



**ROTHESAY**  
COUNCIL MEETING  
Rothesay Town Hall  
**Monday, August 14, 2017**  
**7:00 p.m.**



**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 PLANNING/DEVELOPMENT (DPDS) BRIAN WHITE  
DIRECTOR OF OPERATIONS (DO) BRETT McLEAN  
DIRECTOR OF REC/PARKS (DRP) CHARLES JENSEN  
TREASURER DOUG MacDONALD  
ADMINISTRATIVE ASSISTANT LIZ POMEROY

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

**1. APPROVAL OF AGENDA**

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

|             |  |
|-------------|--|
| Item 6.6    | 7 Allison Drive                        |
| Item 7.12.1 | Taylor Brook Bridge                    |
| Item 7.12.2 | East Riverside-Kingshurst lift station |
| Item 9.3    | National Acadian Day Parade            |

**CARRIED.**

**2. ADOPTION OF MINUTES**

➤ Public Meeting 10 July 2017

**MOVED** by Counc. Lewis and seconded by Deputy Mayor Alexander the Public Meeting minutes of 10 July 2017 be adopted as circulated.

**CARRIED.**

➤ Regular Meeting 10 July 2017

**MOVED** by Counc. Wells and seconded by Deputy Mayor Alexander the Open Session Council minutes of 10 July 2017 be adopted as circulated.

**ON THE QUESTION:**

Counc. Shea inquired about the letter to be sent to the property owners of 7 Allison Drive. Deputy Mayor Alexander noted Item 6.6 would address the matter.

**CARRIED.**

➤ **Business Arising from Minutes**

Mayor Grant noted Council will deal with the invitation to Mr. Flemming to tour the Wells trail; and Council clothing samples can be viewed by Council in the Mayor's office. There was general discussion with respect to quality and choice of colour. There was consensus all Council members will order one matching red shirt and, if they so wish, another colour of their choice.

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## 3. OPENING REMARKS OF COUNCIL

Mayor Grant noted she visited KV Oasis with Mayor Clark on July 12, 2017 for an official thank you from the organization to both towns. She added she attended Renforth Wharf Day July 29, 2017, met with the NB girls softball team July 30, 2017 with Mayor Clark, took a photo with the NB Kayaking team August 2, 2017, and met "Partner" at the Kennebecasis Regional Police Force on August 4, 2017 with Deputy Mayor Alexander. Mayor Grant noted she also attended two walks with the KV Walkers, the KV Players production of "Buddy", and she performed with the Saint Mary's Band at the Renforth Wharf.

Mayor Grant thanked Counc. Wells in advance for her attendance at the NB Medical Education Trust scholarship award ceremony on August 24, 2017.

Counc. Wells noted she volunteered at the Rothesay Yacht Club Regatta August 12 – 13, 2017 in which sixty-six sailors across the Maritimes attended. She congratulated her son on his victory.

### 3.1 Declaration of Conflict of Interest

Deputy Mayor Alexander declared a conflict of interest with respect to Item 8.5 Consultant Selection – Rothesay Arena Assessment.

## 4. DELEGATIONS

N/A

## 5. CORRESPONDENCE FOR ACTION

5.1 24 July 2017 Letter from the Renforth Boat Club RE: Renforth Cove  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire Council accept the invitation and schedule a meeting.

### ON THE QUESTION:

Counc. Wells suggested it may be beneficial if members of the Parks and Recreation Committee attend the meeting. In response to an inquiry, it was noted the Renforth Boat Club is located on Town owned land. Counc. Shea suggested the meeting be held in the Common Room at Town Hall. There was a brief discussion with respect to the existing lease between the Town and the Renforth Boat Club.

**CARRIED.**

5.2 10 August 2017 Letter from Lilli Lin on behalf of KV3C RE: Invitation to Kidsfest August 20, 2017

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the letter from Lilli Lin on behalf of KV3C RE: Invitation to Kidsfest August 20, 2017 dated August 10, 2017 be received/filed.

### ON THE QUESTION:

Mayor Grant reported she is unable to attend. She requested interested Council members RSVP to Ms. Lin at their earliest convenience. Counc. McGuire advised he would attend.

**CARRIED.**

5.3 10 August 2017 Letter from the Kennebecasis Regional Deer Committee RE: 2017 Deer Management Plan (*See item 7.9 for additional information*)

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells Council implement a deer management program that allows qualified landowners within the Kennebecasis Valley area to receive

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special permits authorizing hunters, chosen by the landowner, to each harvest two antlerless deer on their property; and further advise Minister Doucet of Council's decision.

### ON THE QUESTION:

The number of available permits for each land parcel will continue to be determined by ERD. Counc. Wells suggested landowners be notified of their eligibility for the program. Concern was expressed that reaching out to landowners may be a breach of privacy. Counc. Wells clarified her suggestion was intended to increase awareness of the program. Mayor Grant suggested awareness of the program be promoted on the Town's social media. Counc. Brenan commented that a significant portion of deer are killed by vehicles, not hunting.

**CARRIED.**

**MOVED** by Counc. Wells and seconded by Deputy Mayor Alexander the Town use all of its communication resources to increase awareness of potential resident participation in the 2017 deer management program.

**NAY votes recorded from Councs. Brenan and Lewis.**

**CARRIED.**

### 6. CORRESPONDENCE - FOR INFORMATION

6.1 13 July 2017 Letter from Ben McMullin RE: Thank You

**MOVED** by Counc. Wells and seconded by Counc. Lewis the letter from Ben McMullin RE: Thank You dated 13 July 2017 be received/filed.

### ON THE QUESTION:

It was noted the scholarship will be awarded at a ceremony at the Imperial Theatre on August 24, 2017.

**CARRIED.**

6.2 21 July 2017 Letter from Rothesay Park School students RE: Thank You

**MOVED** by Counc. Mackay French and seconded by Counc. Wells the letter from Rothesay Park School students RE: Thank You dated 21 July 2017 be received/filed.

### ON THE QUESTION:

Mayor Grant inquired if it is expected the event will occur annually. Counc. Shea indicated it is likely.

**CARRIED.**

6.3 25 July 2017 Letter from Hon. Stephen Horsman RE: Proclamation request for New Brunswick Wellness Week October 1-7, 2017

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the letter from Hon. Stephen Horsman RE: Proclamation request for New Brunswick Wellness Week October 1-7, 2017 dated 25 July 2017 be received/filed.

### ON THE QUESTION:

It was suggested the item be advertised on the Town's social media and a response be sent to Minister Horsman.

**CARRIED.**

6.4 29 July 2017 Email to/from Wayne Arrowsmith RE: Cycling

**MOVED** by Counc. McGuire and seconded by Counc. Lewis the email to/from Wayne Arrowsmith RE: Cycling dated 29 July 2017 be received/filed.

**CARRIED.**

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6.5 31 July 2017 Letter from KV Old Boys RE: Request for sponsorship of the 8<sup>th</sup> annual Country & Western Show with attachments (*Mayor approved \$150*)

**MOVED** by Counc. Wells and seconded by Counc. McGuire the letter from KV Old Boys RE: Request for sponsorship of the 8<sup>th</sup> annual Country & Western Show with attachments dated 31 July 2017 be received/filed.

### ON THE QUESTION:

Mayor Grant reported she approved \$150 for the event from the Mayor's budget. She commented on the positive work of the organization.

**CARRIED.**

6.6 7 Allison Drive

Deputy Mayor Alexander noted he spoke with the property owner and a letter was not received. He requested an update on the status of the letter. DPDS White advised the work has not been completed; however the property owner indicated their agreement to complete the work simultaneously during landscaping of the property.

## 7. REPORTS

7.0 August 2017 **Report from Closed Session**  
N/A

7.1 30 May 2017 Fundy Regional Service Commission Annual General Meeting Minutes  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the Fundy Regional Service Commission Annual General Meeting Minutes dated 30 May 2017 be received/filed.

### ON THE QUESTION:

Mayor Grant noted twelve executive positions have been created with the intention of improving economic development in the various regions. It has been requested that a memorandum of understanding (MOU) be signed by each region. She reported the MOU for the Fundy Regional Service Commission has not been signed yet.

Counc. Wells commented on the 4% - 6% salary increase for the Public Relations and Program Development Officer noting the timing may be inappropriate during current economic times. Mayor Grant noted the salary increase is a result of increased responsibilities for the individual.

In response to an inquiry, Mayor Grant indicated the Provincial government will bear the cost of the twelve positions. Counc. Wells questioned the expected value of the new positions. Mayor Grant indicated the Commission was assured the new positions would be of benefit to the Province.

Counc. Shea commented on the similarity between the format of the regular FRSC Board meeting minutes and the Annual General Meeting minutes. He requested clarification with respect to how Teed Saunders & Doyle were reviewed. Mayor Grant indicated she was unsure but suggested the cost of service was likely reviewed.

**CARRIED.**

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|-----|---------------|---|
| 7.2 | 17 May 2017   | Kennebecasis Public Library (KPL) Board Meeting Minutes |
|     | 30 April 2017 | KPL Comparative Income Statement                        |
|     | May 2017      | KPL Building Maintenance Report                         |
|     | May 2017      | KPL Librarian's Report                                  |

**MOVED** by Counc. Shea and seconded by Counc. Wells the Kennebecasis Public Library (KPL) Board Meeting Minutes dated 17 May 2017, the KPL Comparative Income Statement dated 30 April 2017, the KPL Building Maintenance Report dated May 2017, and the KPL Librarian's Report dated May 2017 be received/filed.

### ON THE QUESTION:

Mayor Grant inquired about the recycling program at the library. Counc. Shea indicated he would investigate the matter. In response to an inquiry, Counc. Shea noted the Library Director position has been filled and the official announcement is scheduled for Wednesday, August 16, 2017. In response to an inquiry, Counc. Shea noted a regular Board meeting was held in June, the July meeting was cancelled, and the next meeting is scheduled for Wednesday, August 16, 2017.

**CARRIED.**

- |     |              |  |
|-----|--------------|--|
| 7.3 | 28 June 2017 | Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes |
|     | 30 June 2017 | KRJBPC unaudited Statement of Financial Position                                   |
|     | 23 July 2017 | KRJBPC Call Report   |

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes dated 28 June 2017, the KRJBPC unaudited Statement of Financial Position dated 30 June 2017, and the KRJBPC Call Report dated 23 July 2017 be received/filed.

### ON THE QUESTION:

Deputy Mayor Alexander gave a brief summary of the minutes and highlighted the Kennebecasis Regional Police Force now completes trail patrols on an ATV. He added information sessions will be scheduled to advise individuals on trail safety.

Counc. McGuire commented that Libby O'Hara was listed as both present and absent at the meeting. Deputy Mayor Alexander clarified she was absent during the meeting.

Counc. Lewis commented on the significant reduction in tickets issued between the months of May-July. Deputy Mayor Alexander reported the Police Force issued more warnings than tickets during that timeframe to determine if warnings would encourage positive behaviour. In response to an inquiry, Deputy Mayor Alexander noted the trial period was well received by the public. He added it is unlikely the warning trial will continue in the long term. There was a brief discussion with respect to revenue from the issuance of tickets. In response to an inquiry, Deputy Mayor Alexander indicated no revenue is received by the municipality.

**CARRIED.**

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|-----|---------------|---|
| 7.4 | 14 June 2017  | Kennebecasis Valley Fire Department (KVFD) Inc. Board Meeting Minutes |
|     | 30 April 2017 | KVFD Statement of Operations  |
|     | 14 June 2017  | KVFD Chief's Report   |
|     | 31 May 2017   | KVFD Response Report  |

**MOVED** by Counc. Brenan and seconded by Counc. Wells the Kennebecasis Valley Fire Department (KVFD) Inc. Board Meeting Minutes dated 14 June 2017, the KVFD Statement of Operations dated 30

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April 2017, the KVFD Chief's Report dated 14 June 2017, and the KVFD Response Report dated 31 May 2017 be received/filed.

### ON THE QUESTION:

Deputy Mayor Alexander requested clarification with respect to the seven point implementation strategy for the chemical detoxification unit. He further inquired if any cost is expected with respect to the chemical detoxification unit Dalhousie University Faculty of Medicine research project. Counc. Brennan indicated it is likely the purpose of the seven point implementation strategy is to create value from the purchase of the unit. He added the research project is to be funded by Dalhousie University Faculty of Medicine. In response to an inquiry, Counc. Wells indicated the research project is awaiting official approval from the Dalhousie University Faculty of Medicine which likely depends on the approval of grant funding. She added the Board has agreed to the research project should approval be provided.

Counc. Brennan noted the Board has authorized the consulting firm Promax to complete the fire service review and facility needs assessment. A draft report is expected to be presented to the Board on September 13, 2017 and subsequently presented to the Town on September 27, 2017. There was a brief discussion with respect to fire response times and the tolerance of risk. Town Manager Jarvie advised a request has been submitted to change the date to September 26, 2017 however the change has not been confirmed.

Counc. Shea requested clarification with respect to approval of the chemical detoxification unit research project. Counc. Wells indicated the Board agreed to the project and is awaiting approval from the Dalhousie University Faculty of Medicine.

**CARRIED.**

7.5 30 June 2017 Draft unaudited Rothesay General Fund Financial Statements  
**MOVED** by Counc. Brennan and seconded by Counc. Mackay French the Draft unaudited Rothesay General Fund Financial Statements dated 30 June 2017 be received/filed.

**CARRIED.**

30 June 2017 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 June 2017 be received/filed.

**CARRIED.**

20 July 2017 Draft Finance Committee Minutes  
**MOVED** by Counc. Brennan and seconded by Counc. Shea the Draft Finance Committee Minutes dated 20 July 2017 be received/filed.

**CARRIED.**

31 July 2017 Donation Summary  
**MOVED** by Counc. Brennan and seconded by Counc. Shea the Donation Summary dated 31 July 2017 be received/filed.

**CARRIED.**

7.6 17 July 2017 Draft Emergency Measures Committee Meeting Minutes  
**MOVED** by Counc. Lewis and seconded by Counc. McGuire the Draft Emergency Measures Committee Minutes dated 17 July 2017 be received/filed.

### ON THE QUESTION:

Counc. Wells inquired as to what can be done to increase participation in the Sentinel program. Counc.

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Lewis noted the matter was discussed with the Fire Department and they have indicated a possibility to allow a small group of fire fighters to contact members of the public to promote the system. Town Manager Jarvie advised the system is promoted on both the Town website and social media however registration is minimal. Counc. Lewis noted after registering on the system a confirmation email was not received. Counc. McGuire and Counc. Wells advised they did not receive confirmation either. Counc. McGuire noted information within the system expires and re-registration may be required. Mayor Grant noted the Committee discussed specialized training for Town staff with respect to the system. She added it may be beneficial to assign a 2018 summer student the task of promoting the system amongst residents. In response to an inquiry, Town Manager Jarvie advised residents can select their preferred method of communication for notifications. There was a brief discussion with respect to assuming consent unless otherwise notified. Town Manager Jarvie advised resident permission is required to register for the system.

Mayor Grant advised staff have created a map sent to CN to apprise of the Town's critical infrastructure in the vicinity of railway tracks. Town Manager Jarvie advised Ms. Nancy McKay will be attending the next regular Council meeting to update Council on safety, sustainability, community support, as well as recent issues addressed by CN.

**CARRIED.**

7.7 19 July 2017 Draft Public Works and Infrastructure Committee Meeting Minutes  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the Draft Public Works and Infrastructure Committee Minutes dated 19 July 2017 be received/filed.

**CARRIED.**

➤ Chapel Hill Estates Median

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells Council maintain the status quo with respect to the Chapel Hill Estates median, and further a letter be sent to the Chapel Hill Estates Board of Directors advising no change will be made to the current situation.

ON THE QUESTION:

Counc. Shea inquired as to what is meant by 'status quo'. He suggested the question of ownership remains unanswered. Town Manager Jarvie advised while the median exists in the Town's right-of-way staff are of the opinion the median was part of the original proposal inherent to the development; and medians are a common design feature in other projects completed by the developer. He added due to the high cost and potential for infrastructure damage it is unlikely removal will occur if responsibility is assumed by the Town. There was a brief discussion with respect to the existing maintenance of the median and the grub infestation.

**CARRIED.**

➤ 2018 Designated Highway Funding Application

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells Council submit the portion of Hampton Road between Henderson Park and Rothesay Road for the 2018 Designated Highway Funding application.

ON THE QUESTION:

In response to an inquiry, DO McLean advised it is expected the watermain project will be completed before the resurfacing. Town Manager Jarvie advised the application is for 2018.

**CARRIED.**

7.8 19 July 2017 Draft Heritage Preservation Review Board Meeting Minutes

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**MOVED** by Counc. Mackay French and seconded by Counc. Wells the Draft Heritage Preservation Review Board Meeting Minutes dated 19 July 2017 be received/filed.

### ON THE QUESTION:

Counc. Shea inquired as to how often the Heritage Preservation Review Board meets. Counc. Mackay French noted there have been few meetings in 2017. Counc. Wells noted the Board's schedule depends on applications from the public which can be unpredictable and irregular.

**CARRIED.**

7.9 21 July 2017 KV Deer Management Program Update

**MOVED** by Counc. Wells and seconded by Deputy Mayor Alexander the KV Deer Management Program Update dated 21 July 2017 be received/filed.

### ON THE QUESTION:

Deputy Mayor Alexander commented on the reduced deer population due to high amount of road kills as opposed to hunting. Mayor Grant indicated awareness of the program will be increased as much as possible.

**CARRIED.**

7.10 8 August 2017 Draft Planning Advisory Committee Meeting Minutes

**MOVED** by Counc. Lewis and seconded by Counc. Shea the Draft Planning Advisory Committee Minutes dated 8 August 2017 be received/filed.

### ON THE QUESTION:

Counc. Wells inquired as to why an electrical outlet was not required for the brewery's building. Counc. Lewis noted the mobile restaurant Kurt's Sausage does not require a generator thus an electrical outlet is not required. Counc. Wells expressed concern noting the barbeque smell may not be well received by property owners in the area. She added objections were received with respect to the construction of the third building at 47 Clark Road and approval of the mobile restaurant may upset some residents. Counc. Wells suggested a policy or by-law be created with respect to mobile restaurants to ensure impartiality. Counc. Lewis noted the specific mobile restaurant business may change throughout the course of time. In response to an inquiry, Counc. Lewis noted if the mobile restaurant at 47 Clark Road changes the new business does not require approval from the Planning Advisory Committee. Concern was expressed with respect to odour. Counc. Lewis noted the area is home to other restaurants such as Deluxe French Fries and Java Moose thus restaurant odours already exist in the area. Counc. Wells stated an outdoor barbeque emits a different odour than restaurants with indoor cooking areas. Counc. Brennan noted the Kurt's Sausage location in Sussex appears successful and has not produced any causes for concern. Counc. Shea agreed that a by-law is required to regulate mobile restaurants in Rothesay.

**CARRIED.**

**MOVED** by Counc. Wells and seconded by Counc. McGuire a policy be created with respect to mobile restaurants in Rothesay.

### ON THE QUESTION:

DPDS White advised while a specific policy or by-law does not exist, best practices are followed when considering each mobile restaurant application. Best practices include consideration for separation from residential properties, unique conditions of buildings, space, noise, and odour. He added staff intends to include a section on mobile restaurants during the review of the Zoning By-law. Counc. Wells inquired as to when the review of the Zoning By-law will occur. DPDS White advised the review of the Zoning

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By-law will occur when staff resources permit.

### MOTION WITHDRAWN

7.11 July 2017 Monthly Building Permit Report  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis the Monthly Building Report dated July 2017 be received/filed.

**CARRIED.**

7.12 10 August 2017 Capital Projects Summary

7.12.1 Taylor Brook Bridge

Deputy Mayor Alexander requested an update on the Taylor Brook Bridge project. He added the Town notified residents of potential traffic interruptions during the project however the bridge remains open and it appears work has stopped. He further inquired if the work is expected to be completed before school begins.

7.12.2 East Riverside-Kingshurst lift station

Deputy Mayor Alexander commented on the apparent stoppage of work at the East Riverside-Kingshurst lift station. He requested an update on the status of the project.

DO McLean advised the following with respect to the Taylor Brook Bridge project: the Town received confirmation from the contractor and the supplier that the project will be completed on schedule; after confirmation the notification to residents was released; the bridge was closed for initial work completed prior to the expected delivery of the pipe; the pipe was not delivered to the contractor and the bridge was reopened to traffic; and after discussions with the contractor and the supplier it is expected the project will be completed before school begins. There was a brief discussion with respect to options. Counc. Brenan expressed concern noting due to upcoming holidays the timeline may be restricted further. DO McLean advised the contractor indicated his assurance the project would be completed on schedule pending no weather interruptions. In response to an inquiry, DO McLean advised all work prior to hanging the pipe has been completed.

DO McLean advised the East Riverside-Kingshurst project is expected to be completed at the end of September as planned. He added he discussed the slow progression of work with the contractor; financial penalties will occur if the contractor fails to meet the expected completion date; and since the wastewater treatment facility has not been constructed yet it is not an issue of concern if the pumps are not operational at the end of September. He further added the washrooms must function at the time of completion or financial penalties will occur.

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the Capital Projects Summary dated 10 August 2017 be received/filed.

**CARRIED.**

## 8. UNFINISHED BUSINESS

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### TABLED ITEMS

8.1 Water By-law (Tabled June 2015)

*No action at this time*

8.2 16 Lot Subdivision off Appleby Drive (Tabled December 2015)

*No action at this time*

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### 8.3 Traffic By-law 1-14

8 August 2017

Memorandum prepared by Town Clerk Banks

28 July 2017

Public Notice on town of Rothesay website

DRAFT

By-law 1-14 (*Revised*)

**MOVED** by Deputy Mayor Alexander and seconded by Council. Wells Council give reading by section number, to By-law 1-14 “A By-law of the Municipality of Rothesay to Regulate Traffic”.

#### ON THE QUESTION:

In response to a request from Mayor Grant, Town Clerk Banks identified the recent changes to By-law 1-14 “A By-law of the Municipality of Rothesay to Regulate Traffic” as listed in the memorandum distributed to Council.

Mayor Grant requested clarification with respect to parking on Rothesay Road as stated in Schedule A-7. Town Clerk Banks advised the existing Traffic By-law 3-03 was amended at the previous Council meeting; edits to Traffic By-law 1-14 were recommended at the previous Council meeting; and By-law 1-14 must be approved by the Registrar of Motor Vehicles before it can take effect.

In response to an inquiry, Town Clerk Banks confirmed the draft copy of Traffic By-law 1-14 was the same copy published to the Town’s website on July 28, 2017 for public review. A final review of By-law 1-14 was completed and typographical errors were corrected; and the major revisions were outlined in the cover memorandum provided to Council.

Council. Brennan inquired about the 30 km speed limit for College Hill Road stating he understood the Rothesay Netherwood School Headmaster preferred the 40 km speed limit. Mayor Grant indicated the initial request was to change the speed limit to 30km. Deputy Mayor Alexander stated the Headmaster indicated he was amenable to the 30 km speed limit.

Mayor Grant requested clarification with respect to parking on Rothesay Road including during winter conditions. Town Manager Jarvie advised signage is necessary if tickets are to be issued. He added Council’s intention with respect to ticketing was unclear. He added staff recommends signage be painted on the road surface to limit parking in the lay-bys and to allow enforcement of the By-law. Council. Brennan expressed his confusion stating he understood Council had agreed to remove the signage from the lay-bys at the previous Council meeting. He inquired if the By-law could be enforced if winter conditions hid the painted signage on the roadway. Town Manager Jarvie advised a difference in parking regulations exists between summer and winter months. Mayor Grant indicated she was amenable with the installation of signage and prefers the option of a painted roadway.

Council. Mackay French questioned what would be painted on the roadway. Town Manager Jarvie suggested it is likely “two hour parking” would be painted on the lay-by, however the final decision is at the discretion of Council. Concern was expressed restrictions such as “two hour parking” or “no overnight parking” may discourage safe driving practices under certain circumstances.

Council. McGuire commented on the decision not to remove the posts for signage noting if another issue of a single vehicle monopolizing a lay-by arises signage can be installed. Town Manager Jarvie advised complaints were received with respect to signage blocking the view on Rothesay Road.

Council. Wells expressed concern with respect to an abundance of signage on Gondola Point Road. She added she understood the “no parking” signs were to be installed on one side of Gondola Point Road

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only. Counc. Brenan suggested the reference may be addressing the “no parking in front of driveway” signs. Counc. Wells suggested the “no parking in front of driveway” signs may be unnecessary, confusing, and creates an excess of signage in the area. Town Manager Jarvie advised the “no parking in front of driveway” signs were likely installed at the request of residents in the area; it is not typical practice to install such signs at every driveway in town. Counc. Wells noted she thought hash marks were to be painted along Gondola Point Road alerting motorists and cyclists to the existence of driveways in the area.

Counc. Shea requested clarification with respect to private roads. Town Manager Jarvie advised the list of private roads within By-law 1-14 indicates roads serviced by the Town; maintenance is primarily related to snow clearance however requests for other services have been received.

Deputy Mayor Alexander suggested the following revisions: the addition of “vehicles owned by the Government of Canada” to Section 6 item 7; the rewording of Section 16 to maintain consistent references to bicycles, as tricycles are seldom used within the community; the addition of Summerhaven Crescent to Schedule A-6 One Way Highways; and the addition of Olssen Roadway, Bannister Road, Sinclair Place, and a portion of Summerhaven Crescent to Schedule A-10 Private Roads.

In response to an inquiry, Town Clerk Banks advised the By-law can be amended before 3<sup>rd</sup> reading by title and enactment.

DO McLean advised the Province regulates bicycles so the Town’s By-law cannot supersede Provincial regulations. He added tricycles and bicycles are not interchangeable. Town Clerk Banks requested clarification. DO McLean advised staff recommends the wording of Section 16 remain as is. He added he does not anticipate any issue with the addition of “vehicles of the Government of Canada” to Section 6 Truck Routes; and the Town services both Olssen Roadway and Bannister Road, however Sinclair Place and the portion of Summerhaven Crescent are not maintained by the Town thus should not be added to the list.

Counc. Brenan suggested the item be tabled until the above mentioned edits are made.

**MOVED** by Counc. Brenan and seconded by Counc. Mackay French reading by section number of Traffic By-law 1-14 be tabled until further edits have been completed.

**CARRIED.**

### **8.4 104 Hampton Road – Request for Relief of Fees**

10 August 2017

Memorandum from Town Manager Jarvie

5 July 2017

Letter from Brett Taylor RE: Deferral of Fees Request

**MOVED** by Counc. Wells and seconded by Counc. Mackay French the request for relief of fees be denied and further a response be sent apprising Mr. Taylor of Council’s decision.

#### **ON THE QUESTION:**

Mayor Grant commented that the rationale in the Town Manager’s memorandum is clear. Counc. McGuire inquired if the Town contacted Mr. Taylor. Concern was expressed suggesting it is likely developers are aware of such costs prior to submission of applications.

**NAY vote recorded from Counc. Brenan.**

**CARRIED.**

Deputy Mayor Alexander declared a conflict of interest and left the meeting.

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### 8.5 Consultant Selection – Rothesay Arena Assessment

11 August 2017 Memorandum from Town Manager Jarvie  
28 June 2017 WSP Proposal for Consultant Services for the Assessment of the  
Rothesay Arena - 2017

**MOVED** by Counc. Wells and seconded by Counc. Mackay French Council authorize the engagement of **WSP** to conduct an assessment of the current condition of the Rothesay Arena at a price of \$42,780 in accordance with the submitted proposal and establish a budget of \$45,000 to allow for any extras Council may identify following receipt of the draft report.

#### ON THE QUESTION:

Counc. McGuire commented that the proposal was more in line with the interests of Council.

**CARRIED.**

Deputy Mayor Alexander returned to the meeting.

## 9. NEW BUSINESS

### 9.1 Chatwin Street Condition Assessment

10 August 2017 Report prepared by DO McLean

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French the report prepared by DO McLean dated 10 August 2017 be received/filed.

#### ON THE QUESTION:

It was noted a revised copy was distributed to Council prior to the meeting. Deputy Mayor Alexander commented on the detailed nature of the report.

**CARRIED.**

### 9.2 Condition of Subdivision Approval Regarding Access - Villa Madonna Road (PID 233171)

11 August 2017 Memorandum from Town Manager Jarvie  
13 July 2017 Letter from the Sisters of Charity of the Immaculate Conception RE:  
Villa Madonna Road Subdivision

**MOVED** by Counc. Mackay French and seconded by Counc. McGuire Council grant the request in the July 13th letter from the Sisters of Charity to have the phrase 'For religious purposes only' removed from the subdivision approval of PID 233171.

**CARRIED.**

### 9.3 National Acadian Day Parade

Town Manager Jarvie advised the Kennebecasis Regional Police Force contacted the Town to apprise of a request for a parade of vehicles on Tuesday, August 15, 2017. He explained the typical procedure for parade approval includes the requirement of a parade permit from the Police Force, and approval ten days in advance from the Department of Transportation and Infrastructure if the route travels on a provincially designated highway. He added the route travels along Pettingill Road, Quispamsis Road, Gondola Point Road, Rothesay Road, and crosses the boundary into Saint John. The parade will consist of approximately 10-12 vehicles, not floats. In response to an inquiry, Town Clerk Banks advised the requested start time for the parade is 6:30 p.m. Counc. Wells suggested a certain speed be recommended to ensure minimal traffic disruption.

**MOVED** by Counc. Mackay French and seconded by Deputy Mayor Alexander Council permit the National Acadian Day Parade on August 15, 2017 at 6:30 p.m.

**CARRIED.**

**ROTHERSAY**

Regular Council Meeting  
Minutes

-13-

14 August 2017

**10. NEXT MEETING**

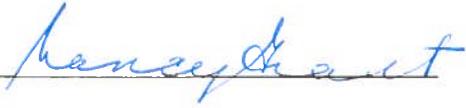
The next meeting will be held on **Monday, September 11, 2017.**

**11. ADJOURNMENT**

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

**CARRIED.**

The meeting adjourned at 8:40 p.m.



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MAYOR



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CLERK