



ROTHESAY
COUNCIL MEETING
Rothesay Town Hall
Tuesday, October 11, 2016
7:00 p.m.



PRESENT: MAYOR NANCY GRANT
DEPUTY MAYOR MATT ALEXANDER
COUNCILLOR GRANT BRENAN
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 OPERATIONS (DO) BRETT McLEAN
DIRECTOR OF PLANNING/DEVELOPMENT (DPDS) BRIAN WHITE
DIRECTOR OF REC/PARKS (DRP) CHARLES JENSEN
TREASURER DOUG MacDONALD
ADMINISTRATIVE ASSISTANT LIZ POMEROY

Mayor Grant called the meeting to order at 7:03 p.m.

1. APPROVAL OF AGENDA

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the agenda be approved as circulated, with the following amendment:

Item 9.2 – 7 Hillcrest Drive be brought forward to follow Item 4.4.

CARRIED.

2. APPROVAL OF MINUTES

Regular Meeting 12 September 2016

MOVED by Counc. Wells and seconded by Counc. Lewis the minutes of 12 September 2016 be adopted as circulated.

CARRIED.

Public Hearing 14 September 2016

MOVED by Counc. Mackay French and seconded by Deputy Mayor Alexander the minutes of 14 September 2016 be adopted as circulated.

CARRIED.

- **Business Arising from Minutes**
N/A

3. OPENING REMARKS OF COUNCIL

Mayor Grant encouraged everyone in attendance to spread the word and vote for the Rothesay Common in the Greatest Places in Canada contest. She noted the last day to vote is October 17, 2016. She added Historic Water Street in St. Andrews is in the running for the category of Street and encouraged further support for the Southern New Brunswick entries.

Counc. Wells advised there are openings available for residents to join various Rothesay committees. She noted it is a great way to be a part of the Town's decision making process. Applications are available on the Town website.

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3.1 Declaration of Conflict of Interest N/A

4. DELEGATIONS

4.1 Community Foundation (see item 6.1)

Kelly Evans

Mayor Grant welcomed Ms. Kelly Evans of the Community Foundation. Ms. Evans noted the following: presentations have been made to Common Councils across New Brunswick; the town of Rothesay was the first to purchase tickets to the 40th Anniversary Gala; the Community Foundation was established to serve as a trustee for charitable, educational, and cultural purposes, as well as to support charitable organizations and inspire community leadership; their vision is to ensure a sustainable future and improve the quality of life in Greater Saint John; there is a lack of awareness of the Community Foundation; it is an independent community charity governed by a volunteer board of community leaders; donations vary in size from one-time contributions of \$1.5 million dollars to \$10 a month; Treasurer MacDonald is the past chair of the Foundation; as of October 31, 2015 the Foundation held over \$13.5 million dollars in invested endowments; the Foundation is run primarily on an endowment model; there is a competitive process for the allocation of funds; registered charities must apply and be approved to receive funding; the Foundation administers scholarships and bursaries; and last year the KV Oasis Youth Centre received the annual anniversary grant of \$40,000. A map was shown which displayed the breadth of the Greater Saint John area in which the Community Foundation has the strongest impact. Ms. Evans encouraged Council, Town staff, and the public to provide the Foundation's contact information to charities in the area to encourage the submission of funding applications.

Counc. Shea inquired if a group must be a registered charity to receive funding. Ms. Evans advised to receive funding an organization is required to be a registered charity; however the Community Foundation is willing to help other organizations work towards solutions. Mayor Grant thanked Ms. Evans for her presentation.

4.2 4K Fill the Stocking Run (see item 7.5)

Daryl Steeves

Mayor Grant welcomed Mr. Daryl Steeves. Mr. Steeves noted the following: the event will be a 4K run/walk in front of the Santa Clause parade on Saturday, November 26, 2016; a similar Arthritis Society event sparked the idea for this run/walk; childhood poverty is a prominent issue in the Greater Saint John community; community support is key; the event has been marketed through social media channels; the request for funds is directed to both the town of Rothesay and the town of Quispamsis for participant wear; other organizations contacted for support are: Operation Red Nose, Telegraph Journal, Janie's Kid Zone, River and Trail, Tim Hortons, and the Kennebecasis Valley High School; the final donation will be submitted through Skype to the Empty Stocking Fund during their live on-air presentation; it will be a fun event to promote the existing community values of physical activity and healthy living; and only nine individuals will be timed and they will be designated the "reindeer".

Mayor Grant thanked Mr. Steeves for his presentation and noted she and Mayor Gary Clark of Quispamsis will be participating in the run/walk. She added the request has been approved for \$500 toward participant wear through the Finance Committee.

4.3 Fundy Regional Service Commission (see item 5.8)

Marc MacLeod, Executive Director

Mayor Grant welcomed Marc MacLeod. Mr. MacLeod presented the following on the 2017 Fundy Regional Service Commission Budget: on October 27, 2016 the Commission will vote on the budget; the Commission is looking for the endorsement of the budget by Mayor Grant; 3.5% reduction in overall budget of \$290,000 (\$8.25 million to \$7.96 million); tip fee remains at \$108 for municipal solid waste, \$28 for compost, and \$0 for recycling; if a flat tip fee was in place it would be roughly \$82; the high tip fee for solid waste is meant to incentivize positive recycling habits; capital expenditures are

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down 54% (from \$791,000 to \$670,000); overall regional services contributions are down 14.4%; Rothesay does not pay for local planning services; \$500,000 paid in debt; debt is expected to be eliminated in 2019; \$279,680 – Corporate Budget; \$55,936 – Cooperative and Regional Services Allocation (20%); \$10,000 – Cooperative and Regional Services Budget; \$65,936 – Total Cooperative and Regional Services Budget (All); \$25,007 – Surplus 2015; \$40,929 – Total Actual Contribution; \$1.24 million – Rothesay 2016 Tax Base versus \$11.36 million – Total Tax Base; if Rothesay wished to change their contribution amount a discussion can be brought forward by the Rothesay representative at the next Commission meeting; 10.88% - Rothesay Portion on 50% of \$40,929; \$2,227 – 50% Tax Portion; 10.09% - 11,947 (2011 Rothesay Population) of 118,451 (2011 Total Population); \$2064 – 50% Population Portion; \$4291 – Total Rothesay Contribution (down \$755 from 2016); Curbside Impact: \$97,500 savings for recycling depot collection, \$39,100 reallocated to processing (actual \$75,000), \$300,000 deferred in capital costs, and market life cycle analysis and valuation comparison deferred; \$372,000 – Cell Construction Fund, last year there was no contribution because of the negative impact of the economy; purchasing practices were revised; and tonnages have been reduced to 63,000MT down from 73,000MT in 2008.

Mayor Grant commented on the significant reduction in expenditures from capital from operating. Mr. MacLeod advised it is related to timing; in the 2016 budget a compactor was purchased which was a rebuild of \$690,000. He noted a purchase of that size typically occurs on the cycle every five years and presents an appearance of an extreme skew of the numbers. Town Manager Jarvie indicated Mr. MacLeod alluded to the discussion of municipality contributions which is based on a 50% tax base and 50% population base formula used by the Provincial government. Concern was expressed noting money received from the Provincial government is equalized on a per capita basis. Based on Rothesay's assessment, if the contribution of the Town was calculated in a similar fashion to the formula for receiving funds, the Town would have a much lower contribution. Mayor Grant advised the budget will be dealt with later on the agenda.

4.4 KV Oasis Youth Centre (see item 5.1.4) Yennah Hurley and Stephanie Tomilson
Mayor Grant welcomed Ms. Yennah Hurley and Ms. Stephanie Tomilson of the KV Oasis Youth Centre. While the presentation was loaded on screen, Town Manager Jarvie advised there will be a road closure on Rothesay Road Wednesday, October 12, 2016 between College Hill and Rothesay Corner from 10 a.m. to 3 p.m. for the purpose of completing the water services. In response to an inquiry, it was noted no resident will be landlocked.

Ms. Hurley and Ms. Tomilson thanked Rothesay Council for last year's contribution of \$10,000 and summarized the past year for the KV Oasis Youth Centre noting the Youth Centre's overall contribution to the Town, and the Community Supporters of the KV Oasis Youth Centre. Ms. Hurley and Ms. Tomilson gave a brief background of the organization for the benefit of the new Council members noting: the organization is a youth centre housed in Kennebecasis Valley that supports youth ages 12-25 in the areas of Rothesay, Quispamsis, Hampton, and Kingston; all youth in the Greater Saint John area are welcome as well; when developing the centre it was determined there was a gap of services available for youth regarding mental, physical, and sexual health; the closest available resource is the Mercantile Centre in Saint John, however transportation becomes a challenge for youth living outside of Saint John; a medical centre has been added and is open to everyone between the ages of 12-25; the organization did not limit the age of potential patients of the medical centre to 18 as it believed university aged youth are also in need of the services provided; older youth may not be interested in attending bars or clubs and are still interested in a safe place to gather; hours for the centre are: 9 a.m. – 9 p.m. Monday through Thursday, 9 a.m. – 11 p.m. Friday, and Saturday 12 p.m. – 11 p.m.; various issues youth deal with include: drug and alcohol abuse and legal problems, mental health concerns and suicidal thoughts, parents separating and divorce, eating disorders and body image issues, peer relationships and bullying, threats, violence in relationships, and sexual identity; a big issue in the

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community is self-respect and healthy relationships; the Centre provides workshops to assist with these issues and other life skills such as cooking, resume building and job interview training; and the Centre received the Community Foundation's \$40,000 anniversary grant last year.

Ms. Hurley and Ms. Tomilson gave a brief summary of the following KV Oasis Youth Centre events in the past year: the Walk to Talk Fashion Show; the Ducks in a Row fundraiser; Ripples Across the Water; Masterpieces and Mocktails; Flash Mob at the QPlex during the New Brunswick Day celebrations; the Coffee House at the Rothesay Common; Zumba at the Rothesay Common; Yoga with Yoga Haus at the Rothesay Common; and the Intergenerational Program with the Kingsway Care Home. It was noted the Centre has a Youth Advisory Committee comprised of nineteen youth members to assist and provide recommendations to the organization based on a youth outlook on current events and issues in the area.

Ms. Hurley and Ms. Tomilson noted the organization is requesting both the town of Rothesay and the town of Quispamsis to consider contributing \$15,000 each to provide equipment for the games room in the Centre.

Council made the following comments: appreciation for the Centre's contribution to the Town in supporting the youth in the area; amount of funds acquired from fundraising; the possibility of creating a list of what is needed and reaching out to individual organizations within the community for specific donations; and possible partnerships with the high schools.

Ms. Hurley and Ms. Tomilson noted the following: the fundraising campaign over three years is for \$1 million dollars; around \$300,000 operating costs per year; in the first year approximately \$300,000 has been raised; the youth members of the centre participate in fundraising and raised \$10,000 on their own; there is great support for the Centre from parents and the community; there is a strong interest in opportunities available at the Centre; a needs assessment was completed; Bell Aliant donated the furniture; Crosby Molasses and McCain Foundation supported the Centre's kitchen; the workshops and events are advertised through social media channels; partnerships do exist between the Centre and the high schools; sexual health nurses no longer visit the schools, so the principals have reached out to the Centre to provide similar services to the students; a sexual health nurse visits the Centre on Fridays to provide services. Mayor Grant thanked Ms. Hurley and Ms. Tomilson for the presentation and noted the request will be dealt with later on the agenda.

Item brought forward.

9.2 7 Hillcrest Drive – Rezoning from R1A to R4

5 October 2016 Information Report from DPDS White

5 October 2016 Memorandum from Planning Advisory Committee (PAC)

28 September 2016 Second Supplemental Report from DPDS White to PAC

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells Council:

1. Refer the revised application back to the Planning Advisory Committee to confirm its recommendation and ensure all interested parties are heard;
2. Schedule a public hearing to review the revised application for Tuesday, November 8, 2016 at 7:00 p.m. at Rothesay High School; and
3. Direct staff to ensure all notice provisions are followed and to review the notice procedure of the Planning Advisory Committee meetings with a view to changes which might make the processes fairer and clearer.

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ON THE QUESTION:

Mayor Grant briefly summarized the application process through Council and Committee levels. She noted a revised application was submitted to the Planning Advisory Committee, and the Committee recommended its approval to Council. Town staff recommends the process be repeated to ensure all parties are heard with respect to the revised proposal.

CARRIED.

5. CORRESPONDENCE FOR ACTION

- 5.1.1 8 September 2016 Saint John Theatre Company Inc. Grant Application
- 5.1.2 28 September 2016 Rothesay High School Interact Club Grant Application
- 5.1.3 28 September 2016 KV Committee for the Disabled Persons Grant Application
- 5.1.4 5 October 2016 KV Oasis Youth Centre Grant Application

MOVED by Counc. Brenan and seconded by Counc. Mackay French the grant applications for the Saint John Theatre Company dated 8 September 2016, the Rothesay High School Interact Club dated 28 September 2016, the KV Committee for the Disabled Persons dated 28 September 2016, and the KV Oasis Youth Centre dated 5 October 2016 be referred to the Finance Committee.

ON THE QUESTION:

It was noted the requests are for \$1500, \$500, \$3000, and \$15,000 respectively. Counc. Wells inquired if the Finance Committee follows any guidelines with respect to approving donations. It was noted the donation policy is included with the grant application on the Town website. Counc. Brenan advised considerations include: relevance to the Town, previous Town contributions, and funds available. Counc. Wells noted there is a need for charitable funds within the Greater Saint John area, and perhaps the money should be spent in the community before going overseas. In response to Counc. McGuire's inquiry, it was noted the Town's previous contribution to the KV Oasis Youth Centre returned to Council for final approval. Counc. McGuire expressed concern noting there are limited funds allocated to donations and \$15,000 may be an excessive amount to spend on game room items. Counc. Shea noted the merit of the applications should also be considered during donation approval. He added many applications lack sufficient information regarding requests.

CARRIED.

- 5.2 15 September 2016 Letter from the KVFD Joint Board of Fire Commissioners RE: Suggested Amendments to the Regional Fire Protection Agreement
- 15 September 2016 Letter from the KVFD Joint Board of Fire Commissioners RE: Fees for Service – Second Request

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the letter from the KVFD Joint Board of Fire Commissioners RE: Suggested Amendments to the Regional Fire Protection Agreement dated 15 September 2016, and the letter from the KVFD Joint Board of Fire Commissioners RE: Fees for Service – Second Request dated 15 September 2016 be referred to staff.

ON THE QUESTION:

Deputy Mayor Alexander suggested Item 7 of the *Suggested Amendments to the Regional Fire Protection Agreement* should read "...in any capacity as determined by the **Fire Board in consultation with the Fire Chief** based on operational requirements.". He added affidavit is spelled incorrectly throughout the document. Clarification was requested. It was noted Roger Young has not moved and remains a Rothesay representative on the Fire Board. It was suggested since Council, last year, was in favour of continuing the Volunteer Firefighter Program, the discussion continue during budget negotiations. Staff will prepare a report to bring back to Council.

Deputy Mayor Alexander requested more information be provided in report format with regard to the

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Fees for Service correspondence. He expressed concern noting the correspondence did not provide pros or cons, a cost analysis, or a fund allocation plan. Town Manager Jarvie noted the revenue will be generated from the insurance companies. He added it is unlikely any changes will be made with new legislation being released in the near future.

CARRIED.

5.3 20 September 2016 Letter from resident RE: Crosswalk Lights
MOVED by Counc. Lewis and seconded by Counc. Wells the letter from resident RE: Crosswalk Lights dated 20 September 2016 be referred to the Public Works and Infrastructure Committee.

ON THE QUESTION:

Clarification was requested. It was noted the request is to delay the lights after the button is pushed for activation. Counc. Brenan expressed concern noting if the lights are delayed from the time they are activated it may appear to residents as if the lights are not functioning and residents may cross anyway, which would create additional safety concerns.

CARRIED.

5.4 2 October 2016 Email from NB Power RE: Invite to meet with NB Power
MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis Council invite NB Power to submit a formal request to present before Rothesay Council.

ON THE QUESTION:

Concern was expressed regarding overall time commitment required and relevance of operating license renewals to Town operations. Town Manager Jarvie advised during previous power outages in the Town, NB Power went above and beyond to assist residents. To maintain the positive relationship between the Town and NB Power, he suggested the Town invite NB Power to present to Council on the topic of power line maintenance which may be more relevant to Town operations.

CARRIED.

5.5 4 October 2016 Email from On the Spot Enterprises RE: Historical Walking Tour App
MOVED by Counc. Mackay French and seconded by Counc. Lewis the email from On the Spot Enterprises RE: Historical Walking Tour App dated 4 October 2016 be referred to the Rothesay Living Museum Committee.

CARRIED.

5.6 4 October 2016 Email from New Brunswick Lung Association RE: Wood Stove Change Out Program
MOVED by Deputy Mayor Alexander and seconded by Counc. Brenan the email from New Brunswick Lung Association RE: Wood Stove Change Out Program dated 4 October 2016 be promoted on the Town website and social media.

ON THE QUESTION:

Deputy Mayor Alexander advised he is unsure of any action that could be taken by the Public Works and Infrastructure Committee regarding the program. He suggested the program be promoted on the Town website and social media instead. Counc. Wells noted smoke from wood stoves causes air pollution that may affect residents in the vicinity. She suggested the program be advertised through the Rothesay newsletter as well. It was noted the newsletter has already gone to print.

CARRIED.

5.7 4 October 2016 Letter from the Kennebecasis Regional Joint Board of Police Commissioners RE: 2017 Budgets

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MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the letter from the Kennebecasis Regional Joint Board of Police Commissioners RE: 2017 Budgets dated 4 October 2016 be referred to the Finance Committee.

ON THE QUESTION:

Counc. Brennan expressed concern noting an increase of 15-20% does not seem sustainable. He inquired if the rate is compared to other jurisdictions. Deputy Mayor Alexander advised it was and a lower percentage increase was achieved compared to other communities. There was a brief discussion regarding the negotiation and arbitration processes.

CARRIED.

5.8 6 October 2016 Memorandum from Town Manager Jarvie RE: FRSC 2017 Budget
22 September 2016 Letter from Fundy Regional Service Commission RE: 2017 Budget
MOVED by Counc. Wells and seconded by Counc. McGuire Council confirm its support for Mayor Grant in approving the annual budget of the Fundy Regional Service Commission.

CARRIED.

6. CORRESPONDENCE - FOR INFORMATION

6.1 8 August 2016 Letter from the Community Foundation RE: Update/40th Anniversary
Gala – October 27, 2016

MOVED by Counc. McGuire and seconded by Counc. Wells the letter from the Community Foundation RE: Update/40th Anniversary Gala – October 27, 2016 dated 8 August 2016 be received/filed.

CARRIED.

6.2 6 September 2016 Letter from Transport Canada RE: Requirements under the Grade
Crossing Regulations pursuant to the Railway Safety Act
MOVED by Counc. Shea and seconded by Counc. Mackay French the letter from Transport Canada RE: Requirements under the Grade Crossing Regulations pursuant to the Railway Safety Act dated 6 September 2016 be received/filed.

ON THE QUESTION:

Mayor Grant advised the matter was discussed at the Public Works and Infrastructure Committee.

CARRIED.

6.3 7 September 2016 Letter from Canadian Union of Postal Workers RE: Canada Post Review
MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis the letter from Canadian Union of Postal Workers RE: Canada Post Review dated 7 September 2016 be received/filed.

CARRIED.

6.4 7 September 2016 Letter from Ronan Ryan, Head of Emergency Fundraising for the
Canadian Red Cross RE: Thank You
MOVED by Counc. Lewis and seconded by Counc. McGuire the letter from Ronan Ryan, Head of Emergency Fundraising for the Canadian Red Cross RE: Thank You dated 7 September 2016 be received/filed.

ON THE QUESTION:

It was noted the Town donated \$1000 to the Fort McMurray wildfire relief fund.

CARRIED.

6.5 13 September 2016 Letter from Minister Fraser RE: Receipt of Rothesay Recreation Centre
Correspondence

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MOVED by Counc. Mackay French and seconded by Counc. McGuire the letter from Minister Fraser RE: Receipt of Rothesay Recreation Centre Correspondence dated 13 September 2016 be received/filed.
CARRIED.

6.6 14 September 2016 Letter to the Fundy Regional Service Commission RE: Potential Shared Medical Rescue Capacity

MOVED by Counc. McGuire and seconded by Counc. Wells the letter to the Fundy Regional Service Commission RE: Potential Shared Medical Rescue Capacity dated 14 September 2016 be received/filed.

ON THE QUESTION:

Mayor Grant noted the issue was discussed at the Fundy Regional Service Commission's last meeting. She noted there is interest as it is a shared concern, and the matter will be explored further.

CARRIED.

6.7 15 September 2016 Letter from the Saint John Dragon Boat Festival RE: Thank You

MOVED by Counc. Wells and seconded by Counc. Lewis the letter from the Saint John Dragon Boat Festival RE: Thank You dated 15 September 2016 be received/filed.

CARRIED.

6.8 16 September 2016 Letters (various) from the Regional Facilities Commission RE: 2017 Budget Approvals

MOVED by Counc. Wells and seconded by Counc. McGuire the letters (various) from the Regional Facilities Commission RE: 2017 Budget Approvals dated 16 September 2016 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander inquired as to why some organizations received their requested amount while others did not. Counc. Brennan noted: the Saint John Arts Centre did not request additional funds; the Imperial Theatre did not receive the additional \$14,000 requested as they have the ability to fundraise; and the Aquatic Centre asked for less and had recently participated in a major marketing plan. Counc. Brennan noted should money continue to be provided to assist with deficits, it may be perceived as shifting the responsibility of each organization's deficit to the municipalities. In response to an inquiry, it was noted the new roof required for Harbour Station is categorized as infrastructure and is the responsibility of the city of Saint John.

CARRIED.

6.9 19 September 2016 Copy of letter to Mayor Clark, Quispamsis from Minister Doucet RE: Deer Management Program

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the copy of the letter to Mayor Clark, Quispamsis from Minister Doucet RE: Deer Management Program dated 19 September 2016 be received/filed.

CARRIED.

6.10 21 September 2016 Letter from Bill MacMackin RE: Saint John Fieldhouse

MOVED by Counc. Wells and seconded by Counc. Lewis the letter from Bill MacMackin RE: Saint John Fieldhouse dated 21 September 2016 be received/filed.

CARRIED.

6.11 29 September 2016 Email from the Fairvale Animal Hospital RE: Recycling Bins

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the email from the Fairvale Animal Hospital RE: Recycling Bins dated 29 September 2016 be received/filed.

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ON THE QUESTION:

It was noted a response from Town Manager Jarvie was included with the email, and the issue is under discussion by Council.

CARRIED.

6.12 5 October 2016 Letter to Minister Horsman RE: Rothesay Community Centre Funding
MOVED by Counc. Wells and seconded by Counc. Shea the letter to Minister Horsman RE: Rothesay Community Centre Funding dated 5 October 2016 be received/filed.

CARRIED.

7. REPORTS

7.0 **October 2016** **Report from Closed Session**

7.1 26 July 2016 Draft Fundy Regional Service Commission (FRSC) Meeting Minutes
MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis the Draft Fundy Regional Service Commission (FRSC) Meeting Minutes dated 26 July 2016 be received/filed.

ON THE QUESTION:

There was a brief discussion regarding the short duration of the meeting. It was suggested to reduce costs it may be beneficial to avoid short meetings.

CARRIED.

7.2 19 August 2016 Kennebecasis Public Library Board (KPL) Meeting Minutes
August 2016 KPL Librarian's Report
31 July 2016 KPL Comparative Income Statement
August 2016 KPL Building Maintenance Report
2015-2016 Fundy Library Region Annual Report

MOVED by Counc. Shea and seconded by Counc. Lewis the Kennebecasis Public Library Board (KPL) Meeting Minutes dated 19 August 2016, the KPL Librarian's Report dated August 2016, the KPL Comparative Income Statement dated 31 July 2016, the KPL Building Maintenance Report dated August 2016, and the Fundy Library Region Annual Report dated 2015-2016 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander inquired as to why a notice was published in the Royal Gazette as opposed to contacting the librarian directly to inquire about the submission of the 2015 Annual Return. Counc. Shea indicated the individual responsible for the audit failed to submit the necessary report. It was noted some dates in the minutes include an additional number at the end of the year. Mayor Grant noted though there were three One-On-One Literacy Tutors, students were still turned away due to high demand.

CARRIED.

7.3 21 June 2016 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC)
Meeting Minutes
31 July 2016 KRJBPC Statement of Financial Position
31 August 2016 KRJBPC Statement of Financial Position

MOVED by Deputy Mayor Alexander and seconded by Counc. Brenan the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes dated 21 June 2016, the KRJBPC Statement of Financial Position dated 31 July 2016, and the KRJBPC Statement of Financial Position dated 31 August 2016 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander gave a brief summary of the minutes and noted the Police Chief will be retiring in the fall; his last day will be November 5, 2016. Counc. Shea requested the voting and non-voting members of the Board be separated on the minutes for easier reference.

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CARRIED.

- 7.4 13 July 2016 Kennebecasis Valley Fire Department (KVFD) Board Meeting Minutes
31 May 2016 KVFD Statement of Operations
13 July 2016 KVFD Chief's Report
30 June 2016 KVFD Response Report

MOVED by Counc. Brenan and seconded by Counc. Wells the Kennebecasis Valley Fire Department (KVFD) Board Meeting Minutes dated 13 July 2016, the KVFD Statement of Operations dated 31 May 2016, the KVFD Chief's Report dated 13 July 2016, and the KVFD Response Report dated 30 June 2016 be received/filed.

ON THE QUESTION:

Counc. McGuire advised he received complaints from residents noting Kennebecasis Valley Fire Department vehicles blocked traffic on Marr Road, near the Legion, to solicit donations from the public for muscular dystrophy. He added while it may have been for a good cause, proper procedures were not followed and a permit was not issued. He expressed concern noting once vehicles approached a certain point on Marr Road they were unable to reroute to avoid the area if they wished not to donate. Counc. McGuire requested Counc. Brenan, as the Rothesay representative to the Fire Board, bring attention to this issue at the next Fire Board meeting. Deputy Mayor Alexander advised a resident inquired as to why the Fire Department had an unmarked SUV parked in front of the fire station. Counc. Brenan advised he would inquire about both matters at the next Fire Board meeting. It was noted there was a typo in the minutes, the start and end times of the meeting were reversed.

CARRIED.

- 7.5 31 August 2016 Draft unaudited Rothesay General Fund Financial Statements
MOVED by Counc. Brenan and seconded by Counc. Shea the Draft unaudited Rothesay General Fund Financial Statements dated 31 August 2016 be received/filed.

ON THE QUESTION:

Counc. McGuire requested clarification regarding water damage claims under Note #13 Insurance on page G10. Treasurer MacDonald advised the amount included the insurance costs for claims submitted against the Town, such as deductibles. Counc. McGuire noted the amount for Note #9 Solicitor seemed low, and inquired if it should be increased during budget considerations to account for overspending in the past. There was general discussion regarding K-Park land use and unsightly premises matters. Counc. McGuire requested clarification regarding the overspending of \$181,000 on asphalt. Treasurer MacDonald advised \$950,000 is allocated for both Asphalt Resurfacing and Microseal Resurfacing and together the two categories are within budget. Deputy Mayor Alexander suggested additional detail be provided in the reports; as the descriptions of the variances may include more than one item, it may be beneficial to record the percentage each item represents.

CARRIED.

- 31 August 2016 Draft unaudited Rothesay Utility Fund Financial Statements
MOVED by Counc. Brenan and seconded by Counc. Shea the Draft unaudited Rothesay Utility Fund Financial Statements dated 31 August 2016 be received/filed.

CARRIED.

- 22 September 2016 Draft Finance Committee Meeting Minutes
MOVED by Counc. Brenan and seconded by Counc. Shea the Draft Finance Committee Meeting Minutes dated 22 September 2016 be received/filed.

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ON THE QUESTION:

Mayor Grant advised the short duration of the Fundy Regional Service Commission meeting was a result of the viewing of a series of training videos on governance which were very informative and in turn the mayors requested the videos be submitted to the Towns.

CARRIED.

7.6 20 September 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 20 September 2016 be received/filed.

ON THE QUESTION:

Counc. Lewis requested clarification on the reasoning behind the addition of the concrete barriers on the Renforth Wharf. It was noted inappropriate and unsafe use of the wharf has been reported by residents in the area. Counc. Lewis noted the concrete barriers would block an entrance to a beautiful facility used by the public. He added it is the mandate of the police department to handle such situations. The following comments were made: the concrete barriers will be painted by a Rothesay High School art class; the police are unable to constantly monitor the wharf; the police have been contacted by both the Town and residents in the area; the concrete barriers did seem to solve the problem; the barriers would be removed in winter as the complaints are more prominent during the summer months; police presence in the area could deter the culprits long enough to break the habit of their activities; and barriers could prevent access to the police if offenders continue their activities. DO McLean noted while a gate may appear to have a higher cost initially (roughly \$10,000 compared to \$1000 each for concrete barriers), to move a concrete barrier requires a loader which must be sent from the Works Garage every time, driving up costs significantly. He added: the situation exists year round and not just during summer months; unauthorized snow-plowing of the wharf by residents creates dangerous situations; and a locked gate would assist with scheduling boat drop-offs/pick-ups as well as parking control in the area. Counc. Mackay French advised as an art teacher in the past she has witnessed the deterioration of painted public spaces that are not maintained, and recommended the barriers not be painted. It was agreed the Parks and Recreation Committee should revisit the matter.

CARRIED.

7.7 21 September 2016 Draft Public Works and Infrastructure Committee Minutes
MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis the Draft Public Works and Infrastructure Committee Meeting Minutes dated 21 September 2016 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander gave a brief summary of the topics discussed at the meeting and noted the Fall Clean-Up dates are November 14-18.

CARRIED.

7.8 21 September 2016 Draft Utilities Committee Meeting Minutes
MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the Draft Utilities Committee Meeting Minutes dated 21 September 2016 be received/filed.

ON THE QUESTION:

It was noted there will be a road closure on Rothesay Road tomorrow, October 12, 2016 between 10 a.m. and 3 p.m. from College Hill to Rothesay Corner.

Counc. Lewis requested an update on the Wells dog park, inquiring if signage has been installed. DRP Jensen advised a sign has been installed; however the gates were not locked to allow the company access to correct the deficiencies in the grass.

CARRIED.

ROTHESAY

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➤ Water By-law enforcement

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells Council enforce the existing Water By-law with respect to mandatory connection to Town water by Commercial users, and further letters be sent to all owners in non-compliance notifying them of the requirement and penalties of non-compliance.

ON THE QUESTION:

Deputy Mayor Alexander advised the requirement for commercial users to connect to Town water is stated in the existing By-law. He noted connecting to Town water provides access to water that is tested daily to meet all health and safety requirements. Counc. Brenan inquired if forcing commercial users to connect could have legal ramifications for the Town. Town Manager Jarvie advised the Town under the Municipalities Act has the authority to enforce the existing By-law. Three commercial properties remain to be connected, if they refuse, the Town can by motion of Council enter into legal proceedings. In response to Counc. Shea's inquiry, it was noted if a property is sold the Town can discuss connection to the Town water system with the new owner.

Counc. McGuire requested an update on the Victoria Gardens Development – Live Watermain Valve Manipulation, inquiring if a penalty has been issued to the developer. DO McLean advised the immediate action taken by the Town was to shut off the water and resume water flow once safe conditions were established. He noted the penalty for the incident is still under discussion.

CARRIED.

7.9 21 September 2016 Draft Heritage Preservation Review Board Meeting Minutes

MOVED by Counc. Mackay French and seconded by Counc. Brenan the Draft Heritage Preservation Review Board Meeting Minutes dated 21 September 2016 be received/filed.

ON THE QUESTION:

Counc. Mackay French advised of a change to the minutes, noting she was not present at the meeting.

CARRIED.

7.10 3 October 2016 Draft Planning Advisory Committee Meeting Minutes

MOVED by Counc. Lewis and seconded by Counc. McGuire the Draft Planning Advisory Committee Meeting Minutes dated 3 October 2016 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander noted page 5, paragraph 5, of the minutes should read "In this case, an investigation by the Town Engineer identified a pipe on Hampton Road that *does not* meet requirements".

CARRIED.

➤ Hillcrest Drive (see item 9.2)

7.11 September 2016 Monthly Building Permit Report

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

ON THE QUESTION:

Counc. McGuire indicated, with regard to the new house built in Kennebecasis Park, the value of construction was probably similar to what was paid for the house that was torn down to build it.

CARRIED.

7.12 7 October 2016 Capital Projects Summary

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MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the Capital Projects Summary dated 7 October 2016 be received/filed.

CARRIED.

7.13 2016-2021 Union of Municipalities of New Brunswick Strategic Plan with Attachment

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the Union of Municipalities of New Brunswick Strategic Plan with attachment dated 2016-2021 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander advised next month he will be submitting a memorandum to Council with regard to the UMNb conference held in October and future involvement between the Town and UMNb.

CARRIED.

8. UNFINISHED BUSINESS

TABLED ITEMS

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

No action at this time

8.2 Water By-law (Tabled June 2015)

No action at this time

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

No action at this time

9. NEW BUSINESS

9.1 BUSINESS ARISING FROM DELEGATIONS

9.1.1 Community Foundation

9.1.2 4K Fill the Stocking Run

9.1.3 Fundy Regional Service Commission

9.1.4 KV Oasis Youth Centre

Dealt with above.

9.2 7 Hillcrest Drive – Rezoning from R1A to R4

6 October 2016 Memorandum from Town Manager Jarvie

5 October 2016 Information Report from DPDS White

5 October 2016 Memorandum from Planning Advisory Committee (PAC)

28 September 2016 Second Supplemental Report from DPDS White to PAC

Dealt with above.

9.3 Contract S-2014-016C: Wastewater Collection System Upgrades – East Riverside and Fairvale WWPS

6 October 2016 Report prepared by DO McLean

MOVED by Counc. Wells and seconded by Counc. McGuire Council award Contract S-2014-016C: Wastewater Collection System Upgrades – East Riverside and Fairvale WWPS to the low tenderer, Galbraith Construction Ltd. at the tendered price of \$3,392,270.00 (including HST), as calculated based on estimated quantities, and further that the Mayor and Town Clerk be authorized to execute the necessary contract documents.

NAY votes recorded from: Councils. Shea and Brenan.

ROTHESAY

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ON THE QUESTION:

It was noted the cost includes \$24,000 for the washrooms.

CARRIED.

10. NEXT MEETING

The next meetings are scheduled as follows:

Public Hearing – 7 Hillcrest Drive	Tuesday, November 8, 2016 7:00 p.m. at Rothesay High School
Regular Meeting	Monday, November 14, 2016

11. ADJOURNMENT

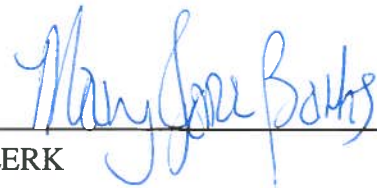
MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the meeting be adjourned.

CARRIED.

The meeting adjourned at 9:07 p.m.



MAYOR



CLERK