



# ROTHESAY

COUNCIL MEETING

Rothesay Town Hall

Monday, May 8, 2017

7:00 p.m.



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

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

Mayor Grant called the meeting to order at 7:10 p.m.

## 1. APPROVAL OF AGENDA

**MOVED** by Counc. McGuire and seconded by Deputy Mayor Alexander the agenda be approved as circulated, with the following additions:

Item 5.3      6 May 2017      Letter from Michel Cote RE: Les Jeux de l'Acadie Games  
Item 5.4      4 May 2017      Memorandum from Mayor Grant RE: Enterprise Saint John Funding  
**CARRIED.**

## 2. APPROVAL OF MINUTES

Regular Meeting

10 April 2017

**MOVED** by Counc. Lewis and seconded by Counc. Mackay French the minutes of 10 April 2017 be adopted as circulated.

**CARRIED.**

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

## 3. OPENING REMARKS OF COUNCIL

Mayor Grant noted she attended: the Seniors Wellness Fair at St. James the Less Church with Councils Wells and Shea on April 12, 2017; the Rothesay High School musical on April 19, 2017; the Fairvale Outing Association Volunteer Recognition with Town Clerk Banks on April 21, 2017; the Opportunities New Brunswick funding announcement at the Hammond River Brewing Company on April 24, 2017; the Saint Andrews Society Burns Dinner on April 29, 2019; a Day in Her Shoes on May 3, 2017; the P.A.R.T.Y Program event on May 4, 2017; the Mayor's Mental Health Luncheon on May 4, 2017; the New Brunswick Music Festival final concert; and the commemoration of the Battle of Atlantic May 7, 2017. She thanked Counc. Lewis for representing the Town during McHappy Day. She added: tomorrow is the one year anniversary of Council's election; and the official opening of the Wells ball field and dog park is on Saturday, May 13, 2017 at 1 p.m.

**3.1 Declaration of Conflict of Interest**

Counc. Lewis declared a conflict of interest with respect to Item 9.3 Services Easement - 44 Strong Court.

**4. DELEGATIONS**

**4.1 Les Jeux de l'Acadie Games 2020**

Beth Wilkinson (*See item 9.1.1*)

Mayor Grant welcomed Mrs. Beth Wilkinson. Mrs. Wilkinson made the following comments: she is a Rothesay resident and president of the Anglophone Rights Association of New Brunswick Saint John chapter; les Jeux de l'Acadie is a cultural sporting event for the Atlantic region; she does not oppose sporting events, however because of the significant funds required from the host communities and the exclusion of non-francophone individuals she is not in favour of supporting les jeux de l'Acadie; Rothesay does not have a francophone school; the students of l'École des Pionniers in Quispamsis are not of age to compete in the games; all signage and communications from the event will be in French; between 2014 - 2016 significant government funding has been provided to various francophone organizations; there are other opportunities to use the Town's allotted recreation funding that would benefit all community members; New Brunswick is a bilingual province thus events should honour both languages; hidden costs exist during sporting events that the host communities are likely to be responsible for; the host communities are responsible for any deficits however all surpluses are provided to francophone initiatives; and the estimated cost based on the previous events may not provide an accurate estimate of the upcoming event's true cost. She noted it is a "wonderful" event however the exclusion of other cultures limits overall public support.

Deputy Mayor Alexander requested clarification with respect to the presentation slide titled "Ethnic Origins". Mrs. Wilkinson explained statistics reveal the Acadian population comprises only 3% of the total population of New Brunswick. She added other cultures with higher populations do not receive the same Provincial support as the Acadian population. Mayor Grant thanked Mrs. Wilkinson and noted the item will be dealt with later on the agenda.

**4.2 Multicultural Association of Saint John** Melana Iverson (*See item 9.1.2*)

Mayor Grant welcomed Melana Iverson. Ms. Iverson thanked Council and noted the following: the Multicultural Association of Saint John is an organization mandated to actively promote all aspects of New Brunswick's Policy on Multiculturalism as supported by the New Brunswick Human Rights Commission and the Canadian Charter of Rights and Freedoms; their purpose is to work for equal opportunities for citizens of all cultures on matters of equality, cultural expression, human rights, and access to and participation in all aspects of civic life and society; the organization has received funding for four "Celebrate Canada 2017" events; and the organization is partnering with the KV Oasis Youth Center's Youth Advisory Council, and the New Brunswick Aboriginal People's Council. Ms. Iverson requested the Town's support by permitting use of the Rothesay Common on June 21, 2017 from 7 p.m. – 8 p.m. for the Multicultural Association of Saint John's National Aboriginal Day flag raising and drumming circle ceremonies. She noted June 21, 2017 was chosen for National Aboriginal Day as this is the day of summer solstice. She added: the organization has also received funding from the Canada 150 fund, in the amount of \$20,000, to present a series of multicultural cafes and celebrations of Canada's 150 anniversary; and invitations will be sent out for a stakeholder information session held at the KV Oasis Center on July 17, 2017.

Counc. McGuire requested clarification with respect to the length of time the flag will remain raised. Ms. Iverson noted it is the hope of the organization to leave the flag raised until midnight of June 23, 2017. Mayor Grant thanked Ms. Iverson and noted the item will be dealt with later on the agenda.

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### 5. CORRESPONDENCE FOR ACTION

5.1 2 March 2017 Letter from the Renforth Boat Club RE: Renewal of lease agreement  
(Rec'd 26 Apr 2017)

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire the letter from the Renforth Boat Club RE: Renewal of lease agreement dated 2 March 2017 be referred to staff.

**CARRIED.**

5.2 27 April 2017 Letter from Headmaster McLellan, RNS RE: Request for speed signs on  
College Hill Road

**MOVED** by Counc. Wells and seconded by Counc. Lewis the letter from Headmaster McLellan, RNS RE: Request for speed signs on College Hill Road dated 27 April 2017 be referred to the Public Works and Infrastructure Committee.

#### ON THE QUESTION:

Counc. Wells inquired if the request would require changes to the Traffic By-law, and if those changes would impact enactment of the By-law. Town Manager Jarvie advised amendments can be made before 2<sup>nd</sup> Reading of the By-law.

**CARRIED.**

5.3 6 May 2017 Letter from Michel Côté RE: Les Jeux de l'Acadie Games 2020

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire the letter from Michel Côté RE: Les Jeux de l'Acadie 2020 dated 6 May 2017 be referred to staff.

#### QUESTION:

Counc. Shea questioned why it was recommended to refer the item to staff. Mayor Grant noted the correspondence suggests another possibility for the Town to participate as a host for the 2021 Les Jeux de l'Acadie.

**CARRIED.**

5.4 4 May 2017 Memorandum from Mayor Grant RE: Enterprise Saint John Funding

**MOVED** by Counc. Brenan and seconded by Counc. Wells Enterprise Saint John be advised that Rothesay confirms its budget allocation for the remainder of the fiscal year.

#### ON THE QUESTION:

Mayor Grant noted because of significant changes made by Enterprise Saint John, the Regional Oversight Committee is satisfied that Enterprise Saint John is moving forward in a positive direction. She added because of the changes it is recommended the remainder of the Town's allotted funding for Enterprise Saint John be released to the organization.

**CARRIED.**

### 6. CORRESPONDENCE - FOR INFORMATION

6.1 17 April 2017 Email from Lyme NB RE: May Lyme Awareness Month Proclamation  
Request

**MOVED** by Counc. Lewis and seconded by Deputy Mayor Alexander the email from Lyme NB RE: May Lyme Awareness Month Proclamation Request dated 17 April 2017 be received/filed.

#### ON THE QUESTION:

Counc. Shea inquired if a response is sent to organizations requesting proclamations. Mayor Grant noted typically a standard response is sent to the organizations and the items are promoted on the Town's website and social media. It was noted the Town Clerk has sent a response to Lyme NB, and the item has been posted to the Town website and social media.

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**CARRIED.**

6.2 17 April 2017 Letter from the Canadian Mental Health Association New Brunswick RE: Mental Health Week (May 1-7, 2017) Proclamation Request  
**MOVED** by Counc. Shea and seconded by Counc. Wells the letter from the Canadian Mental Health Association New Brunswick RE: Mental Health Week (May 1-7, 2017) Proclamation Request dated 17 April 2017 be received/filed.

### ON THE QUESTION:

It was noted a response was sent and the item was posted to the Town's webpage and social media.

**CARRIED.**

6.3 19 April 2017 Emails to/from Trevor Shea RE: Light the Night Walk with attachment  
**MOVED** by Counc. Wells and seconded by Deputy Mayor Alexander the emails to/from Trevor Shea RE: Light the Night Walk with attachment dated 19 April 2017 be received/filed.

### ON THE QUESTION:

Mayor Grant gave a brief summary of the request. She noted because of the short timeframe before the event, she consulted with Town staff and the Parks and Recreation Committee and she gave approval for use of the Common for the event. Counc. Brenan inquired as to what time the event will take place. It was noted the event will occur between 8:15 p.m. – 9:30 p.m. and the students will complete a clean-up of the event before 10 p.m., in consideration of area residents and the closing time for the Common.

**CARRIED.**

6.4 25 April 2017 Letter from the New Brunswick Medical Education Foundation Inc. RE: Receipt of Payment  
**MOVED** by Counc. McGuire and seconded by Counc. Lewis the letter from the New Brunswick Medical Education Foundation Inc. RE: Receipt of Payment dated 25 April 2017 be received/filed.

**CARRIED.**

6.5 1 May 2017 Email from Premiers Council on the status of Disabled Persons RE: Disability Awareness Week Proclamation May 28 – June 3, 2017 with Attachment  
**MOVED** by Counc. Shea and seconded by Counc. Wells the email from Premiers Council on the status of Disabled Persons RE: Disability Awareness Week Proclamation May 28 – June 3, 2017 with attachment dated 1 May 2017 be received/filed.

### ON THE QUESTION:

It was noted a response was sent and the item has been posted to the Town's webpage and social media.

**CARRIED.**

6.6 1 May 2017 Letter from Brian Flood RE: Invitation to award the Paris Crew Trophy at the New Brunswick High School Regatta May 27, 2017  
**MOVED** by Counc. Mackay French and seconded by Deputy Mayor Alexander the letter from Brian Flood RE: Invitation to award the Paris Crew Trophy at the New Brunswick High School Regatta May 27, 2017 dated 1 May 2017 be received/filed.

### ON THE QUESTION:

Mayor Grant noted since it is a new event DRP Jensen has been asked to communicate with Mr. Flood and offer use of the Town's social media to promote the event. She added she is unable to attend and thanked Counc. McGuire as he has offered to represent the Town and present the award.

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**CARRIED.**

**7. REPORTS**

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

**7.1 10 April 2017 Fundy Regional Service Commission (FRSC) Audited Financial Statements**

**MOVED** by Counc. McGuire and seconded by Counc. Shea the Fundy Regional Service Commission (FRSC) Audited Financial Statements dated 10 April 2017 be received/filed.

**ON THE QUESTION:**

Mayor Grant gave a brief summary and highlighted the following: the surplus is the result of well managed expenses, a maternity leave, reduced fuel use and landfill operation costs, and deferred small capital purchases as opposed to increased revenue; recycling is reduced likely due to the provision of curbside recycling services; the compost is shipped to Envirem Organics for processing; and there will be one compost hall instead of three; public education expenses were reduced because student funding was received, and one education campaign was eliminated; and corporate services costs were reduced as well as local planning services costs, by approximately \$90,000, due to the decision to change the full-time planner position to a contract position. Mayor Grant noted it is required of the Commission to allocate funds each year to cover the future cost of closing the landfill.

Mayor Grant gave a brief description of the Crane Mountain Enhancement Inc., and noted the organization receives an annual grant of \$20,000 from FRSC to cover operating costs. She also noted FRSC provides \$75,000 annually in grants for local projects in the host community.

Counc. Brenan inquired if the compost was sold or provided free of cost to Envirem Organics. Mayor Grant noted she was unsure but could investigate. Town Manager Jarvie suggested that both parties receive value through the partnership even though there may not be a monetary value involved in the exchange.

**CARRIED.**

**28 March 2017 FRSC Meeting Minutes**

**MOVED** by Counc. Shea and seconded by Counc. Lewis the FRSC Meeting Minutes dated 28 March 2017 be received/filed.

**ON THE QUESTION:**

Mayor Grant noted an Investment Committee is required to manage the post closure funds. Deputy Mayor Alexander inquired if any parameters exist with respect to the community projects for the Crane Mountain Enhancement Inc. (CMEI) Mayor Grant noted the scope for the community projects is broad. Counc. Shea commented that CMEI has been an entity since he was on Council years ago.

**CARRIED.**

**7.2 15 March 2017 Kennebecasis Public Library (KPL) Board Meeting Minutes  
31 December 2016 KPL Comparative Income Statement  
February/March 2017 KPL Building Maintenance Report  
February/March 2017 KPL Librarian's Report**

**MOVED** by Counc. Shea and seconded by Counc. Wells the Kennebecasis Public Library (KPL) Board Meeting Minutes dated 15 March 2017, the KPL Comparative Income Statement dated 31 December 2016, the KPL Building Maintenance Report dated February/March 2017, and the KPL Librarian's

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Report dated February/March 2017 be received/filed.

**ON THE QUESTION:**

Deputy Mayor Alexander requested clarification with respect to the Quispamsis representative Board member change. Counc. Shea noted Quispamsis Counc. Pierre Rioux has joined the Board to replace Quispamsis Counc. Lisa Loughery. Mayor Grant commented on the reduction in student grants for the library, and the development of the new Summer Literacy Tutoring pilot partnership with Elementary Literacy Friends. Counc. Shea noted the process to fill the Librarian's position is still ongoing.

**CARRIED.**

- 7.3 22 March 2017 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC)  
Meeting Minutes  
31 March 2017 KRJBPC unaudited Statement of Financial Position

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes dated 22 March 2017, and the KRJBPC unaudited Statement of Financial Position dated 31 March 2017 be received/filed.

**ON THE QUESTION:**

Deputy Mayor gave a brief summary of the minutes and noted: the organization received a "clean" audit; and the loss of secondments has resulted in a loss of revenue. He added the organization is holding off on filling some positions to reduce costs. Counc. Brenan requested clarification with respect to secondments. Deputy Mayor Alexander noted the RCMP will identify and utilize individuals in the Force with a specialization, pay their salary, and the Force then backfills the position. Counc. Brenan inquired as to the purpose of purchasing blazers for retired members of the Force. Deputy Mayor Alexander noted the Board approved the purchase of the blazers to provide retired members an opportunity to be recognized at functions as past members.

**CARRIED.**

- 7.4 28 April 2017 Letter from the Kennebecasis Valley Fire Department (KVFD) RE: 2016  
KVFD Audited Financial Statements  
31 December 2016 KVFD 2016 Audited Financial Statements

**MOVED** by Counc. Brenan and seconded by Counc. Mackay French the Kennebecasis Valley Fire Department (KVFD) 2016 Audited Financial Statements dated 31 December 2017, and cover letter dated 28 April 2017 be received/filed.

**CARRIED.**

- 27 April 2017 Letter from KVFD RE: 2016 KVFD Annual Report  
2016 KVFD Annual Report

**MOVED** by Counc. Brenan and seconded by Counc. Wells the KVFD 2016 Annual Report, and cover letter dated 27 April 2017 be received/filed.

**ON THE QUESTION:**

Deputy Mayor Alexander questioned if the \$38,000,000 of assessed property value saved during the twenty seven fire incidents attended by the Fire Department was correct. He noted this was a considerable amount for the volume of incidents. Counc. Brenan noted he would investigate the matter. Counc. McGuire expressed concern with respect to the significant increase in salaries. He added individuals are entitled to a "good" wage, however the increase in salaries over time seems to be above the norm. He questioned how long these wage increases would be sustainable. It was noted there are few volunteers left within the Fire Department. Counc. Brenan noted the Fire Department is involved in labour negotiations at this time. Counc. McGuire commented that the Town is provincially legislated to

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have a Police Force but not a Fire Department. Council. Shea questioned if the amount of staff hours spent on training in 2016, totalling 14,000 hours, is correct or a typographical error. He noted the amount seems high. Council. Brennan noted he would return to the Board with Council's questions.

**CARRIED.**

8 February 2017	KVFD Board Meeting Minutes
31 December 2016	KVFD Statement of Operations
8 February 2017	KVFD Chief's Report
31 January 2017	KVFD Response Report

**MOVED** by Council. Brennan and seconded by Deputy Mayor Alexander the KVFD Board Meeting Minutes dated 8 February 2017, the KVFD Statement of Operations dated 31 December 2016, the KVFD Chief's Report dated 8 February 2017, and the KVFD Response Report dated 31 January 2017 be received/filed.

### ON THE QUESTION:

Deputy Mayor Alexander inquired as to how much the 2009 Ford Escape was sold for. Council. Brennan stated he was unsure. Deputy Mayor Alexander noted it is unlikely the sale of the Ford Escape will reduce the municipalities' overall contributions to fire protection costs since the Fire Department purchased another vehicle recently. Council. Brennan noted he would investigate. Deputy Mayor Alexander expressed concern noting: the Fire Agreement states the minutes and financial statements of the Board shall be submitted to the municipalities within 60 days; the most recent minutes and financial statements received are roughly 3 months old; and the municipalities miss important items if minutes and financial statements are submitted late. Council. Brennan suggested it may be beneficial to explore the option of returning to a municipality assisted administration system within the Fire Department.

Council. Wells noted the Fire Department is conducting a Fire Service Review and Facility Needs Assessment to determine the need for a second Fire Station. She added the cost is approximately \$50,000 to be used from the allotted funds for a new Fire Station. Council. Brennan noted the findings of the assessment may not be what the Town anticipated. Council. Shea inquired if a cost was associated with the accreditation process, and if the decision to become an accredited organization was made by Fire Department staff or the Board. Council. Brennan noted the matter came before the Board before his tenure, however he voiced his opposition stating the cost outweighs the benefits. Council. Wells noted it is the consensus of the Board to ensure costs are managed appropriately.

In response to an inquiry, Council. Brennan noted the Fire Department's purchase of a detoxification chamber was a decision of the Board. He added the decision to install the chamber was not unanimous. Council. Wells noted: the Board inquired if the shipment of the chamber could be halted; it was determined the chamber would be installed once it was confirmed the chamber could not be returned as the chamber was custom designed; and the Board is exploring the opportunity to offset the cost by sharing use of the equipment with Saint John in exchange for use of their training facilities. Council. Lewis questioned: how the Fire Department acquired the funds to purchase the chamber; and why it was necessary to house the only detoxification chamber, within a Fire Department in all of Atlantic Canada, in Rothesay. Council. Wells noted the Fire Department used funds allocated to Health and Wellness initiatives. Mayor Grant noted the Fire Board representatives can relay Council's comments to the Board.

**CARRIED.**

7.5 31 March 2017 Draft unaudited Rothesay General Fund Financial Statements

**MOVED** by Council. Brennan and seconded by Council. Shea the Draft unaudited Rothesay General Fund Financial Statements dated 31 March 2017 be received/filed.

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### ON THE QUESTION:

Mayor Grant questioned why revenue from the Bill McGuire Center was low when the venue is steadily booked. It was noted the revenue is generated from weddings and special events typically on weekends; however the venue is used by other organizations during the week at minimal to no cost. Counc. Brenan added revenue generated from the Rothesay arena is low as well.

**CARRIED.**

31 March 2017

Draft unaudited Rothesay Utility Fund Financial Statements

**MOVED** by Counc. Brenan and seconded by Counc. Shea the Draft unaudited Rothesay Utility Fund Financial Statements dated 31 March 2017 be received/filed.

**CARRIED.**

20 April 2017

Draft Finance Committee Minutes

**MOVED** by Counc. Brenan and seconded by Deputy Mayor Alexander the Draft Finance Committee Minutes dated 20 April 2017 be received/filed.

### ON THE QUESTION:

Mayor Grant suggested a review on the policy be completed to better track donation requests. Counc. Lewis thanked Council on behalf of P.R.O Kids for the additional tickets purchased.

**CARRIED.**

27 April 2017

Donation Summary

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the Donation Summary dated 27 April 2017 be received/filed.

**CARRIED.**

7.6 18 April 2017

Draft Emergency Measures Committee Meeting Minutes

**MOVED** by Counc. Lewis and seconded by Counc. Wells the Draft Emergency Measures Committee Meeting Minutes dated 18 April 2017 be received/filed.

### ON THE QUESTION:

Counc. Lewis noted Council members will be polled to gauge interest in participating in emergency management training.

**CARRIED.**

7.7 18 April 2017

Draft Parks and Recreation Committee Meeting Minutes

**MOVED** by Counc. Wells and seconded by Deputy Mayor Alexander the Draft Parks and Recreation Committee Meeting Minutes dated 18 April 2017 be received/filed.

### ON THE QUESTION:

Counc. Wells gave a brief summary of the minutes and noted the opening of the Wells ball field and dog park will occur on Saturday, May 13, 2017 at 1 p.m. Counc. Brenan expressed concern with the high cost of the single basketball net recommended for the McGuire Centre. Counc. Wells noted: the cost is comparable to the basketball nets purchased for the Rothesay Common; the net must be able to withstand wear from significant use; the previous nets were beyond repair; and it is likely the basketball net will be heavily utilized by the children attending summer day camp at the McGuire Centre. Counc. Brenan noted \$5,000 for a single basketball net is a high cost and it may be beneficial to investigate if a basketball net is necessary in the area. DRP Jensen noted: the basketball net must be able to endure considerable use; an estimate of approximately \$4700 was provided last year for the cost of the net; and the cost also includes installation since the support pole must be buried and secured in the pavement.



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Mayor Grant requested further information with respect to the June 10, 2017 trail walk. DRP Jensen advised: the trail walk is an event to celebrate the opening of the Trans Canada Trail starting in Quispamsis at 9 a.m.; various entry points to the trail can be used during the event and it will end at the Fitzgerald ball field in Rothesay; participants can cycle, run, or walk; and there is no request of Council other than an invitation to attend. Counc. Wells added the event is advertised on the Town website. Counc. Brenan indicated the installation of fountains on the Hillside Trail is likely an unnecessary cost. Counc. Wells explained the item was suggested by a member of the Committee and is in the initial stages of investigation to determine if the opportunity has merit. Counc. Brenan commented on the importance of being cost effective with limited Town funds.

**CARRIED.**

➤ Bill McGuire Centre basketball nets

**MOVED** by Counc. Wells and seconded by Counc. Mackay French Council approve the purchase of a new basketball net and authorize the painting of lines in the parking lot at the Bill McGuire Memorial Centre with money from the Land for Public Purposes funds.

ON THE QUESTION:

It was noted only one net is recommended. Counc. Lewis suggested the Town investigate installing additional nets in the future. Counc. Wells noted the recommended basketball net is not a budgeted item, however the Town could explore the option of installing additional nets in next year's budget. Counc. McGuire noted it is typical for community members to use a single net. Counc. Wells noted it is likely a second basketball net would be installed beside the first as opposed to across the parking lot. In response to an inquiry, Treasurer MacDonald advised the Land for Public Purposes fund is restricted for use to cover the costs of parks, trails, and other public use items.

**CARRIED.**

7.8 19 April 2017

Draft Public Works and Infrastructure Committee Meeting Minutes

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

ON THE QUESTION:

Deputy Mayor Alexander gave a brief summary of the minutes and noted the Spring Clean Up dates are the week of May 22, 2017 for solid waste, and the week of May 29, 2017 for compost. Deputy Mayor Alexander noted the members of the Chapel Hill Estates Board indicated replacing the grass with rocks is likely to result in the growth of weeds and create an aesthetically unpleasing look to the median. He added the Town is investigating the matter to determine which party is responsible for the median. In response to an inquiry, DO McLean advised the infrastructure is located beneath the median.

**CARRIED.**

➤ Pothole Repair Standards

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells Council adopt a procedure whereby potholes, depressions, and other road surface anomalies in Rothesay shall be repaired, remediated, or visibly signed as potential hazards to the travelling public within 24 hours of Awareness by the department; where Awareness is defined as discovery by staff or report by other interested party.

ON THE QUESTION:

Counc. Brenan inquired if the Town is responsible for repairing the excavation on Grove Avenue close to Bridle Path Lane. Town Manager Jarvie advised: the pothole is the responsibility of the individual that has acquired the street disturbance permit; a security deposit is retained at the time the permit is issued to ensure the cost to repair the damage is covered; and Town staff contacts individuals with street

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disturbance permits to keep up-to-date on the status of project completion. Counc. Brennan added the pothole has filled with water and has become a safety concern from drivers swerving to avoid potential damages. Town Manager Jarvie advised staff will investigate the area. Town Manager Jarvie noted: the Town does not currently have a policy with respect to potholes; if Council adopts such a policy it is likely to result in an increase in claims for damages; and it is important for Council to understand the Town's obligation to maintain the standards as described in the policy which may result in increased costs.

In response to an inquiry, DO McLean advised a bond is required with each street disturbance permit issued; and the bond is assessed based on the value of materials disturbed. He added damages as a result of the street disturbance are the responsibility of the permit holder. Counc. Shea inquired if sufficient staff is available to ensure reported potholes are either repaired or signed. Town Manager Jarvie advised staff are available on call outside of regular Town Hall business hours to handle such matters.

**CARRIED.**

➤ Traffic By-law  
**See Item 8.3**

7.9 1 May 2017 Draft Planning Advisory Committee Meeting Minutes  
**MOVED** by Counc. Shea and seconded by Counc. Lewis the Draft Planning Advisory Committee Meeting Minutes dated 1 May 2017 be received/filed.

**CARRIED.**

7.10 April 2017 Monthly Building Permit Report  
**MOVED** by Counc. Wells and seconded by Deputy Mayor Alexander the Monthly Building Permit Report dated April 2017 be received/filed.

**CARRIED.**

7.11 4 May 2017 Capital Projects Summary  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the Capital Projects Summary dated 4 May 2017 be received/filed.

### ON THE QUESTION:

Counc. Lewis requested clarification on the location of the pumping station at East Riverside-Kingshurst Park and its proximity to the road. Counc. Brennan questioned whether the Planning Advisory Committee had provided input. DPDS White advised utility buildings do not fall under setback distance requirements and this building is also an upgrade to an existing facility. There was a brief discussion with respect to Council-approved projects and the level of detail.

**CARRIED.**

## 8. UNFINISHED BUSINESS

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### TABLED ITEMS

**8.1 Water By-law** (Tabled June 2015)  
*No action at this time*

**8.2 16 Lot Subdivision off Appleby Drive** (Tabled December 2015)  
*No action at this time*

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### 8.3 Traffic By-law 1-14 (Tabled June 2014) (See Item 7.8)

4 May 2017

Memorandum from Town Clerk Banks

DRAFT

By-law 1-14

**MOVED** by Counc. Wells and seconded by Deputy Mayor Alexander the Traffic By-law 1-14 be removed from the table.

**CARRIED.**

**MOVED** by Counc. Wells and seconded by Deputy Mayor Alexander Section 23 of By-law 1-14 be amended by deleting the current text:

### 23. REPEAL PROVISIONS

All By-laws, rules and regulations and amendments heretofore passed, adopted and observed by the councils of the former Town of Rothesay and the former Villages of Fairvale, East Riverside-Kingshurst and Renforth, more specifically but not limited to: By-Law 10 (Rothesay), By-Law 75 (Fairvale) and By-Laws 35 and 36 (Renforth) are hereby repealed.

**and replacing it with the following:**

### 23. REPEAL PROVISIONS

By-laws 3-03, 3-01 and 3-02 are hereby repealed.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells Council give 1<sup>st</sup> Reading by Title, to By-law 1-14, "A By-law of the Municipality of Rothesay to Regulate Traffic", as amended.

#### ON THE QUESTION:

Counc. Brenan inquired if the Traffic By-law will require amendment if the request for speed signs on College Hill Road is approved. Town Manager Jarvie advised the By-law can be amended before 2<sup>nd</sup> Reading. It was noted it is likely the Public Works and Infrastructure Committee will provide a recommendation on the matter at the next meeting.

**CARRIED.**

The Clerk read By-law 1-14 by title.

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells Council authorize the advertising, as to content of By-law 1-14, on the Rothesay website in accordance with Municipalities Act, R.S.N.B (1973) Chapter M-22.

**CARRIED.**

### 8.4 Streets and Sidewalks By-law

3 May 2017

Memorandum from Town Clerk Banks

28 April 2017

Public Notice on Town website

DRAFT

By-law 1-17

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells Council approve reading of By-law 1-17, "A By-law of the Municipality of Rothesay Respecting Streets and Sidewalks" by Section.

**CARRIED.**

The Clerk read By-law 1-17 by section.

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8 May 2017

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells Council give 3<sup>rd</sup> Reading by Title and Enactment to By-law 1-17, "A By-law of the Municipality of Rothesay Respecting Streets and Sidewalks".

### **ON THE QUESTION:**

Counc. Shea inquired about the section with respect to winter tires. It was noted the item related to the Traffic By-law previously dealt with above.

**CARRIED.**

The Clerk read By-law 1-17 by title.

## **9. NEW BUSINESS**

### **9.1 BUSINESS ARISING FROM DELEGATIONS**

#### **9.1.1 Les Jeux de l'Acadie Games**

25 April 2017                      Email from Beth Wilkinson RE: les Jeux de l'Acadie 2020 with documentation

(Various)                              Emails (11) from residents RE: Jeux de l'Acadie 2020

**MOVED** by Counc. Wells and seconded by Counc. Lewis the email Email from Beth Wilkinson RE: les Jeux de l'Acadie 2020 Games with documentation dated 25 April 2017, and the various emails (11) from residents RE: Jeux de l'Acadie 2020 be referred to staff.

**CARRIED.**

#### **9.1.2 Multicultural Association of Saint John**

3 May 2017                              Email from Melana Iverson RE: Request for use of the Rothesay Common for National Aboriginal Day

**MOVED** by Counc. Shea and seconded by Counc. Lewis the email from Melana Iverson RE: Request for use of the Rothesay Common for National Aboriginal Day dated 3 May 2017 be referred to staff.

**CARRIED.**

### **ADMINISTRATION**

#### **9.2 UMN – CCEI Energy Reduction Workshop**

4 May 2017                              Memorandum from Town Manager Jarvie

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis one member of Council volunteer to participate in the workshop and that Council members suggest large energy users who would be effective as participants.

### **ON THE QUESTION:**

Deputy Mayor Alexander volunteered to participate in the workshop. Town Manager Jarvie advised there is no limit to the amount of participants. It was noted other Council members can indicate their interest to Town Manager Jarvie if they wish to attend the workshop on June 13, 2017. Town Manager Jarvie suggested schools and grocery stores may be large energy users that may benefit from the workshop.

**CARRIED.**

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

### **DEVELOPMENT SERVICES**

#### **9.3 Services Easement – 44 Strong Court – PID 00056580**

2 May 2017                              Report prepared by DPDS White

**MOVED** by Counc. Wells and seconded by Counc. Mackay French Council hereby assents to the Municipal Services Easement as indicated on the Plan (Dwg. No 3543) 44 Strong Court (PID

## ROTHESAY

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00056580) to be registered in accordance with Section 56 (4.01) of the Community Planning Act.

### ON THE QUESTION:

Counc. McGuire requested clarification. Town Manager Jarvie advised: an agreement to grant an easement occurs, and once signed, the easement must be surveyed and properly registered; and the legal dispute related to damages and has since been resolved. He added since the infrastructure is newer it is unlikely the Town will require access to the easement for repairs in the near future.

**CARRIED.**

Counc. Lewis returned to the meeting.

## OPERATIONS

### **9.4 Contract T-2017-001 Asphalt Resurfacing and Microseal Placement**

3 May 2017

Report prepared by DO McLean

**MOVED** by Counc. Wells and seconded by Counc. Mackay French Council award Contract T-2017-001: Asphalt Resurfacing and Microseal Placement to the low tenderer, Debly Enterprises Ltd., at the tendered price of \$1,755,877.04 (including HST), as calculated based on estimated quantities, and further that the Mayor and Town Clerk be authorized to execute the necessary contract documents.

### ON THE QUESTION:

Counc. Lewis inquired if the contractor is expected to x-ray the road for tree stumps. DO McLean advised of an error in the report noting the base of Chantale Street is not scheduled to be rebuilt as it was completed in 2016; the microsealing of the surface will be completed in 2017. He added: a base assessment will be completed to determine if microsealing is necessary; and in the past contractors have possessed the appropriate equipment and completed thorough base assessments including x-rays for tree stumps. Counc. Shea questioned if the Town prepares for costs above or below expected estimates. DO McLean advised: unit prices are provided in the bids and all cost overruns require the Town Engineer's approval; and the Town includes a 7% contingency fee included in the cost.

**CARRIED.**

### **9.5 Contract T-2017-003C: Front End Loader**

8 May 2017

Report prepared by DO McLean

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis Council award the Equipment Supply Tender T-2017-003C: Front End Loader, to the low tenderer, Wajax Equipment, at the tendered price of \$231,500.00 plus HST and further that the Director of Operations be authorized to issue a purchase order in that regard.

### ON THE QUESTION:

Mayor Grant noted this is the last of the four fleet replacement purchases included in the 2017 budget.

**CARRIED.**

## **10. NEXT MEETING**


The next regular meeting will be held on **Monday, June 12, 2017.**

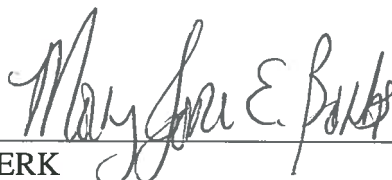
**11. ADJOURNMENT**

**MOVED** by Counc. Wells and seconded by Counc. Lewis the meeting be adjourned.

**CARRIED.**

The meeting adjourned at 8:42 p.m.

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK