



ROTHESAY
COUNCIL MEETING
Rothesay Town Hall
Monday, February 8, 2016
7:00 pm



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

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

ABSENT: COUNCILLOR BLAIR MacDONALD

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

1. APPROVAL OF AGENDA

MOVED by Deputy Mayor Grant and seconded by Counc. Wells the agenda be approved as circulated.
CARRIED.

2. APPROVAL OF MINUTES

Regular Meeting 11 January 2016

MOVED by Counc. Wells and seconded by Counc. McGuire the minutes of 11 January 2016 be adopted as circulated.

CARRIED.

Business Arising from Minutes

N/A

3. OPENING REMARKS OF COUNCIL

N/A

3.1 Declaration of Conflict of Interest

N/A

4. DELEGATIONS

4.1 Attendance Matters, Anglophone South School District Lori Wall and Paul Smith

Mayor Bishop welcomed Lori Wall, Principal of Sussex Regional High School, and Paul Smith, Director of Schools (Hampton). Mr. Smith thanked Council for the opportunity to speak. Ms. Wall and Mr. Smith noted the following: Attendance Matters is an initiative of the Anglophone South School District born from a meeting with the New Brunswick Teachers Association; attendance and tardiness are issues in grades K-12; student attendance can be improved; the goal is to have more students attend school on a daily basis; grades 9-12 have five periods a day as opposed to morning and afternoon schedules for K-8; the reasons for attending and not attending school are similar throughout grades K-12; focus groups with principals and students were used to identify challenges; and Attendance Matters is focused on spreading the word through posters, brochures, videos etc. that communities care about

ROTHESAY

Open Session
Meeting Minutes

-2-

8 February 2016

student attendance. Mr. Smith and Ms. Wall thanked Rothesay Council for promoting schools on the Town's website and invited any questions.

Council made the following inquiries: is attendance a bigger problem for boys than girls; are there available methods to provide a more welcoming environment for students; why bullying, and pressure and exhaustion from extracurricular activities were not included in the list of reasons students do not attend school; is attendance looked at when discussing young offenders in the criminal justice system; and what can the municipality do? Ms. Wall and Mr. Smith responded with the following comments: data does show that boys attend school less frequently on a regular basis than girls however, the difference is not a significant amount; there is a safe room created for students as well as mental health appointments provided within schools; in New Brunswick there is a distance education program available online in school or at home; the focus groups did not mention bullying, or pressure and exhaustion; there are various reasons young offenders are ordered mandatory attendance however, there is a small percentage assigned that sentence; and the municipality can help by promoting Attendance Matters and asking students outside of school during school hours to return to their classes. Mayor Bishop thanked Mr. Smith and Ms. Wall for their presentation.

5. CORRESPONDENCE FOR ACTION

5.1 7 January 2016 Letter from Lynn Forbes Gautier, Cathedral Restoration Project RE:
Request for letter of support with background information

MOVED by Counc. Wells and seconded by Deputy Mayor Grant Council provide a letter of support for the Cathedral Restoration Project.

CARRIED.

5.2 19 January 2016 Letter from resident RE: Parking for the Common

MOVED by Counc. Alexander and seconded by Counc. Lewis the letter from resident RE: Parking for the Common dated 19 January 2016 be referred to the Public Works and Infrastructure Committee.

CARRIED.

5.3 12 January 2016 Letter from resident RE: Rothesay Boardwalk

MOVED by Counc. Wells and seconded by Counc. McGuire the letter from resident RE: Rothesay Boardwalk dated 12 January 2016 be referred to the Parks and Recreation Committee and the Public Works and Infrastructure Committee.

CARRIED.

5.4 24 January 2016 Letter from resident RE: Japanese Knotweed on Hibbard Lane

MOVED by Counc. Lewis and seconded by Counc. Alexander the letter from resident RE: Japanese Knotweed on Hibbard Lane dated 24 January 2016 be referred to Staff.

ON THE QUESTION:

Town Manager Jarvie advised the Town's horticulturalist is investigating the issue and will report back the next Council meeting.

CARRIED.

5.5 25 January 2016 Letter from Jill Logan, St. Joseph's Hospital Foundation RE: Dragon Boat
Festival

MOVED by Counc. Wells and seconded by Deputy Mayor Grant Council approve the request to host the 2016 Dragon Boat Festival at the Renforth Wharf on August 27, 2016.

CARRIED.

5.6 27 January 2016 Letter from Elementary Literacy Inc. RE: Request for Support

MOVED by Deputy Mayor Grant and seconded by Counc. Wells the letter from Elementary Literacy Inc. RE: Request for Support dated 27 January 2016 be referred to the Finance Committee.

CARRIED.

ROTHESAY

Open Session
Meeting Minutes

-3-

8 February 2016

- 5.7 28 January 2016 Email to Rothesay Council RE: Fairvale Outing Association Snow Plowing
29 January 2016 Email from Counc. MacDonald RE: Fairvale Outing Association Snow Plowing

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

WHEREAS the Fairvale Outing Association provides a facility which enables many Rothesay citizens of all ages to utilize the facility for a variety of programs be it moved that in recognition of these benefits that the town of Rothesay continue to plow the snow at the Association's property for the 2015/2016 winter season and look at entering into a long term arrangement of mutual benefit to both parties.

CARRIED.

- 5.8 31 January 2016 Memorandum from Counc. Alexander RE: Use of Historical Photos
MOVED by Counc. Alexander and seconded by Counc. Lewis the town of Rothesay give written permission to members of Council for the use of photographs from the book, "Rothesay, New Brunswick: The First 150 Years" subject to the permission of the owners of the photos where identified.

CARRIED.

6. CORRESPONDENCE - FOR INFORMATION

- 6.1 20 January 2016 Letter to Brian Gillis RE: Active Transportation Plan – Implementation
MOVED by Counc. Wells and seconded by Counc. McGuire the letter to Brian Gillis RE: Active Transportation Plan – Implementation dated 20 January 2016 be received/filed.

CARRIED.

- 6.2 29 January 2016 Letter from P.R.O. Kids RE: Advisory Committee 2016 Executive
MOVED by Counc. Lewis and seconded by Counc. Wells the letter from P.R.O. Kids RE: Advisory Committee 2016 Executive dated 29 January 2016 be received/filed.

CARRIED.

- 6.3 2 February 2016 Email from Darcy LeBlanc, Discover Saint John RE: Area 506 Festival with attachment

MOVED by Counc. Alexander and seconded by Counc. Wells the email from Darcy LeBlanc, Discover Saint John RE: Area 506 Festival with attachment dated 2 February 2016 be received/filed.

CARRIED.

- 6.4 3 February 2016 Memorandum from Treasurer MacDonald RE: December Financial Statements

MOVED by Counc. Gallagher Jette and seconded by Counc. McGuire the memorandum from Treasurer MacDonald RE: December Financial Statements dated 3 February 2016 be received/filed.

CARRIED.

7. REPORTS

- 7.0 February 2016 Report from Closed Session

ROTHESAY

Open Session
Meeting Minutes

-4-

8 February 2016

- 7.1 16 November 2015 Kennebecasis Public Library Board Meeting Minutes
January 2016 KPL Librarian's Report
January 2016 KPL Building Manager's Report
30 November 2015 KPL Comparative Income Statement

MOVED by Deputy Mayor Grant and seconded by Counc. McGuire the Kennebecasis Public Library Board Meeting Minutes dated 16 November 2015, the KPL Building Manager's Report dated January 2016, the KPL Librarian's Report dated January 2016, and the KPL Comparative Income Statement dated 30 November 2015 be received/filed.

CARRIED.

- 7.2 25 November 2015 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC)
Meeting Minutes
25 November 2015 KRJBPC Chief's Report
30 November 2015 KRJBPC Statement of Financial Position
30 November 2015 KRJBPC Statement of Operations

MOVED by Counc. Alexander and seconded by Counc. McGuire the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes dated 25 November 2015, the KRJBPC Chief's Report dated 25 November 2015, the KRJBPC Statement of Financial Position dated 30 November 2015, and the KRJBPC Statement of Operations dated 30 November 2015 be received/filed.

ON THE QUESTION:

It was noted Counc. Alexander was voted Chair of the Kennebecasis Regional Joint Board of Police Commissioners.

CARRIED.

- 7.3 19 January 2016 Draft Parks and Recreation Committee Meeting Minutes
MOVED by Counc. Wells and seconded by Counc. McGuire the Draft Parks and Recreation Committee Meeting Minutes dated 19 January 2016 be received/filed.

ON THE QUESTION:

Counc. Wells invited Council, Staff and residents to attend the Rothesay Winter Fest events on Saturday February 13, 2016 at the Bill McGuire Memorial Centre, Renforth Wharf, Curling at Riverside, and the Rothesay Common. On Saturday March 5, 2016 there will be a Curling Fun Day held at the Rothesay Common. There was an inquiry regarding if a public meeting is required before the Post and Beam Fencing for the Common can be approved. It was noted the item is scheduled to go before the Heritage Preservation Review Board first.

CARRIED.

- 7.4 20 January 2016 Draft Public Works and Infrastructure Committee Meeting Minutes
MOVED by Counc. Alexander and seconded by Counc. Lewis the Draft Public Works and Infrastructure Committee Meeting Minutes dated 20 January 2016 be received/filed.

ON THE QUESTION:

Deputy Mayor Grant thanked the Public Works and Infrastructure Committee for agreeing to paint the crosswalk in Kennebecasis Park. It was noted children use the path walking to and from school and the crosswalk will improve overall safety.

CARRIED.

➤ Motions (various)

MOVED by Counc. Alexander and seconded by Counc. Lewis Council authorize Town Staff to purchase 50 recycling bin dollies to be assembled and offered to residents for purchase at cost.

ROTHESAY

Open Session
Meeting Minutes

-5-

8 February 2016

ON THE QUESTION:

It was noted the cost will be approximately \$35.

CARRIED.

MOVED by Counc. Alexander and seconded by Counc. Lewis Rothesay Mayor and Council authorize the issuance of a public tender for the reconstruction of Almon Lane and Peters Lane in 2016.

CARRIED.

MOVED by Counc. Alexander and seconded by Counc. McGuire Council limit parking to one side of the street on Gondola Point Road.

ON THE QUESTION:

It was noted the issue needs to be further explored to determine which side parking will be permitted on and when.

CARRIED.

MOVED by Counc. Alexander and seconded by Counc. McGuire a crosswalk be painted and a sign installed on Forest Road at the end of the pathway between Forest Road and Broadway Street in the spring.

CARRIED.

MOVED by Counc. Alexander that DO McLean contact the resident (Robinson Street) to offer his services to discuss possible solutions for the homeowner to implement, and if a reply is not received from the homeowner in a two week timeframe, the matter shall not be discussed further.

MOTION WITHDRAWN

It was noted the resident has contacted the Town.

MOVED by Counc. Alexander and seconded by Counc. Wells Council keep the bike lane signage as is, as it is in agreement with the Motor Vehicle Act; and a letter be written to notify the resident of the decision.

CARRIED.

MOVED by Counc. Alexander and seconded by Counc. Lewis Council approve the Spring Clean-Up dates of May 23-27th for solid waste and May 30-June 3rd for organic material.

CARRIED.

MOVED by Counc. Alexander and seconded by Counc. Lewis Council approve the installation of a Fairvale Elementary School sign in the Town's right of way on the corner of Isaac Street and Gondola Point Road.

CARRIED.

7.5 20 January 2016 Draft Utilities Committee Meeting Minutes

MOVED by Counc. Alexander and seconded by Counc. Wells the Draft Utilities Committee Meeting Minutes dated 20 January 2016 be received/filed.

CARRIED.

➤ Almon Lane and Peters Lane

MOVED by Counc. Alexander and seconded Counc. Wells Rothesay Mayor and Council authorize the issuance of a public tender for the reconstruction of Almon Lane and Peters Lane in 2016.

ON THE QUESTION:

It was noted prior to the finalization of the design there will be another public meeting.

CARRIED.

ROTHESAY

Open Session
Meeting Minutes

-6-

8 February 2016

7.6 1 February 2016 Draft Planning Advisory Committee Meeting Minutes

MOVED by Counc. Wells and seconded by Counc. Lewis the Draft Planning Advisory Committee Meeting Minutes dated 1 February 2016 be received/filed.

CARRIED.

➤ Millennium Drive Proposal

MOVED by Counc. Wells and seconded by Counc. Lewis Council accept the withdrawal of the May 4, 2015 application for the lands off Millennium Drive identified at PID#s 30227086 and 00173443, as submitted by Mr. Pat Shea, Jr., on behalf of the property owners Scott Brothers Ltd. and Mrs. Sandra J. Shea.

ON THE QUESTION:

It was noted the matter has come before Council to be formally withdrawn as Council did meet with developers.

CARRIED.

7.7 27 January 2016

Draft Emergency Measures Committee Meeting Minutes (*see item 9.4*)

MOVED by Counc. Lewis and seconded by Counc. McGuire the Draft Emergency Measures Committee Meeting Minutes dated 27 January 2016 be received/filed.

ON THE QUESTION:

Counc. Lewis highlighted the tabletop exercise for Canadian National Railway will be held at 9 a.m. on April 12, 2016. It was noted in the case of an emergency a quorum is not required however, all Council members are welcome to attend. The event will not be open to the public.

CARRIED.

7.8 January 2016

Monthly Building Permit Report

MOVED by Counc. Wells and seconded by Counc. Lewis the Monthly Building Permit Report dated January 2016 be received/filed.

CARRIED.

7.9 4 February 2016

Capital Projects Summary

MOVED by Counc. Wells and seconded by Counc. McGuire the Capital Projects Summary dated 4 February 2016 be received/filed.

CARRIED.

8. UNFINISHED BUSINESS

TABLED ITEMS

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

No action at this time

8.2 Water By-law (Tabled June 2015)

No action at this time

8.3 Amending Agreement and Variance (47 Clark Road) (Tabled December 2015)

No action at this time

8.4 16 Lot Subdivision off Appleby Drive (Tabled December 2015)

No action at this time

ROTHESAY

Open Session
Meeting Minutes

-7-

8 February 2016

8.5 Disposal of Town Owned Lands

2 February 2016 Information Report prepared by DPDS White

MOVED by Counc. Wells and seconded by Counc. McGuire:

WHEREAS Rothesay Council has received and reviewed information regarding the possible disposal of 8 Kingswood Avenue (PID 30022453);

Be it therefore resolved that Rothesay Council declares 8 Kingswood Avenue (PID30022453) to be surplus to the needs of Rothesay; and

WHEREAS 8 Kingswood Avenue (PID30022453) has been declared surplus;

Be it further resolved that Rothesay Council hereby directs Staff to sell said lands by PUBLIC TENDER.

CARRIED.

MOVED by Counc. Wells and seconded by Counc. McGuire:

WHEREAS Rothesay Council has received and reviewed information regarding the possible disposal of land off Crosswind Crescent (PIDs 00259036 & 30278691); Be it further resolved that Rothesay Council shall retain the land off Crosswind Crescent (PIDs 00259036 & 30278691) for public recreational purposes.

CARRIED.

8.6 Remembrance Day at Rothesay Common

5 February 2016 Memorandum from Town Manager Jarvie

MOVED by Deputy Mayor Grant and seconded by Counc. McGuire the memorandum from Town Manager Jarvie RE: Remembrance Day at Rothesay Common dated 5 February 2016 be received/filed.

ON THE QUESTION:

Mayor Bishop gave background information on how the event began.

CARRIED.

9. NEW BUSINESS

9.1 BUSINESS ARISING FROM DELEGATIONS

9.1.1 Anglophone South School District Presentation

RECEIVED FOR INFORMATION

9.2 Greenpoint North Lawn Care Inc. (Weedman) – Line of Credit Reduction

19 January 2016 Report prepared by DRP Jensen

14 January 2016 Letter from David Thompson RE: Successful Tender for Contract No. 2012-12-ParksTurf

MOVED by Counc. McGuire and seconded by Counc. Lewis Council direct Staff to reduce the standby letter of credit for contract number 2012-12-ParksTurf to \$26,018.04 which represents 50% of the value of the remaining one year contract.

CARRIED.

ROTHESAY

Open Session
Meeting Minutes

-8-

8 February 2016

9.3 Utility Fund Borrowing Application – Almon Lane and Peters Lane

28 January 2016 Report submitted by Town Manager Jarvie

MOVED by Counc. Alexander and seconded by Counc. Lewis Council approve the following motion:

Be it resolved that the Municipality of ROTHESAY submit to the Municipal Capital Borrowing Board an application for authorization to borrow money in an amount not to exceed \$850,000 for the following:

Purpose	Term	Amount
NAME OF FUND: Utility Water and sewer system expansion	30 Years	\$850,000

ON THE QUESTION:

There was an inquiry relating to why the Gas Tax Fund could not be used. It was noted the Gas Tax Fund has been committed to funding another project. Town Manager Jarvie explained the next steps in the process.

CARRIED.

9.4 EMO By-law

4 February 2016 Memorandum from Town Clerk Banks with attachment

MOVED by Counc. Lewis and seconded by Deputy Mayor Grant, the First Reading, by Title, be given to By-law 1-16, "Rothesay Emergency Measures By-law".

ON THE QUESTION:

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

CARRIED.

9.5 Fleet Vehicle Purchase

9.5.1 General Fund

1 February 2016 Report prepared by DO McLean

MOVED by Counc. Wells and seconded by Counc. McGuire the Fleet Vehicle be a 2016 Ford 150 truck quoted by Downey Ford Sales at a base price of \$43,354.50 plus applicable taxes and further that the Director of Operations be authorized to issue a purchase order in that regard.

ON THE QUESTION:

Concern was expressed noting the price seemed high for a pick-up truck. DO McLean advised there have been issues in the past with issuing generic tenders and only receiving a single bid in response. DO McLean advised the dealers offer various amenities and the agreed on approach to receiving quotes involves designing a truck through online dealer programs and requesting quotes from each dealer, based on their online program. A truck was designed with baseline items that met Town requirements as well as features each dealer could supply. Local dealers, with the exception of one, provided quotes based on the design programs as presented.

NAY vote recorded from Counc. Lewis.

CARRIED.

9.5.2 Utility Fund

1 February 2016 Report prepared by DO McLean

MOVED by Counc. Wells and seconded by Counc. McGuire the Fleet Vehicle be a 2016 Ford Transit quoted by Downey Ford Sales at a base price of \$35,295.50 plus applicable taxes and further that the Director of Operations be authorized to issue a purchase order in that regard.

CARRIED.

10. NEXT MEETING

10.1 Special meeting **Monday, February 22, 2016**
2 February 2016 Memorandum from Town Clerk Banks

MOVED by Counc. Alexander and seconded by Counc. Gallagher Jette Council schedule a special Open Session meeting for Monday, February 22, 2016 at 7:00 p.m.

CARRIED.

Regular meeting **Monday, March 14, 2016**


The next meeting will be a Special Meeting on Monday February 22, 2016 at 7:00 p.m. followed by a Regular Meeting on Monday, March 14, 2016 at 7:00 p.m.

11. ADJOURNMENT

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

CARRIED.

The meeting adjourned at 8:07 p.m.



MAYOR



CLERK