glyphs in the center of the lanes. This is as much for motorists' education as cycling safety.



The addition of the concrete island at Vincent Road has constricted the Gondola Point Road lane widths to less than sharrow requirements.

2. Please add single file pavement markings.



Branches overhanging the bike lane at 85 Gondola Point Road force cyclists out of their safe zone. This is an ongoing problem not limited to this location.

3. Please have town staff trim the trees.



Rothsay Road east bound between Applebee and Dunedin. Pot holes force cyclists out of their safe zone. This area was patched last year but settled during the freeze/thaw process.

4. Please have town staff patch the holes to be suitable for bicycles.



Rothsay Road east bound at golf course. Pot holes force cyclists out of their safe zone. This area was not patched during last year's maintenance.

5. Please have town staff patch the holes to be suitable for bicycles.



Rothsay Road east bound at golf course. Vertical separation in pavement. This area was not patched during last year's maintenance.

6. Please have town staff patch to be suitable for bicycles.



Gondola Point Road east bound at Frances Ave. Pot holes force cyclists out of their safe zone. This area was not completely patched during last year's maintenance.

7. Please have town staff patch the holes to be suitable for bicycles.
8. All sharrow and single file pavement markings do not meet TAC guidelines or our ATP. Bold markings are required to get motorists attention. Please double the size to that detailed in the TAC guidelines and our ATP.
9. Parking in the bike lanes on Gondola Point Road at the Common is dangerous to cyclists, pedestrians and motor vehicles. One way traffic around the entire triangle circulating counter clockwise is probably the ultimate solution but I am not promoting it because it would complicate the bicycle lanes alignment at intersections.
 - 9a. Please install and enforce no parking signage on the common side of the road in accordance with existing bylaw 3-03 schedule A A-7 (c)
 - 9b. Please revise bylaw 3-03 to include no parking on the opposite side.
10. The TCT route to and from the Gondola Point ferry utilized by touring cyclists will be the Gondola Point Road. Please complete the bike lanes on Gondola Point Road from Vincent Road to the Town border as described in our ATP.



As of this submission date temporary construction signs by Galbraith and Debly are still blocking bike lanes jeopardizing our “little Johnnys” safety en-route to the Common and golf course. The disconcerting part of this story is Work Safe NB has influenced the companies to adjust the flagger signs away from traffic view after working hours for the protection of workers yet the signs still block the bike lanes. The Work Area Traffic Control Manual (WATCM) must be followed on all provincially designated roads and contractors are obliged to comply but it is the responsibility of the municipality tendering the work to ensure all aspects of WATCM are followed. WATCM is a comprehensive document and municipalities would be well advised to follow it on all roadways in their jurisdiction.

11. Please have town staff insist the signs are removed from the bike lanes.
12. Please have town staff follow WATCM on all streets when placing temporary signs considering cycling space at each instance.

Poul Jorgensen at the NB Trails Council can be contacted to have the TCT roadside signs installed. Poul indicated while interviewed for an article in the Telegraph Journal August 2nd that the TCT through New Brunswick would be complete by October.

From: [REDACTED]
To: [Mary Jane Banks](#)
Subject: FW: [CCC]: FW: new wildlife vehicle educational resource from TIRF
Date: August-04-16 9:06:19 AM

From: Rob Doucet [<mailto:deputymayor.doucet@townofhampton.ca>]
Sent: August-03-16 10:02 PM
To: Snow, Cathy; Deuville, Susan; John Jarvie; Mayor Ken Chorley; Olsen, Emil
Subject: RE: [CCC]: FW: new wildlife vehicle educational resource from TIRF

Hi all, Its Bob Doucet.

I'm sending this email to you all as I have no contact information of new mayors/councillors. This email is regarding the nuisance deer program or bow hunt that we (towns of Hampton, Quispamsis and Rothesay) have been involved with the last couple of years and DNR have been doing in our communities.

I recently had a phone call from the dnr biologist Joe Kennedy. He would like to know asap if all 3 municipalities are still doing /want to continue the Nuisance deer program since we have recently had a municipal election. This should be discussed with all councils and decided on long before fall. A letter from the new mayors will need to be sent to Joe saying keep it going or you are opting out. Some might not even know of this program.

Could you all please send this email to your new mayors and deputy mayors for me? Cc me on the email and they can call or reply to me and at that time I can discuss with them if they would like a committee meeting or I can inform them/ discuss/answer any questions or updates. Joe is willing to attend a meeting or even closed in your council meetings to inform new council members and mayors.

Hope you are all having a great summer...deer are all over our town as usual.

Bob (Dewey) Doucet – Deputy mayor of the Town of Hampton and the Chair for the KV Deer Committee

[REDACTED]

9 August 2016

Department of Energy and Resource Development
Hugh John Flemming Forestry Centre
Box 6000
Fredericton, NB
E2B 5H1

ATTENTION: Rick Doucet, Minister

Dear Mr. Doucet:

RE: Deer Management Plan – Kennebecasis Valley

Rothesay Council has agreed to participate in the Kennebecasis Valley Deer Management Plan for the fall of 2016.

This will confirm that Rothesay is willing to act as the initial point of contact for interested landowners by providing the Department with the owner's name, Property Identification Number (PID), contact information and confirmation that the property falls within the Town's municipal boundaries. We understand the Department will then assess these properties to determine if they qualify for issuance of the special permits under the Kennebecasis Valley Deer Management Plan.

Thanks to you and your staff for your efforts to assist the municipalities of the Kennebecasis Valley in addressing the excessive deer population.

Sincerely,

Dr. Nancy Grant
Mayor

cc. Mayor Chorley, Hampton
Mayor Clark, Quispamsis
Deputy Mayor Doucet, Chair – Regional Deer Committee
Joe Kennedy, DNR
Rothesay Council



2016 August 8 Open Session FINAL_041
ROTHESAY

150 Years Proud 1860-2010



23 June 2016

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

FILE COPY

70 Hampton Road
Rothesay, NB
Canada E2E 5L5

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

Rothsay@rothesay.ca
www.rothesay.ca

Dear [REDACTED]

Re: Selection of Finish for Rollover Curb on Almon and Peters Lanes

Thank you for providing your views on the choice of finish of the curb on the lanes. Throughout the project Council has been impressed by the engagement of you and your neighbours in the design and execution of the project. I am pleased to say that the project is ahead of schedule and we look forward to a satisfactory completion soon.

Most Council members have reviewed the options for finishing the curb. While we appreciate that the exposed aggregate curb may offer an appearance somewhat more visually pleasing to some, an overwhelming majority of Council is not satisfied that it warrants an added \$65,000 expense over the cost of the standard curb finish.

As a new Council, we are determined to be open in our decision-making practices AND to ensure that we obtain the very best value for tax dollars spent. It is in this vein that I write to you and I trust you will understand our decision although different from the view you have expressed.

You should see installation of the curb beginning shortly and we wanted you to know of our decision at the very earliest opportunity.

Yours truly,

Dr. Nancy Grant

Mayor

Cc : Rothesay Council



July 18, 2016

Hon. Brian Gallant
Office of the Premier
P.O. Box 6000
Fredericton, NB
E3B 5H1

70 Hampton Road
Rothesay, NB
Canada E2E 5L5
T: 506-848-6600
F: 506-848-6677
Rothesay@rothesay.ca
www.rothesay.ca

Dear Mr. Premier:

It was my pleasure to meet you a few weeks ago, at the Rothesay High School graduation ceremony. We hope you enjoyed being part of such a great community event, and enjoyed Rothesay hospitality.

At that time I mentioned to you that we in Rothesay have a project that we have been working on for some time: replacement of our nearly 50 year old arena. It is truly in dire straits, requiring money to be spent on it annually- leaky roof, repairs to the ice plant, etc. The building requires replacement, and our ultimate plan would be to build a new arena and refurbish the old building for a variety of racquet sports, which would provide for activity for people of all ages.

We have no desire to compete with the planned facility at Exhibition Park; rather, our arena would be a 340-seat facility for high school and minor hockey, and figure-skating: simply a community arena. The refurbished building would be a community wellness centre rather than a field house, and would provide opportunities for winter activities for non-skaters. This would be in keeping with the recommendation of our Master Recreation Plan, which calls for a recreation campus at the centre of the Town, available to the many apartment dwellers and seniors who live within walking distance, as well as to other residents of the Town.

Thank you for the advice you gave me, which was to take our case to Minister Arsenault, of RDC: we did that this morning, and were encouraged by the speed with which we were able to achieve a meeting, and by the meeting itself with the Minister and Deputy Minister Levesque.

...2

2016August8OpenSessionFINAL_043

We do require provincial funding if this project is to go forward; without it we simply cannot proceed. We hope you will be able to add your support to our project; with provincial funding we will be "good to go"; in other words, we are shovel-ready.

Thank you for your anticipated attention to this matter.

Yours truly,



Dr. Nancy Grant

Mayor

Cc: Rothesay Council



July 18th, 2016

Regional Development Corporation
Chancery Place
P. O. Box 6000
Fredericton, NB
E3B 5H1

Attention: Hon. Donald Arseneault

70 Hampton Road
Rothesay, NB
Canada E2E 5L5

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

Rothsay@rothesay.ca
www.rothesay.ca

Dear Mr. Minister:

Re: Rothsay Recreation Project

Thank you for taking time from what truly must be a very busy schedule to meet with us on Friday.

Rothsay Council is committed to replacing our old arena with a facility which will meet the needs of our entire community. I'm sure you recognize the enthusiasm we have for this project from Councillors McGuire and Wells. We appreciated your questions and comments. We also would welcome any advice you may wish to give on moving the project forward. As you noted, we have been working at this for some time!

As discussed, our project is focused on meeting local needs for our population of 12,000. We do not see it as competing with other projects in this region which are designed to attract users from particular participant groups and from across southwestern New Brunswick. While Rothesay has a tax base capable of supporting the operation of this facility and contributing to its capital costs, this is not a project that can move forward based solely on local funding.

As you noted, our infrastructure is in good shape and we continue to invest to have it remain so. We consider this project a key component in what we offer present and prospective residents. Rothesay does not compete for non-residential growth with the City of Saint John but rather aspires to support economic development in the region by offering an attractive residential environment including opportunities for a variety of wellness activities in safe, attractive facilities.

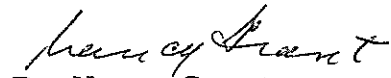
...2

Please be assured we will be advancing our request for federal government support emphatically and were very encouraged to hear that the Federal Government has recently chosen to fund similar projects to our own through Build Canada.

I am very pleased to have met you and hear you would consider visiting our community over the summer. I have a fairly flexible schedule and look forward to welcoming you whenever you can find time to make the trip.

Thank you again for meeting with us and hearing our request. The group came away very optimistic from our meeting and I hope you will choose to support our project.

Yours truly,



Dr. Nancy Grant

Mayor

Cc : Bill Levesque, President
: Rothesay Council

TOWN OF ROTHESAY

July 22nd, 2016

Coach New Brunswick
503 Queen St.
Fredericton, NB
E3B 5H1



Dear Madam Mayor Grant,

Coach New Brunswick along with the Coaching Association of Canada and its twelve other Provincial Territorial Partner Representatives have proclaimed September 17th-25th to be the second annual National Coaches Week in Canada. National Coaches Week is a week to celebrate the tremendous positive impact coaches have on athletes and communities across Canada.

Coaches dedicate their time and energy to supporting athletes on and off the field of play, and are integral to the success of the New Brunswick sport system. We have more than 8,000 coaches in the province, most of whom are volunteers. National Coaches Week will focus on putting a spotlight on these coaches and give this, largely volunteer, integral part of Canadian sport, a thanks.

We encourage you and the Town of Rothesay to join us in raising awareness of National Coaches Week by issuing a public proclamation recognizing this week in your community. Additional information is available at: www.coach.ca/nationalcoachesweek

Coach NB is a non-profit organization that leads, promotes, supports and delivers coach education and ongoing learning opportunities through collaborative partnerships in all stages of life. For more information on National Coaches Week or about Coach New Brunswick please contact the Executive Director, Manon Ouellette via e-mail at manon@coachnb.ca or by phone 506-444-3888.

Sincerely yours in coaching,

A handwritten signature in black ink that reads "Jason Dickson".

Jason Dickson, President of Coach New Brunswick



**Directors of the New
Brunswick Medical
Education Foundation
Inc.**

Donald Craig, MD, Chair

Pamela Jarrett, MD

Allison Kennedy, MD

David Marr, MD

Nathalie Godbout, LLB

Ron Outerbridge, CA

Mary Jane Ryan
Administrative Assistant
(506) 648-7073
Fax: (506) 648-7324

New Brunswick Medical
Education Foundation Inc.
PO Box 22061
Saint John, NB
E2K 4T7
Phone: (506) 648-7073
Fax: (506) 648-7324

CRA No. 810513523RR0001

July 25, 2016

Dear Donor:

As we have recently completed our annual New Brunswick Medical Education Foundation annual celebration event, Dr. Craig and I have some news to share with you our valued donor.

I have been honoured to work with the New Brunswick Medical Education Trust since the first very successful campaign. This year, the New Brunswick Medical Education Trust has become an independent foundation and is now known as the New Brunswick Medical Education Foundation Inc.

I am moving on to new challenges but I want to thank you for the support you have given the NBMEFI during my tenure.

Please feel free to contact Dr. Craig or a member of the Board of Directors for any issues you may have.

It has been a pleasure to have been part of this successful program from its inception to the present.

Sincerely,

Martha Zed

Dr. Donald Craig



**Directors of the New
Brunswick Medical
Education Foundation
Inc.**

Donald Craig, MD, Chair

Pamela Jarrett, MD

Allison Kennedy, MD

David Marr, MD

Nathalie Godbout, LLB

Ron Outerbridge, CA

Mary Jane Ryan
Administrative Assistant
Phone: (506) 648-7073
Fax: (506) 648-7324

New Brunswick Medical
Education Foundation Inc.
PO Box 22061
Saint John, NB
E2K 4T7
Phone: (506) 648-7073
Fax: (506) 648-7324

www.nbmeded.ca

CRA No. 810513523RR0001

July 25, 2016

Dear Donor:

What a truly exciting and busy year 2016 has been so far!

We attained our independence from the Saint John Regional Hospital Foundation and became the New Brunswick Medical Education Foundation Inc. at the end of March.

Our annual celebration was celebrated on June 15th at a new venue, the Grand Hall, UNBSJ. This event saw 37 medical students receive more than \$280,000 in scholarships for this year alone – bringing our overall scholarship total to over 1.2 million dollars over 7 years, An almost unbelievable achievement by any standard! As you know, the New Brunswick Medical Education Foundation supports medical students from New Brunswick at various accredited medical schools across Canada, United States and internationally.

The NBMEFI has also seen changes to our administrative staff. Martha Zed, our former CEO, has moved on to new challenges. Her tremendous work in our initial campaign and transition to our new status was outstanding and we wish her the best in all her future endeavors.

We are currently in the process of establishing a brand new web site, which we hope to have up and running at full speed very shortly. We have also established an Alumni Association whose purpose it will be to foster mutual communication between the NBMEFI and the Alumni.

We are fortunate to be able to include with this letter, a photo from the evening of June 15th, of the student who received your generous scholarship. Unfortunately, not every student could attend and we will be sending along photos to those of you who are not receiving an enclosure at this time.

The New Brunswick Medical Education Directors again thank you for your continuing support. Because of you we are part of a unique public/private solution to recruiting and retaining physicians in New Brunswick.

Dr. Donald Craig, Chair
New Brunswick Medical Education Foundation Inc.
File: DR&L



2016 August 30 Open Session FINAL_049

ROTHESAY

150 Years Proud 1860-2010



27 July 2016

Department of Transportation and Infrastructure
Kings Place
P. O. Box 6000
Fredericton, NB
E3B 5H1
Attention: Hon. Bill Fraser

70 Hampton Road
Rothesay, NB
Canada E2E 5L5
T: 506-848-6600
F: 506-848-6677
Rothesay@rothesay.ca
www.rothesay.ca

Dear Minister Fraser:

Re: Rothsay Community Centre Funding

It was very nice to see you again yesterday. Rothesay certainly appreciates the monies committed to our town through the designated highways funding program. As I described, the project is moving ahead on schedule and we will be applying for further funding for the 2017-18 fiscal year.

I thought I would take this opportunity to tell you about an important project in our community; one for which we are seeking financial assistance from your Government. I noted with interest an article in the Telegraph Journal describing a project in your constituency to develop an exciting recreation complex. We too have a recreation project, although one much more modest in scale and cost. Our project is a replacement for our 44 year old arena and some renovations to the existing structure to convert it for other community purposes. Our construction budget is \$15 million of which we hope the Province will share a third. Attached is a short summary of the project.

I wish you success with your project and hope you will see fit to support ours as well. If you are in the area, I would be very happy to host a visit. Please let me know of any plans you may have.

Yours truly,

Dr. Nancy Grant
Mayor

Enc. : Rothsay Community Centre Project summary

Cc : Rothsay Council

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

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



Rothesay Recreation Project

Project Summary

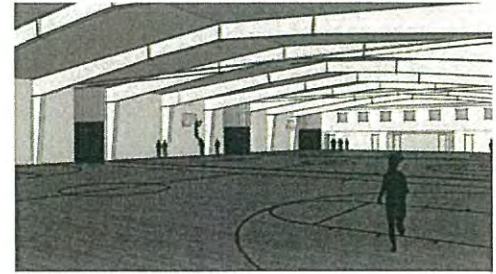
- The Rothesay Arena is 44 years old and requires a major refit or replacement.
- The facility works well at its current location as it is within walking distance from four schools and centrally located in the Kennebecasis Valley. There are more than 700 apartment units within walking distance of the site and the facility will be accessible to those of all age groups and economic strata.
- Renovating the Arena would remove it from service for a season and result in a costly project with some limitations remaining.
- Council acquired the necessary lands to replace the arena from private owners and the Provincial Government in 2012.
- A larger, more ambitious project was studied and rejected due to high capital and operating costs.
- This project includes a new community rink with limited spectator seating and a refurbishment of the existing rink shell for use as a multi-purpose recreation space with floor suitable for tennis, volleyball, basketball, indoor soccer, pickle ball, martial arts, dance and other sports and recreation activities.
- The cost estimate for construction is \$15M with most to come from the three orders of government.
- The project has the support of the Fundy Regional Service Commission although it is not intended to service the region but rather the community of Rothesay and surrounds. It is different in nature and scale with a project being promoted as a regional project in the City of Saint John which is said to be designed to meet demands from Southwestern New Brunswick.
- **Rothesay is asking the Regional Development Corporation for funding in an amount of \$5.0M which represents one third of the estimated construction cost.**

2016 August 8 Open Session FINAL_051 Rothesay Community Centre Project

Three Components: new ice rink with walking track, renovated arena with multi-purpose recreation floor suitable for all ages and connecting lobby with auxiliary spaces.

Location: Walking access from four schools, full municipal services, bus route, near business community, accessible to community

Uses: ice hockey, figure skating, ringette, ball hockey, basketball, volleyball, tennis soccer, football training, martial arts, dance, and, and, and....; participation!!



Cost: construction budget \$15M, third from gas tax or alternative Federal funding, third from Province, rest from Rothesay property taxpayers. The Provincial contribution is

applied for through the Regional Development Corporation with final approval by the Board of Management chaired by the Minister of Finance.



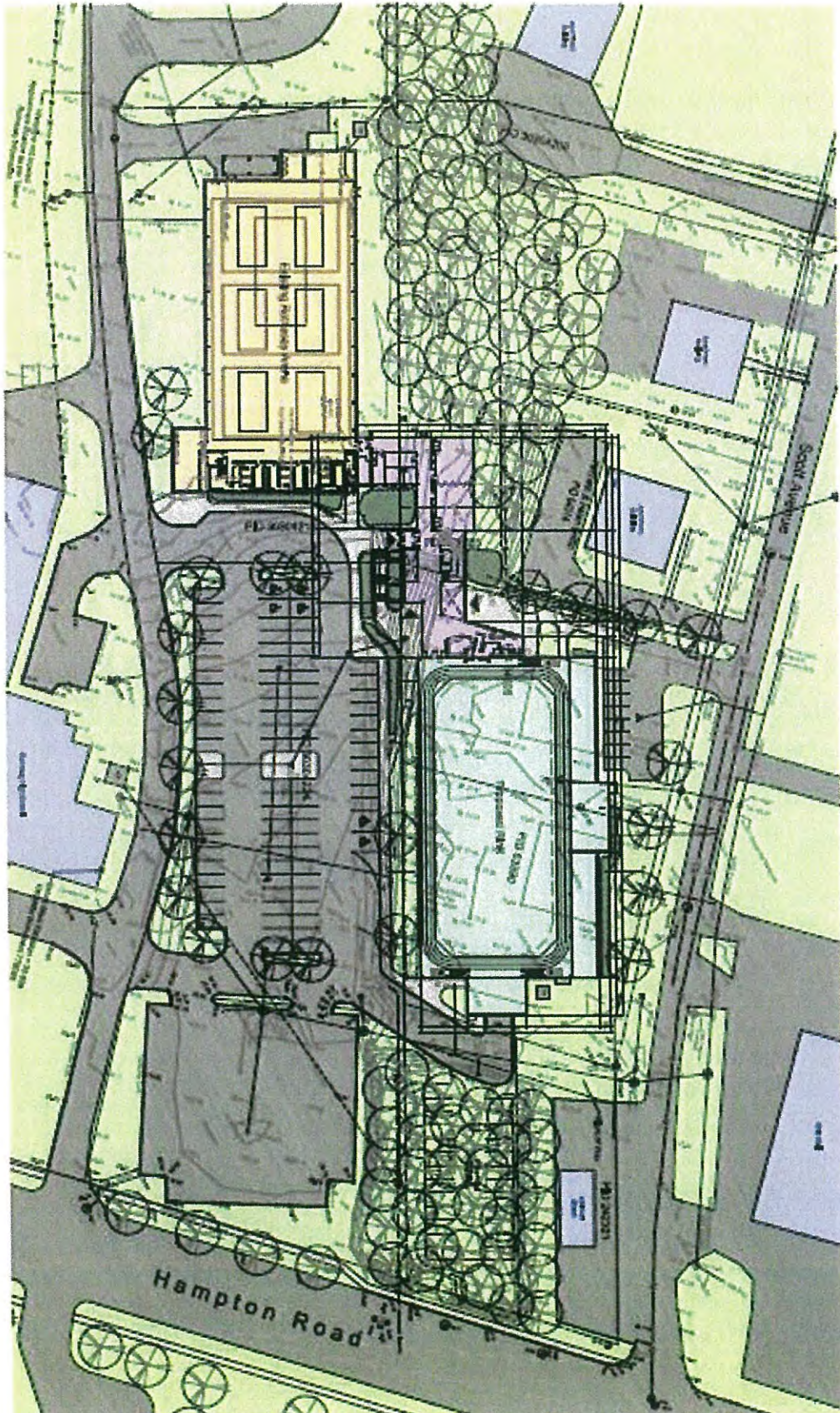
Process: looked at other possibilities including renovating existing rink, larger scale facility, attaching to high school, tearing down existing rink; this option right fit of affordability and meeting needs broad

community.

Competition: doesn't duplicate or compete with other facilities, different opportunities for Valley residents of all ages, creates focus facility, replaces existing 40+ year old building.

Fairness: Town taxpayers contribute large amounts to property tax, HST and income tax (+\$40M per year); very small unconditional grant compared to similar municipalities, other municipalities have received money.







Rothesay Community Centre Project

Preliminary Estimates based on Schematic Design Report (November 2015)

COSTS

Land Acquisition	\$1.2M
Fees & Soft Costs to date	\$0.9M
New Rink Construction	\$11.8M
• Optional Energy recovery	\$0.9M
Refurbished Arena – fieldhouse/wellness centre	\$2.43M
TOTAL	\$17.3M

FUNDING

Federal (gas tax approved, alternate funding pending)	\$5.0M
Provincial (request submitted)	\$5.0M
Town	\$7.3M
	\$17.3M



2016August8OpenSessionFINAL_054



70 Hampton Road
Rothesay, NB E2E 5Y2

Re: Canada's National Teen Driver Safety Week

Dear Mayor,

On behalf of Parachute, Canada's leader in injury prevention, I am writing you today to draw your attention to **Canada's National Teen Driver Safety Week taking place October 16-22, 2016**. This year, National Teen Driver Safety Week (NTDSW) will focus on distracted driving as well as drug impaired driving, challenges we all face right across Canada.

Teen driver safety is important. While young people only make up 12% of the licensed drivers, they account for approximately one fifth of all road-related injuries and fatalities. In Canada motor vehicle collisions lead to over 14,000 hospitalizations and 161,000 emergency room visits annually. In addition to the human cost, the financial cost is over \$2.1 billion per year. We know that over 90% of these injuries, deaths and cost could be prevented. With these alarming statistics in mind, I think you would agree, now is the time to prevent injuries and let Canadians live long lives to the fullest.

This is the fourth year Parachute is leading National Teen Driver Safety Week in Canada. **Last year NTDSW witnessed an impressive amount of interest and support with 524 community events, and support from eight provinces and over 35 municipalities.** Now, more than ever, we hope you will join the growing number of Canadians who are supporting National Teen Driver Safety Week. Your leadership can help save lives.

We are asking you to introduce the attached proclamation to officially recognize National Teen Driver Safety Week, and lend your support to NTDSW via social and traditional media between Oct 16-22.

Please let me know if you will introduce a proclamation, and help raise awareness of National Teen Driver Safety Week. Thank you in advance for your leadership in helping Parachute, and all Canadians, take a stand on Teen Driver Safety.

Sincerely,

Louise Logan, BA JD
President & CEO, Parachute

NATIONAL TEEN DRIVER SAFETY WEEK

WHEREAS, driving is an important and exciting right of passage for youth. It is also one of the riskiest activities for young people to engage in;

WHEREAS, teen driver safety is a significant issue in Canada. Young drivers are over represented in all road-related injuries and fatalities.

WHEREAS, National Teen Driver Safety Week is a week dedicated to raising awareness and seeking solutions to preventable teen deaths on the road across Canada. Everyone has a role to play in creating change amongst their peers, in classrooms and in their communities;

THEREFORE, I/We, _____, _____ of _____, do hereby proclaim **the third full week in October as National Teen Driver Safety Week.**

SEMAINE NATIONALE SUR LA SÉCURITÉ DES CONDUCTEURS ADOLESCENTS

ATTENDU QUE apprendre à conduire est un rite de passage important et excitant pour les jeunes, mais que c'est également une des activités les plus risquées pour les jeunes ;

ATTENDU QUE la sécurité des conducteurs adolescents est un problème majeur au Canada et que les jeunes conducteurs sont surreprésentés parmi les victimes de blessures et les décès qui résultent d'accidents de la route ;

ATTENDU QUE la Semaine nationale sur la sécurité des conducteurs adolescents est une semaine dédiée à sensibiliser le public et à trouver des solutions pour éviter les décès d'adolescents sur les routes de l'ensemble du Canada et que nous jouons tous un rôle dans la mise en œuvre du changement parmi nos pairs, dans les salles de classe tout comme dans nos communautés ;

Je/Nous, _____, _____ de _____, déclare/déclarons en conséquence, par la présente, **la troisième semaine d'octobre la Semaine nationale sur la sécurité des conducteurs adolescents.**



1 Landing Court
Quispamsis, NB
E2E 4R2

Mayor Dr. Nancy Grant and Councillors
Town of Rothesay
70 Hampton Road
Rothesay, NB, E2E 5L5

July 28, 2016

Dear Mayor Dr. Nancy Grant and Councillors,

The Summer Reading Club at the Kennebecasis Public Library reaches nearly 400 children in our community each year and offers a diverse range of free, literacy-based programs to children of all ages.

The Summer Reading Club encourages children of all ages to continue reading throughout the summer in an effort to maintain and improve the reading skills they have acquired over the past school year. Children are encouraged to set a reading goal for themselves that is both attainable and challenging. Throughout the course of the summer they strive to reach their goal while receiving support from the Library. This year, our combined reading goal is 9,000 books, and we are pleased to share that we are well on our way to reaching that goal already.

In addition to the reading initiative, we have also been holding daily programs for children of all ages in keeping with this year's theme of time-travel. Families throughout the valley have been coming into the Library to take part in our story times, crafts, puppet shows, LEGO Builder's Club, Gamification program, and more!

To celebrate the wonderful achievements of the children during their time with us, the Kennebecasis Public Library will be holding a party on Thursday August 18th. The festivities will be from 2:00pm to 3:30pm and again from 6:30pm to 8:00pm to accommodate the schedules of all our participants. As a prominent member of our community, we would like to cordially invite you to attend this event.

We sincerely hope you can come and support the children as they celebrate their love of reading! Please RSVP by calling 849-5314.

Sincerely,

Claire Flood, Emma Johnston, Maggie Mee, Alex Petit-Thorne, Emily Preeper
Claire Flood, Emma Johnston, Maggie Mee, Alex Petit-Thorne & Emily Preeper
Summer Reading Club Coordinators
Kennebecasis Public Library

**Annual General Meeting
May 30, 2016**

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Monday, May 30, 2016 at 10 Crane Mountain, Saint John.

1. Call to Order

Executive Director Marc MacLeod, called the meeting to order at 10:00 a.m.

BOARD MEMBERS

Don Darling, Mayor, City of Saint John
Gary Clark, Mayor, Quispamsis
Grace Losier, Mayor, Grand Bay-Westfield, Interim Chair
Nancy Grant, Mayor, Rothesay
Bette Ann Chatterton, Mayor, St. Martins
David Rogers, Local Service District Representative
Glen Baxter, Local Service District Representative
Sandra Speight, Local Service District Representative
Sue Ewing, Local Service District Representative

OTHERS

Marc MacLeod, Executive Director
Brian Shannon, Fundy Regional Service Commission
Media
General Public

Executive Director advised that under item 5.6 of the Procedural By-Law in the absence of a Chair or Vice Chair the Board may appoint an Acting Chairperson.

Motion: To appoint Director Grace Losier to Acting Chairperson until the Executive Officers elections to be held in July once the new LSD members become official.

Moved: Director Baxter
Seconded: Director Ewing

Discussion: Executive Director advised that it may be in the best interest of the Commission to delay the election until the July meeting to provide new members time for familiarization and for the new LSD member to be present after July 1st.

Vote: Motion Carried

2. Approval of Order of Business

The Chairperson asked for approval of the agenda as presented.

Motion: To approve the Annual General Meeting agenda as presented.

Moved: Director Grant
Seconded: Director Darling
Vote: Motion Carried

3. Disclosure of Conflict of Interest

None

4. Approval of the Minutes

Motion: To approve minutes of the March 22, 2016 as circulated.

Moved: Director Chatterton
Seconded: Director Speight
Vote: Motion Carried

5. Approval of 2015 Annual Report

Executive Director MacLeod gave an overview of the 2015 Annual Report noting that the year ended with the Landfill favourable in the amount of \$90,000.

Motion: To approve the 2015 Annual Report for the Fundy Regional Service Commission as presented.

Moved: Director Clark
Seconded: Director Speight
Vote: Motion Carried

6. Election of Officers

Executive Director MacLeod advised that there are no provisions regarding the timing of Election of Officers and is the discretion of the individual Commission and as such, the recommendation is to table the item until the July meeting.

Motion: To table the Election of Officers item until the July regular monthly meeting.

Moved: Director Speight
Seconded: Director Ewing
Vote: Motion Carried

7. Building and Planning Report

Motion: To receive and file the Building and Planning Report as presented.

Moved: Director Baxter
Seconded: Director Grant
Vote: Motion Carried

8. Signing Authority

Executive Director MacLeod as per previous direction, Director Losier was appointed as an alternate signing authority and as such this item can be tabled until the Election of Officers are completed at the July meeting.

9. Financial Statement – 1st Quarter

Executive Director MacLeod reviewed the 1st Quarter Financial Statements. Tonnage is down for the quarter by 544 tons this is an indicator that the economy is still lagging.

Motion: To approve the 1st Quarter Financial Statements as presented.

Moved: Director Clark
Seconded: Director Darling
Vote: Motion Carried

10. Motion to Adjourn

Executive Director MacLeod rather than holding the regular monthly meeting which is scheduled for June 28th, that an orientation session will be held. Due to commitment issues it was agreed to move the session to Monday, June 27th.

The Executive Director will be in contact with the Province to work out dates for them to present the video series developed from the RSC Handbook.

Motion: The Chair called for a motion to adjourn at 11:01 am.

Moved:	Director Clark
Seconded:	Director Speight
Vote:	Motion Carried

APPROVED (date)

July 26 / 16

Grace Losier
Grace Losier, Interim Chair

Jeanne DeCourville
Jeanne DeCourville, Recording Secretary

**KENNEBECASIS VALLEY FIRE DEPARTMENT INC BOARD MEETING
FIRE STATION ONE, CAMPBELL DRIVE
MAY 11, 2016**

Present: Chair Libby O'Hara
Vice Chair Blair MacDonald
Commissioner Robert McIntyre
Commissioner Brian Shanks
Commissioner Roger Young

Chief Bill Ireland
Carlene MacBean, Executive Assistant

Regrets: Secretary Treasurer Kirk Miller
Commissioner Pat Gallagher Jette
Commissioner Katrina White

1.0 Call to Order

Chair O'Hara called the meeting to order at 5:42 pm.

2.0 Chair's Remarks

Chair O'Hara stated she enjoyed working the recent McHappy Day event with the Platoons that were also taking part. Also, the "Fill the Sack for Fort Mac" event at the Superstore had police and firefighters there as well. Wonderful to see them all out helping the community.

3.0 Approval of Agenda

Moved by B. MacDonald and seconded by R. Young, that the agenda be approved.

CARRIED

4.0 Disclosure of Interest

None

5.1 Approval of Previous Minutes

Moved by B. Shanks and seconded by R. Young, that the minutes of April 13, 2016 be approved.

CARRIED

6.0 Unfinished Business

6.1 Election of Officers

6.1.1 Chair

6.1.2 Vice Chair

6.1.3 Treasurer

Upon discussion it was decided this should be tabled until the next meeting of the Board, once town appointments have been made.

Moved by B. Shanks and B. MacDonald to table the election of officers.

CARRIED

6.2 Update on Accreditation Process

Chief Ireland updated the Board on the accreditation process and gave an overview of the process, which is expected to take three to five years. He stated that the Board will be receiving regular updates throughout and will be involved later in the process for input.

7.0 Correspondence

7.1 Letter to both towns re: 2015 Audited Statements

Moved by B. Shanks and seconded by B. MacDonald to receive and file.

CARRIED

7.2 Letter to both towns re: 2015 Annual Report

Moved by B. Shanks and seconded by R. Young to receive and file.

CARRIED

8.0 New Business

8.1 Meeting Frequency

Moved by B. Shanks and seconded by R. Young to table until the next meeting of the Fire Board.

CARRIED

9.0 Financial

None

10.0 Business Arising from Committee of the Whole

10.1 Hiring of Negotiator

Moved by B. MacDonald and seconded by B. Shanks to table until Chief Ireland reports back to the Personnel Committee.

CARRIED

11.0 Reports

11.1 Chief's Report

Moved by B. Shanks and seconded by R. Young to receive and file.

CARRIED

11.2 Response Summary

Moved by B. Shanks and seconded by R. Young to receive and file.

CARRIED

12.0 Adjournment

Moved by R. Young that the meeting be adjourned at 6:32 pm.

Date of next meeting – TBD

Respectfully submitted,



CHAIR



SECRETARY // TREASURER



Kennebecasis Valley Fire Department

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

May 11, 2016

Long Service Recognition Ceremony

On April 9, 2016, the Department held its bi-annual long service recognition ceremony. The following is a list of the members who were honoured for reaching career milestones during the period from January 1, 2014 to December 31, 2015:

Federal Fire Services Exemplary Service Awards

Presented by: The Honourable Wayne Long, MP

Second Bar (40 years)

Captain Roger Finlay

Captain Mark McCully

First Bar (30 years)

Deputy Chief Daniel McCoy

Platoon Chief Kevin Clynick

Firefighter Andrew Boyle

Service Medal (20 years)

Lieutenant Reg Verner

Senior Firefighter Grant Graham

Firefighter Scott Dunbar

Firefighter Karey Madill

Provincial Fire Service Awards

Presented by: Chief Bill Ireland and Deputy Chief Dan McCoy

Service Bar (35 years)

Captain Paul Thompson

Service Pin (15 years)

Firefighter Scott Hatt

Firefighter Don Kearney

Kennebecasis Valley Fire Department

25 Year Watch

Presented by: Vice Chair Blair MacDonald,
KVFD Joint Board of Fire Commissioners

Captain William Gentleman



Response Types Kennebecasis Valley Fire Department (01/01/2016-30/04/2016)	Jan	Feb	Mar	April	2016 YTD	2015 YTD
Fire/explosion - dollar loss [10]	0	6	3	3	12	14
Rubbish/grass fire - no dollar loss [12]	0	1	3	7	11	5
Chimney Fire [13]	0	0	0	2	2	6
Total Fire [10-19]	0	7	6	12	25	25
Rescue - Miscellaneous [30]	1	0	0	0	1	3
Vehicle Accident [31]	11	15	6	4	36	39
Total Rescue or Resuscitation call [30-39]	12	15	6	4	37	42
Public Hazard - gasoline or fuel spill [41]	0	1	0	1	2	1
Public Hazard - power line down / utility pole hazard [43]	0	2	1	1	4	8
Public Hazard - miscellaneous [49]	0	1	2	0	3	4
Total Public hazard [40-49]	0	4	3	2	9	13
Gas Leak - propane [51]	1	0	0	1	2	3
Gas Leak - response to carbon monoxide detector alarm [53]	0	0	2	2	4	8
Total Gas leak [50-59]	1	0	2	3	6	11
Public Service - first aid [62]	47	51	48	56	202	232
Public Service - assist police or other agency [63]	1	0	3	0	4	5
Public Service - mutual aid [65]	0	0	1	0	1	7
Public Service - animal rescue [66]	0	0	0	0	0	0
Public Service - flooding [67]	1	0	0	0	1	2
Public Service- miscellaneous [69]	2	1	1	0	4	9
Total Public services [60-69]	51	52	53	56	212	255
Alarm No Fire - accidental miscellaneous [70]	6	3	3	1	13	18
Alarm No Fire - smoke or steam mistaken [71]	2	1	1	0	4	1
Alarm No Fire - sprinkler surge or discharge [72]	1	0	0	0	1	2
Alarm No Fire - detector activated [73]	5	6	6	3	20	22
Alarm No Fire - unknown odours [75]	0	1	2	3	6	4
Alarm No Fire - miscellaneous [79]	1	0	2	2	5	15
Total Alarm no fire - No malicious intent [70-79]	15	11	14	9	49	62
False Alarm (Mischief) - municipal alarm system [81]	0	0	0	0	0	0
False Alarm (Mischief) - miscellaneous [89]	0	0	1	1	2	1
Total False alarm - Mischief [80-89]	0	0	1	1	2	1
Total Response Types Kennebecasis Valley Fire	79	89	85	87	340	409

Town of Rothesay

General Fund Financial Statements

June 30, 2016

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
Capital Project Listing - June	G11
Capital Project Listing - July - Draft	G12

Town of Rothesay

Balance Sheet - Capital General Fund 6/30/16

ASSETS

Capital Assets - General Land	4,405,176
Capital Assets - General Fund Land Improvements	6,198,699
Capital Assets - General Fund Buildings	4,721,320
Capital Assets - General Fund Vehicles	1,821,237
Capital Assets - General Fund Equipment	2,468,138
Capital Assets - General Fund Roads & Streets	35,230,445
Capital Assets - General Fund Drainage Network	18,055,344
Capital Assets - Under Construction - General	1,682,466
	<hr/>
	74,582,826
Accumulated Amortization - General Fund Land Improvements	(2,138,372)
Accumulated Amortization - General Fund Buildings	(1,980,927)
Accumulated Amortization - General Fund Vehicles	(1,072,900)
Accumulated Amortization - General Fund Equipment	(745,068)
Accumulated Amortization - General Fund Roads & Streets	(17,063,968)
Accumulated Amortization - General Fund Drainage Network	(5,849,907)
	<hr/>
	(28,851,143)

\$ 45,731,683

LIABILITIES AND EQUITY

Gen Capital due to/from Gen Operating	(1,039,238)
Total Long Term Debt	9,589,000

Total Liabilities \$ 8,549,762

Investment in General Fund Fixed Assets 37,181,922

\$ 45,731,683

Town of Rothesay
Balance Sheet - General Fund Reserves
6/30/16

ASSETS

BNS General Operating Reserve #214-15	789,808
BNS General Capital Reserves #2261-14	1,398,745
BNS - Gas Tax Reserves - GIC	3,794,722
Gen Reserves due to/from Gen Operating	7,299
	<u>\$ 5,990,573</u>

LIABILITIES AND EQUITY

Def. Rev - Gas Tax Fund - General	3,640,193
Invest. in General Capital Reserve	1,258,920
General Gas Tax Funding	153,495
Invest. in General Operating Reserve	795,293
Invest. in Land for Public Purposes Reserve	91,408
Invest. in Town Hall Reserve	51,264
	<u>\$ 5,990,574</u>

Town of Rothesay
 Balance Sheet - General Operating Fund
 6/30/16

CURRENT ASSETS

Cash	2,562,378
Receivables	21,433
HST Receivable	290,695
Inventory	18,619
Gen Operating due to/from Util Operating	(257,272)
Total Current Assets	<u>2,635,854</u>
Other Assets:	
Projects	<u>2,067,613</u>
	<u>2,067,613</u>
 TOTAL ASSETS	 <u><u>4,703,467</u></u>

CURRENT LIABILITIES AND EQUITY

Accounts Payable	1,692,524
Other Payables	346,293
Gen Operating due to/from Gen Reserves	7,299
Gen Operating due to/from Gen Capital	1,039,238
Accrued Sick Leave	17,700
Accrued Pension Obligation	239,100
Accrued Retirement Allowance	311,200
Def. Rev-Quispamsis/Library Share	42,423
TOTAL LIABILITIES	<u><u>3,695,778</u></u>

EQUITY

Retained Earnings - General	(207,036)
Surplus/(Deficit) for the Period	<u>1,214,725</u>
	<u>1,007,689</u>
	<u><u>4,703,467</u></u>

2016August8OpenSessionFINAL_072

Town of Rothesay

Statement of Revenue & Expenditure
6 Months Ended 6/30/16

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET Y-T-D	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Warrant of Assessment	1,246,820	1,246,820	7,480,920	7,480,921	(2)		14,961,842
Sale of Services	12,033	15,200	168,723	164,100	4,623		345,700
Services to Province of New Brunswick	5,000	5,000	30,500	30,000	500		60,000
Other Revenue from Own Sources	10,869	7,753	68,514	60,260	8,254		106,779
Unconditional Grant	9,916	9,916	59,493	59,493	0		118,987
Conditional Transfers	0	0	2,500	1,500	1,000		21,500
Other Transfers	212,500	212,500	710,418	710,192	226		1,135,192
	<u>\$1,497,138</u>	<u>\$1,497,189</u>	<u>\$8,521,068</u>	<u>\$8,506,467</u>	<u>\$14,602</u>		<u>\$16,750,000</u>
EXPENSES							
General Government Services	349,333	362,604	1,168,360	1,262,109	93,750		2,032,455
Protective Services	350,694	347,106	2,648,100	2,656,780	8,680		4,744,123
Transportation Services	223,706	233,181	1,650,271	1,783,788	133,517		3,365,331
Environmental Health Services	58,520	49,000	318,600	334,000	15,400		638,000
Environmental Development	51,051	50,989	302,000	321,594	19,595		641,022
Recreation & Cultural Services	141,655	122,515	885,001	912,788	27,787		1,903,676
Fiscal Services	320,015	320,471	334,011	334,439	428		3,425,393
	<u>\$1,494,974</u>	<u>\$1,485,866</u>	<u>\$7,306,343</u>	<u>\$7,605,498</u>	<u>\$299,155</u>		<u>\$16,750,000</u>
Surplus (Deficit) for the Year	<u>\$2,164</u>	<u>\$11,323</u>	<u>\$1,214,725</u>	<u>\$900,968</u>	<u>\$313,757</u>		<u>\$ -</u>

Town of Rothesay

Statement of Revenue & Expenditure
6 Months Ended 6/30/16

	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	860	2,600	9,900	15,600	(5,700)	1	31,200
Town Hall Rent	769	1,633	5,400	9,800	(4,400)	5	19,600
Arena Revenue	52	667	132,335	120,000	12,335	3	230,000
Community Garden	0	0	1,620	900	720		900
Recreation Programs	10,352	10,300	19,468	17,800	1,668		64,000
	<u>12,033</u>	<u>15,200</u>	<u>168,723</u>	<u>164,100</u>	<u>4,623</u>		<u>345,700</u>
Other Revenue from Own Sources							
Licenses & Permits	7,848	7,083	45,426	42,500	2,926		85,000
Police Fines	0	0	13,741	13,741	0		13,741
Recycling Dollies & Lids	41	0	534	0	534		0
Interest & Sundry	1,651	417	4,353	2,500	1,853		5,000
Miscellaneous	1,314	253	4,398	1,519	2,879		3,038
History Book Sales	15	0	61	0	61		0
	<u>10,869</u>	<u>7,753</u>	<u>68,514</u>	<u>60,260</u>	<u>8,254</u>		<u>106,779</u>
Conditional Transfers							
Canada Day Grant	0	0	2,500	1,500	1,000		1,500
Grant - Other	0	0	0	0	0		20,000
	<u>0</u>	<u>0</u>	<u>2,500</u>	<u>1,500</u>	<u>1,000</u>		<u>21,500</u>
Other Transfers							
Surplus of 2nd Previous Year	0	0	285,418	285,192	226		285,192
Utility Fund Transfer	212,500	212,500	425,000	425,000	0		850,000
	<u>212,500</u>	<u>212,500</u>	<u>710,418</u>	<u>710,192</u>	<u>226</u>		<u>1,135,192</u>
EXPENSES							
General Government Services							
Legislative							
Mayor	2,736	3,085	16,640	17,960	1,320		36,475
Councillors	9,031	9,017	49,599	49,950	351		104,059
Regional Service Commission 9	0	0	2,523	3,750	1,227		7,500
Other	275	1,417	1,175	4,500	3,325		11,000
	<u>12,042</u>	<u>13,518</u>	<u>69,937</u>	<u>76,160</u>	<u>6,223</u>		<u>159,034</u>
Administrative							
Office Building	6,417	8,023	83,622	93,106	9,484	4	153,100
Solicitor	1,795	2,917	28,210	17,500	(10,710)	5	35,000
Administration - Wages & Benefits	66,292	75,916	440,915	492,600	51,685	6	985,200
Supplies	11,660	10,375	36,723	52,350	15,627	7	97,900
Professional Fees	0	4,167	13,199	25,000	11,801	8	50,000
Other	4,197	4,263	45,059	41,759	(3,299)		67,337
	<u>90,361</u>	<u>105,660</u>	<u>647,727</u>	<u>722,315</u>	<u>74,588</u>		<u>1,388,537</u>

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
Other General Government Services							
Community Communications	0	583	3,239	3,500	261		7,000
Civic Relations	832	208	5,203	2,750	(2,453)	9	4,000
Insurance	4,914	0	162,197	157,000	(5,197)	10	157,000
Donations	1,300	2,750	32,490	50,500	18,010		67,000
Cost of Assessment	239,884	239,884	239,884	239,884	0		239,884
Property Taxes - L.P.P.	0	0	7,681	10,000	2,319		10,000
	246,930	243,426	450,695	463,634	12,939		484,884
	349,333	362,604	1,168,360	1,262,109	93,750		2,032,455
Protective Services							
Police							
Police Protection	186,140	186,140	1,122,488	1,122,488	0		2,244,033
Crime Stoppers	0	0	2,800	2,800	0		2,800
	186,140	186,140	1,125,288	1,125,288	0		2,246,833
Fire							
Fire Protection	145,559	145,695	1,063,499	1,064,863	1,364		1,939,032
Water Costs Fire Protection	0	0	375,000	375,000	0		375,000
	145,559	145,695	1,438,499	1,439,863	1,364		2,314,032
Emergency Measures							
911 Communications Centre	11,147	11,147	66,879	66,879	0		133,758
EMO Director/Committee	0	2,083	7,400	12,500	5,100		25,000
	11,147	13,230	74,279	79,379	5,100		158,758
Other							
Animal & Pest Control	1,374	792	3,560	4,750	1,191		9,500
Other	6,475	1,250	6,475	7,500	1,025		15,000
	7,849	2,042	10,034	12,250	2,216		24,500
Total Protective Services	350,694	347,106	2,648,100	2,656,780	8,680		4,744,123

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET	G8
Transportation Services								
Common Services								
Administration (Wages & Benefits)	133,983	136,570	902,487	900,336	(2,152)		1,784,982	
Workshops, Yards & Equipment	31,583	43,792	270,654	309,750	39,096	11	580,500	
Engineering	0	417	10,355	2,500	(7,855)	12	5,000	
	<u>165,566</u>	<u>180,778</u>	<u>1,183,496</u>	<u>1,212,586</u>	<u>29,090</u>		<u>2,370,482</u>	
Street Cleaning & Flushing	2,141	5,000	7,403	15,000	7,597		35,000	
Roads & Streets	10,557	6,917	21,728	41,500	19,772	13	83,000	
Crosswalks & Sidewalks	577	1,302	5,232	7,809	2,577		14,349	
Culverts & Drainage Ditches	6,264	5,000	11,801	30,000	18,199	14	60,000	
Snow & Ice Removal	0	1,667	286,270	332,000	45,730	15	512,000	
	<u>19,540</u>	<u>19,885</u>	<u>332,435</u>	<u>426,309</u>	<u>93,875</u>		<u>704,349</u>	
Street Lighting	10,900	12,167	67,042	73,000	5,958		146,000	
Traffic Services								
Street Signs	24	833	3,822	5,000	1,178		10,000	
Traffic Lanemarking	16,610	16,000	20,762	26,000	5,238		26,000	
Traffic Signals	9,813	2,083	13,303	12,500	(803)		25,000	
Railway Crossing	1,108	1,143	13,169	11,143	(2,026)		18,000	
	<u>27,556</u>	<u>20,060</u>	<u>51,056</u>	<u>54,643</u>	<u>3,587</u>		<u>79,000</u>	
Public Transit								
Public Transit - Comex Service	0	0	15,373	15,500	127		62,000	
Public Transit - Other	145	292	869	1,750	881		3,500	
	<u>145</u>	<u>292</u>	<u>16,242</u>	<u>17,250</u>	<u>1,008</u>		<u>65,500</u>	
Total Transportation Services	<u>223,706</u>	<u>233,181</u>	<u>1,650,271</u>	<u>1,783,788</u>	<u>133,517</u>		<u>3,365,331</u>	
Environmental Health Services								
Solid Waste Disposal Land Fill	17,409	17,500	88,803	105,000	16,197	16	210,000	
Solid Waste Disposal Compost	4,219	2,333	11,665	14,000	2,335		28,000	
Solid Waste Collection	21,505	21,667	129,027	130,000	973		260,000	
Solid Waste Collection Curbside Recycling	7,504	7,500	46,832	45,000	(1,832)		90,000	
Clean Up Campaign	7,885	0	42,274	40,000	(2,274)		50,000	
	<u>58,520</u>	<u>49,000</u>	<u>318,600</u>	<u>334,000</u>	<u>15,400</u>		<u>638,000</u>	
Environmental Development Services								
Planning & Zoning								
Administration	36,647	32,051	239,635	238,100	(1,535)		443,900	
Planning Projects	0	11,111	16,051	33,333	17,283	17	100,000	
Heritage Committee	0	625	0	3,750	3,750		7,500	
	<u>36,647</u>	<u>43,787</u>	<u>255,686</u>	<u>275,183</u>	<u>19,497</u>		<u>551,400</u>	
Economic Development Comm.	14,404	7,202	43,211	43,211	0		86,422	
Tourism	0	0	3,103	3,200	97		3,200	
	<u>14,404</u>	<u>7,202</u>	<u>46,314</u>	<u>46,411</u>	<u>97</u>		<u>89,622</u>	
	<u>51,051</u>	<u>50,989</u>	<u>302,000</u>	<u>321,594</u>	<u>19,595</u>		<u>641,022</u>	

Recreation & Cultural Services

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
Administration	18,613	24,800	139,365	133,991	(5,374)	18	242,315
Beaches	838	1,000	838	1,000	162		57,784
Rothsay Arena	14,041	10,919	146,055	142,174	(3,881)	19	276,381
Memorial Centre	5,507	4,583	28,731	35,500	6,769	20	63,000
Summer Programs	2,037	875	5,832	4,750	(1,082)		56,049
Parks & Gardens	66,267	54,265	221,658	258,200	36,542	21	546,400
Rothsay Common Rink	6,759	500	36,379	26,500	(9,879)	22	36,600
Playgrounds and Fields	13,001	9,000	51,821	54,000	2,179		108,000
Regional Facilities Commission	0	0	195,067	195,036	(31)		390,071
Kennebecasis Public Library	7,131	7,131	42,788	42,788	(0)		85,576
Big Rothsay Road	0	83	0	500	500		1,000
Special Events	7,461	9,025	15,735	16,350	615		36,500
Rothsay Living Museum	0	333	733	2,000	1,267		4,000
	141,655	122,515	885,001	912,788	27,787		1,903,676

Fiscal Services

Debt Charges							
Interest	102,015	102,471	116,011	116,439	428		256,393
Debtenture Payments	218,000	218,000	218,000	218,000	0		830,000
	320,015	320,471	334,011	334,439	428		1,086,393

Transfers To:

Capital Fund for Capital Expenditures	0	0	0	0	0		2,179,000
Reserve Funds	0	0	0	0	0		150,000
Town Hall Reserve Transfer	0	0	0	0	0		10,000
	0	0	0	0	0		2,339,000
	320,015	320,471	334,011	334,439	428		3,425,393

Variance Report - General Fund

Note #	Revenue	Actual	Budget	Better/(Worse)	Description of Variance
1	Bill McGuire Memorial Centre	\$ 9,900	\$ 15,600	(5,700)	Timing
2	Town Hall Rent	\$ 5,400	\$ 9,800	(4,400)	Vacancies
3	Arena Revenue	\$ 132,335	\$ 120,000	12,335	Spring rental
			Total \$	2,235	
			Variance per Statement \$	14,602	
	Expenses		Explained	15.31%	
	General Government				
4	Office Building	\$ 83,622	\$ 93,106	9,484	Maintenance costs not used yet
5	Solicitor	\$ 28,210	\$ 17,500	(10,710)	K-Park land use
6	Administration - Wages & Benefits	\$ 440,915	\$ 492,600	51,685	Step increases not yet effective
7	Supplies	\$ 36,723	\$ 52,350	15,627	IT purchases not made yet
8	Professional Fees	\$ 13,199	\$ 25,000	11,801	Timing
9	Civic Relations	\$ 5,203	\$ 2,750	(2,453)	Former Mayor's reception
10	Insurance	\$ 162,197	\$ 157,000	(5,197)	Water damage, claims
	Protective Services		\$		
	Transportation				
11	Workshops, Yards & Equipment	\$ 270,654	\$ 309,750	39,096	Fuel costs lower, small tool purchases not made yet
12	Engineering	\$ 10,355	\$ 2,500	(7,855)	Transportation plan update
13	Roads & Streets	\$ 21,728	\$ 41,500	19,772	Asphalt and repairs lower than budget
14	Culverts & Ditches	\$ 11,801	\$ 30,000	18,199	Fewer repairs required
15	Snow & Ice Removal	\$ 286,270	\$ 332,000	45,730	Sand purchases down
	Environmental Health & Development				
16	Solid Waste Disposal - Landfill	\$ 88,803	\$ 105,000	16,197	Tonnage down
17	Planning Projects	\$ 16,051	\$ 33,333	17,282	Timing
	Recreation & Cultural Services				
18	Administration	\$ 139,365	\$ 133,991	(5,374)	Wage allocation
19	Rothesay Arena	\$ 146,055	\$ 142,174	(3,881)	As above on surplus, less new motor for ice plant, high water usage
20	Memorial Centre	\$ 28,731	\$ 35,500	6,769	Maintenance costs lower
21	Parks & Gardens	\$ 226,708	\$ 258,200	31,492	Timing
22	Rothesay Common Rink	\$ 36,379	\$ 26,500	(9,879)	Wage allocation
	Fiscal Services		\$		
			Total \$	237,785	
			Variance per Statement \$	305,630	
			Explained	77.80%	

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Town of Rothesay

Capital Projects 2016
General Fund
6 Months Ended 6/30/16

	Original BUDGET	CURRENT Y-T-D	Remaining Budget						
General Government									
12010560 General Gov't Equipment Purchases G-2016-005	75,000	7,793	67,207					iPads, server	
Total General Government	75,000	7,793	67,207						
Protective Services									
12011560 Protective Serv. Equipment Purchases P-2016-004	26,000	-	4,986	30,986					
Total Protective Services	26,000	-	4,986	30,986					
Transportation									
12023860 Engineering 2017 Streets T-2017-001	130,000	895	129,105						Budget Actual
12021360 Transportation Equipment Purchases T-2016-002	363,000	51,892	311,108						
12024360 Curb & Sidewalk Parkdale/Chapel T-2016-006	250,000	9,127	240,873		Detail:	Backhoe Replacement	230,000		
12024260 Almon/Peters Reconstruction T-2016-007	350,000	194,099	155,901			Replace R069 3/4 ton service vehicle	50,000		
12024460 Asphalt Resurfacing T-2016-009	600,000	537,704	62,296			Blower for 3rd trackless	15,000	15,411	
12024560 Microseal Resurfacing T-2016-010	385,000	129,451	255,549			Blower for skidsteer	20,000	13,629	
12013060 Oakville Acres Pathways T-2016-011	50,000	32,866	17,134			Tree mulcher for skidsteer	28,000	22,853	
12024660 Master Drive Site T-2016-012	125,000	12,225	112,775			Street Trees	10,000		
12024760 RAS River Road T-2016-013	60,000	62,019	-2,019			Bicycle Racks	10,000		
12024860 Rothesay Road Designated Highway T-2016-014	250,000	164,138	85,862				363,000	51,892	
Total Transportation	2,563,000	1,194,417	1,368,583						
Recreation									
12020860 Recreation Equipment Purchases R-2016-003	285,000	216,047	68,953		Detail:	Common	30,000		
12012060 Arena Upgrade R-2016-008	30,000	9,166	20,834			Security Cameras	30,000	30,838	
Total Recreation	315,000	225,214	89,786			Cathodic Protection - Renforth Wharf	60,000		
						Wells Park paving	20,000		
						Parks Garage Roof	20,000	7,197	
						McGuire Parking Lot	125,000	178,012	
Total	\$ 2,979,000	\$ 1,422,438	1,556,562				285,000	216,047	
Carryovers									
Funded from Reserves									
12016560 Miller Field Building R-2013-08		98,576		47,628	146,204	138,500			
12018160 2013 Rothesay Common Upgrade R-2013-01		23,202		2,465,325	2,488,527	2,400,000			
12021860 Town Hall Improvements G-2014-008		24,139		11,211	35,350	75,000			
12022460 Memorial Centre Improvements R-2014-010		5,730		223,027	228,757	225,000			
12023060 French Village Road T-2015-010 (Phase 3 2015)		14,151		303,739	317,890	350,000			
12023360 Wells Trail R-2014-019		7,901		960,486	968,387	665,000			
12023560 Salt Shed Improvements T-2014-021		97,751		320,049	417,800	440,000			
12023760 Curb & Gutter Eriskay/Iona T-2015-004		4,476		9,778	14,255	275,000			
12023960 In House Almon/RAS Church/Golf Club T-2015-005		65,713		49,440	115,153	140,000			
12024960 Generators T-2015-001		303,536		25,292	328,828	430,000			
	\$ 645,175	0	\$ 4,415,975	\$ 5,061,151	\$ 5,138,500				
Total	2,979,000	\$ 2,067,613	1,556,562						
Funding:									
General Government	75,000					75,000			
Protective Services	26,000					26,000			
Transportation	2,563,000	300,000	150,000		350,000	1,763,000			
Recreation	315,000					315,000			
	\$ 2,979,000	\$ 300,000	150,000	\$ -	\$ 350,000	\$ 2,179,000			

2016August8OpenSessionFINAL_079

Town of Rothesay

Capital Projects 2016

General Fund

7 Months Ended 7/31/16

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	Original BUDGET	CURRENT Y-T-D	Remaining Budget						
General Government									
12010560 General Gov't Equipment Purchases G-2016-005	75,000	7,793	67,207					iPads, server	
Total General Government	75,000	7,793	67,207						
Protective Services									
12011560 Protective Serv. Equipment Purchases P-2016-004	26,000	-	4,986						
Total Protective Services	26,000	-	4,986						
Transportation									
12023860 Engineering 2017 Streets T-2017-001	130,000	895	129,105						Budget Actual
12021360 Transportation Equipment Purchases T-2016-002	363,000	97,355	265,645						230,000
12024360 Curb & Sidewalk Parkdale/Chapel T-2016-006	250,000	16,129	233,871	Detail:	Backhoe Replacement				45,463
12024260 Almon/Peters Reconstruction T-2016-007	350,000	215,704	134,296		Replace R069 3/4 ton service vehicle	50,000			15,411
12024460 Asphalt Resurfacing T-2016-009	600,000	537,704	62,296		Blower for 3rd trackless	15,000			13,629
12024560 Microseal Resurfacing T-2016-010	385,000	129,451	255,549		Blower for skidsteer	20,000			22,853
12013060 Oakville Acres Pathways T-2016-011	50,000	34,778	15,222		Tree mulcher for skidsteer	28,000			10,000
12024660 Master Drive Site T-2016-012	125,000	12,225	112,775		Street Trees	10,000			
12024760 RAS River Road T-2016-013	60,000	62,019	-2,019		Bicycle Racks	10,000			
12024860 Rothesay Road Designated Highway T-2016-014	250,000	164,138	85,862			363,000			97,355
Total Transportation	2,563,000	1,270,398	1,292,602						
Recreation									
12020860 Recreation Equipment Purchases R-2016-003	285,000	216,047	68,953	Detail:	Common	30,000			
12012060 Arena Upgrade R-2016-008	30,000	9,166	20,834		Security Cameras	30,000			30,838
Total Recreation	315,000	225,214	89,786		Cathodic Protection - Renforth Wharf	60,000			
					Wells Park paving	20,000			
					Parks Garage Roof	20,000			7,197
					McGuire Parking Lot	125,000			178,012
Total	\$ 2,979,000	\$ 1,498,419	1,480,581			285,000			216,047
Carryovers									
Funded from Reserves									
12016560 Miller Field Building R-2013-08		98,919		Previous Years	Total	Original Budget			
12018160 2013 Rothesay Common Upgrade R-2013-01		23,202		47,628	146,547	138,500			
12021860 Town Hall Improvements G-2014-008		24,139		2,465,325	2,488,527	2,400,000			
12022460 Memorial Centre Improvements R-2014-010		5,730		11,211	35,350	75,000			
12023060 French Village Road T-2015-010 (Phase 3 2015)		14,151		223,027	228,757	225,000			
12023360 Wells Trail R-2014-019		7,901		303,739	317,890	350,000			
12023560 Salt Shed Improvements T-2014-021		97,751		960,486	968,387	665,000			
12023760 Curb & Gutter Eriskay/Iona T-2015-004		4,476		320,049	417,800	440,000			
12023960 In House Almon/RAS Church/Golf Club T-2015-005		65,713		9,778	14,255	275,000			
12024960 Generators T-2015-001		303,536		49,440	115,153	140,000			
				25,292	328,828	430,000			
	\$ 645,518	0	\$ 4,415,975	\$ 5,061,494	\$ 5,138,500				
Total	2,979,000	\$ 2,143,937	1,480,581						
Funding:									
General Government	75,000								75,000
Protective Services	26,000								26,000
Transportation	2,563,000	300,000	150,000			350,000			1,763,000
Recreation	315,000								315,000
	\$ 2,979,000	\$ 300,000	150,000	\$ -	\$ 350,000	\$ 2,179,000			

Town of Rothesay

Utility Fund Financial Statements

June 30, 2016

Attached Reports:

Capital Balance Sheet	U1
Reserve Balance Sheet	U2
Operating Balance Sheet	U3
Operating Income Statement	U4
Capital Project Listing - June	U6
Capital Project Listing - July - Draft	U7

Town of Rothesay
Capital Balance Sheet
As at 6/30/16

ASSETS

Assets:

Capital Assets - Under Construction - Utilities	245,735
Capital Assets Utilities Land	178,555
Capital Assets Utilities Buildings	1,557,372
Capital Assets Utilities Equipment	55,891
Capital Assets Utilities Water System	25,202,880
Capital Assets Utilities Sewer System	16,029,252
Capital Assets Utilities Land Improvements	42,031
Capital Assets Utilities Roads & Streets	220,011
	<u>43,531,727</u>

Accumulated Amortization Utilities Buildings	(302,062)
Accumulated Amortization Utilities Water System	(5,722,235)
Accumulated Amortization Utilities Sewer System	(7,340,225)
Accumulated Amortization Utilities Land Improvements	(42,031)
Accumulated Amortization Utilities Equipment	(15,330)
Accumulated Amortization Utilities Roads & Streets	(4,409)
	<u>(13,426,292)</u>

TOTAL ASSETS	<u><u>30,105,435</u></u>
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LIABILITIES

Current:

Util Capital due to/from Util Operating	47,077
Total Current Liabilities	<u>47,077</u>

Long-Term:

Long-Term Debt	7,295,244
Total Liabilities	<u>7,342,320</u>

EQUITY

Investments:

Investment in Fixed Assets	22,763,114
Total Equity	<u>22,763,114</u>

TOTAL LIABILITIES & EQUITY	<u><u>30,105,434</u></u>
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Town of Rothesay

Utility Reserve Balance Sheet

As at 6/30/16

ASSETS

Assets:

Bank - Utility Reserve	1,316,832
Due from Utility Operating	10,556
TOTAL ASSETS	\$ 1,327,388

EQUITY

Investments:

Invest. in Utility Capital Reserve	972,568
Invest. in Utility Operating Reserve	99,290
Invest. in Sewage Outfall Reserve	255,531
TOTAL EQUITY	\$ 1,327,388

Town of Rothesay

Utilities Fund Operating Balance Sheet

As at 6/30/16

ASSETS

Current assets:	
Accounts Receivable - Net of Allowance	854,265
Accounts Receivable - Misc.	1,200
Total Current Assets	<u>855,465</u>
Other Assets:	
Projects	655,186
	<u>655,186</u>
 TOTAL ASSETS	 \$ 1,510,651

LIABILITIES

Accrued Payables	50,948
Due from General Fund	(250,797)
Due from (to) Capital Fund	(47,077)
Due to (from) Utility Reserve	10,556
Deferred Revenue	21,354
Total Liabilities	<u>(215,015)</u>

EQUITY

Surplus:	
Opening Retained Earnings	30,281
Profit (Loss) to Date	1,701,860
	<u>1,732,141</u>
 TOTAL LIABILITIES & EQUITY	 \$ 1,517,126

Town of Rothesay
Utilities Operating Income Statement
6 Months Ended 6/30/16

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT YTD	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
RECEIPTS							
Sale of Water	224,511	231,966	512,835	489,835	23,000	1	962,000
Meter and non-hookup fees	9,879	8,750	19,717	17,500	2,217		35,000
Water Supply for Fire Prot.	0	0	375,000	375,000	0		375,000
Local Improvement Levy	0	0	59,073	55,000	4,073		55,000
Sewerage Services	3,631	0	1,516,089	1,520,000	(3,911)	2	1,520,000
Connection Fees	78,875	5,000	108,675	30,000	78,675	3	60,000
Interest Earned	6,850	3,333	29,830	20,000	9,830	4	40,000
Misc. Revenue	900	250	3,250	1,500	1,750		3,000
TOTAL RECEIPTS	324,646	249,299	2,624,470	2,508,835	115,635		3,050,000
WATER SUPPLY							
Share of Overhead Expenses	63,750	63,750	127,500	127,500	0		255,000
Audit/Legal/Training	(3,611)	1,000	4,984	9,000	4,016		15,000
Purification/Treatment	13,176	24,167	76,798	159,000	82,202	5	304,000
Transm/Distribution	5,362	8,083	37,347	48,500	11,153		97,000
Power & Pumping	3,276	3,917	23,237	23,500	264		47,000
Billing/Collections	112	250	485	1,500	1,015		3,000
Water Purchased	0	83	246	500	254		1,000
Misc. Expenses	113	1,250	10,560	7,500	(3,060)	6	15,000
TOTAL WATER SUPPLY	82,178	102,500	281,157	377,000	95,843		737,000
SEWERAGE COLLECTION & DISPOSAL							
Share of Overhead Expenses	148,750	148,750	297,500	297,500	0		595,000
Audit/Legal/Training	0	1,833	6,929	18,000	11,071	7	29,000
Collection System	13,413	4,833	25,953	29,000	3,047		86,000
Lift Stations	1,046	2,417	6,474	14,500	8,026	8	29,000
Treatment/Disposal	3,966	5,267	26,761	36,400	9,639		68,000
Misc. Expenses	4,522	582	12,114	3,491	(8,623)	9	6,982
TOTAL SWGE COLLECTION & DISPOSAL	171,697	163,682	375,731	398,891	23,160		813,982
FISCAL SERVICES							
Interest on Bank Loans	0	0	0	0	0		60,000
Interest on Long-Term Debt	61,471	61,471	77,078	77,078	0		258,980
Principal Repayment	12,000	12,000	25,000	25,000	0		451,393
Transfer to Reserve Accounts	0	0	0	0	0		90,000
Capital Fund	0	0	0	0	0		475,000
Prev. Yrs Deficits	0	0	163,644	163,645	1		163,645
TOTAL FISCAL SERVICES	73,471	73,471	265,722	265,723	1		1,499,018
TOTAL EXPENSES	327,346	339,653	922,610	1,041,614	119,004		3,050,000
NET INCOME (LOSS) FOR THE PERIOD	(2,700)	(90,353)	1,701,860	1,467,221	234,639		0

Town of Rothesay

Variance Report - Utility Operating
6 Months Ended June 30, 2016

Note #	Account Name	Actual YTD	Budget YTD	Variance Better(worse)	Description of Variance
Revenue					
1	Sale of water	\$ 512,835	\$ 489,835	\$ 23,000	Q1 water usage increased from 2015
2	Sewerage Services	\$ 1,516,089	\$ 1,520,000	\$ (3,911)	correction of town hall/institutional
3	Connection Fees	\$ 108,675	\$ 30,000	\$ 78,675	Apartment building
4	Interest Earned	\$ 29,830	\$ 20,000	\$ 9,830	Interest on accounts receivable
Expenditures					
Water					
5	Purification/Treatment	\$ 76,798	\$ 159,000	\$ 82,202	Maintenance, testing less than expected
6	Water Misc.	\$ 10,560	\$ 7,500	\$ (3,060)	Bulk purchase of meters
Sewer					
7	Audit/Legal/Training	\$ 6,929	\$ 18,000	\$ 11,071	Training not used yet
8	Lift Stations	6,474	14,500	\$ 8,026	Maintenance not done yet
9	Misc. Expenses - Sewer	\$ 12,114	\$ 3,491	\$ (8,623)	Clothing purchase, Outflow Management report
Fiscal Services					

Town of Rothesay

Capital Projects 2016

Utility Fund

6 Months Ended 6/30/16

		Original BUDGET	CURRENT Y-T-D	Remaining Budget
WATER				
12043730	Almon/Peters Reconstruction - Water - T-2016-007	425,000	169,993	255,007
12043830	Water Plant Aux Building W-2016-002	200,000	0	200,000
12043930	Water Tank Mixing System W-2016-001	25,000	0	25,000
12043430	Well Development - Watershed W-2014-014	250,000	42,522	207,478
		<u>\$ 900,000</u>	<u>212,515</u>	<u>687,485</u>
SEWER				
12042330	Wastewater Treatment Design - S-2014-016	7,500,000	154,380	7,345,620
12033430	Almon/Peters Reconstruction - Sewer - T-2016-007	425,000	202,879	222,121
12043030	Response Unit - Sewer - S-2016-003	80,000	0	80,000
		<u>\$ 8,005,000</u>	<u>\$ 357,258</u>	<u>\$ 7,647,742</u>
Total Approved		<u>\$ 8,905,000</u>	<u>\$ 569,773</u>	<u>\$ 8,335,227</u>

Carryovers

Funded from Reserves

12031130	Wastewater Feasibility Study	13,957
12043330	Water Treatment Plant Upgrade W-2014-013	73,291
12043130	Gondola Pt. Rd W-2015-001	1,791
12043630	McGuire Centre Extension W-2015-003	-3,626
		<u>85,413</u>
		<u>\$ 655,186</u>

Funding:

	Total	Reserves	Gas Tax	Grants	Borrow	Operating
Water	900,000				425,000	475,000
Sewer	8,005,000	80,000		5,000,000	2,925,000	-
	<u>\$ 8,905,000</u>	<u>\$ 80,000</u>	<u>\$ -</u>	<u>\$ 5,000,000</u>	<u>\$ 3,350,000</u>	<u>\$ 475,000</u>

Town of Rothesay

Capital Projects 2016

Utility Fund

7 Months Ended 7/31/16

DRAFT!

		Original BUDGET	CURRENT Y-T-D	Remaining Budget
WATER				
12043730	Almon/Peters Reconstruction - Water - T-2016-007	425,000	169,993	255,007
12043830	Water Plant Aux Building W-2016-002	200,000	2,831	197,169
12043930	Water Tank Mixing System W-2016-001	25,000	0	25,000
12043430	Well Development - Watershed W-2014-014	250,000	42,522	207,478
		<u>\$ 900,000</u>	<u>\$ 215,346</u>	<u>\$ 684,654</u>
SEWER				
12042330	Wastewater Treatment Design - S-2014-016	7,500,000	326,638	7,173,362
12033430	Almon/Peters Reconstruction - Sewer - T-2016-007	425,000	202,879	222,121
12043030	Response Unit - Sewer - S-2016-003	80,000	0	80,000
		<u>\$ 8,005,000</u>	<u>\$ 529,516</u>	<u>\$ 7,475,484</u>
Total Approved		<u><u>\$ 8,905,000</u></u>	<u><u>\$ 744,863</u></u>	<u><u>\$ 8,160,137</u></u>

Carryovers

Funded from Reserves

12031130	Wastewater Feasibility Study	13,957
12043330	Water Treatment Plant Upgrade W-2014-013	73,291
12043130	Gondola Pt. Rd W-2015-001	1,791
12043630	McGuire CentreExtension W-2015-003	-3,626
		<u>85,413</u>
		<u><u>\$ 830,276</u></u>

Funding:

	Total	Reserves	Gas Tax	Grants	Borrow	Operating
Water	900,000				425,000	475,000
Sewer	8,005,000	80,000		5,000,000	2,925,000	-
	<u>\$ 8,905,000</u>	<u>\$ 80,000</u>	<u>\$ -</u>	<u>\$ 5,000,000</u>	<u>\$ 3,350,000</u>	<u>\$ 475,000</u>

TOWN OF ROTHESAY

FINANCE COMMITTEE

July 28, 2016

In attendance:

Councillor Grant Brenan, Chair

Mayor Nancy Grant

Councillor Don Shea

Town Manager John Jarvie

Treasurer Doug MacDonald

Financial Officer Ellen K. Steeves

The meeting was called to order at 9:04. The agenda was approved with the addition of 2c. Let's Celebrate Concert. The minutes of June 16, 2016 were accepted as presented (NB/DS).

Donations:

Treasurer MacDonald distributed the summary report of donations paid to June 30, 2016 and added the following comments; 1) the YMCA commitment had been paid in July; 2) 2016 was the last year for Dalhousie Medicine grant. Mayor Grant added she had donated \$150 to the KV Old Boys.

Two requests were considered, GSJCF and the Friars Concert. Treasurer MacDonald advised he was on the board of the Greater Saint John Community Foundation and would not participate in the discussion. Mayor Grant liked to follow Mayor Bishop's concept that if something is recognizing a Rothesay resident doing good work, someone from Council should go. It was agreed to purchase two tickets (NB/DS). Mayor Grant circulated a memo from Town Clerk Banks regarding "Let's Celebrate" with Tracy Friars. She advised this year the funds go towards the Sofia Recovery Centre. It was agreed to donate \$500 (NB/DS).

June Financial Statements

General – Treasurer MacDonald reviewed the variance report and capital spending summary. To date there were no large "surprises". The committee had a general discussion on the process regarding debt financing.

Utilities – Treasurer MacDonald reviewed the variance report and capital spending summary. The Connection Fees now include the charges for the new apartment building, but payment from the developer has been deferred until 2018, per Council motion.

There was a brief discussion on a breakdown between Water, Sewer and General, based on the number of users. It was agreed to recommend to Council to approve the June 2016 Financial Statements (NB/DS).

Treasurer MacDonald reported the Town was in compliance with all Government remittances (i.e. HST, WHSCC, etc.). Future meetings will include a written report.

Ernst & Young Report

Staff provided a report to the Committee containing comments relating to each of the ten opportunities identified by Ernst & Young including proposed implementation timelines where applicable. The Committee reviewed each item in detail as well as the next steps in the process and agreed to the following;

Staff comments will be provided to Ernst & Young.

Ernst & Young will be invited to present their findings to Council in committee at the next regular meeting.

A final report will be presented to open session of Council in September.

Once this process is complete staff will provide regular implementation reports to the Finance Committee.

The next meeting is set for August 25, at 9:00 in the Sayre Room. The meeting adjourned at 11:55.



2016August30openSessionFINAL_090

ROTHESAY

ROTHESAY LIVING MUSEUM COMMITTEE GENERAL MEETING

Common Room – Rothesay Town Hall
Tuesday, July 12, 2016
3:45 p.m.



DRAFT

PRESENT: ROGER BROWN, CHAIRPERSON
LARRY GREER, VICE CHAIRPERSON
COUNC. LEWIS
ANN KING
BARRY KING
BRIAN PERKINS
JILL WALLACE

TOWN CLERK – MARY JANE BANKS
RECORDING SECRETARY – LIZ POMEROY

ABSENT: ANITA BUSH
JUDE CARSON
DAVID LOCKE
ANDREW PETERS
MARGE SEELY

1. CALL TO ORDER

Chairperson Brown called the meeting to order at 3:48 p.m. He introduced Counc. Lewis to the Committee, and noted Counc. Lewis will act as the new Council representative for the Committee.

2. APPROVAL OF MINUTES – March 1, 2016

MOVED by L. Greer and seconded by A. King to approve the Minutes of 1 March 2016 as circulated.

CARRIED.

3. BUSINESS ARISING:

3.1 Project updates

3.1.1 Mission Statement

Town Clerk Banks advised the attached mission statement includes the agreed upon revision and was approved at the previous meeting. She noted the inclusion of the mission statement in the current Committee kit was to give Counc. Lewis, as a new member, an idea of the Committee's responsibility.

3.1.2 Fairvale Mall

B. Perkins noted the 2015 100th celebration of Rothesay Park School sparked an idea to have a "101st School Season" display in August at the Fairvale Mall. The display would include many of the artifacts submitted during the 100th celebration of Rothesay Park School. He noted the following: 24 pictures are currently rotated annually at the Fairvale outdoor display; it began as a project for Communities in Bloom roughly 13 years ago; Tony Bamford owns the Fairvale Mall and built the frames for the display; and the pictures have to be changed annually because of sunlight exposure. J. Wallace noted she noticed dirt had

accumulated on part of the display and inquired if the display is cleaned. Chairperson Brown advised he could ask Mr. Bamford if the display could be cleaned. It was noted the Rothesay Barber Shop mentioned interest in displaying the photographs currently placed in the mall display.

3.1.3 Artifacts

3.1.3.1 Storage – Kings County Museum Kennebecasis Public Library

It was noted Keri Flood contacted Chairperson Brown to inquire if artifacts could be displayed during the Renforth Wharf Day this upcoming Saturday July 16, 2016. Thirty pictures have been selected for the event. It was suggested the event organizers be asked to exercise caution when transporting the artifacts as they require careful treatment and can be damaged by significant sunlight exposure. Work must be done to reprint the artifacts used in the Canada Day display due to sunlight exposure. Chairperson Brown noted he is in possession of garden club artifacts that will be brought to the Kings County Museum once the influx of Hampton court documents have been processed. There was discussion regarding the possibility of a display next summer at the Kennebecasis Public Library. Town Clerk Banks noted at a previous Council meeting former Mayor Bishop expressed a comment regarding the artifacts being stored in Hampton as opposed to Rothesay where residents could access them with greater ease. Chairperson Brown advised when discussed, no Rothesay storage options proved viable. It was further noted the Kings County Museum has contributed resources to assist with cataloging and storing the Rothesay Living Museum artifacts.

3.1.3.2 Master Inventory List

Chairperson Brown advised B. Perkins maintains the inventory list. He noted if it is the Committee's wish to access the inventory list other than through Mr. Perkins other options could be explored. L. Greer noted a significant amount of the inventory has been digitalized and is available on the website. He inquired if a search tool could be created for the website to enable residents to research a specific topic quickly. Chairperson Brown suggested the matter be discussed at the next meeting as David Locke is not in attendance and he would likely be able to provide more insight into the possibility.

3.2 Rothesay Common building – photo display

Chairperson Brown advised after touring the building it was noted there is insufficient space for a display.

3.3 Canada Day celebration

Chairperson Brown thanked the Committee members and Town staff that attended the event noting it was well received. L. Greer suggested for future events name tags or other methods to identify Committee members should be used.

3.4 Logo Design

Chairperson Brown noted he has held onto books regarding the history of: Rothesay, James Renforth, the Mackay family, and the Kennebecasis Valley in order to place the Committee logo inside and distribute to the library and schools in the area. B. Perkins advised he requires direction from the Committee regarding whether to include an image of Rothesay High School or Rothesay Town Hall as the background for the logo. The Committee agreed Rothesay Town Hall should be the image as the partnership with Rothesay High School has changed since Chairperson Brown and B. Perkins' departure from the school. It was noted the logo will be designed with a banner style and can be enlarged or shrunk to fit varying uses. B. Perkins advised he will design the logo and return to the Committee for feedback.

4. NEW BUSINESS:

4.1 Other Business

There was a general discussion relating to the possibility of a Canada 150 event for Rothesay. It was noted the Committee will await direction from the Town and offer assistance as needed.

Meeting Addendum –

There was an inquiry regarding the honorarium forms provided in the kit. Town Clerk Banks advised an honorarium of \$25 is given to all Committee members with the exception of councillors. It was noted the honorariums are for personal use as the Committee has a budget of \$4000. If members wish to purchase items for any Committee events or projects, approval should be obtained beforehand. Personal funds should not be used for Committee materials.

5. DATE OF NEXT MEETING

The next meeting is tentatively scheduled for Fall 2016.

6. ADJOURNMENT

MOVED by L. Greer to adjourn the meeting.

CARRIED.

The meeting adjourned at 4:27 p.m.

Chairperson

Recording Secretary



ROTHESAY
2016 August 8 Open Session FINAL 093
Utilities Committee Meeting

July 20, 2016
Rothesay Town Hall – Sayre Room
5:30 p.m.



DRAFT

PRESENT: COUNCILLOR MATT ALEXANDER, CHAIRPERSON
BLAINE JUSTASON
MARK MCALOON
STEPHEN WAYCOTT

DIRECTOR OF OPERATIONS (DO) BRETT McLEAN
RECORDING SECRETARY LIZ POMEROY

ABSENT: PAUL BOUDREAU, VICE CHAIRPERSON
TOWN MANAGER JOHN JARVIE

Chairperson Alexander called the meeting to order at 5:30 p.m.

Meeting Addendum:

DO McLean circulated a photo of the new utility vehicle purchased to be received for the Committee's information.

1. APPROVAL OF AGENDA

MOVED by S. Waycott and seconded by M. McAloon to approve the agenda as circulated.

CARRIED.

2. APPROVAL OF MINUTES:

2.1 Regular meeting of June 22, 2016.

MOVED by B. Justason and seconded by M. McAloon to approve the Minutes of June 22, 2016 as circulated.

CARRIED.

3. DELEGATIONS:

4. REPORTS & PRESENTATION:

N/A

5. UNFINISHED BUSINESS:

5.1 Update on Wells Park

Chairperson Alexander noted the trail system is being used by residents. He noted not all gates have been installed and cars have been seen passing through. DO McLean advised a gate had been installed incorrectly by Fundy Fencing and is scheduled to be fixed. The remaining gates are on site and ready to be installed. It was suggested a lock be installed on the gate to the dog park to ensure no dogs are released unexpectedly. There was a brief discussion on the grooming of the trail for use as a ski trail. DO McLean advised DRP Jensen is looking into the matter. He added costs are being investigated for well houses to protect and lock the wells.

5.2 Update on Capital Program.

Chairperson Alexander advised the changes have been highlighted in yellow. There was an inquiry regarding the Oakville Lane Improvements Design. DO McLean advised the project is to design improvements to the current storm sewer system in the area of Oakville Lane and Monaco Drive.

5.3 Update on Wastewater Treatment Plant Pumping Stations and Transmission Lines

Chairperson Alexander advised Council awarded the contract to Debly Enterprises Ltd. and noted the tendered price was significantly lower than the engineer's estimate. DO McLean added it is the same company contracted for the upcoming asphalt work.

5.4 Update on Almon and Peters Lane

It was noted everything is complete with the exception of paving and some landscaping. No feedback has been received from residents regarding the change in water quality. However, residents have commented on their satisfaction with the installation of the curb. There was a brief discussion on the state of the cast iron pipe that was removed.

There was discussion regarding the progress of water exploration. It was noted the number of Town water users is expected to increase significantly over the next few years which will result in a strain on the system unless the daily withdrawal limit can be increased. DO McLean advised he is working with the province to change the regulated limit. He noted other methods such as the treatment of surface water are being investigated. With the treatment of surface water, he added, comes the requirement for increased cleaning and maintenance of the membranes. Options are being explored regarding specific procedures for the treatment of water if surface water is introduced to the system. There was a brief discussion on THM (trihalomethane) counts. DO McLean noted Well #7 is currently used for surface water and will be used as a test to introduce the treatment of surface water to the system. It was noted a small leak was discovered on a seam in the McLachlan water tank and is being investigated.

5.5 Update on water exploration and the rehabilitation of Well #6

Chairperson Alexander advised Council approved the reallocation of capital funds to rehabilitate Well #6. DO McLean advised the previously scheduled well cleaning will start next week and is estimated to be a three week process. After completion of the well cleaning it is likely the rehabilitation of Well #6 will begin.

6. NEW BUSINESS:

6.1 Discussion RE: Electronic/Mailed Billing

DO McLean advised a glitch in the system occurred when sending out the recent water and sewer bills to residents. It was noted not all emailed copies of bills were received by residents. To ensure all bills were received, paper copies were mailed to all residents. In doing so, some residents received both emailed and paper copies of their bills. DO McLean noted this was on the agenda for the purpose of notifying the Committee should any residents inquire.

7. CORRESPONDENCE FOR ACTION:

N/A

8. CORRESPONDENCE FOR INFORMATION:

N/A

9. DATE OF NEXT MEETING:

The next meeting is scheduled for **Wednesday, August 17, 2016.**

10. ADJOURNMENT

MOVED by S. Waycott and seconded by B. Justason the meeting be adjourned.

CARRIED.

The meeting adjourned at 5:56 p.m.

CHAIRPERSON

RECORDING SECRETARY



ROTHESAY
HERITAGE PRESERVATION REVIEW BOARD
MEETING
Rothesay Town Hall
Wednesday, July 20, 2016
7:00 p.m.



PRESENT: JIM BAIRD, CHAIRPERSON
COUNCILLOR TIFFANY MACKAY FRENCH
RANDOLPH GIFFIN
KATHERINE GRANT (*left the meeting at 7:42 p.m.*)
HOWARD PEARN

DIRECTOR OF PLANNING/DEVELOPMENT (DPDS) BRIAN WHITE
RECORDING SECRETARY LIZ POMEROY

ABSENT: GREG MURDOCK, VICE CHAIRPERSON
J.P. FOISY
JON LEHEUP

Chairperson Baird called the meeting to order at 7:07 p.m.

1. APPROVAL OF AGENDA:

MOVED by Counc. Mackay French and seconded by H. Pearn the agenda be approved as circulated.
CARRIED.

2. APPROVAL OF MINUTES:

2.1 Regular meeting of Wednesday, June 22, 2016

MOVED by H. Pearn and seconded by R. Giffin the minutes of 22 June 2016 be adopted as circulated.

CARRIED.

3. REPORTS: None

4. NEW BUSINESS:

Counc. Mackay French declared a conflict of interest and left the meeting.

4.1 **2 Hampton Road**

OWNER:

PID:

PROPOSAL:

Dr. David Forgie

Dr. David Forgie

00255992

Colour change to existing Heritage Permit

Dr. Forgie attended the meeting. DPDS White advised Dr. Forgie request was to amend the approved colour of the siding from PPG Seacoast Grey to PPG Cool Slate. The following comments were made: the darker shade was chosen to provide a greater contrast between the siding and the trim; with the lighter shade, contrast still exists; and the lighter shade will make the building appear lighter. Dr. Forgie expressed his appreciation for the Board's patience and noted while he wants a similar look to Town Hall, the lighter shade is preferred.

MOVED by R. Giffin and seconded by H. Pearn the Heritage Preservation Review Board amend the existing Heritage Certificate for a rear addition to an existing two story commercial building located at 2 Hampton Road (PID 00255992) in conformance with the following condition:

a.) The building siding colour shall be PPG Cool Slate.

CARRIED.

Counc. Mackay French returned to the meeting.

ROTHESAY

Heritage Preservation Review Board
Meeting Minutes

-2-

20 July 2016

4.2 Rothesay Common

29 June 2016 Letter from resident RE: Intersection at Gondola Point Road and Church Avenue

DPDS White advised the letter was referred from Council to the Board and the Parks and Recreation Committee. He noted it is the Board's responsibility to assess proposals based on aesthetic heritage style, and whereas there is no proposal provided, it is suggested the Board review the fencing styles in the presentation for consideration should a proposal be developed. Photographs were displayed of: the current layout of the Common, the Common with a proposed fieldstone wall, and various fence examples in the Rothesay area and similar areas abroad. The fence examples included: a red brick wall, constructed fieldstone walls, a steel fence made to appear as a black iron fence, a pasture pole fence, and fully grown cedar hedges. DPDS White noted a park in Massachusetts built stone walls into the retaining walls for use as seating. There was discussion on the following: the Common has existed since 1935 without a fence; prior to 1935 when the Common existed as a pasture presumably there was a pasture fence, however staff could not find photographs; concern for the height of the fence, too high could take away from the aesthetic, and if the fence were too low it could cause safety issues should children climb it; concern of children running into traffic if no fence is erected; berms; chain link fences hidden by vegetation; time for current vegetation to mature as a natural barrier; what type of fence would stop pucks and balls; winter effects on hedge barriers; and effects on parking in the area should a fence be approved. It was noted the issue of parking for the Rothesay Common is still under discussion by the Public Works and Infrastructure Committee. DPDS White added it is his understanding there are no issues regarding the covenant should a fence be approved.

There was general discussion regarding why a fence may be needed and possible location. DPDS White advised it was not the Board's responsibility to determine if a fence is required, but to provide guidance on whether a proposed fence meets the appropriate aesthetic style of the Rothesay heritage area. It was agreed the Board will review the styles of fencing for consideration should a proposal be developed.

5. OLD BUSINESS:

Meeting Addendum:

H. Pearn inquired about the previous matter regarding possible replacement of the Rothesay Common pathway with paver stones. DPDS White advised a small amount of paver stones exist currently around the Cenotaph. He noted he has not yet spoken to DRP Jensen regarding maintenance of paver stones. It was noted the discussion is suited for the Parks and Recreation Committee.

K. Grant left the meeting at 7:42 p.m. and quorum was lost.

6. CORRESPONDENCE FOR INFORMATION: None

7. DELEGATIONS: None

8. DATE OF NEXT MEETING:

The next meeting will be held on **Wednesday, August 17, 2016.**

9. ADJOURNMENT

The meeting ended at 7:43 p.m.

 CHAIRPERSON

 RECORDING SECRETARY



ROTHESAY
PARKS & RECREATION COMMITTEE
MEETING MINUTES
Tuesday, July 26th, 2016



DRAFT

PRESENT: Pat Palmer, Vice Chair
Jon LeHeup (left @ 7:30)
Jane MacEachern
Maureen Desmond
Councillor Miriam Wells, Chair
Councillor Bill McGuire
Director of Recreation Charles Jensen
Facilities Coordinator Ryan Kincade
Town Manager John Jarvie
Recording Secretary Bev Côté

ABSENT: Susan Harley
Chip Smith
Brendan Kilfoil
Recreation Coordinator Keri Flood

The meeting was called to order at 6:30 p.m. by Counc. Wells

1. APPROVAL OF MINUTES

MOVED by Counc. McGuire and seconded by Pat Palmer to approve the minutes of the March 15th, 2016 meeting.

CARRIED.

2. APPROVAL OF AGENDA

MOVED by Counc. McGuire and seconded by Pat Palmer to approve the agenda as circulated with the addition of **6.6 Crosswind Crescent**

CARRIED.

3. DELEGATIONS

N/A

4. REPORTS

N/A

5. UNFINISHED BUSINESS

5.1 Wells Park Project Update

Director Jensen noted that there is a hold on the project, waiting on decision on paving. The Dog Park will open late Fall 2016 and the Ball Field will require additional seeding this Fall and will open in 2017. It was noted that people are using the Dog Park and tearing up the grass but this is up to the Contractor to be sure the fence is locked. There are still some deficiencies so the town has not signed off on the project.

DRAFT

5.2 Arthur Miller Field House Update

Director Jensen informed the committee the project is complete, the washrooms are now open. Field monitors are responsible for the opening and closing of the washrooms and making sure items are stocked. It was suggested that a message from Fundy Soccer go out to their membership to inform them that the washrooms are now open to the public.

6. NEW BUSINESS

6.1 Summer Program Update

Director Jensen informed the committee that all three Playground locations are up and running and well attended. Swimming lessons numbers are down; Town Staff are considering swimming lessons in the evenings in the future although it is a struggle to get Lifeguards. The YMCA had to cancel 2 weeks of Day Camp due to low numbers. Ground staff is busy, all areas of town look great! Concert on the Common is up and running using the new stage. A brief discussion on #'s and discipline at the playground program followed.

6.2 Washrooms at Pumping Station, Rothesay Road

Counc. Wells informed the committee about the project on Rothesay Road; curb, sidewalk, repaving of the road and a new pump station being built at East Riverside Kingshurst Park. The building itself will be divided in two with a breezeway in between them. One part will house the generator with an opportunity to add two washrooms at a cost of \$22,000 on an 8 million dollar project. TM Jarvie noted that the current bus stop could move to this area. A brief discussion followed.

Moved by Maureen Desmond and seconded by Jane McEachern that the Parks & Recreation Committee support the building of 2 washrooms at the new Pump Station located at East Riverside Kingshurst Park to a max of \$30,000.

CARRIED

6.3 Intersection Gondola Point Road & Church – Council Referral

29 June 2016 Letter (via email) from resident

Council Wells noted that while parking is an issue around the Common the planting of the trees and shrubs around the playground, facing Church Avenue, will grow in time. The real issue is parking on both sides of the street; the Public Works and Infrastructure Committee will be discussing this at their meeting.

Moved by Counc. McGuire and seconded by Jane McEachern that the Parks & Recreation Committee recommend to Council to acknowledge receipt of the letter stating that the parking on both sides of the street is a Police issue and that the hedge will in time serve as a natural barrier.

CARRIED

DRAFT**6.4 Wells Multi-Use Path paved or ¼ Minus Stone – Council Referral**

30 June 2016 Memo – Brett McLean

Director Jensen explained to the committee that the Contract for the Wells Multi-Use Path showed that the path be paved. Consideration is now being given to paving the entrance to the park and the parking lot with the over flow parking to remain gravel. By doing this it would make it easier to plow and maintain the parking lot. If ¼ Minus Stone is used you can still groom the trails in the winter for cross country skiing. If the trail was paved the sun would melt the snow at a quicker pace. A brief discussion followed.

Moved by Counc. McGuire and seconded by Jon LeHeup that the Parks & Recreation Committee recommend to pave the road into the Wells Park as well as the parking lot and use ¼ Minus Stone on the trail with an endorsement from the KV Disabled Committee.

CARRIED**6.5 Right-of-way at the top of Dunedin – Council Referral**

06 July 2016 email from resident

TM Jarvie noted that the Hillside Trail is well used and the parking issue on Grove was solved with additional parking provided at the top of Grove near the highway. It is a different story at the top of Dunedin. The house, which is located off an undeveloped road right-of-way at the top of Dunedin, has enjoyed privacy for years but now cars are parking along the front of their house, with no respect for their privacy, so they can access the end of the trail. There is a parking issue along Higginson as well. There is a piece of land at the end of Higginson that the town would have to acquire in order to extend the road to provide parking. Counc. Wells and TM Jarvie will set up a meeting with the residents.

6.6 Crosswind Crescent

TM Jarvie informed the committee that the parcel of land that housed the water tower was kept by the Town for a park. The intention was to add park benches and connect the land to Grove Avenue via a path. The Town does have the right-a-way which allows for a path but no planting of trees or a fence. TM Jarvie will have an aerial view for the committee to view at the next meeting.

7. CORRESPONDENCE FOR ACTION

N/A

8 DATE OF NEXT MEETINGTentative – August 16th

DRAFT

9. ADJOURNMENT OF MEETING

MOVED by Counc. McGuire that the meeting be adjourned.

CARRIED.

The meeting adjourned at 7:45 p.m.

Chairperson

Recording Secretary



ROTHESAY

MEMORANDUM



TO : Mayor and Council
FROM : Recording Secretary Parks & Recreation Committee
DATE : July 26th, 2016
RE : Washrooms at New Pumping Station, ERK Park

DRAFT

Please be advised the Parks & Recreation Committee passed the following motion at its regular meeting on Tuesday, July 26th, 2016:

Moved by Maureen Desmond and seconded by Jane McEachern that the Parks & Recreation Committee support the building of 2 washrooms at the new Pump Station located at East Riverside Kingshurst Park to a max of \$30,000.

CARRIED



ROTHESAY

MEMORANDUM



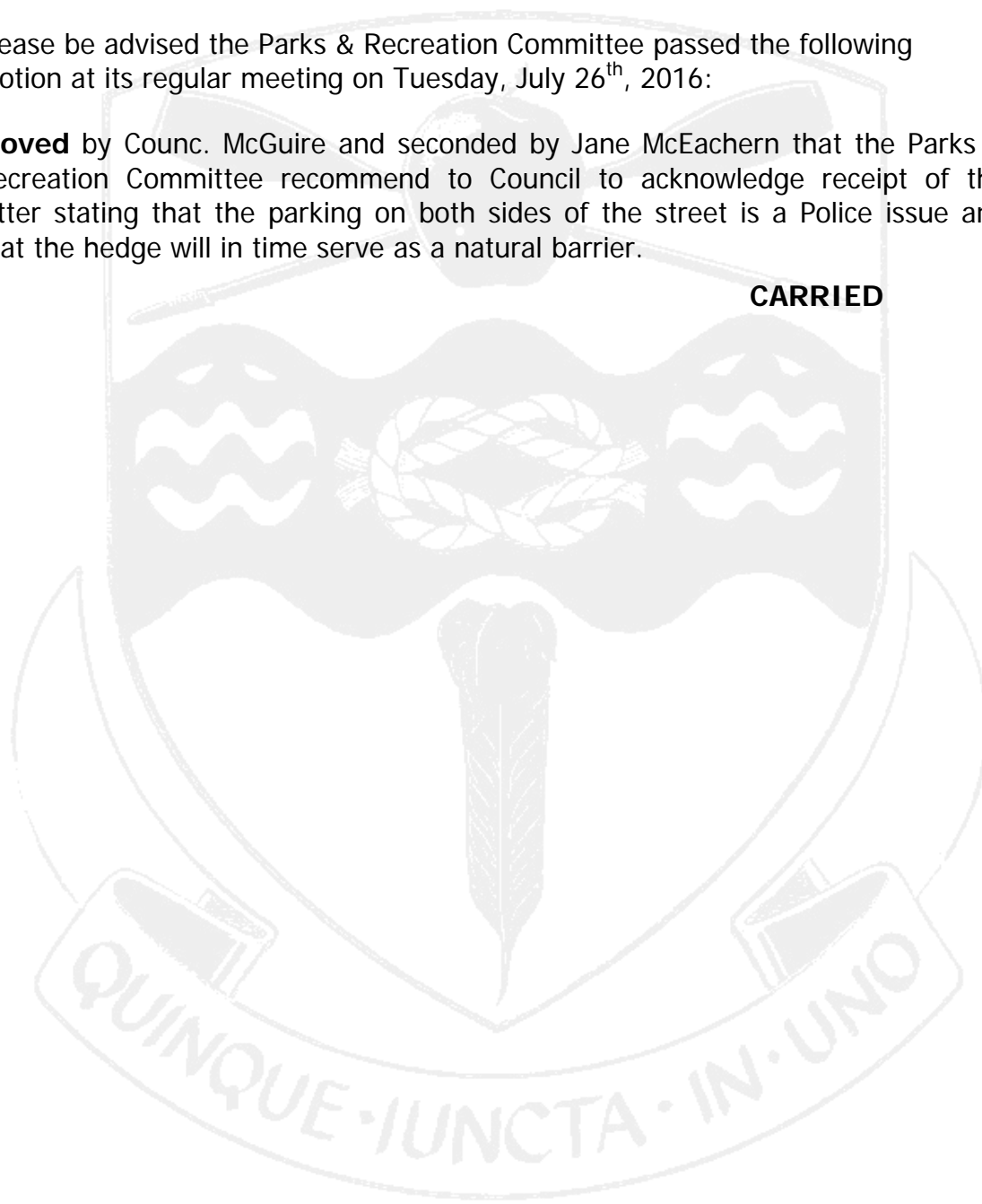
TO : Mayor and Council
FROM : Recording Secretary Parks & Recreation Committee
DATE : July 26th, 2016
RE : Intersection Gondola Point Road and Church

DRAFT

Please be advised the Parks & Recreation Committee passed the following motion at its regular meeting on Tuesday, July 26th, 2016:

Moved by Counc. McGuire and seconded by Jane McEachern that the Parks & Recreation Committee recommend to Council to acknowledge receipt of the letter stating that the parking on both sides of the street is a Police issue and that the hedge will in time serve as a natural barrier.

CARRIED





ROTHESAY

MEMORANDUM



TO : Mayor and Council
FROM : Recording Secretary Parks & Recreation Committee
DATE : July 26th, 2016
RE : Wells Multi-Use Path, Wells Park

DRAFT

Please be advised the Parks & Recreation Committee passed the following motion at its regular meeting on Tuesday, July 26th, 2016:

Moved by Counc. McGuire and seconded by Jon LeHeup that the Parks & Recreation Committee recommend to pave the road into the Wells Park as well as the parking lot and use ¼ Minus Stone on the trail with an endorsement from the KV Disabled Committee.

CARRIED

Beverley Cote

From: John Jarvie
Sent: August-04-16 9:42 AM
To: Beverley Cote
Subject: FW: Walking Path

DRAFT

From: Dean Mullin [REDACTED]
Sent: August-02-16 8:36 AM
To: Charles Jensen
Subject: Walking Path

Hi Charles.

Sorry for the delay in getting back to you.

We looked at the material on the path along the water line. It is very well packed, which I would think is from when it was put down and from the several winters we have had that would help compress it.

That said, for a power chair or a scooter, I would think there would be very little difficulty in travelling on that path as it is now. I think a manual chair would have more difficulty but would be able to travel if the person pushing paid attention. That is, when pushing a chair, more weight is placed on the front wheels by action of the person pushing the chair. Therefore, the front wheels will likely start to gather up a pile of rocks as you move along the road. If the new route is level, the pusher can lift the front wheels every so often and eliminate this issue.

However, if the loose rock surface was any thicker than what it is on this road, I would guess that it make for an uncomfortable ride for either a power chair or a manual chair. That is because both would dig in and eventually build up so much rock that neither would be able to move. (Similar to a snowplow.)

I am around all month and would be able to get together to show you what I mean and even bring a chair or two to test it out.

Thank you for reaching out to us. Your support is greatly appreciated.

Take care,

Dean M

Sent from my iPad



ROTHESAY
PLANNING ADVISORY COMMITTEE MEETING
Rothesay Town Hall
Monday, August 2, 2016
5:30 p.m.



PRESENT: BILL KEAN, CHAIR
COUNCILLOR PETER LEWIS
COUNCILLOR DON SHEA
COLIN BOYNE
EWEN CAMERON
ELIZABETH GILLIS
CRAIG PINHEY

TOWN MANAGER JOHN JARVIE
TOWN CLERK MARY JANE BANKS
DIRECTOR OF PLANNING/DEVELOPMENT (DPDS) BRIAN WHITE
RECORDING SECRETARY LIZ POMEROY

ABSENT: LAURIE GALE, VICE CHAIR

Chairperson Kean called the meeting to order at 5:33 p.m. and welcomed new committee member Elizabeth Gillis.

1. APPROVAL OF THE AGENDA

MOVED by Counc. Lewis and seconded by Counc. Shea to approve the agenda as circulated, with the following amendment:

Item 3.6 amended to a Rezoning Application.

CARRIED.

2. APPROVAL OF MINUTES

2.1 Regular Meeting of June 27, 2016

MOVED by Counc. Shea and seconded by Counc. Lewis the minutes of 27 June 2016 be adopted as circulated.

CARRIED.

3. NEW BUSINESS

3.1 2709 Rothesay Road

Richard MacPhee

OWNER:

Richard & Jill MacPhee

PID:

30314272

PROPOSAL:

1 Lot Subdivision Approval – Land for Public Purposes

It was noted the applicant was not in attendance. DPDS White advised he received notification from the applicant requesting the application be tabled pending sufficient time for the applicant to provide a response to the staff report.

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MOVED by Counc. Lewis and seconded by C. Pinhey the Planning Advisory Committee table the application for a one (1) lot Subdivision at 2709 Rothesay Road (PID 30314272) pending sufficient time for the applicant to provide a response to the staff report.

CARRIED.**3.2 4 Hibiscus Court****Yi Xiao Chen**

OWNER:

Wei Lan Chen

PID:

30185920

PROPOSAL:

Application for a Home Occupation (E-Commerce)

DPDS White advised the applicant did not attend the meeting as he is out of town on business. DPDS White gave a brief explanation of the proposed business noting: Mr. Chen is the sole employee; the business is focused on software/hardware testing and debugging; only office equipment and virtual reality headset devices are required; along with a small amount of storage that is available in the residence.

MOVED by Counc. Lewis and seconded by Counc. Shea the Planning Advisory Committee grant approval to operate a home occupation from the residential dwelling located at 4 Hibiscus Court (PID 30185920) as a Conditional Use subject to Section 5.3 of By-law 2-10 Home Occupation Requirements.

CARRIED.**3.3 8-9 Dykeman Crescent****Rick Turner**

OWNER:

Raymond J. Henry

PID:

30142608

PROPOSAL:

2 Lot Subdivision (Council Assent for Service Easement & Land for Public Purpose)

DPDS White advised Mr. Turner was out of town and may arrive late to the meeting.

MOVED by Counc. Shea and seconded by C. Boyne the Planning Advisory Committee move item 3.3 to follow item 4.1 on the agenda.

CARRIED.**3.4 141 Hampton Road****Rick Brown**

OWNER:

B & R Brown Holdings Ltd.

PID:

00243089

PROPOSAL:

Conditional Use / Similar or Compatible Use

Mr. Rick Brown, owner of Barrel's Head/Peddler's Creek restaurant, and Mr. Shane Steeves, owner of Hammond River Brewing, attended the meeting. DPDS White advised the application by Mr. Brown is to operate a micro-brewery as a conditional use (licensed establishment) and as a similar or compatible use on 141 Hampton Road. He noted the following: 141 Hampton Road is home to Peddler's Creek/Barrel's Head restaurant; the popularity of micro-breweries was not foreseen when the Zoning By-law was updated in 2010; in turn, micro-brewing facilities are not

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specifically listed in the Zoning By-law; the proposed location would be an addition to an existing building; and the Committee did approve a similar application last November for a micro-brewery as a similar or compatible use within the Central Commercial zone at 47 Clark Road.

DPDS White noted the following from the staff report:

Zoning By-law Section 1.4.3	Staff Notes
i. noise	Staff do not anticipate any concern with noise associated with the micro-brewing operation.
ii. parking	Expansion of onsite parking must comply with the zoning by-law.
iii. provision of screening	No outside storage would be permitted.
iv. quality and amount of landscaping and buffering	Staff are not requesting any additional landscaping.
v. quantity of traffic generation	The brewery has few employees and deliveries are outside of the prime restaurant hours.
vi. scale and form of building	expansion to existing building as per the log cabin style
vii. any additional information required by the Committee to evaluate the proposal	Staff's primary consideration relates to smell and odour. The amount of smell depends on how many brews a week the brewery is producing. The issue of smell is quite subjective some people might consider it strong, while others would definitely not consider it a bad smell. Notwithstanding the actual smell the duration of the boil is not long and all smell would dissipate over a few hours.

Mr. Brown noted the following: Mr. Steeves has operated Hammond River Brewing for roughly 2 and a half years; demand for the product has exceeded supply; the location would be a good fit for the micro-brewery; a silo (not included in the distributed site plan) will be erected in the corner of the patio to store barley and grains; a logo may be placed on the silo to advertise for the micro-brewery; since grains will be delivered in bulk there will be less traffic; there have been discussions of a possible window to view the micro-brewery from the outside, and planters outside to grow hops.

The Committee discussed the following: concern of smell; storage of spent grains; parking; use of tap room; size of addition; relocation of dumpster and propane tank; and a stormwater management plan. It was noted: smell is subjective and very few, if any, complaints are made; a farmer will pick up the spent grain on a regular basis, which will remain indoors until such time; the tap room will be used for tasting, retail, and growler sales; capacity for the tap room is likely 40 people and can be confirmed by the Fire Marshall; size of the layout has been included in the site plan; between 15-20 parking spots will be created; parking can be shared as overflow for

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Barrel's Head and Peddler's Creek; no complaints regarding parking have been received; and CBCL has been hired to prepare a stormwater management plan. Town Manager Jarvie inquired about a plan for the micro-brewery's wastewater. It was noted BOD (Biochemical Oxygen Demand) is the quantity of oxygen required by aerobic microorganisms to break down organic material present in a given water sample. As stated in Sewage By-law 1-15 4.1.6 *Except as otherwise provided in the By-law, no person shall discharge, release, suffer, or cause to be discharged into any sanitary sewer or any public or private connections to any sanitary sewer any of the following: (q) Wastewater of which the BOD exceeds 350 milligrams per litre.* Town Manager Jarvie advised should more micro-breweries be approved it would be in the Town's best interest to understand the effect the new users will have on the Town's sanitary sewer system and lift stations. Mr. Brown suggested CBCL could test the micro-brewery's wastewater to determine the BOD. It was noted there are options available to deal with the micro-brewery's wastewater such as: storing, removing offsite, diluting, and filtering. All micro-breweries are required to adhere to the Sewage By-law. Counc. Shea inquired if the BOD amount would change with the addition of micro-breweries. It was noted it would depend on what the current sanitary sewer system can handle.

MOVED by Counc. Shea and seconded by C. Pinhey the Planning Advisory Committee:

- A. Permit a micro-brewery with required provincial licensing as a conditional use at 141 Hampton Road (PID 00243089)

CARRIED.

MOVED by Counc. Shea and seconded by C. Pinhey the Planning Advisory Committee:

- B. Permit a micro-brewery as a similar or compatible use within the Central Commercial zone at 141 Hampton Road (PID 00243089)

CARRIED.**3.5 82 Marr Road****Sean Doyle**

OWNER: 510301 NB Ltd.

PID: 30209167

PROPOSAL: Conditional Use / Similar or Compatible Use

Mr. Sean Doyle attended the meeting. It was noted the application is to operate a micro-brewery as a conditional use (licensed establishment) and as a similar or compatible use on 82 Marr Road (PID 30209167). Aerial photos were shown of the proposed location which is the old Telus location beside BrenTax. The following was discussed: the location is surrounded by light industrial use; a description of the layout of the facility; spent grains will be taken offsite by a farmer; and conditional capacity for the tap room is 25 people.

DPDS White noted the following from the staff report, and added there are many similarities to the previous micro-brewery application:

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Zoning By-law Section	Staff Notes
1.4.3	
i. noise	The proposed operation does not have a bottling line and the noise would be normal to that of other similar businesses.
ii. parking	Parking requirements from the zoning by-law should be adequate as the property has ample parking.
iii. provision of screening	The business would be entirely contained within the building no outside storage would be permitted.
iv. quality and amount of landscaping and buffering	As this is an existing building with no proposed expansion that is surrounded by Light Industrial uses.
v. quantity of traffic generation	Traffic generated from the business would be appropriate to any other permitted commercial activity.
vi. scale and form of building	The business would occupy space within an existing building
vii. any additional information required by the Committee to evaluate the proposal	Staff's primary consideration relates to smell and odour. The amount of smell depends on how many brews a week the brewery is producing the production process is only a few times per week. Outside the building you would be unlikely to smell the mashing process as it takes place at about 65°C, and not at boil. Notwithstanding the actual smell the duration of the boil is not long and all smell would dissipate over a few hours.

Mr. Doyle advised many breweries will dilute or use aeration devices to assist with BOD levels. He added taking the size of his micro-brewery into consideration BOD levels shouldn't be a problem unless a batch should need to be dumped, which is very rare and he hopes will never happen. He noted his micro-brewery differs from the previous application as his includes an additional bottling/packaging area and a different layout overall.

Counc. Shea inquired about signage. Mr. Doyle advised there will be one free standing sign away from the building and one sign closer to the building.

MOVED by Counc. Lewis and seconded by Counc. Shea the Planning Advisory Committee:

- A. Permit a micro-brewery with required provincial licensing for a facility not exceeding 25 persons as a conditional use at 82 Marr Road (PID 30209167).

CARRIED.

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MOVED by Counc. Lewis and seconded by Counc. Shea the Planning Advisory Committee:

- B. Permit a micro-brewery as a similar or compatible use within the General Commercial zone at 82 Marr Road (PID 30209167)

CARRIED.**3.6 7 Hillcrest Drive****Andrew McKay**

OWNER:

David E. Long & Sharon A. Long

PID:

00257139 & 30048847

PROPOSAL:

Developers Agreement – Rezoning Application

Mr. McKay attended the meeting. DPDS White explained the application by A.E. McKay Builders Ltd. under a purchase and sale agreement with Mr. and Mrs. Long is to develop the land at 7 Hillcrest Drive (PIDs 00257139 & 30048847) as multi-unit mixed density residential community. Maps and photographs were shown of the location, layout, and design of the proposed development.

The following was noted from the staff report:

- 3.85 acres zoned Single Family Residential Large Serviced R1A Zone
- Total 65 unit condominium complex
 - two 24-unit condo buildings with underground parking,
 - four 3-unit condo buildings,
 - two 2-unit condo buildings and one 1-unit condo building.
- 2 private driveway access points to the development from Hillcrest Drive.

Municipal Plan Policy 5.2.3 (h)	Staff Comment
(h) In any residential designation in this Plan, Council, through a specific agreement under section 39 of the Community Planning Act, will consider approving innovative development that does not meet the standards set out in the Zoning By-law where such development can be shown to meet the general intent of this Plan and the following special criteria as evaluated by Council:	only similar development to the proposal is Low Wood, with the difference being the inclusion of underground parking, pool, and architectural style.
i. provides a housing option(s) not otherwise available in the community	Condominium development of this scale and style is not commonly provided or found in Rothesay.

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ii. augments the quality of adjacent neighbourhoods	<ul style="list-style-type: none"> • edge of an established residential neighbourhood • good quality materials and architectural treatments that reflect the Colonial-style • mill work details such as the Arts and Craft style slanted columns on the balconies seems somewhat out of character however they do provide visual interest.
iii. provides high quality housing compatible with housing in adjacent areas	overall architectural design appears to be high quality and compatible with homes nearest the development and similar to major nearby buildings such as Town Hall.
iv. is fully serviced with municipal sewer and water	The proposal will be fully serviced and the developer would be responsible for any necessary offsite upgrades.
v. does not create excessive traffic in adjacent neighbourhoods	Developer has submitted traffic information
vi. offset increased densities through extraordinary landscaping and/or innovative design techniques.	Staff are encouraged by the renderings and would require a detailed plan for the development agreement.

DPDS White noted the applicant has submitted a stormwater management plan and traffic impact study both currently under review. The following was discussed: underground parking; balconies for each unit; pool and amenities; separate single story garden home area; existence of condos in Rothesay and differing styles; requirement to uphold vision in submitted drawings; and need for a landscaping plan.

Counc. Shea inquired if it was necessary to amalgamate the two PIDs. DPDS White advised it was not necessary but may be beneficial with regards to determining setback distances. Mr. McKay noted the following: there is interest in the project however, no marketing has taken place; and the project will have wood siding with stone accents. Peter Klohn, a resident living across the street from the proposed location, suggested a discussion take place to determine whether the project may be too ambitious for Hampton Road. He added a three story building may be a “big ask” of the site. He stressed the importance of resident feedback with a project this size. Chairperson Kean advised if the application moves forward there will be additional opportunities for the public to voice their concerns. The following was discussed: timeline of construction; option to complete parts of the project separately if interest is low; and reasoning for layout ex. 24 unit condos on Hampton Road rather than the single story garden homes. Mr. McKay noted: the

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timeline could be 3-4 years depending on sales, if sales are strong it could be a 2-3 years; he would prefer to complete the project together, but could build parts separately should public interest be low; and he discussed the layout with Town staff and this layout was suggested. DPDS White noted staff's suggestion related to a planning technique involving transitioning down the hill from low density to high density. It was noted the project is "pedestrian friendly" and would promote pedestrian access to Rothesay's commercial area. Joe Bent of A.E. McKay Builders Ltd., advised the site plan includes multiple detention ponds and swales to assist overall stormwater management. Counc. Lewis inquired if the traffic impact study would be available at the public hearing. It was noted the traffic study is available now to the public.

MOVED by Counc. Lewis and seconded by Counc. Shea the Planning Advisory Committee recommend Council schedule a Public Hearing to consider rezoning 7 Hillcrest Drive (PIDs 00257139 & 30048847) from R1A to R4 allowing for a 65 unit condominium complex subject to a development agreement under section 39 of the Community Planning Act.

CARRIED.

4. OLD BUSINESS

4.1 104 Hampton Road

Brett Taylor

OWNER:

Georgoudis Investments Ltd.

PID:

30246979

PROPOSAL:

Rezoning to R4 Multi-unit Residential

DPDS White introduced Mr. Brett Taylor and noted the application from Mr. Taylor (with Georgoudis Investments Ltd.) is to rezone a 1.6 acre parcel of land located at 104 Hampton Road (PID 30246979) from Central Commercial (CC) to Multi-unit Residential (R4). He added Mr. Taylor submitted a request to present to the Committee. Mr. Taylor thanked the Committee and noted the following:

- The agreement to purchase the land from Georgoudis Investments Ltd. is contingent upon the approval of the rezoning
- Residential benefits include: green space on Hampton Road, improved balance to commercial properties, no commercial signage, security to neighboring commercial areas, reduced traffic compared to commercial development, reduced impact to neighboring residential properties, increased customer base to support local businesses, increased municipal revenue from tax, water and sanitary services
- The project includes: two phases, the first phase will be a 12 unit apartment building, followed by one 23 unit apartment building as Phase 2, it will be marketed to residents aged 55+, and have primarily large 2 bedroom units with higher end amenities
- Mr. Taylor has spoken with Crandall Engineering and the response is positive noting a minimal traffic impact
- A preliminary site plan was displayed: no formal landscaping plan has been developed at this stage; there are three proposed areas to assist with stormwater management; footpaths (to Guardian Drugs and Hampton Road) are designed to improve pedestrian traffic to Rothesay's commercial area; Phase 1 (12 unit building) will be in the centre of the property, and Phase 2

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(23 unit building) will be located at the back of the property toward the Victoria Gardens development; and parking will be on the north side and at the back of the property

- The buildings will have stone accents and balconies with glass railings
- The 23 unit building will have 3 stories visible facing the Victoria Gardens, and 4 stories visible on the front, facing Hampton Road due to elevation levels on the property
- The back of the 23 unit building will be level with the single recently constructed house on the Victoria Gardens property

Mr. Taylor expressed concern noting the Town has a preference to develop first ex. plan (architecture, site plan, stormwater plan, landscape plan, service plan, development agreement etc.), then rezone, purchase, and finally build. As a contingent buyer, the cost of the planning phase can be lost with a failed rezoning application – lost value, lost investment, no property purchase, no development. He added should the rezoning not be approved he would have to restart with a new property search. Mr. Taylor acknowledged the topic of sensitivity due to existing stormwater issues in Rothesay and noted the by-laws prevent negligent and substandard stormwater systems for new development. The proposal includes three designated areas reserved for stormwater management and engineering consultants will design a stormwater management system to meet or exceed the new By-law requirements. Mr. Taylor requested the Town permit him to prepare and submit a formal stormwater management design plan after the rezoning has been approved and the land has been purchased. He noted the development agreement should clearly state that all stormwater management plans and design must be approved prior to issuing a building permit, this in turn will ensure the developer is accountable for a design that meets the current stormwater management requirements of the By-law with the security of property ownership.

Chairperson Kean thanked Mr. Taylor for his presentation. The following was discussed: the development agreement; existence of an elevator; and sewage and water connection fees. It was noted an elevator is included in the design and the applicant is aware of the sewage and water connection fees. Clarification was requested regarding Mr. Taylor's request. It was noted Mr. Taylor's request is to submit a stormwater management plan after the rezoning is approved in order to ensure the purchase agreement for the property does not expire before a plan can be developed which in turn would waste personal resources. There was a lengthy discussion with respect to rezoning procedures and development agreements.

DPDS White gave a brief presentation regarding the application and the rezoning process for the benefit of the new committee member, Elizabeth Gillis noting: should the application move forward the Committee will recommend Council schedule a Public Hearing; once the application is reviewed the Committee will forward a recommendation to Council; a Public Hearing will be held (August 8, 2016) and the first decision of Council will be the 1st and 2nd reading of a By-law to amend the Zoning By-law; the second decision will be the 3rd reading and enactment of By-law including edits (if necessary); and the third decision will be the authorization to enter into a Development Agreement. It was noted the Municipal Plan supports the proposal and the

ROTHESAY

Planning Advisory Committee
Minutes

-10-

2 August 2016

Development Agreement could be amended by Council. It was noted any aspects not dealt with in the Development Agreement must still be adhered to if stated in the Zoning By-law. There was a brief discussion on the target market for tenants.

MOVED by Counc. Shea and seconded by Counc Lewis the Planning Advisory Committee:

- A. Grant the following variances for the lands located at 104 Hampton road (PID 30246979) subject to the rezoning:
1. Reduced parking space standard of 1.25 parking spaces for 1 and 2 bedroom units;
 2. 6.06% reduction on the lot size requirement allowing for a total density not exceeding 35 apartment units; and
 3. 40% reduction on side yard setbacks to allow a building 3m to the property line

CARRIED.

MOVED by Counc. Lewis and seconded by C. Pinhey the Planning Advisory Committee:

- B. Recommend that Council enact BY-LAW 2-10-26, as amended, to rezone lands located at 104 Hampton Road (PID 30246979) from Central Commercial (CC) to Multi-unit Residential (R4).

CARRIED.

MOVED by Counc. Lewis and seconded by Counc Shea the Planning Advisory Committee:

- C. Recommend that Council enter into a Development Agreement, as amended, with Mr. Brett Taylor to allow for the development of two apartment buildings containing not more than 35 units on lands located at 104 Hampton Road (PID 30246979).

CARRIED.

Item moved to follow Item 4.1 on the agenda.

3.3 8-9 Dykeman Crescent Rick Turner

OWNER: Raymond J. Henry

PID: 30142608

PROPOSAL: 2 Lot Subdivision (Council Assent for Service Easement & Land for Public Purpose)

It was noted Mr. Turner was unable to attend the meeting. DPDS White noted the applicant was requesting to subdivide a portion of lands owned by Mr. Raymond Henry by dividing a single lot containing two existing and legally non-conforming two unit dwellings, with each duplex on their own lot. A new 6m wide Municipal Service Easement would cross Lot 15-01 connecting to 5,700m² of new Land for Public Purposes (LPP). He added the Committee could approve the application without the applicant present, or if the Committee had any reservations regarding the application it could be tabled pending further information. There was an inquiry regarding why the amount of LPP was higher than the required amount. DPDS White advised applicants can submit larger amounts of LPP and receive a credit should the lots be subdivided in the future. The credit would be recorded through the file subdivision plans. It was noted the proposed parcel of land is located within the protected Carpenters Pond Watershed and the land can be accepted as a

ROTHESAY

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2 August 2016

protection area for a watercourse, stream, marsh, water supply lake or other body of water.

MOVED by Counc. Shea and seconded by C. Boyne the Planning Advisory Committee:

- A. Recommend that Council assent to the municipal service easement on the portion of lands identified as LOT 15-01 on Tentative Plan S94-331 prepared by Hughes Surveys & Consultants Inc. dated September 9, 2015.

CARRIED.

MOVED by Counc. Shea and seconded by C. Boyne the Planning Advisory Committee:

- B. Recommend that Council give assent to the subdivision plan, which includes 5700 sq. meters of land for public purposes to be registered in conjunction with the subdivision of LOTS 15-01 & 15-02 on Tentative Plan S94-331 prepared by Hughes Surveys & Consultants Inc. dated September 9, 2015.

CARRIED.

5. DATE OF NEXT MEETING(S)

The next meeting will be held on Tuesday, September 6, 2016.

6. ADJOURNMENT

MOVED by Counc. Lewis and seconded by Counc. Shea the meeting be adjourned.

CARRIED.

The meeting adjourned at 7:28 p.m.

CHAIRPERSON

RECORDING SECRETARY



ROTHESAY

MEMORANDUM



TO	:	Mayor and Council
FROM	:	Recording Secretary Planning Advisory Committee
DATE	:	August 4, 2016
RE	:	8-9 Dykeman Crescent – Service Easement

Please be advised the Planning Advisory Committee passed the following motions at its regular meeting on Tuesday, August 2, 2016:

MOVED ... and seconded ... the Planning Advisory Committee:

- A. Recommend that Council assent to the municipal service easement on the portion of lands identified as LOT 15-01 on Tentative Plan S94-331 prepared by Hughes Surveys & Consultants Inc. dated September 9, 2015.

CARRIED.

MOVED ... and seconded ... the Planning Advisory Committee:

- B. Recommend that Council give assent to the subdivision plan, which includes 5700 sq. meters of land for public purposes to be registered in conjunction with the subdivision of LOTS 15-01 & 15-02 on Tentative Plan S94-331 prepared by Hughes Surveys & Consultants Inc. dated September 9, 2015.

CARRIED.

Respectfully submitted,

Liz Pomeroy



To: Chair and Members of Rothesay Planning Advisory Committee

From: Brian L. White, MCIP, RPP
Director of Planning and Development Services

Date: Thursday, July 28, 2016

Subject: 2 Lot Subdivision Approval 8-9 Dykeman Crescent – PID 30142608

Applicant:	Rick Turner	Property Owner:	Raymond J. Henry
Mailing Address:	Hughes Surveys & Consultants Inc. 575 Crown Street, Saint John, NB E2L 5E9	Mailing Address:	14A Rodney Street Rothesay, NB E2S 1A2
Property Location:	8-9 Dykeman Crescent	PID:	30142608
Plan Designation:	Low Density Residential	Zone:	R1C
Application For:	2 Lot Subdivision (Council Assent for Service Easement & Land for Public Purpose)		
Input from Other Sources:	Director of Operations		

Origin:

An application was received from Rick Turner to subdivide a portion of lands owned by Mr. Raymond Henry. The subject land is at the end of a cul-de-sac known as Dykeman Crescent. The applicant's proposal would divide a single lot containing two existing and legally non-conforming two unit dwellings with each duplex on their own lot. A new 6m wide Municipal Service Easement would cross Lot 15-01 connecting to 5,700m² of new Land for Public Purposes. (See Attachment A)

Background:

The subject land off Dykeman Crescent entails one large property with a total of 20,205.26m² (5 acres) zoned Single Family Residential R1C. The subdivision application would set aside 28.2% of the parent parcel as Land for Public Purposes whereas 49.3% of the land would become Lot 15-01, and the remaining 22.5% would become Lot 15-02. Both of the proposed lots (15-01 and 15-02) would exceed the lot requirements for the R1C zone (4000m²) while the duplexes will retain their non-conforming status.

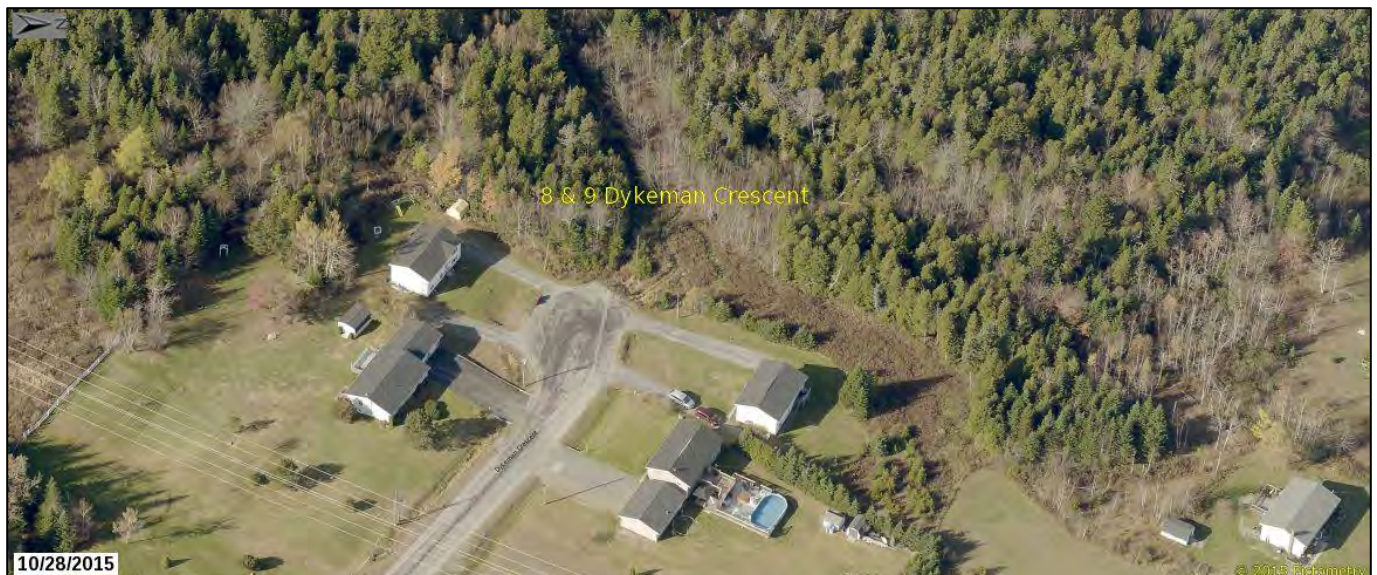


Figure 1 – 8 & 9 Dykeman Crescent

On June 2, 2003 Rothesay Planning Advisory Committee passed a Motion approving essentially the same subdivision request as follows:

MOVED by Cindy Swetnam and seconded by Peter Daniels the Planning Advisory Committee recommend to Council to assent to the proposed Land for Public Purposes as shown on the plan entitled Country Estates Subdivision, Lots 03-01, 03-02 and L.L.F.P., prepared by Hughes Surveys & Consultants Ltd, dated 17 April 2003, Dwg. No. S94331.

CARRIED.

Although the approval was granted in 2003 the plans of subdivision were never registered and the approval of a tentative plan is null and void at the expiration of one year from the day such approval accordingly the applicant must reapply for approvals.

Analysis

Non-Conforming Status

As previously noted the subject property contains two duplexes on a single lot whereas the property is zoned for single family dwellings. Furthermore, records indicate that the duplexes were constructed in 1993 being 6 years prior to municipal amalgamation. The Community Planning Act (Part 40(2)) states that a non-conforming use may continue notwithstanding the zoning by-law.

The property is also non-conforming in that Section 3.1 of Zoning By-law 2-10 requires that in all zones “no more than one main building may be placed or erected on a lot.” The current lot layout clearly has two main dwellings on a single lot (PID 30142608). The proposed subdivision would replace the non-conforming lot with two conforming lots albeit that the duplexes would retain their non-conforming status.

Easements/Encumbrances: The Director of Operations, has reviewed the proposed plan of subdivision and has given his approval for the proposed location of a 6m wide Municipal Service Easement to be located on Lot 15-01. The proposed Municipal Service Easement will be a continuation of an existing stormwater drainage Municipal Easement that is located on Lot 88-12 (13 Allan Ave.).

Land for Public Purposes: “Land for Public Purposes (LPP)” means land, other than streets, for the recreational or other use or enjoyment of the general public. The applicant has agreed to a 1.4 acre parcel of land for public purposes. This is a total of 28% of the total land area, 18% more than required. The entire parcel of land is located within the protected Carpenters Pond Watershed which is the main source for Rothesay’s drinking water. As such, the land can be accepted as a protection area for a watercourse, stream, marsh, water supply lake or other body of water.

In review of the proposed subdivision Staff can confirm that the residential nature of the proposal conforms with the low density residential intent of the Municipal Plan. Staff are confident that whereas the property has been developed for more than 20 years the proposed subdivision does not represent any tangible change to the existing conditions and is largely administrative in nature.



Figure 2 - Subject Property / Carpenters Pond Watershed

Recommendation:

Staff recommend THAT the Planning Advisory Committee:

- a) Recommend that Council assent to the municipal service easement on the portion of lands identified as LOT 15-01 on Tentative Plan S94-331 prepared by Hughes Surveys & Consultants Inc. dated Sept 9th 2015.
- b) Recommend that Council give assent to the subdivision plan, which includes 5700 sq.meters of land for public purposes to be registered in conjunction with the subdivision of LOTS 15-01 & 15-02 on Tentative Plan S94-331 prepared by Hughes Surveys & Consultants Inc. dated Sept 9th 2015.

Attachments:

Attachment A Tentative Plan of Subdivision



Report Prepared by: Darcy Hudson, Assistant Development Officer

Date: Thursday, July 28, 2016

8-9 Dykeman Crescent

2016August8OpenSessionFINAL_121



Author: GIS Services

Date: 7/28/2016

Time: 10:22:16 AM

0 60 120 180
Meters

** Note - This product is for informational purposes only and has not been prepared for, nor is suitable for legal, engineering, or surveying purposes*



Key Plan
Cadastral Plan No. 157
Scale 1 : 40,000

Registration
Doc. 299622
Vol. 1075 Pg. 133
Reg. Sept. 10, 1993

Data
Gary McKinney Construction Ltd.
to
Raymond J. Henry

Owner
Raymond J. Henry

Notes

- 1) Directions are N. B. Grid azimuths derived from observations on N. B. Mon's, 20805, 20808, 20809 and 20810.
- 2) All distances are in metres, to convert to Imperial equivalents divide by 0.3048.
- 3) Area of survey outlined thus , peripheral information compiled from various sources.
- 4) All document and plan references refer to Registry Office for Kings County
- 5) Field survey completed on Aug. 19, 1994.
- 6) All computations performed and coordinates shown on this plan are based on New Brunswick Stereographic Double Projection and the NAD83(CSRS) Ellipsoid as realized by Service New Brunswick Adjusted coordinate survey monuments.
- 7) Pursuant to Section 4 of Regulation 84-217 the Municipal Services Easement(s) shown on this plan vests in the Town of Rothesay Municipal Services Easement shown thus :

Purpose Of Plan
to create lots 15-01, 15-02, Land For Public Purposes and a Municipal Services Easement

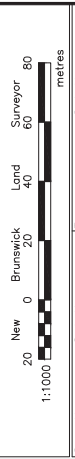
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140	2 543 270.924		7 376 093.277		Fd. S.M.
141	2 543 271.054		7 376 093.244		Fd. S.M.
253	2 543 311.671		7 376 175.523		Fd. S.M.
257	2 543 207.598		7 376 248.656		Fd. S.M.
258	2 543 207.598		7 376 248.656		Fd. S.M.
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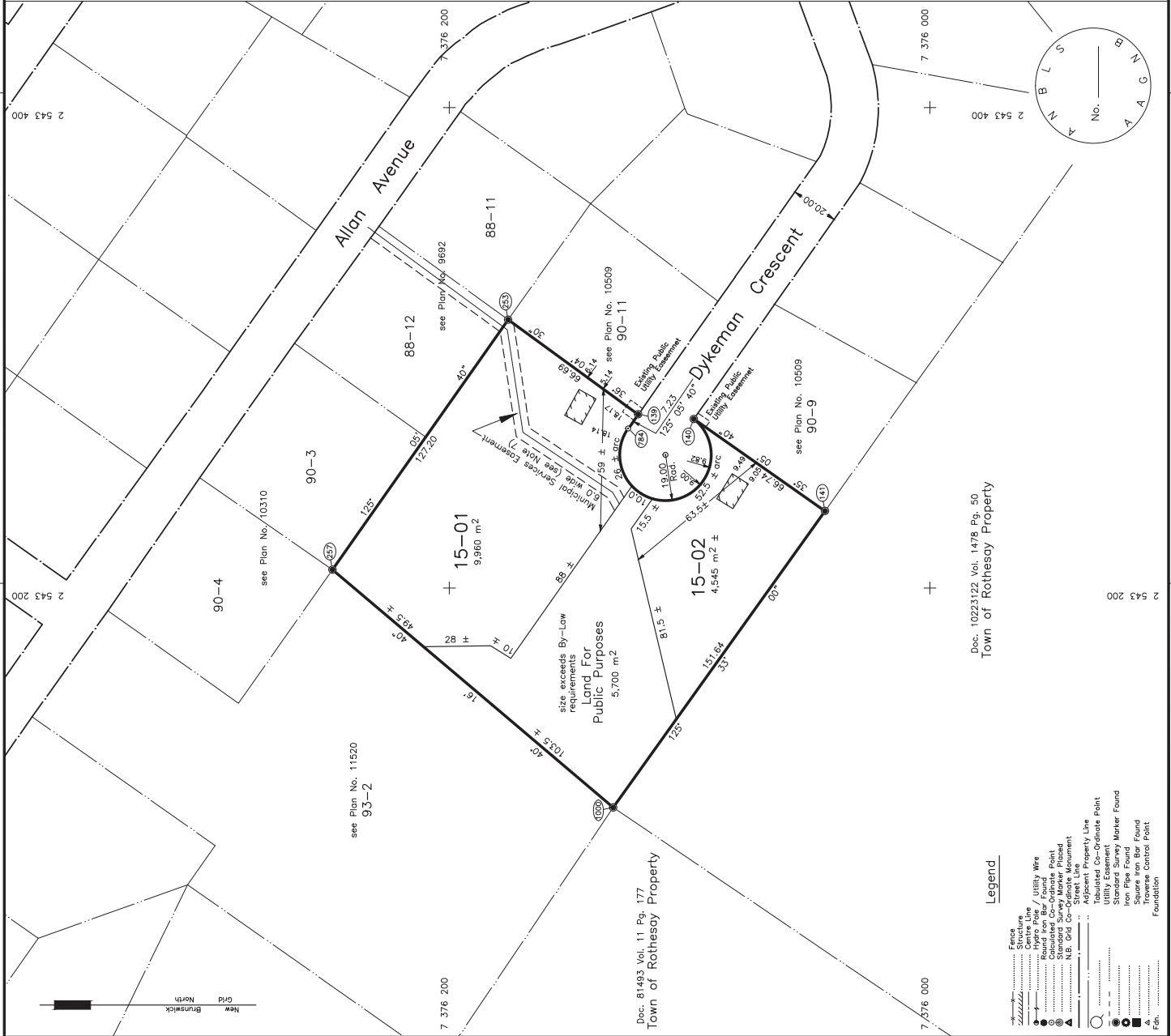
Tentative Plan
Country Estates Subdivision,
Lots 15-01, 15-02 and
Land For Public Purposes,
Town of Rothesay,
Parish of Rothesay,
Kings County, New Brunswick.

Prepared by
HUGHES SURVEYS & CONSULTANTS INC.

Surveyed by _____ Date Sept. 9, 2015
Surveyor _____



Dwg. No. S94331	Disk No. 1994	Topos. S94331	Disk No. 626
Town. by B.S.M.	Job No. 94-331-R	Rev. No.	Map Ref. H/05-U38





ROTHESAY

MEMORANDUM



TO	:	Mayor and Council
FROM	:	Recording Secretary Planning Advisory Committee
DATE	:	August 4, 2016
RE	:	7 Hillcrest Drive – Public Hearing

Please be advised the Planning Advisory Committee passed the following motion at its regular meeting on Tuesday, August 2, 2016:

MOVED ... and seconded ... the Planning Advisory Committee recommend Council schedule a Public Hearing to consider rezoning 7 Hillcrest Drive (PIDs 00257139 & 30048847) from R1A to R4 allowing for a 65 unit condominium complex subject to a development agreement under section 39 of the Community Planning Act.

CARRIED.

Respectfully submitted,

Liz Pomeroy



To: Chair and Members of Rothesay Planning Advisory Committee

From: Brian L. White, MCIP, RPP
Director of Planning and Development Services

Date: Wednesday, July 27, 2016

Subject: Development Agreement 7 Hillcrest Drive (Multi-Residential Development)

Applicant:	Andrew McKay	Property Owner:	David E. Long, & Sharon A. Long
Mailing Address:	A.E. McKay Builders Ltd. 380 Model Farm RD Quispamsis, NB E2G 1L8	Mailing Address:	7 Hillcrest Drive Rothesay, NB E2E 5P6
Property Location:	7 Hillcrest Drive	PID:	00257139 & 30048847
Plan Designation:	Low Density	Zone:	Single Family Residential – Standard (R1B)
Application For:	Developers Agreement		
Input from Other Sources:	Director of Operations, (To be forwarded to Police & Fire)		

Origin:

An application by A.E. McKay Builders Ltd. under a purchase and sale agreement with Mr. & Mrs. Long to develop the land at 7 Hillcrest Drive (PIDs 00257139 & 30048847) as multi-unit mixed density residential community. A.E. McKay Builders is planning to develop a 65 unit condominium complex situated on a 1.5 ha parcel of land in the southeast corner of the Hampton Road/Hillcrest Drive intersection. The development will comprise two 24-unit condo buildings with underground parking, four 3-unit condo buildings, two 2-unit condo buildings and one 1-unit condo building. The developer proposes to provide two private driveway access points to the development from Hillcrest Drive, located 65m and 115m from Hampton Road. (See Attachment A)




Figure 1 - 7 Hillcrest Drive

Background:

The subject land off entails two large properties 11,525.01 square meters and 4,045.99 square meters totaling 15,571m² (3.85 acres) zoned Single Family Residential – Large Serviced R1A which permits residential dwellings on 2,000 square meters lots. The land is designated Low Density residential and the development proposal would not permitted under the

zoning by-law. Notwithstanding, that the proposal does not comply with the zoning by-law the Municipal Plan Policy 5.2.3 (h) allows Council to consider this type of development through a development agreement.

Municipal Plan Policy 5.2.3 (h)	Staff Comment
<i>(h) In any residential designation in this Plan, Council, through a specific agreement under section 39 of the Community Planning Act, will consider approving innovative development that does not meet the standards set out in the Zoning By-law where such development can be shown to meet the general intent of this Plan and the following special criteria as evaluated by Council:</i>	The subject property is designated residential and the proposal could be considered innovative as the only similar development to the proposal is Low Wood, with the difference being the inclusion of underground parking, pool, and architectural style.
<i>i. provides a housing option(s) not otherwise available in the community</i>	Condominium development of this scale and style is not commonly provided or found in Rothesay.
<i>ii. augments the quality of adjacent neighbourhoods</i>	<p>The project is located on the edge of an established residential neighbourhood and is well designed with good quality materials and architectural treatments that reflect the Colonial-style homes in that the two 24 unit buildings are symmetrical, and feature an entry door that can be found in the middle of the front of their front facades. The style also features windows on either side of the entry door, and a medium pitched roof with an added cupola feature. The mill work details such as the Arts and Craft style slanted columns on the balconies seems somewhat out of character however they do provide visual interest.</p>  <p>Figure 2 - Column Styles (Colonial, Revival, Arts and Craft)</p>
<i>iii. provides high quality housing compatible with housing in adjacent areas</i>	Somewhat subjective criteria however Staff believe the overall architectural design appears to be high quality and compatible with homes nearest the development and similar to major nearby buildings such as Town Hall.
<i>iv. is fully serviced with municipal sewer and water</i>	The proposal will be fully serviced and the developer would be responsible for any necessary offsite upgrades required to service the project.
<i>v. does not create excessive traffic in adjacent neighbourhoods</i>	Developer has submitted traffic information that Staff will be reviewing. See attached traffic impact statement
<i>vi. offset increased densities through extraordinary landscaping and/or innovative design techniques.</i>	Somewhat subjective criteria however Staff are encouraged by the renderings and would require a detailed plan for the development agreement.

In order to fully evaluate the proposal Staff required that McKay Builders provide additional information as follows:

1. Detailed Architectural drawings for the all four exterior elevations prepared at 11" x 17" size including cladding materials list and colours;
2. 2 street front perspective renderings / elevations from Hillcrest Drive and Hampton Road prepared in colour for presentation purposes. (min. size - 11" x 17");
3. A detailed landscape plan prepared by a landscape professional;
4. A traffic impact statement prepared by a Professional Engineer;
5. A preliminary site servicing plan prepared by a Professional Engineer; and
6. A storm water management plan that addresses the Town's storm water control requirements as follows:

Total Suspended Solids

Total Suspended Solids concentrations in the stormwater discharge from any type of development, either during or following construction, is not to exceed 25 mg/L. The effective opening size of the sieve or filter medium that is to be used in determining this concentration is 1.0 micron. Storm water treatment facilities that will trap all particles with a diameter in excess of 75 microns (micrometers) during a flow that equals the magnitude of 30% of the two (2) year return period flow event. This requirement may be waived, at the discretion of the Director, for development with a low traffic turnover.

Hydrocarbons

Commercial, institutional, and industrial development with a property size in excess of 6,075 m² (approximately 1.5 acres) is required to have storm water treatment facilities that will limit the discharge of hydrocarbons (expressed as total hydrocarbons) to less than 1ppm or 1 mg/L.

Storm water Quantity

Controlling the quantity of storm water implies reductions in the total amount and/or the rate of runoff. Control of the rate of runoff (peak storm water flow) from areas of new development (commercial, industrial, institutional or residential) will be required. For all development, peak post-development flows should not exceed pre-development flows for all storms (1, 2, 5, 10, 25, 50 and 100-year storms) up to the major drainage system design storm.

Analysis

McKay Builders have responded to the request for detailed information and note the following:

- A. **Traffic Impact:** Staff requested and did receive a traffic impact statement (see Attachment B) that includes a response from Peter Allaby, P.Eng Transportation Lead with Crandall Engineering Ltd. Mr. Allaby's report includes a summary statement as follows:

"In summary, traffic generated by the proposed 65-unit condominium development is not expected to cause operational issues to the existing street network. Traffic impacts to Hillcrest Drive will be low given the close proximity of the development to the Hampton Road/Hillcrest Drive intersection. Very little development traffic would be expected to travel east on Hillcrest Drive. No upgrades will be required at the Hampton Road/Hillcrest Drive intersection."
- B. **Municipal Services & Stormwater:** Staff are still reviewing the submitted report from the engineers.
- C. **Subdivision & Land for Public Purposes:** The proposal is to develop the residential properties through a home owners association (condominium development) without subdivision, consequently no Land for Public Purpose would be required.
- D. **Public Safety:** Staff have forwarded the application to both the Kennebecasis Regional Police Force and Kennebecasis Valley Fire Department for review and are awaiting a response.

Initial review of the proposed development demonstrates that the overall residential nature of the proposal by and large conforms to the policy intent of the Municipal Plan. Should Council agree to hear a public presentation from the applicant Staff would prepare a detailed analysis of Municipal Plan Policy 5.2.3 (h) for PAC.

Summary

The nature of this type of application (Section 39 development agreement approval) requires a **PUBLIC PRESENTATION** in which A.E. McKay Builders will be expected to give a comprehensive presentation to Council and the public about the proposed development. Members of Council and the public will then have an opportunity to have their questions addressed about the proposed development.

Recommendation:

It is recommended THAT the Planning Advisory Committee:

- A. Recommend that Rothesay Council schedule a public presentation to consider a 65 unit condominium complex situated at 7 Hillcrest Drive (PIDs 00257139 & 30048847) as mixed density residential community through a development agreement under section 39 of the Community Planning Act.

Polling

Should Council agree to set a date for the **public presentation** Staff will send out polling letters to notify the adjacent landowners of the application and advertise in the local weekly paper the date of the public presentation.

Attachments:

Map 1	Property Location
Attachment A	Site Plan
Attachment B	Conceptual Renderings
Attachment C	Traffic Impact Statement
Attachment D	Municipal Servicing & Storm water Management

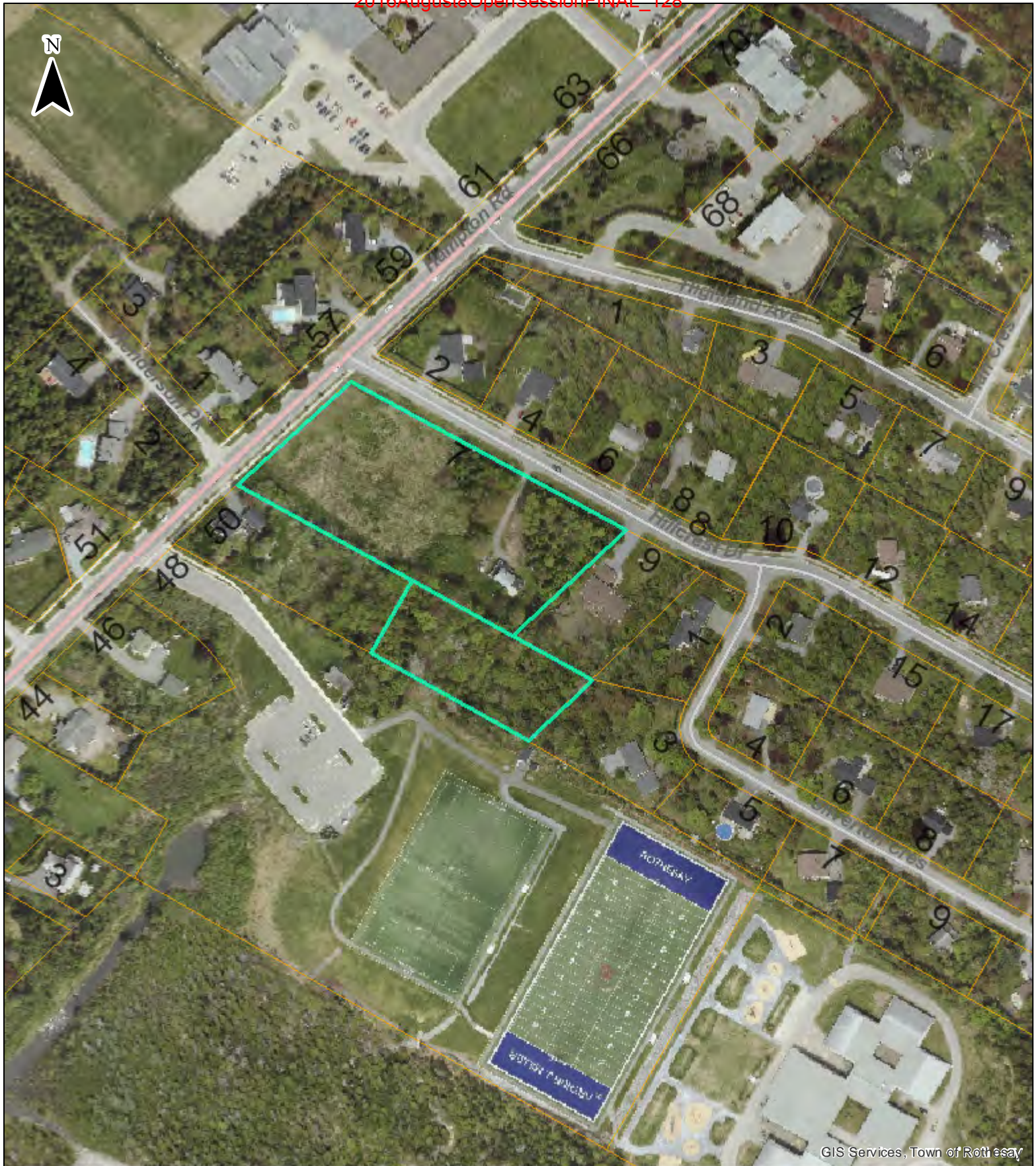


Report Prepared by: Brian L. White, MCIP, RPP

Date: Wednesday, July 27, 2016

7 Hillcrest Drive (PIDs 00257139 & 30048847)

2016August8OpenSessionFINAL_128



Author: GIS Services


Date: 7/27/2016

Time: 2:11:47 PM

0 60 120 180
Meters

** Note - This product is for informational purposes only and has not been prepared for, nor is suitable for legal, engineering, or surveying purposes*



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

Dwg. No. T-0608



























Project # 16230
July 12, 2016

“SENT VIA E-MAIL”

A.E. McKay Builders
380 Model Farm Road
Quispamsis, NB
E2G 1L8

ATTENTION: Mr. Andrew McKay

Dear Mr. McKay:

Traffic Impact Statement for Central Park Condominium at 7 Hillcrest Drive
Rothesay, NB

A.E. McKay Builders is planning to develop a 65 unit condominium complex situated on a 1.5 ha parcel of land in the southeast corner of the Hampton Road/Hillcrest Drive intersection. The development will comprise two 24-unit condo buildings with underground parking, four 3-unit condo buildings, two 2-unit condo buildings and one 1-unit condo building. The developer proposes to provide two accesses to the development from Hillcrest Drive, located 65m and 115m from Hampton Road. A location plan and site plan are shown in Figure 1 and Figure 2 attached.

Crandall Engineering Ltd. was retained to complete this Traffic Impact Statement as a requirement of the development application process. The objectives of this assignment were to review transportation access to this site and determine what impacts, if any, the development traffic would have on adjacent streets. The Study Area included the Hampton Road/Hillcrest Drive intersection as well as the segments of Hampton Road and Hillcrest Drive that border the development site.

EXISTING TRANSPORTATION CONDITIONS

Streets and Intersections

A description of the streets adjacent to the development site is as follows:

- Hampton Road is a local arterial/collector street and is a provincially designated highway (Route 100). Hampton Road provides access to residential, commercial, and institutional land uses and is also a primary travel corridor through the town. At this location, Hampton Road carries Annual Average Daily Traffic (AADT) volumes of approximately 10,000 vehicles per day and has a two-lane cross-section with bike lanes and sidewalks on both sides of the street.
- Hillcrest Drive is a residential local street beginning at Hampton Road and extending 600m to Eriskay Drive. Hillcrest Drive carries AADT volumes of approximately 400 vehicles per day. Hillcrest Drive has a two-lane cross-section with curb sidewalk on the north side of the street.

Hillcrest Drive intersects Hampton Road at a t-intersection. Stop control is provided on the Hillcrest Drive approach. No turning lanes are present.

Traffic Volumes

A vehicle turning movement count was completed on July 5, 2016 at the Hampton Road/Hillcrest Drive intersection. Turning movement diagrams showing morning and evening peak hour volumes are attached in Figure 3. It was found that through volumes on Hampton Road were lower than normal, given that school was not in session at the time of the count and construction work on Rothesay Road has impacted local traffic patterns. Therefore, a previous count completed at Hampton Road/Grove Avenue was used to estimate through volumes on Hampton Road in this study. These updated volumes are reflected in the diagrams in Figure 3.

Operational Conditions

The Hampton Road/Hillcrest Drive intersection currently operates under a good level of service with no apparent operational issues.

DEVELOPMENT TRAFFIC OPERATIONS

Trip Generation

The volume of traffic that would be generated by the proposed development was estimated using trip generation rates contained in the *9th Edition* of the *Trip Generation Manual*, published by the Institute of Transportation Engineers (ITE). ITE land use #230 (Residential Condominium/Townhouse) was used to determine generation, where trip rates are calculated based on the number of dwellings. The peak hour and daily traffic generation estimates are listed in Table 1 for a typical weekday.

Table 1 - Estimated Traffic Generation for the Proposed Development

Development	Size	AM Peak Hour			PM Peak Hour			Daily Total
		Enter	Exit	Total	Enter	Exit	Total	
Residential Condominium/Townhouse ITE Land Use #230	65 units	6	23	29	22	12	34	378

Traffic entering and exiting the site was assigned to the Hampton Road/Hillcrest Drive intersection based on existing traffic patterns. The total future traffic volumes with the development in place are shown in Figure 4 for the morning and evening peak hours.

Traffic Operational Conditions

An analysis of operational conditions with the development in place indicate that the Hampton Road/Hillcrest Drive intersection will continue to operate at a good level of service with no deficiencies. Neither left turn lanes nor changes to traffic control are required.

Access Locations

The proposed development will be accessed off Hillcrest Drive via two access points located 65 and 115 m from Hampton Road. No access will be provided directly on Hampton Road. At the location of the development accesses, Hillcrest Drive is straight and flat with good sight distance in both

directions. The spacing of 65m from Hampton Road provides good corner clearance and movements at the development access will not interfere with movements at the intersection.

PEDESTRIAN AND TRANSIT ACCESS

The sidewalks on Hampton Road and Hillcrest Drive provide good pedestrian access to the site. The sidewalk on the west side of Hampton Road is continuous, while sidewalk on the east side begins at Arthur Miller Field, extends past the development site, and continues north. An overhead flashing crosswalk is located on Hampton Road approximately 100m from Hillcrest Drive, which provides a nearby crossing opportunity. It would be desirable to provide a walkway into the site from Hampton Road or a sidewalk along the south side of Hillcrest Drive up to the easternmost access.

The proposed development is located along a COMEX transit route and is conveniently situated close to the transit stop in front of Rothesay Highway School. The transit stop is located 150m from the development site which is a comfortable walking distance.

SUMMARY

In summary, traffic generated by the proposed 65-unit condominium development is not expected to cause operational issues to the existing street network. Traffic impacts to Hillcrest Drive will be low given the close proximity of the development to the Hampton Road/Hillcrest Drive intersection. Very little development traffic would be expected to travel east on Hillcrest Drive. No upgrades will be required at the Hampton Road/Hillcrest Drive intersection.

Pedestrian access to the site is good, given the presence of nearby sidewalks and an overhead flashing crosswalk on Hampton Road. However, it would be desirable to provide a walkway into the site from Hampton Road or a sidewalk along the south side of Hillcrest Drive up to the easternmost access.

Please do not hesitate to contact us should you have any questions or require clarifications related to this Traffic Impact Statement.

Yours truly,

CRANDALL ENGINEERING LTD.



Peter Allaby, P.Eng.
Transportation Lead

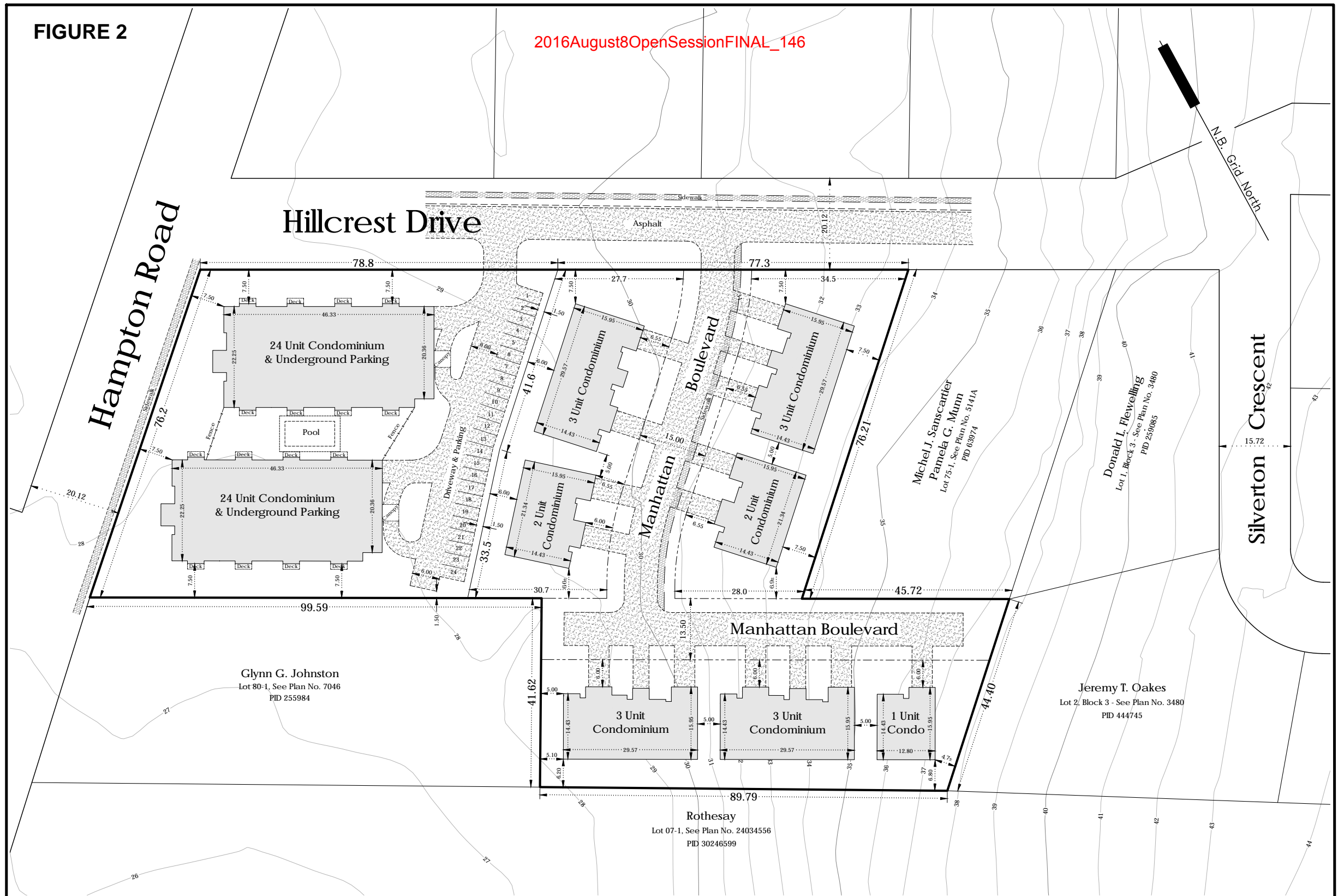


FIGURE 1 - LOCATION PLAN



FIGURE 2

2016August8OpenSessionFINAL_146



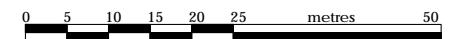
NOTE: This plan is for conceptual purposes only. Final dimensions, areas and location of property lines may vary slightly following field survey and lot calculations.

Contours refer to the Geodetic Datum and were derived from Municipal DIM data.

KIERSTEAD QUIGLEY and ROBERTS Ltd.
Saint John, New Brunswick

**Site Plan
Central Park Condominium**

7 Hillcrest Drive
Town of Rothesay
Kings County, N.B.



Scale = 1:500
Job No. 15-0050

Dwg. No. T-0608



FIGURE 3 - EXISTING TRAFFIC VOLUMES

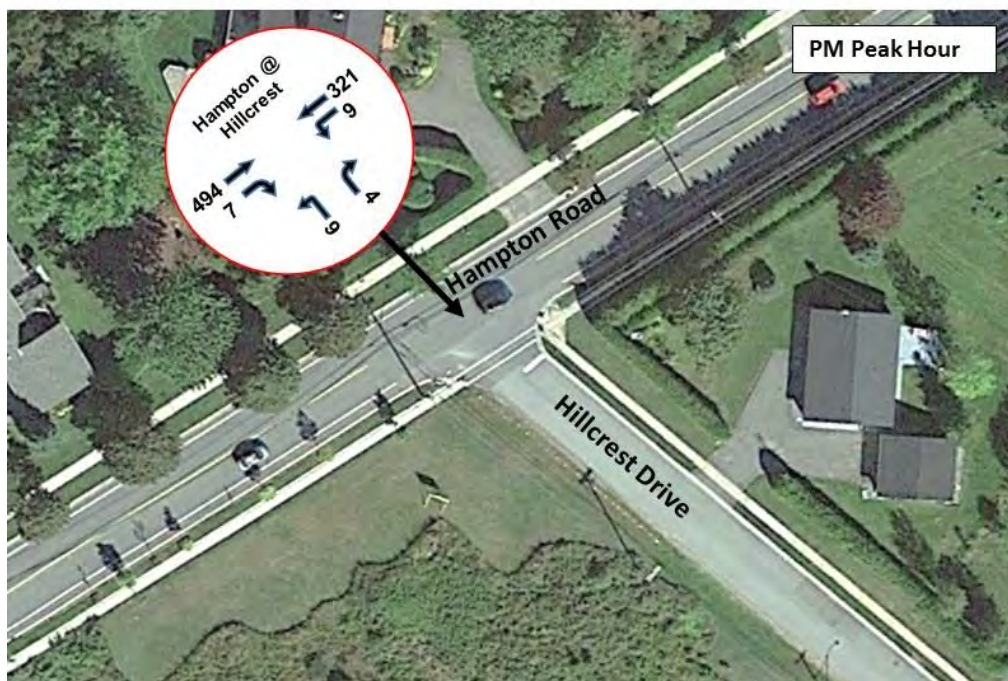
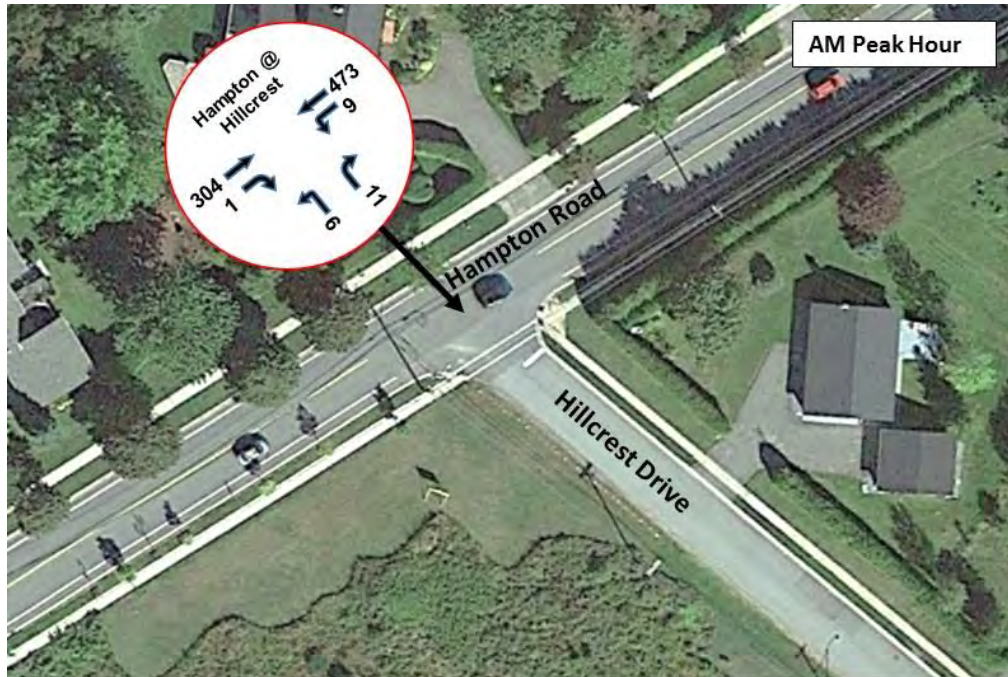
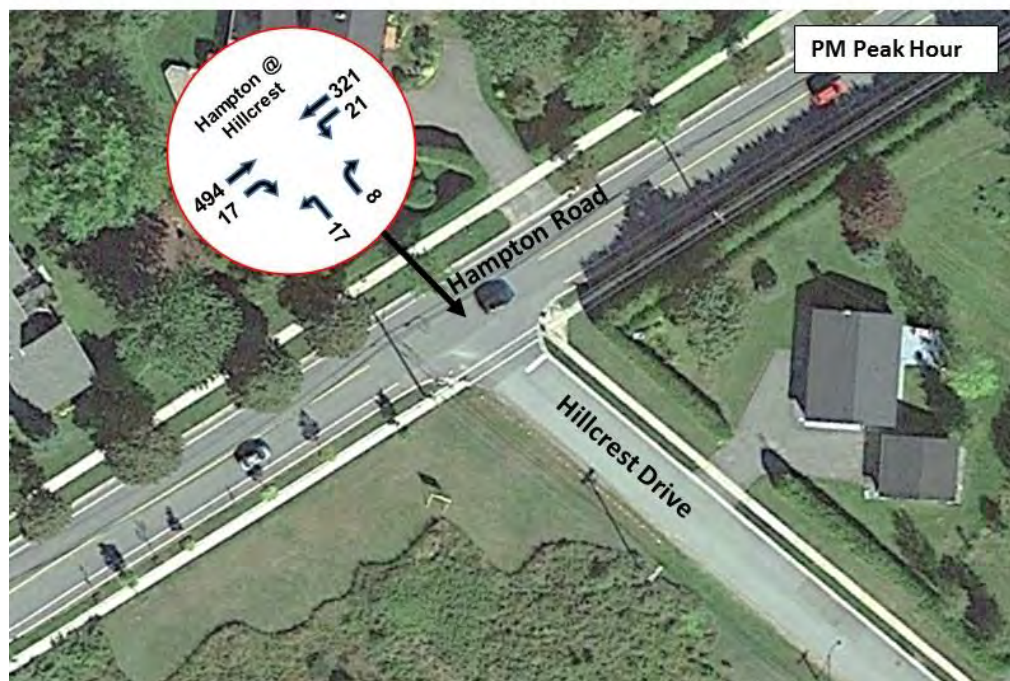
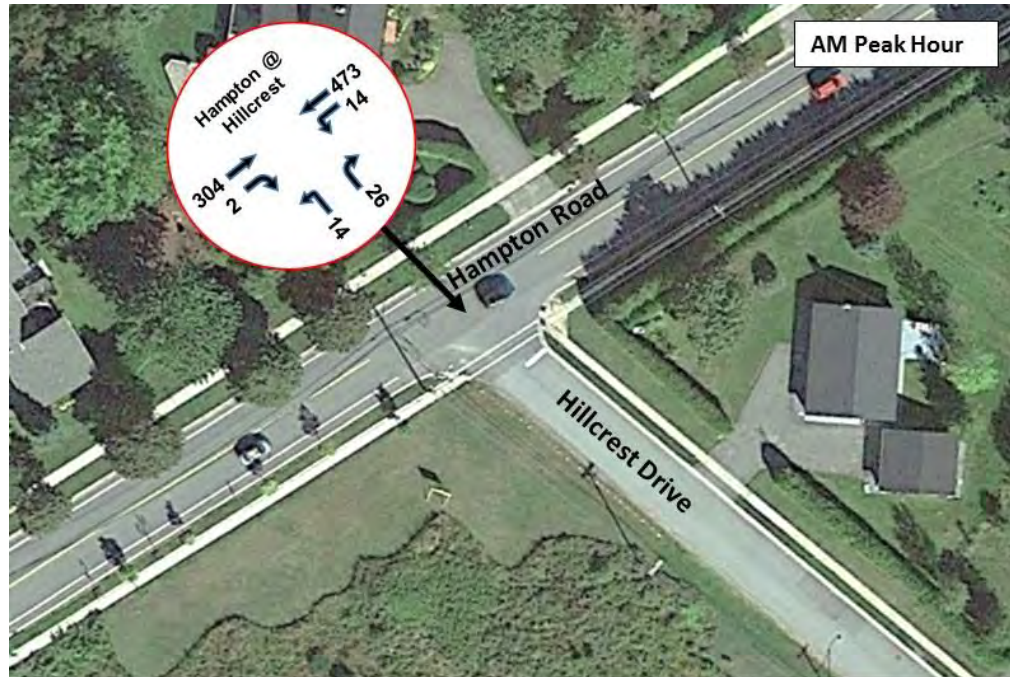


FIGURE 4 - FUTURE TRAFFIC VOLUMES WITH DEVELOPMENT





July 15, 2016

Town of Rothesay
70 Hampton Road
Rothesay, NB
E2E 5Y2

Attention: Brett McLean, P.Eng.
Director of Operations

274 Sydney Street
Suite 200
Saint John
New Brunswick
Canada
E2L 0A8
Telephone
506.633.5000
Fax
506.633.5110

Re: Stormwater Management Plan and Site Services for Central Park Condominium

To Whom It May Concern:

Dillon Consulting Limited (Dillon) is pleased to submit this letter report outlining the stormwater management plan and site services layout (sanitary and water) for the Central Park Condominiums Development. This plan has been prepared for A.E. McKay Builders and describes the recommended stormwater management plan along with the proposed sanitary sewer and water service layouts for the nine (9) building condominium development. The proposed layouts for Central Park Condominiums are presented in **Sheets 1 and 6** of the appended drawing set, respectively.

BACKGROUND

The Central Park Condominium Development is located at the intersection of Hillcrest Drive and Hampton Road in Rothesay, New Brunswick. A.E. McKay Builders is proposing a nine (9) building condominium development with seven (7) small and two twenty-four (24) unit condominium buildings. The pre-developed site has an area of approximately 2.2 hectares consisting of primarily wooded terrain and grassed areas.

STORMWATER MANAGEMENT PLAN

It is expected that the Central Park Condominium Development will increase the impervious area of the existing site. Therefore, the proposed development may contribute to an increase in stormwater runoff peak flow and total runoff volume generated from the site.

As outlined on **Sheet 1** of the appended drawing set, the proposed stormwater collection system will consist of two storm sewer systems with subsurface storage along Manhattan Boulevard and within the Parking area adjacent to the 24-unit condominium buildings. The remainder of the site will convey water through a series of swales leading to detention ponds.



The southern portion of the site is located along a steep gradient while the remaining area is relatively flat. The steep grade limits the opportunity for storage in this area. Therefore, the proposed detention ponds are located along the southwest side of the site adjacent to Hampton Road. The orientation of the ponds are shown on **Sheet 1** of the appended drawing set.

Methodology and Approach

The approach used in preparing the stormwater management plan for the Central Park Development involved simulating pre- and post-development conditions using the U.S. Army Corps of Engineers' HEC-HMS hydrologic modeling software. Synthetic design storms were used in the analysis of the stormwater management model prepared in HEC-HMS. The Alternating Block Method (Chow 1988) was used to estimate the rainfall distribution for the 5 and 100 year return period rainfall events, both having a storm duration of 24 hours.

Rainfall intensity-duration-frequency (IDF) statistics developed by the Canadian Water Network Online IDF CC Tool for Environment Canada's Saint John Airport (A) climate station were used to support this assessment (<http://www.idf-cc-uwo.ca>). The Canadian Water Network uses Global Climate Model data to approximate changes in the IDF Curve due to climate change for a selected range. Use of the IDF CC tool allows for the consideration of climate change impacts, specifically the potential for higher intensity rainfall.

Aerial imagery along with the proposed site plan was used to determine properties of the existing site (i.e. land cover, surface slope, drainage). The existing site includes two (2) main catchment areas draining to Hampton Road and the Arthur Miller Fields stormwater collection systems. The SCS Curve Number method was implemented to approximate the lag time of the catchments. These results were used to estimate the existing (pre-development) peak flows from each catchment area.

A detailed model was constructed to represent the movement of water through the proposed stormwater management system (**Sheet 1**) which includes both detention ponds and subsurface storage. The catchment areas, curve numbers (CN) and catchment lag were adjusted to represent the post-development drainage areas contributing to Hampton Road and the Arthur Miller Fields.

Curve numbers outlined in the Town of Rothesay Stormwater Management Guidelines were used to represent open spaces in the model while the percent imperviousness used in the model was used to account for hard surfaces (i.e. roofs and paved surfaces).



Simulation Results

The following sections include pre and post development simulation results for the 5 and 100 year return period storms at the proposed outlets to the Hampton Road and Arthur Miller Fields stormwater collection systems. It should be noted that the total drainage area under pre and post-development conditions (2.2 ha) was unchanged; however, additional pre-development run-off was directed to the Hampton Road outlet. The reduced catchment area for the Arthur Miller Fields was required to ensure pre-development peak discharge levels of a 100-year return storm ($0.076 \text{ m}^3/\text{s}$) were maintained following development.

Tables 1 - 4 summarize the pre- and post-development simulation results for both the Hampton Road and Arthur Miller Fields drainage areas.

Table 1: Hampton Road Pre and Post-Development

Return Period	Pre-Development Peak Discharge (m^3/s)	Post-Development Peak Discharge without SWM (m^3/s)	Post-Development Peak Discharge with SWM (m^3/s)
5 Year	0.054	0.118	0.090*
100 Year	0.167	0.244	0.165*

**The Hampton Road drainage area was increased from $10,848 \text{ m}^2$ (pre-development) to $13,094 \text{ m}^2$ (post-development) as part of the stormwater management plan.*

Table 2: Arthur Miller Fields Pre and Post-Development

Return Period	Pre-Development Peak Discharge (m^3/s)	Post-Development Peak Discharge without SWM (m^3/s)	Post-Development Peak Discharge with SWM (m^3/s)
5 Year	0.025	0.053	0.037*
100 Year	0.076	0.112	0.068*

**The Arthur Miller Field drainage area was reduced from 6518 m^2 (pre-development) to 2967 m^2 (post-development).*

It is noted that the simulation results presented in Tables 1 and 2 show that the 100-year pre-development peak flows have been maintained under the post-development condition. Moreover, the 5-year pre-development peak flows contributing to the Arthur Miller Fields ditch have also been maintained under the post-development condition.



It is noteworthy, however, that the post-development 5-year peak flows discharging to Hampton Road are slightly higher than the pre-development values. This increase is expected to have a minor impact on downstream conveyance, given that downstream drainage infrastructure is expected to meet a higher design criteria, for example a 50-100 year level of service. The hydrologic simulation suggests that high intensity rainfall events (e.g. 100-year storm) will not result in discharges in excess of pre-development levels.

Retention

Due to the increased runoff for developed areas, storage calculations were completed. The storage volume required to retain a 24 hour, 100 year return period storm was determined using HEC-HMS hydrologic modeling software. Two types of detention storage were incorporated in the stormwater management plan: 1) two detention ponds, and 2) subsurface storage along Manhattan Boulevard and the parking lot area adjacent to the 24-unit condominium buildings. The proposed locations of the storage facilities can be seen on **Sheet 1** of the appended drawing set.

Subsurface storage will be installed in two locations on site including 57 meters along Manhattan Boulevard and approximately 40 metres in the parking area. The storage will be made up of a series of HDPE arched structures with a height of 1.14 meters. The arched structures are to be underlain with bedding stone to provide additional storage. The storage capacity provided by these structures is expected to be in the order of 125 m³.

A large pond will be constructed adjacent to Hampton Road while the smaller pond is to be constructed on the west side of the site. The storage capacity of the pond is expected to be approximately 260 m³.

The total storage volume for the entire site was estimated to be in the order of 385 m³. The proposed pond and subsurface storage will provide sufficient capacity to reduce the peak discharge of a 100-year return storm from the site to pre-development levels (0.167 m³/s). It is also noted that the diversion of flows contributing to the existing ditch near the Arthur Miller Fields has resulted in the 100-year post-development flows being less than for existing discharge (0.076 m³/s).



SANITARY DESIGN

The primary development site will consist of seven (7) small and two twenty-four (24) unit condominium buildings at the intersection of Hillcrest Drive and Hampton Road.

Table 3 below details the buildings proposed for the development site.

Table 3: Development Site Sanitary Parameter Summary

Building	Number of Buildings	Units	Equivalent Population
24 Unit Condominium	2	24	120
1 Unit Condominium	1	1	3
2 Unit Condominium	2	2	10
3 Unit Condominium	4	3	30
TOTAL POPULATION:			163

The population of the proposed development is approximately 165 people. The sanitary design for the site included upstream sanitary infrastructure on Hillcrest Drive, from Rothesay Road to Charles Crescent. The upstream sanitary system consists of the majority of the Highland Avenue subdivision as well as Iona Avenue. The theoretical sanitary flows from the upstream system are included in **Table 4** below.

Table 4: Upstream Sanitary Flows – _____ Subdivision

Street	Location		Equivalent Individual Population	Area (ha)	Theoretical Design Flow (Population & Extraneous)	Theoretical Pipe Capacity
	From	To				
Hillcrest Drive	Charles Crescent	Hampton Road	238	28	3.85 lps	49.8 lps

Assuming an occupancy load of 340 L/Person per day (*Atlantic Canada Standards and Guidelines Manual for the Collection, Treatment, and Disposal of Sanitary Sewage*, (ACSGM)) and a peak extraneous flow of 0.18 L/Hectare per second, the proposed development will contribute approximately 2.9 lps to the existing sanitary system.



Table 5 below notes the upstream sanitary flow on Rothesay Road contributing to the downstream system.

Table 5: Upstream Sanitary Flows – Marr Road to Hillcrest Drive

Street	Location		Equivalent Individual Population	Area (ha)	Theoretical Peak Design Flow (Population & Extraneous)	Theoretical Pipe Capacity	% of Pipe Capacity
	From	To					
Rothesay Road	Marr Road (approximately)	Hillcrest Drive	1600	80	27.00 lps	43 lps	63%

The contribution from the proposed development site is not significant to the overall flow in the sanitary piping system.

Table 6 below notes the proposed piping as well as connection to existing.

Table 6: Proposed Piping

Street	Pipe Size (mm)	Slope (%)	Theoretical Peak Design Flow (Population & Extraneous) (cumulative) (lps)	Theoretical Pipe Capacity (lps)	% of Pipe Capacity
Manhattan Boulevard	200 (proposed)	8.20	0.40	111.00	< 1
Manhattan Boulevard	200 (proposed)	0.50	0.91	27.41	3.3
Manhattan Boulevard	200 (proposed)	0.50	2.01	27.41	7.3
Hillcrest Drive	200 (existing)	1.65	5.86	49.79	11.8
Hillcrest Drive	200 (existing)	0.50	7.83	27.41	28.6



Street	Pipe Size (mm)	Slope (%)	Theoretical Peak Design Flow (Population & Extraneous) (cumulative) (lps)	Theoretical Pipe Capacity (lps)	% of Pipe Capacity
Rothesay Road	200 (existing)	1.23	33.8	42.99	78.8*

**Prior to this development, the sanitary pipe on Rothesay Road had an assumed peak flow of 31 lps, or 72% of the theoretical pipe capacity. The contribution from the proposed development is less than 7% of the overall capacity.*

From the connection of the development site sanitary sewer at the intersection of Hillcrest Drive and Manhattan Boulevard and the proposed parking lot for the two 24 unit condominium buildings, the storm and sanitary sewers are separated.

Connection to the existing Town of Rothesay infrastructure will be done as shown on the appended drawing set and in accordance with the Town of Rothesay Specifications.

From the above information and attached drawings, the existing receiving sanitary system will be able to handle the additional sanitary flow from the proposed development site.

POTABLE WATER AND FIRE FLOWS

It is estimated that the demand for this development will be in the order of 340 L/Capita per day.

The proposed alignment of the water supply connections are presented on the appended development drawing set.

*Town of Rothesay
Page 8
July 15, 2016*



CONCLUSION

Hydrologic modeling using HEC-HMS was performed to estimate the pre and post-development stormwater peak flows for the Central Park Condominium Development site. The proposed mitigation measures to offset the increase in peak flow include two detention ponds and subsurface storage. The hydrologic simulation suggests that the recommended storage elements effectively mitigate increases in the 100-year peak flow under post-development conditions.

An analysis was undertaken to determine the impact of the Central Park Condominium Development on the existing sanitary sewer system in the Town of Rothesay. The contribution of the proposed development is not expected to affect the overall flow in the existing receiving sanitary system. The analysis therefore suggests that the existing system will be able to handle the additional sanitary flow from the development site.

Sincerely,

DILLON CONSULTING LIMITED

Barb Crawford, P.Eng.
Project Manager

BDC:mhc

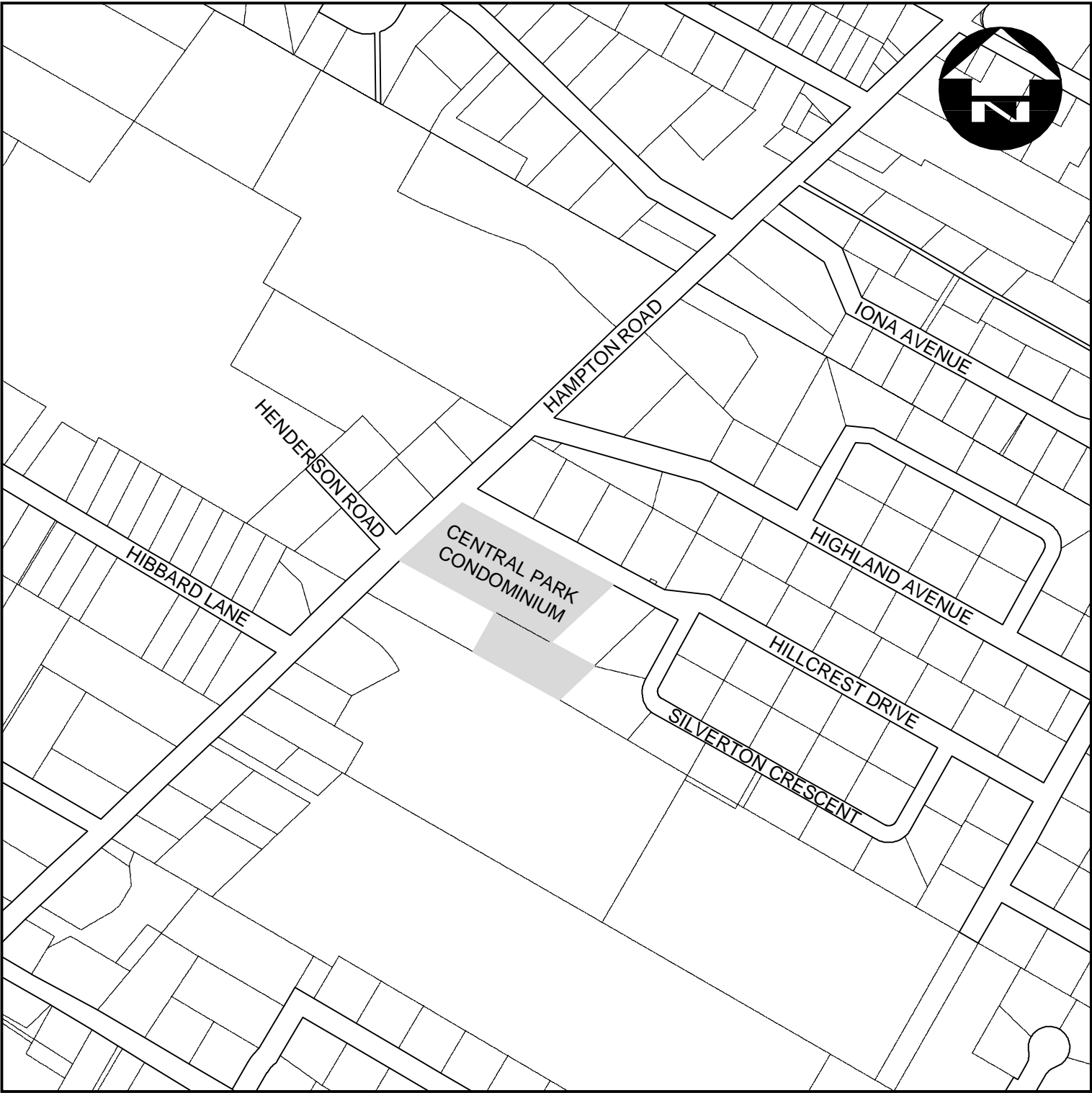
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CENTRAL PARK CONDOMINIUM

7 HILLCREST DRIVE, ROTHESAY, NB

A.E. MCKAY BUILDERS LTD.

LEGEND	
	EXISTING WATERMAIN
	PROPOSED WATERMAIN
	EXISTING/PROPOSED WATERVALVE
	EXISTING/PROPOSED HYDRANT
	EXISTING/PROPOSED END CAP
	EXISTING WELL
	EXISTING STORM SEWER
	PROPOSED STORM SEWER
	EXISTING SANITARY SEWER
	PROPOSED SANITARY SEWER
	EXISTING/PROPOSED MAINTENANCE HOLE
	EXISTING/PROPOSED/ADJUST CATCHBASIN
	EXISTING/PROPOSED/ADJUST DITCH INLET
	DITCH/SWALE
	CULVERT
	RIPRAP
	MAJOR OVERLAND FLOW ARROW
	DRAINAGE AREA LABEL (AREA ID/AREA/RUNOFF COEFFICIENT)
	PARTIAL DEPTH ASPHALT
	FULL DEPTH ASPHALT
	ASPHALT OVER CONCRETE
	CONCRETE PAVEMENT
	RECESSED CURB
	RIGHT-OF-WAY
	LOT LINE
	PROPERTY LINE
	EXISTING/PROPOSED ELEVATION
	MAJOR/MINOR CONTOURS



KEY PLAN
1:5000

DRAWING INDEX	
DWG.	DESCRIPTION
1	SITE PLAN
2	HAMPTON ROAD - PLAN AND PROFILE
3	HILLCREST DRIVE - PLAN AND PROFILE
4	DRIVEWAY - PLAN AND PROFILE
5	MANHATTAN BOULEVARD (NORTH) - PLAN AND PROFILE
6	MANHATTAN BOULEVARD (SOUTH) - PLAN AND PROFILE
7	PRE-CONSTRUCTION DRAINAGE AREAS

DILLON PROJECT: 164136
DATE: JULY 2016



LEGEND	
	EXISTING WATERMAIN
	PROPOSED WATERMAIN
	EXISTING/PROPOSED WATERVALVE
	EXISTING/PROPOSED HYDRANT
	EXISTING/PROPOSED END CAP
	EXISTING WELL
	EXISTING STORM SEWER
	PROPOSED STORM SEWER
	EXISTING SANITARY SEWER
	PROPOSED SANITARY SEWER
	EXISTING/PROPOSED MAINTENANCE HOLE
	EXISTING/PROPOSED/ADJUST CATCHBASIN
	EXISTING/PROPOSED/ADJUST DITCH INLET
	DITCH/SWALE
	CULVERT
	RIPRAP
	MAJOR OVERLAND FLOW ARROW
	DRAINAGE AREA LABEL(AREA ID/AREA/RUNOFF COEFFICIENT)
	PARTIAL DEPTH ASPHALT
	FULL DEPTH ASPHALT
	ASPHALT OVER CONCRETE
	CONCRETE PAVEMENT
	RECESSED CURB
	RIGHT-OF-WAY
	LOT LINE
	PROPERTY LINE
	EXISTING/PROPOSED ELEVATION
	MAJOR/MINOR CONTOURS

Lot 1
Block No. 496

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DRAWN	B.D.C.	CHECKED BY	B.D.C.
DATE	JULY 2016	SCALE	1:500
1	APPROVAL	2016/07/15	B.D.C.
NO.	ISSUED FOR	DATE	BY

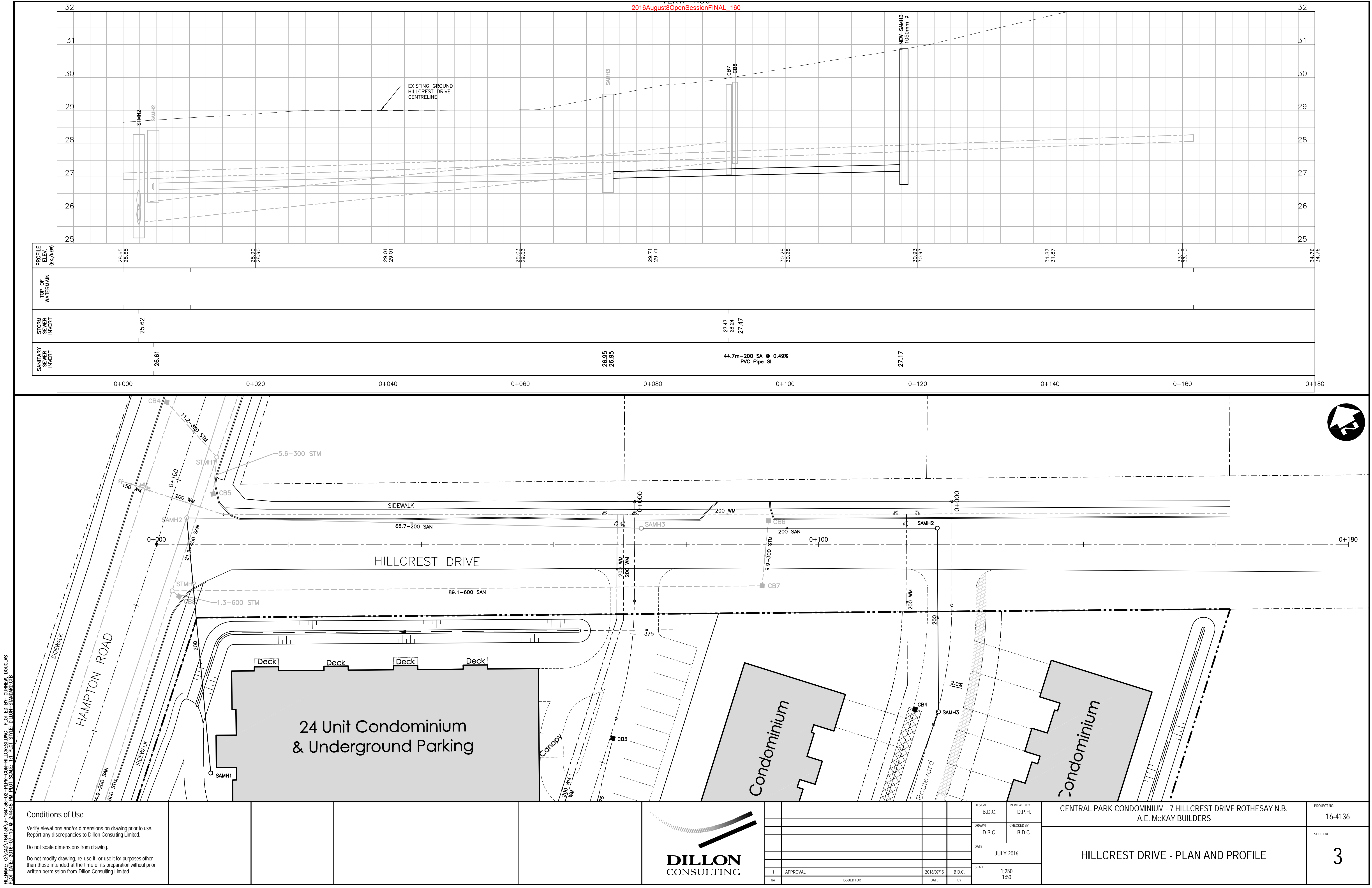
CENTRAL PARK CONDOMINIUM - 7 HILLCREST DRIVE ROTHESAY N.B.
A.E. McKay Builders

SITE PLAN

PROJECT NO.
16-4136

SHEET NO.

1



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1	APPROVAL	2016/07/15	B.D.C.
No.	ISSUED FOR	DATE	BY

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A.E. MCKAY BUILDERS

PROJECT NO.
16-4136

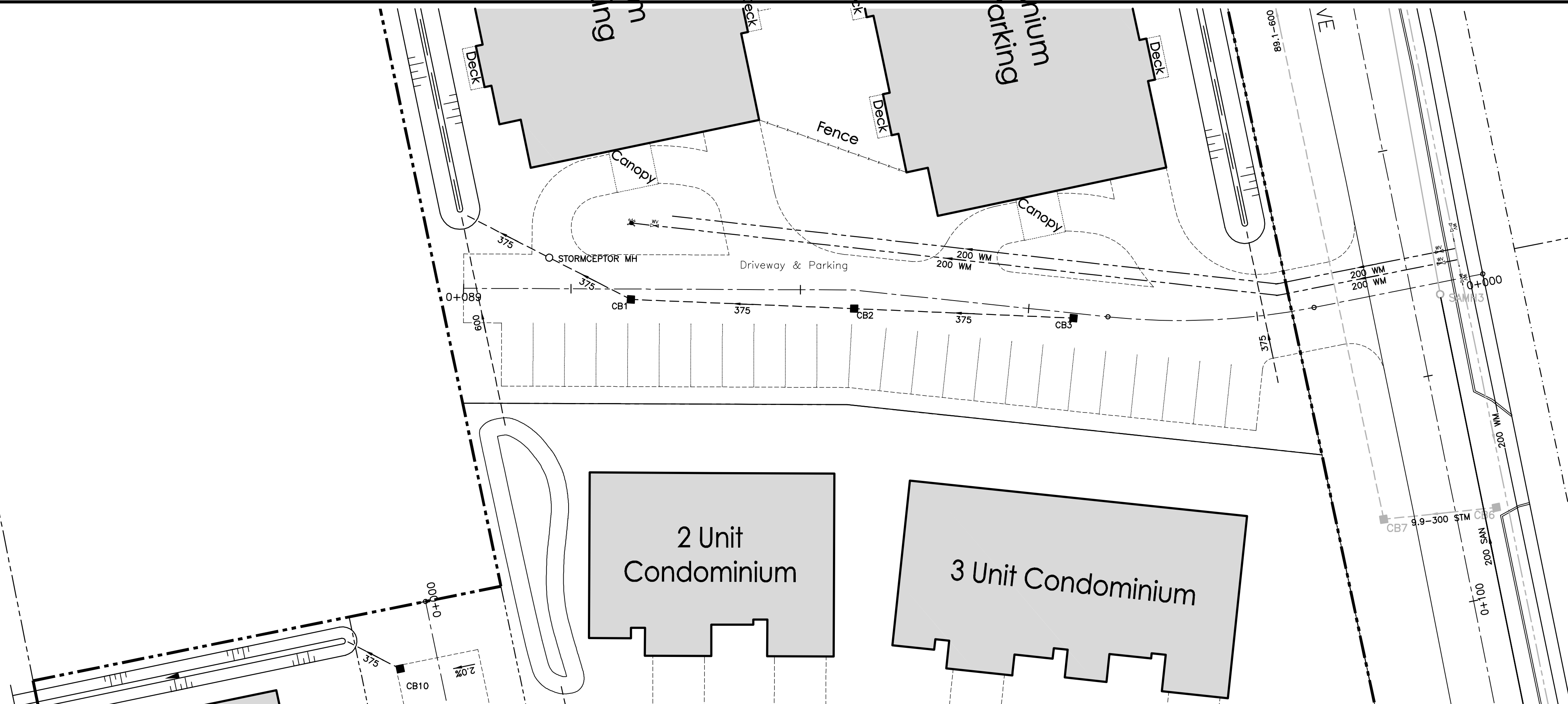
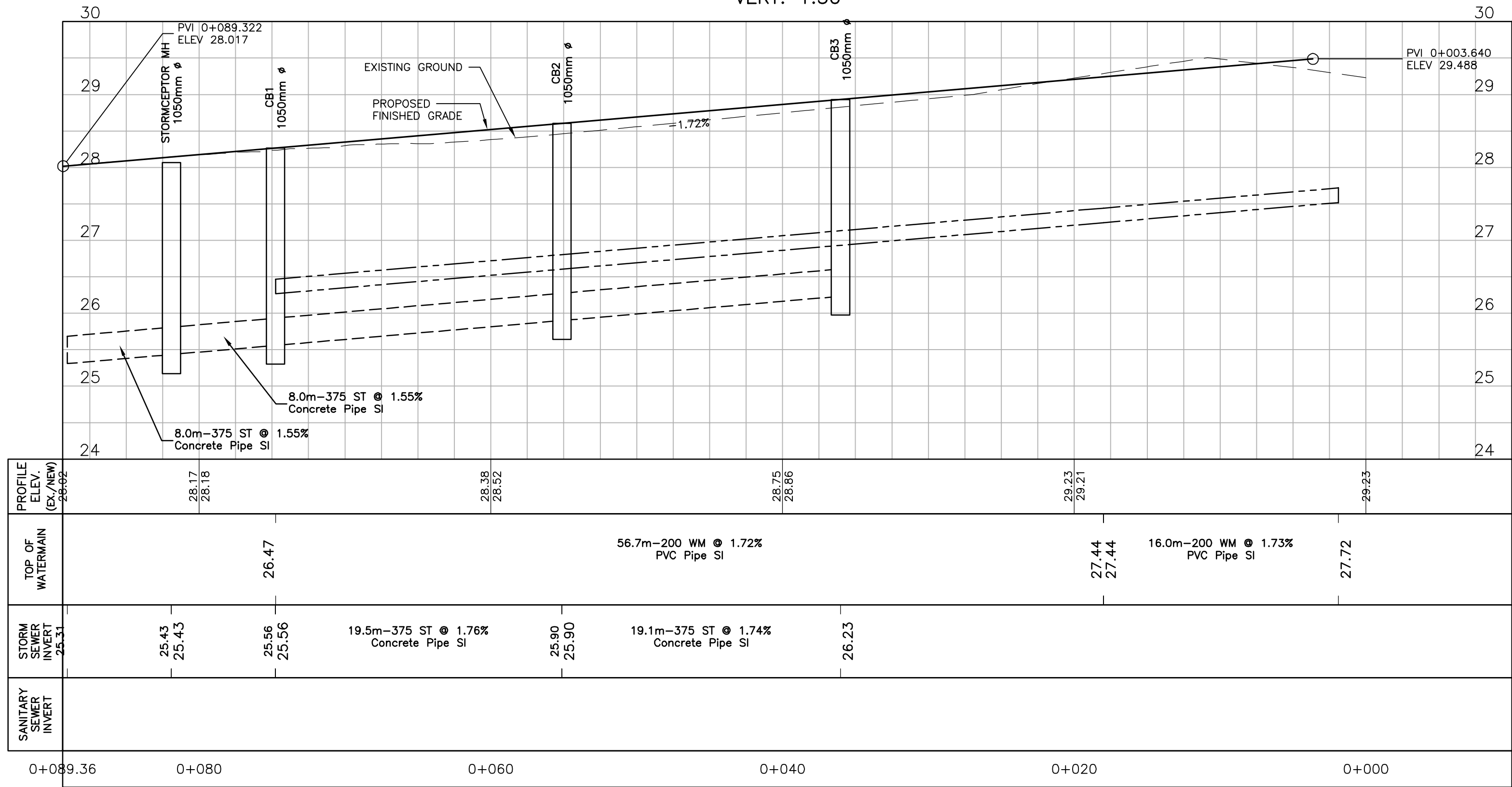
HILLCREST DRIVE - PLAN AND PROFILE

SHEET NO.

3

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2016August8OpenSessionFINAL_161
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Nr.	ISSUED FOR	DATE	BY

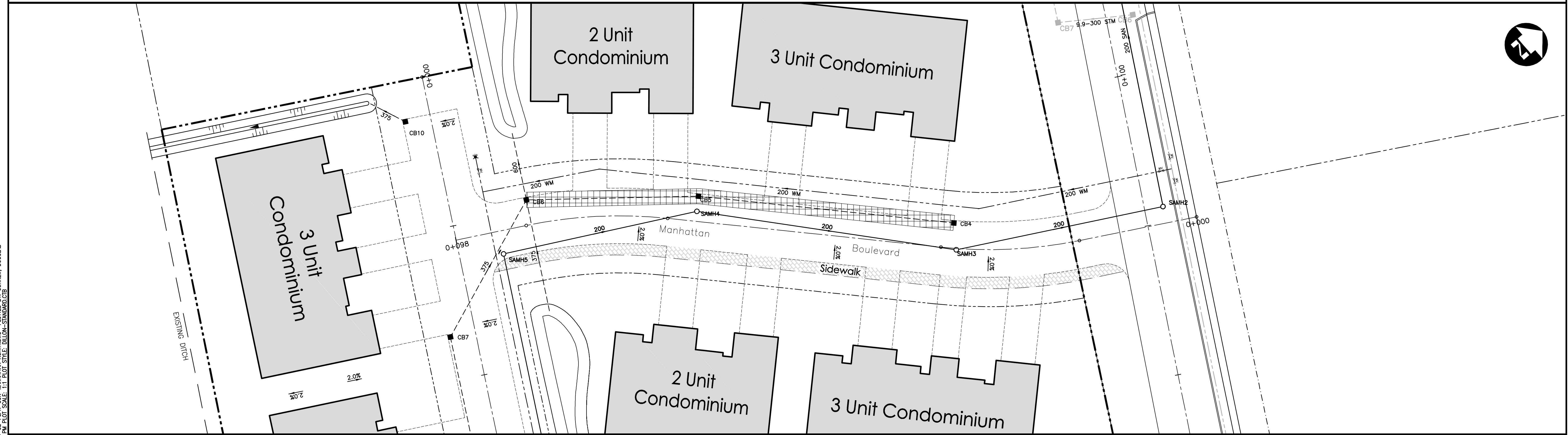
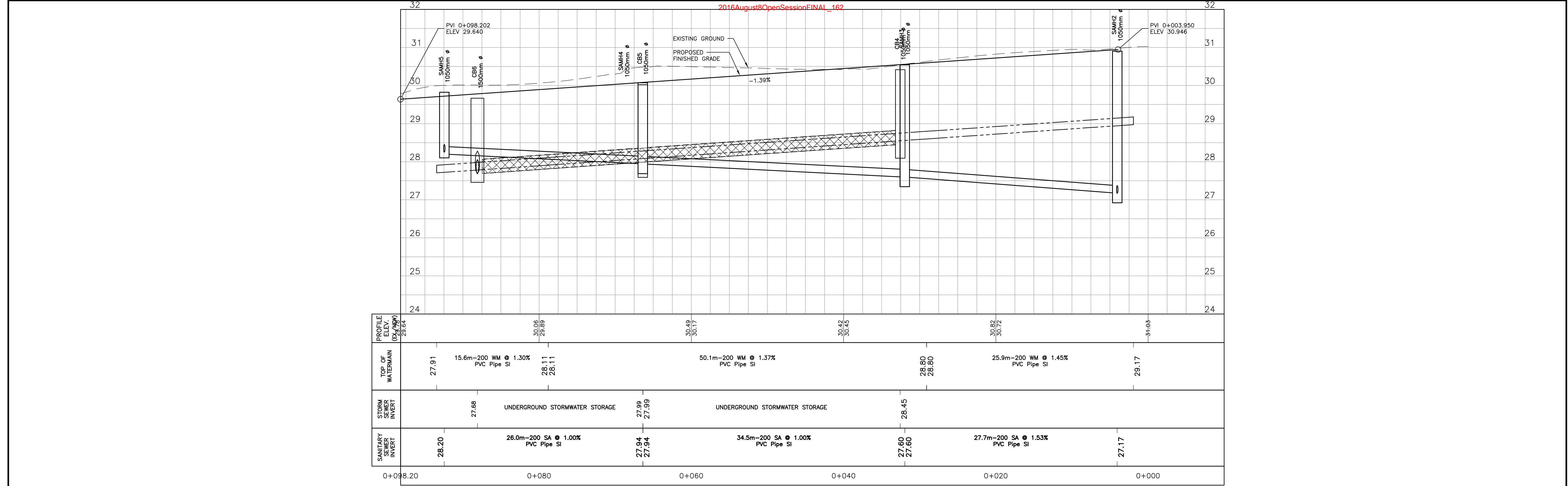
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A.E. MCKAY BUILDERS

PROJECT NO.
16-4136

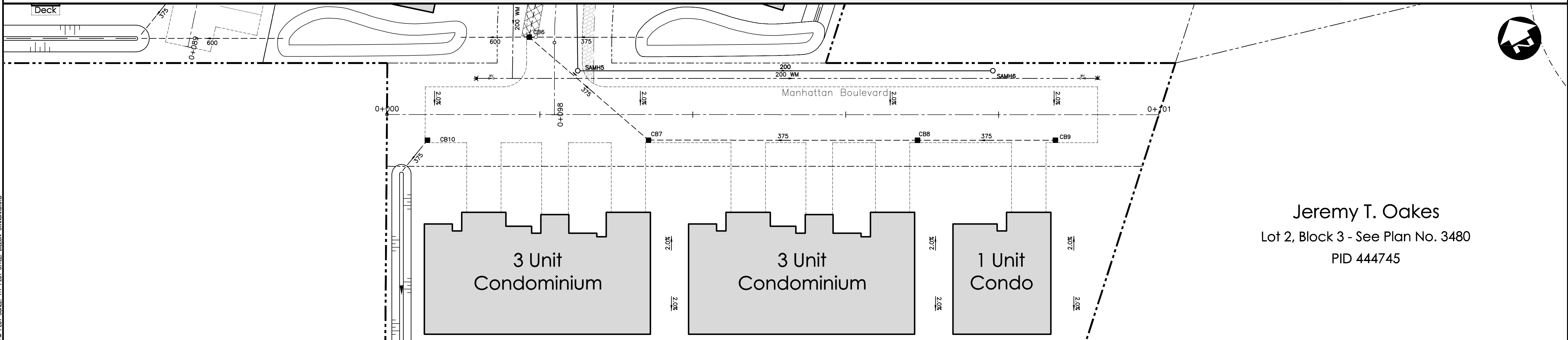
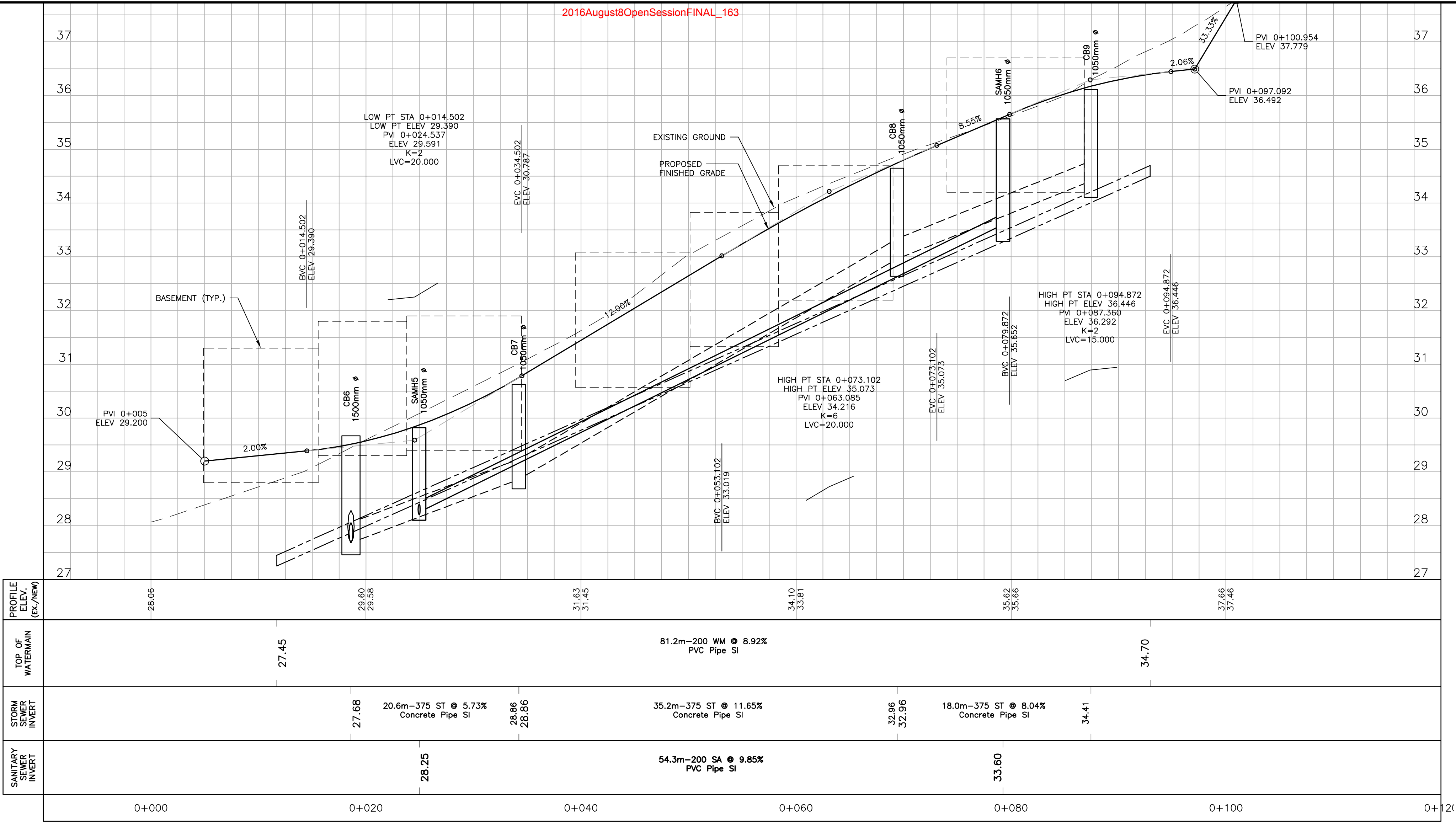
SHEET NO.

DRIVEWAY - PLAN AND PROFILE

4



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DESIGN	B.D.C.	REVIEWED BY	D.P.H.
DRAWN	D.B.C.	CHECKED BY	B.D.C.
DATE	JULY 2016	SCALE	1:250 1:50
1	APPROVAL	2016/07/15	B.D.C.
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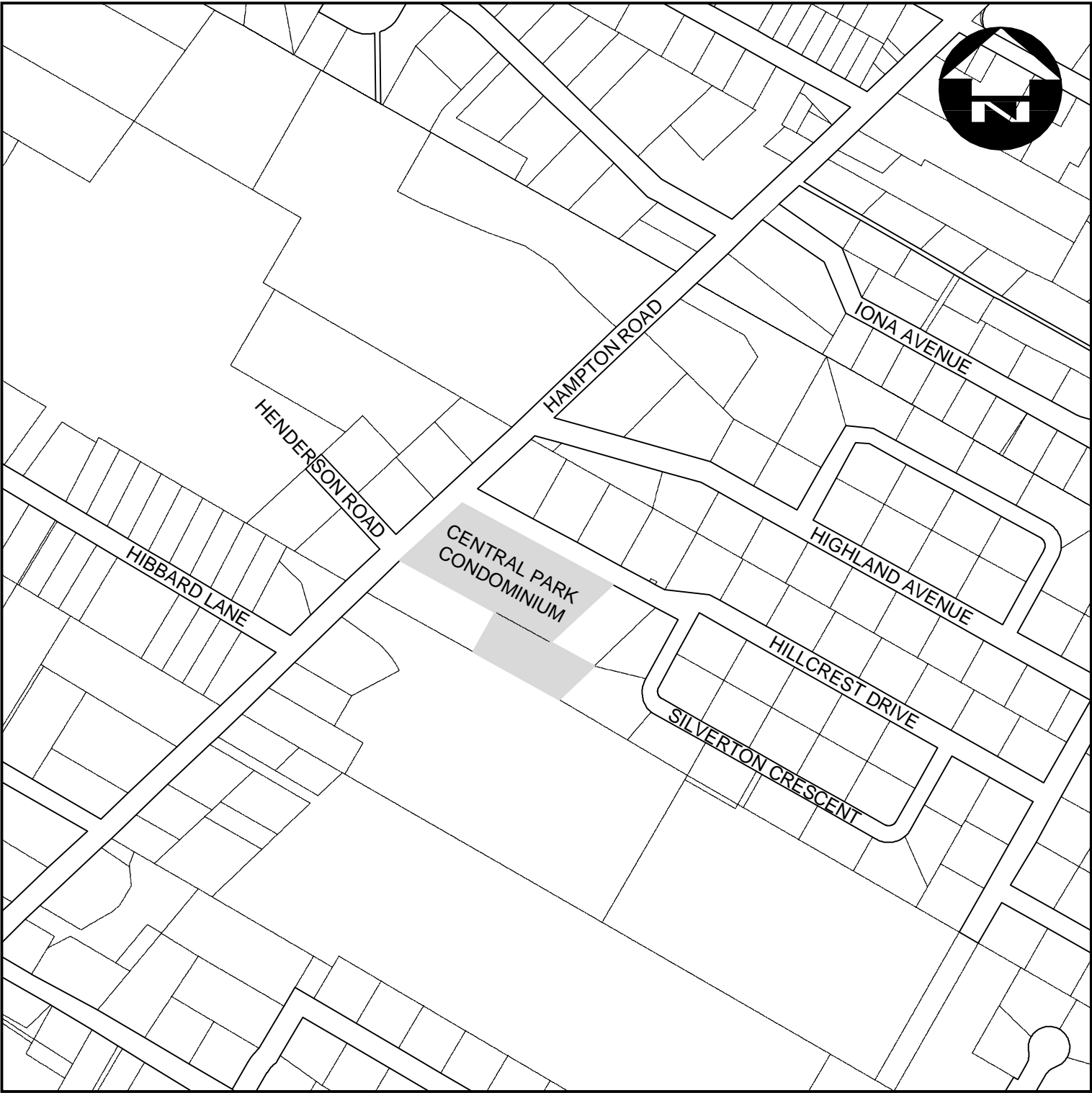
CENTRAL PARK CONDOMINIUM - 7 HILLCREST DRIVE ROTHESAY N.B. A.E. McKay Builders		PROJECT NO.	16-4136
MANHATTAN BOULEVARD (SOUTH)-PLAN AND PROFILE		SHEET NO.	6

CENTRAL PARK CONDOMINIUM

7 HILLCREST DRIVE, ROTHESAY, NB

A.E. MCKAY BUILDERS LTD.

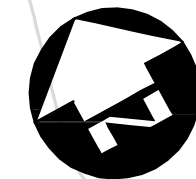
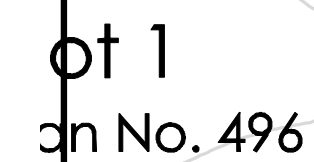
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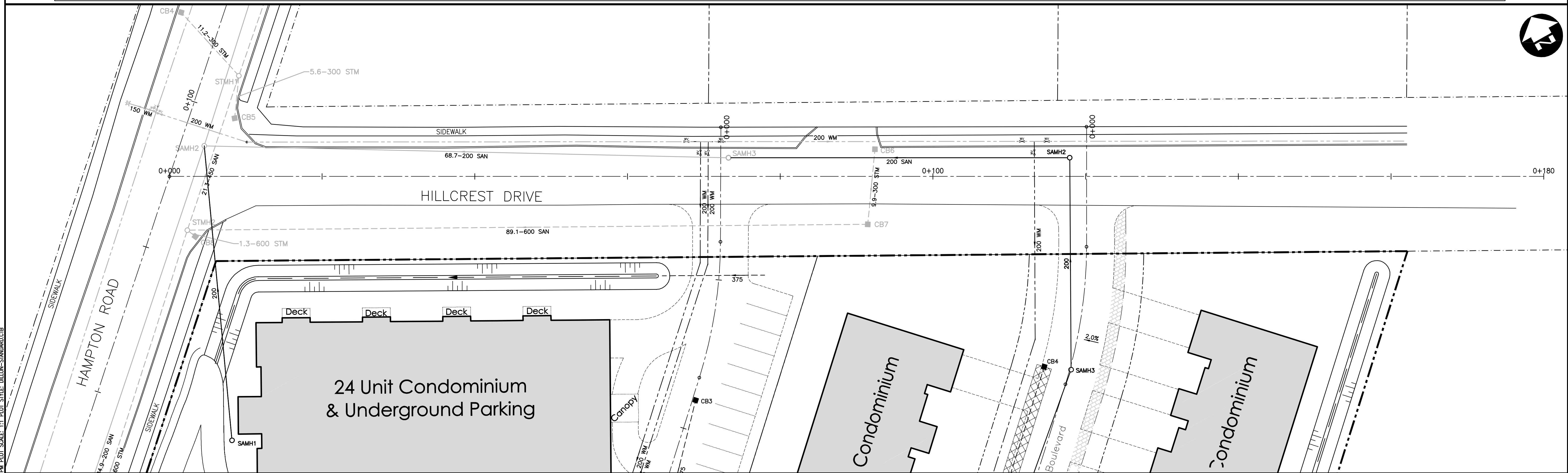
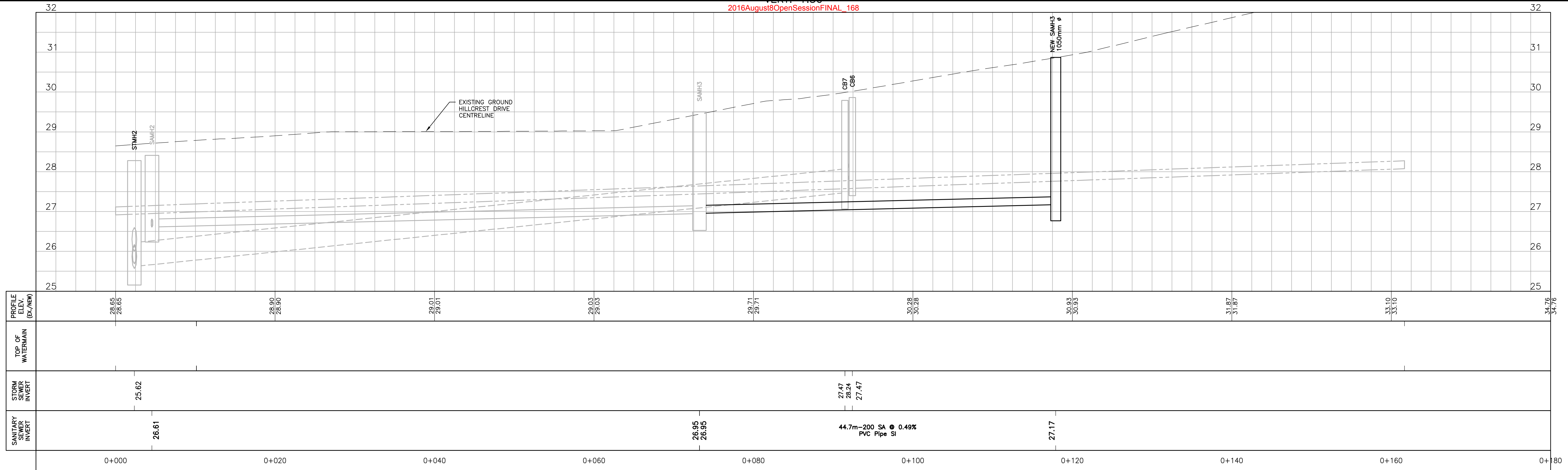
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1	SITE PLAN
2	HAMPTON ROAD - PLAN AND PROFILE
3	HILLCREST DRIVE - PLAN AND PROFILE
4	DRIVEWAY - PLAN AND PROFILE
5	MANHATTAN BOULEVARD (NORTH) - PLAN AND PROFILE
6	MANHATTAN BOULEVARD (SOUTH) - PLAN AND PROFILE
7	PRE-CONSTRUCTION DRAINAGE AREAS

DILLON PROJECT: 164136
DATE: JULY 2016



	EXISTING WATERMAIN
	PROPOSED WATERMAIN
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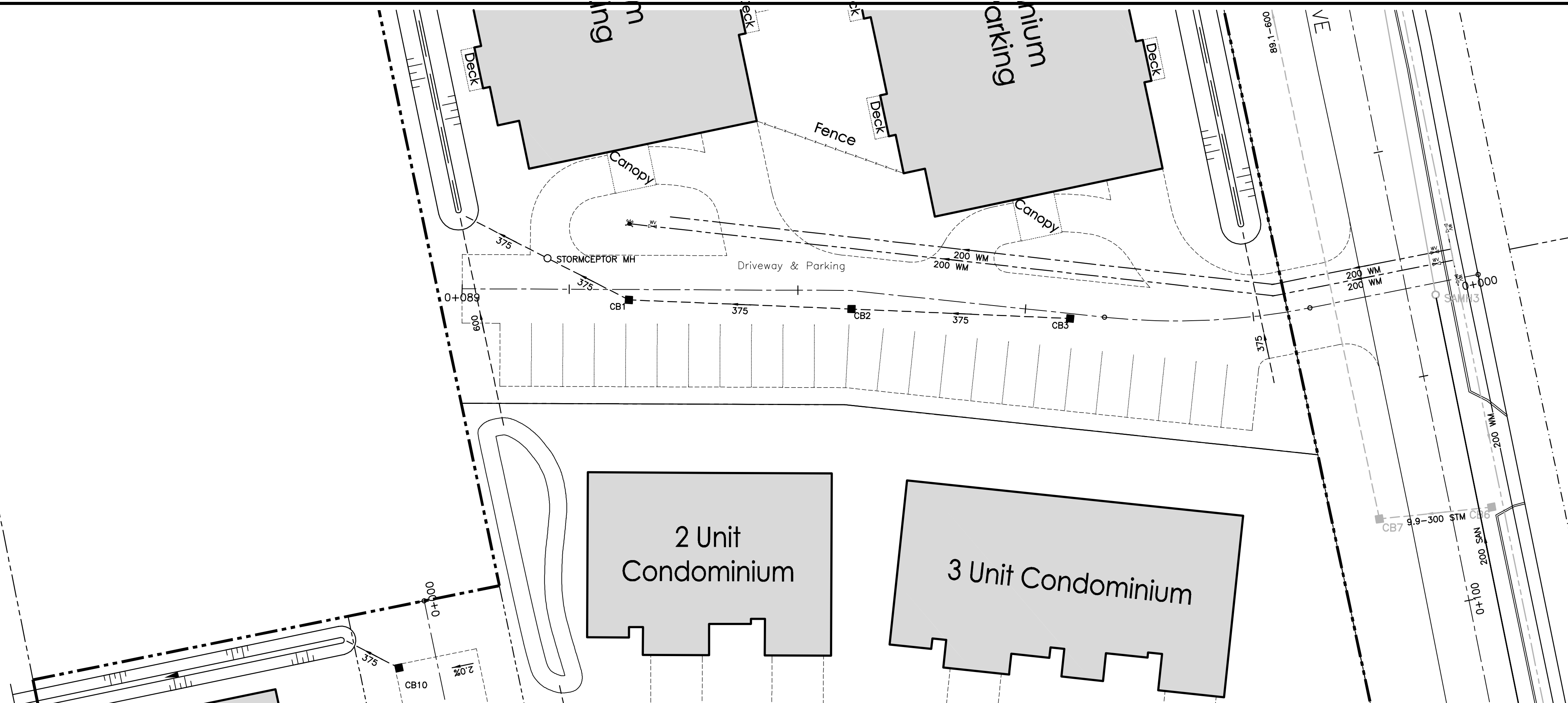
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A.E. MCKAY BUILDERS

PROJECT NO. _____

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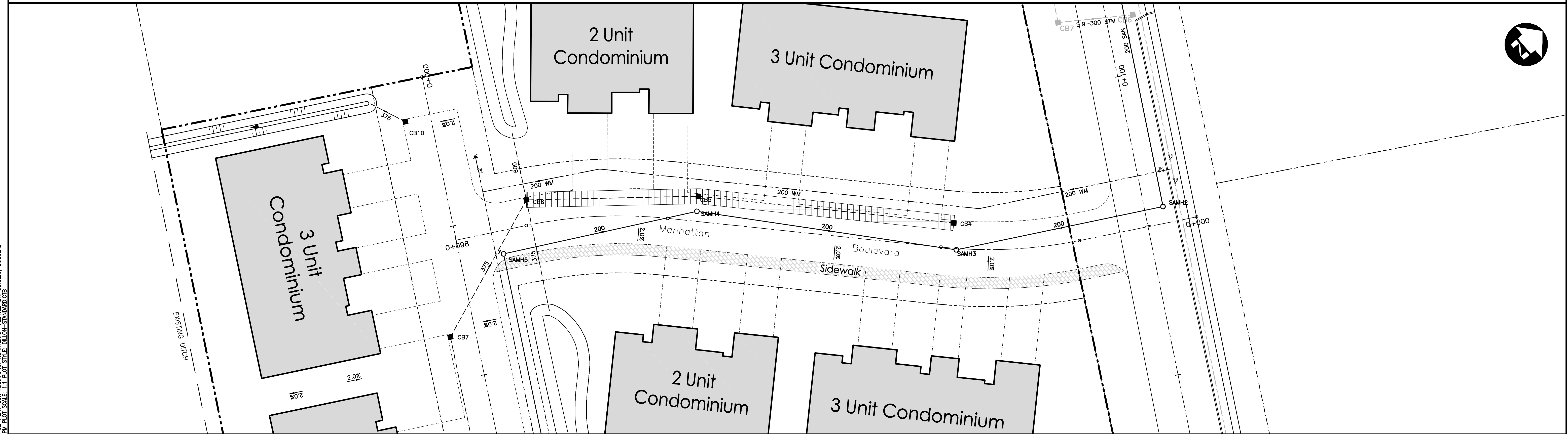
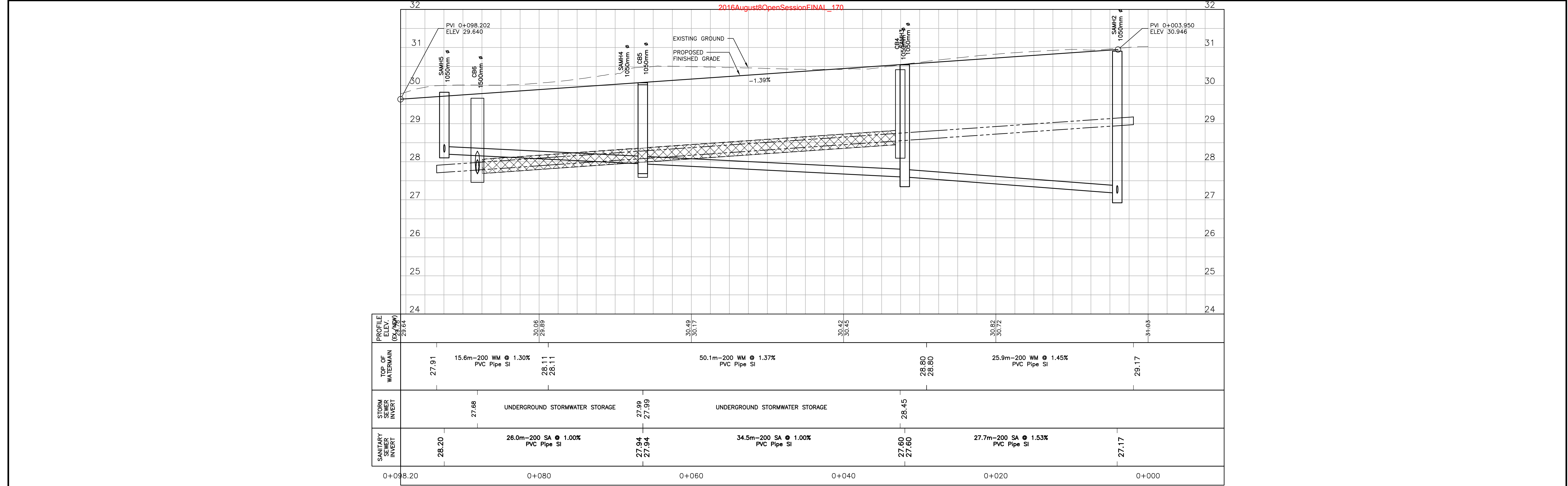
HILLCREST DRIVE - PLAN AND PROFILE

3



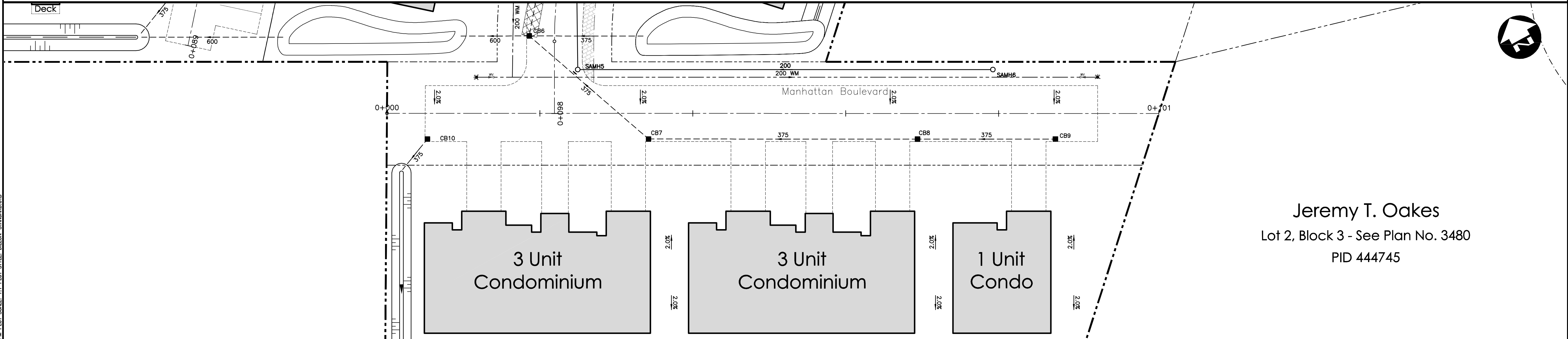
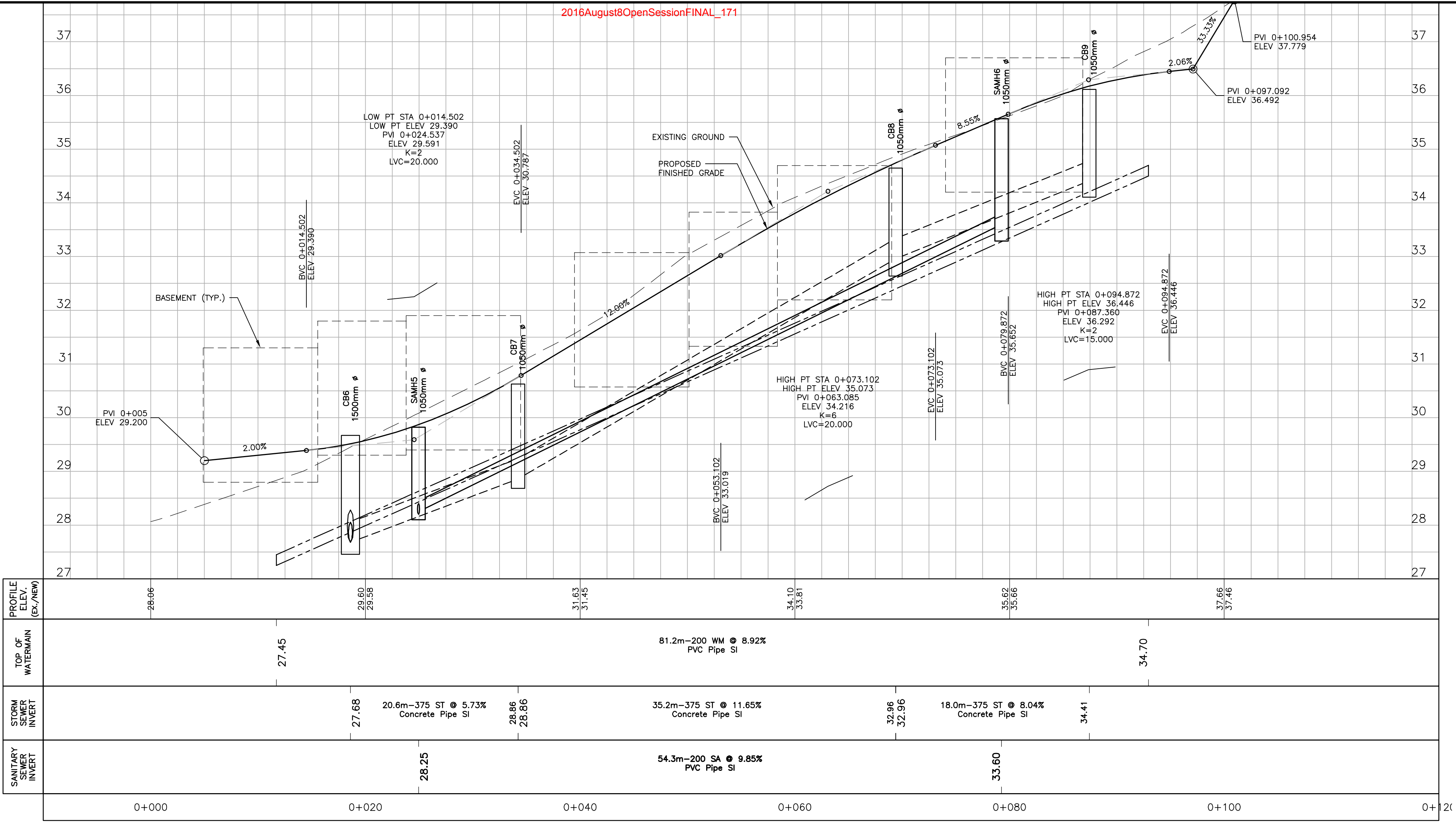
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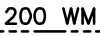





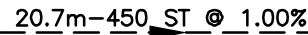












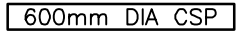


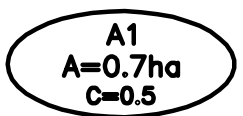




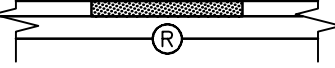
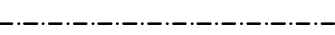
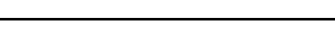

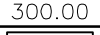
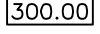

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CENTRAL PARK CONDOMINIUM - 7 HILLCREST DRIVE ROTHESAY N.B. A.E. McKay Builders		PROJECT NO.	16-4136
MANHATTAN BOULEVARD (SOUTH)-PLAN AND PROFILE		SHEET NO.	6



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PRE-CONSTRUCTION DRAINAGE AREAS

SHEET NO.

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2016August8OpenSessionFINAL_173

BUILDING PERMIT REPORT

7/ 1/2016 to 7/31/2016

<i>Date</i>	<i>Building Permit No.</i>	<i>Property Location</i>	<i>Nature of Construction</i>	<i>Value of Construction</i>	<i>Building Permit Fee</i>
2016/07/05	BP2016-00151	32 FOREST RD	Addition	\$20,000.00	\$145.00
2016/07/05	BP2016-00152	32 FOREST RD	Siding	\$1,500.00	\$20.00
2016/07/05	BP2016-00153	19 MATSCOT CRT	Deck	\$3,500.00	\$29.00
2016/07/07	BP2016-00154	24 Wedgewood Dr	Above Ground Pool	\$4,000.00	\$29.00
2016/07/07	BP2016-00155	2110 Rothesay Rd	Deck	\$1,500.00	\$20.00
2016/07/07	BP2016-00156	32 HUTSON ST	Detached Garage	\$16,000.00	\$116.00
2016/07/05	BP2016-00157	45 BROADWAY ST	Renovation	\$25,000.00	\$181.25
2016/07/08	BP2016-00158	120 Appleby Dr	Deck	\$7,300.00	\$58.00
2016/07/05	BP2016-00159	46 CHARLES CRES	Above Ground Pool	\$5,000.00	\$36.25
2016/07/05	BP2016-00160	58 CHARLES CRES	Deck	\$6,500.00	\$50.75
2016/07/05	BP2016-00161	24 SCHOOL AVE	Siding	\$5,500.00	\$43.50
2016/07/08	BP2016-00162	32 HUTSON ST	Detached Garage	\$16,000.00	\$116.00
2016/07/26	BP2016-00163	3 CRESTLINE RD	Windows	\$26,800.00	\$195.75
2016/07/13	BP2016-00164	9 Edgemont Lane	Single Family	\$325,000.00	\$2,356.25



2016August8OpenSessionFINAL 174

BUILDING PERMIT REPORT

7/ 1/2016 to 7/31/2016

<i>Date</i>	<i>Building Permit No.</i>	<i>Property Location</i>	<i>Nature of Construction</i>	<i>Value of Construction</i>	<i>Building Permit Fee</i>
2016/07/28	BP2016-00165	2 Edgemont Ln	Single Family	\$300,000.00	\$2,175.00
2016/07/20	BP2016-00166	3 Holder St	Deck	\$2,000.00	\$20.00
2016/07/06	BP2016-00167	20 Wedgewood Dr	Electrical Upgrade	\$110.00	\$20.00
2016/07/28	BP2016-00168	2 USHER CRT	Above Ground Pool	\$15,000.00	\$108.75
2016/07/22	BP2016-00169	PO BOX 1289	Interior Renovations - Commercial	\$2,500.00	\$21.75
2016/07/15	BP2016-00170	8 WINDERMERE CRT	Deck	\$1,500.00	\$20.00
2016/07/22	BP2016-00171		Interior Renovations - Commercial	\$40,000.00	\$290.00
2016/07/20	BP2016-00173	9 Silverton Cres	Deck	\$4,000.00	\$29.00
2016/07/28	BP2016-00174	8 CLARK RD	Deck	\$1,800.00	\$20.00
2016/07/22	BP2016-00175	61 Regent St	Single Family	\$120,000.00	\$870.00
2016/07/15	BP2016-00176	89 PARK DR	Siding	\$18,000.00	\$130.50
2016/07/27	BP2016-00177	17 CROSSWIND CR	Interior Renovations - Commercial	\$20,000.00	\$145.00
2016/07/25	BP2016-00179	70 HAMPTON RD	Addition	\$111,000.00	\$804.75
2016/07/20	BP2016-00182	1 Galway Crt	Electrical Upgrade	\$1,000.00	\$20.00

BUILDING PERMIT REPORT

7/ 1/2016 to 7/31/2016

<i>Date</i>	<i>Building Permit No.</i>	<i>Property Location</i>	<i>Nature of Construction</i>	<i>Value of Construction</i>	<i>Building Permit Fee</i>
2016/07/20	BP2016-00183	11 MAPLEDAWN CRT	Addition	\$22,000.00	\$159.50
2016/07/22	BP2016-00185	309 Eriskay Dr	Storage Shed	\$6,000.00	\$43.50
2016/07/21	BP2016-00186	60 APPLEBY DR	Siding	\$16,000.00	\$116.00
2016/07/28	BP2016-00188	3 PHOENIX CRT	Fence	\$26,800.00	\$195.75
2016/07/26	BP2016-00191	38 BROADWAY ST	Accessory Building	\$1,500.00	\$20.00
2016/07/22	BP2016-00192	16 Milne St	Deck	\$12,000.00	\$87.00
2016/07/28	BP2016-00193	7 BRIDLE PATH LANE	Accessory Building	\$2,000.00	\$20.00
2016/07/28	BP2016-00195	22 Paige St	Accessory Building		\$20.00
2016/07/28	BP2016-00197	1 SPRUCE ST	Windows	\$2,000.00	\$20.00



2016August8OpenSessionFINAL 176

BUILDING PERMIT REPORT

7/ 1/2016 to 7/31/2016

<i>Date</i>	<i>Building Permit No.</i>	<i>Property Location</i>	<i>Nature of Construction</i>	<i>Value of Construction</i>	<i>Building Permit Fee</i>
Totals:				\$1,188,810.00	\$8,753.25
Summary for 2016 to Date:				\$6,112,970.00	\$46,299.12
		<u>Value of Construction</u>	<u>Building Permit Fee</u>		
2015 Monthly total to Date:		\$1,478,106	\$12,356		
2015 Summary to Date:		\$12,045,381	\$92,106		



ROTHESAY

INTEROFFICE MEMORANDUM



TO : Mayor Grant & Council
 FROM : John Jarvie
 DATE : 4 August 2016
 RE : Capital Project – Status Report

The following is a list of 2016 capital projects underway and the current status of each along with continuing projects from 2015.

2015 Projects

PROJECT	BUDGET	\$ TO 25/07/16*	COMMENTS
Engineering 2016 streets	60,000	21%	Consultant engaged, construction underway.
Miller Field Building	120,000	106%	Project Complete.
Wells Trail	\$0.67M	103%	Project substantially complete, paving pending. See Council Agenda item, August meeting.
Town Hall renovations	75,000	47%	Some reception improvements pending
Emergency Power	430,000	76%	All generators installed and commissioned and operational
Wastewater Collection Upgrade	\$7.5M	2%	First of 3 tenders awarded by Council, 2 nd on August Agenda for award; 3 rd tender for September award
Secondary Plan – Hillside area	52,000	31%	Open House held, concepts being developed
Rothesay Rd, Designated Highway,	250,000 (net)	-	Tender awarded; work underway
Rothesay Road sidewalk	233,000	66%	Partially complete
2017 Resurfacing Design	60,000	-	RFP pending
2016 Street Resurfacing	985,000	68%	Tender awarded in April to Deby Construction, resurfacing complete on Barbara, Birchview, Chantale, Grist, Galway, Highbrook, Kent, Progress and micro-seal streets. Ballpark is under construction and is last street to be completed.
Acquisition of Vehicles Works/Utilities	130,000	35%	Tenders awarded; 1 truck delivered, other vehicles to be delivered in August.
Acquisition of Backhoe	230,000	-	Tender pending
Almon/Peters Ln Upgrades	\$1.2M	49%	Tender awarded at April Council mtg, pipework, road base and curb complete, asphalt base complete, seal coat pending
Common additions	30,000	-	Discussed with Heritage Pres Board & Rec Com
Crosswalk – Gondola Pt Rd/River Rd	60,000	100%	Poles received and installed at Rothesay Corner, installation pending at River Road
Curb & Sidewalk - Parkdale/Chapel	250,000	6%	Design of project awarded to exp Eng., tender award on Council Agenda for August.
General Specification for Contracts	40,000	-	RFP pending
IT Upgrades	75,000	10%	iPads deployed, servers on-site, installation pending
KVFD Capital	26,000	-	To be claimed when purchase completed
Master Dr. Site Development	125,000	10%	Awarded at July Council meeting, foundation underway.
Misc. Equipment (Transportation)	63,000	83%	2 Blowers & mulcher received (under budget by 17% total)
McGuire Centre Parking Lot	125,000	142%	Complete (budget \$125,000 – completion cost \$178,000 owing to soft soils and contaminated material)
Oakville Acres Detention Pond Paths	50,000	70%	Construction underway with own forces
Oakville Ln Improvements design	30,000	-	RFP pending
Security Cameras	30,000	100%	Complete
Renforth Wharf cathodic protection	60,000	-	Design and procurement underway
Wells Park Entrance paving	20,000	-	Included with trail resurfacing; see August Agenda

* Funds paid to this date.

2014-2015 Annual Report

New Brunswick Health Council
Pavillon J.-Raymond-Frenette
100 des Aboiteaux Street, Suite 2200
Moncton, New Brunswick E1A 7R1

Telephone: 506 869 6870
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Toll-Free: 1 877 225 2521

www.nbhc.ca

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Conseil de la santé du Nouveau-Brunswick, Rapport annuel 2014-2015

July 29, 2015

The Honourable Victor Boudreau
Minister of Health
Province of New Brunswick

Dear Minister:

It is my privilege to submit the annual report on behalf of the New Brunswick Health Council for our seventh fiscal year beginning April 1, 2014 and ending March 31, 2015.

Respectfully submitted,



Jean-Claude Pelletier
Chair

July 29, 2015

Mr. Jean-Claude Pelletier
Chair
New Brunswick Health Council
Moncton, New Brunswick

Dear Mr. Pelletier:

I am pleased to be able to present the annual report describing the operations of the New Brunswick Health Council for its seventh fiscal year, 2014-2015.

Respectfully submitted,



Stéphane Robichaud
Chief Executive Officer

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From the Chair and the Chief Executive Officer

The 2014-2015 fiscal year has been productive for the New Brunswick Health Council (NBHC). The Council's work is guided by an annual business plan. This report provides an overview of the business plan deliverables and related work for the past year. The NBHC has a dual mandate of public reporting on the performance of the provincial health system and of engaging citizens in the improvement of health services. Both elements require much collaboration with various stakeholders and the past year has proven, once again, to be very productive on these fronts.

As part of the work to improve our collective understanding of the population health picture in New Brunswick, efforts were once again targeted at updating available indicators where possible. This year's work included a report on avoidable mortality which offers an overview of the top causes of death before age 75. A video clip was also produced to help explain the content of this report. This information is proving quite valuable for discussions on improving health promotion and prevention of injuries and diseases.

The information pertaining to health service quality is also gradually finding its way in health system discussions. The latest primary health survey has proven to be a valuable source of information with its responses from 13,500 citizens. The latest edition of the Health System Report Card confirmed that primary health services are the weakest link of provincially

financed health services. As the ability to have community-level information is improved with each passing year, it is very important to have efforts aimed at improving how primary health services are planned and managed.

The initial work of the NBHC provided a sense of how New Brunswick compared to Canada and brought attention to areas where it performed below the national average. This was happening in spite of the fact that spending levels were well above the national average. In recent years, there has been an increasing ability to appreciate how health service quality can vary within New Brunswick. Many are surprised to learn how significant these variations can be. Often, the good news is that New Brunswick has pockets of high performing health services. However, given these cases are generally unknown, an opportunity is missed to recognize and learn from them.

The public reporting function of the NBHC is a valuable opportunity for improving the collective understanding of what is called the provincial health system. The NBHC has the opportunity to make public presentations where citizens are informed on the performance of the health system. Although these sessions are very much appreciated by the public and a valuable source of feedback for the NBHC, they alone cannot create better informed New Brunswick citizens. Members and employees of the NBHC are well aware of this challenge and have been putting a lot of efforts at improving how NBHC communications are planned and executed.

In closing, we wish to sincerely thank all those who have contributed to our work in the past year. We look forward to the year ahead.

Chair



Jean-Claude Pelletier

Chief Executive Officer



Stéphane Robichaud

Executive summary

During the 2014-2015 fiscal year, the New Brunswick Health Council (NBHC) continued its activities and reported on population health, health service quality, satisfaction with health services and the sustainability of our provincial health system. A greater focus was put on engagement, communications and on creating public awareness of the NBHC's messages.

Population health

Throughout the year, the NBHC has published various tools and updates about population health. An updated Population Health Snapshot was released, presenting updated information for the province and each of the seven zones. This year, the "Focus" section provided an analysis of the causes of New Brunswick's avoidable mortality. Measuring the rates of premature deaths (deaths before age 75) and the causes of premature death can provide insights into how healthy the population is, and what are the challenges it is facing that could shorten a person's life.

Work regarding New Brunswick youth has continued. To mark International Children Rights' Day, the NBHC published four fact sheets highlighting key areas touching the health of children and youth in the province: achieving healthy weights, improving mental health, preventing injuries and achieving tobacco-free living.

The NBHC also provided fact sheets to the Department of Healthy and Inclusive Communities regarding the 2013-2014 school survey of grades 6 to 12, accentuating the leadership role that the NBHC has taken on for the past two years on the work related to the New Brunswick Student Wellness Survey, in collaboration with the Department of Healthy and Inclusive Communities and the Department of Education and Early Childhood Development.

Finally, the NBHC looked for ways to further raise awareness of its 33 community profiles; this was accomplished through a great number of presentations and the production of a video clip to explain the information found in the profiles.

Care experience

The NBHC is continuing its work to measure, monitor and evaluate the level of population satisfaction with health services and health service quality. Results from the latest primary health survey were published; over 13,500 citizens responded to a telephone survey between May and September 2014. The goal of this survey was to understand and report on New Brunswickers' experiences with primary health services, more specifically at the community level. It allows citizens to observe if any improvements have been made to primary health services in the last three years. This was the first time that the NBHC had the opportunity to compare with the data from the 2011 primary health survey, allowing for deeper analysis. Work on the next survey, regarding the quality of home care provided to New Brunswickers, was completed. The survey will be underway in the spring of 2015.

An update to the Health System Report Card was published in the spring; it produces letter grades, very similar to how a school report card would, according to the six dimensions of quality the NBHC reports on: accessibility, appropriateness, effectiveness, efficiency, safety and equity. The report card also included a detailed analysis of the health system's performance, which reviews the costs, quality and outcomes of primary health services.

Finally, all year, the NBHC continued to disseminate the assessment of diabetes clinics in the province of New Brunswick. This assessment was completed last year; it evaluates and identifies effective practices designed to improve health service quality and outcomes in New Brunswick's diabetes clinics. This will

help inform the Department of Health's and the regional health authorities' efforts to improve the quality of diabetes-related health services as it relates to the Comprehensive Diabetes Strategy.

The NBHC's actions remain guided by its strategic axes:

- To develop and implement mechanisms to engage the population as well as other interested parties
- To measure, monitor, and evaluate the level of population health
- To measure, monitor, and evaluate health services quality
- To measure, monitor, and evaluate the level of population satisfaction with health services and health service quality
- To measure, monitor, and evaluate the sustainability of health services in New Brunswick

Sustainability

The NBHC has continued its ongoing collaboration with all health system organizations and the Office of Health System Renewal. Even after the end of the mandate of the Office of Health System Renewal, the NBHC has continued to work actively with all stakeholders, especially the two regional health authorities, Vitalité Health Network and Horizon Health Network, to share its information and make a collective assessment of the province's health system. New information was published online regarding the understanding of human resources levels, as well as their distribution and usage within the health care system, in the form of graphs.

The NBHC was also able to report publically on the status of the response to our first recommendations to the Minister of Health. This was addressed through the year, as presentations have provided an opportunity to inform the public on each recommendation. Furthermore, various health related groups were consulted to explore potential opportunities regarding the role of the NBHC pertaining to the sustainability challenge.

Citizen engagement

This year, the NBHC had intended to do a provincial tour for the winter of 2015. However, the Minister of Health, also responsible for the Strategic Program Review, conducted a large-scale engagement initiative and as such, the NBHC has pushed back its initiative to a later date to prevent engagement fatigue in the population. This was the perfect opportunity for the NBHC to develop guidelines to ensure that key success factors are part of any future collaboration with a third party.

A major push was made to increase the number of individuals who are aware of the available information and to facilitate their understanding. As such, a communication plan was put in place to communicate more effectively and to identify target audiences, leading to various improvements throughout the year. The NBHC website was updated with new features, Perspectives (the NBHC's quarterly newsletter) saw a redesign, and two video clips were produced with the goal of simplifying our information for the general public.

Population health

The objectives of the New Brunswick Health Council (NBHC) when it comes to population health are to measure, monitor and evaluate the level of population health in the province. To do so, the NBHC has developed tools that either compare the province to the rest of Canada or provides an appreciation of variations within the province. In addition, the NBHC manages a number of surveys that serve as sources of information and oversees two school surveys.

During the 2014-2015 fiscal year, the NBHC was able to fulfill the five deliverables related to population health included in its yearly business plan.

Updating population and youth information

The first deliverable was for the NBHC to release an updated Population Health Snapshot in the winter of 2015. This tool was published in January and presented updated information for the province and each of the seven zones. It seeks to inform citizens, communities, and organizations about their health status with respect to the population in which they live. The Snapshot features summary tables of 43 indicators, with each indicator categorized under either Health Status or Health Determinants (itself subdivided into Health Care, Health Behaviours, Social and Economic Factors and Physical Environment). For each zone, the Snapshot highlights zone characteristics, provides a demographic profile, and lists the 10 most common chronic conditions and the 10 most frequent causes of hospital admissions.

The report featured a “Focus” section providing a detailed analysis of the causes of New Brunswick’s avoidable mortality. Measuring the rates of premature deaths (deaths before age 75) and the causes of premature death can provide insights about

how healthy the population is, and what are the challenges it is facing that could shorten a person’s life. A video clip was produced to explain this concept and is available on the NBHC’s website.

Overall, provincial trends may mask a wide variability across the zones with some zones exhibiting trends that are opposite to those of the province.

What determines the health of a population?

- **Health services** are responsible for 10% of a person’s general health.
- **Health behaviours** (diet, exercise, tobacco use) are responsible for 40%.
- **Social and Economic factors** (education and income) are responsible for another 40%.
- The remaining 10% is related to **physical environments** (exposure to second-hand smoke and degree of individuals’ attachment to their community).

The NBHC’s 2014-2015 analysis highlights several key points, including:

- The focus on prevention has allowed some improvements when it comes to some health services such as an increase in access to a doctor, to pap tests and to mammograms.
- Some health behaviours or risk factors (known to be factors contributing to chronic diseases), such as healthy eating, obesity, and smoking, are starting to trend in the right direction. Other risk factors such as lack of physical activity, and alcohol consumption, remain a challenge.
- The sense of community belonging shows an improving trend.
- Physical environment factors related to air quality (second-hand smoke at home and in vehicles and public places, and self-rating of indoor air quality) are showing a slow trend in the right direction.

The next deliverable under population health was to have updated information regarding youth population health indicators in the fall of 2014.

In November, to mark International Children Rights' Day, the NBHC published four fact sheets highlighting key areas related to the health of children and youth in the province: achieving healthy weights, improve mental health, preventing injuries and achieving tobacco-free living.

In these areas, this year's key findings are:

- New Brunswick has one of the highest percentages of children and youth who are overweight or obese, and the situation is not improving.
- Boys in New Brunswick suffer more injuries than girls. Injuries can lead to disability, hospitalization and death.
- In New Brunswick, mental health among children and youth is showing a negative trend, but protective factors are on the right track.
- Smoking is a major risk factor for key conditions such as lung cancer, heart disease and COPD. New Brunswick youth rank the worst in the country.

Additional information regarding the health of children and youth can be found in the *Children and Youth Rights and Well-being Snapshot 2014*, a document presenting available provincial indicators and measures which reflect determinants of health and well-being, and that have been disaggregated by children and youth with disability, immigrant status, aboriginal identity and gender.

Raising awareness on the community profiles

It was stated in the NBHC's business plan that throughout the year, the NBHC will be raising awareness regarding the availability of the 33 community profiles and will identify opportunities to help stakeholders in how to leverage this information.

The community profiles were launched in the spring of 2014, and their main goal is to empower individuals with information about their region that will stimulate interest in building healthier communities. The information in each profile gives a comprehensive view about the people who live, learn, work, and take part in community life in the area. The community profiles have proven to be one of the most requested tools by community stakeholders, especially when it comes to printed copies of the profiles. Throughout the year, we distributed more than 2,100 printed copies to various organizations.

A number of community level presentations were requested by various stakeholders such as mayors, not for profit agencies, wellness networks, social inclusion networks, public health and regional health authorities, throughout the province. This showed that there is a need for the creation of tools to support the learning and spreading of the community profiles, and to that effect, a video clip was produced to better explain the information contained in the profiles.

Surveying students

In the spring of 2014, the NBHC also addressed its deliverable to provide fact sheets to the Department of Healthy and Inclusive Communities regarding the 2013-2014 school survey of grades 6 to 12. This builds on the leadership that the NBHC has gained these past two years when working on the New Brunswick Student Wellness Survey, in collaboration with the Department of Healthy and Inclusive Communities and

the Department of Education and Early Childhood Development. The New Brunswick Student Wellness Survey began in 2006-2007 for grades 6 to 12 students and was repeated in 2009-2010 as a project bringing together the Wellness Branch (Healthy and Inclusive Communities), the Department of Education and Early Childhood Development, and the Health and Education Research Group (HERG) at the University of New Brunswick.

This important survey gathers data on student attitudes and behaviours regarding healthy eating, mental fitness, physical activity and tobacco use. The data collected by this survey will contribute to the

NBHC's work in leveraging data for the next update to the Child and Youth Rights and Well-being Framework and has been forwarded to each participating school and district in the form of Feedback Reports, and to the Department of Healthy and Inclusive Communities in the form of fact sheets. These reports highlighted areas where schools could take action in partnership with students, parents and communities.

In the same vein, we were tasked with **surveying kindergarten to grade 5 students and with providing each school with school level reports**, which was completed in the fall of 2014.

Care experience

The objectives of the New Brunswick Health Council (NBHC) when it comes to care experience are to measure, monitor and evaluate the level of population satisfaction with health services and health service quality. To this effect, and to foster the improvement of the quality of health services in the province, the NBHC had four deliverables tied to Care Experience this year, including citizen satisfaction surveys and a Health System Report Card.

Primary health survey

The first deliverable for 2014-2015 was for the NBHC to release its primary health survey results. This was accomplished in the winter of 2015; over 13,500 citizens responded a telephone survey between May and September, in all areas of the province. The goal of this survey was to understand and report on New Brunswickers' experiences with primary health services, more specifically, at the community level. It also allows citizens to observe if any improvements have been made to primary health services in the last three years.

For the first time this year, the NBHC had the opportunity to compare the data from the 2011 primary health survey, allowing for deeper analysis, or secondary analysis, to respond to other parts of its mandate. Questions were added to the survey related to risk factors such as healthy eating, smoking, physical activity, and body mass index, as well as questions relating to dementia, memory loss and life stressors. Results disaggregated and reported for the population in New Brunswick with respect to disability and income characteristic were also added to the report.

What is primary health?

Primary health is defined as the first place people go when they have health concerns, often to a family physician, a nurse practitioner or other health professional. It typically includes routine care, care for urgent but minor or common health problems, mental health care, maternity and child care, liaison with home care, health promotion and disease prevention, nutrition counseling, and end of life care. The survey looked closely at key elements of primary health services such as accessibility, use of service, satisfaction with the services, communication with the doctor, and barriers to health services, among others.

Here are the main observations that can be drawn from the comparisons between the 2011 and 2014 survey results:

- Large geographic variations continue to exist in the quality of services throughout the province which can lead to geographic inequities and affect health outcomes.
- From the citizens' perspective, lack of timely access to their primary care provider leads to an increased use of emergency services and after-hours clinics. After-hours clinics and hospital emergency departments continue to be places where some New Brunswickers go most often when sick or in need of care.
- Visits to the hospital emergency departments have remained at the same level over the last three years and there has been no improvement in access to family doctors. However, communication with family doctors and satisfaction with their services have improved.

Health system report card

Then, the NBHC was to publicly release an update to its health system report card; it was published in the spring of 2015. The report card produces letter grades, very similar to how a school report card would, according to the six dimensions of quality the NBHC reports on: accessibility, appropriateness, effectiveness, efficiency, safety and equity. An overall grade is calculated for each dimension from a combination of relevant indicators. The New Brunswick health system's performance remains at an overall C grade, which continues to place us as an average-performing province, with some areas consistently showing below-average performance: coverage of prescription drugs, wait times, screening tests or appropriateness of tests and procedures, readmission rates to hospitals, use of emergency rooms and hospital beds for cases that could be taken care of in the community and communication and transitions across the continuum of care.

Also of note in this year's report card, safety has dropped from an A to a C grade. This drop in performance was driven by areas such as inappropriate drug prescribing to seniors, hospitalized hip fracture event rates, in-hospital hip fracture event rates, intentional self-harm or suicide death rates and lack of use of electronic medical records to enter and retrieve a patient's clinical notes.

Furthermore, the report card includes a detailed analysis of the health system's performance, which reviews the costs, quality and outcomes of primary health services. Program and service expenditures since 2010 were reviewed, which revealed that the proportion of money being allocated for primary health services has not changed over the past five years. The total health system expenditures have increased, but the manner in which we continue to allocate resources and deliver services has remained the same. The report concludes that when it comes to primary health, the lack of integration and coordination of policies, plans, programs and

initiatives to support transformational change have contributed to the status quo in the distribution of resources. In turn, this affects the quality of primary health services and the health outcomes being experienced by the citizens of New Brunswick. The improvement in health system performance goes beyond just measuring health services quality. It is important to pursue health system performance by simultaneously reviewing costs or resources together with the quality of health services and health outcomes in a planned and strategic manner.

Home care experience survey

The NBHC's next deliverable focused on the preparation of the second edition of our home care experience survey, starting in the fall. Work on this second survey about the quality of home care provided to New Brunswickers was completed, and the survey will be underway in the spring of 2015. This survey will target citizens who have recently received home care services for which costs are entirely or partially covered by public funds. The survey will look at accessing and navigating services, meeting the needs of clients and their families, provider/client communication, safety, equity based on preferred language of service, and overall satisfaction with services.

The survey results will be released early in 2016 and will be available to the public, as well as to government departments, regional health authorities and home support agencies to help improve health services. Repeating this survey will allow for comparison with the results of the 2012 survey, and will allow the NBHC to observe if improvements have been made over the past three years when it comes to home care services in the province.

What is home care?

Home care includes health services that can be provided by a nurse, social worker, physiotherapist, occupational therapist, speech language pathologist, respiratory therapist, dietitian, or rehabilitation assistant; they are most often provided by the Extra-Mural Program. Home care also includes personal care services provided by a home support worker to help with bathing, dressing, grooming, feeding, transferring, home cleaning, laundry, meal preparation, or respite/relief care; they are most often provided by home support agencies.

Assessment of diabetes clinics

Finally, throughout the year, the NBHC was to assist in the communication of the assessment of diabetes clinics in the province of New Brunswick. This assessment was completed last year; the findings were published in a March 2014 report that evaluates and identifies effective practices designed to improve health service quality and outcomes in New Brunswick's diabetes clinics. This will help inform the Department of Health and the regional health authorities' efforts to improve the quality of diabetes-related health services as it relates to the Comprehensive Diabetes Strategy. The report details several key findings, like the fact that more human resources were not necessarily related to better outcomes, and that the most efficient and effective clinics were those that built the care around the patient, among others. This year, all clinic managers received their individual clinic data along with presentations on the results.

Sustainability

As part of its mandate, the New Brunswick Health Council (NBHC) has to measure, monitor and evaluate the sustainability of health services in New Brunswick. The health system sustainability challenge is receiving more attention today than it ever has before, but creating and validating this information is time consuming. The NBHC has made an effort to incorporate resource-level or costing information, whenever possible, in its reports. By raising awareness, more citizens recognize that the health system should be delivering far better quality results with current resource levels, but more work is required to appropriately reflect the level, distribution and utilization of resources within the health system. The NBHC's 2014-2015 business plan outlined four deliverables touching on sustainability.

An ongoing collaboration

This year, the NBHC has continued to collaborate with all health system organizations and the Office of Health System Renewal as one of its deliverables. The primary goal was to enhance the collective understanding of population health and health service quality in order to maximise the use of existing resources. The mandate of the Office of Health System Renewal ended in July 2014. However, the NBHC has continued to work actively with all stakeholders, especially the two regional health authorities, Vitalité Health Network and Horizon Health Network, to share its information and make a collective assessment of the province's health system.

Enhancing understanding of human resources

The NBHC was also to have a particular focus on enhancing the understanding of human resources levels, as well as their distribution and usage within the health care system; as such, multiple graphs have been published online regarding spending and physical and human resources, including graphs representing the number of health professionals and the population with a regular doctor. Data on the Department of Health budget, which includes the budget allocated by sector of care, was also published.

Reporting on recommendations

Another deliverable for the NBHC this year when it comes to sustainability was to provide a public status report regarding the response to our first recommendations to the Minister of Health.

During the year, in various presentations and publications, the NBHC addressed the three recommendations made to the Minister of Health in 2011:

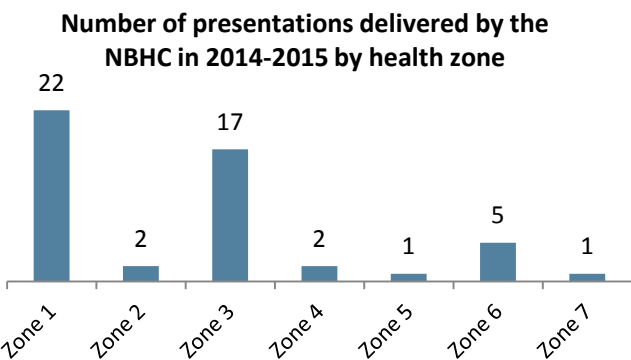
- **Recommendation # 1: Multi-year integrated planning;** presentations have provided an opportunity to inform the public on how the provincial health system has evolved; specifically, that it has evolved mostly by default, not by design. Areas for improvement in population health, wide variations in health service quality and above national average expenditures in the health system were highlighted.
- **Recommendation # 2: Primary health, maximizing utilization of resources;** with more than 13,500 respondents covering all 33 communities, the primary health survey report informs citizens on existing variations

on health service quality. Accessibility remains a key area for improvement, and so does the lack of proper management regarding existing resources.

- **Recommendation # 3: Disease prevention and health promotion;** the releases of youth health and general population health reports provided a platform to speak about the four key priorities, as well as the need to reduce the numbers of smokers in the province. A key part of the message focused on the current lack of provincial collective targets pertaining to the priorities.

A number of health related groups have been expressing their views on the sustainability of the health system. **The NBHC’s last deliverable for the year when it comes to sustainability was to consult with a number of these groups in order to explore potential opportunities regarding the role of the NBHC pertaining to the sustainability challenge.**

To this end, the NBHC met with members of professional groups (physicians, pharmacists, and other associations) in Fredericton in the spring of 2014. NBHC staff made several presentations all year long and discussed the challenge of health system sustainability. This year, the NBHC has made 50 presentations about sustainability and other topics, covering 13 communities and reaching over 2,100 people.



New Brunswick Health Council Recommendations to the Minister of Health

Recommendation # 1: The Government of New Brunswick, through the Department of Health, take steps to develop, within the next twelve month period, a multi-year comprehensive and integrated health services plan for the province. The plan should outline the following: measurable desired health outcomes; measurable service targets (range and volume of services); standards for the level and quality of services; financial and human resources (inputs) required to achieve service targets and the geographical and linguistic allocation of services and resources.

Recommendation # 2: The Government of New Brunswick, through the Department of Health, review the organization and delivery of primary health care in the province with a view to maximizing the utilization of existing human and financial resources. This review should focus on ways to improve access to care and quality of care, as well as integration with other health services programs, namely hospital services.

Recommendation # 3: The Government of New Brunswick, through the Department of Health, ensure that a concerted strategy is developed to improve health promotion and disease prevention in the province. This strategy should consider the determinants of health, and focus first on four key areas: achieving healthy weights, lowering high blood pressure rates, improving mental health and preventing injuries. The strategy must identify the organization responsible for the coordination of the work with related stakeholders for an integrated execution of the initiatives undertaken.

Citizen engagement

Citizen engagement is at the core of the New Brunswick Health Council's (NBHC) mandate, where it is explained as follows: "to develop and implement mechanisms to engage the citizens of New Brunswick in meaningful dialogue for the purpose of improving health service quality in the Province".

Council members expressed the need to have more citizens and stakeholders aware of the availability of quality information from the NBHC regarding population health and health service quality and during fiscal year 2014-2015, this was addressed with three deliverables.

A dialogue with citizens

The NBHC's first engagement deliverable for the year was **to hold dialogue sessions in all zones across the province**, with the primary goal of informing citizens of what has been learned so far, particularly of what progress has been made in relations to the recommendations made to the minister of Health by the NBHC in 2011. The NBHC had intended to do a provincial tour for the winter of 2015. However, the Minister of Health, who is also responsible for the Strategic Program Review, conducted the provincial tour "Engage NB," which constituted a large-scale engagement initiative. The NBHC has therefore pushed back its initiative to a later date to prevent engagement fatigue in the population.

With that said, the NBHC engaged in different ways all year long by producing:

- Surveys:
 - Schools: kindergarten to Grade 5 over 6,000 participants
 - Primary health over 13,500 participants

- A quarterly newsletter detailing the NBHC's activities and offering various information, like "Did you know?" messages to raise public awareness on basic facts.
- Fact sheets:
 - Four key topics about children and youth health
- The community profiles popularity required sending over 2,100 copies to various community organizations, associations, municipalities, etc. These profiles have generated a great number of activities in the communities to promote the information creating a profile of 33 New Brunswick communities.

Improving communications

The NBHC was also tasked with **improving its communications to targeted audiences** in order to increase the number of individuals who are aware of the available information and to facilitate their understanding of the information. The approval of a communication plan by the Council in March 2014 has enabled the NBHC staff to communicate more effectively and to identify target audiences, leading to various improvements through the year. The NBHC's work in the field includes a great number of presentations about various topics that reached a large number of citizens.

Minor technical problems were fixed on the NBHC website and new features were added, like fact sheets on children and youth health, graphs on expenses and resources, and a publication calendar for upcoming reports.

Perspectives, the NBHC's quarterly newsletter, saw a redesign to broaden its appeal to readers.

Two video clips were produced on the topics of the community profiles and the concept of avoidable

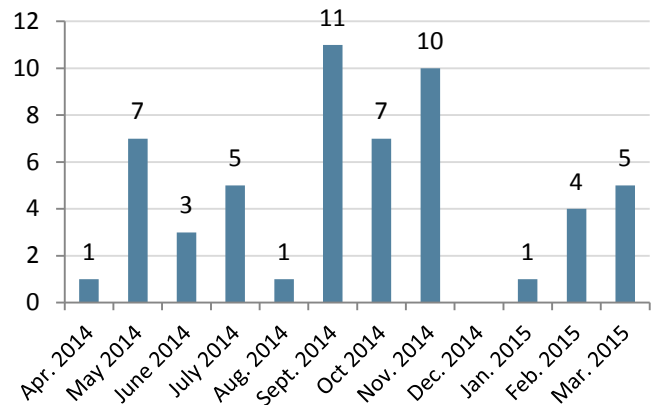
death, with the goal of simplifying our information to make it more accessible to the general public.

Members of the Legislative Assembly were sent an invitation to consult our website to see, among other things, the community profiles for their areas.

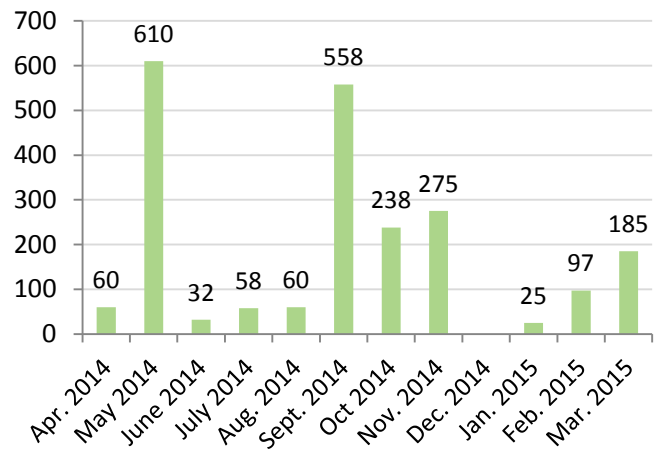
In addition, some tools were developed to better measure the return on our communication activities: a capture grid was developed to chronicle the NBHC's activities, and another to record interviews given by the Chief Executive Officer. To generate a greater accountability and to support continuous improvement efforts, work to measure the reach of our communications will continue throughout the coming year.

Lastly, the NBHC was to **develop guidelines to assist in ensuring that key success factors are part of any future collaboration with a third party on a public consultations that may be required by the Minister of Health.** A document titled *Rules of Engagement for Public Participation Initiatives mandated by the Minister of Health* was approved by NBHC members in December 2014 and will henceforth guide the interactions with other entities when reviewing requests to put forward engagement initiatives.

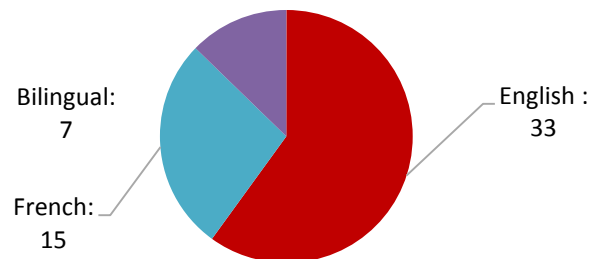
Number of presentations delivered by the NBHC in 2014-2015 by month



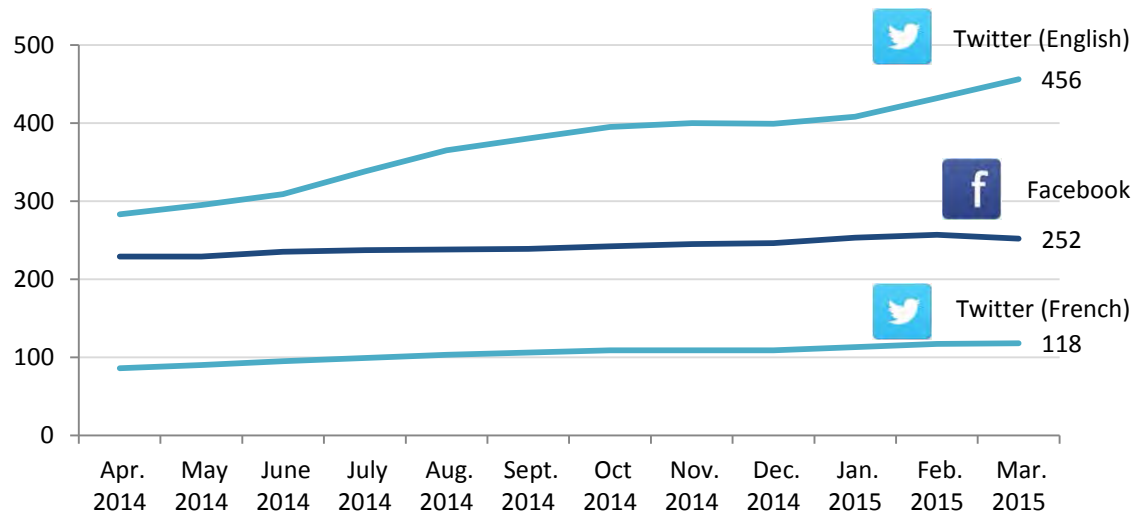
Number of attendees at NBHC presentations in 2014-2015 by month



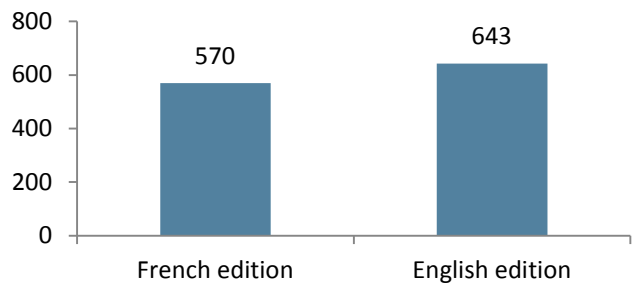
Number of presentations delivered by the NBHC in 2014-2015 by language



Number of Twitter followers
and Facebook "Likes" in 2014-2015



Total number of Perspectives newsletters
emailed in 2014-2015 (three issues)



Mandate

New Brunswickers have the right to be aware of the decisions being made, to be part of the decision-making process and to be aware of the outcomes delivered by the health system and its cost. The NBHC will foster this transparency, engagement and accountability by:

- Engaging citizens in a meaningful dialogue
- Measuring, monitoring and evaluating population health and health service quality
- Informing citizens on health system's performance
- Recommending improvements to health system partners

Council members

The members are listed below and **Appendix A** outlines their responsibilities on the Executive Committee and in the four Working Groups.

Mr. Jean-Claude Pelletier Chair of the Council	Saint Léonard
Ms. Barbara Losier Vice-Chair	Landry Office
Mr. Laurie Boucher Secretary / Treasurer	Bouctouche
Mr. Jeffrey J. Beairsto	Fredericton
Mr. Randy Dickinson	Fredericton
Mr. Harry Doyle	Lower Coverdale
Ms. Sharon E. Eagan	Perth-Andover
Mr. Floyd R. Haley	St. Stephen
Ms. Cindy Howe	Burton
Mr. Shawn Jennings	Rothsay
Mr. Georges R. Savoie	Neguac
Ms. Julie Robichaud	Dieppe
Mr. Wayne Spires	Moore's Mills
Mr. Roy Therrien	Saint-Basile
Mr. Frank B. Trevors	Miramichi
Mr. Christopher Waldschutz	Saint John

Staff

Mr. Stéphane **Robichaud**

Chief Executive Officer

Mr. Benoit M. **Doucet**

Executive Director, Planning & Operations

Ms. Michelina **Mancuso**

Executive Director, Performance Management

Ms. Manon **Arsenault**

Executive Director, Citizen Engagement

Ms. Christine **Paré**

Director of Communications

Mr. Michel **Arsenault**

Research Analyst, Performance Management

Ms. Rim **Fayad**

Research and Information Analyst

Ms. Karine **LeBlanc Gagnon**

Information Analyst, Health Status

Mr. Simon **Potvin**

Research Communication Specialist

Mr. Steve **Langen**

Information Analyst (one year assignment)

Ms. Julie **Reyjal**

Information Analyst (one year assignment)

Ms. Mariane **Cullen**

Executive Administrative Assistant

Ms. Monique **Landry Hadley**

Administrative Assistant

APPENDIX A: Executive Committee and Working Groups Structure

Executive Committee

- **Mr. Jean-Claude Pelletier, Chair**
- **Ms. Barbara Losier, Vice-Chair**
- Mr. Laurie **Boucher**, Secretary / Treasurer
- Mr. Jeffrey J. **Beairsto**, member
- Mr. Randy **Dickinson**, member

Working Groups

Engagement Working Group

- **Ms. Barbara Losier, Chair**
- Mr. Georges R. **Savoie**, member
- Mr. Roy **Therrien**, member
- Mr. Jean-Claude **Pelletier**, member

Care Experience Working Group

- **Mr. Frank B. Trevors, Chair**
- Ms. Sharon E. **Eagan**, member
- Mr. Floyd R. **Haley**, member
- Ms. Julie **Robichaud**, member

Sustainability Working Group

- **Mr. Jeffrey J. Beairsto, Chair**
- Mr. Harry **Doyle**, member
- Mr. Laurie **Boucher**, member
- Mr. Christopher **Waldschutz**, member

Population Health Working Group

- **Mr. Randy Dickinson, Chair**
- Mr. Shawn **Jennings**, member
- Ms. Cindy **Howe**, member
- Mr. Wayne **Spires**, member

APPENDIX B: 2014-2015 Business Plan



**New Brunswick
Health Council**

Engage. Evaluate. Inform. Recommend.

2014-2015 Business Plan

March 24, 2014

I. Mandate of the NBHC

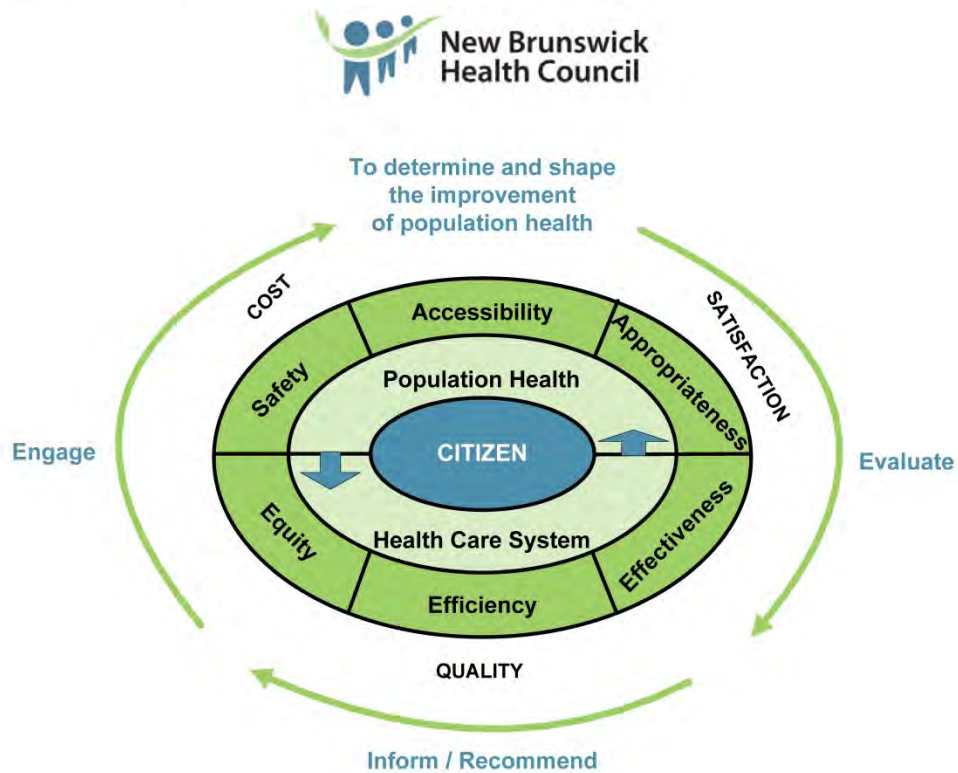
New Brunswickers have a right to be aware of the decisions being made, to be part of the decision-making process, and to be aware of the outcomes delivered by the health system and its cost. The New Brunswick Health Council will foster this transparency, engagement, and accountability by:

Engaging citizens in a meaningful dialogue.

Measuring, monitoring, and evaluating population health and health service quality.

Informing citizens on health system's performance.

Recommending improvements to the Minister of Health.



30-12-09

II. 2014-2015 Business Plan

The work of the New Brunswick Health Council continues to be guided by the five strategic axes listed below. Furthermore, our Council was structured in four working groups; Engagement, Population Health, Care Experience and Sustainability.

Following are our five strategic axes with the respective working group appearing in parenthesis:

1. Develop and implement mechanisms to engage the population as well as other interested parties (**Engagement**)
2. To measure, monitor and evaluate the level of population health (**Population Health**)
3. To measure, monitor and evaluate health service quality (**Care Experience**)
4. To measure, monitor and evaluate the level of population satisfaction with health services and health service quality (**Care Experience**)
5. To measure, monitor and evaluate the sustainability of health services in New Brunswick (**Sustainability**)

While respecting our mandate and role in the health care system, the nature of our work continues to evolve. We have built a constructive network of collaborators to feed the evolution and updating of our reporting tools.

NBHC's reports on population health and health service quality continue to provide new information to those who have an influence on the quality of health services. The level of interest towards this information is very encouraging. Meanwhile, the demand for either support in communicating the information or for further sub-analysis does create a challenging volume of work for the NBHC team. We will need to prioritize and make choices. This challenge is a positive sign regarding the perceived value of NBHC information.

By leveraging our understanding of our mandate and our role, we have what we need to face these choices. Whether in working group discussions or at Council meetings, we will have discussions to guide us through these choices.

III. Objectives for 2014-2015

Here are observations and proposed key deliverables for each area of our work for 2014-2015:

Population Health

In order to inform New Brunswickers on the state of population health, the NBHC has developed a number of tools that either compares the province to the rest of Canada or provides an appreciation of variations within the province. In addition to leveraging indicators from provincial and national sources, the NBHC manages a number of surveys that also serve as sources of information. In addition to our care experience surveys, the NBHC also oversees two school surveys, kindergarten to grade 5 and grades 6 to 12, in collaboration with the Department of Healthy and Inclusive Communities and the Department of Education and Early Childhood Development.

This base of indicators has enabled the development of 33 community profiles that cover the whole province. Stakeholders are demonstrating a great interest in community level information. The NBHC will invest efforts in raising awareness of these profiles and helping stakeholders in how to use this information. One of these opportunities will be a workshop lead by the NBHC in July of 2014.

The 2011 Recommendations to the Minister of Health provided areas of focus for health promotion and disease prevention based on their prevalence in the population and impact on health service utilization. The target areas are achieving healthy weights, lowering high blood pressure rates, improving mental health and preventing injuries. These four areas will serve to focus our attention as we continue to enhance our understanding of the state of population health in New Brunswick.

During the following year:

- We will be releasing our updated Population Health Snapshot in the winter of 2015;
- We will also have updated information regarding our Youth Population Health indicators in the fall of 2014.
- Throughout the year, we will be raising awareness regarding the availability of the 33 community profiles and we will identify opportunities to help stakeholders in how to leverage this information.

- We will be providing fact sheets to the Department of Healthy and Inclusive Communities regarding the 2013-2014 school survey of grades 6 to 12 by the fall of 2014.
- We will be surveying kindergarten to grade 5 and we will have school level reports, for each school, by the fall of 2014.

Care Experience

The NBHC is required to report on the quality of our health services and on population satisfaction with health services and health service quality. Our Health System Report Card has helped highlight the need to focus on primary care and has also served as a reference tool for identifying performance indicators regarding our health services. In fact, the perceived value of the tool within the system helped increase the number of commonly agreed upon indicators from 48 for the first report card to 137 indicators in our 2013 report.

In 2013-2014, the NBHC explored the opportunity to have zone-level report cards. The more local are the results, the more relevant the information becomes for those who manage health services. These efforts will continue in the coming year. It is also important to recognize the increasing demand for further analysis of indicators, as health managers are attempting to better appreciate the causes behind the performance of their health services.

In addition to the Health System Report Card, the NBHC is also developing annual care experience surveys in order to cover the full scope of publicly funded health services: Acute Care (2010), Primary Care (2011), Home Care (2012). Now that the first survey cycle is completed, each survey will be repeated every three years.

The evaluation of diabetes clinics that was recently completed provided a strong case for identifying the key factors that influence how to effectively assist citizens in the management of chronic conditions. There will be opportunities to assist health service managers in understanding the results of this study in the year ahead.

In the coming year, we will be doing the following work:

- We will have a public release of our Primary Health Care Survey results in the winter of 2015;
- We will publicly release an update to our Health System Report Card in the spring of 2015;

- We will be working on the preparation for the second edition of our Home Care Experience Survey starting in the fall of 2014;
- Throughout 2014-2015, we will assist in the communication of the assessment of diabetes clinics in the province of New Brunswick.

Sustainability

The health care system sustainability challenge is receiving more attention today than it did five years ago. The NBHC has made an effort to incorporate resource-level or costing information, whenever possible, in its reports. By raising awareness regarding the level of resources in New Brunswick compared to other jurisdictions, more citizens recognize that the health care system should be delivering far better quality results with current resource levels.

Meanwhile, much more work is required in appropriately reflecting the level, distribution and utilisation of resources within the health care system. In particular, human resources represent the largest proportion of spending. Our most recent Health System Report Card emphasized; "above average resources per population, average performance and below average health status". Clearly, the current approach is not sustainable.

The transition towards a sustainable health care system requires far more than a control of expenditures. The approach must start with a strong understanding of population health needs. There must also be a recognition and understanding of the needed improvements in health service quality that is provided. The move towards a sustainable health care system requires an approach that combines population health trends and required health service quality improvements, while using existing resources more effectively and efficiently.

The document containing our 2011 Recommendations to the Minister of Health was titled "Moving towards a planned and citizen-centered publicly funded health care system". The text leading to the first recommendation outlines how the publicly financed health care system has evolved and underlines the need to shift to a planned approach rather than evolving by default. Recommendation #1 reads as follows:

"The Government of New Brunswick, through the Department of Health, take steps to develop, within the next twelve month period, a multi-year comprehensive and integrated health services plan for the province.

The plan should outline the following: measurable desired health outcomes; measurable service targets (range and volume of services); standards for the level and quality of services; financial and human resources (inputs)

required to achieve service targets and the geographical and linguistic allocation of services and resources."

Although no multi-year plan with the above-mentioned elements has been released since, these elements were part of the Office of Health System Renewal (OHSR) mandate and action plan. The action plan covered the period from July 2012 to June 2014. In the coming year, there will be an opportunity to assess what has been accomplished and potential lessons learned.

The NBHC will continue to contribute to efforts aimed at improving the performance of the health care system in the year ahead, whether within the context of the OHSR mandate or with the on-going interactions with health system organizations. In line with our reporting on health service quality, we will be pursuing our efforts at improving our understanding of the distribution and usage of human resources throughout the health care system. Therefore, here are the proposed deliverables for the coming year:

- We will continue to collaborate with all health system organizations and the Office of Health System Renewal during the coming year. Our primary goal is to enhance the collective understanding of population health and health service quality in order to maximise the use of existing resources;
- We will have a particular focus on enhancing our understanding of human resources levels, as well as their distribution and usage within the health care system;
- We will provide a public status report regarding the response to our first recommendations to the Minister of Health.
- A number of health related groups have been expressing their views on the sustainability of the health care system. We will be consulting with a number of these groups in order to explore potential opportunities regarding the role of the NBHC pertaining to the sustainability challenge.

Citizen Engagement

Section 3(b) of the New Brunswick Health Council Act serves as the basis for the "engagement" part of the NBHC mandate. It reads as follows: "to develop and implement mechanisms to engage the citizens of New Brunswick in meaningful dialogue for the purpose of improving health service quality in the Province".

To guide our discussions and help plan our activities, the NBHC adopted the "Public Involvement Continuum" that is included with this document (Appendix 1). It outlines five levels of public participation and influence which can be leveraged to clarify the objective behind any planned public participation activity.

Considering the amount and quality of information within the NBHC regarding population health and health service quality, Council members have been expressing the need to have more citizens and stakeholders aware of the availability of this information. If this is the priority, then activities linked to the first, second and third levels of public participation, as illustrated in appendix 1, need to be considered. The community profiles released in 2014 will no doubt prove valuable in potential engagement initiatives (level 4) and partnerships (level 5).

In 2013-2014, efforts were targeted at developing a communication plan to ensure that current communications practices are maximized and strategic new efforts are identified. In addition, strategic dialogue sessions across New Brunswick will provide an opportunity for reporting publicly on the progress of our work, particularly on the progress pertaining to the areas citizens have helped us identify through our past various public participation initiatives.

In addition, the NBHC is recognized for delivering quality consultation sessions with citizens. This has lead to being mandated twice by the Minister of Health as collaborators in initiatives that are the responsibility of other government departments. Both initiatives were compatible with the mandate of the NBHC. Although we welcome the opportunity to be part of such initiatives, the Council has recognized the value of developing "rules of engagement" that can be used in initial discussions with potential future collaborators. The goal is to ensure that key ingredients that contribute to successful initiatives are discussed and approved at the initial stage of future initiatives.

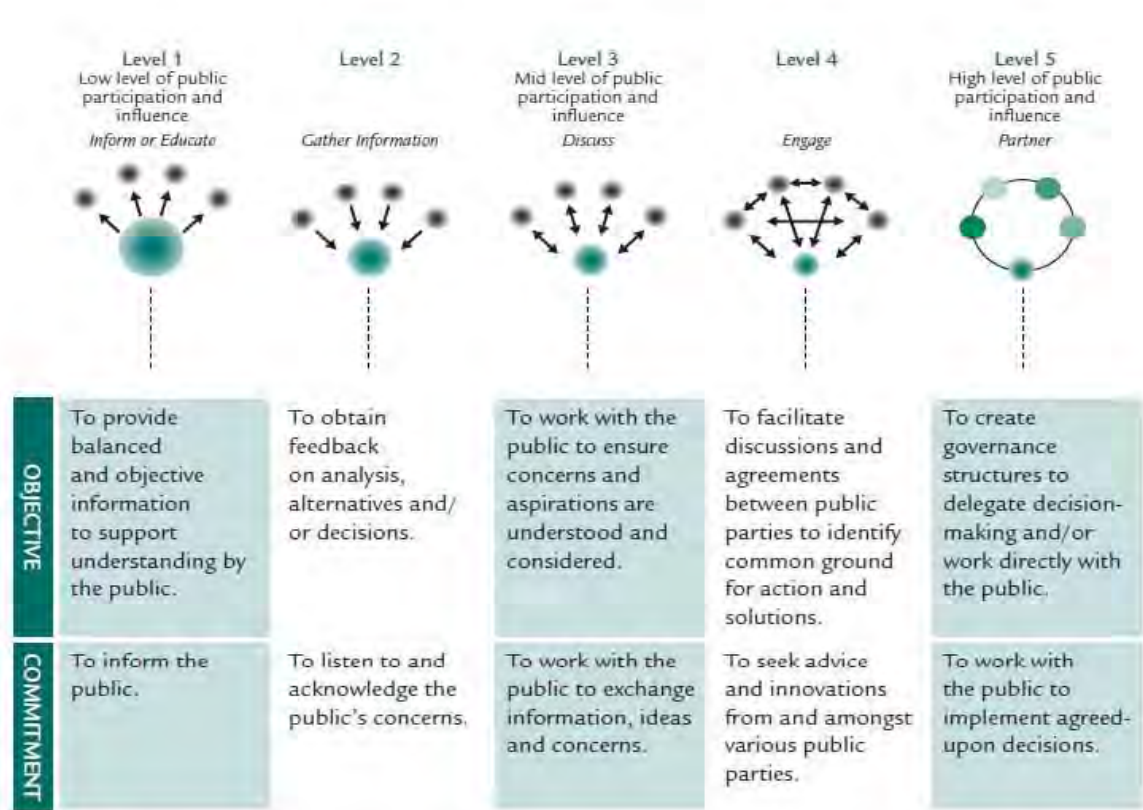
Keeping that in mind, we will:

- Hold dialogue sessions in all zones across the province, with the primary goal of informing citizens of what we have learned through our work, particularly of what progress has been made in relations to our initial recommendations.
- Improve our communications to targeted audiences in order to increase the number of individuals who are aware of our information and facilitate their understanding of the information. This work will include an accountability framework in order to appreciate the evolution of our performance from a communication stand-point.

- Given the potential that the Minister of Health may require the NBHC to collaborate with a third party on a public consultations, we will be developing guidelines to assist in ensuring that key success factors are part of any future collaboration.

In conclusion, the members of the New Brunswick Health Council and its employees are proud of the work accomplished during the 2013-2014 fiscal year. We will continue our efforts to diversify, to analyse and to promote our information regarding population health and health service quality. The work of the NBHC provides a privileged perspective pertaining to the state of our provincial health system and its evolution. Council members are committed to providing quality reports pertaining to the work areas of the NBHC and to leveraging this information to inform and engage citizens in any future recommendations that are made to the Minister of Health.

Appendix 1
Public Involvement Continuum



Source: Adapted from Health Canada. Policy Toolkit for Public Involvement in Decision Making (2000) and the Public Participation: Principles and Best Practices from British Columbia (2008).

APPENDIX C: 2014-2015 Annual Financial Report

NEW BRUNSWICK HEALTH COUNCIL

Financial Statements

March 31, 2015



Paul L. Bourque & CIE / CO.

Comptables Agréés / Chartered Accountants

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INDEPENDENT AUDITORS' REPORT

To the Directors of the New-Brunswick Health Council

We have audited the accompanying financial statement of the New Brunswick Health Council, which comprise the balance sheet as at March 31 2015, and the statement of operations for the year then ended and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the New Brunswick Health Council as at March 31 2015, and the results of its operations for the year then ended in accordance with the Canadian Public Sector Accounting Standards.

Other matters

The comparative figures have been audited by another auditor. Also, budget figures are provided for comparative purposes and have not been subject to audit or review procedures. Accordingly, we do not express any opinion regarding budget figures.

Paul L. Bourque & co.

Chartered Professional Accountants

June 18, 2015

Dieppe, NB

NEW BRUNSWICK HEALTH COUNCIL
Statement of Operations

Year ended March 31,	Budget (Unaudited) 2015	Actual 2015	Actual 2014
Revenues			
Grant - New Brunswick Department of Health	\$ 1,865,573	\$ 1,741,435	\$ 1,379,110
Other Revenues (Appendix A)	-	140,433	282,081
	<u>1,865,573</u>	<u>1,881,868</u>	<u>1,661,191</u>
Expenses			
Salaries and fringe benefits	988,128	1,035,084	906,472
Board of directors expenses	167,749	164,471	173,501
Administrative expenses	38,750	23,726	29,829
Operating expenses	670,946	633,901	551,259
Equipment and furniture purchases	-	24,686	130
	<u>1,865,573</u>	<u>1,881,868</u>	<u>1,661,191</u>
Excess of revenues over expenses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

NEW BRUNSWICK HEALTH COUNCIL

Balance Sheet
As at March 31,

2015

2014

Assets

Current

Cash

\$ 400 \$ 400

Accounts receivable (note 3)

83,490 395,658

\$ 83,890 \$ 396,058

Liabilities

Current

Accounts payable and accrued liabilities

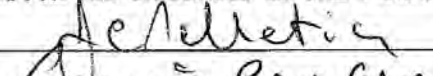
\$ 83,890 \$ 316,207

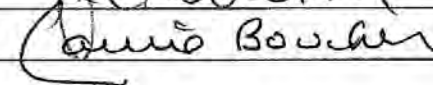
Deferred revenue

79,851

\$ 83,890 \$ 396,058

APPROVED ON BEHALF OF THE BOARD

 , Director

 , Director

NEW BRUNSWICK HEALTH COUNCIL

Notes to the financial statements

March 31, 2015

1. Incorporation and Nature of activities

The New Brunswick Health Council (the Council) was established September 1, 2008 under the *New Brunswick Health Council Act* and is considered a government organization. Its goals are to promote and improve the performance of the health system in New Brunswick.

2. Significant Accounting Policies

The financial statements are prepared by management in accordance with the Canadian public sector Accounting standards for government organizations of the CPA Canada Handbook and include the following significant accounting policies:

Use of estimates

The presentation of financial statements requires management to make some estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingencies at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Revenue recognition

Revenues are recorded on the accrual basis of accounting as the funded expenditures are incurred. Any amount received in excess of recorded expenditures is accounted for as deferred revenue.

Capital assets

Capital assets purchased with government funding and under a \$100,000 threshold are fully amortized in the year of acquisition in accordance with government guidelines. Capital assets over the \$100,000 threshold are capitalized and amortized based on the estimated useful life.

3. Accounts receivable	2015	2014
Grant receivable - New Brunswick Department of Health	\$ 83,490	\$ 316,207
Other	-	79,451
	\$ 83,490	\$ 395,658

4. Defined benefit pension plan

The Council, through a multi-employer plan sponsored by the Province of New Brunswick, offers a defined benefit pension plan to its employees. The pension expense for the year is \$103,006 (\$72,357 in 2014).

The New Brunswick Investment Management Corporation is the investment manager for the pension assets of members of the Public Service.

NEW BRUNSWICK HEALTH COUNCIL

Notes to the financial statements

March 31, 2015

5. Cash flows

No statement of cash flows was prepared since the information on cash flows is available from other financial statements and related notes.

6. Contingency

The Council does not have any insurance coverage. Her Majesty the Queen in right of the Province has assumed responsibility for interests and risks of the Council in lieu of such insurance as permitted in the *New Brunswick Health Council Act*.

7. Economic Dependence

The Council is financed almost solely by the New Brunswick Department of Health.

8. Comparative figures

Certain comparative figures for the previous year have been reclassified to conform with the presentation adopted in the financial statements of 2015.

NEW BRUNSWICK HEALTH COUNCIL			
Additional Information			
Year ended March 31,		2015	2014
Appendix A - Other Revenues			
Canadian Cancer Society	\$	-	\$ 3,424
New Brunswick's Department of Health		-	79,451
Department of Healthy and Inclusive Communities		140,433	199,206
	\$	140,433	\$ 282,081

APPENDIX D: Annual Report Pursuant to the *Public Interest Disclosure Act*

It is my pleasure to present the Annual Report pursuant to the Public Interest Disclosure Act with regards to the activities of the New Brunswick Health Council during its seventh fiscal year, 2014-2015.

Section 3 of the Act applies to the following wrongdoings in or relating to the public service:

- (a) an act or omission constituting an offence under an Act of the Legislature or the Parliament of Canada, or a regulation made under an Act
- (b) an act or omission that creates a substantial and specific danger to the life, health or safety of persons, or to the environment, other than a danger that is inherent in the performance of the duties or functions of an employee
- (c) gross mismanagement, including of public funds or a public asset
- (d) knowingly directing or counselling a person to commit a wrongdoing described in paragraphs (a) to (c)

In accordance with Section 18, Report about Disclosures, Public Interest Disclosure Act, I confirm that the New Brunswick Health Council did not receive any disclosures regarding any wrongdoings. Hence no investigations were required.

Respectfully submitted,



Stéphane Robichaud
Chief Executive Officer

2014-2015

Rapport annuel

Conseil de la santé du Nouveau-Brunswick
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Ce document a pour titre :

Conseil de la santé du Nouveau-Brunswick, Rapport annuel 2014-2015

This document is available in English under the title:

New Brunswick Health Council, 2014-2015 Annual Report

Le 29 juillet 2015

L'Honorable Victor Boudreau
Ministre de la Santé
Province du Nouveau-Brunswick

Monsieur le ministre,

J'ai le privilège de vous présenter le rapport annuel du Conseil de la santé du Nouveau-Brunswick pour notre septième année financière ayant commencé le 1^{er} avril 2014 et s'étant terminée le 31 mars 2015.

Le tout respectueusement soumis,



Jean-Claude Pelletier
Président

Le 29 juillet 2015

Monsieur Jean-Claude Pelletier
Président
Conseil de la santé du Nouveau-Brunswick
Moncton, Nouveau-Brunswick

Monsieur,

J'ai l'honneur de vous présenter le rapport annuel décrivant les activités du Conseil de la santé du Nouveau-Brunswick au cours de sa septième année financière, soit 2014-2015.

Le tout respectueusement soumis,



Stéphane Robichaud
Directeur général

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Mot du président et du directeur général

L'année financière 2014-2015 a été productive pour le Conseil de la santé du Nouveau-Brunswick (CSNB). Le travail du Conseil est guidé par un plan d'affaires annuel. Ce rapport vous offre un survol des livrables du plan d'affaires et du travail accompli pendant la dernière année. Le CSNB a un double mandat de faire rapport au public sur le rendement du système de santé et d'engager les citoyens et citoyennes dans l'amélioration des services de santé. Ces deux éléments nécessitent plusieurs collaborations avec divers intervenants et l'année dernière a été, encore une fois, prolifique à ce niveau.

En lien avec notre responsabilité de contribuer à la compréhension collective de la santé de la population du Nouveau-Brunswick, nous avons travaillé à la mise à jour des indicateurs disponibles. Le travail de cette année comprend un rapport sur les causes de décès évitables avant l'âge de 75 ans. L'information étant complexe, nous avons, dans un souci de faciliter la compréhension du public, produit un clip vidéo expliquant le contenu du rapport. Cette information s'est avérée importante pour des discussions sur l'amélioration de la promotion de la santé et de la prévention des blessures et des maladies.

L'information produite sur la qualité des services de santé intègre progressivement les discussions sur la gestion du système provincial de santé. Le sondage sur la santé primaire, avec ses 13 500 répondants, procure une autre source précieuse d'information. La fiche de rendement sur le système de santé a souligné, une fois de plus, que les services de santé primaires représentent le maillon faible du système de santé. Alors que la capacité d'accéder à de l'information au niveau communautaire s'améliore chaque année, il est important d'accroître les efforts pour


améliorer la planification et la gestion des services de santé primaires.

Le travail initial du CSNB a permis d'identifier comment le Nouveau-Brunswick se compare aux autres provinces et territoires et a permis de cerner les points où la province performe moins bien que la moyenne nationale. Des lacunes de rendement sont identifiées en dépit du fait que les niveaux de dépenses sont au-dessus de la moyenne canadienne. Au cours des dernières années, la capacité de comprendre les variations régionales dans la qualité des services de santé au Nouveau-Brunswick s'est beaucoup améliorée. Plusieurs ont été surpris par l'ampleur de ces variations. Souvent, elles permettent d'identifier des exemples d'excellent rendement dans certaines régions de la province. Toutefois, étant donné que ces exemples ne sont généralement pas connus, l'occasion d'apprendre de ceux-ci n'a pas été saisie.

La fonction du CSNB de faire rapport publiquement est une occasion importante pour améliorer la compréhension collective de ce qui est appelé le système provincial de santé. Le CSNB offre régulièrement des séances d'informations publiques où la population est informée sur le rendement du système provincial de santé. Ces séances sont grandement appréciées par le public et représentent une source importante de rétroaction pour le CSNB. Toutefois, elles seules ne suffisent pas à créer une population plus informée. Les membres du CSNB et ses employés sont conscients de ce défi et ont travaillé à améliorer la planification et l'exécution des communications du CSNB.

En conclusion, nous désirons remercier sincèrement tous ceux et celles qui ont contribué au travail du CSNB au cours de la dernière année. Nous entamons la nouvelle année avec enthousiasme.

Président



Jean-Claude Pelletier

Directeur général



Stéphane Robichaud

Sommaire exécutif

Au cours de l'année financière 2014-2015, le Conseil de la santé du Nouveau-Brunswick (CSNB) a poursuivi ses activités de rapport sur la santé de la population, sur la qualité des services, sur la satisfaction avec les services de santé et sur la viabilité du système provincial de santé. Une attention particulière a été portée à l'engagement, aux communications et à la sensibilisation du grand public quant aux messages du CSNB.

Santé de la population

Au cours de l'année, le CSNB a publié divers outils et mises à jour au sujet de la santé de la population. Un nouveau portrait de la santé de la population a été rendu public avec les dernières données pour la province et chacune des sept zones de santé. Cette année, la section « Dans la mire » du rapport met en valeur une analyse détaillée de la mortalité évitable au Nouveau-Brunswick. Mesurer les taux de décès prématurés (décès avant 75 ans) et les causes de décès prématurés peut aider à mieux comprendre la santé de la population et les défis pouvant écourter la vie d'une personne.

Le travail concernant les jeunes du Nouveau-Brunswick s'est poursuivi. Pour souligner la Journée internationale des droits de l'enfant, le CSNB a publié quatre fiches de renseignements qui mettent en évidence les domaines clés liés à la santé des enfants et des jeunes de la province : atteindre le poids santé, améliorer la santé psychologique, prévenir les blessures et vivre sans tabac.

Le CSNB a aussi fourni des fiches de renseignements au ministère des Communautés saines et inclusives concernant le sondage en milieu scolaire des élèves de la 6^e à la 12^e année 2013-2014, accentuant le leadership que le CSNB a acquis au cours des deux dernières années dans le cadre de son travail sur le

sondage sur le mieux-être des élèves du Nouveau-Brunswick, avec la collaboration du ministère des Communautés saines et inclusives et du ministère de l'Éducation et du Développement de la petite enfance.

Finalement, le CSNB a cherché des façons de sensibiliser la population à la disponibilité des 33 profils communautaires; cela s'est traduit par un grand nombre de présentations et par la production d'un clip vidéo expliquant l'information fournie dans les profils.

Expérience vécue

Le CSNB continue son travail afin de mesurer, de surveiller et d'évaluer le niveau de satisfaction de la population à l'égard de la qualité des services de santé. Les résultats du plus récent sondage sur la santé primaire ont été publiés; plus de 13 500 citoyens ont répondu à un sondage téléphonique entre mai et septembre 2014. Le but de ce sondage était de comprendre et de faire rapport sur les expériences des Néo-Brunswickois en matière de services de santé primaires, plus spécifiquement au plan communautaire. Il permet également aux citoyens d'observer si des améliorations ont été apportées aux services de santé primaires au cours des trois dernières années. Il s'agit de la première fois que le CSNB peut comparer avec les données du sondage sur la santé primaire de 2011, ce qui a permis d'obtenir une analyse plus approfondie. Le travail préparatoire concernant le prochain sondage a été effectué; il portera sur la qualité des soins à domicile offerts aux Néo-Brunswickois et commencera au printemps 2015.

Une mise à jour de la fiche de rendement du système de santé a été publiée au printemps; elle affiche des notes sous forme de lettres, très similaires aux notes des bulletins scolaires, pour les six dimensions de qualité sur lesquelles le CSNB fait rapport : l'accessibilité, la justesse, l'efficacité, le rendement, la sécurité et l'équité. La fiche de rendement comprend

une analyse détaillée du rendement du système de santé; celle-ci s'est penchée sur les coûts, la qualité et les résultats des services de santé primaires.

Enfin, toute l'année, le CSNB a continué à communiquer les résultats de l'évaluation des cliniques du diabète de la province du Nouveau-Brunswick. Cette évaluation a été complétée l'année dernière; elle portait sur les pratiques visant à améliorer la qualité des services de santé et les résultats dans les cliniques du diabète du Nouveau-Brunswick. Cela aidera à orienter les efforts du ministère de la Santé et des régions régionales de la santé destinés à améliorer la qualité des services de santé liés au diabète dans le contexte de la Stratégie globale sur le diabète.

Les actions du CSNB demeurent guidées par ses axes stratégiques :

- élaborer et mettre en œuvre des mécanismes pour engager la population ainsi que d'autres parties intéressées
- mesurer, surveiller et évaluer l'état de santé de la population
- mesurer, surveiller et évaluer la qualité des services de santé
- mesurer, surveiller et évaluer le degré de satisfaction de la population quant aux services de santé et à la qualité de ces services
- mesurer, surveiller et évaluer la viabilité des services de santé au Nouveau-Brunswick

Viabilité

Le CSNB a poursuivi sa collaboration avec tous les organismes du système de santé et le Secrétariat du renouveau du système de santé. Même après la conclusion du mandat du Secrétariat du renouveau du

système de santé, le CSNB a continué de travailler activement avec toutes les parties intéressées, notamment les deux régions régionales de la santé, le Réseau de santé Vitalité et le Réseau de santé Horizon, dans le but de partager ses informations et de procéder à une évaluation générale du système de santé de la province. De nouvelles informations ont été publiées en ligne, sous forme de graphiques, quant à la distribution et à l'utilisation des ressources humaines au sein du système de santé.

Le CSNB a aussi fait rapport publiquement sur la réponse à nos premières recommandations au ministre de la Santé. Cela s'est déroulé pendant l'année, puisque nos présentations nous ont donné l'occasion d'informer le public au sujet de chaque recommandation. De plus, plusieurs groupes liés à la santé ont été consultés dans le but d'explorer les occasions en ce qui a trait au rôle du CSNB face au défi de la viabilité.

Engagement du citoyen

Cette année, le CSNB devait tenir des séances de dialogue dans toutes les zones de la province. Toutefois, le ministre de la Santé, qui est aussi responsable de la révision stratégique des programmes, a effectué une tournée provinciale qui a constitué une initiative d'engagement de grande envergure, et, ainsi, le CSNB a repoussé sa propre initiative à une date ultérieure pour éviter que la population ne soit trop sollicitée et se lasse des exercices d'engagement. Cela a été l'occasion parfaite pour le CSNB de développer des lignes directrices faisant en sorte que certains facteurs clés de succès feront partie de toute collaboration future avec une tierce partie.

Les efforts se sont accrus pour augmenter le nombre de personnes qui connaissent l'information disponible et pour faciliter la compréhension de celle-ci. Ainsi, un plan de communications a été mis en place pour communiquer de façon plus efficace et pour identifier

les auditoires cibles, ce qui a mené à diverses améliorations au cours de l'année. Le site Web a été mis à jour avec de nouvelles fonctions, Perspectives (le bulletin trimestriel) a été repensé, et deux clips vidéos ont été produits dans le but de simplifier notre information pour le grand public.

Santé de la population

Les objectifs du Conseil de la santé du Nouveau-Brunswick (CSNB) en matière de santé de la population visent à mesurer, surveiller et évaluer le niveau de santé de la population de la province. Pour ce faire, le CSNB a mis au point des outils qui soit comparent la province au reste du Canada, soit permettent une évaluation des variations dans la province. De plus, le CSNB gère un certain nombre de sondages qui servent de sources d'information et supervise deux sondages en milieu scolaire.

Au cours de l'année financière 2014-2015, le CSNB a réussi à exécuter les cinq livrables liés à la santé de la population présentés dans son plan d'affaires annuel.

Mettre à jour l'information au sujet de la population et des jeunes

Le premier livrable consistait pour le CSNB à publier une mise à jour du portrait de la santé de la population à l'hiver 2015. Cet outil a été publié en janvier et présentait une mise à jour de l'information pour la province et chacune des sept zones de santé. Il vise notamment à informer les citoyens, les communautés et les organismes sur l'état de santé de la population qui y vit. Le portrait comprend des tableaux récapitulatifs de 43 indicateurs, où chaque indicateur est catégorisé selon soit l'état de santé, soit les déterminants de la santé (eux-mêmes répartis en catégories : soins de santé, comportements liés à la santé, facteurs sociaux et économiques et environnement physique). Pour chaque zone de santé, le portrait fait ressortir les caractéristiques de la zone, ce qui dépeint un profil démographique et dresse la

liste des dix problèmes de santé chroniques les plus répandus et les dix raisons les plus fréquentes d'admission à l'hôpital.

Le rapport met en valeur la section « Dans la mire » qui présente une analyse détaillée des causes de mortalité évitable au Nouveau-Brunswick. Mesurer les taux de décès prématurés et les causes de décès prématurés peut aider à mieux comprendre la santé de la population et les défis pouvant écourter la vie d'une personne. Nous avons produit un clip vidéo afin d'expliquer ce concept et il est disponible sur le site Web du CSNB.

Dans l'ensemble, les tendances provinciales peuvent masquer une grande variation dans les zones de santé, alors que certaines zones affichent des tendances qui sont à l'opposé de celles de la province.

Qu'est-ce qui détermine la santé de la population?

- **Les services de santé** sont responsables de 10 % de la santé générale d'une personne.
- **Les comportements liés à la santé** (régime alimentaire, exercice, tabagisme) sont responsables de 40 %.
- **Les facteurs sociaux et économiques** (éducation et revenu) sont responsables de 40 %.
- Les autres 10 % sont liés à **l'environnement physique** (exposition à la fumée secondaire et le degré d'attachement d'une personne à sa communauté).

L'analyse 2014-2015 du CSNB met en valeur plusieurs éléments clés, notamment :

- L'accent placé sur la prévention a permis certaines améliorations dans le cas de quelques services de santé, comme un meilleur accès à un médecin, à des tests Pap et aux mammographies.

- Certains comportements liés à la santé ou à des facteurs de risque (connus pour être des facteurs qui favorisent les maladies chroniques), comme une alimentation saine, l'obésité et le tabagisme, commencent à pointer dans la bonne direction. D'autres facteurs de risque, comme le manque d'activité physique et la consommation d'alcool, représentent toujours un défi.
- Le sens d'appartenance à la communauté fait preuve d'une tendance encourageante.
- Les facteurs d'environnement physique liés à la qualité de l'air (fumée secondaire à la maison, dans les véhicules et les places publiques, et l'autoévaluation de la qualité de l'air intérieur) font voir une lente évolution vers la bonne direction.

Le prochain livrable en matière de santé de la population consistait en une mise à jour de l'information concernant les indicateurs de santé de la population des enfants et des jeunes à l'automne 2014. En novembre, pour souligner la Journée internationale des droits de l'enfant, le CSNB a publié quatre fiches de renseignements qui mettaient en évidence les domaines clés liés à la santé des enfants et des jeunes de la province : atteindre le poids santé, améliorer la santé psychologique, prévenir les blessures et vivre sans tabac.

Dans ces domaines, les principales conclusions de cette année sont :

- Le Nouveau-Brunswick affiche un des pourcentages les plus élevés d'enfants et de jeunes qui souffrent de surpoids ou d'obésité, et la situation ne s'améliore pas.
- Les garçons au Nouveau-Brunswick souffrent de plus de blessures que les filles. Les blessures peuvent mener à l'invalidité, à l'hospitalisation et à la mort.
- Au Nouveau-Brunswick, la santé psychologique chez les enfants et les jeunes

affiche une tendance négative, mais les facteurs de protection sont sur la bonne voie.

- Le tabagisme est un important facteur de risque pouvant causer des maladies importantes, comme le cancer du poumon, les maladies du cœur et la maladie pulmonaire obstructive chronique (MPOC). La jeunesse du Nouveau-Brunswick affiche le pire classement au pays.

On retrouve des informations additionnelles concernant la santé des enfants et des jeunes dans le *Portrait des droits et du mieux-être des enfants et des jeunes 2014*. Ce document présente les indicateurs provinciaux et les mesures provinciales reflétant les déterminants de la santé et du mieux-être. Les résultats ont été ventilés par enfants et jeunes atteints de handicaps, par statut d'immigrant, par identité autochtone et par sexe.

Faire connaître les profils communautaires

Il est indiqué dans le plan d'affaires du CSNB que tout au long de l'année, le CSNB s'efforcerait de sensibiliser la population à la disponibilité des 33 profils communautaires et chercherait des occasions pour aider les intervenants à s'en servir. Les profils communautaires ont été lancés au printemps 2014 et leur principal but est d'encourager les personnes à utiliser cette information sur leur région dans le but de stimuler leur intérêt à générer des communautés plus en santé. L'information de chacun des profils donne un aperçu complet des gens qui vivent, apprennent, travaillent et participent à la vie communautaire dans la région. Les profils communautaires représentent l'outil le plus demandé par les intervenants œuvrant dans les communautés. Nous avons, tout au long de l'année, imprimé plus de 2 100 copies que nous avons distribuées à différents organismes. Divers intervenants communautaires ont demandé des présentations, comme les maires, les organismes sans

but lucratif, les réseaux de mieux-être, les réseaux d'inclusion sociale, les agences publiques de santé et les régies régionales de la santé de la province. Cela a démontré qu'il existe un besoin pour la création d'outils qui appuient l'apprentissage et la dissémination des profils communautaires. À cet égard, nous avons produit un clip vidéo afin de mieux expliquer l'information que contiennent les profils.

Sonder les élèves

Au printemps 2014, le CSNB a également abordé le livrable visant à fournir des fiches de renseignements au ministère des Communautés saines et inclusives concernant le sondage sur le mieux-être des élèves de la 6^e à la 12^e année 2013-2014. Ceci découle du leadership que le CSNB a acquis au cours des deux dernières années dans le cadre de son travail sur le sondage sur le mieux-être des élèves du Nouveau-Brunswick, avec la collaboration du ministère des Communautés saines et inclusives et du ministère de l'Éducation et du Développement de la petite enfance. Le sondage sur le mieux-être des élèves du Nouveau-Brunswick a débuté en 2006-2007 et visait les élèves de la 6^e à la 12^e année. L'exercice a été répété en 2009-2010 dans le cadre d'un projet visant à

rassembler la division du Mieux-être (Communautés saines et inclusives), le ministère de l'Éducation et du Développement de la petite enfance et le Groupe de recherche en santé et en éducation de l'Université du Nouveau-Brunswick.

Cet important sondage recueille des données sur les attitudes et les comportements des élèves liés à une alimentation saine, la santé psychologique, l'activité physique et le tabagisme. Les données colligées par ce sondage contribueront au travail du CSNB dans ses efforts visant à rassembler des données qui serviront à la prochaine mise à jour du Cadre des droits et du mieux-être des enfants et des jeunes. Les résultats du sondage ont été transmis à chaque école et district participant sous forme de rapports de suivi et au ministère des Communautés saines et inclusives sous forme de fiches de renseignements. Ces rapports font ressortir les domaines où les écoles pourraient mettre en œuvre des actions en partenariat avec les élèves, les parents et les communautés.

Dans la même veine, on a confié au CSNB la tâche de **sonder les élèves de la maternelle à la 5^e année et à fournir à chaque école des rapports par niveau.** Ceci a été complété à l'automne 2014.

Expérience vécue

Les objectifs du Conseil de la santé du Nouveau-Brunswick (CSNB) en matière d'expérience vécue sont de mesurer, de surveiller et d'évaluer le niveau de satisfaction de la population à l'égard des services de santé et de leur qualité. À cet égard, et dans le but de favoriser l'amélioration de la qualité des services de santé de la province, le CSNB a associé cette année quatre livrables à l'expérience vécue, dont des sondages sur la satisfaction des citoyens et la fiche de rendement du système de santé.

Sondage sur la santé primaire

Le premier livrable en 2014-2015 consistait pour le CSNB à publier les résultats du sondage sur les services de santé primaires. Ce livrable a été atteint à l'hiver 2015. Plus de 13 500 citoyens ont répondu à un sondage téléphonique entre mai et septembre, et ce, dans toutes les régions de la province. Le but de ce sondage était de comprendre et de faire rapport sur les expériences des Néo-Brunswickois en matière de services de santé primaires, plus spécifiquement au plan communautaire. Il permet également aux citoyens d'observer si des améliorations ont été apportées aux services de santé primaires au cours des trois dernières années.

Pour la première fois cette année, le CSNB a eu la chance de comparer avec les données du sondage sur la santé primaire de 2011, ce qui a permis d'obtenir une analyse plus approfondie, ou deuxième analyse, et de faire ainsi écho à d'autres volets de son mandat. Nous avons ajouté au sondage des questions liées à des facteurs de risque, comme une alimentation saine, le tabagisme, l'activité physique et l'indice de masse corporelle, ainsi que des questions sur la démence, l'amnésie et les agents stressants de la vie.

Qu'est-ce que la santé primaire?

On administre habituellement les services de santé primaires au premier point de contact avec le système de santé, et fait référence à plusieurs types de services qui peuvent être fournis par plusieurs professionnels de la santé différents comme les médecins de famille, les infirmières, les infirmières praticiennes, les diététistes, les physiothérapeutes et les travailleurs sociaux. Les services de santé primaires incluent généralement les soins de routine, le traitement urgent des problèmes de santé communs ou mineurs, les soins de santé mentale, les soins de maternité et des enfants, les services psychosociaux, la coordination avec les soins à domicile, la promotion de la santé et la prévention des maladies, la consultation en nutrition, et les soins palliatifs. Le sondage s'est intéressé de près à des éléments clés des services de santé primaires, comme l'accessibilité, l'utilisation des services, la satisfaction à l'égard des services, la communication avec le médecin, et notamment les obstacles aux services de santé.

Nous avons également ajouté au rapport des résultats détaillés et ventilés concernant la population du Nouveau-Brunswick, en ce qui a trait à l'invalidité ainsi que des particularités sur le revenu.

Voici les principales observations qui peuvent en être tirées, en procédant à des comparaisons entre les résultats des sondages de 2014 et de 2011 :

- De grandes variations géographiques continuent de se manifester en matière de qualité des services dans toute la province, ce qui peut mener à des iniquités géographiques et avoir des conséquences sur les résultats en santé.
- Du point de vue des citoyens, l'absence d'accès à un fournisseur de soins de santé

primaires mène à une utilisation accrue des services d'urgence et des cliniques « après-heures ». Les cliniques « après-heures » et les services d'urgence des hôpitaux continuent d'être les endroits où les Néo-Brunswickois se rendent le plus souvent lorsqu'ils sont malades ou ont besoin de soins.

- Le nombre de visites aux services d'urgence des hôpitaux demeure stable depuis les trois dernières années et il n'y a eu aucune amélioration en ce qui a trait à l'accès à un médecin de famille. Cependant, la communication avec les médecins de famille et la satisfaction à l'égard de leurs services se sont améliorées.

Fiche de rendement du système de santé

Puis, le CSNB devait publier une mise à jour de sa fiche de rendement du système de santé. Cette mise à jour a été publiée au printemps 2015. La fiche de rendement affiche des notes sous forme de lettres, très similaires aux notes des bulletins scolaires, pour les six dimensions de qualité sur lesquelles le CSNB fait rapport : l'accessibilité, la justesse, l'efficacité, le rendement, la sécurité et l'équité. Une note globale est calculée pour chaque dimension, à partir d'une combinaison d'indicateurs pertinents. Le rendement du système de santé du Nouveau-Brunswick obtient encore une note d'ensemble de C, ce qui continue de classer le Nouveau-Brunswick comme une province dont le rendement est moyen. Cependant, certains domaines affichent constamment un rendement sous la moyenne, soit la couverture des médicaments sur ordonnance, les temps d'attente, les tests de dépistage ou la pertinence des tests ou des procédures, les taux de réadmission à l'hôpital, l'utilisation des salles d'urgence et des lits d'hôpitaux par des cas qui pourrait être soignés dans la communauté, et la communication et les transitions dans le continuum de soins.

Autre fait saillant de la fiche de rendement de cette année, la sécurité a chuté de la note A à la note C. Les domaines suivants sont responsables de cette chute de rendement : les prescriptions inappropriées de médicaments aux aînés, les taux d'hospitalisation dans les cas de fracture de la hanche, les taux de fracture de la hanche à l'hôpital, les taux de mortalité dans les cas de blessures auto-infligées et de suicide, et l'absence d'utilisation de dossiers médicaux électroniques pour inscrire ou retirer des notes cliniques sur les patients.

De plus, la fiche de rendement comprend une analyse détaillée du rendement du système de santé; celle-ci s'est penchée sur les coûts, la qualité et les résultats des services de santé primaires. Nous avons étudié les dépenses des programmes et des services depuis 2010. Elles nous ont révélé que la proportion d'argent allouée aux services de santé primaires n'a pas changé au cours des cinq dernières années. Les dépenses totales du système de santé ont augmenté, mais la manière avec laquelle on continue à allouer des ressources et à offrir des services est demeurée la même. Le rapport conclut que lorsqu'il s'agit de la santé primaire, le manque d'intégration et de coordination des politiques, des plans, des programmes et des initiatives visant à appuyer le changement transformationnel a contribué au statu quo dans la distribution des ressources. Ceci a des répercussions, en retour, sur la qualité des services de santé primaires et les résultats en santé que connaissent les citoyens du Nouveau-Brunswick. L'amélioration du rendement du système de santé va au-delà de la mesure de la qualité de ses services de santé. Il est important d'approfondir le rendement du système de santé en revoyant simultanément les coûts et les ressources, en plus de la qualité des services de santé et des résultats en santé, et ce, de manière planifiée et stratégique.

Sondage sur l'expérience des soins à domicile

Le prochain livrable du CSNB portait sur la préparation de la deuxième édition de son sondage sur l'expérience des soins à domicile, à compter de l'automne. Le travail de préparation a été effectué pour ce deuxième sondage sur la qualité des soins à domicile prodigués aux Néo-Brunswickois et le sondage débutera au printemps 2015. Il se concentrera sur les citoyens qui ont récemment reçu des services de soins à domicile pour lesquels les coûts sont entièrement ou partiellement couverts par des fonds publics. Le sondage se penchera sur l'accès et la navigation, la réponse aux besoins des clients et de leur famille, la communication fournisseur/client, la sécurité, l'équité selon la langue préférée de service et la satisfaction générale à l'égard des services.

Que sont les soins à domicile?

Les soins à domicile comprennent les services de santé qui peuvent être prodigués par une infirmière, un travailleur social, un physiothérapeute, un ergothérapeute, un orthophoniste, un diététiste ou un assistant en réadaptation. Ils sont le plus souvent fournis par le Programme extra-mural.

Les soins à domicile comprennent également des services de soins personnels prodigués par un aide de maintien à domicile qui aide une personne à prendre un bain, à s'habiller, à faire sa toilette, à se nourrir, à se déplacer, en plus de faire le ménage dans la maison, de faire le lavage, de préparer les repas et d'offrir des soins de répit/de suppléance. Ils sont le plus souvent fournis par des agences de soutien à domicile.

Les résultats du sondage seront publiés au début de 2016 et seront disponibles au public, ainsi qu'aux ministères, aux régies régionales de la santé et aux agences de soutien à domicile afin de les aider à améliorer les services de santé. En reprenant ce sondage, nous pourrions en comparer les résultats avec ceux du sondage de 2012, ce qui permettra au CSNB d'observer si des améliorations ont été apportées au cours des trois dernières années en matière de services à domicile dans la province.

Évaluation des cliniques de diabète

Enfin, tout au long de l'année, le CSNB devait participer à la communication de l'évaluation des cliniques du diabète de la province du Nouveau-Brunswick. Nous avons complété cette évaluation l'année dernière. Ses résultats ont été publiés dans un rapport en mars 2014 qui évalue et identifie les pratiques visant à améliorer la qualité des services de santé et les résultats dans les cliniques du diabète du Nouveau-Brunswick. Cela aidera à orienter les efforts du ministère de la Santé et des régies régionales de la santé destinés à améliorer la qualité des services de santé liés au diabète, et ce, dans le contexte de la Stratégie globale sur le diabète. Le rapport expose en détail plusieurs conclusions principales, comme le fait que plus de ressources humaines ne donnent pas nécessairement de meilleurs résultats et que les cliniques qui ont un meilleur rendement et qui sont les plus efficaces sont celles qui ont notamment organisé les soins autour des patients. Cette année, tous les gestionnaires de cliniques ont reçu les données individuelles sur leur clinique, accompagnées de présentations sur les résultats.

Viabilité

Dans le cadre de son mandat, le Conseil de la santé du Nouveau-Brunswick (CSNB) doit mesurer, surveiller et évaluer la viabilité des services de santé du Nouveau-Brunswick. Le défi de la viabilité du système de santé fait l'objet de plus d'attention aujourd'hui que jamais dans le passé, mais il faut du temps avant de créer et de valider une telle information. Le CSNB a fait un effort en incorporant l'information concernant les ressources et les coûts dans ses rapports, quand cela était possible.

Grâce à des efforts de sensibilisation, un plus grand nombre de citoyens reconnaissent que le système de santé devrait livrer des résultats de plus grande qualité, compte tenu des niveaux actuels de ressources. Mais il faut plus de travail avant de refléter de façon adéquate le niveau, la distribution et l'utilisation des ressources au sein du système de santé. Le plan d'affaires 2014-2015 du CSNB a donné un aperçu des quatre livrables en matière de viabilité.

Une collaboration continue

Cette année, le CSNB a poursuivi sa collaboration avec tous les organismes du système de santé et le Secrétariat du renouveau du système de santé, dans le cadre d'un de ses livrables. Le but premier consistait à améliorer la compréhension générale de la santé de la population et de la qualité des services de santé de façon à maximiser l'utilisation des ressources existantes. Le mandat du Secrétariat du renouveau du système de santé s'est terminé en juillet 2014. Cependant, le CSNB a continué de travailler activement avec toutes les parties intéressées, notamment les deux régions régionales de la santé, le Réseau de santé Vitalité et le Réseau de santé Horizon, dans le but de partager ses informations et de

procéder à une évaluation générale du système de santé de la province.

Améliorer la compréhension des ressources humaines

Le CSNB devait également se concentrer sur une meilleure compréhension des niveaux de ressources humaines ainsi que sur leur distribution et leur utilisation au sein du système de santé. À cet égard, nous avons publié de nombreux tableaux en ligne sur les dépenses et les ressources physiques et humaines en santé, notamment des tableaux représentant le nombre de professionnels de la santé et la population qui a accès à un médecin de famille. Nous avons également publié les données sur le budget du ministère de la Santé, qui comprend les budgets alloués par secteur de soins.

Rapporter sur les recommandations

Un autre livrable cette année pour le CSNB en matière de viabilité consistait à **présenter publiquement l'évaluation de la réponse à nos premières recommandations au ministre de la Santé.**

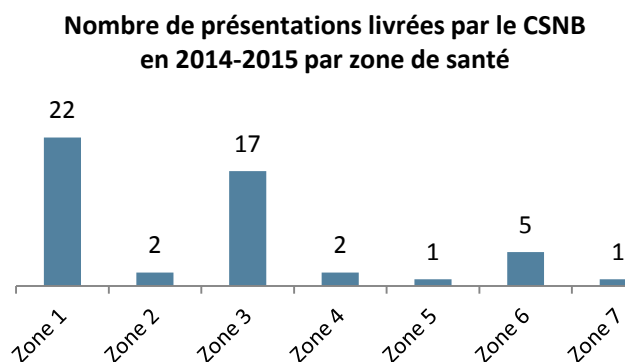
Pendant l'année, dans le cadre de diverses présentations et grâce à diverses publications, le CSNB a parlé des trois recommandations faites au ministre de la Santé en 2011 :

- **Recommandation n°1 : planification intégrée pluriannuelle;** des présentations ont permis d'informer le public sur l'évolution du système de santé provincial - en particulier que ce système a évolué largement par défaut et non pas délibérément. Nous avons fait ressortir les domaines à améliorer en santé de la population, les grandes variations dans la qualité des services

de santé et les dépenses au-dessus de la moyenne nationale.

- **Recommandation n°2 : santé primaire, utilisation maximale des ressources;** grâce à une participation de plus de 13 500 répondants répartis dans 33 communautés, le rapport du sondage sur la santé primaire informe les citoyens des variations qui existent dans la qualité des services de santé. L'accessibilité reste un domaine clé qui doit être amélioré, ainsi que l'absence d'une saine gestion des ressources existantes.
- **Recommandation n°3 : la prévention des maladies et la promotion de la santé;** la publication des rapports sur la santé des enfants et des jeunes et de la population générale a offert une plateforme grâce à laquelle nous avons pu parler des quatre priorités, en plus du besoin de réduire le nombre de fumeurs dans la province. La partie essentielle du message concerne l'absence actuelle de cibles provinciales communes visant ces priorités.

Certains groupes liés à la santé ont exprimé leur opinion sur la viabilité du système de santé. **Le dernier résultat attendu du CSNB en matière de viabilité consistait à consulter certains de ces groupes dans le but d'explorer les occasions en ce qui a trait au rôle du CSNB face au défi de la viabilité.**



Recommandations du Conseil de la santé du Nouveau-Brunswick au ministre de la Santé

Recommandation n°1 : Le gouvernement du Nouveau-Brunswick, par l'entremise du ministère de la Santé, prend des mesures pour développer, au cours de la prochaine année, un plan de services de santé provincial pluriannuel complet et intégré. Le plan devrait définir les éléments suivants : des résultats mesurables en matière de santé; des cibles mesurables en matière de services (étendue et volume des services); des normes de disponibilité et de qualité des services; les ressources humaines et financières nécessaires pour atteindre les cibles de services et l'attribution géographique et linguistique des services et des ressources.

Recommandation n°2 : Le gouvernement du Nouveau-Brunswick, par l'entremise du ministère de la Santé, examine l'organisation et la prestation des services de santé primaires dans la province dans le but d'utiliser les ressources humaines et financières existantes à leur plein potentiel. Cet examen doit viser tout particulièrement l'amélioration de l'accès et de la qualité des soins ainsi que leur intégration aux autres services en santé, entre autres, les services hospitaliers.

Recommandation n°3 : Le gouvernement du Nouveau-Brunswick, par l'entremise du ministère de la Santé, s'assure de développer une stratégie concertée visant à améliorer la promotion de la santé et la prévention des maladies dans la province. Cette stratégie doit s'attarder à l'ensemble des déterminants de la santé et en premier temps, concentrer ses efforts dans quatre domaines clés : le poids santé, l'amélioration de l'hypertension artérielle, l'amélioration de la santé mentale et la prévention des blessures accidentelles. La stratégie doit déterminer l'organisme responsable de la coordination des travaux avec les partenaires pour une mise en œuvre intégrée des interventions correspondantes.

À cette fin, le CSNB a rencontré des membres de groupes professionnels (médecins, pharmaciens et autres) à Fredericton au printemps 2014. Le personnel du CSNB a fait plusieurs présentations pendant l'année et discuté du défi de la viabilité du système de santé. Le CSNB a fait 50 présentations sur la viabilité et d'autres sujets, couvrant 13 communautés et rejoignant plus de 2 100 personnes.

Engagement du citoyen

L'engagement du citoyen est au cœur du mandat du Conseil de la santé du Nouveau-Brunswick (CSNB), où on le définit comme suit : « Élaborer et mettre en place des mécanismes pour engager les citoyens du Nouveau-Brunswick dans un dialogue significatif dans le but d'améliorer la qualité des services de santé de la province ».

Les membres du Conseil ont exprimé le besoin que plus de citoyens et de parties intéressées soient sensibilisés à l'information de qualité offerte par le CSNB, en ce qui a trait à la santé de la population et à la qualité des services de santé, au cours de l'année financière 2014-2015. Trois livrables devaient traiter de cette question.

Un dialogue avec les citoyens

Le premier livrable du CSNB en matière d'engagement du citoyen durant l'année consistait à **tenir des séances de dialogue dans toutes les zones de la province**. Le but premier était d'informer les citoyens de ce qui a été appris jusqu'à maintenant, surtout du progrès qui a été réalisé en ce qui a trait aux recommandations soumises au ministre de la Santé par le CSNB en 2011. Le CSNB avait envisagé d'effectuer une tournée provinciale à l'hiver 2015. Toutefois, le ministre de la Santé, qui est aussi responsable de la révision stratégique des programmes, a effectué la tournée provinciale « Impliquez-vous NB », qui constituait une initiative d'engagement de grande envergure. Le CSNB a reporté donc cette initiative à une date ultérieure afin de prévenir une certaine lassitude de la part de la population à l'égard de l'engagement.

Ceci dit, le CSNB a engagé sous différents aspects tout au long de l'année, en produisant :

- Des sondages :
 - Écoles : maternelle à 5^e année plus de 6 000 participants
 - Santé primaire : plus de 13 500 répondants
- Un bulletin d'information trimestriel qui relate les activités du CSNB et procure des informations diverses comme les constats « Le saviez-vous? » destinés à sensibiliser le public sur des informations de base.
- Des fiches de renseignements :
 - Quatre domaines de santé clés pour les enfants et les jeunes
- Profils communautaires, dont la popularité a fait en sorte que plus de 2 100 copies ont été envoyées à divers organismes communautaires, associations, municipalités, etc. Ces profils ont engendré bon nombre d'activités dans les communautés au regard des informations dressant le profil de 33 communautés du Nouveau-Brunswick.

Améliorer les communications

On a également confié au CSNB la tâche d'**améliorer ses communications en ciblant certains auditoires**, de façon à augmenter le nombre de personnes qui soient sensibilisées à l'information disponible et à ce que leur compréhension en soit facilitée. L'approbation d'un plan de communications par le Conseil en mars 2014 a permis au personnel du CSNB de communiquer de façon plus efficace et d'identifier des auditoires cibles, ce qui a mené à diverses améliorations au cours de l'année. Le travail du CSNB sur le terrain comprend un grand nombre de présentations sur des sujets variés qui rejoignent un grand nombre de citoyens.

Nous avons remédié à des problèmes techniques mineurs du site Web du CSNB et avons ajouté certaines fonctions, comme des fiches de renseignements sur la santé des enfants et des jeunes,

des tableaux sur les dépenses et les ressources ainsi qu'un calendrier de publication des rapports à venir.

Perspectives, le bulletin d'information trimestriel du CSNB, a fait l'objet d'une refonte afin d'accroître son attrait auprès des lecteurs.

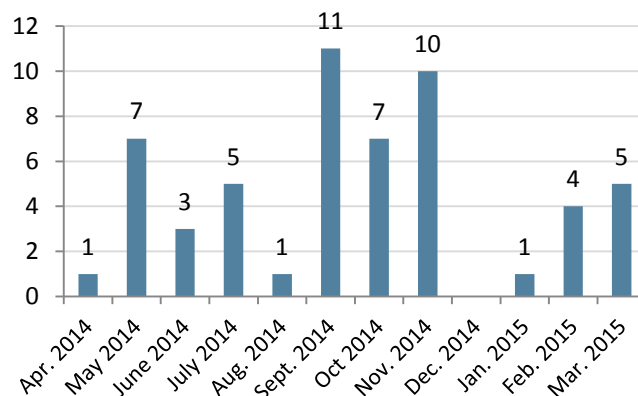
Nous avons produit deux clips vidéos, un sur les profils communautaires et un sur le concept de la mortalité évitable, dans le but de simplifier notre information et de la rendre plus accessible au grand public.

Nous avons envoyé une invitation aux députés provinciaux, les incitant à consulter notre site Web afin d'y prendre connaissance, entre autres choses, des profils communautaires de leur région.

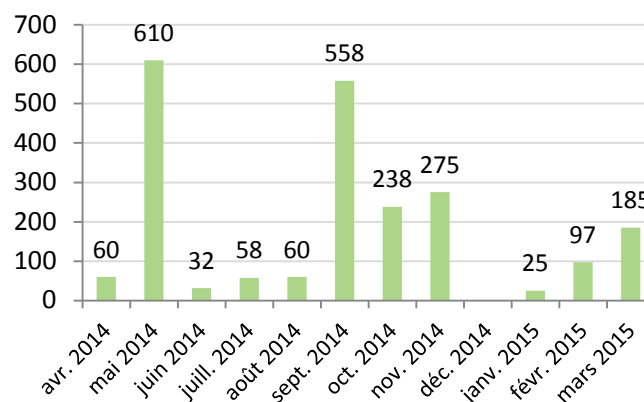
De plus, nous avons proposé de mesurer les résultats de nos activités de communications. Pour ce faire, nous avons mis au point une grille de captation afin de créer une chronique des activités du CSNB et une autre afin de capter les entrevues accordées par le directeur général, entre autres. Dans un effort visant à générer une plus grande imputabilité et à appuyer les efforts soutenus d'amélioration, le travail de mesure de la portée des communications se poursuivra au cours de l'année à venir.

Enfin, le CSNB **devait préparer des lignes directrices visant à faire en sorte que certains facteurs clés de succès fassent partie de toute collaboration future avec une tierce partie lors de consultations publiques qui seraient requises par le ministre de la Santé.** Les membres du Conseil du CSNB ont approuvé en décembre 2014 un document intitulé *Règles d'engagement du CSNB pour les initiatives de participation publique mandatées par le ministre de la Santé*. Il guidera désormais les interactions avec d'autres entités lors de l'examen des demandes d'initiatives d'engagement.

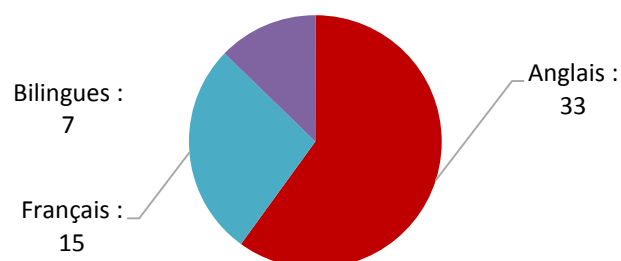
Nombre de présentations livrées par le CSNB en 2014-2015 par mois



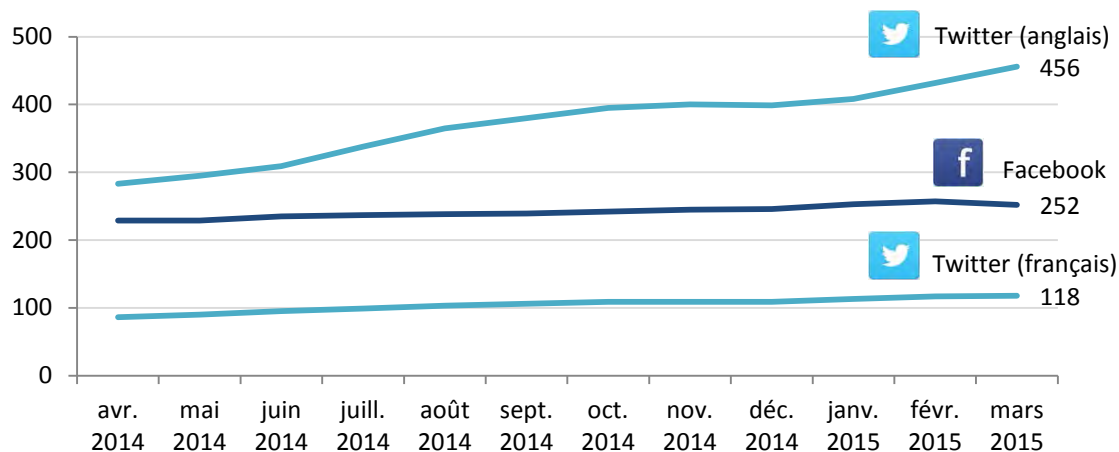
Nombre de participants aux présentations du CSNB en 2014-2015 par mois



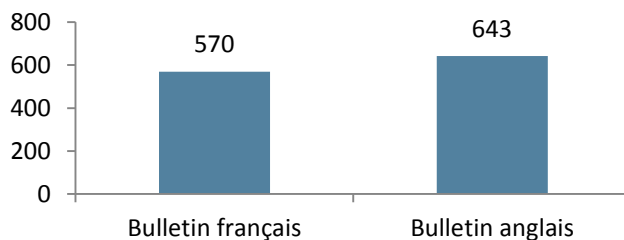
Nombre de présentations livrées par le CSNB en 2014-2015 par langue



Nombre d'abonnés sur Twitter et de mentions « J'aime » sur Facebook en 2014-2015



Nombre total de bulletins Perspectives envoyés par courriel en 2014-2015 (3 éditions)



Mandat

La population du Nouveau-Brunswick a le droit de connaître les décisions prises, de faire partie du processus décisionnel et de connaître les résultats livrés par le système de santé et ses coûts. Le Conseil de la santé du Nouveau-Brunswick encouragera cette transparence, cet engagement et cette responsabilité en :

- engageant la population dans un dialogue significatif
- mesurant, surveillant et évaluant la santé de la population et la qualité des services de santé
- informant la population sur l'état de la performance du système de santé
- recommandant des améliorations aux partenaires du système de santé

Les membres du Conseil

Vous trouverez ci-dessous la liste des membres du Conseil et l'**annexe A** identifie les membres du comité de direction et des quatre groupes de travail.

Monsieur Jean-Claude Pelletier Président	Saint Léonard
Madame Barbara Losier Vice-présidente	Landry Office
Monsieur Laurie Boucher Secrétaire-trésorier	Bouctouche
Monsieur Jeffrey J. Beairsto	Fredericton
Monsieur Randy Dickinson	Fredericton
Monsieur Harry Doyle	Lower Coverdale
Madame Sharon E. Eagan	Perth-Andover
Monsieur Floyd R. Haley	St. Stephen
Madame Cindy Howe	Burton
Monsieur Shawn Jennings	Rothsay
Monsieur Georges R. Savoie	Neguac
Madame Julie Robichaud	Dieppe
Monsieur Wayne Spires	Moore's Mills
Monsieur Roy Therrien	Saint-Basile
Monsieur Frank B. Trevors	Miramichi
Monsieur Christopher Waldschutz	Saint John

Les membres du personnel

Monsieur Stéphane **Robichaud**

Directeur général

Monsieur Benoit M. **Doucet**

Directeur exécutif de la planification et des opérations

Madame Michelina **Mancuso**

Directrice exécutive de l'évaluation du rendement

Madame Manon **Arsenault**

Directrice exécutive de l'engagement du citoyen

Madame Christine **Paré**

Directrice des communications

Monsieur Michel **Arsenault**

Analyste de recherche à l'évaluation du rendement

Madame Rim **Fayad**

Analyste de recherche et de l'information

Madame Karine LeBlanc **Gagnon**

Analyste de l'information en matière de santé

Monsieur Simon **Potvin**

Spécialiste en communication de la recherche

Monsieur Steve **Langen**

Analyste de l'information (poste d'un an)

Madame Julie **Reyjal**

Analyste de l'information (poste d'un an)

Madame Mariane **Cullen**

Adjointe administrative de direction

Madame Monique **Landry Hadley**

Adjointe administrative

ANNEXE A : Comité de direction et structure des groupes de travail

Comité de direction

- **Monsieur Jean-Claude Pelletier, président**
- **Madame Barbara Losier, vice-présidente**
- Monsieur Laurie **Boucher**, secrétaire-trésorier
- Monsieur Jeffrey J. **Beairsto**, membre
- Monsieur Randy **Dickinson**, membre

Groupes de travail

Groupe de travail sur l'engagement

- **Madame Barbara Losier, présidente**
- Monsieur Georges R. **Savoie**, membre
- Monsieur Roy **Therrien**, membre
- Monsieur Jean-Claude **Pelletier**, membre

Groupe de travail sur l'expérience vécue

- **Monsieur Frank B. Trevors, président**
- Madame Sharon E. **Eagan**, membre
- Monsieur Floyd R. **Haley**, membre
- Madame Julie **Robichaud**, membre

Groupe de travail sur la viabilité

- **Monsieur Jeffrey J. Beairsto, président**
- Monsieur Harry **Doyle**, membre
- Monsieur Laurie **Boucher**, membre
- Monsieur Christopher **Waldschutz**, membre

Groupe de travail sur la santé de la population

- **Monsieur Randy Dickinson, président**
- Monsieur Shawn **Jennings**, membre
- Madame Cindy **Howe**, membre
- Monsieur Wayne **Spires**, membre

ANNEXE B : Plan d'affaires 2014-2015



**Conseil de la santé
du Nouveau-Brunswick**

Engager. Évaluer. Informer. Recommander.

Plan d'affaires 2014-2015

Le 24 mars 2014

I. Le mandat du CSNB

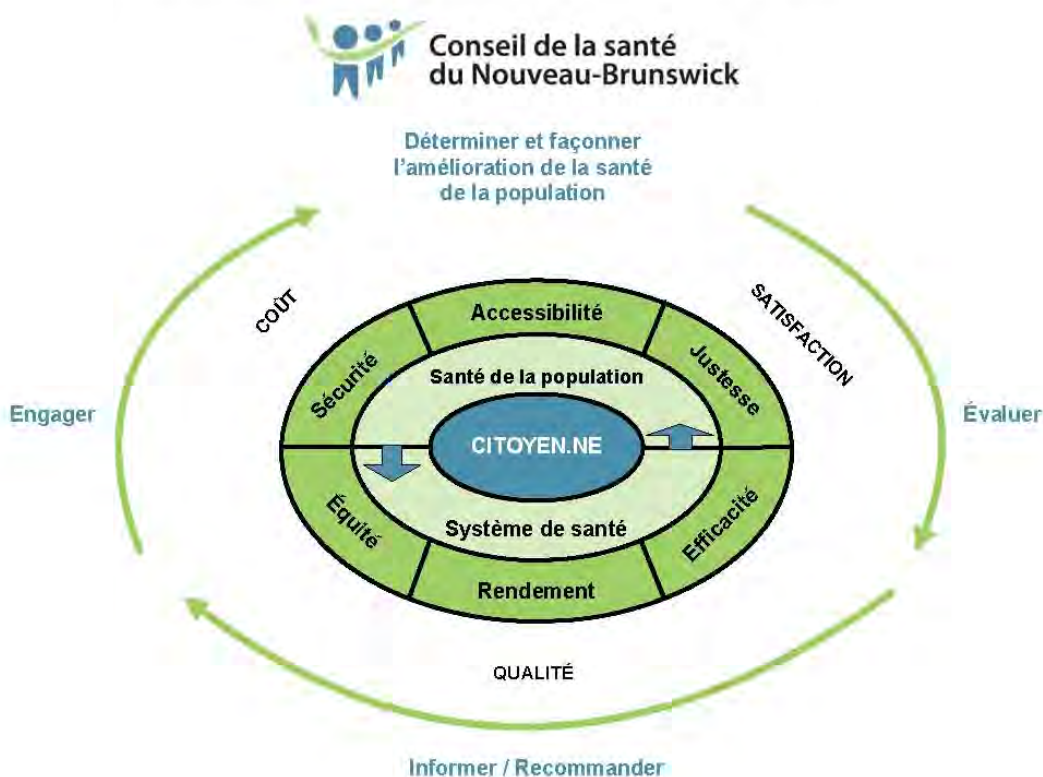
La population du Nouveau-Brunswick a le droit de connaître les décisions prises, de faire partie du processus décisionnel, et de connaître les résultats livrés par le système de santé et ses coûts. Le Conseil de la santé du Nouveau-Brunswick encouragera cette transparence, cet engagement et cette responsabilité en :

Engageant la population dans un dialogue significatif.

Mesurant, surveillant et évaluant la santé de la population et la qualité des services en santé.

Informant la population sur l'état de la performance du système de santé.

Recommandant des améliorations au ministre de la Santé.



II. Plan d'affaires proposé 2014-2015

Le travail du Conseil de la santé du Nouveau-Brunswick continue à être guidé par les cinq axes stratégiques ci-dessous. De plus, notre Conseil s'est structuré en quatre groupes de travail : l'engagement, la santé de la population, l'expérience des soins et la viabilité.

Voici nos cinq axes stratégiques avec leur groupe de travail respectif entre parenthèses :

1. Élaborer et mettre en œuvre des mécanismes pour engager la population ainsi que les parties intéressées (**Engagement du citoyen**)
2. Mesurer, surveiller et évaluer l'état de santé de la population (**Santé de la population**)
3. Mesurer, surveiller et évaluer la qualité des services de santé (**Expérience vécue**)
4. Mesurer, surveiller et évaluer le degré de satisfaction de la population quant aux services de santé et de la qualité de ces services (**Expérience vécue**)
5. Mesurer, surveiller et évaluer la viabilité des services de santé au Nouveau-Brunswick (**Viabilité**)

Tout en respectant notre mandat et notre rôle dans le système de soins de santé, la nature de notre travail évolue. Nous avons développé un réseau important de collaborateurs pour nourrir l'évolution et la mise à jour de nos outils.

Les rapports du CSNB sur la santé de la population et sur la qualité des services de santé continuent d'offrir de la nouvelle information à ceux qui exercent une influence sur la qualité des services de santé. Le niveau d'intérêt pour cette information est très encourageant. En même temps, la demande pour de l'assistance dans la communication de cette information, ainsi que pour des sous-analyses, croît à un rythme qui représente un défi pour l'équipe du CSNB. Nous allons donc devoir prioriser et faire des choix. Ce défi est un signe positif qui témoigne de la valeur de notre information.

En se basant sur la compréhension de notre mandat et de notre rôle, nous avons ce qu'il nous faut pour faire ces choix. Que ce soit dans le contexte de rencontres avec les groupes de travail ou des réunions du Conseil, nous tiendrons des discussions qui nous guideront dans ces choix.

III. Objectifs 2014-2015

Voici des observations et des livrables clés proposés pour chaque domaine de notre travail en 2014-2015 :

Santé de la population

Pour informer les Néo-Brunswickois sur l'état de santé de la population, le CSNB a développé des outils qui permettent de comparer le rendement de la province aux autres provinces canadiennes, et de faire comprendre les variations à l'intérieur de la province. En plus de se servir des indicateurs de sources fédérales et provinciales, le CSNB s'appuie sur des sondages qui servent aussi de sources d'information. Le CSNB réalise ses propres sondages sur l'expérience des soins, et supervise deux sondages dans les écoles : un sondage pour les niveaux de la maternelle à la 5^e année, et l'autre pour les niveaux de la 6^e à la 12^e année. Ces sondages sont menés de concert avec le ministère des Communautés saines et inclusives et le ministère de l'Éducation et du Développement de la petite enfance.

Cette base d'indicateurs a permis de produire 33 profils communautaires dans l'ensemble de la province. Les intervenants ont exprimé un vif intérêt pour obtenir de l'information au niveau des communautés. Le CSNB consacrera des efforts pour attirer l'attention sur ces profils, ainsi que pour aider les intervenants à se servir de cette information. Un atelier que le CSNB va livrer en juillet 2014 offrira une telle occasion.

Les recommandations au ministre de la Santé de 2011 ont permis de faire ressortir des domaines clés pour la promotion de la santé, et aussi pour la prévention des maladies selon la prévalence de celles-ci dans la population et leur impact sur l'usage des services de santé. Les domaines cibles sont : le poids santé, l'amélioration de l'hypertension artérielle, l'amélioration de la santé mentale et la prévention des blessures accidentelles. Ces quatre domaines continueront à cadrer nos efforts dans l'approfondissement de notre compréhension de l'état de la santé de la population au Nouveau-Brunswick.

Pendant la prochaine année :

- Nous publierons notre mise à jour du Portrait de la santé de la population à l'hiver 2015;
- Nous publierons aussi une mise à jour du Portrait de la santé des jeunes à l'automne 2014;

- Tout au long de l'année, nous nous efforcerons de faire de la sensibilisation concernant les 33 profils communautaires, et nous chercherons des occasions pour aider les intervenants à se servir de cette information;
- Nous fournirons, d'ici l'automne 2014, des fiches de renseignement sur le sondage scolaire de 2013-2014 réalisé pour les niveaux de la 6^e à la 12^e année au Ministère des Communauté saines et inclusives.
- Nous réaliserons un sondage pour les niveaux de la maternelle à la 5^e année, et nous préparerons des rapports des résultats, pour chaque école, d'ici l'automne 2014.

Expérience vécue

Le CSNB doit faire rapport sur la qualité de nos services de santé et sur la satisfaction de la population en ce qui a trait aux services de santé et à la qualité des services. Notre Fiche de rendement du système de santé a mis en relief le besoin d'améliorer nos services de santé primaires et a servi d'outil de référence pour identifier des indicateurs de rendement concernant nos services de santé. Les intervenants du système reconnaissent la valeur de notre outil, et cette reconnaissance nous a permis d'augmenter le nombre d'indicateurs communément reconnus de 48 dans la première fiche à 137 dans la fiche de 2013.

En 2013-2014, le CSNB a exploré la possibilité de produire des fiches de rendement au niveau des zones. Plus les résultats sont locaux, plus l'information devient pertinente pour ceux qui gèrent les services de santé. Ces efforts continueront lors de l'année à venir. Il est aussi important de reconnaître la demande croissante qui existe pour des analyses approfondies des indicateurs, puisque cela démontre que les gestionnaires de la santé veulent mieux comprendre les causes de rendement de leurs services de santé.

En plus de la Fiche de rendement sur le système de santé, le CSNB produit aussi des sondages annuels sur l'expérience des soins afin de couvrir toute la portée des services de santé financés par l'État : Soins aigus (2010), Santé primaire (2011), Soins à domicile (2012). Le premier cycle est maintenant complet, et chaque sondage sera répété à chaque trois ans.

La récente évaluation des cliniques de diabète permet d'identifier des facteurs clés qui influencent positivement les moyens d'assister les citoyens dans la gestion des maladies chroniques. Il y aura des opportunités pour

aider les gestionnaires de services de santé dans l'interprétation de ces résultats au cours de la prochaine année.

Au cours de l'année à venir, nous ferons le travail suivant :

- Nous lancerons publiquement les résultats de notre Sondage sur les soins primaires à l'hiver 2015;
- Nous lancerons publiquement une mise à jour de notre Fiche de rendement du système de santé au printemps 2015;
- Nous travaillerons aux préparatifs pour la seconde édition du Sondage des soins à domicile à partir de l'automne 2014;
- Tout au cours de l'année 2014-2015, nous participerons à la communication de l'évaluation des cliniques de diabète au Nouveau-Brunswick.

Viabilité

Le défi de la viabilité du système de soins de santé attire plus d'attention aujourd'hui que c'était le cas il y a cinq ans. Dans la mesure du possible, le CSNB consacre des efforts à intégrer dans ses rapports de l'information sur les ressources ou les coûts. En comparant les ressources du Nouveau-Brunswick aux autres juridictions, plus de citoyens s'apercevront que le système de soins de santé doit pouvoir livrer des résultats de qualité bien supérieure avec la disponibilité actuelle de ressources.

En même temps, beaucoup de travail est nécessaire pour bien refléter le niveau, la distribution et l'usage des ressources dans le cadre du système de soins de santé. Un point important est que les ressources humaines représentent la plus grande portion des dépenses. Notre dernière Fiche de rendement du système de santé a mis l'accent sur ce qui suit : « Des ressources par habitant supérieures à la moyenne, un rendement moyen et un état de santé inférieur à la moyenne. » De toute évidence, l'approche actuelle n'est pas bonne.

La transition vers un système de santé viable à long terme nécessite beaucoup plus qu'un contrôle des dépenses. Il faut commencer avec une compréhension des besoins des populations pour être plus en santé. Il faut aussi connaître et comprendre les lacunes aux niveaux de la qualité des services de santé qui sont livrés. Pour avoir un système de santé viable à long terme, il faut une approche qui arrive à combiner l'amélioration de la santé de la population et l'amélioration de la qualité des services en utilisant de façon plus efficace et efficiente les ressources à notre disposition.

Le document qui contient nos recommandations au ministre de la Santé de 2011 s'intitulait « Vers un système de santé public provincial planifié, intégré et axé sur les citoyens. » Le texte d'introduction à la première recommandation précisait l'évolution du système de soins de santé financé par l'État, et soulignait le besoin de transiger vers une approche planifiée plutôt que d'une évolution par défaut. La première recommandation était la suivante :

« Le gouvernement du Nouveau-Brunswick, par l'entremise du ministère de la Santé, s'assure de développer une stratégie concertée visant à améliorer la promotion de la santé et la prévention des maladies dans la province. Cette stratégie doit s'attarder à l'ensemble des déterminants de la santé et en premier temps, concentrer ses efforts dans quatre domaines clés : le poids santé, l'amélioration de l'hypertension artérielle, l'amélioration de la santé mentale et la prévention des blessures accidentelles.

La stratégie doit identifier l'organisme responsable de la coordination des travaux avec les partenaires pour une mise en œuvre intégrée des interventions correspondantes. »

Même si aucun plan pluriannuel n'a été lancé avec les éléments ci-dessus, ces éléments faisaient partie du mandat et du plan d'action du Secrétariat du renouveau du système de santé (SRSS). Le plan d'action couvrait la période de juillet 2012 à juin 2014. Durant l'année à venir, nous aurons l'occasion d'évaluer ce qui a été accompli et d'en tirer des leçons potentielles.

Le CSNB va continuer à consacrer des efforts pour améliorer le rendement du système de santé dans l'année à venir, que ce soit dans le contexte d'un mandat du SRSS ou dans le cadre des interactions continues du CSNB avec les organisations du système de santé. Conformément à nos rapports sur la qualité des services de santé, nous poursuivrons nos efforts pour mieux comprendre la distribution et l'usage des ressources humaines dans l'ensemble de système de soins de santé.

Pour ces raisons, voici les livrables proposés pour l'année à venir :

- Nous allons continuer à collaborer avec toutes les organisations du système de santé et avec le Secrétariat du renouveau du système de santé. Notre objectif principal est d'améliorer la compréhension collective de la santé de la population et de la qualité des services de santé afin de maximiser l'usage des ressources actuelles;
- Nous allons nous pencher particulièrement sur l'approfondissement de notre compréhension du niveau des ressources humaines, ainsi que sur leur distribution et usage dans le système de soins de santé;

- Nous présenterons publiquement notre évaluation de la réponse aux premières recommandations au ministre de la Santé;
- Plusieurs groupes liés à la santé ont exprimé leurs opinions sur la viabilité du système de soins de santé. Nous consulterons certains de ces groupes afin d'explorer les occasions potentielles qui existent en lien avec le rôle du CSNB et le défi de la viabilité.

Engagement du citoyen

La section 3(b) de la *Loi créant le Conseil du Nouveau-Brunswick en matière de santé* forme la base de la portion « engagement » du mandat du CSNB. Cette section se lit comme suit : « de concevoir et de mettre en œuvre des mécanismes propres à inciter les citoyens du Nouveau-Brunswick à engager un dialogue constructif en vue d'améliorer la qualité des services de santé dans la province. »

Pour guider nos discussions et planifier nos activités, le CSNB a adopté le « Continuum de participation publique » qui est joint à ce document (Annexe 1). Il souligne cinq niveaux de participation et d'influence du public dont on peut se servir pour clarifier l'objectif sous-jacent à toute activité de participation du public.

Compte tenu du montant et de la qualité de l'information disponible au CSNB sur la santé de la population et sur la qualité des services de santé, les membres du Conseil ont exprimé le besoin que plus de citoyens et d'intervenants sachent que cette information est disponible. Si on fait de ce besoin une priorité, d'après l'illustration en annexe 1, les activités liées aux niveaux un, deux et trois de participation du public devront être prises en compte. Les profils des communautés rendus publiques en 2014 représenteront un outil important pour des initiatives d'engagement (niveau 4) et des partenariats (niveau 5).

En 2013 et 2014, nous avons visé le développement d'un plan de communications pour optimiser nos pratiques de communications actuelles et identifier de nouveaux efforts stratégiques. De surcroît, des sessions de dialogue stratégiques dans l'ensemble du Nouveau-Brunswick offrira l'occasion de faire un compte-rendu sur le progrès de notre travail à la population de la province, et plus particulièrement sur le progrès lié aux domaines que la population nous a aidé à identifier lors d'initiatives de participation du public.

Le CSNB est également reconnu pour offrir aux citoyens des sessions de consultation sur la qualité. Celles-ci ont mené à deux mandats de la part du ministre de la Santé pour collaborer sur des initiatives qui relevaient de ministères du gouvernement. Ces deux initiatives étaient compatibles avec

le mandat du CSNB. Tout en appréciant la chance de participer à de telles initiatives, le Conseil a soulevé le besoin de développer des « règles sur l'engagement » qui serviront lors de conversations initiales avec de futurs collaborateurs potentiels. Le but est de faire en sorte que les ingrédients clés qui contribuent au succès des initiatives seront discutés et approuvés dès les premiers stades de ces prochaines initiatives.

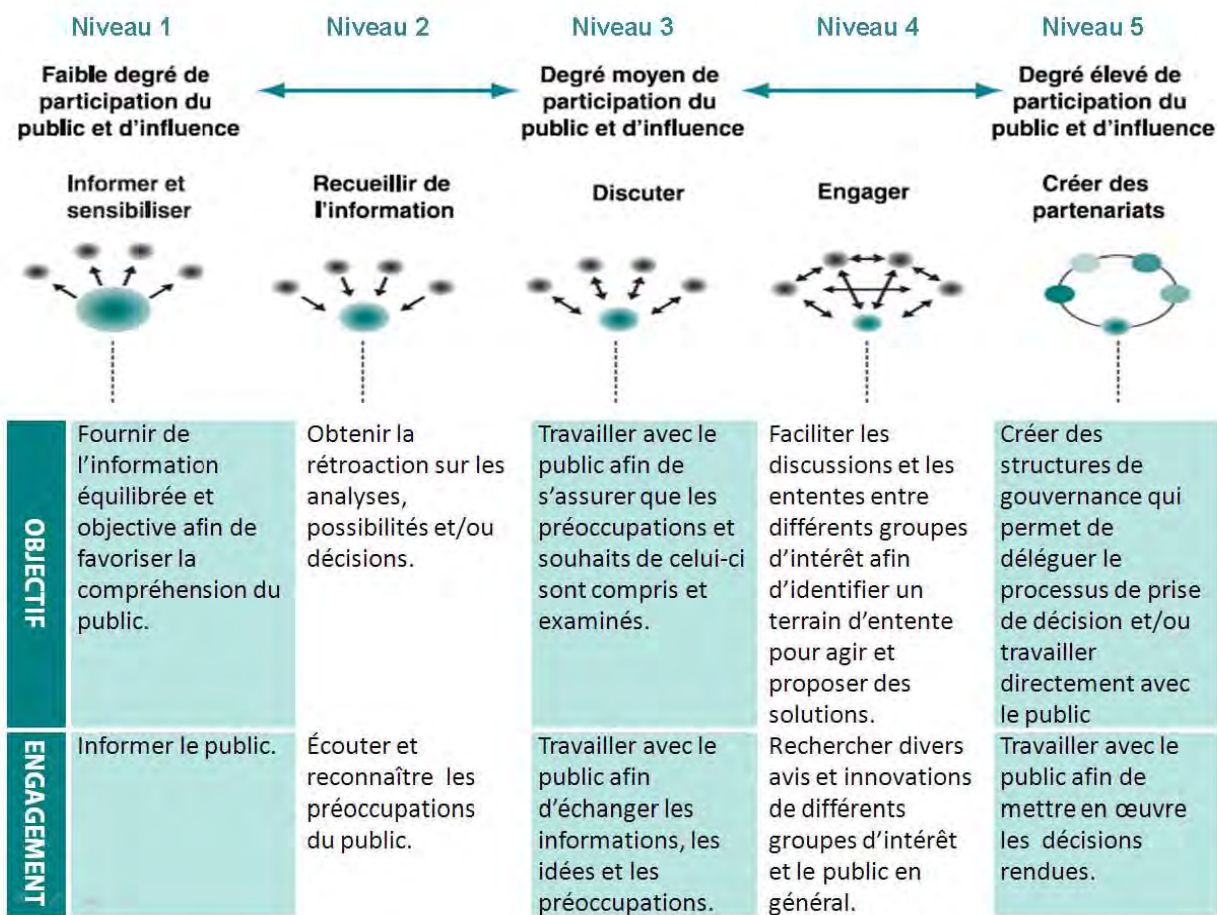
Par conséquent, nous allons:

- Tenir des sessions de dialogues dans chaque zone de la province dans le but premier de partager ce que nous avons appris dans notre travail, et particulièrement pour faire le point sur le progrès lié à nos premières recommandations.
- Améliorer nos communications avec nos publics cibles afin d'accroître le nombre d'individus qui connaissent notre information, et faciliter leur compréhension de l'information. Ce travail comprendra un cadre d'imputabilité de sorte à pouvoir apprécier notre rendement d'un point de vue de la communication.
- Puisqu'il est probable que le ministre de la Santé fasse encore recours au CSNB pour collaborer avec une tierce partie en ce qui a trait à la consultation publique, nous développerons des lignes directrices pour assurer que des facteurs essentiels de succès soient intégrés à nos collaborations futures.

En conclusion, les membres du Conseil de la santé du Nouveau-Brunswick et ses employées sont fiers du travail accompli pendant l'année 2012-2013. Nous allons continuer nos efforts pour diversifier, analyser et promouvoir l'information liée à la santé de la population et à la qualité des services de santé. Le travail du Conseil de la santé offre une perspective privilégiée en termes de l'état du système de santé provincial et de son évolution. Les membres du Conseil sont engagés à la production de rapports de qualité liés à nos axes de travail et à profiter pleinement de cette information dans la formulation de recommandations au ministre de la Santé.

Annexe 1

Continuum de participation publique



Adapté de : Santé Canada (2000). Politiques et boîte à outils concernant la participation du public à la prise de décisions et Office of the Auditor General of British Columbia (2000). *Public Participation: Principles and Best Practices for British Columbia*.

ANNEXE C: Rapport financier annuel pour l'année financière 2014-2015

CONSEIL DE LA SANTÉ DU NOUVEAU-BRUNSWICK

États financiers

31 mars 2015



Paul L. Bourque & CIE / CO.

Comptables Agréés / Chartered Accountants

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Annexe A - Autres revenus	7



RAPPORT DE L'AUDITEUR INDÉPENDANT

Aux administrateurs du Conseil de la Santé du Nouveau-Brunswick

Nous avons effectué l'audit des états financiers ci-joints du Conseil de la Santé du Nouveau-Brunswick, qui comprennent le bilan au 31 mars 2015, et l'état des résultats pour l'exercice terminé à cette date, ainsi qu'un résumé des principales méthodes comptables et d'autres informations explicatives.

Responsabilité de la direction pour les états financiers

La direction est responsable de la préparation et de la présentation fidèle de ces états financiers conformément aux normes comptables canadiennes pour le secteur public, ainsi que du contrôle interne qu'elle considère comme nécessaire pour permettre la préparation d'états financiers exempts d'anomalies significatives, que celles-ci résultent de fraudes ou d'erreurs.

Responsabilité de l'auditeur

Notre responsabilité consiste à exprimer une opinion sur les états financiers, sur la base de notre audit. Nous avons effectué notre audit selon les normes d'audit généralement reconnues du Canada. Ces normes requièrent que nous nous conformions aux règles de déontologie et que nous planifions et réalisons l'audit de façon à obtenir l'assurance raisonnable que les états financiers ne comportent pas d'anomalies significatives.

Un audit implique la mise en œuvre de procédures en vue de recueillir des éléments probants concernant les montants et les informations fournis dans les états financiers. Le choix des procédures relève du jugement de l'auditeur, et notamment de son évaluation des risques que les états financiers comportent des anomalies significatives, que celles-ci résultent de fraudes ou d'erreurs. Dans l'évaluation de ces risques, l'auditeur prend en considération le contrôle interne de l'entité portant sur la préparation et la présentation fidèle des états financiers afin de concevoir des procédures d'audit appropriées aux circonstances, et non dans le but d'exprimer une opinion sur l'efficacité du contrôle interne de l'entité. Un audit comporte également l'appréciation du caractère approprié des méthodes comptables retenues et du caractère raisonnable des estimations comptables faites par la direction, de même que l'appréciation de la présentation d'ensemble des états financiers.

Nous estimons que les éléments probants que nous avons obtenus sont suffisants et appropriés pour fonder notre opinion.

Opinion

À notre avis, les états financiers donnent, dans tous leurs aspects significatifs, une image fidèle de la situation financière du Conseil de la Santé du Nouveau-Brunswick au 31 mars 2015, ainsi que des résultats de ses activités pour l'exercice terminé à cette date, conformément aux normes comptables canadiennes pour le secteur public.

Autres points

Les chiffres donnés à des fins de comparaison ont été audités par un autre auditeur. De plus, les chiffres de budget sont présentés pour fins de comparaison et n'ont pas fait l'objet d'un audit ou d'un examen. Conséquemment nous n'exprimons aucune opinion sur les chiffres de budget.

Paul L. Bourque & cie

Comptables professionnels agréés

Le 18 juin 2015

Dieppe, NB

CONSEIL DE LA SANTÉ DU NOUVEAU-BRUNSWICK			
État des résultats			
	Budget (non audité) 2015	Réel 2015	Réel 2014
Exercice terminé le 31 mars			
Revenus			
Subvention - Ministère de la Santé du Nouveau-Brunswick	1 865 573 \$	1 741 435 \$	1 379 110 \$
Autres revenus (Annexe A)	-	140 433	282 081
	1 865 573	1 881 868	1 661 191
Dépenses			
Salaires et charges sociales	988 128	1 035 084	906 472
Dépenses du conseil d'administration	167 749	164 471	173 501
Dépenses administratives	38 750	23 726	29 829
Frais d'exploitation	670 946	633 901	551 259
Acquisition d'équipement et ameublement	-	24 686	130
	1 865 573	1 881 868	1 661 191
Excédent des revenus sur les dépenses	- \$	- \$	- \$

Bilan

2015

2014

À court terme

400 \$

400 \$

83 490

395 658

83 890 \$

396 058 \$

À court terme

83 890 \$

316 207 \$

1

79 851

83 890 \$

396 058 \$

Archeletier, administrateur

Carmie Bocher, administrateur

CONSEIL DE LA SANTÉ DU NOUVEAU-BRUNSWICK

Notes complémentaires

31 mars 2015

1. Statut et nature des activités

Le Conseil de la Santé du Nouveau-Brunswick (le Conseil) a été créé le 1^{er} septembre 2008 sous la *Loi créant le Conseil du Nouveau-Brunswick en matière de santé* et est considéré être un organisme gouvernemental. Ses objectifs sont de promouvoir et d'améliorer le rendement du système de santé au Nouveau-Brunswick.

2. Principales conventions comptables

Les états financiers ont été dressés par la direction selon les normes comptables canadiennes pour le secteur public du Manuel de CPA Canada et comprennent les principales conventions comptables suivantes:

Utilisation d'estimations

La préparation des états financiers en conformité avec les principes comptables généralement reconnus du Canada exige que la direction effectue des estimés et des hypothèses qui affectent les montants indiqués comme actifs et passifs présentés, la divulgation des actifs et passifs éventuels à la date des états financiers et les montants indiqués comme produits et charges au cours de la période concernée. Les résultats réels peuvent différer de ceux estimés par la direction.

Constatation des produits

Les revenus sont reconnus selon la méthode de la comptabilité d'exercice à mesure que les dépenses faisant l'objet de subventions sont encourues. Tout montant reçu qui excède les dépenses inscrites est comptabilisé comme revenus reportés.

Immobilisations

Les immobilisations acquises à l'aide de subventions et dont le coût est moins de 100 000\$ sont entièrement amorties dans l'année d'acquisition selon les directives du gouvernement. Les immobilisations de plus de 100 000\$ sont capitalisées et amorties selon leur durée de vie utile.

3. Débiteurs

	2015	2014
Subvention à recevoir - Ministère de la Santé du Nouveau-Brunswick	83 490 \$	316 207 \$
Autres	-	79 451
	83 490 \$	395 658 \$

4. Régime de pension à prestations déterminées

Le Conseil, via un régime inter-employeur parrainé par le Gouvernement du Nouveau-Brunswick, offre à ses employés un régime de retraite à prestations déterminées. Les charges de retraite de l'exercice s'élève à 103 006 \$ (72 357 \$ en 2014).

La Société de gestion des placements du Nouveau-Brunswick est le gestionnaire de portefeuille des avoirs de retraite des participants aux régimes de pension des services publics.

CONSEIL DE LA SANTÉ DU NOUVEAU-BRUNSWICK

Notes complémentaires

31 mars 2015

5. Flux de trésorerie

L'état des flux de trésorerie n'a pas été préparé, car l'information requise concernant les flux de trésorerie est évidente à la lecture des autres états financiers et des notes complémentaires.

6. Éventualité

Le Conseil n'a pas de couverture d'assurance. Sa majesté la Reine du chef de la province a assumé la responsabilité de l'intérêt et des risques du Conseil tel que permis dans la *Loi créant le Conseil du Nouveau-Brunswick en matière de santé*.

7. Dépendance économique

Le Conseil est presque entièrement financé par le Ministère de la Santé du Nouveau-Brunswick.

8. Chiffres comparatifs

Certaines données correspondantes fournies pour l'exercice précédent ont été reclassées en fonction de la présentation adoptée pour les états financiers de 2015.

CONSEIL DE LA SANTÉ DU NOUVEAU-BRUNSWICK		
Renseignements complémentaires		
Exercice terminé le 31 mars	2015	2014
Annexe A - Autres revenus		
Société Canadienne du Cancer	- \$	3 424 \$
Ministère de la Santé du Nouveau-Brunswick	-	79 451
Ministère des Communautés saines et inclusives	140 433	199 206
	140 433 \$	282 081 \$

ANNEXE D : Rapport annuel en vertu de la *Loi sur les divulgations faites dans l'intérêt public*

Il me fait plaisir de présenter le rapport annuel relatif à la *Loi sur les divulgations faites dans l'intérêt public* pour les activités du Conseil de la santé du Nouveau-Brunswick au cours de sa septième année financière, soit 2014-2015.

L'article 3 de la *Loi sur les divulgations faites dans l'intérêt public* désigne les actes répréhensibles.

La loi s'applique aux actes répréhensibles suivants commis au sein des services publics ou à l'égard de ceux-ci :

- a) les actions ou les omissions constituant une infraction à une loi de l'Assemblée législative, à une loi fédérale ou à un règlement établi sous leur régime
- b) le fait de causer, par action ou par omission, un risque grave et précis pour la vie, la santé ou la sécurité des personnes ou pour l'environnement, à l'exception du risque inhérent à l'exercice des attributions d'un employé
- c) les cas graves de mauvaise gestion, y compris la mauvaise gestion des fonds ou des biens publics
- d) le fait de sciemment ordonner ou conseiller à une personne de commettre l'un des actes répréhensibles visés aux alinéas a) à c)

Conformément à l'article 18 : Rapport concernant les divulgations de la *Loi sur les divulgations faites dans l'intérêt public*, nous confirmons que le Conseil de la santé du Nouveau-Brunswick n'a reçu aucune divulgation d'acte répréhensible. Conséquemment, aucune enquête ne s'est avérée nécessaire.

Le tout respectueusement soumis,



Stéphane Robichaud
Directeur général




70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
August 8, 2016

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY:



John Jarvie, Town Manager

DATE: August 2, 2016

SUBJECT: Contract R-2014-019-20: Wells Multi-Use Path, Wells Park

RECOMMENDATION

It is recommended that Rothesay Mayor and Council:

- 1) Remove this item from the table; and
- 2) authorize the Director of Operations to reconfigure the application of hard surfacing for the Wells Recreation project as follows: (Option A. attached)
 - a. Paving of the main entrance road from French Village Road to the start of the new trail;
 - b. Paving the parking area between the main entrance road and the fence along the top of the retaining wall; and
 - c. Applying compacted ¼ minus stone (the same treatment as the Hillside Trail) to the entire length of the trail.

ORIGIN

The 2015 General Fund Capital Budget included items for the construction of a Multi-Use Path from Route 111 to the Wells Recreation Park and enhancements to the park including an off leash dog area and a softball field. Work continued into 2016 and carry-over funding to complete the project was included in the 2016 budget.

BACKGROUND

In August 2014 the provincial government, through the Regional Development Corporation, approved applications for funding for two distinct projects in the Wells community – a multi-use trail through the woods from Route 111 to the Wells Recreation Park and enhancements to the park area including a soft ball field and an off leash dog park. The provincial grant included specific dates for the commencement and completion of the projects. The projects were designed by exp Services Inc. and the tender for construction was advertised by Rothesay on the New Brunswick Opportunities Network (NBON) on April 28, 2015.

TENDER RESULTS

The tender closed on May 29, 2015 with the following results:

1. Debly Enterprises Ltd., Saint John, NB	\$1,574,925.13
2 Fairville Construction Ltd., Saint John, NB	\$1,826,977.79
3. Galbratih Construction Ltd., Saint John, NB	\$1,409,536.69
4. Heron Enterprises Ltd., Saint John, NB	\$1,423,529.02
5. Maguire Excavating Ltd., Saint John, NB	\$1,623,461.22
6. Spectrum Enterprises Inc., Moncton, NB	\$1,856,054.23

The Engineer's estimate for the project was \$1,449,000.00

The tenders were reviewed by staff and all tenders were found to be formal in all respects. Staff is of the opinion that the low tenderer has the necessary resources and expertise to perform the work, and recommend acceptance of their tender.

DISCUSSION

During construction of the trail and park a number of soft soil conditions were encountered. Remedial measure were taken to allow the trail and park to be built which included undercutting of soft soils, installation of geogrid and geotextile and replacement of excavated fills with lightweight aggregates.

FINANCIAL IMPLICATIONS

The 2014/15 General Fund Capital Budgets included amounts totaling \$1,445,000 for the overall Wells Multi-Use Path / Wells Park project. The anticipated completion cost is as follows:

	Total incl. HST	HST rebate	Subtotal	Completion cost
Consulting Fees (engagement)	140,063.50	11,863.50	128,200.00	128,200.00
Consulting fees (pre-engagement)	46,212.00	3,914.19	42,297.81	42,297.81
Clearing Costs	70,229.50	5,948.50	64,281.00	64,281.00
Construction costs	1,409,536.69	119,389.00	1,290,147.68	1,374,045
Total	1,666,041.69	141,115.19	1,524,926.49	1,608,824.00

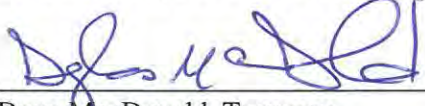
The difference between the projected completion costs of the projects (\$1,608,824.00) and the original budgeted amount (\$1,445,000) is \$163,824.00.

When the tender was awarded Council was briefed that the award value and costs to date were \$1,524,926. This amount exceeded the budget by approximately \$80,000. The Treasurer demonstrated to Council at that time that the additional \$80,000 would be offset by funds previously obtained for the recreation department and would not result in additional borrowing however, would result in less available cash for projects anticipated in future years. Council adopted the recommendation, awarded the tender and the **budget was adjusted to \$1,525,000.**

Now that the project is nearing completion the expected completion cost of the planned project will be **\$1,608,824**. This exceeds the award value and the adjusted budget envelope by \$83,824.00. This amount is the result of soft soil conditions encountered on both the trail and the parks projects. The additional \$83,824.00 can be funded from the same funds previously obtained for the recreation department and would not result in additional borrowing. The trail and park surfacing Options A and B attached will have the above noted completion costs. Option C, if Council were to adopt it, would cost \$50,000 more for a total budget envelope exceedance of \$123,824.00 (\$83,824 + \$50,000).

The Parks & Recreation Committee recommends Option A. (See Draft Minutes).

Report Prepared by: 
Brett McLean, Director of Operations

Report Reviewed by: 
Doug MacDonald, Treasurer

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

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Option A

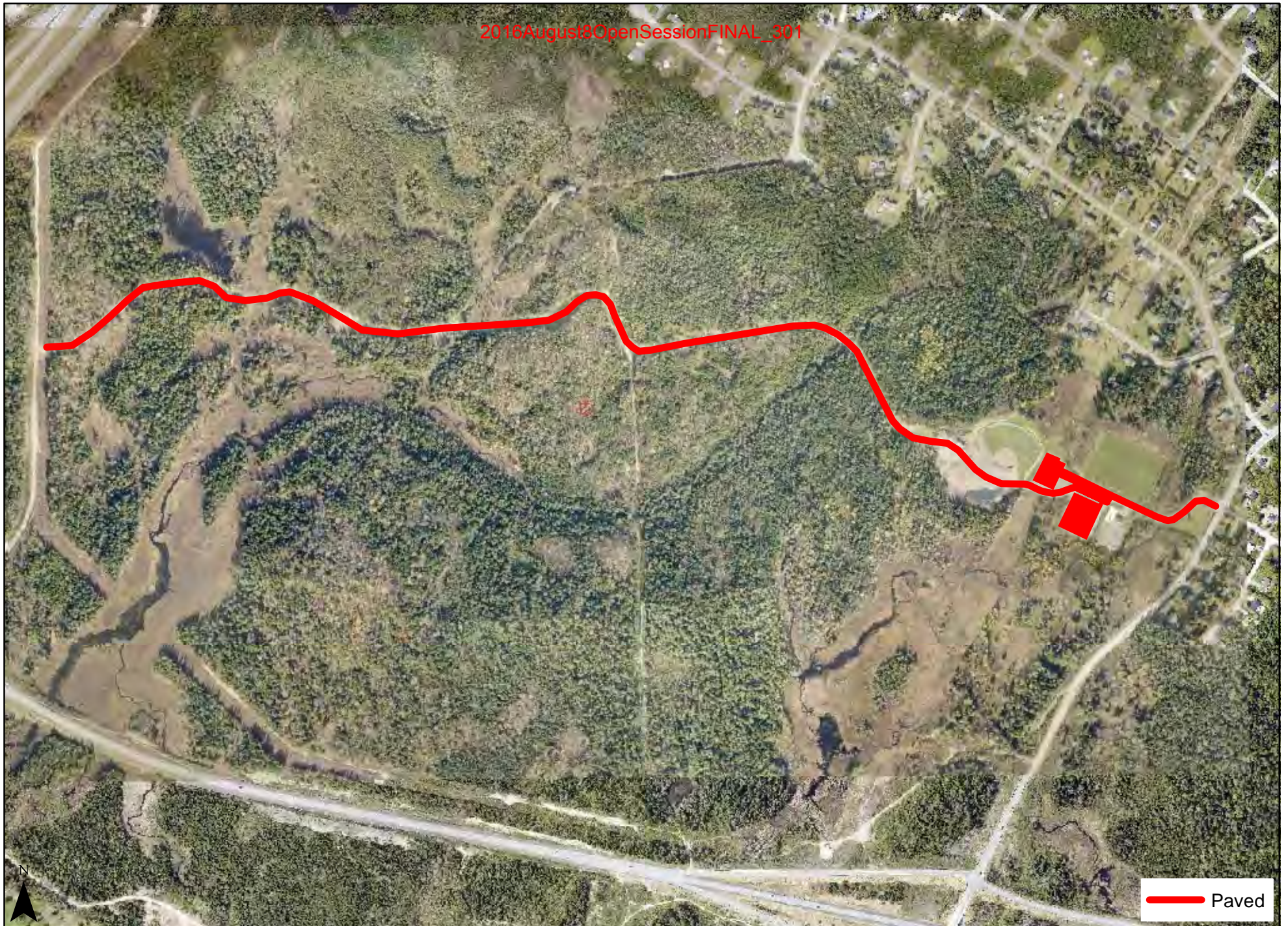
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Option B

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Option C



ROTHESAY

MEMORANDUM



TO	:	Mayor Grant and Rothesay Council
FROM	:	Town Clerk Mary Jane Banks
DATE	:	3 August 2016
RE	:	104 Hampton Road – By-law/Development Agreement

RECOMMENDATION:

- Council give 1st Reading, by Title, to By-law 2-10-26, “A By-law to Amend the Zoning By-law”
- Council give 2nd Reading, by Title, to By-law 2-10-26, “A By-law to Amend the Zoning By-law”

BACKGROUND:

The Planning Advisory Committee passed the following motions at its regular meeting on Tuesday, August 2, 2016:

MOVED by Counc. Shea and seconded by Counc Lewis the Planning Advisory Committee:

- A. Grant the following variances for the lands located at 104 Hampton Road (PID 30246979) subject to the rezoning:
 - 1. Reduced parking space standard of 1.25 parking spaces for 1 and 2 bedroom units;
 - 2. 6.06% reduction on the lot size requirement allowing for a total density not exceeding 35 apartment units; and
 - 3. 40% reduction on side yard setbacks to allow a building 3m to the property line

CARRIED.

MOVED by Counc. Lewis and seconded by C. Pinhey the Planning Advisory Committee:

- B. Recommend that Council enact BY-LAW 2-10-26, as amended, to rezone lands located at 104 Hampton Road (PID 30246979) from Central Commercial (CC) to Multi-unit Residential (R4).

CARRIED.

MOVED by Counc. Lewis and seconded by Counc Shea the Planning Advisory Committee:

- C. Recommend that Council enter into a Development Agreement, as amended, with Mr. Brett Taylor to allow for the development of two apartment buildings containing not more than 35 units on lands located at 104 Hampton Road (PID 30246979).

CARRIED.



REVISED

**BY-LAW 2-10-26
A BY-LAW TO AMEND THE ZONING BY-LAW
(No.2-10 Rothesay)**

The Council of the town of Rothesay, under authority vested in it by Sections 34 and 74 of the Community Planning Act, R.S.N.B. (1973) Chapter C-12, and amendments thereto, hereby amends By-Law 2-10 "Rothesay Zoning By-law" and enacts as follows:

That Schedule A, entitled "Zoning" as attached to By-Law 2-10 "ROTHESAY ZONING BY-LAW" is hereby amended, as identified on the attached sketch, identified as Attachment "2-10-26".

The purpose of the amendment is to rezone lands located at 104 Hampton Road (PID 30246979) from Central Commercial (CC) to Multi-Unit Residential (R4) to allow for the development of two apartment buildings subject to the execution of a Development Agreement in accordance with Section 39 and Section 101 of the Community Planning Act, supra.

FIRST READING BY TITLE :

SECOND READING BY TITLE :

READ IN ENTIRETY :

THIRD READING BY TITLE
AND ENACTED :

MAYOR

CLERK



Attachment - Bylaw 2-10-26
Subject Property - PID: 30246979

Date: 22/06/2016






70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
August 8, 2016

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY:



John Jarvie, Town Manager

DATE: August 2, 2016

SUBJECT: Contract S-2014-016B: Wastewater Collection System Upgrades – Kennebecasis Park, Renforth and Tennis Court WWPS

RECOMMENDATION

It is recommended that Rothesay Mayor and Council award Contract S-2014-016B: Wastewater Collection System Upgrades – Kennebecasis Park, Renforth and Tennis Court WWPS to the low tenderer, Galbraith Construction Ltd., at the tendered price of \$1,369,862.75 (including HST), as calculated based on estimated quantities, and further that the Mayor and Town Clerk be authorized to execute the necessary contract documents.

ORIGIN

The 2016 Utility Fund Capital Budget includes funding for the installation of new wastewater pumping stations at Kennebecasis Park, Renforth and Tennis Court Road.

BACKGROUND

The Rothesay wastewater collection and treatment system has been under review for a number of years with a goal of meeting federal Wastewater System Effluent Regulations (WSER) by December 31, 2020. The initial phase of the project, upgrades to the collection system, has been approved under a tri-level funding agreement between Rothesay and the provincial and federal governments. The collection system upgrades have been broken up into 3 separate projects, the second of which is the construction of new pumping stations at Kennebecasis Park, Renforth and Tennis Court Road. The first phase was the sanitary forcemain on Rothesay Road which was awarded by Council at their meeting of July 11, 2016.

TENDER RESULTS

A detailed tender package including designs and specifications for the Wastewater Pumping Stations (WWPS) project was advertised on the New Brunswick Opportunities Network (NBON) on July 15, 2016. The tender closed on August 2, 2016 with the following results:

1. Galbratih Construction Ltd.,	Saint John, NB	\$ 1,369,862.75
2. Keel Construction Ltd.,	Grand Bay, NB	\$ 1,379,098.40
3. Fairville Construction Ltd.,	Saint John, NB	\$ 1,652,435.00
4. TerraEx Ltd.,	Saint John, NB	\$ 1,807,196.25

The Engineer's estimate for the project was \$1,657,092.50

The tenders were reviewed by staff and all tenders were found to be formal in all respects. Staff is of the opinion that the low tenderer has the necessary resources and expertise to perform the work, and recommend acceptance of their tender.

FINANCIAL IMPLICATIONS

The anticipated completion cost for the first of three parts of Phase I of the Wastewater Treatment program is as follows:

two

	Total incl. HST	Total after HST rebate	Total Budget for 3 parts of Phase I
Consulting Fees	481,318.82	457,157.34	721,978.23
Construction Costs	3,019,458.98	2,738,150.42	6,778,021.77
Total	3,500,777.80	3,195,307.76	7,500,000.00

The 2016 Utility Fund Capital Budgets included amounts totaling \$7,500,000 for the Phase I Collection System Upgrades project.

Report Prepared by: 
Brett McLean, Director of Operations

Report Reviewed by: 
Doug MacDonald, Treasurer

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



INTEROFFICE MEMORANDUM



TO	:	Mayor Grant & Council
FROM	:	John Jarvie
DATE	:	3 August 2016
RE	:	Supplementary Memorandum re Award of Tender T-2016-006

Recommendation

It is recommended that Contract T-2016-006: Parkdale Avenue and Chapel Road Sidewalk Installation be awarded to the low tenderer, Midi Construction Ltd. at the tendered price of \$409,613.90 (including HST), as calculated based on estimated quantities.

Background

As indicated on the attached memorandum, the budgeted amount for the sidewalk on Parkdale and Chapel was significantly under-estimated. This can happen when market conditions change and the comparison base for cost estimates is small. Staff elected to proceed with the tender despite the higher estimate from the design engineer as some previous tenders had been significantly under the estimate.

Although staff are recommending that the project proceed with the additional funds required sourced from the Gas Tax reserve, there is an alternative that could be considered; that is to reduce the scope of the project to stay within the budgeted amount. For example, with the agreement of the contractor, the project could be reduced to include only the Chapel Road section and therefore completed within the budget envelop. However there is no certainty that costs will be lower in future years and there would be a considerable reduction in the functionality of the sidewalk 'loop' if only this section is constructed this year. (One of the key benefits of this project is to improve the access from the apartments and town homes in Hillview and Shadow Hill Court area to the commercial area on Hampton Road including the Comex bus service.) The section on Chapel allows the residents of Chapel Hill Estates to also get more directly to the commercial area around Sobeys and provides a walking loop for all residents in the vicinity.

Since the funding is recommended to come from the reserve, there is no immediate impact on the financial position for 2016; particularly if the alternative was simply to postpone the expenditure until next year's budget.



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
August 8, 2016

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY:



John Jarvie, Town Manager

DATE: August 2, 2016

SUBJECT: Contract T-2016-006: Parkdale Avenue and Chapel Road Sidewalk Installation

RECOMMENDATION

It is recommended that Contract T-2016-006: Parkdale Avenue and Chapel Road Sidewalk Installation be awarded to the low tenderer, Midi Construction Ltd. at the tendered price of \$409,613.90 (including HST), as calculated based on estimated quantities, and further that the Mayor and Town Clerk be authorized to execute the necessary contract documents.

ORIGIN

The 2016 General Fund Capital Budget includes a project to install sidewalk on Parkdale Avenue and Chapel Road as part of the Council adopted 5 year plan for sidewalk expansion in Rothesay.

BACKGROUND

The 2016 General Fund Capital Budget included funding for concrete curb and sidewalk installation on the following streets:

Parkdale Avenue between Hampton Road and Chapel Road; and
Chapel Road between Parkdale Avenue and Chapel Hill Boulevard.

Exp Services Inc. was engaged to design this work and a tender call was issued through the New Brunswick Opportunities Network on July 15, 2016.

TENDER RESULTS

Tenders closed on Tuesday August 2, 2016 with the following results:

1. Midi Construction Ltd., Saint John, NB	\$ 409,613.90
2. L. Halpin Excavating Ltd., Saint John, NB	\$ 432,876.67
3. Galbraith Construction Ltd., Saint John, NB	\$ 474,264.60
4. Debly Enterprises Ltd. Saint John, NB	\$ 512,187.00
5. Classic Construction Ltd., Saint John, NB	\$ 537,222.50
6. Terraex Inc, Saint John, NB	\$ 548,912.25

The engineer's estimate for the work was \$432,665.70 including HST.

ANALYSIS

The tenders were reviewed by staff and all tenders were found to be formal in all respects. Staff is of the opinion that the low tenderer has the necessary resources and expertise to perform the work, and recommend acceptance of their tender.

FINANCIAL IMPLICATIONS

The contract includes work that will be charged against the 2016 General Fund Capital Budget. Assuming award of the contract to the low tenderer, a budget analysis has been completed.

The analysis concludes that a total amount of \$250,000 was provided in the General Fund Capital Budget and that the projected completion cost of the contract will be \$371,452.13 factoring in the Town's eligible HST rebate. This amount includes a \$30,000 (plus net HST) contingency for unforeseen work. The contingency will only be expended with express written authorization by the Town if unforeseen items of work arise during construction. The design and construction management fees previously approved for this project total \$35,849.45 including the eligible HST rebate. The expected completion cost is:

Contract cost (net HST)	\$340,166.33 (not including contingency)
<u>Design and management fees (net HST)</u>	<u>\$ 35,849.45</u>
Total expected completion cost	\$376,015.78

The difference between the budgeted amount of \$250,000.00 and the expected completion cost of \$376,015.78 is \$126,015.78; should Council choose to award this priority project, the difference could be funded from the Gas Tax Reserve for Sidewalk Construction.

Report Prepared by: _____
Brett McLean, Director of Operations

Report Reviewed by: _____
Doug MacDonald, Treasurer

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



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
August 8, 2016

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY:

John Jarvie, Town Manager

DATE: August 2, 2016

SUBJECT: McGuire Road Water Department Building Renovation

RECOMMENDATION

It is recommended that the bid submitted by Galbraith Construction Ltd. in the amount of \$225,239.00 (Option B) for conversion of a warehouse style building into useable office and meeting space be accepted and further that the Mayor and Clerk be authorized to execute the necessary contract documents in that regard.

ORIGIN

The 2016 Utility Fund Capital Budget includes a project that consists generally of the conversion of the interior of a warehouse/storage building into useable office space for Water and Sewer department staff.

BACKGROUND

The Utility staff does not have an office from which to conduct their daily business. The manager of the department maintains an office at the Works Department building on Master Drive, far removed from the site of the Water Treatment Plant. There is a cubicle at the Works

Department with an older desktop computer that is used by Utility staff if they require internet access or need to write an incident report. There is a small office at the Water Treatment Plant; however it houses the dedicated computers that run the plant and the SCADA notification system. This space is dedicated to operation of the building and is neither large enough nor recommended for general office use. Utility staff is cross contingent between water and wastewater and total 5 in number.

DISCUSSION

The reason this project was proposed and accepted by Council for inclusion in the 2016 budget was to centralize Utility staff at a Utility installation. The benefits of having the manager working from the Water Treatment Plant site and having his staff onsite with space for proper documentation of work and working group meetings will be advantageous to the operation of the Utility. Currently there is not enough interaction between the manager and staff and the onset of the Work Order System and increased safety awareness/training will require even more interaction. A dedicated space for operations is paramount to the success of the initiatives planned for the department. The physical space already exists in the form of the tilt-up steel building on McGuire Road. This building has historically been used for Works Department storage while Utility stock is housed at the Master Drive Works site. The renovation will allow for approximately 25% of the building to be converted to habitable office space while the remainder of the building will be insulated, have a storage mezzanine installed and be tailored to use by the Utility operation.

TENDER RESULTS

With a detailed design and scope of work for the renovation work advertised on NBON, the following firms submitted compliant bids for two options, A and B, the major difference being steel vs wood for the stairway system:

Galbraith Construction, Saint John, NB.	A)	\$245,479.00
	B)	\$225,239.00
ICR General Contractors Limited, Saint John, NB	A)	\$242,650.00
	B)	\$230,000.00
Eclipse Construction Services Ltd., Rothesay, NB	A)	\$271,465.33
	B)	\$265,882.15

Five bids were submitted and only three were deemed compliant by the Tender Opening Committee. Of the three compliant submissions, all bids were formal in all respects and staff is of the opinion that the low bidder has the necessary qualifications to complete the planned construction work.

FINANCIAL IMPLICATIONS

The 2016 General Fund Capital budget includes an amount of \$200,000 to complete the work. The completion cost of the project, if Council awards the tender to the low bidder, will be \$207,454.56 including design fees and factoring in the Town's eligible HST rebate. The additional funds can be covered within the 2016 approved Utility Capital Program.

Report Prepared by: Brett McLean, Director of Operations

A handwritten signature in blue ink, appearing to read 'Doug MacDonald', is written over a horizontal line.

Report Reviewed by: Doug MacDonald, Treasurer