



**ROTHESAY COUNCIL**  
OPEN SESSION  
Monday, August 11, 2014  
**MINUTES**



**PRESENT:** MAYOR WILLIAM J. BISHOP  
DEPUTY MAYOR NANCY GRANT  
COUNCILLOR MATT ALEXANDER  
COUNCILLOR PAT GALLAGHER JETTE  
COUNCILLOR PETER LEWIS  
COUNCILLOR BLAIR MacDONALD  
COUNCILLOR MIRIAM WELLS

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

**ABSENT:** COUNCILLOR BILL McGUIRE

Mayor Bishop called the meeting to order at 7:05 p.m.

**1. APPROVAL OF MINUTES** Regular meeting 14 July 2014

**MOVED** by Counc. Alexander and seconded by Counc. Wells the minutes dated 14 July 2014 be adopted as circulated.

**CARRIED.**

**Business Arising from Minutes**

n/a

**2. APPROVAL OF AGENDA**

**MOVED** by Counc. Lewis and seconded by Counc. Gallagher Jette the agenda be approved as circulated.

**CARRIED.**

**3. OPENING REMARKS OF COUNCIL**

Mayor Bishop advised he attended an event at Trinity Church and enjoyed the sounds of Saint Mary's Band and complimented Deputy Mayor Grant on her involvement with the Band.

**4. DELEGATIONS**

n/a

**5. CORRESPONDENCE FOR ACTION**

5.1 24 June 2014 Sculpture Saint John 2012 Community Partner Agreement

**MOVED** by Counc. MacDonald and seconded by Counc. Alexander Council authorize the Mayor and Clerk to sign the Sculpture Saint John 2012 Community Partner Agreement.

**ON THE QUESTION:**

It was noted the agreement should have been signed at an earlier date and it was likely captured in preparation for this year's event. Town Manager Jarvie noted the Heritage Board had discussed a plaque, which will be installed and include a description of the sculpture.

**CARRIED.**

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- 5.2 17 July 2014 Letter from Department of Natural Resources (DNR) D/M Levesque RE: Nuisance Deer Management Assistance Program  
16 July 2014 Email from Bob Doucet, Chair Regional Deer Committee RE: Nuisance Deer Management Assistance Program  
19 June 2014 Letter from Quispamsis to DNR D/M Levesque RE: Nuisance Deer Management Assistance Program

**MOVED** by Counc. Wells and seconded by Counc. Alexander the correspondence RE: Nuisance Deer Management Assistance Program be referred to the Town Manager.

### ON THE QUESTION:

There was a brief discussion with respect to the Town's role in the proposed plan. Town Manager Jarvie advised he has been in contact with Department representatives and Town staff will receive the requests with respect to properties within Rothesay. Mayor Bishop noted the Regional Deer Committee will be meeting this week and representatives from the Department of Natural Resources will be in attendance.

**CARRIED.**

- 5.3 29 July 2014 Letter from the Salvation Army RE: Community Response Unit  
**MOVED** by Counc. MacDonald and seconded by Counc. Wells the letter from the Salvation Army RE: Community Response Unit dated 29 July 2014 be referred to the EMO Committee.

**CARRIED.**

- 5.4 30 July 2014 Letter from Rothesay resident RE: Route 101 Roadside  
**MOVED** by Counc. Wells and seconded by Counc. Alexander the letter from a Rothesay resident RE: Route 101 Roadside dated 30 July 2014 be referred to the Town Manager.

### ON THE QUESTION:

DO McLean advised he was not familiar with the waterline project and restoration work but noted the flail mower is regularly used to maintain roadway edges. He noted it is a very narrow area and staff were of the opinion it was an unkempt area so it was mowed. Mayor Bishop requested a site visit and response to the property owner.

**CARRIED.**

- 5.5 5 August 2014 Letter from Rothesay resident RE: Appleby Drive signage/line painting  
**MOVED** by Counc. MacDonald and seconded by Counc. Alexander the letter from A Rothesay resident RE: Appleby Drive signage/line painting dated 5 August 2014 be referred to the Town Manager.

**CARRIED.**

- 5.6 5 August 2014 Letter from Fog Lit Festival RE: funding request  
**MOVED** by Counc. Wells and seconded by Counc. Alexander the letter from the Fog Lit Festival RE: funding request dated 5 August 2014 be referred to the Finance Committee.

**CARRIED.**

- 5.7 6 August 2014 Email from BCAPI RE: golf tournament  
**MOVED** by Counc. Wells and seconded by Counc. Lewis the email from BCAPI RE: golf tournament dated 6 August 2014 be referred to the Finance Committee.

**CARRIED.**

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### **6. CORRESPONDENCE - FOR INFORMATION**

6.1 23 July 2014 Letter of thanks from Rothesay to CN – Corporate Services  
**MOVED** by Deputy Mayor Grant and seconded by Counc. Wells the letter of thanks from Rothesay to CN – Corporate Services dated 23 July 2014 be received/filed.

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

Mayor Bishop commented on the infrastructure upgrade undertaken by CN. Counc. Wells noted there are still railway ties located along the railway in various parts of Town. Deputy Mayor Grant noted the importance of maintaining open communications with CN representatives.

**CARRIED.**

6.2 31 July 2014 Letter/postcard from the Association for the Protection of Fur-Bearing Animals

**MOVED** by Counc. MacDonald and seconded by Counc. Gallagher Jette the Letter/postcard from the Association for the Protection of Fur-Bearing Animals dated 31 July 2014 be referred to the Regional Deer Committee.

**CARRIED.**

### **7. REPORTS**

7.0 **August 2014 Report from Closed Session**

n/a

7.1 24 June 2014 Fundy Regional Service Commission meeting minutes

**MOVED** by Counc. Wells and seconded by Deputy Mayor Grant the Fundy Regional Service Commission (FRSC) meeting minutes dated 24 June 2014 be received/filed.

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

There was a brief discussion with respect to the recommendation from the Solid Waste Diversion Committee. Mayor Bishop advised the Committee, chaired by Counc. Alexander, has given its recommendation to the FRSC and the Commission Executive Director has been asked to bring figures and more information back to the Commission. Counc. Alexander noted the decision to be made is multi-generational and the second option presented is the least preferred by the approximate 1000 people who responded. He suggested a full review of the information be done by Councillors prior to making a decision and further that a presentation be made to Rothesay Council at either the September or October meeting by the Solid Waste Diversion Committee.

**CARRIED.**

7.2 30 June 2014 Draft unaudited Rothesay General Fund financial statements

30 June 2014 Draft unaudited Rothesay Utility Fund financial statements

**MOVED** by Counc. MacDonald and seconded by Deputy Mayor Grant the draft unaudited Rothesay General Fund financial statements dated 30 June 2014 be received/filed.

**CARRIED.**

**MOVED** by Counc. MacDonald and seconded by Deputy Mayor Grant the draft unaudited Rothesay Utility Fund financial statements dated 30 June 2014 be received/filed.

**CARRIED.**

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7.3 17 July 2014 Draft Emergency Measures Committee meeting minutes

**MOVED** by Counc. Lewis and seconded by Counc. MacDonald the draft Emergency Measures Committee meeting minutes dated 17 July 2014 be received/filed.

### **ON THE QUESTION:**

It was noted the Committee if moving forward in addressing Council concerns and an individual has been approached with respect to the role of Coordinator. It was indicated the recommended honorarium of \$1000 would likely need to be increased.

**CARRIED.**

➤ McGuire Centre concrete pad (generator)

**MOVED** by Counc. Lewis and seconded by Counc. Alexander Council approve the installation of a concrete pad at the Bill McGuire Centre for semi-permanent installation of a generator.

### **ON THE QUESTION:**

DO McLean noted the cost would be approximately \$1500 - \$2000.

**CARRIED.**

7.4 July 2014 Monthly Building Permit Report

**MOVED** by Counc. Alexander and seconded by Counc. Gallagher Jette the July 2014 Monthly Building Permit Report be received/filed.

### **ON THE QUESTION:**

There was a brief discussion with respect to the accuracy of the figures contained in the report. It was noted the water treatment plant building and capacity expansion project is a budgeted item.

**CARRIED.**

7.5 5 August 2014 Draft Planning Advisory Committee meeting minutes

**MOVED** by Counc. Wells and seconded by Counc. Gallagher Jette the draft Planning Advisory Committee meeting minutes dated 5 August 2014 be received/filed.

**CARRIED.**

➤ mobile food trucks

**MOVED** by Counc. Wells and seconded by Counc. Lewis Council direct staff to continue their investigation and submit their proposal to amend the Zoning By-law to regulate mobile vending outlets.

### **ON THE QUESTION:**

Counc. Alexander requested a summary of best practices from other municipalities.

**CARRIED.**

➤ Town utility infrastructure

**MOVED** by Counc. Wells and seconded by Counc. Alexander Council permit the continued use of PID# 00258509 for a municipal water treatment plant including the expansion currently underway.

### **ON THE QUESTION:**

Town Manager Jarvie advised the current Zoning By-law requires Council approval for the location of municipal infrastructure.

**CARRIED.**

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**8. UNFINISHED BUSINESS  
TABLED ITEMS**

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

No action required at this time

**9. NEW BUSINESS**

**9.1 125 Hampton Road Agreement**

8 August 2014 Memorandum from Town Manager Jarvie

**MOVED** by Counc. Wells and seconded by Counc. Alexander Council authorize a formal agreement to convey \$8,250.00 to the owner of 125 Hampton Road to contribute to the cost of restoration of the frontage of the property to include the following conditions:

1. submission of a design of the work satisfactory to the Development Officer and the Director of Operations,
2. the agreement of the General Contractor to reduce the Town's obligation under the contract by a similar amount,
3. the owner's agreement to waive all other responsibilities of the Town in this regard, and
4. the owner's commitment to complete the work to the satisfaction of the Town by June 1, 2015

**ON THE QUESTION:**

It was noted an amount had been allocated in the Hampton Road project for restoration work and the property owner at 125 Hampton Road (animal hospital) wanted to make improvements beyond the specific work allocated in the project. It was noted the agreement will allow transfer of the funds to the property owner and although the work may be completed earlier than June 1, 2015, the additional timeframe will prevent the need to amend the agreement if the work is not completed this year.

**CARRIED.**

**10. NEXT MEETING**

The next regular meeting of Council will be held on Monday, September 8, 2014.

**11. ADJOURNMENT**

**MOVED** by Counc. Gallagher Jette and seconded by Counc. Wells the meeting be adjourned to Closed Session.

**CARRIED.**

The meeting adjourned at 7:40 p.m.

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MAYOR

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CLERK