



# ROTHESAY COUNCIL

OPEN SESSION

Monday, December 9, 2013

## MINUTES



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

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

1. **APPROVAL OF MINUTES** Regular meeting 12 November 2013  
Special Meeting 25 November 2013

**MOVED** by Counc. Alexander and seconded by Counc. Wells the minutes of 12 November 2013 be adopted as circulated.

**CARRIED.**

**MOVED** by Counc. Wells and seconded by Counc. Lewis the minutes of 25 November 2013 be adopted as circulated.

**CARRIED.**

### **Business Arising from Minutes**

n/a

### 2. **APPROVAL OF AGENDA**

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

**CARRIED.**

### 3. **OPENING REMARKS OF COUNCIL**

- Mayor's Levee January 1, 2014 11 am to 1 pm
- New Year's Day Family Skate January 1, 2014 1 pm to 3 pm
- Christmas Tree Mulch 1<sup>st</sup> weekend in January
- St. Mary's Band Christmas concert December 18<sup>th</sup> at McGuire Centre

### 4. **DELEGATIONS**

- 4.1 The Big Rothesay Read Penny Milligan and Heather Connolly

Mrs. Milligan and Ms. Connolly appeared before Council to thank the Town for their continued support of The Big Rothesay Read. Mrs. Milligan advised there are about a dozen volunteers involved with the project and they have just completed the sixth launch. The next unveiling will happen October 1, 2014. Mrs. Milligan thanked Town staff for their support and looks forward to continued support from Council and staff for the 2014 launch.

Mayor Bishop thanked Mrs. Milligan and Ms. Connolly for their presentation.

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### 4.2 McNair Manor

David McNair

Mr. McNair gave a lengthy presentation with respect to new admission criteria for seniors in specialized care bed homes (formerly known as Level 3B beds). The general concern centres around the removal of subsidies for seniors who may have physical disabilities that need access to specialized care beds but do not have dementia. The new policy reflects changes in standards for specialized care beds that require a diagnosis of moderate to severe dementia. Mr. McNair commented there had been no consultation with service providers and the Department has not been able to provide any research to support the change in policy. He provided several letters to/from the Department of Social Development related to this matter. Mr. McNair noted seniors not diagnosed with dementia can be admitted under “special authorization” but must sign a waiver to pay privately with no access to a government subsidy. He suggested the new policy discriminates against healthy minded seniors by restricting their access to special care beds they could previously access. Some of these seniors are “blocking” hospital beds needed for other patients. Mr. McNair also commented on the “segregation” of demented seniors from others as, based on his experience, a mixed population is beneficial for residents.

Mr. McNair requested the support of Council in lobbying the province to reinstate Level 3B admission criteria. Mayor Bishop advised Council would review the material provided and take Mr. McNair’s comments into consideration. Mr. McNair advised they are still interested in building their facility on Donlyn Drive but must consider the economic implications on their business.

Council members asked the following questions: why the change in policy, current proportion of residents who have moderate to severe dementia, and those residents who currently receive a subsidy.

Mr. McNair advised there is a great deal of research on the coming wave of dementia patients and the province chose to address it by designating 704 beds for them but not realizing this policy will exclude those seniors who need care but do not have dementia. He suggested a spin-off of this policy decision is now seniors who still have their faculties will be going to nursing homes so there is a lower care level required in nursing homes. Mr. McNair advised about 25% of his clients have moderate to severe dementia. He advised a reassessment would be requested for those clients with severe dementia or multiple stroke victims to consider if they should be moved to a 3A facility. He noted all residents, regardless of fiscal capacity, currently receive a subsidy of \$1000/person/month; about 50% receive in excess of \$2000/month. Total monthly care costs at McNair Manor are \$4650 and nursing home fees are almost \$8000.

Mayor Bishop thanked Mr. McNair for his presentation.

## 5. CORRESPONDENCE FOR ACTION

5.1 25 November 2013 Letter from KV Committee for Disabled Persons RE: accessible transportation funding

**MOVED** by Counc. Wells and seconded by Counc. Alexander the letter from KV Committee for Disabled Persons RE: accessible transportation funding be referred to staff for a response.

### ON THE QUESTION:

Deputy Mayor Grant advised she fully supports the service and asked if the budget line item “Transportation – Other” of \$1500 was this request. This was confirmed by staff.

**CARRIED.**

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5.2 26 November 2013 Email from resident RE: sidewalk to Harry Miller Middle School  
Mayor Bishop advised he responded to the resident and advised the property is owned by the province, not the Town.

**MOVED** by Counc. McGuire and seconded by Counc. Wells the email dated 26 November 2013 from a resident RE: sidewalk to Harry Miller Middle School be received/filed.

**CARRIED.**

5.3 28 November 2013 Email from resident RE: Dog Park in Wells

**MOVED** by Counc. Wells and seconded by Counc. McGuire the email dated 28 November 2013 from a resident RE: Dog Park in Wells be referred to the Parks and Recreation Committee.

**CARRIED.**

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

6.1 11 November 2013 Letter of thanks from KV Old Boys

**MOVED** by Counc. Wells and seconded by Counc. Alexander the letter of thanks from KV Old Boys dated 11 November 2013 be received/filed.

**CARRIED.**

6.2 12 November 2013 Email from resident RE: tree removal on Gondola Point Road

**MOVED** by Counc. MacDonald and seconded by Counc. McGuire the email dated 12 November 2013 from a resident RE: tree removal on Gondola Point Road be received/filed.

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

It was noted the correspondence is not from the property owners. DO McLean advised the property owners are satisfied with the tree removal and replacement.

**CARRIED.**

6.3 18 November 2013 Letters (5) (copies) from Regional Facilities Commission to funded facilities

**MOVED** by Counc. MacDonald and seconded by Deputy Mayor Grant the letters (5) (copies) from Regional Facilities Commission to funded facilities dated 18 November 2013 be received/filed.

**CARRIED.**

6.4 21 November 2013 Email from KV Chamber of Commerce RE: Sunday Shopping

**MOVED** by Counc. Alexander and seconded by Counc. McGuire the email dated 21 November 2013 from KV Chamber of Commerce RE: Sunday Shopping be received/filed.

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

There was a brief discussion with respect to Sunday shopping hours. It was noted various inquiries have been received with respect to Sunday shopping hours following the changes made in the City of Saint John but no request to change the By-law has been received. It was suggested there be some discussion on the By-law and the KV Chamber of Commerce be requested to provide further information and also be advised the Town is monitoring the situation.

**CARRIED.**

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6.5 26 November 2013 Letter to NBPower RE: LED Street Light Conversion  
**MOVED** by Counc. Wells and seconded by Counc. Lewis the letter to NBPower RE: LED Street Light Conversion dated 26 November 2013 be received/filed.

**CARRIED.**

6.6 27 November 2013 Letter to Quispamsis RE: Comex Route 53  
**MOVED** by Counc. Wells and seconded by Counc. Alexander the letter to Quispamsis RE: Comex Route 53 dated 27 November 2013 be received/filed.

**CARRIED.**

6.7 2 December 2013 Letter to Minister Soucy (Environment and Local Government) RE:  
Unconditional Grant  
**MOVED** by Counc. Lewis and seconded by Deputy Mayor Grant the letter to Minister Soucy (Environment and Local Government) RE: Unconditional Grant dated 2 December 2013 be received/filed.

**CARRIED.**

6.8 4 December 2013 Memorandum from Treasurer Johnson RE: comparative municipal  
recreation spending  
**MOVED** by Counc. Wells and seconded by Counc. Lewis the memorandum from Treasurer Johnson RE: comparative municipal recreation spending dated 4 December 2013 be received/filed.

**CARRIED.**

6.9 5 December 2013 Memorandum from Town Manager Jarvie RE: streetlights on Scott  
Avenue

6.9.1 22 November 2013 Letter from resident RE: streetlights on Scott Avenue  
**MOVED** by Counc. Wells and seconded by Counc. Alexander the correspondence as related to streetlights on Scott Avenue dated 22 November 2013 and 5 December 2013 be received/filed.

**CARRIED.**

## **7. REPORTS**

7.0 **December 2013 Report from Closed Session**

n/a

7.1 23 October 2013 Rothesay Regional Joint Board of Police Commissioners meeting  
minutes

**MOVED** by Counc. Alexander and seconded by Counc. McGuire the Rothesay Regional Joint Board of Police Commissioners meeting minutes and draft Financial Statements dated 23 October 2013 and 31 October 2013 respectively, be received/filed.

**CARRIED.**

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7.2 28 October 2013 Joint KV EMO Meeting Notes

**MOVED** by Counc. Wells and seconded by Deputy Mayor Grant the Joint KV EMO meeting notes dated 28 October 2013 be received/filed.

### **ON THE QUESTION:**

Deputy Mayor Grant expressed her concern that the current approach appears to be heavily slanted toward Quispamsis and the location of the Emergency Operations Centre at the Gondola Point Recreation Centre. She also noted informal discussions about an emergency operations centre in Rothesay had taken place and arrangements for a warming centre in Rothesay should be established, considering the power outage last winter either at the schools or the McGuire Centre. Counc. Lewis advised it had been discussed and the internal EMO committee will review it again, noting the EMO location had been discussed and the proposed best location is Station 1. He further noted a tour is to be arranged of the current location at the Gondola Point Recreation Centre and there have been some costs associated with its setup. Counc. Alexander questioned the use of aerial drones at no charge to obtain aerial photos of the railway. Town Manager Jarvie advised it had been arranged by the EMO Director at no charge to demonstrate the capability.

**CARRIED.**

7.3. 31 October 2013 Draft Unaudited Rothesay General Fund Financial Statements

**MOVED** by Counc. MacDonald and seconded by Deputy Mayor Grant the draft unaudited Rothesay General Fund Financial Statements be received/filed.

**CARRIED.**

31 October 2013 Draft Unaudited Utility Financial Statements

**MOVED** by Counc. MacDonald and seconded by Deputy Mayor Grant the draft unaudited Rothesay Utility Financial Statements be received/filed.

**CARRIED.**

7 November 2013 Finance Committee meeting minutes

14 November 2013 Finance Committee meeting minutes

20 November 2013 Finance Committee meeting minutes

22 November 2013 Finance Committee meeting minutes

3 December 2013 Draft Finance Committee meeting minutes

**MOVED** by Counc. MacDonald and seconded by Deputy Mayor Grant the Finance Committee meeting minutes dated 7 November 2013, 14 November 2013, 20 November 2013, 22 November 2013 and 3 December 2013 be received/filed.

### **ON THE QUESTION:**

Counc. Alexander requested clarification on the delivery of as-built drawings as soon as possible for 2013 projects. Treasurer Johnson noted the GIS system will be used as the asset register and the drawings are needed to calculate infrastructure added to or removed from the inventory.

**CARRIED.**

➤ Special Council meeting (December 16)

**MOVED** by Counc. MacDonald and seconded by Deputy Mayor Grant Council schedule a special meeting for Monday, December 16, 2013 to review the 2012 audited Financial Statements.

### **ON THE QUESTION:**

Counc. Wells advised she would not be able to attend the meeting.

**CARRIED.**

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7.4 6 November 2013 Draft Heritage Preservation Review Board meeting minutes  
**MOVED** by Counc. Wells and seconded by Counc. MacDonald the draft Heritage Preservation Review Board meeting minutes date 6 November 2013 be received/filed.

**CARRIED.**

7.5 20 November 2013 Draft Public Works and Infrastructure Committee meeting minutes  
**MOVED** by Counc. Alexander and seconded by Counc. Lewis the draft Public Works and Infrastructure Committee meeting minutes dated 20 November 2013 be received/filed.

**CARRIED.**

7.6 19 November 2013 Draft Parks and Recreation Committee meeting minutes  
**MOVED** by Counc. McGuire and seconded by Counc. Wells the draft Parks and Recreation Committee meeting minutes dated 19 November 2013 be received/filed.

### ON THE QUESTION:

It was noted the Committee approved a modest increase in the rental fees for the McGuire Centre.

**CARRIED.**

7.7 November 2013 Monthly Building Permit Summary Report  
**MOVED** by Counc. Alexander and seconded by Counc. Wells the November Monthly Building Permit Summary Report be received/filed.

**CARRIED.**

7.8 2 December 2013 Draft Planning Advisory Committee meeting minutes  
**MOVED** by Counc. Wells and seconded by Counc. Lewis the draft Planning Advisory Committee meeting minutes dated 2 December 2013 be received/filed.

**CARRIED.**

➤ Sign By-law 3-10-2

To be dealt with under Item 8.4

7.9 9 December 2013 Nominating Committee Report  
**MOVED** by Counc. MacDonald and seconded by Deputy Mayor Grant Council approve the Nominating Committee appointment recommendations; more specifically:

### **Police Commission**

Peter McGill one year renewal December 31, 2014

### **Fire Board**

Roger Young three year renewal December 31, 2016

### **PAC**

Laurie Gale three year renewal December 31, 2016

William Kean one year renewal December 31, 2014

### **Public Works**

Jude Carson one year renewal December 31, 2014

Ivan Hachey one year renewal December 31, 2014

Fred Nelson three year renewal December 31, 2016

### **Rothesay Living Museum**

proposed new structure 4 members + 1 Councillor (*to be updated*)  
(permitted to create non-voting advisory group)

### **Water & Sewer**

Dr. Brian Craig one year renewal December 31, 2014

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### Heritage Board

Randy Giffin three year renewal December 31, 2016

Howard Pearn three year renewal December 31, 2016

### Parks & Recreation

Pat Palmer three year renewal December 31, 2016

Jon LeHeup three year appt December 31, 2016

### Library Board

Heather Crawford one year renewal December 31, 2014

Daryl Steeves three year renewal December 31, 2016

### Harbour Station

Peter Klohn one year renewal December 31, 2014

### Trade and Convention Centre

Linda Nice three year appt December 31, 2016

### ON THE QUESTION:

Counc. MacDonald noted the terms of appointment are being reviewed as part of the Procedural By-law review. Counc. Wells suggested there be more promotion about vacant appointments and informing council members of upcoming appointments to encourage people to apply. It was also noted there will be a volunteer recognition event in the spring.

**CARRIED.**

## 8. UNFINISHED BUSINESS

### 8.1 Rothesay Common Project

6 December 2013 Memorandum from Town Manager Jarvie

Draft Covenant and resolution

Various Resident comments and summary (Glenn Group)

Mayor Bishop noted there was a memorandum from the Town Manager with respect to the proposed covenant and an additional memorandum from the Town Clerk noting a request on today's date from Mrs. Susan Petrie to speak to Council. He noted typically the deadline is the Wednesday before the meeting but upon special invitation by the presiding officer or on a vote of Council, Mrs. Petrie can be heard. Mayor Bishop referred to the proposed covenant changes for the private members' bill, noting there may be some additional minor changes needed to specifically identify the area being asked for. Counc. MacDonald requested clarification on what changes were required and asked how Council could vote on the proposal if changes were to be made. Mayor Bishop suggested it could be tabled until the next meeting.

**MOVED** by Deputy Mayor Grant and seconded by Counc. Gallagher Jette the covenant for the Rothesay Common be tabled.

### ON THE QUESTION:

Town Manager Jarvie indicated the recommended wording is before Council for consideration. It was suggested the schedule should be changed to reflect discussions with Minister Flemming, MLA for review at the December 16<sup>th</sup> meeting. There was a brief discussion with respect to the timeline required to have the proposed bill before the legislature in February.

**Motion withdrawn.**

There was subsequent discussion with respect to the area to be considered on Schedule A. Town Manager Jarvie noted the covenant still says "for the purposes of a park" and changes could be made to the Schedule A but final drawings have not been prepared so the area may be difficult to define. He noted the next step in the process should Council decide to proceed is to forward it to the Attorney General's office for review and then forwarded for translation. There was a brief discussion with respect to the proposed wording and the details identified on

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Schedule A. Counc. Gallagher Jette expressed reservations and concerns and advised she was not prepared to endorse the covenant in its present form. Mayor Bishop advised the Town is requesting a change for a very specific area on the Common.

Mayor Bishop invited Mrs. Petrie to speak to Council. She requested Mr. Michael Edwards speak on her behalf. Mayor Bishop invited Mr. Edwards to speak to Council and advised he would be permitted ten minutes.

Mr. Edwards gave a lengthy presentation with respect to the proposed solution of an artificial ice surface on the Common to increase the length of the winter open air skating season. His analysis focused on the additional days of skating that would be created and what associated costs would be. Mr. Edwards noted his analysis was based on experience elsewhere and from local data. Based on his set of assumptions, he suggested the cost would be approximately \$9100 per day for 22 additional days of skating. He also suggested the user base is declining as well. He concluded by indicating he felt it important to get some consideration to the incremental costs associated with the project.

Counc. Alexander suggested there were flaws in the analysis put forward by Mr. Edwards and also noted the project includes a performance area, an upgraded playground and other amenities in addition to the ice surface. He commented the Town has had a consultant working on the project for over a year and it is a viable project that many people support and also noted that recreation projects typically do not generate income. Mr. Edwards noted his analysis was focused specifically on the ice surface and comparing incremental costs to incremental benefits. Counc. Gallagher Jette requested further detail on borrowing costs and operational costs. Treasurer Johnson made a few comments with respect to the analysis by Mr. Edwards, borrowing costs and operational costs. Mr. Edwards also made reference to labour costs.

Counc. MacDonald noted he had not received much detail in terms of financial information and suggested Mr. Edwards' comments being forwarded to staff for review and comment. He suggested Council should consider technical and financial information in its decision to move forward and not just on the level of community support. Counc. Gallagher Jette noted the Town Engineer should also provide input, along with the Finance Committee and Parks & Recreation Committee and the Town Manager.

Mayor Bishop thanked Mr. Edwards for his comments and requested he provide them to the Town Clerk. Mr. Edwards agreed it is an engineering project and while there is generally public support, the costs need to be correct, along with the incremental net benefit to the community.

**MOVED** by Counc. Wells and seconded by Counc. Alexander staff be directed to outline more specific parameters on Schedule A as attached to the proposed Private Members bill for the December 16<sup>th</sup> special Council meeting.

### ON THE QUESTION:

Town Manager Jarvie advised Council there is a concept plan but no tender documents or final drawings have been prepared so the specific parameters cannot be specifically defined.

**MOVED** by Counc. Gallagher Jette and seconded by Deputy Mayor Grant the covenant for the Rothesay Common be tabled.

**YEA votes recorded from Deputy Mayor Grant, Councils. Gallagher Jette and MacDonald.**

**NAY votes recorded from Councils Alexander, Lewis, McGuire and Wells.**

**Motion DEFEATED.**



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### **Main motion:**

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

Counc. McGuire suggested the property be surveyed so the parameters can be as precise as possible and it can be discussed at the December 16<sup>th</sup> meeting.

**NAY vote recorded from Counc. Gallagher Jette.**

**CARRIED.**

**MOVED** by Counc. MacDonald and seconded by Counc. Gallagher Jette that Mr. Edwards' comments be referred to staff for a response by the January Council meeting.

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

Town Manager Jarvie noted no mechanical design has been done yet for the project at the direction of Council to spend as little money as possible on the project. It was suggested there should be other facilities that would have data available, particularly Quispamsis or Saint John. Counc. Gallagher Jette noted past experience where she made decisions without detailed financial information and does not believe it is unreasonable to know the operational costs before making a decision. Counc. Alexander expressed concern in that there is a consultant involved in the project and numbers have been discussed in the past on the this project. He noted the project is in the concept phase and not the design phase and while additional data can be obtained, Mr. Edwards is not in support of the project and should staff resources be used on "chasing information for the sake of chasing information".

**YEA votes recorded from Councs. Gallagher Jette, Lewis and MacDonald.**

**NAY votes recorded from Deputy Mayor Grant, Councs. Alexander, McGuire and Wells.**

**Motion DEFEATED.**

Mayor Bishop noted comments are welcome from residents and Council members, and there are consultants involved with the project as well. The information received from various sources will be reviewed as decisions are being made.

### **8.2 Regional Police Agreement**

5 December 2013 Memorandum from Town Manager Jarvie

5 December 2013 Letter from Quispamsis RE: Regional Police Agreement

28 November 2013 Letter from Rothesay Regional Joint Board of Police Commissioners  
RE: contract extension

Counc. MacDonald noted it is not clear why the cost-sharing is an issue as it is based on actual numbers and asked for clarification from members of the Police Commission. Counc. Alexander advised a committee had been struck to review the agreement concerns were expressed that Quispamsis may get a larger increase in their portion of the costs. Mayor Bishop advised a meeting was scheduled with both Mayors and Town Managers but no resolution was reached. It was noted the detailed calculations were provided to Quispamsis on December 6<sup>th</sup>.

**MOVED** by Counc. Gallagher Jette and seconded by Counc. Wells Council agree to an extension of the Rothesay Regional Police agreement until February 14, 2014.

**CARRIED.**

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### 8.3 25 Broadway – Request for Assistance

5 December 2013 Memorandum from Town Manager Jarvie

Various Correspondence between Rothesay and property owner

25 April 1980 Agreement between Kennebecasis Park Limited and Renforth

**MOVED** by Counc. Gallagher Jette and seconded by Deputy Mayor Grant the correspondence related to 25 Broadway be received/filed.

#### ON THE QUESTION:

Counc. Alexander noted the property owners wrote to Council; the matter was referred to the Water and Sewer Committee and they made a presentation to the Committee. A subsequent review of Town records indicate the Town is not responsible and it was suggested to the property owner he investigate other options to recoup his losses.

**CARRIED.**

### 8.4 Sign By-law Amendment – By-law 3-10-2

5 December 2013 Memorandum from Town Clerk Banks

3 December 2013 Memorandum from DPDS White

DRAFT By-law 3-10-2 (as amended)

**MOVED** by Deputy Mayor Grant and seconded by Counc. Lewis Council give 1<sup>st</sup> Reading by Title to By-law 3-10-2, “An Amendment to By-law 3-10, ‘A By-law Respecting Signage in Rothesay’ ”.

#### ON THE QUESTION:

There was a lengthy discussion with respect to the proposed Sign By-law amendment. Deputy Mayor Grant requested clarification on the changes that have been made to accommodate community groups’ signage. DPDS White noted the current By-law does not permit any community event signage other than on the Town electronic board and the entire amendment presented provides more specific wording that will allow signage for community groups (Valley Cruisers Car Club, the Legion and the Lions Club). He also noted the Planning Advisory Committee reviewed each group’s request in conjunction with the proposed amendment. DPDS White advised the organization still has the option to appeal a decision to the Planning Advisory Committee and the fee is \$250 for the application. The specific requirements related to each service group were discussed and while the Legion may be limited with sandwich boards on the property, they do have the option to place a banner along the side of the building facing Marr Road. There was a brief discussion with respect to the fee for application to the Planning Advisory Committee and it was suggested this be reviewed. DPDS White noted the Planning Advisory Committee can apply conditions when approving various applications as related to the number of occurrences, for instance. Counc. Wells commented that some residents may not want signage in their neighbourhood on a regular basis. DPDS White noted he would meet with Legion representatives to review their current signage and what additional signage may be permitted. Counc. McGuire suggested there should be more flexibility and agreed with Counc. Lewis that the fee structure should be reviewed. He noted these organizations do great work for the community with their fundraising activities.

**YEA votes recorded from Councs. Gallagher Jette, Lewis, MacDonald and Wells.**

**NAY votes recorded from Deputy Mayor Grant, Councs. Alexander and McGuire.**

**CARRIED.**

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**MOVED** by Counc. Wells and seconded by Counc. Lewis Council give 2<sup>nd</sup> Reading by Title, to By-law 3-10-2, "An Amendment to By-law 3-10, 'A By-law Respecting Signage in Rothesay'".

**YEA votes recorded from Councils. Gallagher Jette, Lewis, MacDonald and Wells.**

**NAY votes recorded from Deputy Mayor Grant, Councils. Alexander and McGuire.**

**CARRIED.**

**TABLED AGENDA ITEMS** (*no action recommended at this time*)

**8.5 Traffic By-law 3-03** (*tabled August 2013*)

8 August 2013

Memorandum from DO McLean

**No action required**

**8.6 47 Clark Road amending development agreement**

5 November 2013

Memorandum/Staff Report

DRAFT

Amending agreement

**No action required**

## 9. NEW BUSINESS

Treasurer Johnson gave a brief presentation with respect to the proposed 2014 Rothesay Utility and General Operating and Capital Budgets. She noted the budgets had been reviewed in detail at a previous meeting and this would be more high-level but she would answer any questions during the presentation. She made the following comments:

- Utility Capital budget \$1.945 million - \$1.5 million (water system) and \$445,000 (sewer system) [\$430,000 carried forward from 2013]
- projects funded through Operating \$380,000, Gas Tax Funding \$565,000 and required borrowing of \$900,000
- Utility Operating Budget – increase water rate to \$1.00/m<sup>3</sup>, about 11% increase and increase sewer rate to \$320 resulting in about 10% revenue increase from \$2.5 million to \$2.78 million
- Expenses - increase in overhead from General Fund, well cleaning and 2012 deficit
- average utility bill increase from approximately \$710 to \$760
- General Capital Fund \$17.219 million (\$5.1 million carried forward from 2013)
  - Oakville Acres approximately \$3 million
  - asphalt re-surfacing approximately \$2.7 million
  - Recreation arena project approximately \$6 million in 2014
- Revenue
  - Gas Tax funding \$530,000, approximately \$3 million grant for recreation project and \$40,000 from ACOA to complete Renforth Wharf project
  - projected surplus of approximately \$1.604 million in 2013 to be transferred to Reserves
  - designated highways funding \$750,000
  - operating fund \$1.975 million
  - borrowing \$9.320 million
- General Operating Budget totals \$15.915 million, a small increase of \$50,000 from 2013
  - department summaries include increase in protective services, reduction in snow removal, deferral of curbside recycling project and lower recreation expenses
    - General government 12.70%
    - Protective services 28.06%
    - Transportation 20.38%
    - Environmental Health 4.49%
    - Recreation/Cultural 10.97%
    - Environmental Development 3.44%
    - Capital through Operating 14.36%

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- Debt-servicing 5.60%
- noted the pie chart in documentation provided to Council had incorrect allocation (capital through operating and debt-servicing)
- five year department expense trend based on actual figures for 2009-2012 and budgeted numbers for 2013
- no change being recommended to the tax rate

Mayor Bishop thanked Treasurer Johnson for her presentation.

**9.1 2014 Rothesay Utility Budget**

4 December 2013 Presentation and memorandum from Treasurer Johnson

**MOVED** by Counc. MacDonald and seconded by Deputy Mayor Grant resolved that the Utility Fund 2014 Capital Budget of \$1,945,000 be approved. (as per attached; projects not completed in 2013 carried forward to 2014 in the amount of \$400,000)

**CARRIED.**

**MOVED** by Counc. MacDonald and seconded by Counc. Gallagher Jette resolved that pursuant to paragraph 189(4) of the Municipalities Act, the total budget for the Water and Sewerage Utility for the ensuing year would consist of total revenues of \$2,784,045 and total expenditures of \$2,784,045.

**CARRIED.**

**MOVED** by Counc. MacDonald and seconded by Counc. Alexander resolved that the sewer service charge in schedule “B” of by-law 6-04 be \$320.00 per equivalent user unit.

**CARRIED.**

**MOVED** by Counc. MacDonald and seconded by Counc. Wells resolved that the fee schedule “E” of by-law 7-04, page 2, be changed to the following:

**ROTHESAY WATER SYSTEM CONSUMPTION CHARGES (Per quarter)**

<b>CHARGES PER QUARTER</b>	up to 96 m3	over 96 to 800m3	above 800 m3	up to 72 m3/unit	above 72 up to 600 m3/unit	above 600 m3/unit	up to 3250 m3	above 3250 m3
Single family residence	1.00	1.50	2.25					
Residence with rental or self-contained unit	1.00	1.50	2.25					
Apt. Bldg.- up to 3 units	1.00	1.50	2.25					
Apt. Bldg.- 4 units or more				1.00	1.50	2.25		
Townhouses - individual meters	1.00	1.50	2.25					
Townhouses - group meters				1.00	1.50	2.25		
Commercial	1.00	1.50	2.25					
Institutional (schools)							1.00	1.50

**CARRIED.**

**9.2 2014 General Fund Budget**

**MOVED** by Counc. MacDonald and seconded by Counc. Wells resolved that the General Fund 2014 Capital Budget of \$17,219,000 be approved.

**CARRIED.**

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**MOVED** by Counc. MacDonald and seconded by Deputy Mayor Grant resolved that the sum of **\$15,915,000** be the total operating budget of the Municipality, that the sum of **\$14,246,284** be the Warrant of the Municipality for the ensuing year, and that the tax rate for the municipality be **\$1.1900**. The Council orders and directs the levying by the Minister of Environment and Local Government of said amount on real property liable to taxation under the *Assessment Act* within the municipality of Rothesay.

**CARRIED.**

**MOVED** by Counc. MacDonald and seconded by Counc. Lewis resolved that the following 2014 total budgets and requests be approved as submitted:

Regional Facilities Commission \$2,542,743 (Rothesay portion \$310,000)

Enterprise Saint John \$2,000,000 (Rothesay portion \$86,500)

Kennebecasis Public Library \$186,177 (Rothesay portion \$75,000)

**CARRIED.**

**MOVED** by Counc. MacDonald and seconded by Counc. Lewis resolved that the following 2014 total budgets be approved as follows:

Kennebecasis Valley Fire Department Inc.

Operating: \$4,335,000 (as revised) (Rothesay portion \$1,787,000)

Capital: \$139,700

Rothesay Regional Joint Board of Police Commissioners \$5,260,163 (Rothesay portion \$2,181,000)

Rothesay Living Museum \$4,000

**CARRIED.**

**MOVED** by Counc. MacDonald and seconded by Counc. Wells resolved that the following 2014 funding requests be approved as follows:

### **Commitments**

Dalhousie Medicine	\$ 5,000	3 <sup>rd</sup> of 5 year commitment
Rothesay High School	\$ 1,000	Fairweather Scholarship
Kingsway Care Centre	\$ 10,000	2 <sup>nd</sup> of three years
KV3C	<u>\$ 2,000</u>	maximum, reimbursing for wages
Total	\$ 18,000	Donations & Cultural Support

### **Recurring:**

Crimestoppers	\$2,800	Under Protective Services
PRO Kids	\$7,500	Under Recreation – Other
Discover Saint John (Tourism)	\$3,000	Under Economic Development

### **Motion on individual recommendations:**

Saint John Theatre Company	\$ 1,500 – recommended
Symphony New Brunswick	\$ 2,500 – recommended
Cherry Brook Zoo	\$ 5,000 – recommended

**CARRIED.**

**MOVED** by Counc. MacDonald and seconded by Counc. Alexander resolved that the following 2014 funding requests be denied:

Quispamsis – participation in cost sharing of Comex Route 53

New Brunswick Medical Education Trust - \$10,000

## **ROTHESAY COUNCIL**

Open Session  
Meeting Minutes

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9 December 2013

### **ON THE QUESTION:**

Counc. Wells requested clarification on the denial for the NB Medical Education Trust request. Mayor Bishop advised the Finance Committee did not believe it to be one of Rothesay's priorities.

**CARRIED.**

**MOVED** by Counc. MacDonald and seconded by Counc. Lewis the Saint John Airport Marketing Plan funding request be referred back to Council to request a presentation.

**CARRIED.**

It was noted the year end reserve transfer motions would be reviewed at the December 16<sup>th</sup> Council meeting.

### **9.3 Green Road project**

4 December 2013      Memorandum from DO McLean

**MOVED** by Counc. Alexander and seconded by Counc. Wells the proposal submitted by Genivar for the 2013 Green Road project be accepted and further that the Mayor and Clerk be authorized to execute the appropriate documentation in that regard.

### **ON THE QUESTION:**

Counc. MacDonald requested the range of quotations. Town Manager Jarvie advised the range was from \$138,400 to \$172,000, inclusive of HST. It was noted the consultants will start before the end of the year.

**CARRIED.**

### **10. NEXT MEETING**

There will be a special meeting of Council on Monday, December 16, 2013. The next regular meeting will be Monday, January 13, 2014.

### **11. ADJOURNMENT**

**MOVED** by Counc. Gallagher Jette and seconded by Counc. McGuire Council re-convene into Closed Session.

**CARRIED.**

The meeting adjourned at 9:52 p.m.

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MAYOR

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CLERK

# Rothesay Utility Capital Plan

## Town of Rothesay

### 2014 Utilities Capital Plan

	2014	Capital Reserves	Developers	Gas Tax/ Infrastructure	Operating	Borrow
<b>UTILITY CAPITAL PLAN - 2014</b>						
<b>WATER CAPITAL PLAN - 2014</b>						
Green Road - water	\$ 250,000			\$ 250,000		-
Water Treatment Plant Upgrade	1,000,000					1,000,000
Well development - watershed exploration	250,000				250,000	-
	<u>\$ 1,500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 1,000,000</u>
<b>SEWER CAPITAL PLAN - 2014</b>						
Green Road - sanitary sewer	\$ 225,000			225,000		-
Alexander Ave. - sewer replacement	90,000			90,000		-
Wastewater treatment plant pre-design	130,000				130,000	-
	<u>\$ 445,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 315,000</u>	<u>\$ 130,000</u>	<u>\$ -</u>
<b>TOTAL CAPITAL 2014</b>	<u>\$ 1,945,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 565,000</u>	<u>\$ 380,000</u>	<u>\$ 1,000,000</u>