



**ROTHESAY**  
COUNCIL MEETING  
Rothesay Town Hall  
**Monday, June 13, 2016**  
7:00 pm



**PRESENT:** MAYOR NANCY GRANT  
DEPUTY MAYOR MATT ALEXANDER  
COUNCILLOR GRANT BRENNAN  
COUNCILLOR PETER J. LEWIS  
COUNCILLOR TIFFANY MACKAY FRENCH  
COUNCILLOR BILL McGUIRE  
COUNCILLOR DON SHEA  
COUNCILLOR MIRIAM WELLS

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

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

**1. APPROVAL OF AGENDA**

**MOVED** by Counc. McGuire and seconded by Counc. Wells the agenda be approved as circulated, with the following addition:

**9.9 Clean Water and Wastewater Fund Application:**  
Infiltration Study of the Rothesay Sanitary Sewer System  
13 June 2016                      Memorandum prepared by DO McLean

**CARRIED.**

**2. APPROVAL OF MINUTES**

Regular Meeting                      11 April 2016

**MOVED** by Counc. Wells and seconded by Deputy Mayor Alexander the minutes of 11 April 2016 be adopted as circulated.

**CARRIED.**

Oath of Office Ceremony              25 May 2016

**MOVED** by Counc. Lewis and seconded by Counc. Wells the minutes of 25 May 2016 be adopted as circulated.

**CARRIED.**

**Business Arising from Minutes**

N/A

**3. OPENING REMARKS OF COUNCIL**

Mayor Grant congratulated the following individuals: Max Chapman, a Rothesay High School student, received the Ikay Silk Award for Professional Potential at the 2016 New Brunswick Drama Festival; Walter Emrich, a Rothesay resident, was awarded the 2016 Longard Volunteer award from the Gulf of Maine Council on the Marine Environment for his outstanding efforts as a long-time volunteer with the Nature Trust of New Brunswick; Paul Kitchen, headmaster of Rothesay Netherwood School, best wishes on his retirement after 29 years; and Paul McLellan, incoming headmaster for Rothesay Netherwood School, best wishes on his new position. She noted the following: the Loyalist City Ribfest

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invited Rothesay Council members to attend the opening ceremony on June 16, 2016; the open house for the Wastewater Treatment Upgrade project will be held on Wednesday, June 15, 2016 6 p.m. – 8 p.m. at Town Hall; and Canada Day celebrations will be held at noon on the Rothesay Common July 1, 2016. Mayor Grant challenged the municipalities of Grand Bay-Westfield, Saint John, and Quispamsis to “the Mayor’s Challenge ‘Not So Great’ Charity Race” during the Saint John Dragon Boat Festival on August 27, 2016 at noon. Counc. Mackay French noted Lydia Buckley, a Rothesay resident, has been accepted for a month-long program at the Royal Winnipeg Ballet School. She invited all to attend a showcase held on Wednesday, June 15, 2016 at 1 p.m. and 7 p.m. at the Our Lady of Perpetual Help.

### 3.1 Declaration of Conflict of Interest

Mayor Grant declared a conflict of interest regarding any items relating to Symphony New Brunswick.

## 4. DELEGATIONS

### 4.1 Sculpture Saint John

Diana Alexander

Mayor Grant welcomed Ms. Alexander to the meeting. Ms. Alexander thanked Council and noted the following: the first international symposium of the modern era was held in Austria in 1959 by Dr. Karl Prantl; international sculpture symposia have been held around the world in Italy, Japan, Australia, Germany, Abu Dhabi, India, France, Cuba, and the United States; the Saint John symposium is modeled after the symposium in Schoodic, Maine which was started in 2007; the Saint John International Sculpture Symposium started in 2012; over 35,000 attended the 2012 symposium; participants in the 2012 symposium were: the town of St. George, the town of Grand Bay-Westfield, the city of Saint John, the town of Quispamsis, the town of Rothesay, and the University of New Brunswick Saint John; there is a sculpture in the Rothesay Common created by Jo Kley; in 2014 participants were: St. Stephen, St. Andrews, Blacks Harbour, Grand Bay-Westfield, Saint John Waterfront Development, New Brunswick Community College, Hampton, and Sussex; 30,000 attended the 2014 symposium; the third Saint John International Sculpture Symposium will be held August 4, 2016 – September 17, 2016; participants in the 2016 symposium are: Riverview, New Brunswick Medical Society in Fredericton, Oromocto, Grand Bay-Westfield, Cambridge Narrows, Port Saint John, Saint John Airport, and the Saint John Horticultural Association; four community partners are confirmed for 2018: Fundy National Park, Gagetown, Norton, and the city of Saint John; two symposiums will be held after this year’s, 2018 (4 more participant spots left) and 2020 (8 participant spots left); community partners receive a monumental piece of art made from granite worth over \$100,000 and pay \$15,000 spread over two years; community partners also pay for transportation and any installation.

Ms. Alexander noted the following updates since the 2012 symposium: a complete map was created of the trail between Maine and New Brunswick; in 2015 a mobile app was created; the app allows community partners to share a link to their website; the app includes pictures of the sculptures, links to artist websites, a statement about the various sculptures, information on the communities, assistance with tours, and the mobile app is available offline allowing users accessibility without roaming charges. She further noted: after 2016 there will be a total of 22 pieces, and after the symposium in 2020 there will be 72 pieces of art between Bangor, Maine and Riverview, NB; the website has been revamped; they are working with the province of New Brunswick on the “Two Nation Vacation” initiative; and the government has provided a grant to update the map and mobile app and make sure all information is current. Ms. Alexander distributed to Council members and staff the map, a card with instructions to download the mobile app, and catalogues from 2012 and 2014. She noted there will be a “Selfie Tour” launched in July to encourage individuals to post “selfies” with the sculptures on the website, Facebook, or Instagram; and volunteers are always welcome to assist with the symposium. Ms. Alexander requested if Council was to consider participating in the 2018 symposium, the Town notify Sculpture Saint John at their earliest convenience. Counc. Wells suggested the map could be put on the Town’s website. Mayor Grant thanked Ms. Alexander for her presentation.

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### 5. CORRESPONDENCE FOR ACTION

5.1 Various Emails between resident and Town Clerk RE: Wastewater Treatment Upgrade (with attachments)

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire the various emails between resident and Town Clerk RE: Wastewater Treatment Upgrade (with attachments) be referred to staff.

**CARRIED.**

5.2 10 May 2016 Letter from resident RE: Relief of payment for Sewer fees

**MOVED** by Counc. Shea and seconded by Counc. McGuire the letter from resident RE: Relief of payment for Sewer fees dated 10 May 2016 be referred to the Utilities Committee.

**CARRIED.**

5.3 19 May 2016 Email from Bernard Beukeveld RE: Railway Safety with attachment  
2 June 2016 Email from Bernard Beukeveld to Standing Committee on Transportation, Infrastructure and Communities (TRAN) RE: Wheel Indicator Load Detector with attachments

6 June 2016 Email from Bernard Beukeveld RE: Oil Train Derails in Columbia River Gorge

**MOVED** by Counc. Wells and seconded by Counc. Lewis the email from Bernard Beukeveld RE: Railway Safety with attachment dated 19 May 2016, the email from Bernard Beukeveld to Standing Committee on Transportation, Infrastructure and Communities (TRAN) RE: Wheel Indicator Load Detector with attachments dated 2 June 2016, and the email from Bernard Beukeveld RE: Oil Train Derails in Columbia River Gorge dated 6 June 2016 be referred to staff.

**CARRIED.**

5.4 7 June 2016 Email from resident RE: Community Garden

**MOVED** by Counc. McGuire and seconded by Deputy Mayor Alexander the email from resident RE: Community Garden dated 7 June 2016 be referred to staff.

#### ON THE QUESTION:

Counc. Wells inquired as to why the recommendation was to refer the item to staff rather than the Parks and Recreation Department. Town Manager Jarvie advised Council could refer it to the Parks and Recreation Department if they so wished.

**NAY vote recorded from Counc. Wells.**

**CARRIED.**

5.5 7 June 2016 Letter from Canada 150 International Women's Orchestra RE:  
Request for letter of support with attachment

**MOVED** by Counc. Wells and seconded by Counc. Lewis Council provide a letter of support to the Canada 150 International Women's Orchestra.

**CARRIED.**

### 6. CORRESPONDENCE - FOR INFORMATION

6.1 Various Congratulatory Correspondence RE: Election

**MOVED** by Counc. Wells and seconded by Counc. Lewis the various Congratulatory Correspondence RE: Election be received/filed.

**CARRIED.**

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6.2 20 April 2016 Letter to Minister Melanson RE: Designated Highway Funding  
**MOVED** by Counc. McGuire and seconded by Counc. Lewis the letter to Minister Melanson RE:  
Designated Highway Funding dated 20 April 2016 be received/filed.

**CARRIED.**

6.3 21 April 2016 Letter to Wayne Long, MP RE: Wastewater Treatment Plant Funding  
**MOVED** by Counc. Wells and seconded by Counc. Lewis the letter to Wayne Long, MP RE:  
Wastewater Treatment Plant Funding dated 21 April 2016 be received/filed.

**CARRIED.**

6.4 26 April 2016 Letter from the Fairvale Outing Association RE: Thank you  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the letter from the Fairvale  
Outing Association RE: Thank you dated 26 April 2016 be received/filed.

**CARRIED.**

6.5 28 April 2016 Letter from Public Health Inspection RE: Licensing Requirements for  
Public Markets  
**MOVED** by Counc. Lewis and seconded by Counc. Shea the letter from Public Health Inspection RE:  
Licensing Requirements for Public Markets dated 28 April 2016 be received/filed.

**CARRIED.**

6.6 10 May 2016 Letter from Medical Education Foundation RE: Thank you/Invite  
**MOVED** by Counc. Wells and seconded by Counc. Brenan the letter from Medical Education  
Foundation RE: Thank you/Invite dated 10 May 2016 be received/filed.

### ON THE QUESTION:

Mayor Grant noted she will be attending the New Brunswick Medical Education Foundation annual  
celebration in the Grand Hall at the University of New Brunswick Saint John on Wednesday June 15,  
2016 to award the scholarship.

**CARRIED.**

6.7 12 May 2016 Email from Robin Goldstein, Partners for Climate Protection RE:  
Welcome  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea the email from Robin Goldstein,  
Partners for Climate Protection RE: Welcome dated 12 May 2016 be received/filed.

**CARRIED.**

## 7. REPORTS

### 7.0 June 2016

#### Report from Closed Session

7.1 17 February 2016	Kennebecasis Public Library (KPL) Board Meeting Minutes
February 2016	KPL Librarian's Report
31 January 2016	KPL Comparative Income Statement
29 February 2016	KPL Comparative Income Statement
16 March 2016	Kennebecasis Public Library (KPL) Board Meeting Minutes
March 2016	KPL Librarian's Report
31 March 2016	KPL Comparative Income Statement
20 April 2016	Kennebecasis Public Library (KPL) Board Meeting Minutes
April 2016	KPL Librarian's Report
30 April 2016	KPL Comparative Income Statement
April 2016	KPL Building Maintenance Report

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**MOVED** by Counc. Shea and seconded by Counc. McGuire the various Kennebecasis Valley Library documents (Minutes: 17 February 2016, and 16 March 2016, 20 April 2016; Librarian's Report: February 2016, March 2016, and April 2016; KPL Comparative Income Statements: 31 January, 2016, 29 February 2016, 31 March 2016, and 30 April 2016; and the April 2016 KPL Building Maintenance Report) be received/filed.

**ON THE QUESTION:**

Deputy Mayor Alexander inquired if the Board was aware of the potential increase in power costs related to the installation of vending machines. He noted the cost increase could negatively affect other programs. Counc. Shea agreed to pass the message along to the Board at the next meeting. Counc. Wells questioned the healthiness of selections in the vending machines. She noted it may promote unhealthy eating habits if only unhealthy options are available. Mayor Grant advised healthy options will be included.

**CARRIED.**

2015 KPL 2015 Audited Financial Statements

**MOVED** by Counc. Shea and seconded by Counc. Wells the Kennebecasis Valley Library 2015 Audited Statements dated 2015 be received/filed.

**ON THE QUESTION:**

Mayor Grant noted the majority of the accumulated surplus is comprised of the Tangible Capital Assets, more specifically the expanded building. Amortization will occur and the surplus will decrease over time.

**CARRIED.**

7.2	23 March 2016	Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes
	31 March 2016	KRJBPC Statement of Financial Position
	27 April 2016	KRJBPC Meeting Minutes
	30 April 2016	KRJBPC Statement of Financial Position

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire the various Kennebecasis Valley Regional Joint Board of Police Commissioners (Minutes: 23 March 2016, 27 April 2016; Statement of Financial Position: 31 March 2016, and 30 April 2016) be received/filed.

**CARRIED.**

11 April 2016 Letter from Chief McIntyre RE: 2015 Audited Financial Statements  
2015 KRJBPC 2015 Audited Financial Statements

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire the letter from Chief McIntyre dated 11 April 2016 and the KRJBPC 2015 Audited Financial Statements dated 2015 be received/filed.

**CARRIED.**

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- 7.3 9 December 2015 Kennebecasis Valley Fire Department (KVFD) Board Meeting  
Minutes  
9 December 2015 KVFD Chief's Report  
30 November 2015 KVFD Response Report  
13 April 2016 KVFD Board Meeting Minutes  
13 April 2016 KVFD Chief's Report  
31 March 2016 KVFD Response Report

**MOVED** by Counc. Mackay French and seconded by Counc. Wells the various Kennebecasis Valley Fire Department documents (Minutes: 9 December 2015, 13 April 2016; Chief's Report: 9 December 2015, 13 April 2016; Response Report: 30 November 2015, and 31 March 2016) be received/filed.

**ON THE QUESTION:**

Deputy Mayor Alexander requested the Rothesay representative for the Kennebecasis Valley Fire Board remind the Kennebecasis Valley Fire Board meeting minutes should be received by the Town within 60 days of the meeting.

**CARRIED.**

2015 KVFD 2015 Audited Financial Statements

**MOVED** by Counc. Wells and seconded by Counc. Lewis the KVFD 2015 Audited Financial Statements dated 2015 be received/filed.

**CARRIED.**

25 April 2016 KVFD Annual Report

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea the KVFD 2015 Annual Report dated 25 April 2016 be received/filed.

**CARRIED.**

7.4 2015 Fundy Regional Service Commission 2015 Audited Financial Statements  
**MOVED** by Counc. Wells and seconded by Counc. McGuire the Fundy Regional Service Commission 2015 Audited Financial Statements dated 2015 be received/filed.

**CARRIED.**

7.5 30 April 2016 Draft unaudited Rothesay General Fund Financial Statements  
**MOVED** by Counc. Brennan and seconded by Counc. Shea the Draft unaudited Rothesay General Fund Financial Statements dated 30 April 2016 be received/filed.

**CARRIED.**

30 April 2016 Draft unaudited Rothesay Utility Fund Financial Statements  
**MOVED** by Counc. Brennan and seconded by Counc. Shea the Draft unaudited Rothesay Utility Fund Financial Statements dated 30 April 2016 be received/filed.

**ON THE QUESTION:**

Counc. Brennan advised the increase in sale of water is related to timing, and should balance over time. It was noted the bill for the Almon Lane and Peters Lane project has not been received from the contractor.

**CARRIED.**

Mayor Grant declared a conflict of interest and left the meeting room.

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Draft Finance Committee Meeting Minutes

**MOVED** by Counc. Brenan and seconded by Counc. McGuire the Draft Finance Committee Meeting Minutes dated 3 June 2016 be received/filed.

**CARRIED.**

**MOVED** by Counc. Shea and seconded by Counc. Lewis Council approve a donation of \$3,000.00 to Kingsway Care Alliance.

**CARRIED.**

**MOVED** by Counc. Brenan and seconded by Counc. Shea Council deny the request to proceed with the \$2,500.00 donation to Symphony New Brunswick despite cancellation of Camerata.

**CARRIED.**

Mayor Grant returned to the meeting room.

7.6 20 April 2016

Draft Public Works and Infrastructure Committee Meeting Minutes

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis the Draft Public Works and Infrastructure Committee Meeting Minutes dated 20 April 2016 be received/filed.

### ON THE QUESTION:

Deputy Mayor Alexander advised work on Rothesay Road began today. He noted significant traffic delays are expected in the area and it is suggested residents plan alternate routes. Counc. Wells inquired if a resolution had been reached regarding the Grove Avenue/Hampton Road crosswalk. It was noted the item would be discussed under item 9.5 of the agenda. Concern was expressed regarding FERO employees treatment of recycling bins. It was noted Town staff should request FERO employees return recycling bins to their initial placement by the homeowner, to avoid damaged or lost bins and lids. Deputy Mayor Alexander inquired as to why some Committee motions were not included in the Council kit, such as Kaitlyn Street. Town Manager Jarvie advised Kaitlyn Street would be discussed as item 9.4 on the agenda.

**CARRIED.**

- Marr Road/Glenwood Drive traffic lights

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis Council deny the request for the installation of traffic signals at the intersection of Marr Road/Glenwood Drive and (the future) Prince Albert Court.

**CARRIED.**

- GEO Stackhouse Ltd. contract

**Refer to Item 9.6**

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- Sierra Avenue streetlight

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis Council uphold Town policy and deny the request to install a streetlight on Sierra Avenue.

### ON THE QUESTION:

Clarification was requested regarding the current streetlight policy. Town Manager Jarvie advised streetlights are placed at intersections. He acknowledged the two hard right hand turns and indicated no intersection exists along the street. Counc. Shea inquired if there were any exceptions to the policy. Town Manager Jarvie noted the issue was brought to the Public Works and Infrastructure Committee to determine if an exception should be made. The recommendation against the installation of a streetlight on Sierra indicates the Committee believes an exception should not be made.

**YEA votes recorded from: Deputy Mayor Alexander, Counc. Brennan, Counc. Mackay French, Counc. McGuire, and Counc. Lewis.**

**NAY votes recorded from: Counc. Shea, and Counc. Wells.**

**CARRIED.**

- Highland Avenue/Grove Avenue curb

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis Council approve installation of one sided curb beginning at civic 94 Highland Avenue and connecting to Grove Avenue and further the homeowners be notified in advance of the work.

### ON THE QUESTION:

Counc. Brennan inquired when the residents would be notified. Town Manager Jarvie advised once the work is scheduled the residents will be informed.

**CARRIED.**

7.7 20 April 2016 Draft Heritage Preservation Review Board Meeting Minutes

**MOVED** by Counc. Wells and seconded by Counc. McGuire the Draft Heritage Preservation Review Board Meeting Minutes dated 20 April 2016 be received/filed.

**CARRIED.**

7.8 6 June 2016 Draft Planning Advisory Committee Meeting Minutes

**MOVED** by Counc. Lewis and seconded by Counc. Shea the Draft Planning Advisory Committee Meeting Minutes dated 6 June 2016 be received/filed.

**CARRIED.**

- 104 Hampton Road (PID: 30246979) – Public Hearing

**MOVED** by Counc. Lewis and seconded by Counc. Shea Council schedule a public hearing for Monday, August 8, 2016 at 7:00 p.m., in accordance with the *Community Planning Act* to consider the rezoning of 104 Hampton Road (PID: 30246979) from Central Commercial (CC) to Multi-Unit Residential (R4) to permit the development of two apartment buildings with Phase 1 being a 12 unit building and Phase 2 being a 23 unit building.

### ON THE QUESTION:

Deputy Mayor Alexander inquired as to the size of the polling area. DPDS White advised a 100 meter radius was used to poll residents however the area may be increased depending on the layout of the area.

**CARRIED.**

Counc. Lewis declared a conflict of interest and left the meeting room.



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- 11 Terri Street (PID: 30169288) – Cash in Lieu of Land for Public Purposes

**MOVED** by Counc. Shea and seconded by Counc. McGuire Council accept the amount of \$1840.00 as cash in lieu of Land for Public Purposes for the subdivision of 11 Terri Street (PID: 30169288) to create lot 16-1.

### ON THE QUESTION:

Deputy Mayor Alexander requested clarification on the location of the proposed lot and inquired if the road was plowed to the end. It was noted the lot is at the end of Terri Street and the road is plowed to the end.

**CARRIED.**

Counc. Lewis returned to the meeting room.

7.9 April 2016 Monthly Building Permit Report

**MOVED** by Counc. Wells and seconded by Counc. McGuire the Monthly Building Permit Report dated April 2016 be received/filed.

### ON THE QUESTION:

Deputy Mayor Alexander questioned the difference of construction values for in-ground pools compared to above ground pools. DPDS White advised it related to the difference in size.

**CARRIED.**

May 2016 Monthly Building Permit Report

**MOVED** by Counc. Wells and seconded by Counc. McGuire the Monthly Building Permit Report dated May 2016 be received/filed.

### ON THE QUESTION:

It was noted the first permit on the last page of the report did not have a property location. The permit number was recorded twice in error.

**CARRIED.**

7.10 9 June 2016 Capital Projects Summary

**MOVED** by Counc. Brennan and seconded by Counc. Wells the Capital Projects Summary dated 9 June 2016 be received/filed.

### ON THE QUESTION:

Counc. Wells inquired if the Wells dog park is open. DRP Jensen advised the completion date is expected to be end of July, early August. There was a brief discussion regarding the possibility of a grand opening ceremony. Counc. Wells inquired as to: the status of the Rothesay Common litigations, the date of the second open house for the secondary plan, and the what is being done regarding the trash issue on the property owned by the Department of Transportation and Infrastructure (DTI). It was noted: the issue regarding the Rothesay Common is still ongoing; the secondary plan second open house has not been scheduled yet; and the Town and DTI will be responsible for cleaning up the area. Counc. McGuire inquired if access could be blocked to prevent future dumping. Town Manager Jarvie advised blocking access would require agreement from the three landowners, but could be done. It was noted the anticipated completion date for the Almon Lane and Peters Lane project is early July. Deputy Mayor Alexander inquired if the rolled curb was scheduled to be installed. Town Manager Jarvie advised rolled curb would be installed. Counc. Lewis requested any future changes to the Capital Project Summary be highlighted in yellow. Counc. Lewis noted the McGuire Centre parking lot was closed on the weekend which caused police and renter concerns. He suggested reimbursement be provided to renters that

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experienced inconvenience because of the parking lot closure. Town Manager Jarvie advised staff could investigate the matter of reimbursement. DO McLean advised the paving for the parking lot has been completed. Counc. Lewis expressed concern regarding the rebuild of Chantale Street noting the rebuild included mulching up the chipseal, topping it with 6 inches of gravel, and then paving it. He noted it does not meet the same standards as the French Village Road rebuild. DO McLean advised: French Village Road is a main thoroughfare; Chantale Street is a lengthy collector road with lighter traffic and 18 homes; it cost \$314,000 to rebuild Chantale Street; and to rebuild the same street, with the same process as French Village Road, would cost over a million dollars.

**CARRIED.**

### 8. UNFINISHED BUSINESS

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#### 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*

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### 9. NEW BUSINESS

#### BUSINESS ARISING FROM DELEGATIONS

##### 9.1 Sculpture Saint John Letter

**MOVED** by Counc. McGuire and seconded by Counc. Wells the correspondence from Sculpture Saint John be referred to staff for a recommendation.

#### ON THE QUESTION:

Counc. McGuire requested clarification on what was being asked of Council. He noted should Council receive and file the letter it may not receive proper attention. It was noted Ms. Alexander mentioned Council may consider becoming a Sculpture Saint John partner in 2018.

**CARRIED.**

Mayor Grant requested Deputy Mayor chair the meeting while she participates in the following discussion.

#### ADMINISTRATION

##### 9.2 Mayor's Special Committee – Open and Transparent Town Government

8 June 2016

Memorandum from Town Manager Jarvie

Mayor Grant advised during the election residents requested more openness and transparency from the Town. She added the Town needs to improve communication with the residents. She gave a brief description of the Committee and noted the Committee would be comprised of two councillors, Counc. Mackay French (Chair) and Deputy Mayor Alexander. There was a brief discussion on what types of information residents would request from the Town. Mayor Grant advised a policy would be created and be open to review. The Committee is a starting point to improve openness and transparency within the Town. There was general discussion with respect to the goals of the Committee, the draft Communications Plan sent to the previous Council and various options for distributing information on an ongoing basis. Mayor Grant requested a report for Council prior to budget discussions for 2017.

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Mayor Grant returned to the Chair.

**MOVED** by Counc. McGuire and seconded by Counc. Shea Council establish a special committee in accordance with paragraph 108 of the Procedural By-law for the purpose of investigating and recommending means to improve the transparency of the activities of the town of Rothesay through optimum communication with its residents. This will result in a policy on Open and Transparent Government for the Town. The Committee shall be composed of two Councillors appointed by Mayor Grant.

The mandate of the committee shall be as follows:

1. To determine the types of information the taxpayers would like to have available to them; and
2. The most effective channels for conveying such information.

The Committee shall be styled the 'Mayor's Special Committee on Open and Transparent Government'.  
**CARRIED.**

### PLANNING and DEVELOPMENT

#### 9.3 Assent for Public Road (Bel-Air Avenue) – Rothesay Landings

2 June 2016 Report prepared by DPDS White

**MOVED** by Counc. McGuire and seconded by Counc. Wells Council give assent to the public street Bel-Air Avenue as shown on the plan of subdivision prepared by Kierstead Quigley and Roberts Ltd. labelled as Dwg. No. T-0141 in accordance with Section 56(1) of the Community Planning Act.

ON THE QUESTION:

Counc. Lewis inquired about the elevations in the area and if flooding was a concern. DO McLean advised there are no flooding concerns related to the elevations in the area.

**CARRIED.**

### OPERATIONS

#### 9.4 Kaitlyn Street Remedial Work

6 June 2016 Report prepared by DO McLean

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Brenan Council authorize the Director of Operations to purchase materials and direct operations staff to:

1. Excavate and install backflow prevention devices on each of the storm laterals connected to the mainline storm sewer on Kaitlyn Street; and
2. Remove and replace the 1050mm storm manhole at the intersection of Kaitlyn Street and Isaac Street with an 1800 mm diameter storm manhole; and
3. Remove the debris and reshape the drainage channel behind the Kaitlyn Street homes that parallels the CN Rail track.

**Amending motion:**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Brenan the following be added to the initial motion prior to #1:

- Staff conduct a meeting with the residents of Kaitlyn Street, that experienced flooding, to discuss the issues surrounding the stormwater laterals connected to their homes. An overview of what occurred and what work is scheduled is to be provided.

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### ON THE QUESTION:

Counc. Lewis inquired if the Town had recourse against the contractor for the error. Town Manager Jarvie advised it is unclear whether the issue was a result of the contractor, incorrect engineering plans, or the developer. He noted a significant amount of time has passed since the development and if the Town were to take any action it would be against the developer.

**Nay vote recorded from Counc. Lewis.**

**Amending motion CARRIED.  
MAIN motion, as amended CARRIED.**

### 9.5 Grove Avenue/Hampton Road Intersection: Right Turn Slip Lane Pedestrian Crossing

3 June 2016

Report prepared by DO McLean

**MOVED** by Counc. McGuire and seconded by Counc. Lewis Council remove the item Grove Avenue/Hampton Road Intersection: Right Turn Slip Lane Pedestrian Crossing from the table.

**CARRIED.**

**MOVED** by Counc. Lewis and seconded by Deputy Mayor Alexander Council:

1. Determine if signalizing the right turn slip lane at the intersection of Grove Avenue and Hampton Road is desirable; and if so
2. Authorize the Director of Operations to issue a Purchase Order to Signalisation Kalitec Inc. in the amount of \$6,030.00 plus HST for the supply of a solar powered LED flashing crosswalk system to be installed on the right turn slip lane at the intersection of Grove Avenue and Hampton Road.

### ON THE QUESTION:

Counc. Wells expressed concern regarding the error, noting the proposed design may not be as aesthetically pleasing as the initial design. DO McLean advised there had been numerous discussions relating to the issue. He noted: there was no additional budget for this crosswalk, the budget was the same for all three crosswalks; all the designers he had spoken with recommended against the initial design stating it could cause other safety concerns; the manufacturer designed the units with the other crosswalks in mind which had brand new controllers; the Grove Avenue system does not have the ability to be programed in the proposed fashion; there was no budget to replace the controller at Grove Avenue; and it is a mobile unit that can be removed if need arises. Counc. Wells suggested signage near the system to guide users. DO McLean advised signage will be included on the buttons and the resident that requested the system will be contacted and briefed on the new system. He added the expected completion date is July 1, 2016. Deputy Mayor Alexander noted this was a good compromise and the Town was able to re-use a pole from the Rothesay Common Upgrade project.

**CARRIED.**

### 9.6 Contract 2010-001RD Geo. W. Stackhouse & Sons Ltd.: Winter Maintenance Services

3 June 2016

Report prepared by DO McLean

**MOVED** by Counc. McGuire and seconded by Counc. Lewis Council award a one year extension of Contract 2010-001RD ending April 15, 2017 to Geo W. Stackhouse & Sons Ltd. in the amount of \$312,815.28 (plus HST), including an adjustment clause for the price of salt using 2016 as the baseline, and further that the Mayor and Town Clerk be authorized to execute an updated agreement in that regard.

### ON THE QUESTION:

Concern was expressed over the quality of snow plowing in the Wells area and on Brittain Lane and Hazen Street. Counc. Brennan requested a cost comparison relating to the Town providing winter maintenance services compared to contracted winter maintenance services. Town Manager Jarvie advised the analysis must be done soon in order to budget accordingly for 2017.

**CARRIED.**

## ROTHESAY

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### 9.7 Master Drive Site Development

3 June 2016 Report prepared by DO McLean

**MOVED** by Counc. McGuire and seconded by Deputy Mayor Alexander Council accept the bid submitted by Wheaton Construction Ltd. in the amount of \$111,990.00 (plus HST) for the construction of two warehouse style buildings at Master Drive and further that the Mayor and Town Clerk be authorized to execute the necessary contract documents in that regard.

#### ON THE QUESTION:

Town Manager Jarvie noted the construction will involve additions to the existing building, not two separate buildings. Counc. Lewis expressed concern regarding lack of design plans available to Council members. It was noted an informed decision cannot be made without complete information.

**MOVED** by Counc. Lewis and seconded by Counc. Brenan the Master Drive Site Development be tabled pending further information including detailed designs.

**CARRIED.**

### 9.8 Rothesay Road Project

9 June 2016 Memorandum from Town Manager Jarvie

7 June 2016 Memorandum from Treasurer MacDonald

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the public open house on June 15<sup>th</sup> at the Town Hall include a question regarding perceived benefits of a washroom at the East Riverside-Kingshurst Park and that the public also be invited to express their views through social media channels.

#### ON THE QUESTION:

Counc. McGuire inquired as to the cost of the washrooms. DO McLean advised the incremental cost of the washrooms in the East Riverside station would cost roughly \$22,000 (110 sq ft. estimated at \$200/sq. ft.). Counc. Brenan requested the cost information be provided at the open house meeting. It was noted: the initial design would remain the same regardless of whether washrooms are included; the washrooms would have a similar locking policy to the washrooms on the Rothesay Common and the Arthur Miller Field; and they would be accessible to all. Counc. Shea expressed concern regarding the cost of the washrooms and suggested the money could be spent elsewhere. Town Manager Jarvie noted the washrooms were identified as an opportunity and Council could vote against them if they see fit. Counc. Wells noted the washrooms would promote active living in the area.

**NAY vote recorded from Counc. Shea.**

**CARRIED.**

### 9.9 Clean Water and Wastewater Fund Application:

Infiltration Study of the Rothesay Sanitary Sewer System

13 June 2016 Memorandum prepared by DO McLean

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells Council authorize the Director of Operations to submit a funding application to the Clean Water and Wastewater Fund for a tri-level funded project in the amount of \$399,000 to study the extent and effects of Inflow and Infiltration on the Rothesay Utility.

#### ON THE QUESTION:

Town Manager Jarvie advised Town staff identified this application as an opportunity to assist with reduction of inflow and infiltration in the Rothesay system. He added if Council decides against it later on, the Town can refuse to accept the funds.

**CARRIED.**

**ROTHERSAY**

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**10. NEXT MEETING**

The next meeting will be held on **Monday, July 11, 2016.**

**11. ADJOURNMENT**

**MOVED** by Counc. McGuire and seconded by Counc. Mackay French the meeting be adjourned.

**CARRIED.**

The meeting adjourned at 8:52 p.m.

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK