



ROTHESAY
COUNCIL MEETING
Rothesay Town Hall
Monday, March 13, 2017
7:00 p.m.



1. APPROVAL OF AGENDA

2. APPROVAL OF MINUTES Regular Meeting 14 February 2017

➤ **Business Arising from Minutes**

3. OPENING REMARKS OF COUNCIL

3.1 Declaration of Conflict of Interest

4. DELEGATIONS

- | | |
|--|---------------------------------|
| 4.1 Jeux de l'Acadie 2020 | Michel Côté (see Item 9.1.1) |
| 4.2 Iona Avenue/Eriskay Drive/Highland Avenue | Cindy Millican (see Item 9.1.2) |
| 4.3 Enterprise Saint John | Steve Carson (see Item 9.1.3) |

5. CORRESPONDENCE FOR ACTION

- | | | |
|------------|-----------------|--|
| 5.1 | 26 January 2017 | Letter from Premier Gallant RE: Canada 150 Municipal Development Program |
| | (Rec'd Feb. 21) | |

Refer to Mayor and staff

- | | | |
|------------|--------------|--|
| 5.2 | 2 March 2017 | Letter from Forever Highland Dance Association RE: Sponsorship Request |
|------------|--------------|--|

Refer to the Finance Committee

6. CORRESPONDENCE - FOR INFORMATION

- | | | |
|------------|-----------------------|---|
| 6.1 | 13-16 January 2017 | Various emails to/from residents (3) RE: Rothesay Common Parking (Previously forwarded to PWI – see Item 8.4) |
| 6.2 | 21 - 23 February 2017 | Emails from/to Walk for Values RE: Human Values Day – April 24, 2017 with attachments |
| 6.3 | 1 March 2017 | Letter to the Secretariat Canadian Nuclear Safety Commission RE: Operating License Renewal – Point Lepreau Nuclear Generating Station |
| 6.4 | 1 March 2017 | Letter to Wayne Long, M.P. RE: Support for Bill C-323 |
| 6.5 | 7 March 2017 | Letter from Backpacks for Homeless RE: Appreciation for Town Hall Drop Off Location |

7. REPORTS

7.0 March 2017

Report from Closed Session

- | | | |
|------------|-----------------|--|
| 7.1 | | Fundy Regional Service Commission (FRSC) Update |
| 7.2 | 25 January 2017 | Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes |

ROTHESAY

Regular Council Meeting

Agenda

-2-

13 March 2017

- | | | |
|------|------------------|---|
| | 31 December 2016 | KRJBPC unaudited Statement of Financial Position |
| 7.3 | 31 January 2017 | Draft unaudited Rothesay General Fund Financial Statements |
| | 31 January 2017 | Draft unaudited Rothesay Utility Fund Financial Statements |
| | 17 February 2017 | Draft Finance Committee Minutes |
| | ➤ | 110 James Renforth Drive (See also Item 9.2) |
| | ➤ | KV Food Bank |
| 7.4 | 28 February 2017 | Draft Parks and Recreation Committee Meeting Minutes |
| 7.5 | 22 February 2017 | Draft Public Works and Infrastructure Committee Meeting Minutes |
| 7.6 | 22 February 2017 | Draft Utilities Committee Meeting Minutes |
| | ➤ | 184 Gondola Point Road |
| 7.7 | 6 March 2017 | Draft Planning Advisory Committee Meeting Minutes |
| 7.8 | February 2017 | Monthly Building Permit Report |
| 7.9 | 9 March 2017 | Capital Projects Summary |
| 7.10 | 2015-2016 | New Brunswick Police Commission Annual Report |
| 7.11 | 2016 | Kennebecasis Public Library Annual Report |

8. UNFINISHED BUSINESS

TABLED ITEMS

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

No action at this time

8.2 Water By-law (Tabled June 2015)

No action at this time

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

No action at this time

8.4 Rothesay Common Parking

10 March 2017	Memorandum from Town Manager Jarvie
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8.5 7 Hillcrest Drive – Rezoning

8 March 2017	Report prepared by DPDS White
	Building Space Analysis (Options B & C)
	Cross Sections of Option B & Option C
	Landscaping Plan (Option B & Option C)
DRAFT	Development Agreement (Option B)
DRAFT	Development Agreement (Option C)
DRAFT	By-law 2-10-27 with map

9. NEW BUSINESS

ROTHESAY

Regular Council Meeting

Agenda

-3-

13 March 2017

9.1 BUSINESS ARISING FROM DELEGATIONS

9.1.1 Jeux de l'Acadie 2020

27 January 2017 Letter from the Société des Jeux de l'Acadie Inc. RE: Selection process for host municipality with attachments

9.1.2 Iona Avenue/Eriskay Drive/Highland Avenue

9 March 2017 Memorandum from Town Manager Jarvie

6 March 2017 Email from Cindy Millican RE: Eriskay Drive – Iona Avenue to Highland Avenue

15-16 February 2017 Emails from/to resident RE: Iona Avenue/Eriskay Drive

9.1.3 Enterprise Saint John

Establishing a Foreign Trade Zone (FTZ) Point in our Community

Provide a letter of support

ADMINISTRATION

9.2 Streets and Sidewalks By-law

10 March 2017 Memorandum from Town Clerk Banks

DRAFT By-law 1-17

9.3 James Renforth Drive Easement

7 March 2017 Report prepared by DPDS White

9.4 Committee Appointments

6 March 2017 Memorandum from the Nominating Committee

OPERATIONS

9.5 Engineering Design and Construction Management Services: Inflow and Infiltration Study

9 March 2017 Report prepared by DO McLean

10. NEXT MEETING

Regular meeting Monday, April 10, 2017

11. ADJOURNMENT

**Program for municipal development to
commemorate Canada 150**

**Programme de développement municipal
célèbrera le 150^e anniversaire du Canada**



January 26, 2017

Her Worship Nancy Grant
Mayor of Rothesay
70 Hampton Road
Rothesay, New Brunswick E2E 5L5



Madam Mayor: *Nancy*

Celebrate where it all began!

This year marks the 150th anniversary of Confederation and the creation of our nation.

Our government has listened to New Brunswickers who have asked us to enhance the celebrations of this important milestone.

As one of Canada's four founding provinces, New Brunswick is a place that's rich in history. With the diversity of our people and our beautiful landscapes, we have to be proud.

Communities around the province continue to demonstrate the unity and goodwill that was the foundation for the Confederation 150 years ago. Community pride remains a core value of New Brunswickers and we want to show it.

Having a population between 4,000 and 25,000 residents, your municipality is invited to submit a proposal or multiple proposals describing how you would enrich your downtown and mark the anniversary. Selected communities are eligible for a contribution of up to \$150,000 towards eligible costs of a project or projects.

You may want to create a focal point that represents who you are as a community. Or you may want to enhance your community building. Projects could include features like signage, monuments, sculptures, fountains and small parks.

Projects that will be approved will help advance some or all of the following principles.

- Positive impact on neighboring communities.
- Support local artists.
- Improve quality of life.
- Spur economic activity.

- Attract/improve the tourist experience.
- Leverage funds and investments from other partners.
- Celebrate New Brunswick and/or Canada.
- Celebrate our rich history.
- Support social growth.

How would you make a notable impression, welcome newcomers, reinforce optimism, increase tourism, support social growth, improve quality of life or promote your local economy? The best projects might accomplish all of those goals.

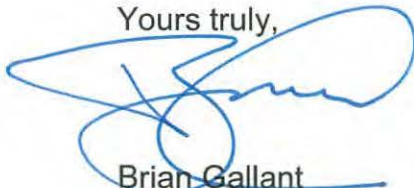
This will be one of several initiatives that our government will launch to celebrate Canada 150 and we would welcome your participation in the program.

Briefly describe your idea and how it relates to the goals, including cost estimates and submit along with your letter of request to Regional Development Corporation by March 31, 2017. Selected projects will be announced by May 31, 2017 and must be completed by December 31, 2017. Note that eligible costs will include design/engineering fees, construction and equipment costs directly required to implement the project.

We're looking forward to hearing about all of the interesting ways that communities want to commemorate the occasion and are thankful to be able to participate with you.

Together, let's celebrate where it all began!

Yours truly,



Brian Gallant
Premier



RECEIVED

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FOREVER HIGHLAND DANCE ASSOCIATION

TRADITIONAL HIGHLAND DANCE & CHOREOGRAPHY

March 2, 2017

Dear Mayor and Council of Rothesay

Forever Highland Dance Association is associated with the Rothesay Ballet School in Rothesay, New Brunswick. We are a goal-oriented studio where it's director, Kaitlyn Munn, and teachers, Meghan Thorne and Hannah Gray, work to teach each dance about commitment, dedication, goal setting and achievement, work ethic, along with the technique and steps to graciously articulate this sport. This association is also supported by the dancers' parents, the other teachers of Rothesay Ballet School, as well as the community.

Forever Highland strives to have as many dancers compete in competitions around Atlantic Canada, of course acknowledging and appreciating those who decide to dance recreationally. This being said, those who choose to compete, are required to perform their best with expected high standards of technique and represent Forever Highland accordingly. Forever Highland has had multiple dancers compete at the Provincial level to win a spot on the New Brunswick representatives team. Nationals, is the step before the World Championship Highland Dance Competition, which is held in Cowal, Scotland.

With dancers already making leaps in bounds with technique improvement, and promising dancers moving up through the eligible competition levels, Forever Highland has a strong and promising representation of dancers. In August 2018, Kaitlyn and dancers ages 9-20 years wish to travel to Scotland to represent New Brunswick at the World Championships in Cowal, Scotland. Eligible dancers will be competing at the World Championship qualifying event and will hopefully have dancers competing at this championship alongside dancers from across the world.

In order to fulfill this goal, Forever Highland needs to raise close to \$70,000. Even though we have fundraisers under way, this amount will not be reached without further help and support from organizations, companies, and individuals. Any funding we receive will go directly to the dancers who will hopefully be able to travel to Scotland. As this may be a once and a life time event, we would be grateful for any donation you may be able to contribute. Sponsors will be placed on the Forever Highland team jackets and will be spread through social media outlets.

If you have any questions, please contact the Forever Highland Dance Association members who are overseeing the fundraising initiatives. We will be in touch a week from deliverance of this letter for a follow-up. We would like to thank-you for your consideration and hope you will see the value in being involved and supporting our association and it's dancers.

Sincerely,

Kaitlyn Munn

Kaitlyn Munn
Shannon Robertson



Mary Jane Banks

From: Nancy Grant
Sent: January-16-17 4:08 PM
To: John Jarvie; Mary Jane Banks; Matthew Alexander; rothesay@rothesay.com; [REDACTED]
Subject: Re: Parking - Rothesay Common

Good Afternoon [REDACTED]

Thank you for your comments about the parking related to the Rothesay Common. As you say, we have received several notes about this over the past few days.

Council is delighted with the response to the renewed Common, especially the rink- and we are also committed to safety.

I am passing your note on to the Public Works and Infrastructure Committee, who are meeting on Wednesday. Thank you for expressing your concerns.

Nancy

Dr. Nancy Grant
Mayor

Any correspondence with employees, agents, or elected officials of the town of Rothesay may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act, S.N.B. 2009, c. R-10.6.

From: [REDACTED]
Sent: Monday, January 16, 2017 3:49 PM
Subject: Parking - Rothesay Common
To: Nancy Grant [REDACTED]

Attention: Mayor and Council Members, Town of Rothesay

Our neighbours in the town houses on Gondola Point Road opposite the delightful skating rink have written to you about the often perilous parking situation there. We want to support their comments fully.

We'd like to add some specific points.

Parking on both sides of Gondola Point Road adjacent to the rink means parking obstructing the bike lanes on both sides of the road. It also means two-way traffic is forced into the middle of a roadway that is clearly too narrow for safe passage.

Traffic on Church Ave. intending to make a left turn onto Gondola Point Road can be forced well out into the roadway before oncoming traffic can be seen around vehicles parked close to the intersection. There should be no parking at all that close to the intersection.

The new rink is a real asset and we'd hate to see it spoiled by avoidable traffic and safety problems.

Thank you for considering these matters.

[REDACTED]

19 Gondola Point Road
Rothesay

Mary Jane Banks

From: Nancy Grant
Sent: January-16-17 10:06 AM
To: [REDACTED]
Cc: Matthew Alexander; Mary Jane Banks
Subject: Re: Parking Rothesay Common

Good Morning [REDACTED]

Thank you for your comments regarding the Common, and the parking situation there.

We are delighted that the Common is seeing such wonderful usage, and agree with you that it is indeed beautiful.

The parking situation has been under discussion for some time, and is on the agenda for the Public Works and Infrastructure meeting which will be held this Wednesday, Jan 18. I have asked for your letter to be forwarded to the Committee for discussion.

Again, thank you for bringing this situation to our attention.

Enjoy this beautiful day,
Nancy

Dr. Nancy Grant
Mayor

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From: [REDACTED]
Sent: Friday, January 13, 2017 3:26 PM
Subject: Parking Rothesay Common
To: Nancy Grant [REDACTED]

To the Mayor and Council of the town of Rothesay

Dear Mayor Nancy Grant and Council Members.

My name is [REDACTED] and I live at 17 Gondola Point Road right opposite the Common Rink and Basketball court.

I almost got involved in two accidents going West on Church Avenue while taking a left onto Gondola Point Road over the last two weeks, the last incident was such a close call that I felt that I had to call the KV Police

2017 March 13 Open Session Final_004
department to report the incident and to report the very unsafe conditions caused by the chaotic parking situation on both sides of Gondola Point Road and speeding vehicles during public rink use. And although Officer Tom White of the KV Police Department sincerely shared my concerns there is almost no chance of enforcement as there are no "No Parking " signs in the area of the Rink on Gondola Point Road to restrict parking in any way on both sides of the road. The parking issue was raised on several occasions to the town prior and during the construction phase but the answer from the town was that Parking was to take place at the Gondola Point Road Church lots, which ,of course, no one uses. A suggestion I may offer is to make Church Avenue a one way street and facilitate "angle parking" which will solve the rink and basketball court parking situation and have a strict no parking on Gondola Point Road. Additionally there are bicycle paths on both side of Gondola Point Road which, in the summer exposes bicyclists to traffic if the bicycle paths are blocked by parked cars of users of the basket ball courts. Actually, very recently a young woman was instantly killed by a behind upcoming vehicle, this horrifying and very tragic accident created, rightfully so, a lot of media attention and addressed concerns to the safety of bicyclists.

I believe that I have expressed my concerns adequately and felt it was my responsibility as a citizen of Rothesay to bring this to your attention. I will now have a clear conscience should, God forbid, anyone gets hurt because of the above situation.

Please fee free to contact me at anytime should you require additional information.

Best regards and my compliments to the very beautiful facility you built.

Best regards,

[REDACTED]

Mary Jane Banks

From: Nancy Grant
Sent: January-16-17 4:03 PM
To: [REDACTED]
Cc: [REDACTED] John Jarvie; [REDACTED] Mary Jane Banks; [REDACTED] Matthew Alexander;
Subject: Re: Traffic and Parking around Rothesay thCommon Rink

Dear [REDACTED]

Thank you for your e- mail outlining your concerns re traffic around the Common.

There is on- going discussion of this issue, and it is on the agenda for the meeting of the Public Works and Infrastructure Committee this week.

I will ask that your e-mail be added to the documents for this meeting; thank you for your suggestions.

I certainly agree that the renewed Common is a wonderful asset to the Town, and Council is committed to safety there.

Nancy

Dr. Nancy Grant
Mayor

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From: [REDACTED]
Sent: Monday, January 16, 2017 3:22 PM
Subject: Traffic and Parking around Rothesay thCommon Rink
To: Nancy Grant [REDACTED]
Cc: [REDACTED]

Dear Nancy:

My wife and I live beside the Rothesay Medical Clinic at 15 Gondola Point Road. I am writing you about traffic issues on Gondola Point Road and Church Avenue. My neighbour [REDACTED] contacted you about the parking congestion at the corner of Church Avenue and Gondola Point. We agree with his concerns.

We feel that a professional study and plan is needed to address the traffic and parking in this area. I understand that traffic and parking were not an integral part of the Common development in the past few years.

On a daily basis, I observe the speed of cars, trucks and buses on Gondola Point Road. We realize that the KV Police cannot be present all the time to deter the speeders. The flashing speed light and lower speed along this section of Gondola Point road results in a small minority of drivers driving equal to or less than 30 km/h.

I am suggesting that the Town and KV Police compare traffic speeds along Randy Jones Way from Vincent Road toward the QPLEX. It is obvious to anyone driving on that street that the speeds are controlled very well by a series of speed bumps. One also can observe the effectiveness of speed bumps in Fredericton on Odell Avenue beside Wilmot Park near the Victoria Health Centre on Woodstock Road. The QPLEX speed bumps are effective 24 hours a day without any police presence. I recognize that any attempt to effectively reduce traffic speed on Gondola Point will inevitably effect traffic on Church Avenue and Almon Lane. Hence the need for a full professional study to steer the commuter traffic up Clark Road and Marr Road. Most of the emergency vehicles in this area travel on the Hampton Road side of the Common.

We love the improvements to the Common and want this area enjoyed safely by the residents. What is a reasonable place to park and speed to drive in the area is all over the map!!

Thanks for considering our concerns on these matters.

Sincerely,

A large black rectangular redaction box covering the signature area.

From: [REDACTED]
To: [REDACTED]
Subject: FW: Proclamation : Human Values Day April 24th 2017
Date: February-23-17 11:19:21 AM

From: Mary Jane Banks
Sent: February-23-17 11:14 AM
To: 'rnaidoo@walkforvalues.com'
Cc: Nancy Grant
Subject: RE: Proclamation : Human Values Day April 24th 2017

Good morning and thank you for your email.

Mayor Grant is currently out of the office, returning on March 2.

Rothsay Council, by practice, does not normally read proclamations or declare the many and varied days requested by multiple organizations. However, your request will be forwarded to Council for the March 13th agenda and also included in the Council agenda information that is posted to the Town website – this does usually generate media awareness.

Please feel free to contact me if you have any questions or require any further information.


Mary Jane

Mary Jane E. Banks, BComm, NACLAA II
Town Clerk - Rothsay
Director of Administrative Services
70 Hampton Road
Rothsay, NB E2E 5L5

MaryJaneBanks@rothesay.ca

p (506)848-6664

f (506)848-6677

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Respectez l'environnement, réfléchissez avant d'imprimer

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From: Ron Naidoo [REDACTED]
Sent: February-21-17 5:02 PM
To: Rothsay Info
Subject: FW: Proclamation : Human Values Day April 24th 2017

Good Morning Mayor [Grant](#)

On behalf of the Steering Committee and the large number of community volunteers at the Walk for Values, we like to express our deep gratitude to raise awareness to practice Human Values and to building the “Communities of Character”. Canada is a great country and we are proud of its multiculturalism and the rich values we hold.

This is the **15th year** while we celebrate **Canada's 150 years** that we again take an important step walking together at the **Walk for Values 2017**, not for “fund” raising but taking a pledge to

transform self and the community by practicing values. The Walk for Values started in 2003 when street violence took place in Malvern area of Toronto. Your support for this Walk and the proclamation of “**HUMAN VALUES DAY**” on **April 24, 2017** will bring greater awareness about human values that shape our lives and the future of our children. Please be rest assured, we will continue to work diligently to spread your message of living in harmony, caring for each other and our environment, in every city in Canada and around the world.

We have attached with this mail the following documents for your records:

- 1) A write up about the Walk for Values and how it is spreading the Values and helping us to be better citizens of this great country
- 2) Prime Minister’s message from last year’s event
- 3) Ontario Premier’s message from last year’s event
- 4) City’s that issued Proclamations in the past

With your dynamic leadership, you have paved the path to a new wave of thinking, inspiring all of us to act lovingly, to do what’s right for the city and the nation.

We look forward to your support in proclaiming **April 24, 2017** as the “**Human Values Day**”.

Also if you have any suggestions in bringing the transformation and it will be very much appreciated. Through a separate invitation we will send to you the calendar of the Walk for Values to be held in 9 Cities across Canada.

Kind regards.

Sincerely,

Ron Naidoo | [REDACTED] | [REDACTED]
www.walkforvalues.com | [Facebook](#) | [Twitter](#) | [Instagram](#) |





2017 March 13 Open Session FINAL 039
Walk for Values

A Walk for me, my family and my community!

www.walkforvalues.com



Celebrating 15 Years of Walk For Values and Honouring 150 Years of Canada

What is Walk for Values?

This is a walkathon which was started in the town of Malvern, ON., in 2003 by the Parent Council of the Sathya Sai School of Canada, a private elementary school, registered with the Ontario Ministry of Education. The school's thrust is **Education in Human Values**, where the staff, parents, students and volunteers all focus on *integrating human values* into the regular curriculum.

In 2004, this Walk became a national event being conducted annually in the cities of Ottawa, Kingston, Toronto, Saskatoon, Winnipeg, Edmonton, Calgary, and Coquitlam where representatives from Vancouver, Surrey, and Abbotsford join together with the City's Teddy Bear Parade. In 2007, it continued at Dundas Square, in downtown Toronto and in 2007, it also became *international* when it was done in Australia in 5 major cities on a national scale. Today it has spread over 4 continents in 30 major cities across the world. This is **the little Walk that grew** from just over 3000 walkers in Malvern in 2003 to over 5000 participants in 2010 at Yonge-Dundas Square, the heart of downtown Toronto, growing by the end of 2014 to an annual **international event** covering 28 major cities in 4 continents and counting! Since 2013, this Walk is being conducted from the prestigious **Nathan Phillips Square**, at Toronto City Hall.

This Walk is aimed at raising awareness of the importance of practicing **positive values** at helping in the eradication of violence, bullying, drugs, crime, disrespect and greed in our society. The uniqueness of the event is that **it is not a fundraiser**. Rather, each participant resolves to make the community richer **by pledging to practice a value of his or her choice**. In this way, it is a **"walk of love"** aimed at making our city, one citizen at a time, richer in our commitment to human values as a first step towards raising our social conscience.

Mission Statement

"Walk for Values" is a walk designed to raise awareness of *Human Values* and to promote individual and collective responsibility for the progress of humanity, one step at a time.

Vision Statement

A non-monetary, non-denominational event, this unique initiative, based on the five basic universal human values of Truth, Right Conduct, Peace, Love and Non-violence, is part of a global drive to seed human consciousness with timeless affirmations such as hope, kindness, patience and honesty, along with other positive values deemed integral to the sustenance and survival of mankind.

It calls for an honest self-examination from all its participants who identify areas for personal growth and pledge to practice associated values not only for self-transformation but also collectively for social, environmental and global reformation.

The Objective of the "Walk for Values"

The objective of the "Walk for Values" is to give members of the community, participating organisations and students a clearer understanding of the importance of a values-based life. Basic Human Values of truth, right conduct, peace, love and non-violence have been on the decline in our communities and our nations. We can see this in the daily reports in the newspapers, radio and TV news broadcasts. Guns, violence and drugs have infiltrated our streets, our communities and our families. By doing nothing we contribute to the increase of this decline. As responsible citizens, we simply must do something about it. This WALK is an opportunity to fulfil that responsibility in a positive way by raising the awareness of human values in our community.



2017 March 13 Open Session FINAL 040

Walk for Values

A Walk for me, my family and my community!

www.walkforvalues.com



Celebrating 15 Years of Walk For Values and Honouring 150 Years of Canada

The Values we walk for are Values to live by

TRUTH - honesty, integrity, optimism, excellence

RIGHT CONDUCT - courtesy, gratitude, fairplay, perseverance, determination, responsibility, sacrifice, initiative, leadership, courage, duty, ethics

PEACE - contentment, discipline, humility, patience, satisfaction, self-control, self-confidence, self-respect, understanding, modesty

LOVE - caring, compassion, reverence, forgiveness, generosity, kindness, enthusiasm, tolerance, dedication, devotion, unity

NON-VIOLENCE - gentleness, consideration, moderation, cooperation, brotherhood, equality, cultural respect, social justice

Current Locations, touching the 4 A-continents of America, Australia, Asia and Africa:

Canada: Ottawa, Kingston, Toronto, Saskatoon, Winnipeg, Edmonton, Calgary Fort McMurray and Coquitlam.

Australia: Sydney, Melbourne, Adelaide, Canberra, Perth and Brisbane. **USA:** New York, Austin, Houston, Dallas,

Raleigh, Seattle, Detroit, Ann Arbor, Chicago and Tempe. **India:** Chandigarh, Visakhapatnam New Delhi. **New Zealand:**

Auckland. **Malaysia:** Kampala. **Hong Kong:** The city of Hong Kong. **Africa:** Cape Town and Johannesburg.

Event Highlights focusing on the Tenth Anniversary, 2013

- It's not a fund raiser, but an event to promote Human Values and Character Development.
- The only major public event that supports & promotes excellence in Character in communities
- Collection of non-perishable food items - **with goal of 10 tons** - on a **National** basis for the Food Banks across Canada
- Conducting a **National Blood Donation** drive in partnership with CBS
- Collecting new and re-usable **clothing** to be distributed to the needy
- Donated **108 Children's' beds to charity** through the agency of 'Furniture Bank'
- Colorful floats, music bands and participation by other local public schools
- Motivational keynote speakers from the various community organizations
- **"Go Green"** was the theme for 2009 and continues as an underlying goal of all events
- Promotion of family values with fun games and prizes for children
- Leaders from the three levels of Government and other community organisations lead the parade
- Ignite Partner of Pan Am Games
- Alliance Partner for Canada 150

Respectfully submitted,

Ron Naidoo (For Walk for Values, Toronto.)

Hosted by the Parent Council - Sathya Sai School, Sathya Sai International Organization, Canada
451 Ellesmere Rd., Toronto, ON., Canada M1R 4E5; T. 416-297-7970; F. 416-297-0945; www.sathyasaischool.ca
Values Without Borders!



PRIME MINISTER • PREMIER MINISTRE

June 19, 2016

Dear Friends:

I am delighted to extend my warmest greetings to everyone taking part in the 14th annual Walk for Values in Toronto.

What started as a community initiative in Malvern in 2003 has grown to an annual event in cities across Canada and around the world. Today, Canadians of all ages and from all backgrounds have taken a pledge to practice a basic human value that will enrich their personal lives and help make the world a better place. As they do so, they will have a wonderful opportunity to reflect on our blessings as a nation and on the values we hold dear: peace, freedom, respect, compassion and diversity.

I would like to commend all those walking today for their commitment to promoting unity and harmony, one step at a time. I would also like to thank the organizer, Sathya Sai School of Canada, for working together with community sponsors and volunteers to make this event such a success.

Please accept my best wishes for a memorable experience.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Justin Trudeau', with a large, stylized flourish extending from the end.

The Rt. Hon. Justin P.J. Trudeau, P.C., M.P.
Prime Minister of Canada





Premier of Ontario - Première ministre de l'Ontario

June 19, 2016

A PERSONAL MESSAGE FROM THE PREMIER

On behalf of the Government of Ontario, I am delighted to extend warm greetings to everyone participating in the 14th Walk for Values.

Since its inception, the dedicated organizers of Walk for Values have inspired participants to make a conscious commitment to adopt one or more of the values of love, peace, truth, non-violence and good conduct. This event does much to raise awareness of the importance of tolerance, respect and understanding among citizens, communities and nations.

I commend everyone taking part in today's walk, as well as the organizers, sponsors and volunteers. Your participation demonstrates your commitment to making positive choices, and inspires others — of all ages and from all backgrounds — to do the same.

Please accept my sincere best wishes for a memorable and inspirational walk.

A handwritten signature in black ink, reading "Kathleen Wynne".

Kathleen Wynne
Premier

2015



Walk For Values

A walk for me, my family, and my community!



is proud to celebrate

“Walk For Values Day”

as proclaimed by the Mayors and Members of Council
in the following Canadian municipalities.



City of Edmonton
May 30th, 2015



City of Markham
May 31st, 2015



Town of Oakville
May 31st, 2015



City of Pickering
May 31st, 2015



City of Brampton
June 3rd, 2015



City of Ottawa
June 7th, 2015



City of Toronto
June 11th, 2015



City of Saskatoon
June 15-20th, 2015



City of Oshawa
June 25th, 2015



Town of Ajax
July 9th, 2015



Town of Whitchurch-Stouffville
July 16th, 2015



Cape Breton County
November 23rd, 2015



City of Cornwall
November 23rd, 2015



City of Estevan
November 23rd, 2015



Town of Gananoque
November 23rd, 2015



Town of Goderich
November 23rd, 2015



City of Nanaimo
November 23rd, 2015



Town of Parry Sound
November 23rd, 2015



Municipality of Port Hope
November 23rd, 2015



City of Prince Albert
November 23rd, 2015



City of Quinte West
November 23rd, 2015



Town of Richmond Hill
November 23rd, 2015



City of Stratford
November 23rd, 2015



City of St. Thomas
November 23rd, 2015



City of Thunder Bay
November 23rd, 2015



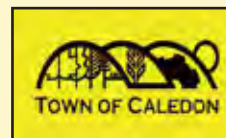
Town of Whitby
November 23rd, 2015



City of Yellowknife
November 23rd, 2015



Town of Aurora
November 26th, 2015



Town of Caledon
November 26th, 2015



City of Orillia
November 26th, 2015

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Values Without Borders!



70 Hampton Road
Rothesay, NB
Canada E2E 5L5

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

Rothesay@rothesay.ca
www.rothesay.ca

1 March 2017

Secretariat Canadian Nuclear Safety Commission
280 Slater Street, P.O. Box 1046, Station B
Ottawa, ON
K1P 5S9
Attention: Senior Tribunal Officer

Dear Sir or Madam:

Re: Operating License Renewal – Point Lepreau Nuclear Generating Station

This letter is in support of the application from the New Brunswick Power Corporation (NB Power) for a five-year renewal of its Nuclear Power Reactor Operating Licence for the Point Lepreau Nuclear Generating Station.

Rothesay Town Council has heard a presentation from NB Power representatives concerning relicensing of the operation of the Pt. Lepreau facility. We understand that a hearing on the matter is imminent. The generating station is a significant employer this area and brings many other economic benefits to the greater Saint John region.

More importantly, for the purposes of the relicensing review, the safety record at the Lepreau site has been excellent. A full-scale emergency response exercise was held last year and we understand that the results demonstrated the validity of processes and response mechanisms currently in place and provided guidance for future activities.

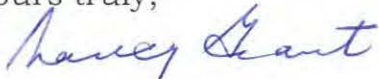
The town of Rothesay does not have amongst its Council or staff expertise on the safe operation of nuclear generating stations. What we do know is that the station makes a significant economic and clean energy contribution to the province and we rarely, if ever, hear questions concerning nuclear safety raised amongst our residents.

...2

Rothesay Council appreciates the important contribution this facility makes to the reduced carbon footprint in New Brunswick and its contribution to the regional economy. Accordingly Council is in unanimous agreement in its support for the relicensing of the Point LePreau Nuclear Generating Station.

We trust you will carry out your usual due diligence in reviewing this application and at the end of the process will find that the relicensing of Point Lepreau is the appropriate course to follow. Thank you for your consideration of our views.

Yours truly,



Dr. Nancy Grant
Mayor

Cc : Hon. Rick Doucet
: Mayor B. Chatterton, St. Martins
: Mayor G. Losier, Grand-Bay/Westfield
: Mayor D. Darling, Saint John
: Mayor G. Clark, Quispamsis
: B Plummer, NBPower
: K Duguay, NBPower
: Rothesay Council



150 Years Proud 1860-2010



1 March 2017

Wayne Long, M.P.
1 Market Square, Suite N306
Saint John, New Brunswick
E2L 4Z6

70 Hampton Road
Rothesay, NB
Canada E2E 5L5

T: 506-848-6600
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Rothestay@rothesay.ca
www.rothesay.ca

RE: Support for Bill C-323

Dear Mr. Long,

Please be advised Rothesay Council at its regular meeting of February 14, 2017 unanimously voted to support Bill C-323.

Currently, within Rothesay's Heritage Preservation area there is no financial assistance program offered to assist property owners with the added cost of owning and maintaining a heritage property. The proposed Bill would amend the Income Tax Act to establish a tax credit for expenses related to the rehabilitation of a historic property. It also establishes a tax deduction for the capital cost of property used in the course of such rehabilitation. Rothesay Council believes the Bill is well intentioned, and would offer sustainable benefits to further the overall aim of protecting our built heritage.

Heritage is of indispensable value to the citizens of Rothesay. History is what creates us, and we must create a balance of both honouring our past and learning from it. The Rothesay Heritage Preservation Review Board is tasked with assisting heritage property owners in determining appropriate ways to improve heritage properties while staying true to Rothesay's historic aesthetics. It is our hope, through enactment of this Bill, Rothesay citizens will be encouraged to register their properties thus further embracing Rothesay's heritage; however residents are more likely to do so if financial assistance in the form of a tax credit is obtainable.

On behalf of Rothesay Council I ask that you consider supporting Bill C-323.

Sincerely,

Dr. Nancy Grant
Mayor

Cc: Rothesay Council
Hon. Peter Van Loan, M.P.



2017March13OpenSessionFINAL_047

BACKPACKS FOR HOMELESS



Noah Donovan

Director, Backpacks for Homeless.

Mrs. Grant & Staff,

I had just wanted to write you a letter of appreciation for allowing the Rothesay town hall to be used as a drop off location for The Backpack Project this year.

This proved to be a valuable asset to us, as well as a great number of citizens within the Kennebecasis Valley, and Saint John. Your dedicated support in helping us collect donations, and raise awareness about our cause has truly been amazing! I look forward to working with the Town of Rothesay, as well as other municipalities in the near future to create ideas, or plans on how we can handle the thing that affects many people all around us. Homelessness. Together, we can reduce poverty. One backpack at a time.

Warm Regards,

Noah Donovan

Director, Backpacks for Homeless.

Backpacks for Homeless



2017 March 15 Open Session FINAL_049
**KENNEBECASIS REGIONAL JOINT BOARD
OF POLICE COMMISSIONERS**

ADDRESS ALL CORRESPONDENCE TO:

**126 MILLENNIUM DRIVE
QUISPAMIS, N.B.
E2E 6E6**

**TELEPHONE: (506) 847-6300
FAX: (506) 847-6313
E-MAIL: krpfadmin@nbpolice.ca**

**Dr. Matt Alexander
Chairperson**

**KENNEBECASIS REGIONAL JOINT BOARD
OF POLICE COMMISSIONERS
MEETING HELD AT
KENNEBECASIS REGIONAL POLICE FORCE HEADQUARTERS BUILDING
126 MILLENNIUM DRIVE
QUISPAMIS, NEW BRUNSWICK
ON WEDNESDAY, JANUARY 25, 2017
AT 3:30 P.M.**

REGULAR MEETING

PRESENT:

**Matt Alexander, Chair (Rothesay)
Nancy Creamer, Vice-Chair (Quispamsis)
Richard MacPhee, (Rothesay)
Peter Bourque (Rothesay)
Tiffany Mackay French (Rothesay)
Emil Olsen (Quispamsis) Arriving late
Libby O'Hara (Quispamsis)
Bill Artiss (Provincial Representative)
Chief Steve Palmer Ex-Officio Member of the Board
Cherie Madill – Secretary Treasurer of the Board
Deputy Chief Jeff Giggey, A/Insp. MacDougall
Debi Stewart – Secretary**

ABSENT:

Danny Dobson (Quispamsis)

The Chairman advised that the Board would be conducting this meeting a little different as two new members had to be sworn in before the closed session began. He advised that we would be beginning with the open session and then return to the

**Kennebecasis Regional Joint
Board of Police Commissioners
January 25, 2017
Page 2**

REGULAR MEETING

closed session. The Chair asked for an Approval of the Agenda of the Regular Meeting. Moved by Tiffany McKay French and seconded by Peter Bourque. Motion Carried.

Swearing In of New Board Members - The Chair advised that we have two new members to the Board, Libby O'Hara, Deputy Mayor of Quispamsis and Richard MacPhee, representing the Town of Rothesay. Members introduced themselves to the new members. Both members were sworn in by Deputy Chief Giggey by swearing to an Oath of Office and by signing a Code of Conduct document.

Once this was completed the Chair asked for a Motion to move into Committee (3:10pm) Moved by Bill Artiss and Seconded by Nancy Creamer. MOTION CARRIED.

3:30p.m. – Returned to the Regular Meeting.

The Chair explained that in the past the Regular Meeting was always open but was never attended by anyone other than the Board. We have, over the past few months made it a practice to invite the members of the Force to attend the Regular Meeting.

Cpl. Eugene Belliveau and Cpl. Jason Murray were in attendance.

The Chair asked for the Approval of the Minutes of November 23, 2016. Moved by Tiffany Mackay French and Seconded by Bill Artiss. MOTION CARRIED.

Ratification of E-Mail Tender – New Vehicle from December 2, 2016. - Moved by Peter Bourque and Seconded by Emil Olsen. MOTION CARRIED.

Declaration of Conflict of Interest – None were received and the meeting continued.

Election of Officers 2017 - The Chair asked Chief Palmer to proceed with the election of officers for 2017. The Chief called for nominations for the position of Chair for 2017. Bill Artiss nominated Matt Alexander. Seconded by Richard MacPhee. Mr. Artiss explained that the Board usually alternates between the two Municipalities from year to year for the Chair position but it is not indicated whether it is one year or two years. Mr. Artiss explained that having the Chair remain Chair for more than one year has been done before by the Board. Mr. Artiss explained that one year is not a long time to hold the position. There has been discussions with Nancy, the Vice-Chair, if she would like to remain in her position as Vice-Chair and gain more experience. Also with the

**Kennebecasis Regional Joint
Board of Police Commissioners
January 25, 2017
Page 3**

REGULAR MEETING

issues that are before us, by Matt remaining as Chair, it would give him an opportunity to see these matters to a conclusion.

Chief Palmer asked twice if there were any further nominations. None were received. Nominations ceased. **Matt Alexander will remain as Chair for 2017. Motion Carried.**

Chief Palmer asked for nominations for the position of Vice Chair for 2017. Bill Artiss nominated Nancy Creamer for the position of Vice Chair for 2017. Seconded by Emil Olsen. Chief Palmer asked twice if there were any further nominations. None were received. Nominations ceased. **Nancy Creamer will remain as Vice Chair for 2017. Motion Carried.**

MOVED by Emil Olsen moved that Cherie Madill be re-appointed to the position of Secretary Treasurer of the Board for 2017. Seconded by Peter Bourque. MOTION CARRIED.

SECRETARY-TREASURER'S REPORT

Ms. Madill presented the Financial Statements for the period ending November 30, 2016. For the benefit of the new board members she reviewed her report in depth. She advised that the Audit is scheduled for the February 7,8 and 9.

Cherie advised the Board that with the retirement of the Chief there was a payout with respect to his Retirement Allowance. This money was not taken from the Investments but paid from the Bank account because the Investments have a higher rate of return. She asked if the Board wished her to arrange to take this money out of the Investments and return to the Bank Account. This was discussed and she was told to leave it this way.

Accounts Receivable – These are the secondments that are billed quarterly.

Sales Tax Recoverable – This is our HST Return and this is submitted twice a year for our rebate.

Vested Sick Leave – This is where the money comes out of when it is paid from. This is quite a bit lower than the investments due the payout of the Retirement Allowance for the Chief.

**Kennebecasis Regional Joint
Board of Police Commissioners
January 25, 2017
Page 4**

REGULAR MEETING

Sick Leave Replacement - The two towns requested that we have a number reflected if we replaced officers who were out sick and the shift was short.

Accrued Pension Benefit Liability – This figure is provided by Morneau Shepell.

Debenture Payable – These are the two Debentures on the Building. These were just renewed in December 2014 and December 2015. These will not be renewed again and the building will be paid for.

TANGIBLE CAPITAL ASSETS – These do not usually change until the end of the year because we operate on a cash budget.

Prepaid expenses – Items in this category would be the Telecom Costs for the City of Saint John, Snowplowing – We received a discount if we paid for the whole season. Another item would be the property taxes which are paid at the beginning of the year also insurance which is also paid at the beginning of the year.

Statement of Operations - For the benefit of the new members of the Board, Cherie reviewed this statement and explained.

The statement was discussed further and Cherie was asked to keep the info in the statement as it refers to overtime costs. **MOVED BY Libby O'Hara and Seconded by Peter Bourque to accept the Secretary-Treasurer's report as circulated. MOTION CARRIED.**

CHIEF'S REPORT

Chief Palmer referred the Board Members to the Strategic Plan contained in their packages. He explained that the biggest item he has to look at is succession planning as he is planning on retiring in 13 months. The first thing that was done in this regard was to put the Acting Inspector in place. He explained that the next item was the Leadership Training Program. He explained that this is, is an attempt to not have any gaps in our skill sets to take over as managers. We have a good set up where a Constable goes to a Corporal and then to a Sergeant. But from the Sergeant to the Inspector level there is not really anything there to set the officers up to take over at the next level. He explained that he is trying to put together a program which will alleviate that not just for now but for years to come.

**Kennebecasis Regional Joint
Board of Police Commissioners
January 25, 2017
Page 5**

REGULAR MEETING

He explained the goal is to set up a roster for future leaders to step up into managerial roles in the organization. This roster should include individuals at various levels of service to insure succession planning for many years to come. He explained that he is not doing this for 2 or 5 years but 15 or 20 years. He went on to say that candidates will be selected will be provided guidance and direction and training on how to prepare themselves for the future openings and when openings occur then the candidates can apply through the usual process but at least they know what they need to do to get to that level. They can choose to leave the program at any time they wish and it's at the board's discretion if they want to add more people. This will be a Board driven initiative. Interested individuals will be asked to submit a resume and covering letter to a panel, comprised of mostly board members, explaining why they should be considered for the program. The panel will select from the resumes the people that they believe have the skills to be future leaders of the organization. Those selected will be asked to present a 30 minute presentation to the panel outlining why they should be considered, and then those selected from that presentation will be interviewed by the panel and the final determination will be made as to who the candidates are. To ensure that the candidates are continuing to advance themselves, the panel will re-interview the candidates once a year to determine their suitability to continue in the program and a lack of progress or interest will result in the candidate being removed. He explained that he is trying to put a procedure in place so that we can develop a roster of people who can move into these positions. This is driven by the board as these are the board's positions.

Libby O'Hara asked if this was a procedure where you are grooming people from within and not put out an RFP. The Chief explained that this is a decision at the Board level. What this program is, is to groom people from within. When the time comes and you have an opening and whether you want to stay within or want to go outside, that would be up to the Board.

The Chief explained that he is trying to pick the leaders for the future.

The next item he spoke about was to identify, recruit and hire a new Chief. This needs to be completed by March 1, 2018.

The Second objective listed is Organizational Communication. He explained that we have tried to create a very positive work environment. He explained that we are unable to control what goes on outside of this office but we can control what happens inside. He explained that our officers are subjected to many things outside of the office. The

**Kennebecasis Regional Joint
Board of Police Commissioners
January 25, 2017
Page 6**

REGULAR MEETING

police profession is one like no other. When our officers come to work they have to strap on a firearm, pepper spray, taser etc which is really out of the norm for the average person. They can anticipate being in conflicts on a daily basis, aggression and insults towards them and one of the other things that is always there is the media attention. This becomes a routine for officers and people say, oh, well, they are trained for that. No one can train for these types of things. Police officers are not robots but people and when they are subjected to that on a daily basis it is very difficult. As a result we want the environment within the office to be as good as it can be. A lot of times the officers are able to adapt to this type of stress, but sometimes they can't resulting a number of issues like PTSD. We want to make sure that we do everything within our organization to support our officers.

Some of the things he is doing to support our officers is that we had our first supervisors meeting in many years, labor management relations have been going well and the minutes are in the packages, we are doing a collaborative approach to nearly everything we are doing here.

We are going to have representatives from the Union on the hiring team and the union reps assist us in the hiring decisions. This holds true with the promotional process as well.

Team Building Events - We have had some of those so far in the Christmas Party with the retirees there and board members, Commendation and promotional ceremonies, we have held pot luck luncheons and the children's Christmas Party. We have a positive board located at the employees entrance and when anything positive is received about an officer it is placed on the board for all members to see.

Equality Statement - This was placed in the board members package. This was a collaboration between the Union and the Management personnel. Libby O'Hara pointed out that in one clause of the document the word "Bully" was not included. The Chief advised that this can be added to the final document.

Human Resources - The Chief explained that we have the Patrol Sergeant process underway. The other matter was the temporary Major Crime Sergeant. We do have someone in the position now but feel a process is necessary. There are three full time positions vacant. They are not vacant as such but are presently being filled by temporary term personnel. We do have to do a process wherein we will hire these three officers to fill these vacancies.

**Kennebecasis Regional Joint
Board of Police Commissioners
January 25, 2017
Page 7**

REGULAR MEETING

Policies and Procedures - These are policies that will be drafted dealing with Police Ethics, Union Relations and Operational Standards. A/Inspector MacDougall has been tasked with this. A/Insp. MacDougall has noted some deficiencies and is in the process of correcting same.

Solvability Issues – We want to make sure that our officers are using their time appropriately. We are going to review files to insure that the resources used are appropriate.

Collaboration - He advised that he is involved in on-going talks with the City of Saint John to find ways that we can collaborate more. Also this would be collaboration with the RCMP and private agencies as well.

Community Relations – Information sharing with the public to let them know what is going on. Increase in public profile where we are encouraging our members to participate in public events.

The Chief explained that this is his short strategic plan for his time.

Training – The Chief advised that since the last meeting we have had a number of officers attend training opportunities. One officer returned from a very lengthy Ident Course. We had two officers attend Drug Recognition Expert Recertification. He explained that these are the officers who will be playing a key role in the Marijuana Legislation. Three officers attended their ETS Training. We had four officers attend Violent Risk Assessment Training Program for the schools. The Chief explained that we have a member who has been a long term member of the Military. He was a full time officer and then came with us and now is a member of the Military Reserve. This officer has advised the Chief that he is taking some specific training that is a bit of cross training that would have ramifications in the policing world as well and he wondering what type of support we can give him. He is in the Saint John Psychological Operations and Influential Activities Platoon. This would have influence in the source development which is used by our officers. He is asking if we would support him if he had to go away for a couple of weeks for training. The Chief feels that this could be handled on a case by case basis. Mr. Artiss advised that we do have a policy which deals with officers returning to upgrade their education. The Chief also advised that he has been approached by two or three officers in this regard as well. The Chief just wanted to ask this board if we are still willing to offer 50% financing in this regard as we have done in the past. Mr. Bourque advised that having previous military experience, this officer may

**Kennebecasis Regional Joint
Board of Police Commissioners
January 25, 2017
Page 8**

REGULAR MEETING

be asked to go away with the military for six months and wondered how this would effect us. Technically we could replace him with a term. The Chief advised that this would be something that he would discuss with the officer.

The Chief asked if the Board was still okay with the member initiated training and the 50 50 split on tuition. This is still the case as it is contained in the policy.

The Chief reviewed the statistics contained in the package. Matt asked if these could begin on January 1 and have a running total.

A number of officers attended meetings throughout the month. The Chief advised that he attended the Dr. David Stephen Memorial Foundation Meeting, Hestia House Meeting and A/Insp MacDougall attended the "Working Together Combatting Violence against Indigenous Racialized Refugee and Women labelled with Intellectual or Mental Health Disabilities. This was a National Initiative put together by the Human Development Council. The purpose was to bring together stakeholders from main stream organizations to discuss violence against these types of individuals. Meetings were held in four major centers across Canada and hopefully they will come up with best practices in dealing with these individuals going forward.

Items of Interest

The Chief advised that the Commendations Ceremony was held along with the Corporals Process and Badge Presentation Ceremony.

The Chief advised of the Auxilliary Officers and their volunteer hours for 2016. The four Aux Officers put in hours equivalent of ½ of a full time job. The Chief advised that at some point in time he would like to give these Aux. Officers some Commendations and build up that program.

Public Relations - The Force sponsored a Christmas Family once again this year. One of the first major storm days, some of our members shoveled some residents driveways. D/C Giggey and Sgt. Scott attended the MADD Tree Lighting Ceremony in Saint John. A fill the truck event was held to assist the KV Food Bank as well.

MOVED BY Emil Olsen and SECONDED by Rick MacPhee. MOTION CARRIED.

**Kennebecasis Regional Joint
Board of Police Commissioners
January 25, 2017
Page 9**

REGULAR MEETING

The Chair asked that Rick and Libby provide the Secretary with their signed Code of Conduct. This was completed at the time of swearing these members in.

COMMITTEE REPORTS

Personnel – Nothing to report.

Building and Grounds – Nothing to report

Insurance – Mr. Bourque advised that we have been provided with a liability policy which covers our officers for civil action, not criminal.

He has also been working with our broker to obtain employment practice liability. This covers the Board and management in relation to actions towards the employees. He is still dealing with this and will advise at a later date.

He advised that there had been discussion with relation to an additional charge of approximately \$1,200 for a vehicle on our insurance. Because we purchased an extra car we ended up with an extra vehicle in our fleet at the time. Usually when we purchase a vehicle we sell one. In this instance we did not have an opportunity to sell the older vehicle and subsequently are going into 2017 with an extra vehicle. There was no additional charge for the ATV.

Finance – Nothing to report as we had the Financial Statement presented by Cherie Madill.

Transportation - Mr. Bourque advised that the ATV has arrived soon and that it is equipped with a police package. We have also received our 4th vehicle.

Communications – Mr. Artiss advised as a background for new members there has been an on-going review of the Police Act and that he has taken part in some meetings representing the Board as the Civic Authority. The persons invited to take part in this originally were the Police Commission, the New Brunswick Chief's of Police and the Civic Authorities. The three groups got together for approximately 6 days and went clause by clause over the Police Act and arrived at 39-40 suggested changes. At that point the NB Police Association was asked to attend and each group would be represented by two members and as well there would be representatives from the Department of Public Safety. This group met over a five day period. There were some disagreements voiced

**Kennebecasis Regional Joint
Board of Police Commissioners
January 25, 2017
Page 10**

REGULAR MEETING

by some of the participants and they were not all in agreement. There was a meeting called by Public Safety to bring all of the civic authorities together to tell them what the outcome was of these 5 days of meeting. Mr. Artiss advised that he was supposed to receive some information from this meeting but has yet to receive same. He advised that the document will be turned over to the Department of Public Safety and they will make the decision as to what they want to do with it and then turn it over to the persons who draft the Legislation and whether it will be considered in the House in the Spring or Fall, he is unsure.

He advised that at the meeting held on December 9th, the Civic Authorities and the Chiefs' were in agreement on all of the outstanding items and the Commission and the Association were not so much. In some instances the Association will be submitting a minority report outlining their position. There was a discussion as to who determines if police service is adequate. There are going to be changes in relation to the cost sharing of arbitration right now we pay the lions share and there is going to be some cost sharing depending on the circumstances and how the arbitration got to that point. The Arbitrators fee schedule is going to be updated and maintained. There is going to be a legal opinion sought about compelling an officer to testify. There is going to be a provision for the expedited dismissal of an officer who is convicted and sentenced to jail. Informal resolution – looking at making this broader and not so structured. There is also going to be a provision for an apology. The Code of Conduct is going to be changed from convicted to pleads guilty or found guilty. He went on to say that the big issue is the suspension without pay. He explained that at present the Police Act, regardless of what a person does, you can't suspend them without pay. There have been instances where this has drug on for a long period of time. At present we are the only Province that does not have some provision to suspend without pay. He explained what is done in Nova Scotia in this regard. He explained that these were just some notes he had taken down from the meeting.

Policy Committee – Nothing to report.

Regional Service Commission - Nothing to report.

**Kennebecasis Regional Joint
Board of Police Commissioners
January 25, 2017
Page 11**

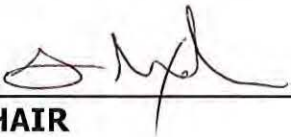
REGULAR MEETING

Sick Pay Retirement Ad Hoc Committee – The Chair advised that he was going to look at the Committees and add Libby and Rick to some of them and next month we will be able to get these going again.


Correspondence – Nothing to report.

New Business – Nothing to report.

The Chair asked for a Motion to Adjourn. Moved by Emil Olsen and Seconded by Peter Bourque. MOTION CARRIED.



CHAIR



SECRETARY

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS
STATEMENT OF FINANCIAL POSITION
As at December 31, 2016

PSAB & preAudit

	<u>2016</u>	<u>2015</u>
-----Financial assets-----		
Cash - General	\$401,442.98	\$350,889.42
Sick Pay/ Retirement Investments	853,324.41	767,901.34
Accounts Receivable	112,309.83	97,797.38
Sales tax recoverable	60,299.99	51,403.96
	<u>\$1,427,377.21</u>	<u>\$1,267,992.10</u>
----Liabilities-----		
Accounts payable and accrued	437,735.33	275,514.27
Vested sick leave/retirement accrual	777,458.11	815,121.89
Sick leave replacement	13,298.53	13,298.53
Accrued pension benefit liability	749,100.00	915,100.00
Debenture payable	<u>1,210,000.00</u>	<u>1,338,000.00</u>
	<u>3,187,591.97</u>	<u>3,357,034.69</u>
NET ASSETS (DEBT)	<u>-1,760,214.76</u>	<u>-2,089,042.59</u>
----Non-Financial Assets-----		
Tangible capital assets (see page 2)	3,776,370.42	3,594,248.06
Accumulated amortization	<u>-1,426,406.38</u>	<u>-1,287,059.62</u>
	2,349,964.04	2,307,188.44
Unamortized Debenture costs	10,115.43	11,287.59
Prepaid expenses	<u>60,744.99</u>	<u>78,053.20</u>
	<u>2,420,824.46</u>	<u>2,396,529.23</u>
ACCUMULATED SURPLUS	<u>660,609.70</u>	<u>307,486.64</u>
 Assets	 3,848,201.67	 3,664,521.33
Liabilities	3,848,201.67	3,664,521.33

SCHEDULE OF TANGIBLE CAPITAL ASSETS

PreAudit

December 31, 2016

2016

2015

-----TANGIBLE CAPITAL ASSETS-----

	Balance beginning of year	Additions	Disposals	Balance end of year	
Millennium Drive					
Land	194,247.55			194,247.55	194,248
Building - Roof	42,676.66			42,676.66	42,677
Mechanical	250,627.82			250,627.82	250,628
Electrical	330,542.64			330,542.64	330,543
Other	520,640.03			520,640.03	520,640
Structure	1,106,997.29			1,106,997.29	1,106,997
	2,251,484.44	0.00		2,251,484.44	2,251,484
Accumulated amortization	-690,095.73	-66,021.65		-756,117.38	-690,096
Net book value of Building	1,561,388.71	-66,021.65	0.00	1,495,367.06	1,561,389
Paving	52,600.16			52,600.16	52,600
Accumulated amortization	-27,615.08	-2,630.00		-30,245.08	-27,615
Net book value of paving	24,985.08	-2,630.00	0.00	22,355.08	24,985
Landscaping	3,268.36			3,268.36	3,268
Accumulated amortization	-3,268.36			-3,268.36	-3,268
Net book value of landscaping	0.00	0.00	0.00	0.00	0
Furnishings	177,329.73	21,057.56		198,387.29	177,330
Accumulated amortization	-93,098.12	-9,392.93		-102,491.05	-93,098
Net book value of furnishings	84,231.61	11,664.63	0.00	95,896.24	84,232
Machinery & equipment	61,695.71	26,604.78		88,300.49	61,696
Accumulated amortization	-46,684.29	-3,096.29		-49,780.58	-46,684
Net book value of equipment	15,011.42	23,508.49	0.00	38,519.91	15,011
Information technology equipment	278,729.13	62,184.00		340,913.13	278,729
Accumulated amortization	-119,483.76	-48,513.98		-167,997.74	-119,484
Net book value of IT equipment	159,245.37	13,670.02	0.00	172,915.39	159,245
Vehicles	574,892.98	161,469.43	-89,193.41	647,169.00	574,893
Accumulated amortization	-306,814.28	-92,885.32	83,193.41	-316,506.19	-306,814
Net book value of vehicles	268,078.70	68,584.11	-6,000.00	330,662.81	268,079
Total Tangible Capital assets	3,594,248.06	271,315.77	-89,193.41	3,776,370.42	3,594,248
Total Accumulated amortization	-1,287,059.62	-222,540.17	83,193.41	-1,426,406.38	-1,287,060
Net Book Value	2,307,188.44	48,775.60	-6,000.00	2,349,964.04	2,307,188

Additions:

Machinery & equipment

21 P320 guns	26,604.78
16 P320 guns	11,014.42
	37,619.20

Information Technology

LSS Desktop unit Livescan	37,055.77
8 Body Cameras	10,514.76
Cisco Server	14,613.47
	62,184.00

Furniture & fixtures

4 desk cubicles for Briefing area	21,057.56
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Vehicles with equipment

2015 Chrysler 200	22,210.42
2016 Dodge Charger	41,335.80
2017 Can-AM Outlander ATV	19,731.15
2017 Dodge Charger	38,912.41
2017 Dodge Charger	39,279.65
	161,469.43

Total additions

282,330.19

Disposals:

Vehicles

		sold for
2011 Dodge Charger	27,821.18	1,901.00
2007 Dodge Magnum	20,990.74	1,341.00
2008 Jeep Grand Cherokee	40,381.49	2,150.50
Total disposals	89,193.41	5,392.50

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS Page 3

PrePSAB & PreAudit

STATEMENT OF OPERATIONS

TWELVE MONTHS ENDING DECEMBER 31, 2016

|----- TWELVE MONTHS -----|

--ACTUAL-- PRIOR YR -BUDGET-

REVENUE:

Fees	\$104,250.31	122%	\$72,414	\$47,000
Taxi & Traffic Bylaw	7,941.90	59%	6,313	5,000
Interest income	5,568.21	-7%	6,392	6,000
Retirement investment income	27,752.51	54%	18,052	18,000
Secondments	362,211.02	28%	312,667	284,000
	<u>\$507,723.95</u>	41%	<u>415,838</u>	<u>360,000</u>

EXPENDITURE:**CRIME CONTROL**

Salaries	\$3,363,568.17	0%	\$3,200,491	\$3,377,418
Benefits	605,224.62	-13%	571,626	695,484
Training	35,078.09	-8%	33,494	38,000
Equipment	97,098.30	385%	19,073	20,000
Equip repairs & IT support	4,168.13	4%	4,854	4,000
Communications	56,589.35	-3%	95,540	58,300
Office function	12,027.07	-29%	15,542	17,000
Leasing	12,028.16	13%	12,075	10,600
Policing-general	64,482.30	98%	58,227	32,500
Insurance	11,287.00	1%	10,980	11,200
Uniforms	58,588.74	63%	48,166	36,000
Prevention/p.r.	7,974.54	-11%	5,637	9,000
Investigations	34,507.14	19%	27,810	29,000
Detention	26,063.92	1%	25,889	25,860
Taxi & Traffic Bylaw	1,040.70	108%	1,363	500
Auxillary	1,222.59	-18%	1,442	1,500
Public Safety	32,327.00	15%	30,481	28,000
	<u>4,423,275.82</u>	1%	<u>4,162,690</u>	<u>4,394,362</u>

VEHICLES

Fuel	86,706.08	-21%	87,183	110,000
Maint./repairs	66,559.62	-22%	89,085	85,000
Insurance	20,317.00	-2%	20,317	20,724
New vehicles	156,076.93	37%	114,297	114,000
Equipment	11,515.37	-46%	93,085	21,500
	<u>341,175.00</u>	-3%	<u>403,967</u>	<u>351,224</u>

TWELVE MONTHS ENDING DECEMBER 31, 2016

	-----TWELVE MONTHS-----			
	--ACTUAL--		PRIOR YR -BUDGET-	
EXPENDITURE continued:				
BUILDING				
Maintenance	32,235.05	-14%	83,426	37,500
Cleaning	23,077.13	-4%	22,252	24,000
Electricity	40,435.61	-14%	43,898	47,000
Taxes	44,152.10	-4%	43,737	45,925
Insurance	5,432.00	2%	5,223	5,328
Grounds	10,714.48	7%	12,762	10,000
Interest on Debenture	31,475.78	-13%	53,953	36,000
Debenture Principal	128,000.00	11%	112,000	115,000
	<u>315,522.15</u>	-2%	<u>377,251</u>	<u>320,753</u>
ADMINISTRATION				
Salaries	652,553.04	8%	592,028	605,842
Benefits	117,060.78	2%	99,727	115,110
Professional Fees	40,469.07	-16%	34,533	48,000
Travel/Training	9,719.99	-25%	11,806	13,000
Board Travel/Expenses	6,123.82	22%	3,506	5,000
Insurance	1,254.00	1%	1,220	1,244
Bank service fees	1,064.74		221	
Labour Relations	44,891.01	349%	8,164	10,000
Sick Pay/Retirement	35,559.49	-41%	53,907	59,800
Retirement int & dividends	27,752.51	46%	18,052	19,000
2nd prior year (surplus) deficit	-112,686.96		-123,015	-112,687
	<u>823,761.49</u>	8%	<u>700,149</u>	<u>764,309</u>
	5,396,010.51	-1%	5,228,219	5,470,648
CONTRIBUTED BY MEMBERS	5,470,643.04		5,342,226	5,470,648
SURPLUS (DEFICIT)	<u>\$74,632.53</u>		<u>\$114,007</u>	<u>\$0</u>
TELECOM FUND				
City of SJ telecomm services	320,074.00	0%	303,900	320,074
Data Networking charges	9,769.67		9,386	10,273
Retirees health insurance	-1,032.14		1,359	1,500
2nd prior year (surplus) deficit	2,161.20	0%	-4,882	2,161
	<u>330,972.73</u>		<u>309,763</u>	<u>334,008</u>
CONTRIBUTED BY MEMBERS	334,014.00		309,666	334,008
SURPLUS (DEFICIT)	<u>\$3,041.27</u>		<u>(\$97)</u>	<u>\$0</u>

Total surplus (deficit)

\$77,673.80

\$113,910

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS
NOTES TO THE FINANCIAL STATEMENTS
December 31, 2016

pg 5

STATEMENT OF FINANCIAL POSITION

BANK balance		401,443	at December 31
ACCOUNTS PAYABLE balance	437,735		
Debenture costs to be paid in December	0		

Current Accounts Payable		437,735	Paid in January

Extra (Shortfall) in bank account		-36,292	

Prepays include insurance, snowplowing, annual alarm contracts and
 Managed Health Care's deposit

STATEMENT OF OPERATIONS

Revenue:

- * Secondments - have all four until the end of August (only sure of three when doing 2016 budget)
- * Misc income is up due to charging for other police force investigations & carbine training

Crime Control:

- * Salaries - one officer retired in May, another officer left in Aug and a maternity leave (3 months).
- * Benefits Health insurance 2016: \$152,475 2015: \$137,382
 Retirees health insurance 2016: \$369 2015: \$-1,806
 The retirees underpaid \$369 less than the actual costs in 2016

Overtime costs at Dec 31, 2016	\$44,596	Nov 3/16	\$33,412
Change over prior year OT	\$14,242	OT	\$9,578
Call out OT	-\$2,994	Call out OT	-\$4,000
Court OT	\$5,695	Court OT	\$3,526
	<u>\$16,943</u>		<u>\$9,104</u>

OT includes seconded members OT and that part would be recoverable
 for ex: Matt Marsh - carbine training \$4,988 - paid by RCMP
 Court OT - new court system in Saint John causing scheduling problems

- * Policing - general includes replacing 21 year old guns
- * Equipment - iPad, computer for polygraphs, server, 8 body cameras, Livescan & cubicles

Vehicles:

- * New vehicles - bought four new vehicles, an ATV and sold three vehicles
- * New equipment - motorcycle radar, atv trailer and 2 body cameras

Building:

- * Debenture costs are different from budget due to debenture being renewed in Dec 2015
 (2016 budget prepared in Sept 2015)

Administration:

- * Benefits Health Insurance 2016: \$32,477 2015: \$19,310

Telecom:

- * Retirees health insurance 2016: \$-1,032 2015: \$1,359
 This year with only one retiree the costs are less

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS
PSAB & preAudit STATEMENT OF OPERATIONS
TWELVE MONTHS ENDING DECEMBER 31, 2016

Page 3a

	--ACTUAL--		PRIOR YR	PSAB	CASH	
REVENUE:						
Fees	\$104,250.31	122%	\$72,414	\$47,000	\$47,000	
Taxi & Traffic Bylaw	7,941.90	59%	6,313	5,000	5,000	
Interest income	5,568.21	-7%	6,393	6,000	6,000	
Retirement interest & dividends	27,752.51	54%	18,052	18,000	18,000	
Unrealized gains/losses	49,199.43	0%	-36,475	49,199		PSAB
Secondments	362,211.02	28%	312,667	284,000	284,000	
	<u>\$556,923.38</u>	<u>36%</u>	<u>379,364</u>	<u>409,199</u>	<u>360,000</u>	
EXPENDITURE:						
CRIME CONTROL						
Salaries	\$3,363,568.17	0%	3,200,491	\$3,377,418	\$3,377,418	
Benefits	467,159.16	-16%	383,044	557,418	695,484	PSAB
Training	35,078.09	-8%	33,494	38,000	38,000	
Equipment	13,856.74	-31%	19,073	20,000	20,000	PSAB
Equip repairs & IT support	4,168.13	4%	4,854	4,000	4,000	
Communications	56,589.35	-3%	52,086	58,300	58,300	
Office function	12,027.07	-29%	15,542	17,000	17,000	
Leasing	12,028.16	13%	12,075	10,600	10,600	
Policing-general	37,877.52	17%	58,227	32,500	32,500	PSAB
Insurance	11,287.00	1%	10,980	11,200	11,200	
Uniforms	58,588.74	63%	48,166	36,000	36,000	
Prevention/p.r.	7,974.54	-11%	5,637	9,000	9,000	
Investigations	34,507.14	19%	27,809	29,000	29,000	
Detention	26,063.92	1%	25,888	25,860	25,860	
Taxi & Traffic Bylaw	1,040.70	108%	1,363	500	500	
Auxillary	1,222.59	-18%	1,442	1,500	1,500	
Public Safety	32,327.00	15%	30,481	28,000	28,000	
Equipment amortization	51,610.27	0%	38,592	51,610		PSAB
	<u>4,226,974.29</u>	<u>-2%</u>	<u>3,969,245</u>	<u>4,307,906</u>	<u>4,394,362</u>	
VEHICLES						
Fuel	86,706.08	-21%	87,183	110,000	110,000	
Maint./repairs	66,559.62	-22%	89,085	85,000	85,000	
Insurance	20,317.00	-2%	20,317	20,724	20,724	
New vehicles			812		114,000	PSAB
Equipment	11,515.37	-46%	28,028	21,500	21,500	
Amortization	92,885.32	0%	80,112	92,885		PSAB
Loss (Gain) on sale of vehicles	607.49	0%	720	607		PSAB
	<u>278,590.88</u>	<u>-16%</u>	<u>306,258</u>	<u>330,716</u>	<u>351,224</u>	

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS

Page 4a

PSAB & preAudit

STATEMENT OF OPERATIONS

TWELVE MONTHS ENDING DECEMBER 31, 2016

EXPENDITURE continued:	--ACTUAL--		----- BUDGET-----		
			PRIOR YR	PSAB	CASH
BUILDING					
Maintenance	32,235.05	-14%	55,583	37,500	37,500
Cleaning	23,077.13	-4%	22,252	24,000	24,000
Electricity	40,435.61	-14%	43,898	47,000	47,000
Taxes	44,152.10	-4%	43,737	45,925	45,925
Insurance	5,432.00	2%	5,223	5,328	5,328
Grounds	10,714.48	7%	12,762	10,000	10,000
Interest on Debenture	30,303.62	-13%	50,836	34,828	36,000 PSAB
Debenture Principal					115,000 PSAB
Amortization	79,216.75		71,767	79,217	PSAB
	<u>265,566.74</u>	-6%	<u>306,058</u>	<u>283,798</u>	<u>320,753</u>
ADMINISTRATION					
Salaries	652,553.04	8%	592,028	605,842	605,842
Benefits	89,126.24	2%	62,609	87,176	115,110 PSAB
Professional Fees	40,469.07	-16%	34,533	48,000	48,000
Travel/Training	9,719.99	-25%	11,806	13,000	13,000
Board Travel/Expenses	6,123.82	22%	3,506	5,000	5,000
Insurance	1,254.00	1%	1,220	1,244	1,244
Bank service fees	1,064.74		221		
Labour Relations	44,891.01	349%	8,164	10,000	10,000
Sick Pay/Retirement	35,559.49	-41%	53,907	59,800	59,800
Retirement int & dividends	27,752.51	46%	18,052	19,000	19,000
2nd prior year (surplus) deficit	-112,686.96		-123,015		-112,687
	<u>795,826.95</u>	-6%	<u>663,031</u>	<u>849,062</u>	<u>764,309</u>
	5,010,035.48	-7%	4,865,228	5,362,283	5,470,648
CONTRIBUTED BY MEMBERS	5,470,643.04		5,342,226	5,470,648	5,470,648
SURPLUS (DEFICIT)	<u>\$460,607.56</u>		<u>476,998</u>	<u>\$108,365</u>	<u>\$0</u>

TELECOM FUND

City of SJ telecomm services	320,074.00	0%	295,000	320,074	320,074
Data Networking charges	9,769.67		8,683	10,273	10,273
Retirees health insurance	-1,032.14		2,675	1,500	1,500
2nd prior year (surplus) deficit	2,161.20		1,663		2,161
	<u>330,972.73</u>		<u>308,021</u>	<u>331,847</u>	<u>334,008</u>
CONTRIBUTED BY MEMBERS	334,014.00		305,860	334,008	334,008
SURPLUS (DEFICIT)	<u>\$3,041.27</u>		<u>(\$2,161)</u>	<u>\$2,161</u>	<u>\$0</u>

Total surplus (deficit)

\$463,648.83

\$474,837 \$110,526

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS
Reconciliation of Annual Surplus
Year ended December 31, 2016

page 6

	<u>2016</u>	<u>General Operating</u>	<u>General Capital</u>	<u>Telecom</u>
Detailed Reconciliation of Annual Surplus				
CC surplus (deficit) from operations - PSAB	460,607.56	460,607.56		
TC surplus (deficit) from operations - PSAB	3,041.27			3,041.27
Adjustments to annual surplus (deficit) for PSAB requirements:				
Post employment benefits (pension) liability	-166,000.00	-166,000.00		
Capitalize vehicles & equipment	-271,315.77	-271,315.77	271,315.77	
Loss on disposal of tangible capital assets	607.50	607.50	-607.50	
Proceeds from disposal of tangible capital assets	5,392.50	5,392.50	-5,392.50	
Unrealized gain on investments	-49,199.43	-49,199.43		
Amortization expense	222,540.17	222,540.17	-222,540.17	
Long term debt principal repayment	-128,000.00	-128,000.00		
Total Surplus (deficit)	<u>77,673.80</u>	<u>74,632.53</u>	<u>42,775.60</u>	<u>3,041.27</u>

Town of Rothesay

General Fund Financial Statements

January 31, 2017

Includes:

General Capital Fund Balance Sheet	G2
General Reserve Fund Balance Sheet	G3
General Operating Fund Balance Sheet	G4
General Operating Revenue & Expenditures	G5-G9

Town of Rothesay

Balance Sheet - Capital General Fund 1/31/17

ASSETS

Capital Assets - General Land	4,405,176
Capital Assets - General Fund Land Improvements	7,807,424
Capital Assets - General Fund Buildings	5,201,476
Capital Assets - General Fund Vehicles	1,877,070
Capital Assets - General Fund Equipment	3,191,957
Capital Assets - General Fund Roads & Streets	37,051,033
Capital Assets - General Fund Drainage Network	18,624,607
Capital Assets - Under Construction - General	-
	<hr/> 78,158,742
Accumulated Amortization - General Fund Land Improvements	(2,507,159)
Accumulated Amortization - General Fund Buildings	(2,079,182)
Accumulated Amortization - General Fund Vehicles	(1,236,327)
Accumulated Amortization - General Fund Equipment	(930,882)
Accumulated Amortization - General Fund Roads & Streets	(17,964,076)
Accumulated Amortization - General Fund Drainage Network	(6,174,905)
	<hr/> (30,892,530)
	<hr/> <u>\$ 47,266,212</u>

LIABILITIES AND EQUITY

Gen Capital due to/from Gen Operating	(724,040)
Total Long Term Debt	8,977,000
	<hr/>
Total Liabilities	<hr/> \$ 8,252,960
Investment in General Fund Fixed Assets	39,013,252
	<hr/>
	<hr/> <u>\$ 47,266,212</u>

Town of Rothesay
Balance Sheet - General Fund Reserves
1/31/17

ASSETS

BNS General Operating Reserve #214-15	794,126
BNS General Capital Reserves #2261-14	1,007,891
BNS - Gas Tax Reserves - GIC	4,238,630
Gen Reserves due to/from Gen Operating	3,373
	<u>\$ 6,044,020</u>

LIABILITIES AND EQUITY

Def. Rev - Gas Tax Fund - General	4,081,145
Invest. in General Capital Reserve	861,738
General Gas Tax Funding	157,485
Invest. in General Operating Reserve	798,676
Invest. in Land for Public Purposes Reserve	93,548
Invest. in Town Hall Reserve	51,429
	<u>\$ 6,044,020</u>

Town of Rothesay
 Balance Sheet - General Operating Fund
 1/31/17

CURRENT ASSETS

Cash	1,084,147
Receivables	755,446
HST Receivable	536,735
Inventory	32,649
Gen Operating due to/from Util Operating	644,745
Total Current Assets	<u>3,053,722</u>
Other Assets:	
Projects	<u>2,707</u>
	<u>2,707</u>
TOTAL ASSETS	<u><u>3,056,429</u></u>

CURRENT LIABILITIES AND EQUITY

Accounts Payable	1,440,467
Other Payables	307,729
Gen Operating due to/from Gen Reserves	3,373
Gen Operating due to/from Gen Capital	724,040
Accrued Sick Leave	13,300
Accrued Pension Obligation	142,252
Accrued Retirement Allowance	320,425
Def. Rev-Quispamsis/Library Share	70,395
TOTAL LIABILITIES	<u><u>3,021,981</u></u>

EQUITY

Retained Earnings - General	(75,098)
Surplus/(Deficit) for the Period	<u>109,546</u>
	<u>34,448</u>
	<u><u>3,056,429</u></u>

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Town of Rothesay

Statement of Revenue & Expenditure
1 Months Ended 1/31/17

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET Y-T-D	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Warrant of Assessment	1,277,635	1,277,635	1,277,635	1,277,635	(0)		15,331,622
Sale of Services	34,166	36,958	34,166	36,958	(2,792)		339,700
Services to Province of New Brunswick	5,000	5,000	5,000	5,000	0		60,000
Other Revenue from Own Sources	10,007	7,682	10,007	7,682	2,326		92,180
Unconditional Grant	9,997	9,997	9,997	9,997	(0)		119,968
Conditional Transfers	0	0	0	0	0		21,500
Other Transfers	10,030	10,030	10,030	10,030	(0)		930,030
	<u>\$1,346,835</u>	<u>\$1,347,303</u>	<u>\$1,346,835</u>	<u>\$1,347,303</u>	<u>-\$467</u>		<u>\$16,895,000</u>
EXPENSES							
General Government Services	289,311	309,455	289,311	309,455	20,144		2,039,246
Protective Services	348,248	351,280	348,248	351,280	3,032		4,785,048
Transportation Services	335,132	324,018	335,132	324,018	(11,113)		3,329,876
Environmental Health Services	48,317	47,083	48,317	47,083	(1,234)		620,000
Environmental Development	30,994	53,450	30,994	53,450	22,456		633,947
Recreation & Cultural Services	184,851	210,144	184,851	210,144	25,293		1,991,932
Fiscal Services	437	350	437	350	(87)		3,494,951
	<u>\$1,237,289</u>	<u>\$1,295,780</u>	<u>\$1,237,289</u>	<u>\$1,295,780</u>	<u>\$58,491</u>		<u>\$16,895,000</u>
Surplus (Deficit) for the Year	<u>\$109,546</u>	<u>\$51,522</u>	<u>\$109,546</u>	<u>\$51,522</u>	<u>\$58,024</u>		<u>\$ -</u>

Town of Rothesay
Statement of Revenue & Expenditure
1 Months Ended 1/31/17

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Sale of Services							
Bill McGuire Memorial Centre	2,545	2,500	2,545	2,500	45		30,000
Town Hall Rent	200	833	200	833	(633)		10,000
Arena Revenue	30,526	33,000	30,526	33,000	(2,474)		236,200
Community Garden	0	125	0	125	(125)		1,500
Recreation Programs	896	500	896	500	396		62,000
	<u>34,166</u>	<u>36,958</u>	<u>34,166</u>	<u>36,958</u>	<u>(2,792)</u>		<u>339,700</u>
Other Revenue from Own Sources							
Licenses & Permits	2,578	7,083	2,578	7,083	(4,505)		85,000
Recycling Dollies & Lids	40	42	40	42	(2)		500
Interest & Sundry	468	417	468	417	51		5,000
Miscellaneous	6,900	140	6,900	140	6,760		1,680
History Book Sales	21	0	21	0	21		0
	<u>10,007</u>	<u>7,682</u>	<u>10,007</u>	<u>7,682</u>	<u>2,326</u>		<u>92,180</u>
Conditional Transfers							
Canada Day Grant	0	0	0	0	0		1,500
Grant - Other	0	0	0	0	0		20,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>21,500</u>
Other Transfers							
Surplus of 2nd Previous Year	10,030	10,030	10,030	10,030	(0)		10,030
Utility Fund Transfer	0	0	0	0	0		920,000
	<u>10,030</u>	<u>10,030</u>	<u>10,030</u>	<u>10,030</u>	<u>(0)</u>		<u>930,030</u>
EXPENSES							
General Government Services							
Legislative							
Mayor	2,725	3,092	2,725	3,092	367		37,100
Councillors	8,461	8,862	8,461	8,862	401		106,343
Regional Service Commission 9	1,073	1,073	1,073	1,073	0		4,291
NMNB-FCM Local Gov'ts for Sustainability	9,000	9,000	9,000	9,000	0		9,000
Other	375	417	375	417	42		13,000
	<u>21,634</u>	<u>22,443</u>	<u>21,634</u>	<u>22,443</u>	<u>809</u>		<u>169,734</u>
Administrative							
Office Building	6,536	7,683	6,536	7,683	1,147		142,700
Solicitor	745	4,167	745	4,167	3,422		50,000
Administration - Wages & Benefits	65,362	69,770	65,362	69,770	4,408		955,300
Supplies	7,823	13,158	7,823	13,158	5,336		133,900
Professional Fees	0	2,500	0	2,500	2,500		30,000
Other	15,471	16,227	15,471	16,227	756		84,724
	<u>95,937</u>	<u>113,505</u>	<u>95,937</u>	<u>113,505</u>	<u>17,568</u>		<u>1,396,624</u>

2017March13OpenSessionFINAL_073

G7

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
Other General Government Services							
Community Communications	500	667	500	667	167		8,000
Civic Relations	796	333	796	333	(463)		4,000
Insurance	160,894	162,507	160,894	162,507	1,613		167,090
Donations	9,550	10,000	9,550	10,000	450		42,000
Cost of Assessment	0	0	0	0	0		243,798
Property Taxes - L.P.P.	0	0	0	0	0		8,000
	<u>171,740</u>	<u>173,507</u>	<u>171,740</u>	<u>173,507</u>	<u>1,767</u>		<u>472,888</u>
	<u>289,311</u>	<u>309,455</u>	<u>289,311</u>	<u>309,455</u>	<u>20,144</u>		<u>2,039,246</u>
Protective Services							
Police							
Police Protection	190,153	190,153	190,153	190,153	0		2,281,831
Crime Stoppers	0	0	0	0	0		2,800
	<u>190,153</u>	<u>190,153</u>	<u>190,153</u>	<u>190,153</u>	<u>0</u>		<u>2,284,631</u>
Fire							
Fire Protection	146,449	146,606	146,449	146,606	157		1,951,164
Water Costs Fire Protection	0	0	0	0	0		375,000
	<u>146,449</u>	<u>146,606</u>	<u>146,449</u>	<u>146,606</u>	<u>157</u>		<u>2,326,164</u>
Emergency Measures							
911 Communications Centre	11,646	11,646	11,646	11,646	(0)		139,753
EMO Director/Committee	0	1,250	0	1,250	1,250		15,000
	<u>11,646</u>	<u>12,896</u>	<u>11,646</u>	<u>12,896</u>	<u>1,250</u>		<u>154,753</u>
Other							
Animal & Pest Control	0	792	0	792	792		9,500
Other	0	833	0	833	833		10,000
	<u>0</u>	<u>1,625</u>	<u>0</u>	<u>1,625</u>	<u>1,625</u>		<u>19,500</u>
Total Protective Services	<u>348,248</u>	<u>351,280</u>	<u>348,248</u>	<u>351,280</u>	<u>3,032</u>		<u>4,785,048</u>

2017March13OpenSessionFINAL_074

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
Transportation Services							
Common Services							
Administration (Wages & Benefits)	133,469	150,029	133,469	150,029	16,560		1,834,278
Workshops, Yards & Equipment	60,077	41,104	60,077	41,104	(18,973)	1	535,245
Engineering	0	625	0	625	625		7,500
	193,546	191,758	193,546	191,758	(1,788)		2,377,023
Street Cleaning & Flushing	0	1,667	0	1,667	1,667		40,000
Roads & Streets	0	6,250	0	6,250	6,250		75,000
Crosswalks & Sidewalks	7,440	1,302	7,440	1,302	(6,138)	2	14,353
Culverts & Drainage Ditches	2,928	5,000	2,928	5,000	2,072		60,000
Snow & Ice Removal	112,343	97,667	112,343	97,667	(14,676)	3	470,000
	122,711	111,885	122,711	111,885	(10,826)		659,353
Street Lighting	11,261	12,167	11,261	12,167	905		146,000
Traffic Services							
Street Signs	1,617	1,250	1,617	1,250	(367)		15,000
Traffic Lanemarking	0	0	0	0	0		20,000
Traffic Signals	4,325	2,083	4,325	2,083	(2,242)		25,000
Railway Crossing	1,525	1,667	1,525	1,667	142		20,000
	7,467	5,000	7,467	5,000	(2,467)		80,000
Public Transit							
Public Transit -Comex Service	0	0	0	0	0		62,000
KV Committee for the Disabled	0	3,000	0	3,000	3,000		3,000
Public Transit -Other	146	208	146	208	62		2,500
	146	3,208	146	3,208	3,062		67,500
Total Transportation Services	335,132	324,018	335,132	324,018	(11,113)		3,329,876
Environmental Health Services							
Solid Waste Disposal Land Fill	17,115	15,833	17,115	15,833	(1,282)		190,000
Solid Waste Disposal Compost	1,251	2,083	1,251	2,083	832		25,000
Solid Waste Collection	21,864	21,667	21,864	21,667	(197)		260,000
Solid Waste Collection Curbside Recycling	7,566	7,500	7,566	7,500	(66)		90,000
Clean Up Campaign	521	0	521	0	(521)		55,000
	48,317	47,083	48,317	47,083	(1,234)		620,000
Environmental Development Services							
Planning & Zoning							
Administration	30,994	34,507	30,994	34,507	3,513		441,825
Planning Projects	0	8,333	0	8,333	8,333		100,000
Heritage Committee	0	208	0	208	208		2,500
	30,994	43,048	30,994	43,048	12,054		544,325
Economic Development Comm.							
Tourism	0	7,202	0	7,202	7,202		86,422
	0	3,200	0	3,200	3,200		3,200
	0	10,402	0	10,402	10,402		89,622
	30,994	53,450	30,994	53,450	22,456		633,947

2017March13OpenSessionFINAL_075

CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
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G9

Recreation & Cultural Services

Administration	20,069	17,285	20,069	17,285	(2,784)	243,246
Beaches	0	0	0	0	0	53,400
Rothsay Arena	22,872	27,480	22,872	27,480	4,609	313,080
Memorial Centre	1,411	4,750	1,411	4,750	3,339	65,000
Summer Programs	295	0	295	0	(295)	58,944
Parks & Gardens	23,606	30,544	23,606	30,544	6,938	568,400
Rothsay Common Rink	7,016	11,708	7,016	11,708	4,692	48,401
Playgrounds and Fields	242	9,167	242	9,167	8,925	110,000
Regional Facilities Commission	99,445	99,445	99,445	99,445	0	397,780
Kennebecasis Public Library	7,198	7,198	7,198	7,198	1	86,381
Big Rothsay Road	0	25	0	25	25	300
Special Events	1,588	2,333	1,588	2,333	746	44,500
Rothsay Living Museum	1,111	208	1,111	208	(902)	2,500
	184,851	210,144	184,851	210,144	25,293	1,991,932

Town of Rothesay

Variance Report - General Fund

1 month ending January 31, 2017

Note #		Actual	Budget	Better/(Worse)	Description of Variance
	Revenue			\$ -	
	Expenses				
	General Government			\$ -	
	Protective Services			\$ -	
	Transportation				
1	Workshops, Yards & Equipment	\$ 60,077	\$ 41,104	\$ (18,973)	Repairs to heating system
2	Crosswalks & Sidewalks	\$ 7,440	\$ 1,302	\$ (6,138)	Crosswalk repairs
3	Snow & Ice Removal	\$ 112,343	\$ 97,667	\$ (14,676)	Salt and sand purchases high
	Environmental Health & Development			\$ -	
	Recreation & Cultural Services			\$ -	
	Fiscal Services			\$ -	

Town of Rothesay

Utility Fund Financial Statements

January 31, 2017

Attached Reports:

Capital Balance Sheet	U1
Reserve Balance Sheet	U2
Operating Balance Sheet	U3
Operating Income Statement	U4
Variance Report	U5
Project Trail Balance	U6

Town of Rothesay

Capital Balance Sheet

As at 1/31/17

ASSETS

Assets:

Capital Assets - Under Construction - Utilities	2,650,356
Capital Assets Utilities Land	178,555
Capital Assets Utilities Buildings	1,646,579
Capital Assets Utilities Equipment	51,635
Capital Assets Utilities Water System	26,000,316
Capital Assets Utilities Sewer System	16,683,992
Capital Assets Utilities Land Improvements	42,031
Capital Assets Utilities Roads & Streets	220,011
Capital Assets Utilities Vehicles	79,998
	<u>47,553,473</u>

Accumulated Amortization Utilites Buildings	(381,180)
Accumulated Amortization Utilites Water System	(6,122,510)
Accumulated Amortization Utilites Sewer System	(7,571,316)
Accumulated Amortization Utilites Land Improvements	(42,031)
Accumulated Amortization Utilites Equipment	(15,330)
Accumulated Amortization Utilites Roads & Streets	(7,341)
	<u>(14,139,708)</u>

TOTAL ASSETS	<u><u>33,413,765</u></u>
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LIABILITIES

Current:

Util Capital due to/from Util Operating	649,040
Total Current Liabilities	<u>649,040</u>

Long-Term:

Long-Term Debt	7,718,850
Total Liabilities	<u>8,367,890</u>

EQUITY

Investments:

Investment in Fixed Assets	25,045,873
Total Equity	<u>25,045,873</u>

TOTAL LIABILITIES & EQUITY	<u><u>33,413,763</u></u>
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Town of Rothesay

Utility Reserve Balance Sheet

As at 1/31/17

ASSETS

Assets:

Bank - Utility Reserve	1,079,040
Due from Utility Operating	209
TOTAL ASSETS	<u>\$ 1,079,248</u>

EQUITY

Investments:

Invest. in Utility Capital Reserve	776,044
Invest. in Utility Operating Reserve	100,259
Invest. in Sewage Outfall Reserve	202,945
TOTAL EQUITY	<u>\$ 1,079,249</u>

Town of Rothesay

Utilities Fund Operating Balance Sheet

As at 1/31/17

ASSETS

Current assets:	
Accounts Receivable - Net of Allowance	495,131
Accounts Receivable - Misc.	1,200
Total Current Assets	<u>496,331</u>
Other Assets:	
Projects	286,209
	<u>286,209</u>
 TOTAL ASSETS	 <u>\$ 782,540</u>

LIABILITIES

Bank Loan	700,000
Accrued Payables	48,730
Due from General Fund	644,745
Due from (to) Capital Fund	(649,040)
Due to (from) Utility Reserve	209
Deferred Revenue	18,006
Total Liabilities	<u>762,651</u>

EQUITY

Surplus:	
Opening Retained Earnings	21,220
Profit (Loss) to Date	(1,331)
	<u>19,890</u>
 TOTAL LIABILITIES & EQUITY	 <u>\$ 782,540</u>

Town of Rothesay
Utilities Operating Income Statement
1 Months Ended 1/31/17

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT YTD	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
RECEIPTS							
Sale of Water	6,050	6,250	6,050	6,250	(200)		980,000
Meter and non-hookup fees	0	0	0	0	0		37,500
Water Supply for Fire Prot.	0	0	0	0	0		375,000
Local Improvement Levy	0	0	0	0	0		59,000
Sewerage Services	(29)	0	(29)	0	(29)		1,600,000
Connection Fees	5,400	5,000	5,400	5,000	400		60,000
Interest Earned	5,426	3,958	5,426	3,958	1,467		47,500
Misc. Revenue	450	205	450	205	245		2,465
Surplus - Previous Years	28,535	28,535	28,535	28,535	(0)		28,535
TOTAL RECEIPTS	45,832	43,949	45,832	43,949	1,883		3,190,000
WATER SUPPLY							
Share of Overhead Expenses	0	0	0	0	0		368,000
Audit/Legal/Training	197	1,250	197	1,250	1,053		15,000
Purification/Treatment	17,532	24,667	17,532	24,667	7,135		310,000
Transm/Distribution	12,543	7,692	12,543	7,692	(4,852)		92,300
Power & Pumping	3,814	4,000	3,814	4,000	186		48,000
Billing/Collections	109	250	109	250	141		3,000
Water Purchased	72	83	72	83	11		1,000
Misc. Expenses	0	1,500	0	1,500	1,500		18,000
TOTAL WATER SUPPLY	34,268	39,442	34,268	39,442	5,173		855,300
SEWERAGE COLLECTION & DISPOSAL							
Share of Overhead Expenses	0	0	0	0	0		552,000
Audit/Legal/Training	468	2,417	468	2,417	1,949		29,000
Collection System	6,886	4,650	6,886	4,650	(2,236)		87,800
Lift Stations	1,545	2,417	1,545	2,417	872		29,000
Treatment/Disposal	3,860	5,054	3,860	5,054	1,194		65,450
Misc. Expenses	135	458	135	458	323		5,500
TOTAL SWGE COLLECTION & DISPOSAL	12,894	14,996	12,894	14,996	2,102		768,750
FISCAL SERVICES							
Interest on Bank Loans	0	0	0	0	0		65,000
Interest on Long-Term Debt	0	0	0	0	0		274,177
Principal Repayment	0	0	0	0	0		486,773
Transfer to Reserve Accounts	0	0	0	0	0		140,000
Capital Fund Through Operating	0	0	0	0	0		600,000
TOTAL FISCAL SERVICES	0	0	0	0	0		1,565,950
TOTAL EXPENSES	47,162	54,437	47,162	54,437	7,275		3,190,000
NET INCOME (LOSS) FOR THE PERIOD	(1,331)	(10,489)	(1,331)	(10,489)	9,158		(0)

Town of Rothesay

2017March13OpenSessionFINAL_082

Variance Report - Utility Operating
1 Months Ended January 31, 2017

Note				Variance	
#	Account Name	Actual YTD	Budget YTD	Better(worse)	Description of Variance

Revenue

				-	
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Expenditures

Water

1	Transmission/Distribution	12,543	7,692	(4,851)	Replace impeller
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Sewer

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Town of Rothesay

U6

Account	Description	Balance
120423-30	Wastewater Treatment Design - S-2014-016-A	264,033.91
120440-30	Rehabilitation of production Well C6 W-2016-003	22,175.20
		<hr/>
		286,209.11
		<hr/>
		0.00
		<hr/>

TOWN OF ROTHESAY

FINANCE COMMITTEE

February 17, 2017

In attendance:

Mayor Nancy Grant

Councillor Grant Brenan

Councillor Don Shea

Town Manager John Jarvie

Treasurer Doug MacDonald

Financial Officer Ellen K. Steeves

The meeting was called to order at 9:00a.m. The agenda was accepted as presented. (NG/DS) The minutes of January 27, 2017 were accepted as corrected.

Financial Statements

Treasurer MacDonald advised there were no January statements as were are currently working on the year end and audit. He does not expect any surprises for January. He also advised the audit was running smoothly, interrupted by snow days, but again, no surprises expected. There was an extended discussion on the new population figures and the financial impact. Treasurer MacDonald also advised a claim had been sent for the WWTP for \$1.2m and the cash has been received. After a brief discussion, it was agreed on a target date of April 5 to review the audited statements. There was also a brief discussion on the new legislation, but a full review is necessary.

110 James Renforth Drive

There was one bid on the house and it was agreed **to recommend to Council to accept the bid as received.** (NG/DS)

KV Outreach

Town Manager Jarvie gave the history of the organization, and their current status at qPlex. Quispamsis would like to have the space they are currently using. There was an extended discussion on how to proceed. It is a good service, perhaps essential, but town facilities may not be the best place for them. It was agreed staff should investigate further, and report to Council.

Council Referrals

- KV Food bank – after a brief discussion, it was agreed we should **recommend to Council to give the Food Bank \$5,000 for 2017**, and have them negotiate with Quispamsis on the space. The Food Bank should apply again in the fall for funding in 2018. Staff will inform Quispamsis.
- Harry Miller Middle School Basketball – After an extended discussion, it was agreed to decline this request.
- International Women's' Day – After a brief discussion, it was agreed Rothesay should host the event next year, providing space and luncheon. Mayor Grant will write a letter to that affect, and announce it at this year's event.
- Added – Pro KIDS dinner – it was agreed the Mayor would purchase two tickets.

Next Meeting

The next meeting is set for Wednesday, April 5, 9:00 a.m. in the Sayre Room. Our auditor, Peter Logan, will be in attendance. The meeting adjourned at 10:45 a.m.

Grant Brenan, Chairman

Ellen K. Steeves, Recording Secretary



2017March13OpenSessionFINAL_085

ROTHESAY

INTEROFFICE MEMORANDUM



TO	:	Mayor & Council
FROM	:	Treasurer Doug MacDonald
DATE	:	March 7, 2017
RE	:	Finance Committee Motions

At the Finance Committee meeting February 17, 2017 the following recommendation was approved:

Council accept the bid from Mr. Mahesh Patel in the amount of \$170,000 for the property located at 110 James Renforth Drive.



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

TO: Finance Committee
DATE: February 17, 2017
SUBJECT: **Award – Disposal of Surplus property
Tender # 2016-GG02**

RECOMMENDATION

It is recommended that the bid submitted by Mahesh Patel in the amount of \$170,000.00 for the purchase of the Town interest in a property with the civic address of 110 James Renforth Drive (PID 00235119) be accepted and further that the Mayor and Clerk be authorized to execute the necessary contract documents in that regard.

ORIGIN

Council directed staff to sell surplus Town land located at 110 James Renforth Drive by Public Tender.

BACKGROUND

As part of the wastewater treatment project the Town acquired the property at 110 James Renforth Drive for the purposes of installing a sewer line and related easement. The portion of the project is completed and the property no longer is required by the Town.

DISCUSSION

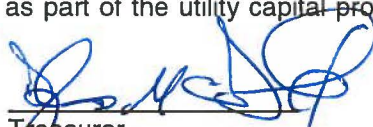
A Public Notice was prepared by staff requesting bids for the property. The Public notice was advertised in the KV Styles magazine, on the Town web site, and via social media. The call for bids closed on Tuesday January 31, 2017.

In response to the tender call, one (1) compliant submission was received from Mahesh Patel in the amount of \$170,000.

FINANCIAL IMPLICATIONS

The land was acquired as part of the utility capital project therefore the proceeds will be credited to the project.

Report prepared by:


Treasurer



2017 March 13 Open Session FINAL_087

ROTHESAY

INTEROFFICE MEMORANDUM



TO	:	Mayor & Council
FROM	:	Treasurer Doug MacDonald
DATE	:	March 7, 2017
RE	:	Finance Committee Motions

The following funding requests were discussed at the Finance Committee meeting February 17, 2017. Following are the recommendations:

KV Food Bank – Council approve a grant to the KV Food Bank from the 2017 donation budget in the amount of \$5,000.



2017March12OpenSessionFINAL_088

ROTHESAY
PARKS & RECREATION COMMITTEE
MEETING MINUTES
Tuesday, February 28th, 2017



DRAFT

PRESENT: Councillor Miriam Wells, Chair
Councillor Bill McGuire, Vice Chair
Kate Gibbon
Gary Myles
Maureen Desmond
Jane MacEachern
Mary Ann Gallagher
Director of Recreation Charles Jensen
Recreation Coordinator Keri Flood
Facilities Coordinator Ryan Kincade
Town Manager John Jarvie
Recording Secretary Bev Côté

ABSENT: Chuck McGibbon
Nathan Davis
Brendan Kilfoil

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

1. APPROVAL OF MINUTES

MOVED by Counc. McGuire and seconded by Gary Myles to approve the minutes of the January 17th meeting.

CARRIED.

2. APPROVAL OF AGENDA

MOVED by Counc. McGuire and seconded by Maureen Desmond to approve the agenda as circulated.

CARRIED.

3. DELEGATIONS

N/A

4. REPORTS

N/A

5. UNFINISHED BUSINESS

N/A

DRAFT**6. NEW BUSINESS****6.1 Easter Egg Hunt at the Rothesay Common**

15 February 2017 – email from Vantage Build

Director Jensen informed the committee that he received an email from Vantage Build asking permission to host a private Easter Egg Hunt on the Rothesay Common. This would be by invitation only and not open to the public. Director Jensen will contact them and inform them that they are able to host the event noting that it is a public space and the town cannot close the area for them. A brief discussion followed.

6.2 Recreation Update

Director Jensen shared with the committee the numbers for the Rothesay Common daily attendance from December 21st to February 25th which are comparable to last year's numbers. Since opening the ice surface was closed 9 times due to snow storms and rain. The skating area is still opened, watching the weather closely, hoping to keep it open during the March Break. It was suggested that once the ice surface is closed that a summary of the season be compiled and posted to the town's website. The Wells Recreation Park has been very well utilized and many compliments have been received. Plans are to add another 2-3 km of groomed trail as well as side trails for those who snow shoe. The Arena has been busy, now into Spring Ice users, the arena will be remain open until the 2nd week of May. Recreation Coordinator Flood gave a brief update on Winter Fest. Although it was a very cold day "Frozen on Ice" at the Rothesay Common was very well attended, curling on the Friday night was very popular with some people turned away and the event at the Bill McGuire Memorial Centre was well attended. She also noted the Speaker Series is now complete and summer employment opportunities are now on the website. Director Jensen informed the committee that the Town, in partnership with Guardian Drugs, has purchased EpiPens. They will be distributed to various locations throughout the Town. It was suggested that the Sweet Caroline Foundation be contacted for an information session. Recreation Coordinator Flood informed the committee that plans are still being made for Canada 150 Celebrations slated for September although the town has not heard back as to funding. Director Jensen informed the committee that Alex Holder will be back to cover Keri's maternity leave.

6.3 Communities In Bloom – Council Referral

Director Jensen noted that to participate in the 2017 Communities in Bloom Special Canada 150 National Edition there is an entrance fee of \$1000 and the Town would be responsible to host the judges. Concerns are the cost and the fact that Andrea Snow will be on maternity leave puts pressure on her replacement. TM Jarvie informed the committee that this was done a few years back but not done by staff but by volunteers. Businesses could be contacted to participate. Another concern is the deer issue. Town staff is busy enough so maybe the Fundy Gardening Club could be contacted. A brief discussion followed.

DRAFT

7. CORRESPONDENCE FOR ACTION

N/A

8 DATE OF NEXT MEETING

Tuesday, March 21st, 2017

9. ADJOURNMENT OF MEETING

MOVED by Counc. McGuire that the meeting be adjourned.

CARRIED.

The meeting adjourned at 7:00 p.m.

Chairperson

Recording Secretary



ROTHESAY
2017 March 13 Open Session FINAL 091
Public Works and Infrastructure
Committee Meeting
February 22, 2017
Rothesay Town Hall – Sayre Room
8:30 a.m.



DRAFT

PRESENT: DEPUTY MAYOR MATT ALEXANDER
PETER GRAHAM (*left the meeting at 9:45 a.m.*)
IVAN HACHEY
SHAWN PETERSON
SCOTT SMITH

TOWN MANAGER JOHN JARVIE (*arrived at 8:35 a.m.*)
DIRECTOR OF OPERATIONS (DO) BRETT McLEAN
RECORDING SECRETARY LIZ POMEROY

ABSENT: COUNCILLOR MIRIAM WELLS

The meeting was called to order at 8:26 a.m.

1. APPROVAL OF AGENDA:

MOVED by I. Hachey and seconded by S. Peterson the agenda be approved as circulated.

CARRIED.

2. APPROVAL OF MINUTES:

2.1 Regular meeting of January 18, 2017.

MOVED by S. Smith and seconded by I. Hachey to approve the Minutes of January 18, 2017 as circulated.

CARRIED.

3. DELEGATIONS:

3.1 Carriage Way Flooding Daniel Robichaud (**see item 6.1**)

The Committee welcomed: Daniel Robichaud, 8 Carriage Way; Dave Salter, 3 Carriage Way; Dave Lamb, 5 Carriage Way; and Claude Bourque, 4 Carriage Way. DO McLean gave a brief summary of the issue. He noted: the development was built with a rural cross section with no ditches and an underground stormwater system; the road is crowned to allow the water to run into the swales, that were constructed in the Town's right-of-way, and subsequently the catch basins; private landscaping performed by multiple homeowners on Carriage Way has created barriers preventing stormwater from being properly directed into the catch basins; the effectiveness of the existing system on Carriage Way is dependent on each homeowner maintaining a proper conveyance system to allow the runoff to drain properly; the Town has increased regular maintenance on the street to reduce the effects; there is an opportunity for many of the properties to alleviate the concerns with water on the street by properly reinstating the design swale across their lawns and driveways; the cost to install curb on Carriage Way would be roughly \$275,000; to date staff are not aware of any flooding issues reported on Carriage Way; and installing additional catch basins is likely to alleviate only a minor portion of the problem. DO McLean suggested a local improvement levy could be used as a solution to share the burden of the high cost to install curb on Carriage Way.

Town Manager Jarvie arrived at the meeting.

There was a lengthy discussion with respect to the development history of the area, and similar rural cross sections in Rothesay. It was suggested the Committee recommend Council adopt a policy to require rural road cross sections be accompanied by open ditch storm flow, and curb be installed in future developments with planned underground storm drainage to prevent similar issues in the future.

In response to inquiries, DO McLean advised: Town staff are directed to clear any blocked catch basins if reported or witnessed during regular duties; reinstating the originally designed swales is likely to alleviate the issue; winter conditions, to a certain extent, can negatively affect the system; homeowners may not be amenable to installing ditches as it has a high cost, and is likely to disturb lawns and reduce property values; and the swales are minimal with respect to size. It was noted it is likely because the area was developed during various and scattered periods of time, the global design of the development was not followed. S. Smith inquired as to why the Town may be held responsible if it is likely the area was improperly developed. DO McLean advised the Town approves grading plans for developments but is limited in resources and it becomes a challenge to ensure all grading plans are adhered to. It was noted it is expected developers and homeowners will act in good faith. In response to an inquiry, DO McLean noted it is unlikely any recourse can be sought from the developer. There was general discussion with respect to the flow of water on Carriage Way.

Mr. Robichaud, Mr. Salter, Mr. Lamb, and Mr. Bourque commented on the following: the effectiveness of the crown; the flow of the water; the low grading of civic #8 which allows the water to encroach upon the front steps of the house and the garage; the Town's overall tax revenue from the properties on Carriage Way; the negative impact on children, families, and other residents in the area; the increasing cost for road maintenance should the problem continue; the effects of the issue year round; independent solutions undertaken by neighbors and their effects on the situation; and lack of design enforcement.

S. Smith noted he was empathetic towards the situation, however did not understand how the Town is responsible for an issue that was likely created by landscaping changes on private property. In response to an inquiry, DO McLean noted development agreements act as the standards for each development. Mr. Robichaud inquired if the Town could investigate the existence of a crown in the road. It was noted a shallow crown may exist but it is unclear. DO McLean advised the unofficial standard is between a 2% or 4% crown. Chairperson Alexander suggested a report be created detailing the various options for a solution to present to Council for comparison.

MOVED by I. Hachey and seconded by S. Peterson a report be prepared, and sent to Council, detailing the various options to alleviate the flooding of water runoff on Carriage Way.

CARRIED.

The residents of Carriage Way left the meeting.

MOVED by S. Smith and seconded by S. Peterson the Public Works and Infrastructure Committee recommend Council adopt the following:

- 1) Rural road cross sections be accepted only when accompanied by open ditch storm flow; and

- 2) Developments with (planned) underground storm drainage only be accepted if the street includes proper concrete curbing to direct runoff to the storm system.

ON THE QUESTION:

S. Peterson commented on the effects if covenants are not enforced. S. Smith suggested homeowners should incur the cost to fix a problem if the rules are not followed. DO McLean advised Town staff visited the area during construction of civic #8 and advised against the landscaping plan. It was noted: information may be lost during the sale of properties; and if multiple contractors develop different properties in the area, a global design may prove difficult to attain. There was general discussion. Town Manager Jarvie advised similar cross sections exist throughout the Town, and to advise against them may be suggesting problems are evident in all similar areas, which is not true. He added problems likely occur in rural road cross sections because of failed execution of the design not the concept. DO McLean noted the rural road cross sections are vulnerable to change. There was general discussion with respect to: open ditch maintenance; areas with and without curb; landscaping restoration sometimes required with ditch maintenance; and overall frequency of development within the Town. DO McLean noted if the Town is proactive similar situations such as this may be avoidable.

CARRIED.**4. REPORTS & PRESENTATIONS:**

N/A

5. UNFINISHED BUSINESS**5.1 Update on Capital Projects**

DO McLean noted Council approved the purchase of two axle forward configured plow trucks and sole source purchases for the asphalt recycler and the underground diesel storage tank. The asphalt recycler has been ordered and the tank is under design. Trucks will be ordered in March 2017.

5.2 Update on solid waste

S. Peterson inquired if the Town intends on promoting the tipping fees associated with solid waste, compost, and curbside recycling, to educate residents on the financial impact to the Town. There was general discussion and it was noted: since not all residents are Town utility users, additional information included on water and sewer bills will not reach all residents; posting the information to the Town's website and social media is likely to reach a significant portion of residents. It was noted Town staff will investigate posting the suggested information to the Town website and social media.

5.3 Update on Church Ave. parking

Chairperson Alexander gave a brief summary. He noted in his experience there has not been an issue with community members parking on the far side of Gondola Point Road. S. Smith noted after review of the materials provided there has not been a collection of parking data for the Rothesay Common to determine if an issue exists. He suggested Town staff record the number of cars parked on Gondola Point Road and Church Avenue during different times of the day for a three week period, including weekends. It was noted: the data is likely to reflect higher counts on days with church services, funerals, and weekends; roughly three weeks remain before the end of skating season at the Common; the collected speed data reflects a general conformance to the speed limit; Our Lady of

Perpetual Help has agreed to allow for overflow parking in their lot, and monitors on the Common have directed community members to park there if asked about parking; concern for parking in the narrow space near the playground; and it is likely the data will be unable to reflect the amount of cars not parking near the Common due to lack of space. Town Manager Jarvie noted the monitors at the Common could be asked to complete a parking time sheet for recording purposes. He added he is not aware of any complaints made to the Town by individuals using the Common noting a lack of parking. There was general discussion.

MOVED by S. Smith and seconded by S. Peterson all the information with respect to the issue of parking for the Rothesay Common included in the Public Works and Infrastructure Committee agenda package dated 22 February 2017 be provided to Council for review.

CARRIED.

In response to an inquiry, Town Manager Jarvie confirmed discussion with the Anglophone South School District regarding the expansion of the Rothesay Park School is ongoing. It was noted it may be beneficial to continue the conversation if the data does reveal the existence of a parking issue for the Common.

MOVED by S. Peterson and seconded by S. Smith a response be sent to each author of the three emails received by the Town with respect to parking for the Rothesay Common dated 16 January 2017, 16 January 2017, and 13 January 2017.

CARRIED.

6. CORRESPONDENCE FOR ACTION:

6.1 Carriage Way

17 February 2017	Report prepared by DO McLean
16 January 2017	Email to resident RE: Carriage Way Flooding
16 January 2017	Email from resident RE: Carriage Way Flooding
10 January 2017	Email from resident RE: Carriage Way Flooding with attachments

DEALT WITH ABOVE. (See item 3.1)

6.2 17 January 2017 Letter from resident RE: Clark Road/Gondola Point Road Crosswalk

It was noted the issue had been discussed in the past. DO McLean advised the Town is investigating the matter, however it may be premature to discuss options to address the issue before a resolution is reached for an ongoing legal matter with respect to the surrounding area. DO McLean advised: a warrant analysis was done in 2014 and a numeric value is associated with the result; if the numeric value is below 100 traffic signals are not warranted; it was determined the subject intersection received a numeric value below 100; however, the result leaned towards favouring the installation of traffic signals. There was discussion with respect to typical traffic behaviour and incidence of accidents in the area. DO McLean noted he will send a letter to the resident to advise long-term plans for a solution are being investigated.

P. Graham left the meeting.

6.3 22 January 2017 Letter from resident RE: Vehicle Damage resulting from Pothole

It was noted it has not been Town practice to incur the cost of vehicle damages as a result of potholes. DO McLean noted staff were notified of the pothole on a Friday and directed to repair it; staff were unable to repair the pothole, and did not inform other staff until Monday that the pothole was not repaired. It was noted a sign was not put up to warn motorists. DO McLean further noted the author of the correspondence may have damaged their vehicle during the weekend the pothole remained intact, though a review is required to confirm the exact timeline of the two incidents. There was a brief discussion with respect to what is considered a “reasonable” response time for repairing potholes. It was noted many factors can affect staff response time for repairing potholes. After some discussion, it was suggested the Town develop a standard practice for situations regarding vehicle damage resulting from a pothole.

6.4 Ellen’s Law

Chairperson Alexander noted the New Brunswick government has tabled Bill 48 An Act Respecting “Ellen’s Law”. The Committee noted the following: the onus of responsibility should be shared by both the motorist and cyclist; it is unclear how tickets will be issued if the onus is on the motorist alone; a meter may be interpreted differently by a motorist and a cyclist; a cyclist is not required to travel on the far right side of the bike lane which may assist in providing a meter of space between bicycles and cars; the Motor Vehicle Act prohibits a motorist from crossing the yellow line, however it may become necessary in certain situations to allow the required meter of distance; and the size of vehicles may not allow a meter to be provided. In response to an inquiry, DO McLean noted it has been Town practice to install dedicated bike lanes when possible, however adequately providing an additional meter of space on both sides of roads may require the Town to switch to shared use of roads. It was noted the encouraged use of a motorist’s horn to warn cyclists of approaching vehicles may be considered a nuisance and could distract travelling cyclists which may result in safety concerns. It was noted the overall concept of the proposed Bill is to create a safer environment for bike riding; however further review may be required to avoid issues potentially created by the Bill. It was noted a lack of rules for riding bicycles on sidewalks may prove problematic. It was suggested the Town defer any course of action related to the matter until the outcome of the Bill is determined.

7. NEW BUSINESS:

7.1 Snow & Visibility in Intersections

DO McLean noted due to unforeseen circumstances the Town was understaffed for snow removal during the recent snow storms last week. He added the Town outsourced the removal of snow surrounding fire hydrants to assist the snow removal crew.

7.2 FERO Service

DO McLean noted: the number of complaints with respect to service quality provided by FERO has increased recently; and the cause of the service quality concerns is unclear. The following was discussed: if a street is missed FERO typically returns to the street on Saturday if unable to do so earlier; the Town is in the second year of a four year contract with FERO; and Fundy Region Solid Waste allows individuals to sign up to be kept up-to-date with compost, recycling, and garbage collection schedules and any notifications regarding changes. It was suggested winter weather can, at times, be cause for inconsistent service quality. It was suggested the Town track the total number of service quality complaints and advise FERO of the issue. Town Manager Jarvie advised a system is

in place to track phone calls received by the Town. DO McLean advised he spoke with a representative of FERO and will continue to monitor the issue.

7.3 Climate Change UMN

DO McLean noted climate change is a standing item under discussion by the Town. He added work is ongoing. In response to an inquiry, it was noted the cost of the Town's participation in the FCM Partners for Climate Change Program was \$9000.

Meeting Addendum:

- 15 February 2017 Email from Jim Knight of Capital Management Engineering Limited
(CMEL) RE: Asset Management Plan

DO McLean noted: the item was added to the agenda to advise the Committee that the Town has been contacted with respect to improving asset management; various resources exist to monitor energy efficiency, some of which are associated with a high cost; and the issue of climate change is on the Town's radar.

8. CORRESPONDENCE FOR INFORMATION:

8.1 Meals on Wheels Volunteer Recruitment

DO McLean noted the item was included on the agenda to spread the word for volunteer recruitment for Meals on Wheels.

9. DATE OF NEXT MEETING:

The next meeting will be held on **Wednesday, March 22, 2017.**

10. ADJOURNMENT

MOVED by I. Hachey and seconded by S. Smith the meeting be adjourned.

CARRIED.

The meeting adjourned at 10:20 a.m.

CHAIRPERSON

RECORDING SECRETARY



ROTHESAY
Utilities Committee Meeting

February 22, 2017
Rothesay Town Hall – Sayre Room
5:30 p.m.



DRAFT

PRESENT: DEPUTY MAYOR MATT ALEXANDER
BLAINE JUSTASON
MARK MCALOON
STEPHEN WAYCOTT

TOWN MANAGER JOHN JARVIE
DIRECTOR OF OPERATIONS (DO) BRETT McLEAN
RECORDING SECRETARY LIZ POMEROY

ABSENT: PAUL BOUDREAU

The meeting was called to order at 5:33 p.m.

1. APPROVAL OF AGENDA

MOVED by B. Justason and seconded by M. McAloon to approve the agenda as circulated.

CARRIED.

2. APPROVAL OF MINUTES:

2.1 Regular meeting of January 18, 2017.

MOVED by S. Waycott and seconded by B. Justason to approve the Minutes of January 18, 2017 as circulated.

CARRIED.

3. DELEGATIONS:

N/A

4. REPORTS & PRESENTATION:

N/A

5. UNFINISHED BUSINESS:

5.1 Update on Capital Program

DO McLean noted installation of the East Riverside Kingshurst wet well is underway. In response to an inquiry DO McLean advised unlike Fairvale, the East Riverside Kingshurst wet well does not require a police escort during transportation. He further noted: work is ongoing for the Tennis Court and Renforth pumping stations; work for the K-Park pumping station will likely begin at the end of March; and the Town is still awaiting the Province's approval for work on the Taylor Brook Bridge. DO McLean advised Council authorized the Mayor and Clerk to enter into a Clean Water and Wastewater Fund (CWWF) agreement to provide funding for a study to determine the effects of inflow and infiltration on the Town's sanitary sewer. He added this study will aid the Town in determining a long term plan to reduce inflow and infiltration to increase overall efficiency with respect to the treatment of water. The Town's share will be 25% of the overall cost.

In response to an inquiry, DO McLean advised both Rothesay and Quispamsis continue to work independently on their respective Wastewater Treatment projects. There was general discussion.

5.2 Update on Wastewater Treatment Plant Pumping Stations
DEALT WITH ABOVE. (See item 5.1)

6. NEW BUSINESS:

6.1 Water Treatment Facility Production Data

The Committee reviewed the water treatment facility production data. It was noted: to calculate the amount of water used through flushing, the total amount of water sold is compared to the total amount produced; DO McLean will investigate the two missing data cells for January 1, 2015 with respect to the permeate and reject monthly totals; and the installation of new membranes has resulted in better quality of production.

6.2 East Riverside Local Collector Sewer

The Committee reviewed the graphics provided, including the existing conditions and proposed upgrades. DO McLean commented on the condition of pipes in the area. He added the Town, in the past, has allocated funds for minor issues; last year, accumulated unused funds were used to engage Dillon Consulting Ltd. to investigate the area. There was general discussion. DO McLean noted the item was included on the agenda to advise the Committee the East Riverside local collector sewer system is on the Town's radar. He added while funding is not available for this project in the 2017 budget, it may be beneficial to consider the project in the future. M. McAloon inquired about the age of the pipe below the Taylor Brook Brige. DO McLean noted he was unsure. He added the system functions however it could be improved.

7. CORRESPONDENCE FOR ACTION:

7.1 28 January 2017 Letter from resident RE: Water By-law

Chairperson Alexander gave a brief summary. He noted it has been Town practice to deny requests to waive the fixed charge fee. DO McLean noted years ago during construction to install a portion of the water line on Gondola Point Road, the Town canvassed homeowners in the area to inquire if they wished to have laterals installed to their property lines. The Town did not charge the homeowners as the road was already dug up from construction at the time. He noted four homeowners accepted the offer but did not connect to Town water. DO McLean noted the resident recently indicated an interest in connecting to Town water but did not wish to incur the cost of extending a lateral to the property line to connect to the Town's water line. There was a lengthy discussion. It was suggested the Town investigate the field reports, at the time of the Town's offer to the homeowners, to determine if the resident rejected the offer, or through error, was missed. It was noted it is not a practice of the Town to canvass homeowners with respect to installing laterals to property lines unless a road rebuild is scheduled.

MOVED by S. Waycott and seconded by B. Justason the Utilities Committee recommend Council uphold the existing policy in the Water By-law and deny the request to waive the fixed charge fee for the resident of 184 Gondola Point Road; and further authorize a response be sent to notify the resident.

CARRIED.

8. CORRESPONDENCE FOR INFORMATION:

8.1 Inflow and Infiltration Study

It was noted: the item was discussed briefly earlier in the meeting; the study will determine a strategy to reduce the amount treated by the Wastewater Treatment Plant; and the study will include an investigation of inflow and infiltration through video inspection of the sanitary sewer system.

9. DATE OF NEXT MEETING:

The next meeting is scheduled for **Wednesday, March 22, 2017.**

10. ADJOURNMENT

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

CARRIED.

The meeting adjourned at 6:18 p.m.

CHAIRPERSON

RECORDING SECRETARY



ROTHESAY

MEMORANDUM



TO	:	Mayor and Council
FROM	:	Recording Secretary Utilities Committee
DATE	:	February 24, 2017
RE	:	Motions Passed at February 22, 2017 Meeting

Please be advised the Utilities Committee passed the following motions at its regular meeting on Wednesday, February 22, 2017:

MOVED ... and ... the Utilities Committee recommend Council uphold the existing policy in the Water By-law and deny the request to waive the fixed charge fee for the resident of 184 Gondola Point Road; and further authorize a response be sent to notify the resident.

CARRIED.

Respectfully submitted,

Liz Pomeroy
Recording Secretary

ROTHESAY

PLANNING ADVISORY COMMITTEE MEETING

Rothesay Town Hall

Monday, March 6, 2017**5:30 p.m.**

PRESENT: COUNCILLOR PETER LEWIS
 COUNCILLOR DON SHEA
 COLIN BOYNE, VICE CHAIR
 HILARY BROCK
 ELIZABETH GILLIS
 ANDREW MCMACKIN

TOWN MANAGER JOHN JARVIE (*arrived at 5:50 p.m.*)
 TOWN CLERK MARY JANE BANKS
 DIRECTOR OF PLANNING/DEVELOPMENT (DPDS) BRIAN WHITE
 RECORDING SECRETARY LIZ POMEROY

ABSENT: BILL KEAN, CHAIR
 CRAIG PINHEY

Vice Chairperson Boyne called the meeting to order at 5:28 p.m.

1. Approval of the Agenda

MOVED by Counc. Lewis and seconded by Counc. Shea to approve the agenda as circulated.

CARRIED.

2. Approval of Minutes

2.1 Regular Meeting of February 6, 2017

MOVED by H. Brock and seconded by Counc. Shea the Minutes of 6 February 2017 be adopted as circulated.

CARRIED.

3. New Business

3.1 83 Hampton Road

B/A Realty Ltd.

OWNER: Anthony Bamford

PID: 30292718

PROPOSAL: Similar or Compatible Use – Gym/Fitness Facility

Christopher Lee Peters and Stephen Bamford were in attendance. DPDS White gave a brief summary of the application, noting: staff do not expect the business to generate noise concerns; plaza parking is adequate; traffic generated will likely occur during off peak hours; a development agreement exists for the property and the owner must adhere to a landscaping plan; and staff are of the opinion the business is an appropriate use for the area.

In response to an inquiry, it was noted the fitness facility will focus on boxing and provide a class schedule for individuals interested in reserving spots. Counc. Shea questioned the difference between a commercial fitness facility and a boxing facility. DPDS White noted a boxing facility is a type of commercial fitness facility.

ROTHESAY

Planning Advisory Committee
Minutes

-2-

6 March 2017

MOVED by Counc. Lewis and seconded by Counc. Shea the Planning Advisory Committee approve the fitness facility as a compatible use of the existing commercial plaza building located at 83 Hampton Road PID 30292718.

CARRIED.

3.2 206 Gondola Point Road Amy Thompson
OWNER: Joe A. Thompson
PID: 00243469
PROPOSAL: Temporary Use – Dog Breeding Kennel

Amy Thompson attended the meeting. DPDS White gave a brief summary of the application, noting: the property is in a typical residential neighborhood; the dogs are housed in the garage; there are several dog runs in the backyard; the property is zoned single family residential which does not permit kennels; kennels in dense neighborhoods can be problematic due to excessive noise and odors; a home occupation does not apply since home occupations do not allow for animal enclosures; the Zoning By-law does allow the Planning Advisory Committee the ability to grant special permission to an otherwise permitted use for a period not exceeding one year; staff have reviewed the application with the SPCA; the SPCA requires that Ms. Thompson obtain a kennel license stating the property is in compliance with the Zoning By-law; staff have written to the SPCA to allow for the issuance of a Pet Establishment License for the sole purpose of allowing the existing litter to be legally sold to their new owners; the license is contingent upon the decision of the Planning Advisory Committee; staff are sympathetic to the welfare of the existing litter and have facilitated their ability to be sold to new owners; however that sympathy is balanced against the need to ensure that neighbors can enjoy the use of their properties; the breeding cycle and gestation period for the dogs is 63 days, therefore staff are recommending a temporary use permit of six months to allow Ms. Thompson to breed one more litter.

Ms. Thompson noted: because of the age of her dogs, in order to breed another litter she would require a temporary period of 10 months; in the past she had bred Bull Mastiffs and is now breeding Boston Terriers; there is a total of five adult dogs on the property at a time; she co-owns additional dogs for the purposes of breeding but does not keep them on the property; since the total number of puppies can vary in a litter she cannot accurately anticipate how many dogs in total will be on the property; and she is interested in purchasing a new property to continue her business.

The Committee inquired about the following: the existing number of dogs on the property; the anticipated date required to conclude operations; and any previous discussions with neighbors regarding the business.

Ms. Thompson noted the following: there are fifteen dogs on the property, eleven puppies and five adults; the breeding cycles of the dogs are not exact; she anticipates the breeding to be complete by September 6, 2017; allowing the authorized period to end on January 15, 2017 would provide sufficient time to ensure the new litter is transferred to their new owners; she has spoken to one neighbor about the business; she believes the noise complaint was issued after an altercation

ROTHESAY

Planning Advisory Committee
Minutes

-3-

6 March 2017

between two dogs broke out on her property; and the altercation was an isolated incident as she typically accompanies her dogs in the backyard, but was unable to at that time.

Counc. Lewis noted in the past the Town has issued temporary permits not exceeding one year; however, because Ms. Thompson's business is typically accompanied by excessive noise and odors a shorter period is being recommended.

Town Manager Jarvie arrived at the meeting.

In response to inquiries, Ms. Thompson noted: she prefers not to have male dogs on the property since it is unfair for the male dogs to be in the company of females in heat if those dogs are not being used for breeding; there are no Bull Mastiffs on the property; and the second litter would assist the business in breaking even; if a suitable location presents itself she intends on moving the business; the first litter was born in June 2016; breeding dogs does not require professional qualifications, only knowledge and a love of dogs; and there has only been one noise complaint that she is aware of.

MOVED by Counc. Lewis and seconded by Counc. Shea the Planning Advisory Committee hereby authorizes a kennel at 206 Gondola Point Road PID 00243469 for a temporary period not exceeding 10 months; subject to the following conditions:

- A. The termination or removal of the kennel at the end of the authorized period being no later than January 15, 2018; and further that
- B. A copy of this decision of the Rothesay Planning Advisory Committee be forwarded to the New Brunswick Society for the Prevention of Cruelty to Animals (NBSPCA).

CARRIED.

Town Manager Jarvie suggested the PAC should consider for future zoning by-law amendments setting limits on the maximum number of pets allowed in a household.

4. Old Business
N/A

5. DATE OF NEXT MEETING(S)

The next meeting will be held on **Monday, April 3, 2017.**

6. ADJOURNMENT

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

CARRIED.

The meeting adjourned at 6:02 p.m.

CHAIRPERSON

RECORDING SECRETARY



ROTHESAY

2017March13OpenSessionFINAL_104

BUILDING PERMIT REPORT

2/ 1/2017 to 2/28/2017

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
02/21/2017	BP2016-00312	26 MCGUIRE ROAD	INTERIOR RENOVATIONS - COMMERCIAL	\$190,000.00	\$20.00
02/07/2017	BP2017-00001	12 HIBBARD LN	ACCESSORY STRUCTURE	\$2,000.00	\$20.00
02/03/2017	BP2017-00006	47 CLARK RD	INTERIOR RENOVATIONS - COMMERCIAL	\$2,000.00	\$20.00
02/07/2017	BP2017-00007	17 STARKEY AVE	ELECTRICAL UPGRADE	\$1,000.00	\$20.00
02/28/2017	BP2017-00011	15 BROADWAY ST	ELECTRICAL UPGRADE	\$1,400.00	\$20.00
02/22/2017	BP2017-00012	6 BEACH DR	WINDOWS	\$8,525.00	\$65.25
02/22/2017	BP2017-00013	42 RIVER RD	ELECTRICAL UPGRADE	\$2,000.00	\$20.00
02/24/2017	BP2017-00015	86 HAMPTON RD	WINDOWS	\$5,644.89	\$43.50
02/28/2017	BP2017-00017	116 HAMPTON RD	INTERIOR RENOVATIONS - COMMERCIAL	\$4,000.00	\$29.00



2017March13OpenSessionFINAL165

BUILDING PERMIT REPORT

2/ 1/2017 to 2/28/2017

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
Totals:				\$216,569.89	\$257.75
Summary for 2017 to Date:				\$541,769.89	\$2,639.50

	<u>Value of Construction</u>	<u>Building Permit Fee</u>
2016 Monthly total to Date:	\$357,000	\$3,094
2016 Summary to Date:	\$782,000	\$6,203



2017March13OpenSessionFINAL_106

ROTHESAY

INTEROFFICE MEMORANDUM



TO : Mayor Grant & Council
 FROM : John Jarvie
 DATE : 9 March 2017
 RE : Capital Project – Status Report

The following is a list of 2017 capital projects underway and the current status of each along with continuing projects from 2016.

PROJECT	BUDGET	\$ TO 28/02/17*	COMMENTS
Wastewater Collection Upgrade (broken down below)	\$7.5M		Three of three tenders awarded by Council, pumps delivered, pump stations at KPark and Renforth underway
• WWTF Phase 1 – Forcemain	2,000,000	85%	Project nearing completion
• WWTF Phase 1 – lift stations (3)	1,600,000	40%	Work underway
• WWTF Phase 1 – lift stations (2)	3,400,00		Work Underway – both wet wells installed.
• Pre-purchased pumps	500,000	100%	Pumps delivered.
Rothsay Road Designated Highway, net cost	250,000	100%	curb completed; paving completed; restoration behind curb ongoing
Rothsay Road sidewalk	233,000	100%	complete
Secondary Plan – Hillside area	52,000	31%	Concepts being developed;
Renforth Wharf cathodic protection	60,000	100%	
2017 Resurfacing Design	60,000	-	Contract awarded, detailed design underway
Equipment purchase (backhoe)	230,000		Received
General Specification for Contracts	40,000	-	Consultant engaged, work underway.
Acquisition of Vehicles Works/Utilities	940,000	-	Loader, Tandem Truck, Single Axle Truck, Sidewalk Plow
Acquisition of Asphalt Recycler	110,000	-	Ordered.
Designated Highways ¹	285,000	-	Rothsay share: Riverside GC to Fox Farm
Street Resurfacing	1.4M	-	
Curb & Sidewalk	346,000 ²		Wells 'connection' & Rothsay Road
Purchase of Mower	7,500	-	
Town Hall Renovations	40,000	-	
KVFD Capital	78,500	-	To be claimed when purchase completed
Fields & Trails	40,000	-	Scribner parking design & Wells side trails
Technology	55,000	-	Copier, website redesign, software upgrades
Diesel storage tank	90,000	-	Master Drive, design underway.
Water supply development	150,000	-	
Hampton Road water main	200,000 ³	-	
Station Road water main	100,000	-	Replacement of cast iron
Water tank mixing system	25,000	-	
Service equipment	25,000	-	RO102
WWTP Phase II design	1.4M ⁴	-	
Sewer system improvements	300,000	-	

* Funds paid to this date.

¹ Subject to award of Provincial grant

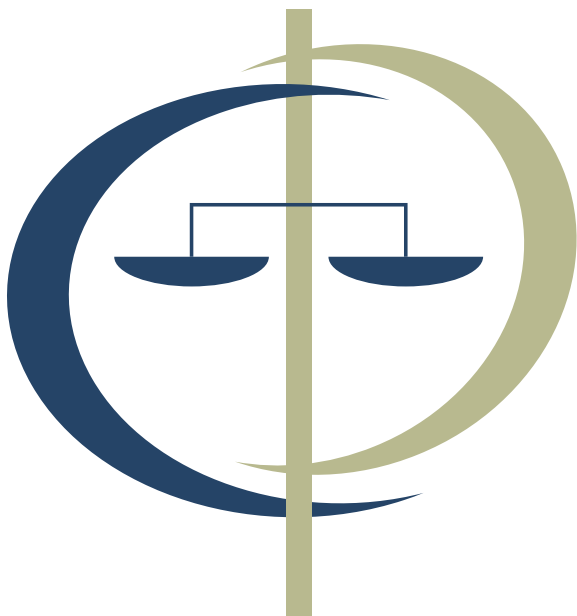
² Subject to award of Federal/Provincial grant

³ Subject to progress on Hillcrest development

⁴ Subject to Build Canada funding

2016 Projects Carried Over

New Brunswick Police Commission



Annual Report
2015–2016

**New Brunswick Police Commission
Annual Report 2015-2016**

Province of New Brunswick
PO 6000, Fredericton NB E3B 5H1 CANADA

www.nbpolicemission.ca

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Transmittal letters

From the Minister to the Lieutenant-Governor

The Honourable Jocelyne Roy Vienneau
Lieutenant-Governor of New Brunswick

May it please your Honour:

It is my privilege to submit the Annual Report of the New Brunswick Police Commission, Province of New Brunswick, for the fiscal year April 1, 2015, to March 31, 2016.

Respectfully submitted,



Honourable Denis Landry
Minister

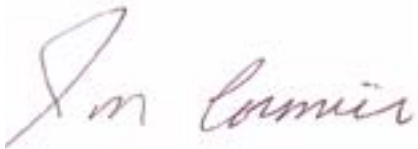
From the Chair to the Minister

Honourable Denis Landry
Minister of Justice and Public Safety

Sir:

I am pleased to be able to present the Annual Report describing operations of the New Brunswick Police Commission for the fiscal year April 1, 2015, to March 31, 2016.

Respectfully submitted,



Ron Cormier
Chair

Table of contents

Strategic priorities	3
Highlights	4
Performance measures	6
Overview of the commission's operations	8
Statistics	9
Financial information	12
Summary of staffing activity	13
Summary of legislation and legislative activity	13
Summary of Official Languages activities	13

Chair's message

Fiscal year 2015-2016 was one of the most active periods in the history of the New Brunswick Police Commission. After serving as a commission member for nearly three years and acting vice-chair for a year-and-one-half, I was appointed chair in October 2015. France Levesque-Ouellette and Lynn Chaplin were appointed as members in 2015.

The commission met with the editorial boards of English and French newspapers as part of our outreach program to inform the public of our role and mandate.

The commission has faced several challenges since the New Brunswick *Police Act* was amended in 2008. Many of these challenges have resulted from discrepancies and vagueness in the Act. As a result, and considering the public interest, the commission invited stakeholders such as the chiefs of police, civic authorities and RCMP, to a five-day workshop to examine issues about the Act that required amendments. These sessions were held in Fredericton in October and November 2015. The following February, the commission forwarded to the Department of Justice and Public Safety a position paper identifying 31 issues of concern that it hoped would be addressed in the upcoming revision of the Act.

The commission continued a research project on the adequacy of policing. The New Brunswick Social Policy Research Network prepared an evidence-based approach for a three-day session to be held in the spring of 2016. The Department of Justice and Public Safety proposed to take over the project from the commission. The commission agreed, but it retained responsibility for administering and financing the first segment of the project, held in Fredericton. The commission will continue to support the Department of Justice and Public Safety to bring this important project to a successful conclusion.

The commission started an initiative with the New Brunswick Community College, Collège communautaire du Nouveau-Brunswick and the Atlantic Police Academy to design the training required to assess and enhance the level of ethics among police and new hires.

For the first time, the commission held one of its quarterly meetings at a First Nations community. The meeting, followed by a presentation to the chief and band council, took place at St Mary's First Nation on March 17, 2016. It was well received, and meaningful discussions followed.

The commission was tasked with a number of high-profile conduct cases. This took considerable effort and coordination from staff to address the numerous inquiries and expectations from the civic authorities, police chiefs, media and public. I commend them for a job well done.

The New Brunswick Police Commission strives to make sure the public maintains confidence in our police forces and the men and women who risk their lives for the maintenance of law and order in this province.

A handwritten signature in blue ink, reading "Ron Cormier". The signature is fluid and cursive, with the first name "Ron" and last name "Cormier" clearly distinguishable.

Ron Cormier
Chair, New Brunswick Police Commission

Strategic priorities

Strategy management

The **Government of New Brunswick** (GNB) uses a formal management system built on leading business practices to develop, communicate and review strategy. This process provides the public service with a proven methodology to execute strategy and continuously drive improvement.

The development of the strategy, using the formal management system, starts with a strategic vision of *Moving New Brunswick Forward*. This vision is anchored in four strategic themes which include:

1. **More jobs** — Creating the best environment for jobs to be generated by New Brunswickers, by businesses, by their ideas, by their entrepreneurial spirit, and by their hard work. This includes providing seamless support to businesses, leveraging new technologies and innovation by supporting research and development, and developing a skilled workforce by improving literacy and education.
2. **Fiscal responsibility** — Getting New Brunswick's fiscal house in order through a balanced approach to decrease costs and increase revenues.
3. **Best place to raise a family** — Designing social programs to make life more affordable and make New Brunswick the best place to raise family.
4. **Smarter government** — Providing taxpayers with better value for their money by transforming the culture of government by eliminating waste and duplication, adopting new innovations in technology to improve services and savings and improving accountability measures.

Highlights

During the 2015-2016 fiscal year, the New Brunswick Police Commission focused on these strategic priorities:

- ♦ *The commission met three times. In Fredericton on May 21, 2015, it had an opportunity to develop its strategic direction for the upcoming year. In Grand Falls on Nov. 9, 2015, it met with town council and the members of their police force. At St. Mary's First Nation on March 17, 2016, it met with the band council.*
- ♦ *To support a better understanding of the police disciplinary process, the commission started mapping the disciplinary stages. Once the project is completed, the commission hopes to publish the process map on its website and in future annual reports.*
- ♦ *The commission maintained its membership in the Canadian Association for Civilian Oversight of Law Enforcement (CACOLE). It was unable to attend the annual planning workshops in Ottawa and the international conference in Saskatoon due to government-wide travel restrictions. These meetings, which the commission has attended as a founding member of the association, promote national consistency in civilian oversight of law enforcement in Canada. A continued absence from attending these meetings will lessen the profile of New Brunswick and weaken the capacity of the association to explore a truly national perspective of issues governing law enforcement oversight.*
- ♦ *The commission's primary focus was research and development with respect to police ethics and values, specifically post-officer misconduct and pre-employment hiring. The commission undertook a partnership with the New Brunswick Community College, Collège communautaire du Nouveau-Brunswick, numerous academics and subject matter experts and the Atlantic Police Academy. This project culminated in the commission's Ethics and Values Evaluation and Renewal (EVER) program, which addresses the ability of a police officer subject of a disciplinary process to reintegrate into the ethics and values culture of his or her police force. While the program remains under development, the addition of a pre-employment ethics and values assessment and ongoing renewal training will be pursued to conclude the project within the next fiscal year.*
- ♦ *The commission began consultations with the New Brunswick Social Policy Research Network to determine how to define adequate policing. The commission maintains a mandate to ensure that the provincial government and municipalities are ensuring adequate policing but does so without any clear understanding of what defines "adequate." With a better understanding of this, the commission hopes to develop a resource allocation model for the nine municipal and regional police forces. The commission expects the first phase to begin in April 2016.*
- ♦ *A protracted arbitration hearing, administered by the commission, concluded with the resignation of the subject officer from the Beresford-Nigadoo-Petit-Rocher and Pointe-Verte (BNPP) Region Police Force.*
- ♦ *The commission also experienced an increase in the number of Police Act proceedings it assumed. Most were at the request of the chief of police, given that the chief wished to protect the public perception of impartiality of their office in addressing the comportment of the subject officer. The commission began two investigations but suspended them once it became apparent that the allegations required a criminal investigation.*

- ♦ *For the first time since the mid-1980s, the commission exercised its authority under the Act to investigate the adequacy of a police investigation. The commission had intended instigating the investigation on its own motion; however a request from the municipality's board of police commissioners to conduct this review reinforced the need for the action. The commission appointed an investigator but suspended the investigation when criminal proceedings were reactivated pending an appeal.*
 - ♦ *Sadly, police were involved in the first shooting death of a civilian in many years. The two subject officers were criminally charged for the death of a suspect they were investigating. The commission suspended its investigation pending the conclusion of criminal proceedings against the officers.*
 - ♦ *The commission developed a position paper with respect to revisions to the Police Act for which the Department of Justice and Public Safety was contemplating consultations during the summer of 2016. In October and November 2015, the commission hosted a five-day workshop with representatives from the chiefs of police, RCMP and civic authorities. The commission asked these representatives to help refine the paper. While the police labour representatives and the department were invited to participate, both chose not to attend.*
 - ♦ *Acting on its mandate to examine any matter relative to policing in New Brunswick, the commission undertook discussions with academia as to the prevalence of youth radicalization in Canada and the role of police in its prevention. Given the presence of expertise at St. Thomas University, the commission will be pursuing this issue further to foster a deeper understanding of the issue within the police community.*
 - ♦ *Since December 2015, the commission has been operating without a permanent vice-chair. It has made numerous overtures to the government to address this shortcoming. While the commission has been structured to incorporate seven members, it continues to operate with five members, with the expiration of the term of two members expected in December 2016.*
-

Performance measures

Safeguarding the public interest	Measures
Promote increased understanding of the commission's mandate and role with civic authorities, police officers and civilian employees, and First Nations.	Number of outreach presentations.
Facilitate standardization of disciplinary decisions.	Number of published arbitration decisions.

Safeguarding the public interest

Objective of the measure

Promote increased understanding of the commission's mandate and role.

Measure

Number of outreach presentations.

Description of measure

An outreach presentation was delivered to stakeholders, partners, civic authorities and/or law enforcement personnel describing the *Police Act* and the mandate and authorities of the commission under the Act.

Overall performance

The commission delivered presentations to the City of Grand Falls and its police department as well as a presentation to the band council of the St. Mary's First Nation.

Why do we measure this?

While the commission's responsibilities and involvement in the disciplinary overview of police forces are becoming better known, the authority granted to the commission under the *Police Act* are not as well-known or understood. The commission's mandate to examine any issue related to policing in all police jurisdictions (including the RCMP) is not understood by the police forces and much less by the civic authorities and First Nation band councils. A better understanding of the commission's role by stakeholders, partners, civic authorities and law enforcement can foster greater accountability to the public interest. An increased number of these presentations expands the information available and increases familiarity with the commission.

Safeguarding the public interest

Objective of the measure

Facilitate standardization of disciplinary decisions.

Measure

Number of published arbitration decisions.

Description of measure

Arbitrator's decisions of imposed disciplinary and corrective measures are public documents under the *Police Act*. The decisions may be published to complement the Act's mandate, to correct and educate the police population with respect to appropriate conduct. Having the decisions published provides precedents for civic authorities, chiefs of police, police member representatives and arbitrators to evaluate the level of discipline that may arise from violations of the *Code of Conduct* under the Act. This availability promotes consistency in disciplinary decisions, thus fostering greater accountability to the public.

Overall performance

In 2015-2016, all of the arbitration decisions rendered were published on the commission's website. Furthermore, the commission developed a table of national disciplinary decisions relative to police officers across Canada that resulted in a subject officer's termination. Within this same table, the commission highlighted cases where the subject officer claimed that Post Traumatic Stress Disorder contributed to the misconduct. Content in this table is researched and updated annually.

Why do we measure this?

A greater number of arbitration decisions being posted ensure a larger repertoire of situations to reference, increasing consistency in the administration of the disciplinary process. Consistency in the process improves public confidence.

Overview of the commission's operations

The New Brunswick Police Commission has as its mission, *"To safeguard the public interest in New Brunswick Policing."*

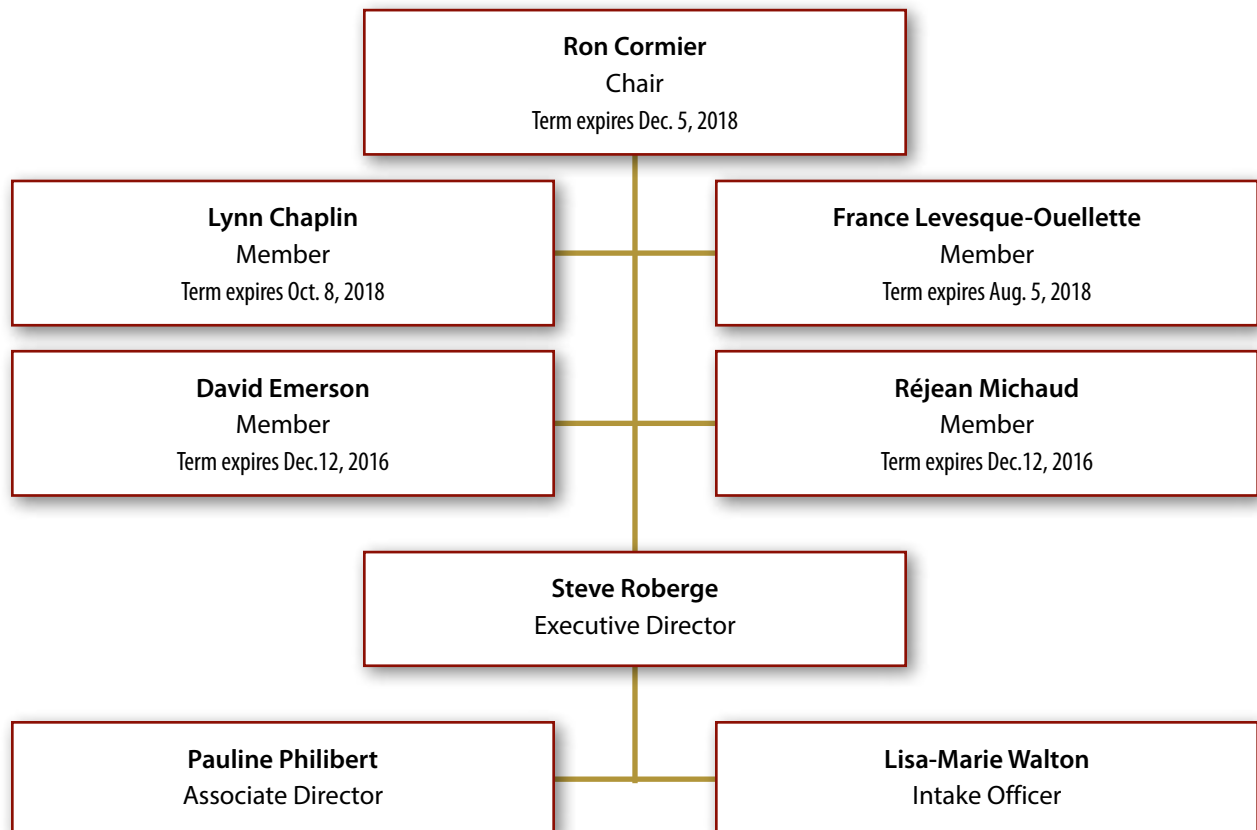
Roles of the commission:

- the investigation and determination of complaints by any person relating to the conduct of a member of a municipal or regional police force;
- the characterization and review of conduct, service or policy complaints relating to municipal or regional police forces;
- the investigation and determination of any matter relating to any aspect of policing in any area of the province, either on its own motion, at the request of a board or council, or at the direction of the Minister of Justice and Public Safety;

- the determination of the adequacy of municipal and regional forces and the RCMP within the province, and whether each municipality and the Government of New Brunswick are discharging its responsibility for the maintenance of an adequate level of policing; and
- the ensuring of consistency in disciplinary dispositions through maintenance of a repository of disciplinary and corrective measures taken in response to *Police Act* breaches.

The commission consists of three permanent full-time employees reporting to the chair of the commission. It was structured in 2015-2016 with four members receiving nominal remuneration for the days they participate in meetings or reviews.

High-level organizational chart



Statistics

Preamble

The commission received and monitored 62 files, which consisted of Conduct, Service and Policy complaints as well as any combination thereof.

The commission hears three kinds of complaints:

- A Conduct Complaint: A complainant alleges that the conduct of a police officer is inappropriate (for example: an officer is alleged to have used excessive force while arresting a complainant). For a complaint to be considered a Conduct Complaint, the officer must allegedly have breached one or more of the items under s. 35 of the *Code of Professional Conduct – Police Act*.
- A Service Complaint: The complainant alleges that the police force or officer has failed to provide them with service or an inappropriate level of service (for example: an officer is alleged to have taken a longer than reasonable amount of time to respond to a call for service).
- A Policy Complaint: The complainant alleges that the policy of a police force is either ineffective or non-existent (for example: an officer is alleged to have conducted personal business while in uniform and no policy is in place to address this).

Breakdown of files

The commission received 39 complaints concerning allegations uniquely related to conduct; 15 related to the service and/or policy of a police force; two contained allegations relating to conduct as well as service and/or policy and are included in both the Conduct Complaints and Service and Policy complaints details below; and, six were deemed “Other” as they were unable to be processed. Files are unable to be processed and, therefore, listed as “Other” status for the following reasons: the complaint exceeded the time limit for filing, the complaint was not within the enumerated breaches of the code, and/or the complaint was against other agencies such as the RCMP or government departments.

Conduct Complaints

Forty-one complaints involving conduct were filed against officers employed with municipal and regional police forces. Forty-three officers with one or more complaints were named, resulting in 113 allegations against them.

Most Conduct Complaints alleged that the officer engaged in discreditable conduct. Discreditable conduct includes acting in a manner while on duty that is likely to bring the reputation of the police force with which the officer is employed into disrepute; asserting or purporting to assert authority as a member of a police force while off duty; or being oppressive or abusive to any person while on duty.

Thirty-one of the Conduct Complaints were finalized with 10 remaining outstanding. The disposition of the finalized complaints was as follows: 15 concluded with no further action being taken as there was insufficient evidence that the police officer committed a breach of the code; seven were concluded through a settlement conference; seven were summarily dismissed as they were deemed frivolous, vexatious or not made in good faith; and two were resolved through informal resolution.

A settlement conference is an opportunity for an officer alleged to have breached the code to respond and to reach an agreement with the chief, civic authority or the commission concerning disciplinary and corrective measures. In addition to the seven finalized complaints concluded through a settlement conference, two settlement conferences were conducted relating to complaints filed during previous fiscal years.

An arbitration hearing is held when an officer has allegedly breached the code and either did not present themselves to a settlement conference or when an agreement on suitable disciplinary or corrective measures could not be reached between the chief of police, civic authority or the commission and the subject officer within a reasonable period. The decision of an arbitrator is binding on all parties.

For past and present decisions:

- New Brunswick Police Commission:
www.nbpolicemission.ca/site/en/decisions/arbitration-hearings

Of the complaints filed in 2015-2016, none of the concluded complaints proceeded to an arbitration hearing; however, two arbitration hearings relating to complaints filed during previous fiscal years (Jeff Smiley and Cherie Campbell) were conducted.

Service and policy complaints

Fifteen complaints relating solely to the service and/or policy of a police force were filed. Two complaints* that alleged conduct as well as service and/or policy issues were filed, for a total of 17 complaints involving service and/or policy. Fourteen of these complaints were concluded by the end of the fiscal year. Of the concluded complaints, seven were resolved; three were deemed unfounded; two were deemed frivolous, vexatious or not made in good faith; and two were withdrawn by the complainant.

**With respect to the two complaints with conduct as well as service/policy allegations, the allegations and final dispositions of these files are included in the Conduct Complaints section for the conduct portion of the complaints and the Service and Policy Complaints section for the service/policy portions.*

Total complaints	Bathurst	BNPP Regional	Edmundston	Fredericton	Grand Falls	Kennebecasis Regional	Miramichi	Saint John	Woodstock	Other	TOTAL
Conduct Complaints filed	2	0	2	16	1	5	6	7	0	0	39
Combination Conduct and Service and/or Policy Complaints filed	0	0	0	2	0	0	0	0	0	0	2
Service Complaints filed	0	0	3	2	0	0	1	3	0	0	9
Policy Complaints filed	0	0	0	1	0	0	0	0	0	0	1
Service and Policy complaints filed	0	0	1	4	0	0	0	0	0	0	5
Other	0	0	0	0	0	0	0	0	0	6	6
Total complaint files	2	0	6	25	1	5	7	10	0	6	62
Files outstanding*	2	0	3	6	0	0	2	3	0	0	16
Files carried over**	2	0	0	5	0	0	1	6	0	0	14

* *Files outstanding* are part of the total number of files; however, they were not finalized as of the end of the fiscal year.

** *Files carried over* are not part of the total number of files; they are files that were not finalized at the end of the previous fiscal year.

Conduct Complaints – allegations	Bathurst	BNPP Regional	Edmundston	Fredericton	Grand Falls	Kennebecasis Regional	Miramichi	Saint John	Woodstock	TOTAL
Conduct Complaint files (including conduct portion of Conduct and Service and/or Policy complaints)	2	0	2	18	1	5	6	7	0	41
Officers subject to a <i>Police Act</i> investigation	2	0	2	19	1	6	12	9	0	51
Allegations from files concerning conduct	12	0	6	54	2	8	12	19	0	113

Conduct Complaints – breaches of the code	Bathurst	BNPP Regional	Edmundston	Fredericton	Grand Falls	Kennebecasis Regional	Miramichi	Saint John	Woodstock	TOTAL
Discreditable conduct – 35(a)	4	0	2	26	0	1	0	8	0	41
Neglect of duty – 35(b)	2	0	1	6	1	6	1	4	0	21
Deceitful behaviour – 35(c)	0	0	1	4	1	0	1	1	0	8
Improper disclosure of information – 35(d)	0	0	0	0	0	0	0	1	0	1
Corrupt practice – 35(e)	0	0	0	1	0	0	0	0	0	1
Abuse of authority – 35(f)	2	0	0	9	0	0	10	2	0	23
Improper use and care of firearms – 35(g)	2	0	0	0	0	0	0	0	0	2
Damage police force property – 35(h)	0	0	0	0	0	0	0	1	0	1
Misuse intoxicating liquor or drugs – 35(i)	0	0	0	0	0	0	0	0	0	0
Convicted of an offence – 35(j)	2	0	1	6	0	0	0	0	0	9
Insubordinate behaviour – 35(k)	0	0	1	1	0	0	0	0	0	2
Party to a breach – 35(l)	0	0	0	1	0	0	0	2	0	3
Workplace harassment – 35(m)	0	0	0	0	0	1	0	0	0	1
Total allegations	12	0	6	54	2	8	12	19	0	113
Allegations deemed frivolous/vexatious*	0	0	0	14	0	0	5	0	0	19
Allegations outstanding (alleged breaches of code determined; however, file not finalized)	12	0	6	20	0	0	2	7	0	47

Conduct Complaints – final disposition of files	Bathurst	BNPP Regional	Edmundston	Fredericton	Grand Falls	Kennebecasis Regional	Miramichi	Saint John	Woodstock	TOTAL
Summary dismissal (frivolous/vexatious/not made in good faith)	0	0	0	5	0	0	2	0	0	7
Informal resolution	0	0	0	1	0	1	0	0	0	2
No further action	0	0	1	3	0	4	4	3	0	15
Settlement conference	0	0	0	4	1	0	0	2	0	7
Arbitration hearing	0	0	0	0	0	0	0	0	0	0
Withdrawn	0	0	0	0	0	0	0	0	0	0
Files outstanding	2	0	1	5	0	0	0	2	0	10
Total files	2	0	2	18	1	5	6	7	0	41
Settlement conference – previous year	1	0	0	0	0	0	0	1	0	2
Arbitration hearing – previous year	0	0	0	2	0	0	0	1	0	3

Financial information

The commission had budget challenges in 2015-2016 uniquely due to increased costs incurred within the professional/legal services category under the Other Services expenditure group. While the fees charged by the commission's legal representatives have not increased, the volume of legal proceedings and research was significantly greater this fiscal year.

Status report by program/primary		
Fiscal year ending March 31, 2016		
	Budget	Actuals
– Personnel services	245,600	213,444
– Other services	99,800	289,204
– Materials and supplies	6,600	4,723
– Property and equipment	5,000	1,939
Total	357,000	509,310
The commission overspent its budget in Other Services as a result of costs incurred for legal fees and research.		

Summary of staffing activity

Increased activity and transition highlighted 2015-2016. Ron Cormier began his duties as chair on Aug. 5, 2015, succeeding Robert Stoney. France Levesque-Ouellette and Lynn Chaplin were appointed commission members on Aug. 5, 2015, and Oct. 7, 2015, respectively.

Summary of legislation and legislative activity

The Minister of Justice and Public Safety began a review of the *Police Act*. The commission welcomes this news and remains committed to supporting it fully. Changes are necessary to ensure that police oversight is in step with current practices around the country and that the tools of correction and discipline are effective, timely, fair and reasonable from the perspectives of all parties involved, including complainants, subject officers and police forces.

Summary of Official Languages activities

The commission disseminates information in the Official Language of the original complaint received. It carries out investigations and makes concluding reports in the Official Language of the complainant. It conducts any interviews resulting during the investigation (and any statements taken) in the Official Language preferred by the person interviewed.

*Thank you
for your support*

STAFF

Tiffany Bartlett * Madaline Boutilier * Jocelyne Cormier *
Marilyn Howe * Andrea Kaleem * Victoria Laskey
* Alison Stickings

BOARD MEMBERS

Daryl Steeves * Don Shea * Donna Hennessey *
Janet Miller * Amy Donovan * Linda Hansen *
Lisa Loughery * Kevin Winchester



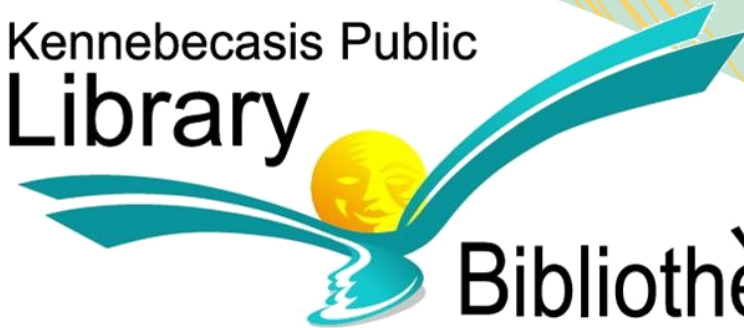
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2016

ANNUAL
REPORT

Our Accomplishments

2017March13OpenSessionFINAL_124

highlights our impact in 2016

2016 was a year of enthusiastic growth and innovation for the Kennebecasis Public Library. We are constantly evolving to better meet the needs of our community. We have grown from a place for books to a place for people.



2016 saw a lot of physical transformations. We moved our computers upstairs to make a second programming space in the former computer lab, created a dedicated space for children's programming, brought in a vending machine, and gave our Children's Area a bold, colorful make-over. We also added a new adult literacy study corner, a second family drop-in activity table, and a child-size puppet theatre (left) with additional seating.

While we proudly offer traditional library services, we also strive to innovate. We launched two alternate lending collections of novelty cake pans and jigsaw puzzles, participated in a provincial partnership to loan passes to the Kings Landing Historical Settlement, eliminated fines for youth ages 12 and under and extended our hours so that we are now open Monday through to Saturday, year-round!



We experienced growth in program participation across the board. Registration for our 2016 Summer Reading Club was up a jaw-dropping 49% compared to 2015 and our monthly puppet shows continue to draw huge crowds.

All of this wouldn't have been possible without the combined efforts of our highly skilled library staff, a visionary Board of Directors, a growing number of dedicated volunteers and community partners, and **you** — our loyal patrons. **Thank you!!**



96,805 visitors **+** in 2016
= almost 325 visitors per day
+ 8% increase



1,491 New users
+ 20% increase



almost **131,000** *** items**
circulated



*not including eResources

= almost **450**
items per day!

1,640 total programs offered
+ 24% increase
adult — 381
teen — 53
child — 1,206



15,748 participants
+ 20% increase

8,159 **WiFi connections**
+ 23% increase



almost **7,000**
computer uses

13,716 reference
questions
answered



We have loved the folks and this library for so long now! We love to read, draw, dance, laugh, play, SING and invent things at this beautiful, friendly, creative and down-home library...



Local resident





ROTHESAY

INTEROFFICE MEMORANDUM



TO : Mayor Grant & Council
FROM : John Jarvie
DATE : 10 March 2017
RE : Rothesay Common Parking

Recommendation

It is recommended that Council amend the Rothesay Traffic Bylaw to:

- I. eliminate and appropriately sign parking on Church Avenue next to the playground where Church Avenue is narrower; and
- II. remove the bike lanes on the section of Gondola Point Road from Rothesay Road to Church Avenue (sharros would be installed).

Background

Since its inception the redevelopment of the Rothesay Common has been somewhat controversial. A reoccurring issue has been concerns raised about parking and traffic in the vicinity of the ice surface and playground. Issues raised have included the safety of children exiting vehicles or stepping out from between parked cars, congestion as vehicle drivers have been inclined to move very slowly or yield when there are vehicles parked on both sides of Gondola Point Road or Church Avenue, complaints about visibility when exiting driveways and general statements about insufficient parking.

In response to the concerns raised the following steps have been taken to date:

1. a 30 kilometre speed limit has been imposed;
2. photo radar signs have been installed to advise motorists of their speed;
3. permission has been obtained for use of the parking lot at Our Lady of Perpetual Help Church;
4. parking remains prohibited on the eastern side of Gondola Point Road between Rothesay Road and Church Avenue;
5. pedestrian activated crosswalk signals have been installed at the intersection of Gondola Point Road and Church Avenue; and
6. staff in consultation with the Public Works and Infrastructure Committee, has reviewed a variety of options to establish a permanent parking lot. These have included acquisition of some private property (2) that has been abandoned as too costly for the benefit the be received, widening of Church Avenue and making it one-way with angle parking and developing an expanded parking lot at Rothesay Park school.

Staff favours the latter option if there is to be any new parking created. The School District has agreed to provide the lands and the cost of the improvements has been estimated by the Director of Operations to be \$66,000 for compacted crusher dust or \$93,000 for a paved parking lot for xx vehicles. Given the winter use of the lot, the latter is preferable.

Before embarking on such a project it is useful to recap some of the salient facts.

- The Rothesay Common has been a site for community recreation for more than 80 years.
- The ice surface at the Common operates for a maximum of 13 weeks less periods unsuitable due to weather.
- Parking on both sides of Church Avenue has taken place for decades with limited or no complaints.
- Parking on Gondola Point Road on both sides is also been commonplace for many years during large funerals or special events on the ecclesiastical calendar, again with few complaints.
- The width of Church Avenue and Gondola Point Road is similar.

At the suggestion of the Public Works and Infrastructure Committee staff are currently counting parked motor vehicles on both sides of Gondola Point Road and Church Avenue on an hourly basis when the ice surface is in use; this is with a view to identifying timing and magnitude of any problems that may exist.

If Church Avenue was widened and angle parking installed it would be disruptive to long-established traffic patterns, would require the bus routes to travel on Hampton Road in front of Rothesay Park School increasing traffic congestion at that location and would gain no more than 10 additional parking spaces. Such a project could also be disruptive to the passive recreational use of the Common and would almost certainly raise objections which have been very costly to the taxpayers in the past.

Staff believe that the following steps would help to reduce the perception of parking and traffic issues in the vicinity of the Common.

- a) increase the signage for the prohibited parking on the east (Common) side of Gondola Point Road between Rothesay Road and Church Avenue;
- b) eliminate and appropriately sign parking on Church Avenue next to the playground where Church Avenue is narrower;
- c) remove the bike lanes on this section of Gondola Point Road (sharrows would be installed); and
- d) create a small setback from the driveway of 15 – 21 of the Gondola Point Road.

In addition, at such time as the improvements are constructed at the foot of Clark Road, the speed limit on the portion of Gondola Point Road from Church Avenue to Clark Road should be reduced to 40 km an hour (that is the same as other local roads in Rothesay) and the traffic signals arranged to give priority to left-hand turns at Clark Road. This would serve to reduce traffic on Gondola Point Road next to the Common.

If Council believes that there is a serious problem regarding parking in the vicinity of the Common due to public activities on the Common, it should approve the construction of an expanded parking lot at Rothesay Park School in cooperation with the Anglophone South School District (see sketch attached). This project would be included in the 2018 capital budget.

24 Spaces
Approx. 1238.4m²



Gondola Point Rd





To: John Jarvie, Town Manager

From: Brian L. White, Director of Planning & Development Services

Date: Friday, March 10, 2017

Subject: Rezoning 7 Hillcrest Drive - Option Analysis

Origin:

At their February 14th, 2017 meeting Council gave 2nd Reading of By-law 2-10-27, as amended (58 units) to rezone lands located at 7 Hillcrest Drive, (PIDs 00257139 and 30048847) from Single-Family Residential – Large Serviced (R1A) to Multi-Unit Residential (R4) zone, subject to the execution of a development agreement. Council also passed a motion requesting that staff prepare development agreements for Options B and C and a comparison table be generated for Options B and C that provides information related to:

1. The number of condominium units;
2. The number of town homes and unit types;
3. Base floor elevations for the large units and peak elevations;
4. The proximity of large condominium units to dwellings on Silverton Crescent, Hillcrest Drive, and Hampton Road;
5. The number of parking spots for all but the town homes;
6. The number of variances for the development and the details of those variances;
7. Provide copies of the planting plans for the two proposals;
8. Comparisons of fire protection systems proposed;
9. Comparisons of the storm water management plans (e.g. storage volumes, etc.);
10. Comparisons of traffic studies (e.g. impacts to traffic on Hillcrest Drive, and Highland Avenue, etc.); and
11. Any other pertinent development details.

Analysis:

Staff have reviewed Council's request for information and note that several of the requested items cannot be easily reported in tabular form. For that reason, Staff have prepared this report as a best effort towards fulfilling Council's request for a table and presented several of the items in discussion format. Staff also have included information that was not specifically requested but represent "other pertinent development details" such as a CPTED analysis, and urban design analysis that should assist Council with its decision making process.

Comparison Table:

Option Analysis	Total # Units	Apartment Condo	Duplex	Triplex	Complex Parking	Max Height 15m
Option B	60	48 units (max)	3 (6 units)	2 (6 units)	48 underground + 48 Surface (96)	15.37m
Option C	58	48 units (max)	5 (10 units)	0	48 underground + 52 Surface (100)	20.0m

Proximity:

Council requested that Staff report on the "proximity of large condominium units to dwellings on Silverton Crescent, Hillcrest Drive, and Hampton Road." Accordingly, Staff prepared two figures titled "Building Space Analysis" for Option B and Option C that demonstrate the distances as requested from the condominium building to nearby dwellings. These diagrams show the distance from foundation to foundation at the nearest points ignoring accessory structures such as garages and pool houses. The minimum R4 zone setbacks for buildings from property boundaries is 7.5m and larger separation distances are preferred between dwellings. Staff note that Option C has the smallest setbacks measured from 9 Hillcrest Drive at 17.03 meters whereas Option B has a larger setback of 32.88m from 50 Hampton Road. (See Attachment A)

Variances:

A variance is a deviation from the set of rules a municipality applies to land use and land development, typically a zoning by-law. In New Brunswick, the Community Planning Act permits Development Officers or the Planning Advisory Committee to grant dimensional variances (setbacks, heights, etc.) from the zoning by-law. Notwithstanding that proposal may vary from the zoning by-law a PAC or Development Officer “variance” is not required where Council approves a development agreement. The common principle of all development agreements is that they are binding contracts between the Town and a Developer to permit a **specific development proposal** as per Section 101⁽¹⁾ of the Community Planning Act.

The principal purpose of an agreement is to ensure clarity of the developer’s obligations by establishing the conditions to which the development will be subject. Conversely, the development agreement provides the Developer contractual assurance that the project they envisioned is permitted. Staff note that:

1. Option B would vary from zoning by-law in that building height at 15.37m is **2.5% greater** than the 15m height¹ requirement of the R4 zone.
2. Option C would vary from the zoning by-law in that the 20 meters front elevation of the apartment condominium, **33% greater** than the 15m height requirement of the R4 zone and the rear / side yard setback of the building at 5m is **33% less** than the required 7.5m setback requirement for multiple buildings on a lot. (See Attachment B Cross Sections)

Council could accept the developer’s proposal (either Option) which would be governed by contractual terms of the development agreement, and therefore take precedence over the zoning by-law and not require any additional variance procedure.

Public Safety (Crime Prevention through Environmental Design – CPTED)

Staff evaluated both Option B and Option C against Crime Prevention through Environmental Design (CPTED) principles and reviewed the analysis with the Kennebecasis Regional Police Force. In reviewing both Options Staff did take the approach that CPTED principles require that the design of the proposed development should be easy to understand. The entrances and exits, the places to find people and areas where people must not go should be easy to understand. The more complex a development, the more signs and other measures will be needed to improve accessibility and this may lead to more confusion or intrusion into private areas.

The basis of Crime Prevention through Environmental Design (CPTED) is that proper design and effective use of the built environment can reduce both the incidence and fear of crime. The four principles of CPTED are:

CPTED Principle	STAFF ANALYSIS
Natural Surveillance	The fundamental premise is that criminals do not wish to be observed. Natural surveillance is the ability of residents to observe and monitor with ‘eyes on the street’ therefore increasing the apparent risk for would be criminals.
Natural Access Control	Natural access control relies on doors, fences, shrubs, and other physical elements to keep unauthorized persons out of a particular place if they do not have a legitimate reason for being there.
Territorial Reinforcement	People naturally protect a territory that they feel is their own, and have a certain respect for the territory of others. Clear boundaries between public and private areas achieved by using physical elements such as fences, pavement treatment, art, signs, good maintenance and landscaping are methods to express ownership.
Maintenance & Management	This is related to the neighbourhood’s sense of ‘pride of place’ and territorial reinforcement. The more rundown an area, the more likely it is to attract unwanted activities. The maintenance and the ‘image’ of an area can have a major impact on whether it will become targeted.

¹ HEIGHT means in relation to a building or structure, the average vertical distance measured from grade to the highest point, excluding cupolas, chimneys, church steeples, heating, ventilation or air conditioning units, and elevator shafts, on such building or structure.

The concern Staff have with Option C is that location of the apartment condominium buildings at the rear of the property invites strangers into and through the development via two main access points from Hillcrest and from Hampton Road. As an example, a stranger walking down Hampton Road would enter the development via the proposed sidewalk connection on Hampton Road. Once into the development, the stranger would be in close vicinity to the duplex homes garages, and proceeding along this route gaining access to the apartment condominium parking lots. In this scenario, this theoretical stranger if questioned could reasonably (but falsely) respond that they visiting the rear apartment condominium buildings. As a result of the Option C layout, strangers are afforded a false legitimacy to “creep around” the neighbourhood.

On the other hand, the orientation of Option B with front door entrances with direct access to Hampton Road provides the condominium residents with good natural surveillance of the public streets. The good sightlines from the condominium units also offer greater security for visitors and natural surveillance of strangers. Option B also has excellent access control via the landscaping berms and storm water ponds that are physical elements to keep unauthorized persons out of the area next to the first floor units. Visitors to the condominiums in the Option B buildings would not get “lost” and there is little reason for strangers to wander around the property and at the same time, this design can be easily patrolled by police.

Staff make note that the primary market population for this project is seniors. The design of Option C would locate condo apartments abutting private land that is wooded and which might offer hiding areas. These hiding areas would not be easily watched by police and would represent opportunities for criminals to observe and potentially gain access to ground floor units.

Staff also note that the garden home duplex dwellings will generally be used in manner that puts personal property out in the driveway. Items such as bikes, children’s toys, recreational equipment, boats and camper trailers, etc. will be located in the driveways of these homes. The garden homes would be more secure and enjoy greater privacy located further back on the property as shown in Option B. Strangers walking into the dead-end road as shown on Option B would have no realistic destination and are more easily scrutinized by residents. The duplex configuration in Option C has few windows facing Hampton Road and therefore poor opportunities for natural surveillance in fact this area facing Hampton Road could easily become a hiding and entrapment area. For duplex owners that may be away for parts of the year on vacation the proximity of a private backyard onto a public street creates an opportunity for would be offenders. The proximity of a public street to private back yards permits for the stalking of private property for potentially unlawful purposes.

In summary Option B offers excellent sightlines to the public streets and reduces substantially the opportunity for hiding and entrapment spots and is therefore a design, which can minimize and reduce opportunities for crime. By reducing the opportunity for crime, Option B reinforces Rothesay as an appealing community where people want to live while not encumbering the Kennebecasis Regional Police Force. As previously noted, Staff have reviewed this analysis with the Kennebecasis Police and note that they support the Staff analysis.

Fire Protection

Staff contacted the KVFD to indicate their preferred option from a firefighting perspective. Chief Ireland noted that,

“from a firefighting perspective the two 24-unit buildings are the principle concern and their location on the proposed site is critically important to us. Our ability to adequately deploy resources in a timely manner has a direct impact on the outcome of an incident. Access routes, hose stretches, water supply, entry into the structure, and positioning of aerial and ground ladders all are factors that we must consider. In a general sense, the location of the large buildings in Option B is much more favourable for a firefighting operation. In Option C, building #2 is effectively isolated in one corner of the site. This location could create a bottleneck for fire apparatus and would challenge the maximum reach of our aerial ladder to access the roof of the building. It would also make the use of ground ladders to access balconies difficult because of the sloping terrain.

It is our opinion that Option B, with the two 24-unit buildings located with frontage on Hampton Road provides fewer challenges from a fire protection perspective and would be our preferred choice.”

Storm Water Management:

The Director of Operations reviewed storm water management plans for both Option C and Option B as there are several areas of the development’s municipal infrastructure that would involve the Town’s Engineering Department. The impacts to Engineering from Option B are different from the impact from Option C. These impacts, generally, are manageable for

either option and do not present serious concerns except when referring specifically to storm water runoff and management of the same.

The proponent, A E MacKay, has completed storm water management studies and proposed measures to comply with Town bylaws for both Option B and Option C. The studies produced values for the total impervious area and the required underground storage volume for each option. The impervious area (affecting ground water recharge) for Option C is eighteen (18%) percent higher than the impervious area created by Option B. The underground storage volume required for Option C (owing to topography and location relative to major drainage system) is seventy-eight (78%) percent greater than the requirement for Option B.

To reiterate, the proponent has proposed measures to meet the net-zero runoff requirement for both options, however with a seventy-eight (78%) percent “premium” on underground storage, and accepting that underground storage has to be maintained and function properly over the entire lifespan of the development, Option C presents a much greater flooding risk to downstream properties than does Option B.

Traffic / Parking / Access:

Option B has 60 units, while Option C has 58 units for that reason, Option C generates slightly less traffic than Option B, but the difference is considered insignificant. A single driveway on Hillcrest Drive located more than 100m from Hampton Road serves either Option and neither would cause operational issues on Hampton Road or Hillcrest Drive.

Parking supply is similar in both options. Option B provides 48 visitor parking spaces while Option C provides 52 visitor parking spaces. In Option B, a short pedestrian walkway connects the condo buildings to Hampton Road, but the walkways from the townhouses connect to Hillcrest and pedestrians would need to cross Hillcrest to reach the opposite sidewalk on route to Hampton Road. In Option C, an internal walkway to Hampton Road serves movements from both the townhouse and the condos. The walking distance from the apartment condos to Hampton Road is longer in Option C and whereas the apartment condos will theoretically support a greater population of seniors a shorter and more direct connection to Hampton Road is preferred.

In Option B, the grade on the southern section of Balmoral Boulevard and adjacent sidewalk is 10+% whereas Option C, the majority of all roadway, sidewalk and parking lot grades are less than 4%. However, the developments differ in terms of who and how many people will potentially navigate these proposed grades. Option C puts a greater number of people in an area with albeit more gradual grading than Option B. Garden home residents in Option B will have to deal with greater grades than Option C however there are only 4 garden homes units effected. On the other hand, the 48 apartment condos in Option B offer a greater number of residents the benefit of not having to negotiate any appreciable grade changes as that portion of the site is in essence flat.

In summary, both Option B and C will generate the same volume of traffic and neither option is expected to cause operational issues on Hillcrest Drive or Hampton Road. Option B offers the majority of future residents, especially seniors, the shortest and most direct pedestrian connections to Hampton Road and the flatter grades.

Urban Design

The purpose of Staff’s assessment is not simply to describe the features present in each development proposal but to provide an assessment relative to best urban design practices. In that regard we have attempted to analyse these proposals and assessing the quality of the development proposals could then be rated. In general, each proposal follows one the five broad quality ranges as outlined below:

Rating	Assessment of Design Options
1. Excellent	Most representative of urban design best practice. A residential development that provides a good balance between public, neighbouring and residents’ amenity considerations, whilst being responsive to the site and contributing to the wider public interest.
2. Very Good	A well-considered development that successfully addresses urban design principles and provides a balanced response to public, neighbouring and residents’ amenity
3. Good	A development that satisfactorily addresses basic urban design principles but has an imbalanced response to public, neighbouring and residents’ amenity. A score of three was deemed to represent a development that reaches a base level of achievement within that criterion
4. Fair	A predominantly functional development with some simplistic design features that inadequately address urban design principles or considerations of public, neighbouring or residents’ amenity

5. Poor

A basic functional development with little consideration of urban design principles or public, neighbouring or residents' amenity

In Staff's opinion the primary concern is the physical urban design character of the project (e.g. site context and layout, building form and appearance, public streetscape, and the internal site circulation and configurations) As Rothesay grows and we are faced with more projects like this we should consider that architectural style, the layout of buildings and landscaping of the property plays a profound role in the success of our community. Any discussion of new multi-unit residential projects should be guided by a clear vision from the applicant of what the new development will look like and how it will function. Staff believe that fundamentally McKay Builders has given Rothesay a clear vision of what the project will look like in terms of architecture, layout, circulation and landscaping.

In terms of building location on the property Staff have previously noted that locating the 24 unit condo buildings to the rear or furthest location from Hampton Road is **not the best design** approach. Locating the buildings to the far side of the property will likely appease some residents however Staff believe this configuration is not beneficial to properties located at 9 Hillcrest Drive and 3 Silverton Crescent. Both 9 Hillcrest Drive and 3 Silverton Crescent properties would be directly next to both of the proposed larger condo buildings at distances of around 50 feet of building separation. Staff are concerned that the closer proximity of these single family homes to the condos would be out of scale and not represent a "thoughtful and gradual transition from the surrounding single family homes" as specified previously by Council. Staff are also concerned that by placing the larger buildings on the highest elevations of the property would create a sense of much larger buildings. The location also impacts the streetscape on Hampton Road as the garden homes would not face the street. Staff also believe that the revised plan is not as pedestrian friendly as the previous revision, without the direct pedestrian connection of the buildings to Hampton Road and therefore reducing to overall appeal of the project.

Conversely Staff are strongly convinced that the Option B with the larger buildings located in the middle of the property does represent a better design more in keeping with Council's desire for "thoughtful and gradual transition from the surrounding single family homes." The Option B proposal is a design that gives thoughtful recognition of Hampton Road as Rothesay's main street by having front door entrances directly to the street and by proposing exceptional landscaping.



Figure 1 - Proximity of Condo Buildings to 9 Hillcrest Drive

Using the previously described five broad quality ranges to assess both Option B and Option C and for the reasons described above Staff assigned a quality range to each of the Options as follows:

Development Options	Staff Assessment of Proposed Option
Option B	Most representative of urban design best practice. A residential development that provides a good balance between the public, and neighbouring residents' amenity considerations, at the same time as being responsive to the property site conditions and contributing to the wider public interest.
Option C	A basic functional development with little consideration of urban design principles or public, neighbouring or residents' amenity

In the opinion of Staff, Option B is a resolutely better design layout. Nevertheless, Staff acknowledge that throughout this process some residents have expressed a desire to protect the distinctive characteristics they believe make their neighbourhood unique and desirable. The notion that the buildings can pushed back away from Hampton Road and therefore protect the character of the neighbourhood will have the opposite result with the outcome being an aesthetically less attractive and less functional project. The architectural style, the layout of buildings and landscaping of the proposed development in Option B will benefit our entire community and become a sought after address in Rothesay.


Recommendation:

Staff recommend that Council consider the following Motions:

- A. Rothesay Council HEREBY amends the draft agreement² with A.E. McKay Builders Ltd. by replacing the two proposed triplex units with duplexes and thereby reducing the total number of residential units on Option B to a 58 unit residential condominium complex at 7 Hillcrest Drive (PIDs 00257139 & 30048847); and
- B. Rothesay Council HEREBY authorizes the Mayor and Clerk to enter into a Development Agreement with A.E. McKay Builders' Ltd. develop a residential condominium complex at 7 Hillcrest Drive (PIDs 00257139 & 30048847) referred to as Option B as amended.

Attachments:

- Attachment A Building Space Analysis Option B & Option C
- Attachment B Cross Sections of Option B & Option C
- Attachment C Landscaping Plan Option B & Option C
- Attachment D Draft Development Agreement - OPTION B
- Attachment E Draft Development Agreement - OPTION C



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

Date: Friday, March 10, 2017

² In order that the development agreement does not conflict with the proposed Bylaw 2-10-27 which states a 58 unit residential development the agreement must be amended as proposed.



Building Space Analysis
Option B



7.5m Zoning
Requirement

1:1,250
24/02/2017

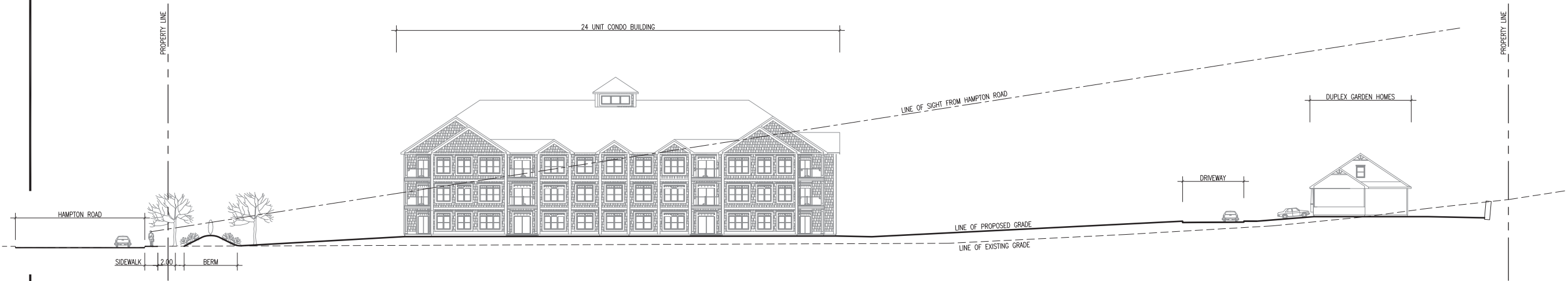


Building Space Analysis
Option C

 7.5m Zoning
Requirement

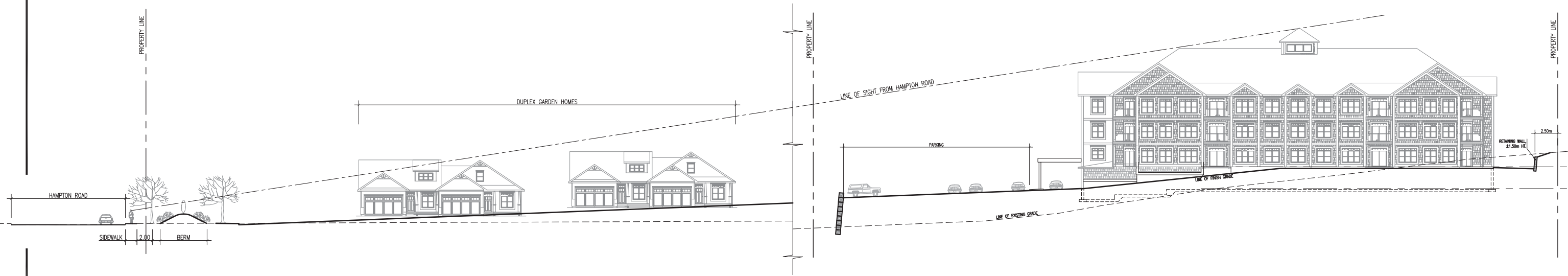
1:1,250
07/03/2017

Option B



2 SITE SECTION - OPTION 'B' SITE LAYOUT SCALE: 1:250

Option C



1 SITE SECTION OPTION 'C' SITE LAYOUT SCALE: 1:250

General Notes:



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

Stamp:

**NOT FOR
CONSTRUCTION**
MARCH 7, 2017

CENTRAL PARK
CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

SITE SECTIONS
OPTIONS 'C' and 'B' SITE LAYOUTS

Project No:

PD16-461

Drawn By:

KAP

Date:

FEBRUARY 2017

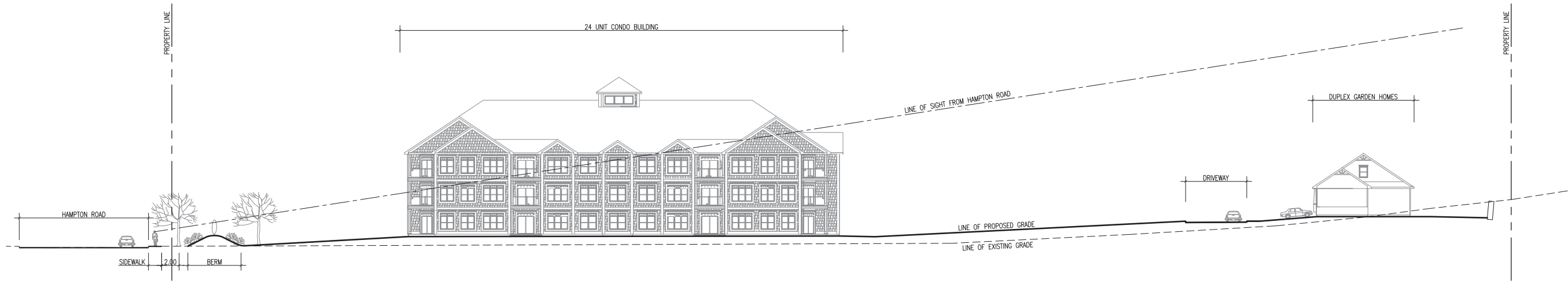
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PL-3

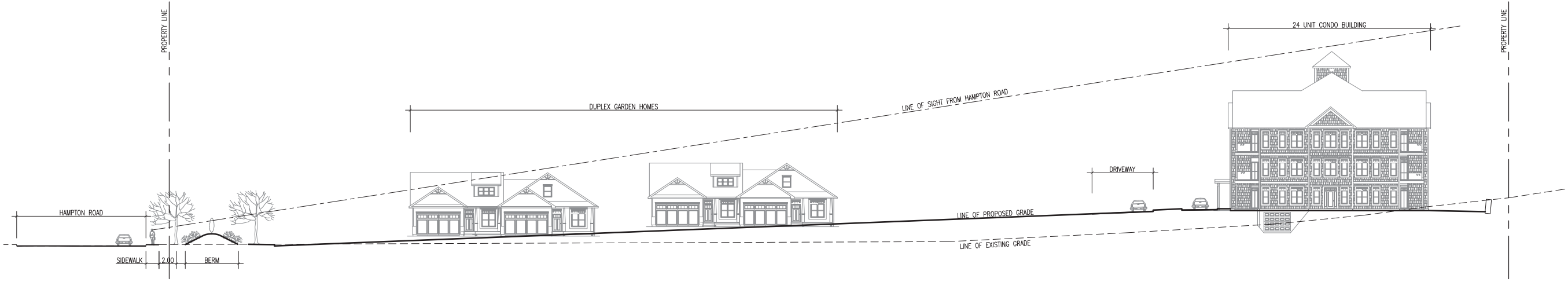
OF 3

Option B



2 SITE SECTION - OPTION 'B' SITE LAYOUT SCALE: 1:250

Option C



1 SITE SECTION OPTION 'C' SITE LAYOUT SCALE: 1:250

General Notes:



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

Stamp:

**NOT FOR
CONSTRUCTION**
MARCH 6, 2017

CENTRAL PARK
CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

SITE SECTIONS
OPTIONS 'C' and 'B' SITE LAYOUTS

Project No:

PD16-461

Drawn By:

KAP

Date:

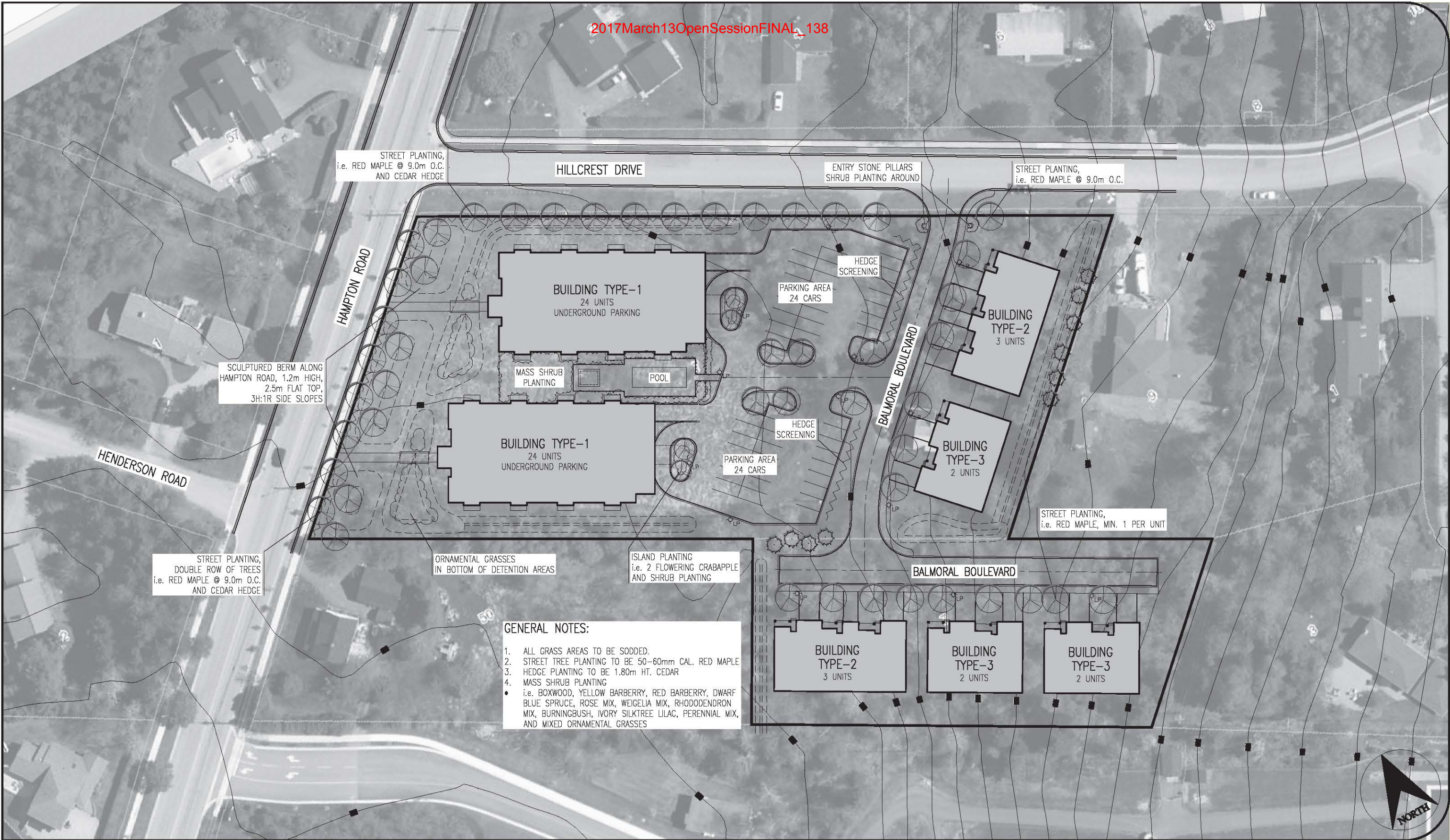
FEBRUARY 2017

Scale:

1:250

PL-3

OF 3



- GENERAL NOTES:
- 1. ALL GRASS AREAS TO BE SODDED.
 - 2. STREET TREE PLANTING TO BE 50-60mm CAL. RED MAPLE
 - 3. HEDGE PLANTING TO BE 1.80m HT. CEDAR
 - 4. MASS SHRUB PLANTING
 - i.e. BOXWOOD, YELLOW BARBERRY, RED BARBERRY, DWARF BLUE SPRUCE, ROSE MIX, WEIGELIA MIX, RHODODENDRON MIX, BURNINGBUSH, IVORY SILKTREE LILAC, PERENNIAL MIX, AND MIXED ORNAMENTAL GRASSES

General Notes:



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

Stamp:

**CONCEPTUAL
NOT FOR
CONSTRUCTION**
SEPTEMBER 23, 2016

CENTRAL PARK
CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

CONCEPTUAL
SITE / LANDSCAPE PLAN

Project No:

PD16-464

Date:

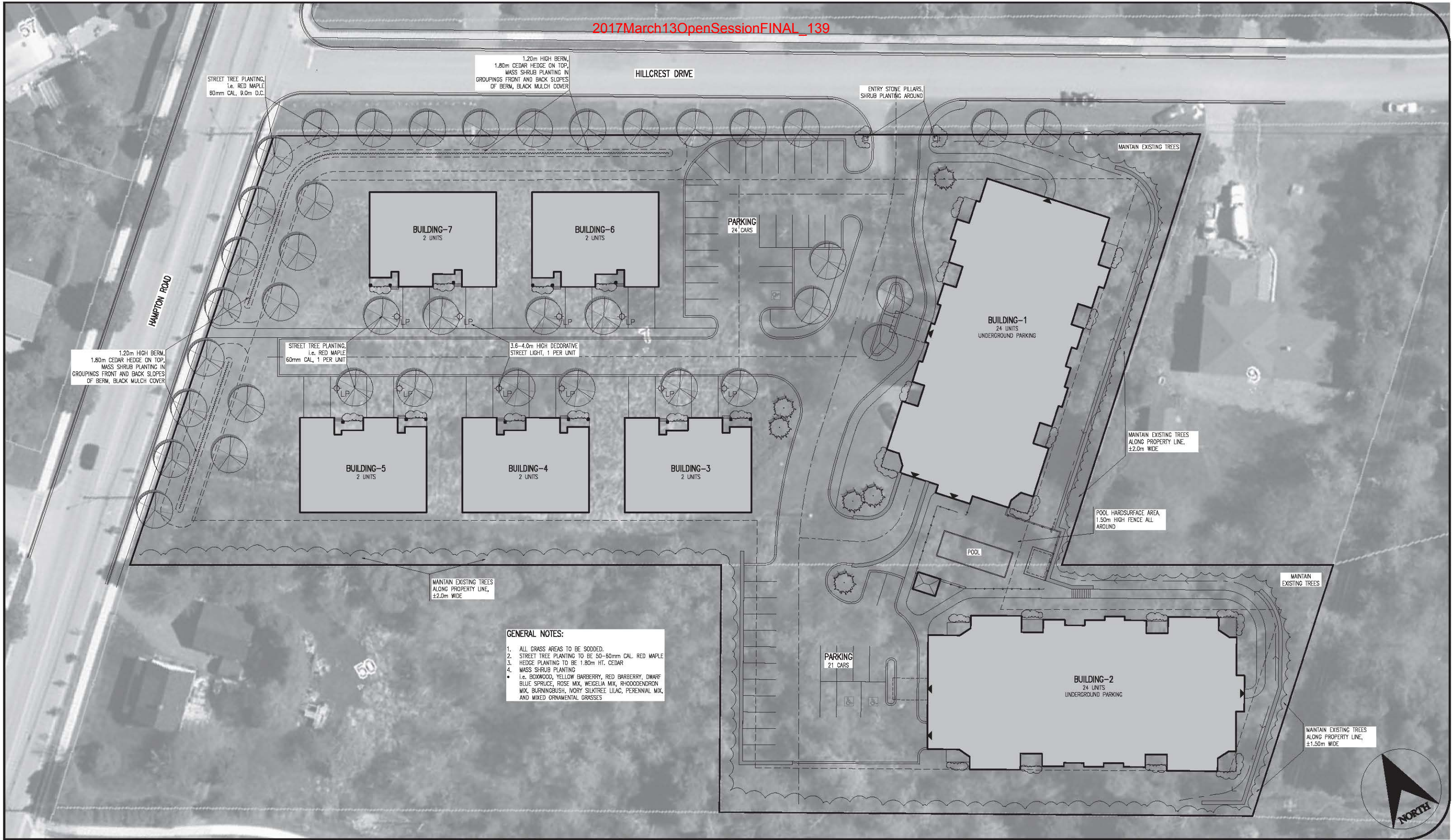
AUGUST 2016

Drawn By:

KAP

Scale:

1:400



GENERAL NOTES:

1. ALL GRASS AREAS TO BE SOODED.
2. STREET TREE PLANTING TO BE 50-80mm CAL RED MAPLE
3. HEDGE PLANTING TO BE 1.80m HT. CEDAR
4. MASS SHRUB PLANTING
• I.E. BOXWOOD, YELLOW BARBERRY, RED BARBERRY, DWARF BLUE SPRUCE, ROSE MIX, WEIGELIA MIX, RHODODENDRON MIX, BURNINGBUSH, IVORY SILKTREE LILAC, PERENNIAL MIX, AND MIXED ORNAMENTAL GRASSES

General Notes:



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

Stamp:

**NOT FOR
CONSTRUCTION**
MARCH 8, 2017

CENTRAL PARK
CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

LANDSCAPE PLAN

Project No:

PD16-461

Date:

FEBRUARY 2017

Drawn By:

KAP

Scale:

1:300

Rothesay

DEVELOPMENT AGREEMENT

Land Titles Act, S.N.B. 1981, c.L-1.1, s.24

Parcel Identifiers of Parcels Burdened by Agreement: 00257139 and 30048847 (Lots To Be Consolidated & Converted to Land Titles)

Owner of Land Parcels: A.E. McKay Builders Ltd.
380 Model Farm Road
Quispamsis, N.B.
E2G 1L8 (Hereinafter called the "Developer")

Agreement with: Rothesay
70 Hampton Road
Rothesay, N.B.
E2E 5L5 (Hereinafter called the "Town")

a body corporate under and by virtue of the Municipalities Act, RSNB 1973, Chapter M-22, located in the County of Kings and Province of New Brunswick

WHEREAS the Developer is the registered owner of certain lands located at 7 Hillcrest Drive (PIDs 00257139 and 30048847) and which said lands are more particularly described in Schedule A hereto (hereinafter called the "Lands");

AND WHEREAS the Developer is now desirous of entering into an development agreement to allow for the development of two 24-unit condo buildings with underground parking and five 2-unit garden home buildings on the Lands as described in Schedule A.

NOW THEREFORE THIS AGREEMENT WITNESSETH that for and in the consideration of the mutual covenants and agreements herein expressed and contained, the parties hereto covenant and agree as follows:

- 1. The Developer agrees that the number of residential units situated on the Lands indicated on Schedule A shall not exceed sixty (60) residential condominium units.

Schedules

- 2. The Developer agrees to develop the Lands in a manner, which, in the opinion of the Development Officer, is generally in conformance with the following Schedules attached to this Agreement:
 - a. Schedule A Legal Description of Parcels
 - b. Schedule B Proposed Site Plan and Location of Buildings
 - c. Schedule C Building Elevations
 - d. Schedule D Landscape Plan
 - e. Schedule E Storm Water Management Plan

Site Development

- 3. The Developer agrees, that except as otherwise provided for herein the use of the Lands shall comply with the requirements of the Rothesay Zoning By-law and Subdivision By-law, as may be amended from time to time.
- 4. The Developer agrees to develop the Lands in a manner, which, in the opinion of the Development Officer, is generally in conformance with Schedule B.
- 5. The Town and Developer agree that the Development Officer may, at

their discretion, consider a reduction in the total number of Residential units and the resulting applicable and necessary changes to Schedule B through Schedule E as non-substantive and generally in conformance with this Agreement.

6. The Developer agrees to not commence clearing of trees, removal of topsoil or excavation activities in association with the construction of the development until the Town has provided final approval of the development permit as issued by the Development Officer.
7. The Developer agrees that driveways for each developed garden home shall conform as follows:
 - a) All areas used for vehicular traffic or the parking or storage of a vehicle shall be paved with asphalt, concrete, interlocking stone or other environmentally safe and dust-free equivalent surface.
 - b) Every developed garden home shall have one (1) permanent driveway lighting fixture that shall as follows:
 - i. provide illumination of the primary driveway entrance to the private street right of way;
 - ii. be supplied from the property's electrical system;
 - iii. automatically switch on there is insufficient daylight;
 - iv. be located not closer than 1.5 meters to the paved driveway edge and not closer than 2 meters to the private street right of way boundary; and
 - v. be installed by the Developer and maintained by the successive home owner(s) their successors and assigns, in a manner to ensure continuous operation during night time hours.
8. The Town reserves the right to assign private street names, notwithstanding that the names may not correspond with those shown on Schedule B.
9. The Developer agrees that it will not commence construction of any dwelling and no building permit will be issued by the Town for any such dwelling until such time as the street, which provides the normal access, to each dwelling, has been constructed to Town standards as specified by the Town and is ready for hard surfacing at least beyond the point which shall be used as the normal entrance of the driveway to service such dwelling.
10. The Developer agrees to restore, in so doing assuming all costs, any and all disturbed areas of the private street and private street right of way to the satisfaction of the Town Engineer following installation of the required municipal services.

Architectural Guidelines

11. The Developer agrees that an objective of this development is to provide a high quality and visually attractive development which exhibits an architectural design that reinforces the character complement existing housing and to be generally consistent with the existing styles of Rothsay. The Developer agrees to ensure the following:
 - a. The architectural design of the buildings shall be, in the opinion of the Development Officer, generally in conformance with Schedule C.
 - b. The building plans shall have similar features, such as roof lines, facade articulation (projections/recesses), fenestration, primary exterior wall colour or materials or roof colour, etc.
 - c. The building facades shall include design elements, finishing materials and variations that will reduce any perceived mass and linearity of large buildings and add architectural interest

- d. The building design should reflect the use of appropriate high quality materials and architectural expressions to reduce the impact of height, bulk and density on adjacent lower density development and contributes to the visual enhancement of the area.
- e. All ventilation and related mechanical equipment, including roof mechanical units, shall be concealed by screening in a manner compatible with the architectural character of the building, or concealed by incorporating it within the building framework.

Storm Water

12. The Developer shall carry out, subject to inspection and approval by Town representatives, and pay for the entire actual costs of the installation of a storm water system as per Schedule E of this agreement. The Developer agrees to accept responsibility for all costs associated with the following:
 - a. Construction, to Town standards, of a storm water system including pipes, fittings, precast sections for manholes and catch basins capable of removing surface water, to a predetermined location selected by the Developer's Engineer and approved by the Town Engineer, from the entire developed portion of the lands as well as top soil and hydro-seeding of shoulders of roadways.
13. The Developer agrees to submit for approval by the Town, prior to commencing any work on the storm water system such plans, as required by the Town, that shall conform with the design schematics and construction standards of the Town, unless otherwise acceptable to the Town Engineer.
14. The Developer agrees that all roof leaders, down spouts, and other storm water drains from all proposed dwelling shall not be directed or otherwise connected or discharged to the Town's storm water or sanitary collection system.
15. The Developer agrees that the storm water drainage from all dwellings shall not be discharged:
 - a. directly onto the ground surface within one meter of a proposed dwelling;
 - b. within 1.5 m of an adjacent property boundary;
 - c. to a location where discharged water has the potential to adversely impact the stability of a side yard or rear yard slope or a portion of the property where there exists a risk of instability or slope failure; or
 - d. to a location or in such a manner that the discharge water causes or has the potential to cause nuisance, hazard or damage to adjacent dwellings or structures.
16. The Developer agrees to provide to the Town Engineer written certification of a Professional Engineer, licensed to practice in New Brunswick that the storm water system has been satisfactorily completed and constructed in accordance with the Town specifications.

Water Main Replacement

17. The Town and Developer agree that the existing water main in Hampton Road will be replaced with a new 8 inch (200mm) for a length of not more than 225 meters from a point of connection at the intersection of Highland Avenue and Hampton Road to a shared boundary point between 50 and 48 Hampton Road.
18. The Town and Developer agree that the design and construction of the water main shall be the responsibility of the Town subject to review by a consulting engineering firm retained by the Developer.
19. The Town and Developer agree that the cost to replace the water main

shall be the responsibility of the Developer.

20. The Town and Developer agree that prior to the awarding of a construction tender the Developer shall supply the Town with a security deposit in the amount of 100 percent of the recommended tender price to complete the required water main replacement. The security deposit shall comply with the following conditions:
 - a. security in the form of a certified cheque or automatically renewing, irrevocable letter of credit issued by a chartered bank dispensed to and in favour of Rothesay.
21. The Town and Developer agree that the cost of the water main replacement includes design and all construction associated with the new water main including asphalt restoration, all pipe including associated valves, backflow preventers, couplings, joint restraint, fittings and in the condition necessary for its intended use, and labour and overhead costs directly attributable to the construction of a new 8 inch (200mm) water main.

Water Supply

22. The Developer agrees to connect to the Town's nearest and existing water system at a point to be determined by the Town Engineer and utilizing methods of connection approved by the Town Engineer.
23. The Town agrees to supply potable water for the purposes and for those purposes only for a maximum of sixty (60) residential dwellings and for minor and accessory purposes incidental thereto and for no other purposes whatsoever.
24. The Developer agrees to pay the Town a connection fee for each residential unit to the Town water system calculated in the manner set out by By-law as amended from time to time, to be paid to the Town on issuance of each building permit.
25. The Developer agrees that the Town does not guarantee and nothing in this Agreement shall be deemed to be a guarantee of an uninterrupted supply or of a sufficient or uniform water pressure or a defined quality of water. The Town shall not be liable to the Developer or to any person, firm or corporation for any damage or injury caused by the interruption of the supply of water, the lack of uniform pressure thereof or the quality of water.
26. The Developer agrees that all connections to the Town water mains shall be approved and inspected by the Town Engineer or such other person as is designated by the Town prior to backfilling and that the operation of water system valves is the sole responsibility of the Town.
27. The Developer agrees to comply with the Town's Water By-law and furthermore that a separate water meter shall be installed, at their expense, for each residential connection made to the Town's water system.
28. The Developer agrees that the Town may terminate the Developer's connection to the Town water system in the event that the Town determines that the Developer is drawing water for an unauthorized purpose or for any other use that the Town deems in its absolute discretion.
29. The Developer agrees to provide, prior to the occupation of any buildings or portions thereof, written certification of a Professional Engineer, licensed to practice in New Brunswick that the connection of service laterals and the connection to the existing town water system has been satisfactorily completed and constructed in accordance with the Town

specifications.

Sanitary Sewer

30. The Developer agrees to connect to the existing and nearest sanitary sewer system at a point to be determined by the Town Engineer and utilizing methods of connection approved by the Town Engineer.
31. The Developer agrees to pay the Town a connection fee for each residential unit to the Town sewer system calculated in the manner set out by By-law as amended from time to time, to be paid to the Town on issuance of each building permit.
32. The Developer agrees to carry out subject to inspection and approval by Town representatives, and pay for the entire actual costs of the following:
 - a. Engineering design, supply, installation, inspection and construction of all service lateral(s) necessary to connect to the existing sanitary sewer system inclusive of all pipes, laterals, fittings, and precast concrete units.
33. The Developer agrees to submit for approval by the Town, prior to commencing any work to connect to the sanitary sewer system, any plans required by the Town, with each such plan meeting the requirements as described in the Town specifications for such development.
34. The Developer agrees that all connections to the Town sanitary sewer system shall be supervised by the Developer's engineer and inspected by the Town Engineer or such other person as is designated by the Town prior to backfilling and shall occur at the sole expense of the Developer.

Retaining Walls

35. The Developer agrees that dry-stacked segmental concrete (masonry block) gravity walls shall be the preferred method of retaining wall construction for the purpose of erosion control or slope stability on the Lands and furthermore that the use of metal wire basket cages filled with rock (gabions) is not an acceptable method of retaining wall construction.
36. The Developer agrees to obtain from the Town a Building Permit for any retaining wall, as required on the Lands, in excess of 1.2 meters in height and that such retaining walls will be designed by a Professional Engineer, licensed to practice in New Brunswick.

Indemnification

37. The Developer does hereby indemnify and save harmless the Town from all manner of claims or actions by third parties arising out of the work performed hereunder, and the Developer shall file with the Town prior to the commencement of any work hereunder a certificate of insurance naming the Town as co-insured evidencing a policy of comprehensive general liability coverage on "an occurrence basis" and containing a cross-liability clause which policy has a limit of not less than Two Million Dollars (\$2,000,000.⁰⁰). The aforesaid certificate must provide that the coverage shall stay in force and not be amended, canceled or allowed to lapse within thirty (30) days prior to notice in writing being given to the Town. The aforesaid insurance coverage must remain in full force and effect during the period available to the Developer pursuant to this agreement to complete the work set out as described in this Agreement.

Notice

38. Any notice or advice which is to be given under this Agreement shall be deemed to have been satisfactorily given to the Developer if delivered personally or by prepaid mail addressed to **A.E. MCKAY BUILDERS LTD.**, 380 MODEL FARM ROAD, QUISPAMIS, N.B., E2G 1L8 and to the Town if delivered personally or by prepaid mail addressed to **ROTHESAY**, 70 HAMPTON ROAD, ROTHESAY, NEW BRUNSWICK, E2E 5L5. In the event of notice by prepaid mail, the notice will be deemed to have been received four (4) days following its posting.

By-laws

39. The Developer agrees to be bound by and to act in accordance with the By-laws of the Town as amended from time to time and such other laws and regulations that apply or may apply in future to the site and to activities carried out thereon.

Termination

40. The Town reserves the right and the Developer agrees that the Town has the right to terminate this Agreement without compensation to the Developer if the specific proposal has not commenced on or before **#insert date** being a date 5 years (60 months) from the date of Council's decision to enter into this Agreement accordingly the Agreement shall have no further force or effect and henceforth the development of the Lands shall conform with the provisions of the Rothesay Zoning By-law.
41. Notwithstanding Part 44, the Parties agree that development shall be deemed to have commenced if within a period of not less than three (3) months prior to **#insert date** the construction of the private street and municipal service infrastructure has begun and that such construction is deemed by the Development Officer in consultation with the Town Engineer as being continued through to completion as continuously and expeditiously as deemed reasonable.
42. The Developer agrees that should the Town terminate this Agreement the Town may call the Letter of Credit described herein and apply the proceeds to the cost of completing the work or portions thereof as outlined in the agreement. If there are amounts remaining after the completion of the work in accordance with this agreement, the remainder of the proceeds shall be returned to the Institution issuing the Letter of Credit. If the proceeds of the Letter of Credit are insufficient to compensate the Town for the costs of completing the work mentioned in this agreement, the Developer shall promptly on receipt of an invoice pay to the Town the full amount owing as required to complete the work.

Security & Occupancy

43. The Town and Developer agree that Final Occupancy of the proposed apartment building(s), as required in the Building By-law, shall not occur until all conditions above have been met to the satisfaction of the Development Officer.
44. Notwithstanding Schedule D and E of this Agreement, the Town agrees that the Occupancy Permit may be issued provided the Developer supplies a security deposit in the amount of 110 percent of the estimated cost to complete the required storm water management and landscaping. The security deposit shall comply with the following conditions:
- a. security in the form of a certified cheque or automatically renewing, irrevocable letter of credit issued by a chartered bank dispensed to and in favour of Rothesay;
 - b. the Developer agrees that if the landscaping or storm water works are not completed within a period not exceeding six (6) months from the date of issuance of the Occupancy Permit, the Town may use the security to complete the works as set out in Schedule D and E of this Agreement;
 - c. the Developer agrees to reimburse the Town for 100% of all costs exceeding the security necessary to complete the works as set out in Schedule D and E this Agreement; and
 - d. the Town agrees that the security or unused portion of the security shall be returned to the Developer upon certification that the work has been completed and acceptable to the Development Officer.

Failure to Comply

45. The Developer agrees that after 60 days written notice by the Town regarding the failure of the Developer to observe or perform any covenant or condition of this Agreement, then in each such case:
- (a) The Town shall be entitled to apply to any court of competent jurisdiction for injunctive relief including an order prohibiting the Developer from continuing such default and the Developer hereby submits to the jurisdiction of such Court and waives any defense based upon the allegation that damages would be an adequate remedy;
 - (b) The Town may enter onto the Lands and perform any of the covenants contained in this Agreement or take such remedial action as is considered necessary to correct a breach of the Agreement, whereupon all reasonable expenses whether arising out of the entry onto the Lands or from the performance of the covenants or remedial action, shall be a first lien on the Lands and be shown on any tax certificate issued under the Assessment Act;
 - (c) The Town may by resolution discharge this Agreement whereupon this Agreement shall have no further force or effect and henceforth the development of the Lands shall conform with the provisions of the Land Use By-law; and/or
 - (d) In addition to the above remedies, the Town reserves the right to pursue any other remediation under the *Community Planning Act* or Common Law in order to ensure compliance with this Agreement.

Entire Agreement

46. This Agreement contains the whole agreement between the parties hereto and supersedes any prior agreement as regards the lands outlined in the plan hereto annexed.

Severability

47. If any paragraph or part of this agreement is found to be beyond the powers of the Town Council to execute, such paragraph or part or item shall be deemed to be severable and all other paragraphs or parts of this agreement shall be deemed to be separate and independent therefrom and to be agreed as such.

Reasonableness

48. Both parties agree to act reasonably in connection with any matter, action, decision, comment or approval required or contemplated under this Agreement.

This Agreement shall be binding upon and endure to the benefit of the parties hereto and their respective heirs, administrators, successors and assigns.

IN WITNESS HEREOF the parties have duly executed these presents the day and year first above written.

Date: _____, 2017

Witness:

A.E. McKay Builders Ltd.

Andrew E. McKay, Director

Witness:

Rothsay:

Nancy Grant, Mayor

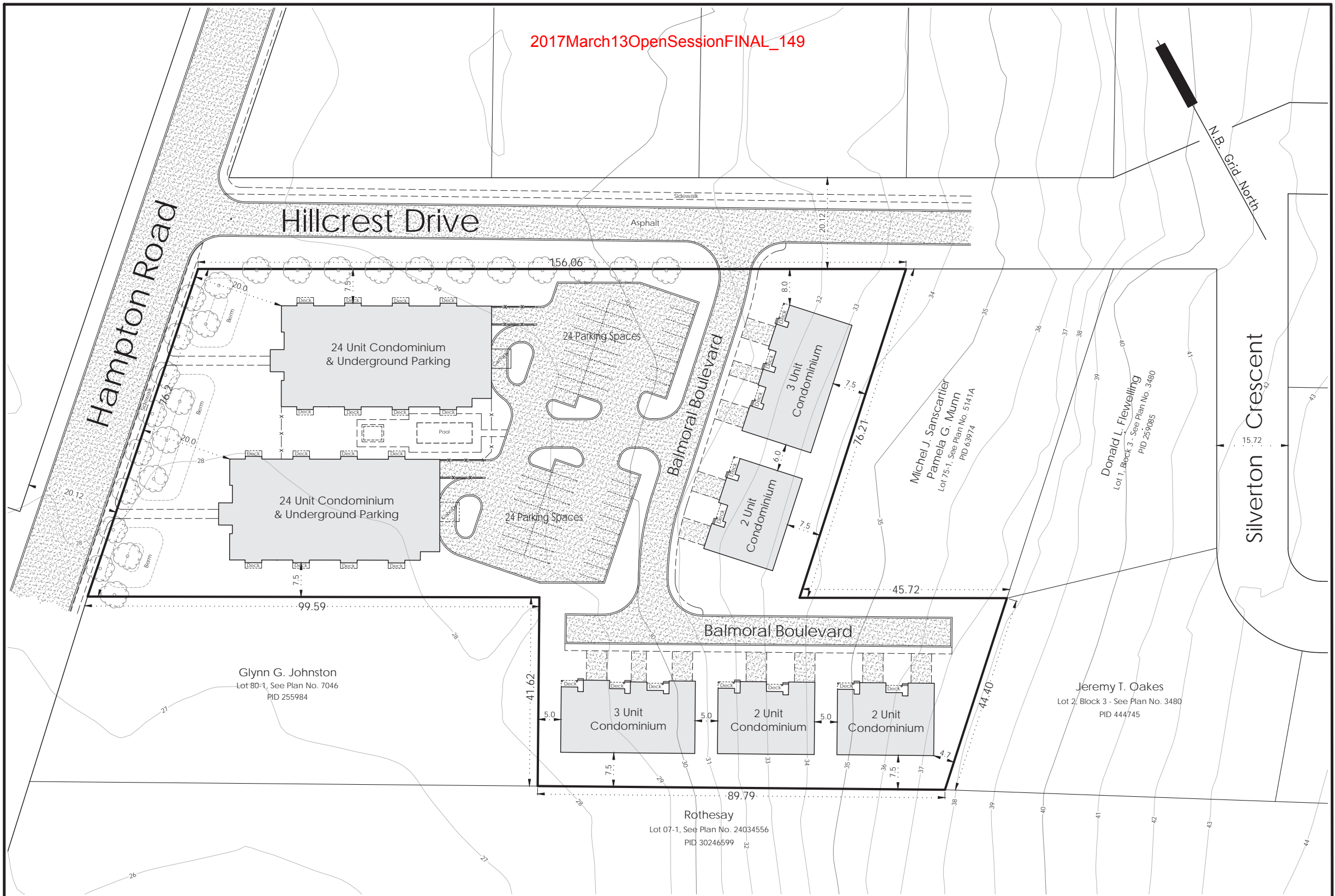
Clerk

SCHEDULE A

(NOTE: LOTS TO BE CONSOLIDATED AND CONVERTED TO LAND TITLES)

PID:	00257139
PID:	30048847

DRAFT



OPTION B

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

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

KIERSTEAD QUIGLEY and ROBERTS Ltd.
Saint John, New Brunswick

Site Plan
Central Park Condominium
7 Hillcrest Drive
Town of Rothesay
Kings County, N.B.

0 5 10 15 20 25 30 35 40 45 50 metres

Scale = 1:500
Job No. 15-0050
Dated: September 20, 2016

Dwg. No. T-0608-C



380 Model Farm Road, Quispansis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 1
24 UNITS - UNDERGROUND PARKING
HILLCREST DRIVE ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-1

OF 15



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 1
24 UNITS - UNDERGROUND PARKING
HAMPTON ROAD ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.





380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 1
24 UNITS - UNDERGROUND PARKING
REAR ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.





380 Model Farm Road, Quispesais E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 2
TRIPLE UNIT
FRONT ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-4

OF 15



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 2
TRIPLE UNIT
REAR ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-5

OF 15



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

**BUILDING TYPE - 2
TRIPLE UNIT
RIGHT ELEVATION**

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-6
OF 15



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

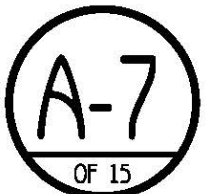
BUILDING TYPE - 2
TRIPLE UNIT
LEFT ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.





380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK
CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 3
DOUBLE UNIT
FRONT ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-8

OF 15



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

**BUILDING TYPE - 3
DOUBLE UNIT
REAR ELEVATION**

Date:

AUGUST 29, 2016

Scale:

N.T.S.





380 Model Farm Road, Guelph, ON N1L 8E2
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

**BUILDING TYPE - 3
DOUBLE UNIT
RIGHT ELEVATION**

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-10
OF 15



380 Model Farm Road, Gaspensls E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

**BUILDING TYPE - 3
DOUBLE UNIT
LEFT ELEVATION**

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-11
OF 15



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 4
SINGLE UNIT
FRONT ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-12
OF 15



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 4
SINGLE UNIT
REAR ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-13
OF 15



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 4
SINGLE UNIT
RIGHT ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-14
OF 15



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK
CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 4
SINGLE UNIT
LEFT ELEVATION

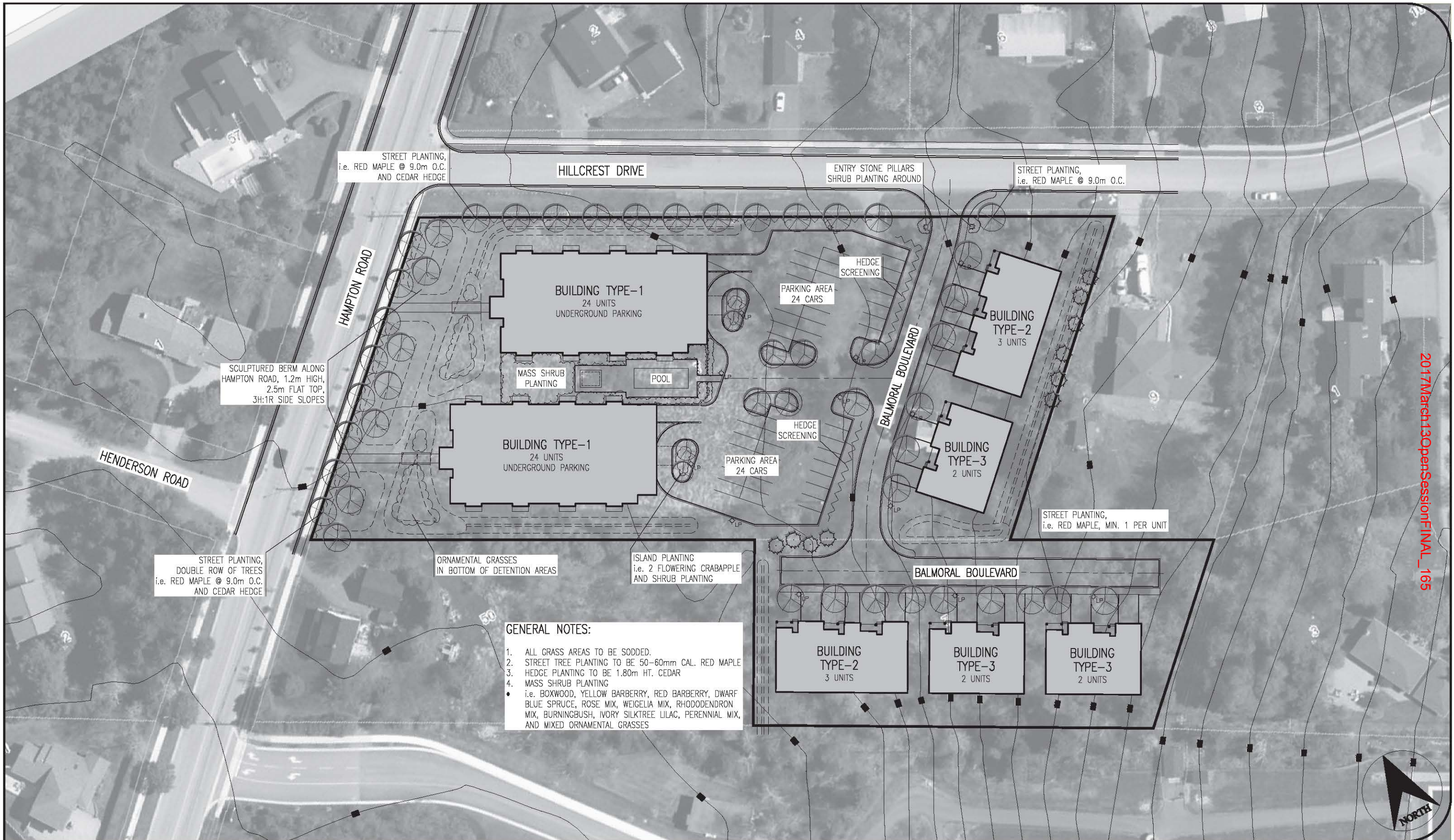
Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-15
OF 15



2017March13OpenSessionFINAL_165

- GENERAL NOTES:**
1. ALL GRASS AREAS TO BE SODDED.
 2. STREET TREE PLANTING TO BE 50-60mm CAL. RED MAPLE
 3. HEDGE PLANTING TO BE 1.80m HT. CEDAR
 4. MASS SHRUB PLANTING
 - i.e. BOXWOOD, YELLOW BARBERRY, RED BARBERRY, DWARF BLUE SPRUCE, ROSE MIX, WEIGELIA MIX, RHODODENDRON MIX, BURNINGBUSH, IVORY SILKTREE LILAC, PERENNIAL MIX, AND MIXED ORNAMENTAL GRASSES

November 8, 2016

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

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

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

To Whom It May Concern:

Dillon Consulting Limited (Dillon) is pleased to submit this letter report outlining the stormwater management plan and site services layout (sanitary and water) for the Central Park Condominiums Development. This plan has been prepared for A.E. McKay Builders and describes the recommended stormwater management plan along with the proposed sanitary sewer and water service layouts for the seven (7) building condominium development. The proposed layout for Central Park Condominiums is presented in **Sheet 1**.

BACKGROUND

The Central Park Condominium Development is located at the intersection of Hillcrest Drive and Hampton Road in Rothesay, New Brunswick. A.E. McKay Builders is proposing a seven (7) building condominium development with five (5) small and two twenty-four (24) unit condominium buildings. The pre-developed site has an area of approximately 2.2 hectares consisting of primarily wooded terrain and grassed areas.

STORMWATER MANAGEMENT PLAN

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

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



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

Dillon Consulting
Limited



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

Methodology and Approach

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

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

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

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

Curve numbers outlined in the Town of Rothesay Stormwater Management Guidelines were used to represent open spaces in the model while the percent



imperviousness used in the model was used to account for hard surfaces (i.e. roofs and paved surfaces).

Simulation Results

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

Tables 1 and 2 summarize the pre and post development simulation results for both the Hampton Road and Arthur Miller Fields drainage areas.

Table 1: Hampton Road Pre and Post-Development

Return Period	Pre-Development Peak Discharge (m ³ /s)	Post-Development Peak Discharge without SWM (m ³ /s)	Post-Development Peak Discharge with SWM (m ³ /s)
5 Year	0.053	0.113	0.051*
100 Year	0.163	0.247	0.170*

**The Hampton Road drainage area was increased from 15,262 m² (pre-development) to 18,885 m² (post-development) as part of the stormwater management plan.*

Table 2: Arthur Miller Fields Pre and Post-Development

Return Period	Pre-Development Peak Discharge (m ³ /s)	Post-Development Peak Discharge without SWM (m ³ /s)	Post-Development Peak Discharge with SWM (m ³ /s)
5 Year	0.025	0.047	0.026*
100 Year	0.077	0.105	0.057*

**The Arthur Miller Field drainage area was reduced from 6598 m² (pre-development) to 2975 m² (post-development).*

It is noted that the simulation results presented in Tables 1 and 2 show that the pre-development 5 and 100-year peak flows have been maintained as a result of the proposed stormwater management plan.



Retention

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

Subsurface storage will be installed at three locations on site, including 35 meters along Balmoral Boulevard, and approximately 40 metres at the north and south end of the condominium parking area, respectively. The storage will be made up of a series of HDPE arched structures with a height of 1.14 meters. The arched structures are to be underlain with bedding stone to provide additional storage. The storage capacity provided by these underground structures is expected to be in the order of 158 m³.

A large pond will be constructed adjacent to Hampton Road while the smaller pond is to be constructed on the west side of the site. The storage capacity of the ponds is expected to be approximately 320 m³. It is also proposed that the condominium parking lot include two vegetated detention ponds (total storage of 23 m³), as shown in Drawing 1.

The total storage volume for the entire site was estimated to be in the order of 501 m³. The proposed pond and subsurface storage will provide sufficient capacity to reduce the peak discharge of the 5 and 100-year storms from the site to within pre-development levels. It is also noted that the diversion of flows contributing to the existing ditch near the Arthur Miller Fields has resulted in the 5 and 100-year post-development flows being less than for existing discharge.



SANITARY DESIGN

The primary development site will consist of five (5) small and two twenty-four (24) unit condominium buildings at the intersection of Hillcrest Drive and Hampton Road. **Table 3** below details the buildings proposed for the development site.

Table 3: Development Site Sanitary Parameter Summary

Building	Number of Buildings	Units	Equivalent Population
24 Unit Condominium	2	24	120
2 Unit Condominium	3	2	15
3 Unit Condominium	2	3	15
TOTAL POPULATION:			150

The population of the proposed development is approximately 150 people. The sanitary design for the site included upstream sanitary infrastructure on Hillcrest Drive, from Rothesay Road to Charles Crescent. The upstream sanitary system consists of the majority of the Highland Avenue subdivision as well as Iona Avenue. The theoretical sanitary flows from the upstream system are included in **Table 4** below.

Table 4: Upstream Sanitary Flows – Central Park Development

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

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



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

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

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

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

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

Table 6: Proposed Piping

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



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

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

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

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

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

POTABLE WATER AND FIRE FLOWS

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

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

Town of Rothesay
Page 8
November 8, 2016



CONCLUSION

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

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

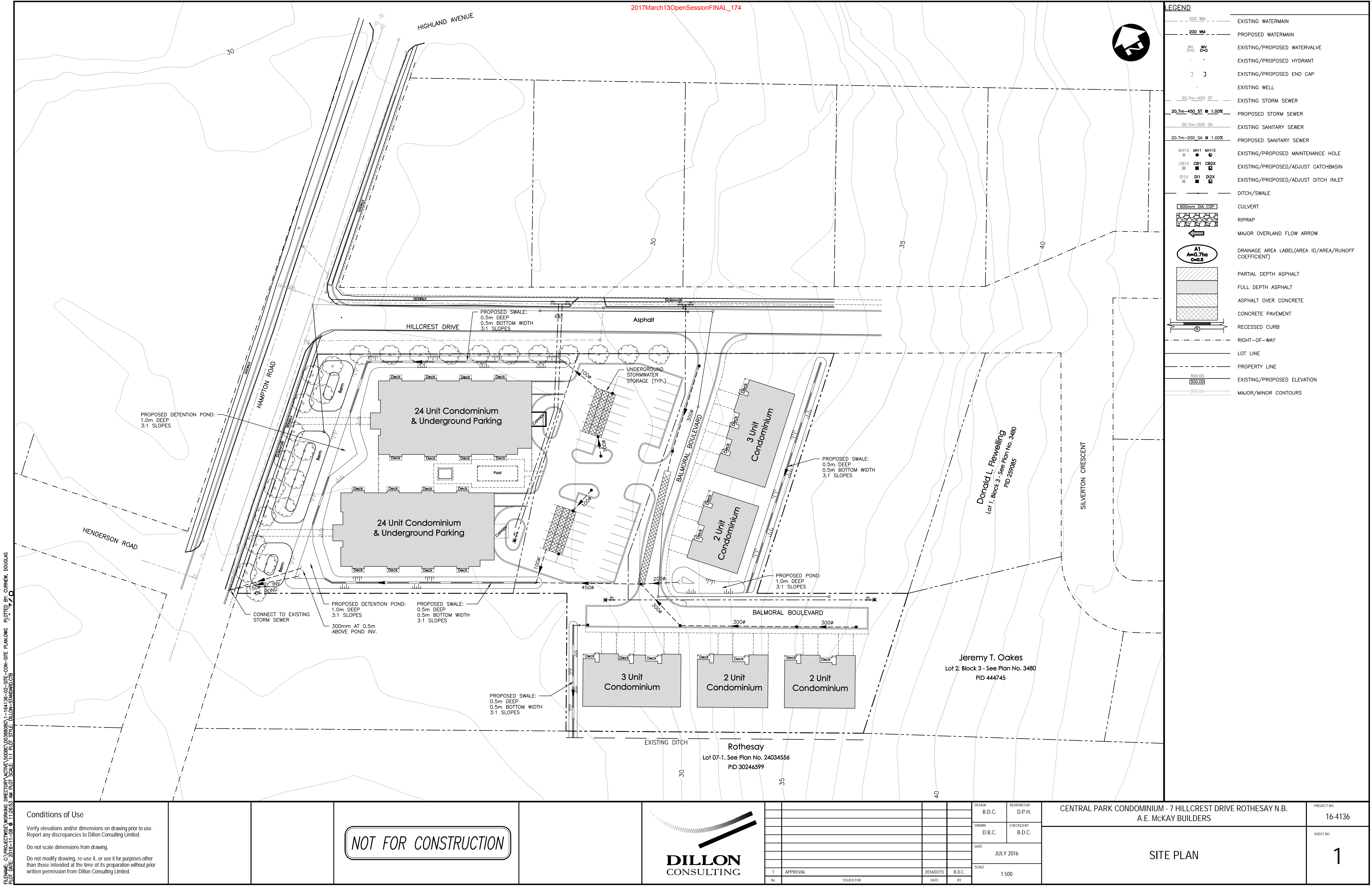
Sincerely,

DILLON CONSULTING LIMITED

Barb Crawford, P.Eng.
Project Manager

BDC:mhc

Our file: 16-3836



<div>Conditions of Use</div> <div>Verify elevations and/or dimensions on drawing prior to use. Report any discrepancies to Dillon Consulting Limited.</div> <div>Do not scale dimensions from drawing.</div> <div>Do not modify drawing, re-use it, or use it for purposes other than those intended at the time of its preparation without prior written permission from Dillon Consulting Limited.</div>	<div>NOT FOR CONSTRUCTION</div>	<div><div>DILLON CONSULTING</div></div>	<div></div>	<div></div>	<div></div>	<div>DESIGN</div> <div>B.D.C.</div>	<div>REVIEWED BY</div> <div>D.P.H.</div>	<div>CENTRAL PARK CONDOMINIUM - 7 HILLCREST DRIVE ROTHESAY N.B. A.E. McKay BUILDERS</div>	<div>PROJECT NO.</div> <div>16-4136</div>		
			<div></div>	<div></div>	<div></div>	<div>DRAWN</div> <div>D.B.C.</div>	<div>CHECKED BY</div> <div>B.D.C.</div>			<div>SITE PLAN</div>	<div>SHEET NO.</div> <div>1</div>
			<div></div>	<div></div>	<div></div>	<div>DATE</div> <div>JULY 2016</div>					
			<div>1</div>	<div>APPROVAL</div>	<div>2016/07/15</div>	<div>B.D.C.</div>	<div>SCALE</div> <div>1:500</div>				
			<div>No.</div>	<div>ISSUED FOR</div>	<div>DATE</div>	<div>BY</div>					

Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: Andrew McKay
A.E. McKay Builders Ltd.
380 Model Farm Road
Quispamsis, N.B. E2G 1L8

Office Held by Deponent: **Director**

Corporation: A.E. McKay Builders Ltd.

Place of Execution: Rothsay, Province of New Brunswick.

Date of Execution: _____, 2017

I, **Andrew McKay**, the deponent, make oath and say:

1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
2. That the attached instrument was executed by me as the officer(s) duly authorized to execute the instrument on behalf of the corporation;
3. the signature “**Andrew McKay**” subscribed to the within instrument is the signature of me and is in the proper handwriting of me, this deponent.
4. the Seal affixed to the foregoing indenture is the official seal of the said Corporation was so affixed by order of the Board of Directors of the Corporation to and for the uses and purposes therein expressed and contained;
5. That the instrument was executed at the place and on the date specified above;

DECLARED TO at Rothsay,
in the County of Kings,)
and Province of New Brunswick,)
This ____ day of _____, 2017)

BEFORE ME:)

Commissioner of Oaths) Andrew McKay

Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: **MARY JANE E. BANKS**

Rothesay
70 Hampton Road
Rothesay, N.B.
E2E 5L5

Office Held by Deponent: Clerk

Corporation: **Rothesay**

Other Officer Who Executed the Instrument: **NANCY E. GRANT**

Rothesay
70 Hampton Road
Rothesay, N.B.
E2E 5L5

Office Held by Other Officer Who Executed the Instrument: Mayor

Place of Execution: Rothesay, Province of New Brunswick.

Date of Execution: _____, 2017

I, **MARY JANE E. BANKS**, the deponent, make oath and say:

1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
6. That the attached instrument was executed by me and **NANCY E. GRANT**, the other officer specified above, as the officer(s) duly authorized to execute the instrument on behalf of the corporation;
7. The signature "**NANCY E. GRANT**" subscribed to the within instrument is the signature of Nancy E. Grant, who is the Mayor of the town of Rothesay, and the signature "**Mary Jane E. Banks**" subscribed to the within instrument as Clerk is the signature of me and is in the proper handwriting of me, this deponent, and was hereto subscribed pursuant to resolution of the Council of the said Town to and for the uses and purposes therein expressed and contained;
8. The Seal affixed to the foregoing indenture is the official seal of the said Town and was so affixed by order of the Council of the said Town, to and for the uses and purposes therein expressed and contained;
9. That the instrument was executed at the place and on the date specified above;

DECLARED TO at town of
Rothesay, in the County of Kings,)
and Province of New Brunswick,)
This ____ day of _____, 2017)

BEFORE ME:)

Commissioner of Oaths)

MARY JANE E. BANKS

Rothesay

DEVELOPMENT AGREEMENT

Land Titles Act, S.N.B. 1981, c.L-1.1, s.24

Parcel Identifiers
of Parcels Burdened
by Agreement: 00257139 and 30048847
(Lots To Be Consolidated & Converted to Land
Titles)

Owner of Land Parcels: **A.E. McKay Builders Ltd.**
380 Model Farm Road
Quispamsis, N.B.
E2G 1L8 (Hereinafter called the "Developer")

Agreement with: **Rothesay**
70 Hampton Road
Rothesay, N.B.
E2E 5L5 (Hereinafter called the "Town")

a body corporate under and by virtue of the
Municipalities Act, RSNB 1973, Chapter M-22,
located in the County of Kings and Province of New
Brunswick

WHEREAS the Developer is the registered owner of certain lands located at 7 Hillcrest Drive (PIDs 00257139 and 30048847) and which said lands are more particularly described in Schedule A hereto (hereinafter called the "Lands");

AND WHEREAS the Developer is now desirous of entering into an development agreement to allow for the development of two 24-unit condo buildings with underground parking and five 2-unit garden home buildings on the Lands as described in Schedule A.

NOW THEREFORE THIS AGREEMENT WITNESSETH that for and in the consideration of the mutual covenants and agreements herein expressed and contained, the parties hereto covenant and agree as follows:

1. The Developer agrees that the number of residential units situated on the Lands indicated on Schedule A shall not exceed fifty eight (58) residential condominium units.

Schedules

2. The Developer agrees to develop the Lands in a manner, which, in the opinion of the Development Officer, is generally in conformance with the following Schedules attached to this Agreement:
 - a. Schedule A Legal Description of Parcels
 - b. Schedule B Proposed Site Plan and Location of Buildings
 - c. Schedule C Building Elevations
 - d. Schedule D Landscape Plan
 - e. Schedule E Storm Water Management Plan

Site Development

3. The Developer agrees, that except as otherwise provided for herein the use of the Lands shall comply with the requirements of the Rothesay Zoning By-law and Subdivision By-law, as may be amended from time to time.
4. The Developer agrees to develop the Lands in a manner, which, in the opinion of the Development Officer, is generally in conformance with Schedule B.
5. The Town and Developer agree that the Development Officer may, at

their discretion, consider a reduction in the total number of Residential units and the resulting applicable and necessary changes to Schedule B through Schedule E as non-substantive and generally in conformance with this Agreement.

6. The Developer agrees to not commence clearing of trees, removal of topsoil or excavation activities in association with the construction of the development until the Town has provided final approval of the development permit as issued by the Development Officer.
7. The Developer agrees that driveways for each developed garden home shall conform as follows:
 - a) All areas used for vehicular traffic or the parking or storage of a vehicle shall be paved with asphalt, concrete, interlocking stone or other environmentally safe and dust-free equivalent surface.
 - b) Every developed garden home shall have one (1) permanent driveway lighting fixture that shall as follows:
 - i. provide illumination of the primary driveway entrance to the private street right of way;
 - ii. be supplied from the property's electrical system;
 - iii. automatically switch on there is insufficient daylight;
 - iv. be located not closer than 1.5 meters to the paved driveway edge and not closer than 2 meters to the private street right of way boundary; and
 - v. be installed by the Developer and maintained by the successive home owner(s) their successors and assigns, in a manner to ensure continuous operation during night time hours.
8. The Town reserves the right to assign private street names, notwithstanding that the names may not correspond with those shown on Schedule B.
9. The Developer agrees that it will not commence construction of any dwelling and no building permit will be issued by the Town for any such dwelling until such time as the street, which provides the normal access, to each dwelling, has been constructed to Town standards as specified by the Town and is ready for hard surfacing at least beyond the point which shall be used as the normal entrance of the driveway to service such dwelling.
10. The Developer agrees to restore, in so doing assuming all costs, any and all disturbed areas of the private street and private street right of way to the satisfaction of the Town Engineer following installation of the required municipal services.

Architectural Guidelines

11. The Developer agrees that an objective of this development is to provide a high quality and visually attractive development which exhibits an architectural design that reinforces the character complement existing housing and to be generally consistent with the existing styles of Rothsay. The Developer agrees to ensure the following:
 - a. The architectural design of the buildings shall be, in the opinion of the Development Officer, generally in conformance with Schedule C.
 - b. The building plans shall have similar features, such as roof lines, facade articulation (projections/recesses), fenestration, primary exterior wall colour or materials or roof colour, etc.
 - c. The building facades shall include design elements, finishing materials and variations that will reduce any perceived mass and linearity of large buildings and add architectural interest

- d. The building design should reflect the use of appropriate high quality materials and architectural expressions to reduce the impact of height, bulk and density on adjacent lower density development and contributes to the visual enhancement of the area.
- e. All ventilation and related mechanical equipment, including roof mechanical units, shall be concealed by screening in a manner compatible with the architectural character of the building, or concealed by incorporating it within the building framework.

Storm Water

12. The Developer shall carry out, subject to inspection and approval by Town representatives, and pay for the entire actual costs of the installation of a storm water system as per Schedule E of this agreement. The Developer agrees to accept responsibility for all costs associated with the following:
 - a. Construction, to Town standards, of a storm water system including pipes, fittings, precast sections for manholes and catch basins capable of removing surface water, to a predetermined location selected by the Developer's Engineer and approved by the Town Engineer, from the entire developed portion of the lands as well as top soil and hydro-seeding of shoulders of roadways.
13. The Developer agrees to submit for approval by the Town, prior to commencing any work on the storm water system such plans, as required by the Town, that shall conform with the design schematics and construction standards of the Town, unless otherwise acceptable to the Town Engineer.
14. The Developer agrees that all roof leaders, down spouts, and other storm water drains from all proposed dwelling shall not be directed or otherwise connected or discharged to the Town's storm water or sanitary collection system.
15. The Developer agrees that the storm water drainage from all dwellings shall not be discharged:
 - a. directly onto the ground surface within one meter of a proposed dwelling;
 - b. within 1.5 m of an adjacent property boundary;
 - c. to a location where discharged water has the potential to adversely impact the stability of a side yard or rear yard slope or a portion of the property where there exists a risk of instability or slope failure; or
 - d. to a location or in such a manner that the discharge water causes or has the potential to cause nuisance, hazard or damage to adjacent dwellings or structures.
16. The Developer agrees to provide to the Town Engineer written certification of a Professional Engineer, licensed to practice in New Brunswick that the storm water system has been satisfactorily completed and constructed in accordance with the Town specifications.

Water Main Replacement

17. The Town and Developer agree that the existing water main in Hampton Road will be replaced with a new 8 inch (200mm) for a length of not more than 225 meters from a point of connection at the intersection of Highland Avenue and Hampton Road to a shared boundary point between 50 and 48 Hampton Road.
18. The Town and Developer agree that the design and construction of the water main shall be the responsibility of the Town subject to review by a consulting engineering firm retained by the Developer.
19. The Town and Developer agree that the cost to replace the water main

shall be the responsibility of the Developer.

20. The Town and Developer agree that prior to the awarding of a construction tender the Developer shall supply the Town with a security deposit in the amount of 100 percent of the recommended tender price to complete the required water main replacement. The security deposit shall comply with the following conditions:
 - a. security in the form of a certified cheque or automatically renewing, irrevocable letter of credit issued by a chartered bank dispensed to and in favour of Rothesay.
21. The Town and Developer agree that the cost of the water main replacement includes design and all construction associated with the new water main including asphalt restoration, all pipe including associated valves, backflow preventers, couplings, joint restraint, fittings and in the condition necessary for its intended use, and labour and overhead costs directly attributable to the construction of a new 8 inch (200mm) water main.

Water Supply

22. The Developer agrees to connect to the Town's nearest and existing water system at a point to be determined by the Town Engineer and utilizing methods of connection approved by the Town Engineer.
23. The Town agrees to supply potable water for the purposes and for those purposes only for a maximum of fifty eight (58) residential dwellings and for minor and accessory purposes incidental thereto and for no other purposes whatsoever.
24. The Developer agrees to pay the Town a connection fee for each residential unit to the Town water system calculated in the manner set out by By-law as amended from time to time, to be paid to the Town on issuance of each building permit.
25. The Developer agrees that the Town does not guarantee and nothing in this Agreement shall be deemed to be a guarantee of an uninterrupted supply or of a sufficient or uniform water pressure or a defined quality of water. The Town shall not be liable to the Developer or to any person, firm or corporation for any damage or injury caused by the interruption of the supply of water, the lack of uniform pressure thereof or the quality of water.
26. The Developer agrees that all connections to the Town water mains shall be approved and inspected by the Town Engineer or such other person as is designated by the Town prior to backfilling and that the operation of water system valves is the sole responsibility of the Town.
27. The Developer agrees to comply with the Town's Water By-law and furthermore that a separate water meter shall be installed, at their expense, for each residential connection made to the Town's water system.
28. The Developer agrees that the Town may terminate the Developer's connection to the Town water system in the event that the Town determines that the Developer is drawing water for an unauthorized purpose or for any other use that the Town deems in its absolute discretion.
29. The Developer agrees to provide, prior to the occupation of any buildings or portions thereof, written certification of a Professional Engineer, licensed to practice in New Brunswick that the connection of service laterals and the connection to the existing town water system has been satisfactorily completed and constructed in accordance with the Town

specifications.

Sanitary Sewer

30. The Developer agrees to connect to the existing and nearest sanitary sewer system at a point to be determined by the Town Engineer and utilizing methods of connection approved by the Town Engineer.
31. The Developer agrees to pay the Town a connection fee for each residential unit to the Town sewer system calculated in the manner set out by By-law as amended from time to time, to be paid to the Town on issuance of each building permit.
32. The Developer agrees to carry out subject to inspection and approval by Town representatives, and pay for the entire actual costs of the following:
 - a. Engineering design, supply, installation, inspection and construction of all service lateral(s) necessary to connect to the existing sanitary sewer system inclusive of all pipes, laterals, fittings, and precast concrete units.
33. The Developer agrees to submit for approval by the Town, prior to commencing any work to connect to the sanitary sewer system, any plans required by the Town, with each such plan meeting the requirements as described in the Town specifications for such development.
34. The Developer agrees that all connections to the Town sanitary sewer system shall be supervised by the Developer's engineer and inspected by the Town Engineer or such other person as is designated by the Town prior to backfilling and shall occur at the sole expense of the Developer.

Retaining Walls

35. The Developer agrees that dry-stacked segmental concrete (masonry block) gravity walls shall be the preferred method of retaining wall construction for the purpose of erosion control or slope stability on the Lands and furthermore that the use of metal wire basket cages filled with rock (gabions) is not an acceptable method of retaining wall construction.
36. The Developer agrees to obtain from the Town a Building Permit for any retaining wall, as required on the Lands, in excess of 1.2 meters in height and that such retaining walls will be designed by a Professional Engineer, licensed to practice in New Brunswick.

Indemnification

37. The Developer does hereby indemnify and save harmless the Town from all manner of claims or actions by third parties arising out of the work performed hereunder, and the Developer shall file with the Town prior to the commencement of any work hereunder a certificate of insurance naming the Town as co-insured evidencing a policy of comprehensive general liability coverage on "an occurrence basis" and containing a cross-liability clause which policy has a limit of not less than Two Million Dollars (\$2,000,000.⁰⁰). The aforesaid certificate must provide that the coverage shall stay in force and not be amended, canceled or allowed to lapse within thirty (30) days prior to notice in writing being given to the Town. The aforesaid insurance coverage must remain in full force and effect during the period available to the Developer pursuant to this agreement to complete the work set out as described in this Agreement.

Notice

38. Any notice or advice which is to be given under this Agreement shall be deemed to have been satisfactorily given to the Developer if delivered personally or by prepaid mail addressed to **A.E. MCKAY BUILDERS LTD.**, 380 MODEL FARM ROAD, QUISPAMIS, N.B., E2G 1L8 and to the Town if delivered personally or by prepaid mail addressed to **ROTHESAY**, 70 HAMPTON ROAD, ROTHESAY, NEW BRUNSWICK, E2E 5L5. In the event of notice by prepaid mail, the notice will be deemed to have been received four (4) days following its posting.

By-laws

39. The Developer agrees to be bound by and to act in accordance with the By-laws of the Town as amended from time to time and such other laws and regulations that apply or may apply in future to the site and to activities carried out thereon.

Termination

40. The Town reserves the right and the Developer agrees that the Town has the right to terminate this Agreement without compensation to the Developer if the specific proposal has not commenced on or before **#insert date** being a date 5 years (60 months) from the date of Council's decision to enter into this Agreement accordingly the Agreement shall have no further force or effect and henceforth the development of the Lands shall conform with the provisions of the Rothesay Zoning By-law.
41. Notwithstanding Part 44, the Parties agree that development shall be deemed to have commenced if within a period of not less than three (3) months prior to **#insert date** the construction of the private street and municipal service infrastructure has begun and that such construction is deemed by the Development Officer in consultation with the Town Engineer as being continued through to completion as continuously and expeditiously as deemed reasonable.
42. The Developer agrees that should the Town terminate this Agreement the Town may call the Letter of Credit described herein and apply the proceeds to the cost of completing the work or portions thereof as outlined in the agreement. If there are amounts remaining after the completion of the work in accordance with this agreement, the remainder of the proceeds shall be returned to the Institution issuing the Letter of Credit. If the proceeds of the Letter of Credit are insufficient to compensate the Town for the costs of completing the work mentioned in this agreement, the Developer shall promptly on receipt of an invoice pay to the Town the full amount owing as required to complete the work.

Security & Occupancy

43. The Town and Developer agree that Final Occupancy of the proposed apartment building(s), as required in the Building By-law, shall not occur until all conditions above have been met to the satisfaction of the Development Officer.
44. Notwithstanding Schedule D and E of this Agreement, the Town agrees that the Occupancy Permit may be issued provided the Developer supplies a security deposit in the amount of 110 percent of the estimated cost to complete the required storm water management and landscaping. The security deposit shall comply with the following conditions:
- a. security in the form of a certified cheque or automatically renewing, irrevocable letter of credit issued by a chartered bank dispensed to and in favour of Rothesay;
 - b. the Developer agrees that if the landscaping or storm water works are not completed within a period not exceeding six (6) months from the date of issuance of the Occupancy Permit, the Town may use the security to complete the works as set out in Schedule D and E of this Agreement;
 - c. the Developer agrees to reimburse the Town for 100% of all costs exceeding the security necessary to complete the works as set out in Schedule D and E this Agreement; and
 - d. the Town agrees that the security or unused portion of the security shall be returned to the Developer upon certification that the work has been completed and acceptable to the Development Officer.

Failure to Comply

45. The Developer agrees that after 60 days written notice by the Town regarding the failure of the Developer to observe or perform any covenant or condition of this Agreement, then in each such case:
- (a) The Town shall be entitled to apply to any court of competent jurisdiction for injunctive relief including an order prohibiting the Developer from continuing such default and the Developer hereby submits to the jurisdiction of such Court and waives any defense based upon the allegation that damages would be an adequate remedy;
 - (b) The Town may enter onto the Lands and perform any of the covenants contained in this Agreement or take such remedial action as is considered necessary to correct a breach of the Agreement, whereupon all reasonable expenses whether arising out of the entry onto the Lands or from the performance of the covenants or remedial action, shall be a first lien on the Lands and be shown on any tax certificate issued under the Assessment Act;
 - (c) The Town may by resolution discharge this Agreement whereupon this Agreement shall have no further force or effect and henceforth the development of the Lands shall conform with the provisions of the Land Use By-law; and/or
 - (d) In addition to the above remedies, the Town reserves the right to pursue any other remediation under the *Community Planning Act* or Common Law in order to ensure compliance with this Agreement.

Entire Agreement

46. This Agreement contains the whole agreement between the parties hereto and supersedes any prior agreement as regards the lands outlined in the plan hereto annexed.

Severability

47. If any paragraph or part of this agreement is found to be beyond the powers of the Town Council to execute, such paragraph or part or item shall be deemed to be severable and all other paragraphs or parts of this agreement shall be deemed to be separate and independent therefrom and to be agreed as such.

Reasonableness

48. Both parties agree to act reasonably in connection with any matter, action, decision, comment or approval required or contemplated under this Agreement.

This Agreement shall be binding upon and endure to the benefit of the parties hereto and their respective heirs, administrators, successors and assigns.

IN WITNESS HEREOF the parties have duly executed these presents the day and year first above written.

Date: _____, 2017

Witness:

A.E. McKay Builders Ltd.

Andrew E. McKay, Director

Witness:

Rothsay:

Nancy Grant, Mayor

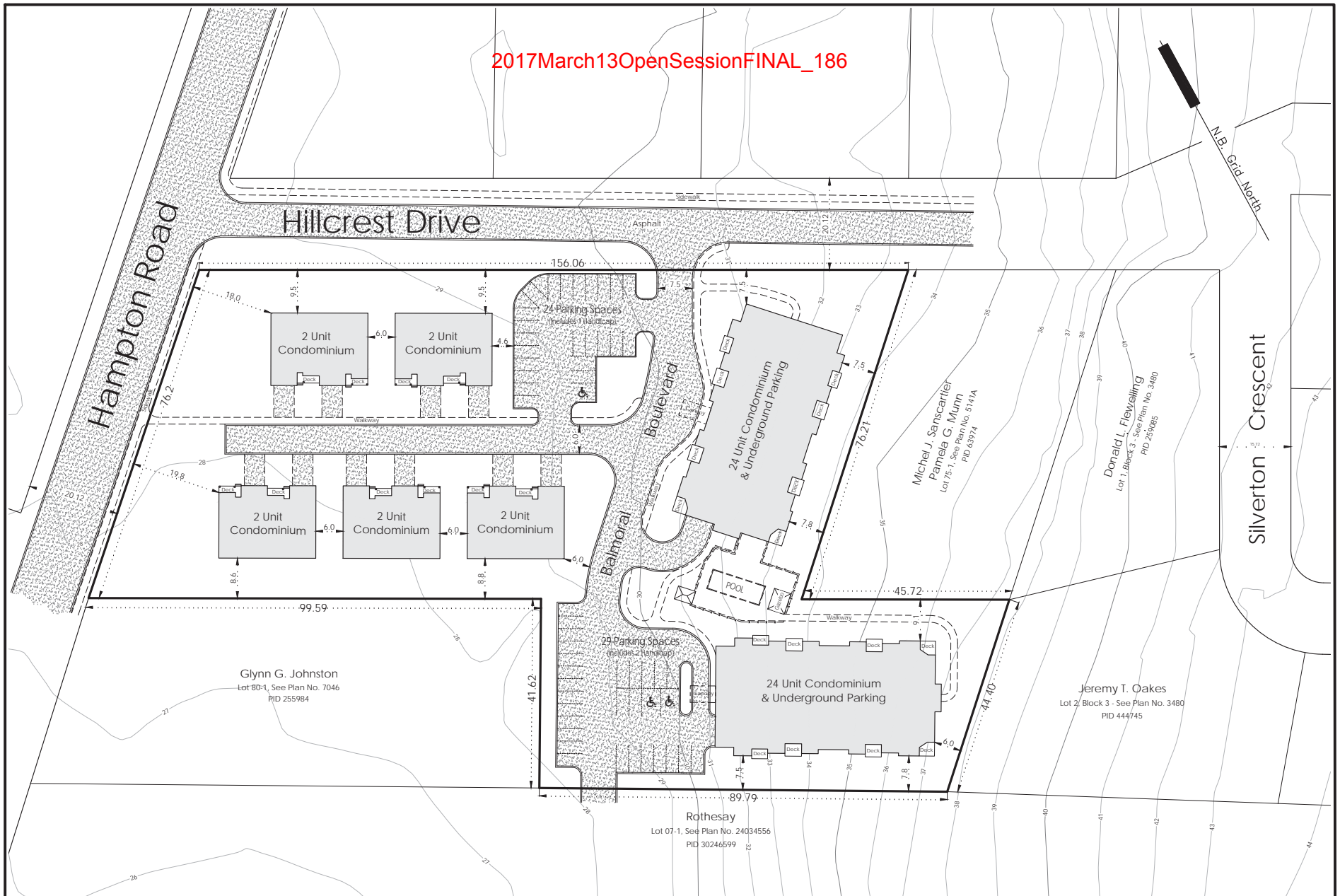
Clerk

SCHEDULE A

(NOTE: LOTS TO BE CONSOLIDATED AND CONVERTED TO LAND TITLES)

PID:	00257139
PID:	30048847

DRAFT



OPTION C

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

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

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

Site Plan
Central Park Condominium
7 Hillcrest Drive
Town of Rothesay
Kings County, N.B.



Scale = 1:500
Job No. 15-0050
Dated: November 28, 2016

Dwg. No. T-0608-D



380 Model Farm Road, Quispansis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 1
24 UNITS - UNDERGROUND PARKING
HILLCREST DRIVE ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-1

OF 15



380 Model Farm Road, Quispansis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 1
24 UNITS - UNDERGROUND PARKING
HAMPTON ROAD ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.





380 Model Farm Road, Quispansis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK
CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 1
24 UNITS - UNDERGROUND PARKING
REAR ELEVATION

Date:

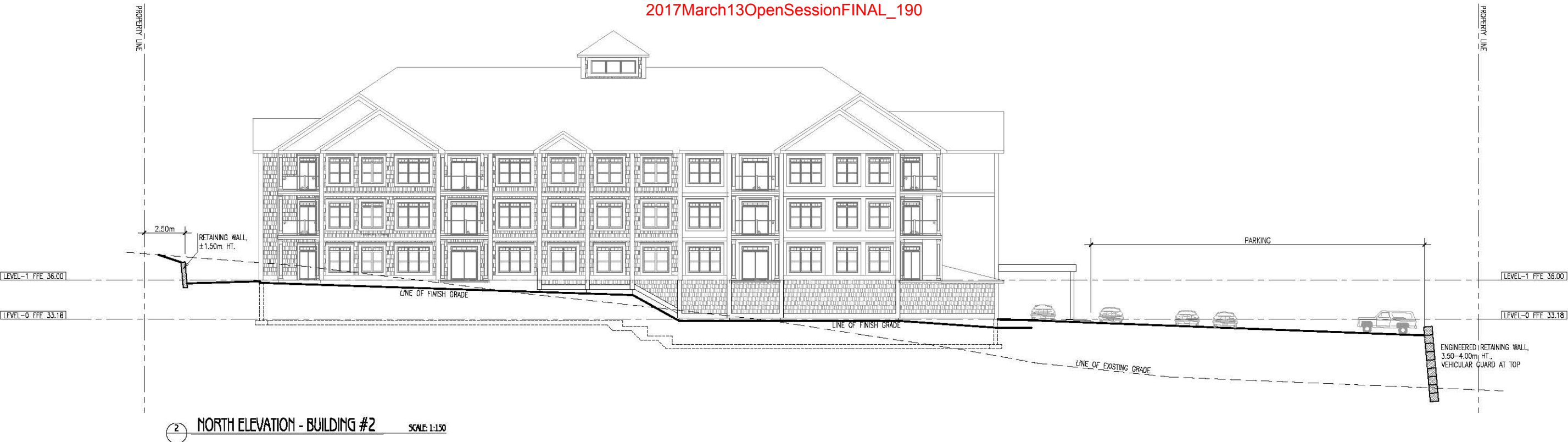
AUGUST 29, 2016

Scale:

N.T.S.

A-3

OF 15



General Notes:

A.E. MCKAY Builders

380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

Stamp:

NOT FOR CONSTRUCTION
FEBRUARY 12, 2017

CENTRAL PARK
CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

SITE SECTIONS / ELEVATIONS

Project No:

PD16-461

Date:

FEBRUARY 2017

Drawn By:

KAP

Scale:

1:150

PL-2

OF 1



380 Model Farm Road, Quispansis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 3
DOUBLE UNIT
FRONT ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-8

OF 15



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK
CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 3
DOUBLE UNIT
REAR ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.





380 Model Farm Road, Quispansis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK
CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

BUILDING TYPE - 3
DOUBLE UNIT
RIGHT ELEVATION

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-10
OF 15



380 Model Farm Road, Quispansis E2G 1L8
Phone: 506-644-8104

CENTRAL PARK

CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

**BUILDING TYPE - 3
DOUBLE UNIT
LEFT ELEVATION**

Date:

AUGUST 29, 2016

Scale:

N.T.S.

A-11
OF 15



GENERAL NOTES:

1. ALL GRASS AREAS TO BE SODDED.
2. STREET TREE PLANTING TO BE 50-60mm CAL. RED MAPLE
3. HEDGE PLANTING TO BE 1.80m HT. CEDAR
4. MASS SHRUB PLANTING
i.e. BOXWOOD, YELLOW BARBERRY, RED BARBERRY, DWARF BLUE SPRUCE, ROSE MIX, WEIGELIA MIX, RHODODENDRON MIX, BURNINGBUSH, IVORY SILKTREE LILAC, PERENNIAL MIX, AND MIXED ORNAMENTAL GRASSES

General Notes:

OPTION C - Landscape Plan



380 Model Farm Road, Quispamsis E2G 1L8
Phone: 506-644-8104

Stamp:

**NOT FOR
CONSTRUCTION**
MARCH 6, 2017

CENTRAL PARK
CONDOMINIUM DEVELOPMENT - Rothesay, N.B.

Drawing Title:

LANDSCAPE PLAN

Project No:

PD16-461

Drawn By:

KAP

Date:

FEBRUARY 2017

Scale:

1:300

PL-2
OF 3



January 20, 2017

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

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

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

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

To Whom It May Concern:

Dillon Consulting Limited (Dillon) is pleased to submit this letter report outlining the stormwater management plan and site services layout (sanitary and water) for the Central Park Condominiums Development. This plan has been prepared for A.E. McKay Builders and describes the recommended stormwater management plan along with the proposed sanitary sewer and water service layouts for the seven (7) building condominium development. The proposed layout for Central Park Condominiums is presented in **Sheet 1**.

BACKGROUND

The Central Park Condominium Development is located at the intersection of Hillcrest Drive and Hampton Road in Rothesay, New Brunswick. A.E. McKay Builders is proposing a seven (7) building condominium development with five (5) small and two twenty-four (24) unit condominium buildings. The pre-developed site has an area of approximately 2.2 hectares consisting of primarily wooded terrain and grassed areas.

STORMWATER MANAGEMENT PLAN

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

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



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

Methodology and Approach

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

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

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

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

Curve numbers outlined in the Town of Rothesay Stormwater Management Guidelines were used to represent open spaces in the model while the percent



imperviousness used in the model was used to account for hard surfaces (i.e. roofs and paved surfaces).

Simulation Results

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

Tables 1 and 2 summarize the pre and post development simulation results for both the Hampton Road and Arthur Miller Fields drainage areas.

Table 1: Hampton Road Pre and Post-Development

Return Period	Pre-Development Peak Discharge (m ³ /s)	Post-Development Peak Discharge without SWM (m ³ /s)	Post-Development Peak Discharge with SWM (m ³ /s)
5 Year	0.053	0.107	0.053*
100 Year	0.163	0.225	0.160*

*The Hampton Road drainage area was increased from 15,395 m² (pre-development) to 19,837 m² (post-development) as part of the stormwater management plan.

Table 2: Arthur Miller Fields Pre and Post-Development

Return Period	Pre-Development Peak Discharge (m ³ /s)	Post-Development Peak Discharge without SWM (m ³ /s)	Post-Development Peak Discharge with SWM (m ³ /s)
5 Year	0.024	0.053	0.024*
100 Year	0.077	0.110	0.046*

*The Arthur Miller Field drainage area was reduced from 6598 m² (pre-development) to 2975 m² (post-development).

It is noted that the simulation results presented in Tables 1 and 2 show that the pre-development 5 and 100-year peak flows have been maintained as a result of the proposed stormwater management plan.



Retention

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

Subsurface storage will be installed at three locations on site, including 50 meters along Aberdeen Lane, and approximately 21 metres at the north and south end of the condominium parking areas, respectively. The storage will be made up of a series of HDPE arched structures. The arched structures are to be underlain with bedding stone to provide additional storage. The storage capacity provided by these underground structures and stone bedding is expected to be in the order of 280 m³.

Two detention ponds will be constructed adjacent to Hampton Road and an vegetated island within the 24 space parking lot will provide additional storage on the north side of the site. The storage capacity of the ponds and vegetated island is expected to be approximately 230 m³. The proposed vegetated detention area (total storage of 50 m³) is highlighted in Sheet 1.

The total storage volume for the entire site was estimated to be in the order of 510 m³. The proposed pond and subsurface storage will provide sufficient capacity to reduce the peak discharge of the 5 and 100-year storms from the site to within pre-development levels. It is also noted that the diversion of flows contributing to the existing ditch near the Arthur Miller Fields has resulted in the 5 and 100-year post-development flows being less than for existing discharge.



SANITARY DESIGN

The primary development site will consist of five (5) small and two twenty-four (24) unit condominium buildings at the intersection of Hillcrest Drive and Hampton Road. **Table 3** below details the buildings proposed for the development site.

Table 3: Development Site Sanitary Parameter Summary

Building	Number of Buildings	Units	Equivalent Population
24 Unit Condominium	2	24	120
2 Unit Condominium	5	2	25
TOTAL POPULATION:			145

The population of the proposed development is approximately 145 people. The sanitary design for the site included upstream sanitary infrastructure on Hillcrest Drive, from Hampton Road to Charles Crescent. The upstream sanitary system consists of the majority of the Highland Avenue subdivision as well as Iona Avenue. The theoretical sanitary flows from the upstream system are included in **Table 4** below.

Table 4: Upstream Sanitary Flows – Central Park Development

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

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

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



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

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

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

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

Table 6: Proposed Piping

Street	Pipe Size (mm)	Slope (%)	Theoretical Peak Design Flow (Population & Extraneous) (cumulative) (lps)	Theoretical Pipe Capacity (lps)	% of Pipe Capacity
Balmoral Boulevard	200 (proposed)	0.50	2.01	27.41	7.3
Aberdeen Lane	200 (proposed)	0.50	2.81	27.41	10.0
Hampton Road	200 (existing)	1.23	33.8	42.99	78.8*

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

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

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

Town of Rothesay
Page 7
January 20, 2017



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

POTABLE WATER AND FIRE FLOWS

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

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

CONCLUSION

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

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

Sincerely,

DILLON CONSULTING LIMITED

Barb Crawford, P.Eng.
Project Manager

Our file: 16-3836



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

NOTE:
PROPOSED ELEVATIONS ARE BASED ON EXISTING GROUND ELEVATIONS, AND WILL NEED TO BE ADJUSTED TO SUIT DETAILED GRADING PLAN.
PARKING STRUCTURE TO BE AT GRADE AS SHOWN. FIRST FLOOR TO MATCH EXISTING GRADE WHERE POSSIBLE. RETAINING WALLS TO BE INSTALLED AS SHOWN TO MEET WITH PROPOSED BUILDING AND EXISTING GRADE.

Conditions of Use

Verify elevations and/or dimensions on drawing prior to use. Report any discrepancies to Dillon Consulting Limited.
Do not scale dimensions from drawing.
Do not modify drawing, re-use it, or use it for purposes other than those intended at the time of its preparation without prior written permission from Dillon Consulting Limited.

NOT FOR CONSTRUCTION

DILLON CONSULTING

DESIGN	B.D.C.	REVIEWED BY	D.P.H.
DRAWN	D.B.C.	CHECKED BY	B.D.C.
DATE	JULY 2016	SCALE	1:500
2	REISSUED FOR APPROVAL	2017/03/07	J.M.S.
1	APPROVAL	2016/07/15	B.D.C.
36	ISSUED FOR	DATE	BY

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

SITE PLAN

PROJECT NO.
16-4136

SHEET NO.
1

Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: Andrew McKay
A.E. McKay Builders Ltd.
380 Model Farm Road
Quispamsis, N.B. E2G 1L8

Office Held by Deponent: Director

Corporation: A.E. McKay Builders Ltd.

Place of Execution: Rothsay, Province of New Brunswick.

Date of Execution: _____, 2017

I, **Andrew McKay**, the deponent, make oath and say:

- 1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
- 2. That the attached instrument was executed by me as the officer(s) duly authorized to execute the instrument on behalf of the corporation;
- 3. the signature “**Andrew McKay**” subscribed to the within instrument is the signature of me and is in the proper handwriting of me, this deponent.
- 4. the Seal affixed to the foregoing indenture is the official seal of the said Corporation was so affixed by order of the Board of Directors of the Corporation to and for the uses and purposes therein expressed and contained;
- 5. That the instrument was executed at the place and on the date specified above;

DECLARED TO at Rothsay,
in the County of Kings,)
and Province of New Brunswick,)
This ____ day of _____, 2017)

BEFORE ME:)

Commissioner of Oaths)

Andrew McKay

Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: MARY JANE E. BANKS

Rothesay
70 Hampton Road
Rothesay, N.B.
E2E 5L5

Office Held by Deponent: Clerk

Corporation: Rothesay

Other Officer Who Executed the Instrument: NANCY E. GRANT

Rothesay
70 Hampton Road
Rothesay, N.B.
E2E 5L5

Office Held by Other Officer Who Executed the Instrument: Mayor

Place of Execution: Rothesay, Province of New Brunswick.

Date of Execution: _____, 2017

I, MARY JANE E. BANKS, the deponent, make oath and say:

- 1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
- 6. That the attached instrument was executed by me and NANCY E. GRANT, the other officer specified above, as the officer(s) duly authorized to execute the instrument on behalf of the corporation;
- 7. The signature "NANCY E. GRANT" subscribed to the within instrument is the signature of Nancy E. Grant, who is the Mayor of the town of Rothesay, and the signature "Mary Jane E. Banks" subscribed to the within instrument as Clerk is the signature of me and is in the proper handwriting of me, this deponent, and was hereto subscribed pursuant to resolution of the Council of the said Town to and for the uses and purposes therein expressed and contained;
- 8. The Seal affixed to the foregoing indenture is the official seal of the said Town and was so affixed by order of the Council of the said Town, to and for the uses and purposes therein expressed and contained;
- 9. That the instrument was executed at the place and on the date specified above;

DECLARED TO at town of
Rothesay, in the County of Kings,)
and Province of New Brunswick,)
This ____ day of _____, 2017)

BEFORE ME:)

Commissioner of Oaths)

MARY JANE E. BANKS



BY-LAW 2-10-27
A BY-LAW TO AMEND THE ZONING BY-LAW
(No.2-10 Rothesay)

The Council of the town of Rothesay, under authority vested in it by Sections 34 and 74 of the Community Planning Act, R.S.N.B. (1973) Chapter C-12, and amendments thereto, hereby amends By-Law 2-10 "Rothesay Zoning By-law" and enacts as follows:

That Schedule A, entitled "Zoning" as attached to By-Law 2-10 "ROTHESAY ZONING BY-LAW" is hereby amended, as identified on the attached sketch, identified as Attachment "2-10-27".

The purpose of the amendment is to rezone lands located at 7 Hillcrest Drive (PIDs 00257139 & 30048847) from Single Family Residential – Large Serviced (R1A) to Multi-Unit Residential (R4) to allow for the development of 58 residential condominium units subject to the execution of a Development Agreement in accordance with Section 39 and Section 101 of the Community Planning Act, supra.

FIRST READING BY TITLE	:	9 January 2017
SECOND READING BY TITLE	:	14 February 2017
READ IN ENTIRETY	:	14 February 2017
THIRD READING BY TITLE AND ENACTED	:	

MAYOR

CLERK





Jeux de l'Acadie

Société des Jeux de l'Acadie Inc.
702, rue Principale, Bureau 210
Petit-Rocher, N.-B. E8J 1V1
Tél : (506) 783-4207
Télec. : (506) 783-4209
Courriel : sja1@nbnet.nb.ca
www.jeuxdelacadie.org

Friday, January 27th 2017

Subject: Launch of the Selection Process for the Host Municipality of the 41st "Finale des Jeux de l'Acadie" in 2020

Dear Municipal Officials,

On behalf of La Société des Jeux de l'Acadie (SJA), this is to advise your council that the selection process will soon begin for the host municipality (or group of municipalities) of the 41st "Finale des Jeux de l'Acadie" to be held in 2020.

You are no doubt aware that the "Finale des Jeux de l'Acadie" is a major event for the municipality or group of municipalities selected to welcome the Acadian youth participants. In fact, more than 1,100 athletes are expected to converge in June 2020 on the municipality chosen to host the 41st "Finale des Jeux de l'Acadie." The numerous economic, social, technical and other spin-off benefits generated by the "Finale des Jeux de l'Acadie" make it a showcase event with immeasurable positive impact on the communities responsible for hosting it. A study of the tourism and economic impact of the "Finale des Jeux de l'Acadie" has demonstrated that some 27,000 visitors attend the various sports competitions and generate economic spin-off benefits totalling more than \$1.2 million for the host municipality and an additional \$400,000 for the host province as a whole. Far beyond this economic impact, however, the social impact of hosting the games cannot be understated in terms of fostering and promoting the volunteer culture that develops throughout the community along with the awareness that when we work together, we can achieve anything!

An important information session will be held on **Sunday, April 2nd, 2017, at 1:00 p.m. at the main office of the SJA located at 702 Principal Street, Suite 210, Petit-Rocher, NB.** The objective of this information session, which is **mandatory** for all municipalities seeking to apply for selection to host the 2020 "Finale des Jeux de l'Acadie," is to provide the management team of La Société des Jeux de l'Acadie an opportunity to present the parameters and criteria that have been defined for the process of selecting the host municipality.

Municipalities interested in taking part in this information session are asked to confirm their attendance by

PRÉSENTATEUR



Caisses populaires
acadiennes

plus haut, plus loin, ensemble

Partenaires MAJEURS



acadienouvelle



Fondation des
Jeux de l'Acadie

ICI  acadie

Partenaires OR

Bell Alliant

Jeunesse Canada au Travail

Partenaires GOUVERNEMENTAUX

Canada

Fredericton


Centre
communautaire Sainte-Anne

New Brunswick

The Acadian Games and the Growth and Development of the Acadian Community

par Allain, Greg



Flame being carried to the Jeux de l'Acadie at Petit-Rocher, NB, 2009

A Leading Role for Contemporary Acadian Culture



A Jeux de l'Acadie poster, inscribed with the founding values of the Games

Because they inspire the youth – on an athletic, cultural and identity-building level – because they are growing without interruption, and because of their significant positive effect on the organisational capacity and the community pride of

the Acadian society, the Jeux de l'Acadie are a symbol of the vitality of today's Acadian society. The Jeux are also a model organisation for French-speaking minorities throughout Canada.

The Early Days, Organization and Popularity of the Games



Poster of the 6th Jeux de l'Acadie in Bouctouche NB, 1985

Since 1982 (the 1981 Games having been cancelled due to the New Brunswick school teachers' work-to-rule protest), the Games have two competition phases: regional trials (in which youths from each region compete to determine the best team in each sport) take place first to determine which teams will form the region's official delegation. Following regional trials are the finals, which involves a gathering of all the regional delegations. This usually takes place in a town which has been selected a year in advance. Sometimes it is also held in a township or agglomeration of small neighbouring villages which have been chosen to host the finals. Furthermore, although the first two finals were held in Moncton, it was decided that from 1982 on the final event would be hosted in a different region every year, each taking its turn. As of October 2010, 13 of the 31 finals were held in different towns across North-eastern New Brunswick, 10 in the Southeast, as well as two events in Saint John and one in Fredericton (towns in the South-western quarter of the province). Prince Edward Island has been host to the games twice and Nova Scotia once.



Long jump at the Games in Shippagan NB, 1989

Youth participation statistics from the Games demonstrate the just how successful the event has been. The number of participants increased rapidly during the first editions of the Games (during the mid 1980s) and each year between 3000 and 4000 young athletes take part in the regional competitions, while around 1000 of them compete in the finals. Following the 31st finals held in June 2010, it was estimated that approximately 30,000 athletes had proven their mettle in the various finals since the Jeux were first held in 1979. Furthermore, more than 100,000 youths have participated in the various regional competitions.

Economic, Social and Cultural Benefits



One of the youth teams during the Jeux de l'Acadie in Petit-Rocher NB, 2009

There are economic benefits for the community in which the finals take place. Regular surveys are carried out to determine whether an increase in the event's level of importance has occurred. In The finals produced economic benefits for the community of Grand Falls of a least a million dollars. By the 2002 Games in Dieppe, it had increased to \$1.6 million and continued to rise. But the most significant achievement of the Games is that it has offered thousands of young folks throughout Acadia an opportunity to gather and participate in a major sporting event in their very own language! This in total conformity with the original vision that drove the founders of the Games: "Through encouraging athletic participation, it becomes possible to contribute to the development of a strong, united, and flourishing Atlantic French-speaking Acadian youth, proud of its Acadian [French] language and culture



A delegation to the Games in Fredericton NB, 2000

The Games purpose is twofold: **offering a forum for athletic competitions as well as a cultural venue to showcase and encourage the development of the French language and culture.**

When the finals of the Games are hosted by a city in which French-speakers are a small minority and must constantly struggle for recognition by English-speakers, the event is beneficial for the Acadian community. It offers them increased visibility and contributes to raising awareness among the English-speaking majority who learn a greater appreciation of French-speaking culture. The event is also a source of considerable pride among the French-speaking minority as they once again successfully rise to substantial challenge of organizing such an event. The considerable impact of the event was clearly visible during the 17th finals held in Saint John in 1996, and once again in 2010, as well as in Fredericton during the 21st finals held in 2000

Pride and Community Engagement



Tennis competition at the Games in Fredericton NB, 2000

The young people who participate in the *Jeux de l'Acadie* take great pride in their association with the event. Various public figures have openly shared their pride in having taken part in the competitions of this great annual event. Moreover, this cultural pride continues to increase, as former members of the *Jeux de l'Acadie* have gone on to participate in the Francophone Games, the Canada Games and even in the [Olympics](#). If one thing is certain, it is that one of the key goals of the Games seems to have been achieved: that of improving the athletic skills of young Acadians and contributing to the ongoing development of athletics in French-speaking Acadia.

Athletes are proud of their involvement. It is a feeling obviously shared by parents, families, and friends as well as by the communities involved, for both host and visiting participants alike. The preparations for the Games (which take a year or more) and the Games themselves, generate quite a lot of excitement in the communities that host the regional competitions and even more so in those which host the finals. For villages and small towns the arrival of more than a thousand athletes coming for the finals, along with their parents, families, friends, journalists, sports fans and the 800 volunteers or so in charge of the organisation, create quite the stir! Furthermore, the finals usually allow locals to bring out the best the region has to offer. This is exactly what happened with Tracadie and Sheila—historical rivals—that co-hosted the 1982 event. The 8th Games, held in Memramcook, brought the eight “villages” of the Memramcook Valley together to collaborate in hosting the event.



Some volunteers busy with preparations during the 31st Jeux de l'Acadie in St. John NB, 2010

Of course, none of this would be possible without the help of thousands of volunteers who, each year, participate in organizing the event. A promotional video states: "We believe that, all in all, volunteers give more than 600,000 hours annually for the Jeux de l'Acadie. Volunteering has thus been the key to the success of the Jeux de l'Acadie since its beginnings in 1979"

What's more, there are volunteers during the Games who contribute in a wide variety of fields: coaches who train young athletes during many months prior to the competitions; members of the organizing committees of the regional competitions and the finals; the individuals in charge of planning, communications and finances; as well as specialized teams of people responsible for logistics, transport, housing, food, etc.

Training up the Next Generation



Men's basketball competition during the finals of the 31st Jeux de l'Acadie in St. John NB, 2010

On the other hand, the development of leadership among the youth has also been a priority for the leading officials of the Games. In 1989, the Académie Jeunesse (a leadership training program for former Games participants, ageing from 15 to 20) was established. Every year, anywhere around 80 to 200 youths take part in the regional workshops. After the initial event, three delegates from each of the nine regions are invited to take part in the annual meeting, which lasts five days. Around 3,500 youths have participated in activity at the regional level and more than 600 at the provincial level.



Young participants proudly displaying the Acadian flag during the Jeux de l'Acadie in St. John NB, 2010

A Quebecker analyst writes: "The *Jeux de l'Acadie* are a key, instrumental element that enables Acadians to assert their cultural identity which offers their communities a chance to unmistakably increase their visibility. By increasing its visibility, a minority seeks to at least gain the recognition of the majority, if not its approval. It is basically asserting the right to exist and grow without interference. For a minority, increasing visibility is, in and of itself, a sign of change. It proves that, as a society, it has been empowered to act."

A Dynamic Initiative and Model for the Cultural Growth and Development of a Community



Running competition during the Games in Halifax NS, 2008

Today, after more than 30 years, the *Jeux de l'Acadie* have become a key event for Acadian youth, as well as for Acadian society as a whole. The event is one of Acadian society's fastest growing socio-cultural networks. The organization has had no difficulty obtaining sponsorship and developing partnerships.. Such a high level of self-financing bodes well for the future of the Games.

Greg Allain

Professor

Sociology department, Université de Moncton

List of Jeux de l'Acadie sports and cultural events

DISCIPLINES	QUANTITÉ MINIMALE DE TERRAINS	DIMENSIONS	PARTICULARITÉS
ATHLÉTISME	1 piste et pelouse	Minimum 6 couloirs Longueur : 400 m	Extérieur (voir plan du site)
BADMINTON	5 terrains doubles	13,4 m X 6,10 m	Intérieur (préféablement ensemble)
ULTIMATE FRISBEE	2 terrains	45 m X 90 M chaque terrain (1/2 terrain de soccer)	Extérieur
VÉLO DE MONTAGNE	1 site pouvant accueillir un parcours de 3 km.	Un site (parc municipal, terrain avec inclinaison, petit boisée) pouvant accueillir un parcours de 3 km.	Extérieur
MINI HAND-BALL	2 terrains	Largeur : entre 15m et 18m Longueur : entre 18m et 24m	Intérieur
SOCCER	4 terrains	Min. 45 m X 90 m Max. 90 m X 120 m	Extérieur
VOLLEY-BALL	2 terrains	18 m X 9 m	Intérieur (préféablement ensemble)
(SPORT VIE ACTIVE)	Selon les besoins du sport choisi	Selon les besoins du sport choisi	Selon les besoin du sport choisi
DISCIPLINES	QUANTITÉ MINIMALE DE TERRAINS	DIMENSIONS	PARTICULARITÉS
IMPROVISATION	Une surface de jeu	Minimum 5' de large x 10' de longueur x 2,5' de hauteur	Intérieur
LA VOIX DES GROUPES	Salle de spectacle	Un estrade qui pourrait accueillir au moins 5 musiciens	Intérieur
(DISCIPLINE ARTISTIQUE)	Selon les besoins du sport choisi	Selon les besoins du sport choisi	Selon les besoins du sport choisi

Logos and locations of past Acadian games



37e Finale à Caraquet:



36e Finale à Charlottetown:



35e Finale à Bathurst :



34e Finale à Richibucto et Saint-Louis-de-Kent:



33e Finale à Argyle:



32e Finale à Edmundston :



31e Finale à Saint-Jean:



30e Finale à Petit-Rocher:



29e Finale à Halifax:



You can watch a video of les jeux de l'Acadie (Petit Rocher 2009) at :
<https://www.youtube.com/watch?v=-VSqXqbqzkY>



Office of the Mayor Town of Quispamsis

12 Landing Court | P.O. Box 21085 | Quispamsis, NB | E2E 4Z4
T: 506 849 5778 | F: 506 849 5799 | quispamsis@quispamsis.ca

Feb. 3, 2017

Mr. Michel Côté
General Manager, ARCf de Saint-Jean
67 Ragged Point Road
Saint John, NB E2K 5C3

Dear Mr. Cote:

Saint John, N.B., has played host to many significant national and international events. We have been home to the Canada Summer Games, North America World Masters Athletics Championships, Ford World Curling Championships, American Hockey League All-Star Game, AHL Calder Cup Finals, the Quebec Major Junior Hockey League's President Cup Final, East Coast Games, and most recently the TELUS Cup. In August, 2018, we will host more than 2,000 athletes for the Canada 55+ Games.

We have a proven track record of organizing and hosting these world-class events while ensuring all participants leave with lifelong memories from their time in our area.

Saint John's Uptown core features the Indoor Connection pedway system, which includes the Delta Brunswick and Saint John Hilton hotels, restaurants and shopping amenities, all within convenient walking distance.

One of New Brunswick's fastest growing communities, Quispamsis is situated along the breathtaking Kennebecasis River and Hammond River waterways. We are part of the Greater Saint John community with our neighbours in Rothesay, Grand Bay-Westfield and St. Martins.

.../2

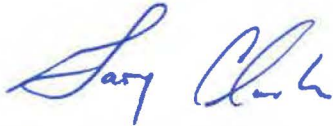
Mr. Michel Côté

I believe Saint John is an ideal host for the 2020 Jeux de l'Acadie. As you know, Saint John previously hosted this event to rave reviews.

We are once again eager to show what we have to offer to you and the members of your selection committee. We would be most pleased to host you at any time.

On behalf of myself and my colleagues on Quispamsis Town Council, I extend our full support for the local bid for the 2020 Jeux de l'Acadie. We hope to see you in Greater Saint John in 2020!

Kind regards,

A handwritten signature in blue ink, appearing to read "Gary Clark". The signature is fluid and cursive, with the first name "Gary" and last name "Clark" clearly distinguishable.

Gary Clark
Mayor



Mayor's Office / Bureau du maire
Mayor Don Darling, le maire

February 2, 2017

Michel Côté
General Manager
ARCF de Saint-Jean
67 Ragged Point Road
Saint John, New Brunswick E2K 5C3

Dear Mr. Côté,

I am pleased to write this letter in support of the 2020 Jeux de l'Acadie.

Saint John has a long tradition of hosting many sporting and cultural events at the provincial, regional, national and international levels. Saint John had the pleasure of hosting the Jeux de l'Acadie in 1996 and 2010.

On behalf of Saint John Common Council and the citizens of the City of Saint John, I fully support the efforts of our local bid volunteers and ARCF. Rest assured that the City of Saint John will assist in all possible ways to make the 2020 Jeux de l'Acadie a successful event.

Yours truly,

Mayor Don Darling, le maire

2 février 2017

Michel Côté
Directeur général
ARCF de Saint-Jean
67, chemin Ragged Point
Saint John (Nouveau-Brunswick) E2K 5C3

Monsieur le Directeur général,

Je suis heureux d'écrire cette lettre en appui aux Jeux de l'Acadie 2020.

Saint John accueille depuis longtemps de nombreux événements sportifs et culturels d'envergure provinciale, régionale, nationale et internationale. Saint John a eu le plaisir d'accueillir les Jeux de l'Acadie en 1996 et en 2010.

Au nom du conseil communal de Saint John et des citoyens de Saint John, j'appuie pleinement les efforts de nos bénévoles qui travaillent sur le dossier de mise en candidature locale ainsi que ceux de l'ARCF. Soyez assuré que The City of Saint John fera tout son possible pour apporter son aide afin de faire des Jeux de l'Acadie 2020 un événement réussi.

Je vous prie d'agréer mes salutations distinguées.





ROTHESAY

INTEROFFICE MEMORANDUM



TO	:	Mayor Grant & Council
FROM	:	John Jarvie
DATE	:	9 March 2017
RE	:	Eriskay/Iona Sidewalk Project

Recommendation:

Council direct staff to report on the status of the project during the 2018 budget process.

Background:

In the 2015 capital budget a project was identified to extend sidewalk from Highland Avenue down Eriskay to Iona and then to Hampton Road. This sidewalk extension was consistent with the active transportation study and Town policy to prioritize new sidewalks on the walking routes to local schools. The estimated cost of the project was \$555,000 not including the costs of the sewer improvements for the installation of municipal water.

When a report on the condition of the sanitary sewer on Eriskay identified that the pipework was in poor condition, it was decided to defer this project to a future date. This was based on the premise that there was considerable useful life remaining in the street surface and that at this time it was not desirable to demolish the road surface to replace the sanitary sewer.

Town financial records indicate that there is still more than one third of the useful life of the street and sewer not yet amortized. In particular, of the main components of the Eriskay infrastructure (drainage, sanitary sewer, road base and road surface) the road surface has a remaining life of approximately 40%. That is to say it might be expected to have another 6 to 8 years of useful life before Eriskay would be due for resurfacing. Of course the urgency to carry out this project would increase if there was a catastrophic failure of the sanitary sewer. (The theoretical life of the sewer is roughly of the same duration).

Based on an original project cost \$129,076.29 there is \$45,442.69 in value that would be written off as a cost of doing the project in 2017. This is in addition to the actual construction cost. It should also be noted that the project is not included in the current capital budget and funding sources would have to be determined if Council decided to prioritize this project. As Council will appreciate, the \$45,000 number will decrease each year as the asset is further amortized.

In response to the issues raised in the messages received on the matter, staff will do the following:

1. review the portions of Eriskay and Iona to ensure that the streetlights meet Town policy and if not, take immediate steps to have the lighting increased;
2. ensure that all traffic control signage is consistent with Town bylaws and current practices and install, replace or repair as required;
3. conduct traffic counts on the streets and intersections in advance of the 2018 budget preparation process; and
4. consult with the Kennebecasis Regional Police regarding accident history on the relevant portions of these streets.

From: [REDACTED]
To: [REDACTED]
Subject: FW: Eriskay Drive - Iona to Highland
Date: March-06-17 2:35:08 PM

From: Cindy M [REDACTED]
Sent: March-06-17 12:07 PM
To: Nancy Grant; Mary Jane Banks; John Jarvie
Subject: Eriskay Drive - Iona to Highland

Good Morning Mayor Grant -

I am writing to express my concern regarding the lack of action to rectify a very dangerous situation that exists between Iona and Highland Ave on Eriskay Drive.

I am aware that this section of road (along with Iona Ave) has had engineering work performed with an eye to calling a tender for infrastructure upgrading which would have included new curb and sidewalk installation. I am also aware that the existing infrastructure was found to be in worse condition than originally anticipated. Armed with this new information, council chose not to proceed with the project, but to instead shelve it indefinitely thereby quashing any possibility of making our street safer. Residents have repeatedly expressed their concern about the very real traffic/pedestrian conflict that exists on this section of Eriskay and Iona. As council will note when they drive Eriskay between Iona and Highland, the section is narrow, has a blind knoll, no sidewalks and no street lighting. Our street is a short cut for those traveling to the Marr Road and is in an area serviced by not one but THREE schools. KRPF has been contacted on several occasions by numerous residents about the speed at which vehicles are traveling. While I understand that the scope of the project has been expanded due to information uncovered during the engineering study, the fact remains that infrastructure maintenance does not get any cheaper and problems do not go away. The Town is spending millions on new infrastructure while ignoring old, problematic infrastructure and safety concerns of residents. With this letter, I am respectfully suggesting that Council once again bring this project to the front burner and NOT simply pass it off to a subcommittee for review. I would appreciate the opportunity to speak to my letter at the March 13, 2017 meeting of Council.

Should you require any further information, please do not hesitate to contact me.

*Best regards,
Cindy Millican*

[REDACTED]

From: [REDACTED]
To: [REDACTED]
Subject: FW: Iona Ave. / Eriskay Dr.
Date: February-21-17 8:10:47 AM

From: Nancy Grant <NancyGrant@rothesay.ca>
Sent: Thursday, February 16, 2017 12:17 PM
To: [REDACTED]
Cc: Mary Jane Banks
Subject: Re: Iona Ave. / Eriskay Dr.

Good Morning [REDACTED]

Thank you for your response.
I have asked for this matter to come before Council at its regular meeting in March.

Again, thank you for bringing this to our attention.
Nancy

Dr. Nancy Grant
Mayor

Any correspondence with employees, agents, or elected officials of the town of Rothesay may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act, S.N.B. 2009, c. R-10.6.

From: [REDACTED]
Sent: Wednesday, February 15, 2017 8:36 PM
Subject: Re: Iona Ave. / Eriskay Dr.
To: Nancy Grant [REDACTED]

Mayor Grant - while I understand the logic behind the decision to postpone this project, I do not feel the seriousness of this project is understood by Council. Since Iona Ave has become a thruway to Grove Ave, passing the Elementary School, located on Eriksay, traffic has significantly increased. It should be noted that the lower section of Iona has no street lighting . If the sidewalks are not a possibility, then I ask that Police presence be visible to end the extreme speeding and the ignoring of stop signs (there are 3 connecting Iona and Eriskay) and none are being respected. My home was partially destroyed in 2014 by a speeding driver. This disregard for traffic laws can only be ended by Police surveillance, for as long as it takes. Thank you for your consideration. [REDACTED]

Sent from my iPad

On Feb 15, 2017, at 3:44 PM, Nancy Grant [REDACTED] wrote:

Good Afternoon [REDACTED]

Thank you for your e-mail regarding the lack of sidewalk on Iona and Eriskay.

You are correct: Council budgeted for curb and sidewalk on both these streets in 2015. However, during the investigation/ engineering study for this project, it was discovered that the sanitary sewer system beneath the streets was not in good repair, and would have, at some point, to be replaced. The budget set for the work did not include funds for replacement of the sanitary sewer, or for the repaving that would have been necessary after replacement of the sewer lines.

Council felt that it would not be good use of funds to do the curb and sidewalk, knowing that at some point it would be necessary to tear the street up to replace the sewer, and then have to re-do the curb and sidewalk.

So it was a decision of Council to defer the curb and sidewalk project until the Utility could budget for replacement of the sanitary sewer.

The project has not disappeared from Council's radar; unfortunately it is not in the current budget, but we remain aware of the concerns of residents of these streets, and we will re-visit this project when funds become available.

Thank you for bringing this matter to our attention

Enjoy your afternoon, and stay safe in the storm tonight,
Nancy

Dr. Nancy Grant
Mayor

Any correspondence with employees, agents, or elected officials of the town of Rothesay may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act, S.N.B. 2009, c. R-10.6.

From: [REDACTED]
Sent: Wednesday, February 15, 2017 1:48 PM
Subject: Iona Ave. / Eriskay Dr.
To: Nancy Grant [REDACTED]

To Mayor Dr.Nancy Grant -

As a resident of Iona Ave. I am compelled to address a serious situation on the above streets. We were assured in 2015 that sidewalks were to be installed. This did not happen, and we were told it would be done in 2016. Again it did not happen. We were told the reason was because the Streets needed Town water

connections at some point. With this in mind, the sidewalks were no longer a priority. During the last election campaign, Meriam Wells visited my home and assured me the sidewalks were a priority in 2016. I found out after that discussion, that the installation of sidewalks had been taken off priority. Either Ms. Wells was not aware of this, or she just did not disclose this to me. I have had discussions with Sgt. Evan Scott with the speeding and ignoring stop signs by drivers on these Streets and he said he would look into it. Nothing has changed, and the residents are well aware that an accident is inevitable. When Iona merges with Eriskay there is a blind knoll, which makes it impossible to see. This area is residential to both seniors as well as children. Senior's are walking or jogging, and children are walking to the Elementary School and or Rothesay High School. I notice over a million \$ were spent on Almon /Peters Lane, not high volume. I notice as well, a Dog Park was completed in Wells - where are the priorities ? We have no sidewalks ! I am respectfully asking that you give this major problem for the residents of Iona and Eriskay your priority. The issue of water connections is not a danger to anyone, but the lack of sidewalks is most dangerous. If at a later date, the Town decides to connect water, then the sidewalks will have to be dug up, and if that is the case, then so be it. We are paying the same rate of taxation as others in Rothesay, and deserve due attention to a serious problem. Respectfully submitted,

[REDACTED]
22 Iona Ave. Rothesay, NB
[REDACTED]

Sent from my iPad



Establishing a Foreign Trade Zone (FTZ) Point in our Community

A **Foreign Trade Zone** is an officially designated location that is eligible for tariff & tax exemptions;

- For purchasing or importing raw materials, components or finished goods
- Goods are stored, processed or assembled in the FTZ
 - If for re-export, taxes & duties do not apply
 - If for domestic sale, taxes & duties deferred

Canada's Foreign Trade Zone programs are available anywhere in Canada – geographically flexible

What is an “FTZ Point”?

- One of Canada's strategic locations for international trade where an organization with a mandate to promote local trade & foreign direct investment is supported by a single point of access to information on relevant government policies & programs.
- The single point of contact is an FTZ Point entity/steering committee
 - It is coordinated by the regional development agency (Enterprise Saint John), and includes representatives from local/regional private sector stakeholders
 - Representation from local and provincial governments is required
- An FTZ Task Force is formed by the federal and provincial governments to streamline access to government programs and services.
 - Federal Government
 - Canada Border Services Agency
 - Canada Revenue Agency
 - Transport Canada
 - Foreign Affairs and Trade Development
 - Industry Canada
 - Export Development Canada
 - Provincial Government
 - Opportunities NB
 - Department of Transportation & Infrastructure
 - Regional Development Corporation
 - ... (potentially others) ...

Federal Government Programs

Program	Main Benefit	Main Qualifications
Duties Relief Program	Upfront relief of duties	Goods must be exported within four years
Drawback Program	Refunds duties for exported goods	Goods must have been exported within four years
Customs Bonded Warehouse	Defers/relieves duties & taxes	Goods must not be substantially altered
Export Distribution Centre Program	Upfront relief of GST/HST on certain imports and domestic purchases	Must be export-oriented commercial entity that adds only limited value to goods
The Exporters of Processing Services Program	Upfront relief of GST/HST on certain imports	Goods must belong to non-resident and be re-exported after being processed

Goals

- Support Canadian manufacturers and businesses
- Improve access to existing programs
- Promote Canada's foreign trade zone advantage
- Attract foreign investment

Benefits

To the Clients / Prospective Investors:

- Single point of access to federal government programs
- Point of coordination with provincial and local government programs and services

To the Community

- Focal point for marketing Saint John's advantages as a transportation and logistics centre of excellence
- Financial support for the marketing efforts

Criteria to become an FTZ Point

1. An economic priority for the region
2. Private sector leadership and commitment
3. Dedicated governance body
4. Local and provincial government participation in the task force
5. Favourable business environment
6. Available land
7. High quality infrastructure
8. Active participation in / connection to global supply chains
9. Access to a skilled labour force
10. Access to a multi-modal transportation system

Progress to date

Enterprise Saint John is working with regional partners to submit a proposal to ACOA to establish an FTZ Point in the greater Saint John community

Committee participants include:

- Enterprise Saint John
- City of Saint John
- NB Department of Transportation and Infrastructure
- Opportunities NB
- Port Saint John
- Saint John Industrial Parks

Funding Commitments

- The partners together have identified matching funds sufficient to request a \$100,000 commitment from the Government of Canada over two years
- The funds – if approved - will support research and market development activities to promote Saint John as a designated Canadian FTZ Point

Next Steps

- Request letters of support for the proposal from each of our municipal partners to submit with the proposal
- Submit the proposal
- When letter of support is issued by the Federal Government, apply for Marketing Program funding from the Canadian Trade Commissioner Service
- When approved, let a competitive RFP process to contract expert resources to create and carry out the work program
- Convene the steering committee to begin operations as a single access point for clients



ROTHESAY

MEMORANDUM



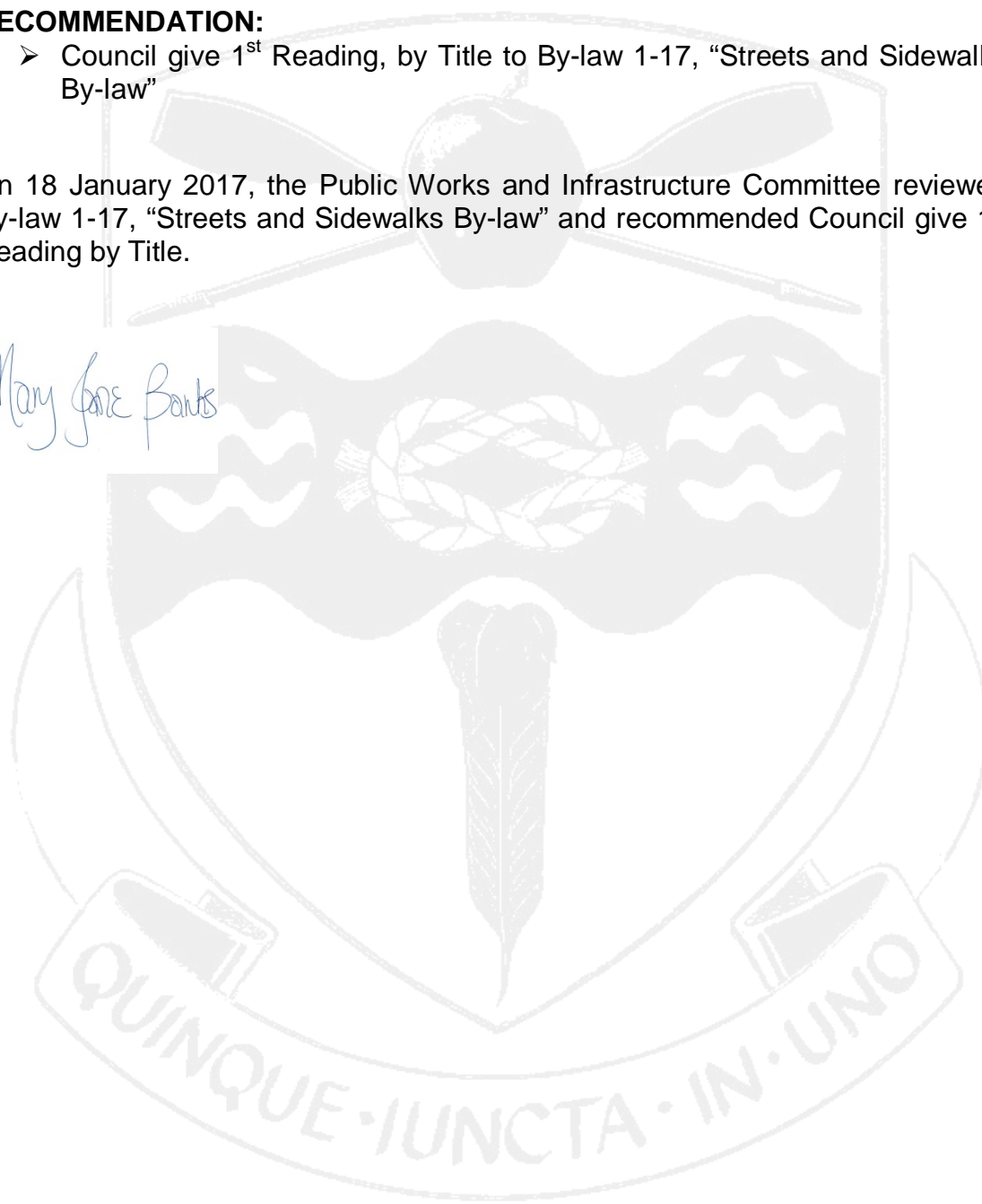
TO	:	Mayor and Council
FROM	:	Town Clerk Mary Jane Banks
DATE	:	10 March 2017
RE	:	By-law 1-17 "Streets and Sidewalks By-law"

RECOMMENDATION:

- Council give 1st Reading, by Title to By-law 1-17, "Streets and Sidewalks By-law"

On 18 January 2017, the Public Works and Infrastructure Committee reviewed By-law 1-17, "Streets and Sidewalks By-law" and recommended Council give 1st Reading by Title.

Mary Jane Banks



By-law 1-17

**A BY-LAW OF THE MUNICIPALITY OF ROTHESAY
RESPECTING STREETS & SIDEWALKS**

Title

1. This By-law is entitled the “Rothesay Streets and Sidewalks By-law”.
2. This By-law applies only to streets and sidewalks, owned by Rothesay and to activities or conditions affecting such Rothesay streets and sidewalks,.
3. Nothing in this By-law shall be construed as prohibiting or limiting the municipality in the maintenance, expansion, or reconstruction of its streets and Rothesay infrastructure.

Definitions

4. In this By-law:
 - (1) “abutter” means the owner, lessee, or occupier of any premises or lot in Rothesay which abuts a Rothesay street, and where the premises or lot has been registered as a condominium under the Condominium Property Act (S.N.B. 2009, c. C-16.05), includes the condominium corporation which manages the premises or lot;
 - (2) “crosswalk” means that portion of a Rothesay roadway ordinarily included within the prolongation or connection of curb lines or the edge of a roadway and property lines at intersections or any portion of a roadway clearly indicated for pedestrian crossings by lines or other markings on the road surface;
 - (3) “Engineer” means the person appointed as the Rothesay Town Engineer and includes a person acting under the supervision and direction of the Engineer. In the case of a vacancy in the position of Town Engineer, the authority of the Town Engineer under this By-law may also be exercised by the Town Manager.
 - (4) “Rothesay infrastructure” includes infrastructure that supports the provision of Town services including the Rothesay sewer or water system, and without restricting the generality of the foregoing includes public trees, street lighting, traffic lights, traffic signs, and other Rothesay signs;
 - (5) “Rothesay sewer or water system” means a sewer or water system owned and operated by Rothesay;
 - (6) “roadway” means that portion of a Rothesay street between the curb lines or the traveled portion of a street designed for vehicular traffic and, except where the context indicates otherwise, includes a crosswalk;
 - (7) “sidewalk” means that portion of a Rothesay street between the curb line and adjacent property line or any part of the street especially set aside for pedestrian travel and separated from the roadway;

(8) “street” means a Rothsay street, highway, road, lane, sidewalk, thoroughfare, bridge, square, and the curbs, gutters, culverts, and retaining walls in connection therewith and, without restricting the generality of the foregoing, includes the full width of the right-of-way;

(9) “utility” includes any person or corporation that provides water, electric power, telecommunications service, natural gas or other gas intended for use as fuel to the public, except a water utility owned by Rothsay; and

(10) “utility facilities” includes any pole, pole lines (including braces and anchors), aerial cables, manholes, conduits, underground cables, pipes for the carriage of gas or liquids, and associated apparatus for the provision of utility services, including amplifiers, connection panels, transformers, valves, and other fittings or equipment.

Removal of Ice and Snow from Sidewalks

5. Except in the areas identified in Schedule “A” of this By-law identifying the areas in which there is municipal sidewalk plowing, in which Rothsay snow removal service is provided, abutters shall remove all snow and ice:

- (1) from any sidewalk which abuts any side of their property;
- (2) from any pathway leading from a sidewalk abutting their property to the roadway; and
- (3) between any sidewalk abutting their property and a crosswalk.

6. The removal of snow and ice required by the immediately preceding section of this By-law shall be such as to leave an area entirely cleared of snow and ice of not lesser width than either:

- (1) 1 meter; or
- (2) the full width of the sidewalk.

7. ~~Subject to section [6],~~ the removal of snow required pursuant to section [4] following a snowfall shall be completed:

- (1) when a snowfall ceases during daylight hours and at least 4 hours in advance of sunset, within 4 hours after the snow stops falling; or
- (2) at other times, within 4 hours after sunrise on the following day.

8. Irrespective of whether a sidewalk is one listed in Schedule “A” or is otherwise plowed periodically by Rothsay, when a sidewalk is slippery in the winter due to the presence of compressed snow or ice, the abutter shall apply sufficient sand, salt, or gravel to provide good traction for pedestrian traffic:

- (1) on any sidewalk which abuts any side of their property;
- (2) on any pathway leading from the sidewalk abutting their property to the roadway; and
- (3) between any sidewalk abutting their property and a crosswalk.

9. Abutters whose property has snow, icicles, or ice overhanging or abutting a sidewalk, including snow or ice on a roof which might slide onto a sidewalk,

shall remove such snow, icicles, or ice before they fall or are likely to fall onto a sidewalk at an uncontrolled time or in an uncontrolled manner.

10. When an abutter fails to remove snow, ice, or icicles from sidewalks or structures as required by this By-law, the Engineer may give to the abutter an order to remove the snow and ice within 24 hours upon service of such notice.
11. If the remedial work ordered pursuant to section [10] is not made within the time provided for by the order, the Engineer may make or cause to be made such snow, ice, or icicle removals.
12. Rothesay may recover the expense incurred in making snow, ice, or icicle removals pursuant to section [11], together with costs and pre-judgment interest by action in any court of competent jurisdiction, or may charge and collect same as a first lien on the property.
13. Nothing in this By-law creates a duty upon Rothesay to inspect or become aware of hazardous conditions created by snow or ice on or near or overhanging sidewalks. Council hereby declares, having regard to the resources and fiscal priorities of Rothesay, that it is the express policy of Rothesay:
 - (1) only to carry out inspections upon receiving a complaint about such conditions in respect of a specific location; and
 - (2) such complaints shall be deemed to be remedied upon the removal or remediation of the hazardous condition that existed at the time of the making of the complaint.

Vegetation in Street Right-of-Way

14. Abutters shall maintain any grass between the curb and a sidewalk abutting their property and between the curb and their abutting property except in areas designated by Council resolution as exempt from this requirement including:
 - (1) clipping, cutting, or mowing the grass to a height of not greater than eight (8) centimetres;
 - (2) raking and renewing grass as necessary in order to maintain a neat and tidy appearance; and
 - (3) collecting and removing litter or waste.

Encroaching Vegetation

15. Abutters shall trim the branches of trees, hedges, bushes, or other shrubbery which encroaches from the abutting property over a street so as to prevent such tree, hedge, bush, or other shrubbery:
- (1) from interfering with pedestrian traffic on a sidewalk;
 - (2) from interfering with or affecting the sight lines of any person on a bicycle or in a motor vehicle traveling on the roadway up to a minimum height of two and a quarter (2.25) meters; or
 - (3) from interfering with any structure on or in a street.

Nuisance

16. No abutter shall place, permit to be placed, or permit to escape from the abutter's property or driveway, dirt, dust, or other nuisance onto the street.

Damage

17. No person shall:
- (1) move any heavy load over or deposit any heavy load on any sidewalk unless the sidewalk has first been protected by a covering of boards of adequate thickness to prevent any visible damage or disturbance to the surface of the sidewalk, or
 - (2) otherwise cause or permit any visible damage or disturbance to the surface of a sidewalk, except as authorized by a Street Disturbance Permit.
18. No person shall:
- (1) drag or cause or permit any load or part of a load to drag on any roadway in such a manner as to cause any visible damage or disturbance to the surface of the roadway; or
 - (2) otherwise cause or permit any visible damage or disturbance to the surface of a sidewalk except as authorized by a Street Disturbance Permit.
19. No person shall drive over a curb with a heavy load or otherwise cause any visible damage or disturbance to the surface of the curb, except as authorized by a Street Disturbance Permit.

Gates

20. No person shall construct or permit to be used any gate or barriers that open into or encroach upon any portion of the street or that may in any way impede pedestrian or vehicular traffic.

Encroachments

21. When any part of a street or other Rothsay property has been built upon, the encroachment may be authorized to continue upon obtaining an Encroachment Permit.

22. Application for an Encroachment Permit shall be made to the Engineer and the Engineer may issue such permit upon:
- (1) determination by the Engineer that the encroachment was made in error;
 - (2) payment of a permit fee of fifty dollars \$50.00;
 - (3) submission of an application in writing, in duplicate, on such form as may be specified by the Engineer from time to time, and signed by the person applying therefore;
 - (4) determination by the Engineer that the encroachment does not significantly impede pedestrian or wheelchair traffic on a sidewalk or vehicular traffic on a roadway;
 - (5) determination by the Engineer that the encroachment does not pose a traffic hazard having regard to sight lines or otherwise;
 - (6) provision of an indemnity in favour of, and in form satisfactory to, Rothesay for the defence and indemnification of any claims arising out of or in relation to the encroaching structure; and
 - (7) provision of an acknowledgement that the permission of Rothesay to encroach may be withdrawn without payment of any compensation.
23. Notwithstanding the issuance of an Encroachment Permit, no person shall permit or cause a further or renewed encroachment once the original encroaching structure is demolished, destroyed, or removed to the extent of seventy-five percent (75%) or more.
24. Notwithstanding sections [21] to [23], Council may by Agreement, authorize an encroachment or the continuation of an encroachment upon, under or over a street for such period of time and upon such conditions as it deems appropriate.
25. Sections [21] to [24] do not apply to utility facilities.
26. Encroachment Permits shall remain in effect for a period of three (3) years from the date of issuance and applications for a renewal shall be made at least one (1) month before the renewal date, on such form as may be specified by the Engineer from time to time, accompanied by the permit fee.
27. In the event of a change in ownership of the business for which the Permit has been issued, the new owner shall notify the Engineer in writing of their name and postal address and no fee shall be payable for substituting the new owner's name and address for that of the former owner.
28. The Engineer may refuse to issue or renew, or may revoke or suspend a Permit for breach of this By-law or for not meeting or for ceasing to meet the terms of eligibility for the Permit, upon ten (10) days notice to an applicant or Permit holder from the date of mailing the notice to the address of record of the Applicant or Permit holder.
29. A person aggrieved by a decision of the Engineer pursuant to section [28], may appeal that decision to Council by written notice of appeal to the Clerk

within fifteen (15) days from the date of mailing of the decision to the owner's address of record.

30. After the hearing of an appeal, Council may confirm, rescind, or vary the decision of the Engineer.
31. Notwithstanding the issuance of a Permit, if Council is at any time of the opinion that terminating an encroachment would serve the interests of the municipality, it may, by resolution, terminate any permission or authority to encroach provided that:
 - (1) Sixty (60) days notice shall be provided to the affected Permit Holder except in the event of imminent danger or harm in which event no notice is required; and
 - (2) the affected Permit Holder shall be given a rebate of the Permit fee, prorated to reflect the proportion of unexpired time for which the Permit would otherwise have remained in effect.

Street Disturbance Permit

32. No person shall:
 - (1) make any excavation in a street;
 - (2) cause or permit the breaking of the surface of a street or other physical damage to a street by construction activities in or near a street or by the operation or transport of tracked vehicles on the street or sidewalk;
 - (3) otherwise engage in construction activity or other temporary activity that is likely to obstruct pedestrian or vehicular traffic in a street without first obtaining a Street Disturbance Permit from the Engineer.
33. Every application for a Street Disturbance Permit shall include:
 - (1) a non-refundable fee of ten dollars (\$10.00) when the Permit is required solely because of an obstruction of one month or less to the pedestrian or vehicular traffic in a street, without breaking or damaging the surface or subsurface of a street or to Rothsay infrastructure or property in, on or under a street;
 - (2) a non-refundable fee in the amount of one hundred dollars (\$100.00) in all other cases; and
 - (3) where an excavation or other construction activity is involved that may, in the opinion of the Engineer, cause damage to a street, a security deposit in the amount of one thousand five hundred dollars (\$1,500.00).
34. The security deposit required under subsection (3) of section [33] shall be retained as security that the applicant will properly perform and complete the work for which the permit is granted, and restore and keep the surface of the street and other Rothsay property when such work is done, to a good condition to the satisfaction of the Engineer for a period of twelve (12) months after the completion of the work.

35. If the Engineer is of the opinion that the surface of the street or ~~other~~ ~~Rothsay property~~ is not restored and kept in good condition for the twelve (12) month period, they may, upon advance notice to the Permit holder, perform such work in respect of the street as they consider necessary and the cost shall be deducted from the deposit, and the balance, if any, returned upon the expiry of the twelve (12) month period. If the cost of such work exceeds the deposit, Rothsay may recover the balance, together with costs and pre-judgment interest from the Permit holder, by action in any court of competent jurisdiction, or may charge and collect the balance, together with costs and pre-judgment interest as a first lien on the property for whose benefit the work was undertaken.
36. The Engineer may grant an Annual Street Disturbance Permit to a utility for the purpose of the installation of Utility facilities, including pavement patching related thereto which require excavations in municipal streets, subject to such conditions as the Engineer may determine, and, without restricting the generality of the foregoing, any such permit shall require that the Engineer be informed of the location and time of each instance of street disturbance prior to its commencement.
37. An application for an Annual Street Disturbance Permit shall include:
- (1) a non-refundable fee of five hundred dollars (\$500.00); and
 - (2) a security deposit in the amount of ten thousand dollars (\$10,000.00) to be maintained in place for the duration of the permit.
38. The provisions of sections [34] and [35] shall apply, with any necessary changes for context, to the annual security deposit pursuant to subsection (2) of section [37] and the balance of the security deposit shall be returnable upon expiration of the permit.
39. Every Permit holder shall file in the office of the Engineer a notice of completion of work for all facilities constructed or repaired within a street within one (1) week of the completion of the work.
40. Every excavation in a street shall, after notice, either written or verbal, given by Engineer to the Permit holder, be closed and filled as required by the notice, and if it is not so closed and filled within 48 hours after such notice, then it may be closed and filled by Rothsay at the expense of the Permit holder.
41. In the event of an emergency arising at the location of the excavation, the Engineer may immediately fill or direct the filling of the excavation at the expense of the Permit holder.
42. Every person obtaining a Street Disturbance Permit to make any excavation or opening in any street shall:
- (1) sufficiently and continuously light the excavation at night;
 - (2) enclose and secure the excavation by a fence or barrier at least one (1) meter in height; and

- (3) comply with any standards relating to excavations in the Occupational Health and Safety Act (S.N.B. 1983, C.O. – 02) or Regulations or any other applicable statutes or regulations.
43. In addition to any other conditions imposed by the Engineer for the granting of a Street Disturbance Permit, all permits shall be subject to the following conditions:
- (1) the Engineer may stipulate the hours of work;
 - (2) the Permit holder shall keep the work site at all times safe with respect to vehicular and pedestrian traffic, including direction of traffic, barricades, lights, signs, and supply of properly equipped and trained traffic control personnel for protection of traffic, in accordance with standards in force pursuant to the Occupational Health and Safety Act (S.N.B. 1983, C.O. – 02);
 - (3) the Engineer may order additional precautions, work stoppages and restorations of the street should circumstances warrant and upon the failure of the Permit Holder to comply within twenty four (24) hours with such order, or immediately in the event of an emergency, Rothsay may undertake any necessary action at the expense of the Permit holder;
 - (4) the Permit holder shall ensure that the street is kept free from nuisance, dirt, and dust;
 - (5) the Permit holder shall dispose, store, or haul away any clean material suitable for use as structural fill excavated from a street in accordance with the directions of the Engineer and the material may, at the Engineer's discretion, remain Rothsay property;
 - (6) the Permit holder shall ensure that all excavations are backfilled and restored in such manner and with such material as is approved by the Engineer and that advance notice of a minimum of 24 hours of the backfilling operation shall be provided to the Engineer so that it may be properly inspected;
 - (7) the Permit holder shall comply and ensure compliance by any agents, contractors, or employees, with the Rothsay Development Standards and any other Policies or Standards of Rothsay, regarding design or construction standards applicable to Rothsay infrastructure or property in, on, under, or near a street;
 - (8) the provision of an indemnity in favour of, and in form satisfactory to, Rothsay for the defence and indemnification of any claims arising out of or in relation to the proposed street disturbance activities;
 - (9) the permit shall be valid for a period of six (6) months from date of issuance, but where work has commenced the permit shall expire twelve (12) months after the date of issuance; and
 - (10) any other condition in respect of safety or preservation of Rothsay property interests that the Engineer may impose.
44. In the event of an emergency requiring the immediate excavation of the street, the Engineer may give verbal permission for such excavation on the

condition that a Street Disturbance Permit is applied for and obtained on the first working day subsequent to the granting of such permission.

45. The Engineer may refuse to issue, renew, or amend, or may revoke or suspend a Street Disturbance Permit, upon reasonable notice to an applicant or Permit holder, when:
- (1) the Engineer is not satisfied that the steps taken, or proposed steps to be taken, by the applicant or Permit holder has adequately protected or will adequately protect Rothsay's property;
 - (2) the Engineer is not satisfied that the steps taken, or proposed steps to be taken, by the applicant or Permit holder has minimized or will minimize the obstruction to pedestrian or vehicular traffic in the street;
 - (3) the Engineer is not satisfied that the steps taken, or proposed steps to be taken, by the applicant or Permit holder has achieved or will achieve compliance with any applicable Policies or Standards of Rothsay;
 - (4) this By-law or the terms or conditions of a Permit have been contravened; or
 - (5) for any other reason in the public interest.
46. A person aggrieved by a decision of the Engineer pursuant to section [45] may appeal that decision to Council within fifteen (15) days of the decision by written notice of appeal to the Clerk.
47. After the hearing of an appeal, Council may confirm, rescind, or vary the decision of the Engineer.

Penalty

48. Any person who contravenes any provision of this By-law is punishable on conviction by a fine of not less than one hundred dollars (\$100.00) and not more than five hundred dollars (\$500.00).
49. Any person who contravenes this By-law and who is given notice of the contravention may pay to Rothsay, at the place specified in the notice, the sum of fifty dollars (\$50.00) within fourteen (14) days of the date of the notice and shall thereby avoid prosecution for that contravention.

Repeal and Enactment

50. This By-law comes into effect on the date of final enactment thereof.

51. By-law 5-03 and amendments thereto are hereby repealed.

FIRST READING BY TITLE

_____ ,

SECOND READING BY TITLE

_____ ,

READ BY SECTION NUMBER

(Advertised as to content on the Rothesay
website in accordance with Municipalities
Act, R.S.N.B. (1973) Chapter M-22)

_____ ,

THIRD READING AND ENACTMENT

_____ ,

Nancy Grant, Mayor

Mary Jane E. Banks, Clerk

Schedule A

The streets that are provided with snow plowing of sidewalks under this By-law are as follows:

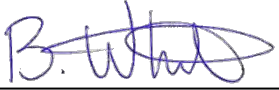
- (a) Arthur Avenue
- (b) Broadway Street
- (c) Chapel Road
- (d) Charles Crescent
- (e) Chapel Hill Boulevard
- (f) Church Street
- (g) Clark Road
- (h) Clermont Lane
- (i) College Hill Road
- (j) Crestwood Drive
- (k) Crosswind Crescent
- (l) Dunedin Road
- (m) Fox Farm Road
- (n) French Village Road
- (o) Gondola Point Road
- (p) Grove Avenue
- (q) Hampton Road
- (r) Highland Avenue
- (s) Hillcrest Drive
- (t) Isaac Street
- (u) John Street
- (v) Joseph Street
- (w) Kingswood Avenue
- (x) Maiden Lane
- (y) Marr Road
- (z) McMackin Lane
- (aa) Parkdale Avenue
- (bb) Robertson Drive
- (cc) Rothesay Road
- (dd) Steele Street
- (ee) School Avenue
- (ff) Vincent Road
- (gg) Wright Lane
- (hh) Sierra Avenue



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
March 13, 2017

TO: John Jarvie, Town Manager

SUBMITTED BY: 
Brian L. White, Director of Planning and Development Services

DATE: Tuesday, March-07-17

SUBJECT: 110 James Renforth Drive

RECOMMENDATION REPORT

RECOMMENDATION

Rothesay Council HEREBY Assents to the Municipal Services Easement as indicated on the Tentative Plan (Dwg.No T-0654) 110 James Renforth Drive (PID 00235119) to be registered in accordance with Section 56 (4.01) of the Community Planning Act.

ORIGIN

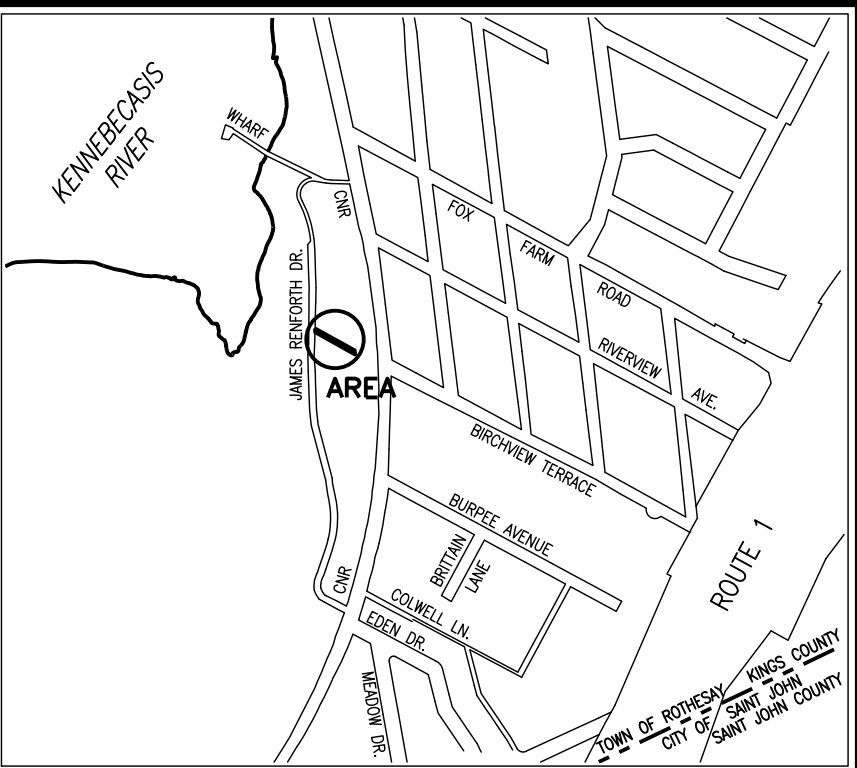
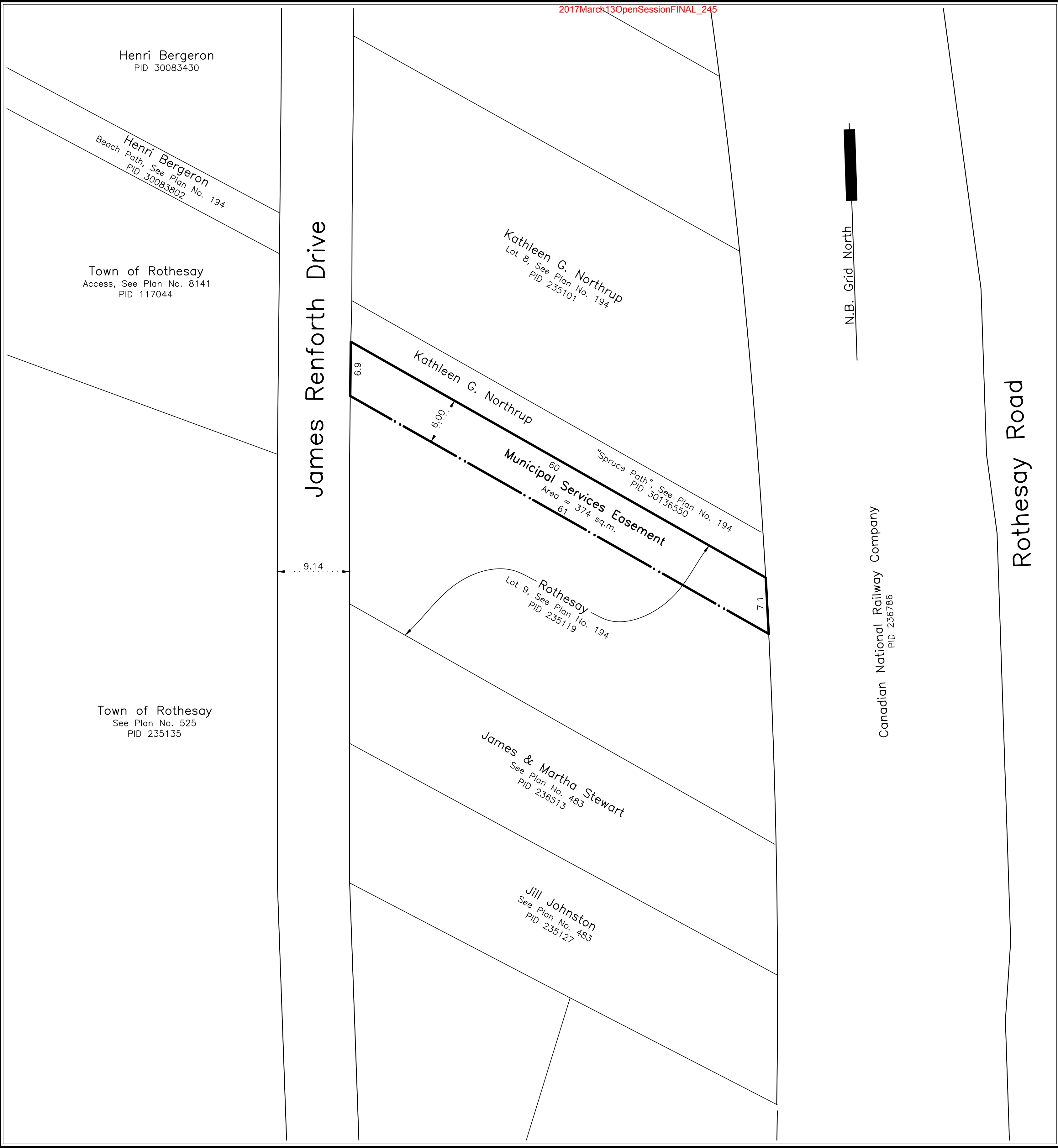
On July 15, 2016 Rothesay did purchase 110 James Renforth Drive (PID 00235119) for the purpose of installing municipal services critical to the ongoing WWTP upgrade project. Prior to the sale of the property it is necessary to register a municipal service easement on the property.

The Community Planning Act¹ requires that Council Assent to the easement(s) prior to the filing of the plan in the Land Registry office. The proposed municipal service easement has been reviewed by both the Development Officer and the Director of Operations. Staff confirm that the proposed easement satisfies the Town requirement for municipal service easement accordingly, Staff are recommending that Council provide assent for the easement as shown on the attached tentative plan.

ATTACHMENTS:

Attachment A Tentative Plan - Dwg. No. T-0654 (Kierstead Quigley and Roberts Ltd.)

¹ **56(4.01)** When a subdivision plan has been assented to under this section, approved by the development officer and, with respect to a plan of land in an integrated survey area, approved by the Director of Surveys, the easements designated on the plan in accordance with the regulations vest the rights prescribed by regulation in the municipality or rural community, as the case may be, on the filing of the plan in the registry office.



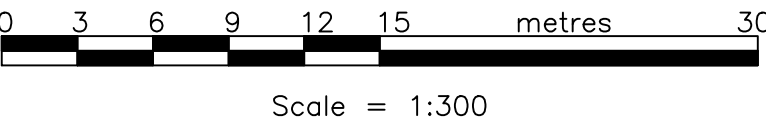
Key Plan
Scale = 1:10,000

LEGEND:
● SMF – Standard survey marker found
⊙ SMS – Standard survey marker set
● RIBF – Round iron bar found
■ IBF – Square iron bar found
○ IPF – Iron pipe found
⊙ CALC – Calculated point
▲ NBCM – N.B. Co-ordinate Monument
sq.m. – Square metres
A – Arc R – Radius
Rad.Pt. – Radius point
⊙ – Centreline
— Line not to scale
—x— Fence
PID – Parcel identifier number
Adj – Adjusted network
⊙ – Tabulated co-ordinate reference
A.N.B.L.S. – Association of N.B. Land Surveyors

NOTES:
1. Distances are in METRES.
2. Lands dealt with by this plan are bounded thus
3. Peripheral information and adjacent names were derived from various sources and should be verified.
4. All plans and documents referenced are recorded in the Kings County Registry Office or in the Land Titles Office for the District of New Brunswick.
5. This plan is for conceptual purposes only. Final dimensions, areas and location of property lines may vary slightly following field survey and lot calculations.
6. Contours refer to the Geodetic Datum and were derived from Municipal DTM data.

PURPOSE OF PLAN:
♦ To create a Municipal Services Easement

Tentative Plan
Rothesay Subdivision
Town of Rothesay
Kings County, N.B.



KIERSTEAD QUIGLEY and ROBERTS Ltd.
Saint John, New Brunswick

Job No. 17-0008
Dated: March 6, 2017

Dwg. No. T-0654



ROTHESAY

MEMORANDUM



TO	:	Mayor and Council
FROM	:	Rothesay Nominating Committee
DATE	:	6 March 2017
RE	:	Committee Appointments

Please be advised the Rothesay Nominating Committee is recommending the following appointments:

Imperial Theatre Board

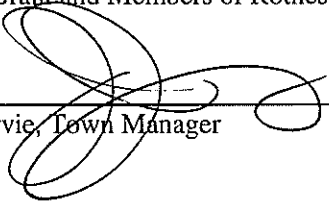
- Council appoint Scott Thomas as the Rothesay representative on the Imperial Theatre Board, for a term to expire 31 October 2018
- Council appoint Raha Mosca to the Rothesay Heritage Preservation Review Board, for a term to expire 31 December 2018



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
March 13, 2017

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY: 
John Jarvie, Town Manager

DATE: March 9, 2017

SUBJECT: Engineering Design and Construction Management Services:
Inflow and Infiltration Study

RECOMMENDATION

It is recommended that the proposal submitted by Crandall Engineering Ltd. in the amount of \$441,025 for the Rothesay Sanitary Sewer Inflow and Infiltration Study be accepted and further that the Mayor and Town Clerk be authorized to execute the appropriate documentation in that regard.

ORIGIN

At their meeting of February 13, 2017 Council gave approval to staff to negotiate directly with Crandall Engineering to obtain an upset fee to complete an inflow and infiltration study of the Rothesay sanitary sewer collection system.

BACKGROUND

The on-going program to upgrade the Rothesay sanitary sewer collection system includes a component to determine the amount and study the effects of additional flow in the system generated by inflow and infiltration.

Council gave authorization to staff to submit a funding application to the Build Canada CWWF program to jointly fund an inflow and infiltration study. Crandall Engineering prepared the necessary preliminary documents and estimates in order to submit a valid application. The application was approved by CWWF and the Town share was reduced from the expected thirty-three and one third percent to twenty-five percent.

DISCUSSION

On February 14th, with a comprehensive and detailed scope of work document developed by staff, a proposal for consulting engineering services was requested from the Crandall Engineering for the Rothesay Sanitary Sewer Inflow and Infiltration Study.

In response to this proposal call Crandall submitted a detailed proposal on March 6, 2017 which included a financial breakdown of services and a total upset price for the study.

The submission from Crandall met all of the requirements of the proposal call with a cost effective bid for the project.

FINANCIAL IMPLICATIONS

The anticipated completion cost for the inflow and infiltration study is as follows:

	Total incl. HST	HST rebate	Total	Federal Share 50%	Prov. Share 25%	Town share 25%
Consulting Fees	232,875	21,695.85	211,179.15	105,589.57	52,794.79	52,794.79
Construction Costs	196,650	18,320.94	178,329.06	89,164.53	44,582.26	44,582.26
Contingency costs	11,500	1,071.40	10,428.60	5,214.30	2,607.15	2,607.15
Total	441,025	41,088.19	399,936.81	199,968.40	99,984.20	99,984.20

The 2017 Utility Capital Budget does not include funding for this project. Council has decided to accept the CWWF grant therefore the Town share will be funded from the Utility Capital Reserve.

Report Prepared by:  Brett McLean, Director of Operations

Report Reviewed by:  Doug MacDonald, Treasurer

A copy of this report can be obtained by contacting the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).