



**ROTHESAY COUNCIL**  
OPEN SESSION  
Monday, May 13, 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

**PUBLIC HEARING**

**By-law 2-10-21 (20 Gibbon Road)**

**PID#s 00238956, 30124440 (portion), 30181036 (portion)**

**Documentation**

17 April 2013

1<sup>st</sup> Section 68 advertisement

7 May 2013

2<sup>nd</sup> Section 68 advertisement

2 May 2013

Staff Report to Planning Advisory Committee

DRAFT

By-law 2-10-21

Development Agreement

25 March 2013

Staff Report to Planning Advisory Committee

9 May 2013

Recommendation from Planning Advisory Committee

**Appearances:**

**DPDS Brian White, MCIP, RPP**

**Jeff Harriman, Cachal Properties**

**Gerry Roberts, Kierstead Quigley Roberts Ltd.**

**REQUESTS TO APPEAR**

**None received**

**Correspondence:**

*Received from: P. & K. Thompson, G. & P. Little, R. & J. Stroud, C. VanBuskirk, C. King, J. & A. Marr, M. & S. Estey*

Mayor Bishop called the Public Hearing to order at 7:05 p.m. and gave instructions to those in attendance. He noted the Hearing had been duly advertised and Director of Planning and Development Services (DPDS) Brian White would be giving a presentation on the proposed rezoning By-law.

DPDS White gave a brief presentation outlining the following: proposal is to rezone from Single Family Residential (R1B) to Two Family Residential (R2) to allow for development of 3 semi-detached buildings and development of a new one-way public road (5 metres in width); includes variances on lot size, front and sideyard setbacks and frontage requirements of two single family (R1B) lots. He noted a private right-of-way will be constructed for the two proposed single family homes. DPDS White noted the properties are designated Low Density Residential under the Municipal Plan and the proposal was also evaluated based on standards for development under the Municipal Plan. He advised By-law 2-10-21 was being presented to Council for consideration and subsequent recommendations will be provided from the Planning Advisory Committee should the project proceed.

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Mr. Harriman, Gerry Roberts and Andrew Mackay were in attendance. Mr. Harriman gave a presentation and noted the following: feedback from first application process resulted in changes to the development including reduced number of buildings, existing house at 54 Gibbon Road will be maintained, one way street removes variance requirement for rear yard setbacks, 50% reduction in pavement area; project will be connected to Town water; will meet requirement for net zero discharge; project will likely be completed in two construction seasons with infrastructure taking 60-90 days and discussions were held with some of the area neighbours. Mr. Harriman suggested significant changes were made to the proposal.

On questioning from Council members, the following points were clarified: the semi-detached units will have double car garages and a living space of approximately 1400 square feet each on the main floor and an extra bedroom on the second floor. The demand depends on the market and the average square footage for a single family home is approximately 2000 square feet. It was noted a stormwater management plan will be submitted to the Town for approval prior to the start of the development. There was a brief discussion with respect to the current zoning of the property and what other options are available for development and associated costs.

Mayor Bishop called three times for those wishing to speak in opposition to the proposal. The following people spoke: Karen Thompson, 9 Golf Club Court; Valerie Robinson, 2600 Rothesay Road; Cecil VanBuskirk, 2590 Rothesay Road, Ross and Jackie Stroud, 74 Gibbon Road; Frank Ervin, 25 Golf Club Court; Carol King, 2612 Rothesay Road; George Little, 64 Gibbon Road.

The following comments were made: concerns with water run-off and drainage; loss of trees; impact on existing drainage ditch; negative impact on neighbours; keep area zoned Single Family Residential; sets a precedent; requires many variances to accommodate the development; potential for noise pollution; not in character with the town of Rothesay; density is too high for the area and is better suited closer to amenities and is there a need in Rothesay for this type of development.

Mayor Bishop called three times for those wishing to speak in favour of the proposal. Mac Estey, 59 Gibbon Road spoke in favour of the proposal and advised he has resided in the area for 35 years with no vested interest in the project and has faith in Town staff, the Planning Advisory Committee and Council. He noted the proposal will benefit the community overall.

**MOVED** by Counc. Gallagher Jette and seconded by Counc. Wells the Public Hearing be adjourned.

**CARRIED.**

The Public Hearing adjourned at 8:10 p.m.

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Mayor Bishop called the regular meeting to order at 8:11 p.m.

### 1. APPROVAL OF MINUTES

**MOVED** by Counc. Gallagher Jette and seconded by Counc. Lewis the minutes of 8 April 2013 be adopted as circulated.

**CARRIED.**

#### Business Arising from Minutes

n/a

### 2. APPROVAL OF AGENDA

**MOVED** by Counc. Gallagher Jette and seconded by Counc. Lewis the agenda be approved with the following change:

*Item 9.1 be brought forward to follow Item 5.5*

**CARRIED.**

### 3. OPENING REMARKS OF COUNCIL

Mayor Bishop reminded those in attendance Spring Cleanup Weeks are approaching – May 27<sup>th</sup> will be solid waste and June 3<sup>rd</sup> will be compost collection.

Mayor Bishop advised those in attendance Town Clerk Mary Jane Banks had been recognized by the Canadian Association of Municipal Administrators (CAMA) for her fifteen years of service.

### 4. DELEGATIONS

4.1 Stonehammer GEOPARK  
(See Item 9.2)

Gail Bremner  
Bill Merrifield

Bill Merrifield appeared before Council and gave a brief presentation with respect to the Stonehammer GEOPARK, noting the following: the park has significant geological and fossil locations; encompasses more than 2500 km; received TIAC Deloitte Innovator of the Year (2011); pillars of commitment are education, preservation and conservation, sustainable economic development and networking on an international stage; several strong leaders affiliated with the park and many experience providers as well. Mr. Merrifield noted there is a focus on marketing and technology, training and networking, education and community events. They are also currently mentoring other communities.

Mr. Merrifield requested Council consider a \$10,000 grant in the next budgetary cycle which will be invested directly in Rothesay via signage and marketing. On questioning, it was noted over \$1 million has been raised which is being used for contracted staff, along with training and marketing to promote the park. It was also noted there is no geosite location within Rothesay but the GEOPARK could work with Rothesay staff to determine any significant locations.

Mayor Bishop thanked Mr. Merrifield for his presentation.

4.2 Rothesay Common Covenant  
(See Items 9.3)

Margaret Leahey Bailey  
Jim Crosby

Mrs. Bailey appeared before Council and gave a brief presentation with respect to the Rothesay Common upgrade project. She noted the following: Council's role in determining the future of the Common, the covenant for the Common should be left as it is; there is community concern about changing the covenant; the property was donated to the Town as a park and should be maintained as a green space; concern with noise; potential impact on and divisiveness within the community; there is no parking in the area; access for protective

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services vehicles is a concern; the proposed project is too costly; the heritage area is regulated as to development and there are other places to develop within the Town.

Mayor Bishop thanked Mrs. Bailey for her presentation. Counc. Alexander noted the Common was purchased by the Town for \$2400.00.

Mr. James Crosby appeared before Council and gave a brief presentation with respect to the Rothesay Common upgrade project. He noted the following: research was done online and therefore not confirmed; tax exempt status of the Common and possible effect of changes; project is too costly; covenant is in place which stipulates no buildings; operation of artificial out-door rink based on a study from Toronto; need for community participation and existing properties hosting community events in the area have parking issues. There was a brief discussion with respect to the Town operating as a developer and whether Council proceeded, knowing the covenant restricted buildings on the Common. Counc. Gallagher Jette indicated she is more aware now of the details of the project and took responsibility for not having all the information about the project. Mr. Crosby suggested there is no community support in the area for an artificial ice surface, the covenant should remain in place and the capital should be invested elsewhere in the Town.

Mayor Bishop thanked Mr. Crosby for his presentation. It was noted there will be another consultation meeting on Tuesday, May 28, 2013 and the details will be provided.

### 4.3 Kennebecasis Valley Fire Department Chief Bill Ireland (See Items 6.3 and 6.3.1)

Chief Ireland appeared before Council and gave a brief presentation with respect to the Medical First Response program (MFR) provided by the Kennebecasis Valley Fire Department. He noted the following: there are specific dispatch criteria (immediate or potentially life-threatening calls) for MFR calls; summary of Ambulance New Brunswick (ANB) calls from July 1, 2011 to June 30, 2012 shows the Fire Department responded to just under 50% of high priority calls and a total of 31% of all ANB priority calls; total responses in 2012 were 567 – 40% assistance not required, 32% assisted ANB, 24% first on-scene and aid rendered, 4% station drop-in or urgent care and direct costs for 2012 totalled \$12,744.

He noted the intent was for Rothesay Council to gather additional information, particularly related to the time, effort and cost required for the MFR program. Deputy Mayor Grant requested clarification on the history of the program as it initially started as a pilot program, which typically has a record of outcomes and analysis. Chief Ireland noted the pilot program ended largely due to the decision to move dispatch services for the police and fire services to the City of Saint John and the program continued on as that is how the other fire departments operate that are serviced by the dispatch services in the City. He further noted in his capacity as Fire Chief he did not have the ability to answer on what the medical outcomes are from the provision of the service. Counc. Alexander noted the report was very good and the past experience of some of the firefighters with medical first response calls has proven beneficial on subsequent calls. He further noted the vision and mission statement of the Department should be reviewed going forward if the intent is to provide both fire and medical response services, particularly if 55% of calls (2012) are MFR calls.

Mayor Bishop thanked Chief Ireland for his presentation.

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**5. CORRESPONDENCE FOR ACTION**

5.1 7 April 2013 Correspondence from resident RE: entrance to Kennebecasis Park

5.1.1 17 April 2013 Email from resident RE: entrance to Kennebecasis Park

**MOVED** by Deputy Mayor Grant and seconded by Counc. Alexander the correspondence dated 7 April and 17 April 2013 RE: entrance to Kennebecasis Park be referred to the Public Works and Infrastructure Committee.

**ON THE QUESTION:**

Town Manager Jarvie noted the matter had been discussed by staff and an approach would be made to the City to discuss possible partnership options as the area being referred to is located within the boundaries of the City of Saint John.

**CARRIED.**

5.2 17 April 2013 Letter from MP Weston RE: National Health and Fitness Day  
9 May 2013 Memorandum from Town Manager Jarvie RE: Community Garden

8 May 2013 Memorandum from Recreation Coordinator Kent

Town Manager Jarvie advised the opening of the Scribner Park Community Garden has been scheduled for 12 noon on June 1<sup>st</sup> to recognize National Health and Fitness Day. He noted the Federation of Canadian Municipalities (FCM) has been advised and invitations will be sent to Council and local dignitaries.

**MOVED** by Counc. McGuire and seconded by Counc. Lewis the correspondence dated 17 April 2013, 8 May 2013 and 9 May 2013 RE: National Health and Fitness Day be received/filed.

**CARRIED.**

5.3 23 April 2013 Letter from Remax Professionals RE: Millennium Drive property

**MOVED** by Counc. Alexander and seconded by Counc. Lewis the letter from Remax Professionals dated 23 April 2013 RE: Millennium Drive property be received/filed.

**ON THE QUESTION:**

Counc. Lewis commented the portion of Millennium Drive located in Quispamsis is flourishing while the portion in Rothesay is dormant. Mayor Bishop suggested he had been advised the price of property may be too high. Counc. Lewis commented the restrictions in the By-law for development in the area may be too restrictive and should be reviewed.

**CARRIED.**

**MOVED** by Counc. Lewis and seconded by Counc. McGuire Council direct staff to report back to Council on the conditions for development on Millennium Drive.

**CARRIED.**

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5.4 26 April 2013                      Supplementary Letters of Patent, Greater Saint John Economic Development Agency (Enterprise Saint John)

**MOVED** by Counc. Wells and seconded by Counc. MacDonald:

WHEREAS Council has adopted the recommendations of the True Growth 2.0 Governance Task Force Report, prepared by a Committee chaired by Daryl Wilson, dated 31 January 2013; and

WHEREAS to give effect to the recommendations of the said Committee, it is necessary to amend the provisions of the charter of Greater Saint John Community Economic Development Agency, Incorporated (“Enterprise Saint John”); and

WHEREAS the charter of Enterprise Saint John stipulates that before any application may be made to amend the letters patent of Enterprise Saint John, approval must be obtained from Council;

NOW THEREFORE BE IT RESOLVED that Council of the town of Rothesay approves the submission of supplementary letters patent for Enterprise Saint John substantially in the form attached hereto as Schedule “A”.

**CARRIED.**

5.5 8 May 2013                      Petition from Scott Avenue residents RE: Sidewalk  
**MOVED** by Counc. Alexander and seconded by Deputy Mayor Grant the petition dated 8 May 2013 RE: sidewalk on Scott Avenue be referred to the Public Works and Infrastructure Committee.

**CARRIED.**

**BUSINESS ARISING FROM PUBLIC HEARINGS**

**9.1 Rezoning Application 20 Gibbon Road (refer to Public Hearing documentation)**

- 7 May 2013      Recommendation from Planning Advisory Committee
- DRAFT              By-law 2-10-21
- DRAFT              Development Agreement

**MOVED** by Counc. McGuire and seconded by Counc. Lewis Council give 1<sup>st</sup> Reading by Title, to By-law 2-10-21, “A By-law to Amend the Zoning By-law”.

**ON THE QUESTION:**

Counc. Gallagher Jette advised she would not support the motion because of the rezoning, noting the biggest investment residents make is their home and the purchase is typically based on their knowledge of the surrounding area. She noted this area is zoned for single family development and the residents in the area are opposed to the proposal. Counc. Lewis noted the developer had revised his proposal and has indicated he is willing to work with the residents in the area. Counc. Alexander noted Council has to consider both sides, along with the Town by-laws; particularly the Municipal Plan which specifically refers to sustainable development for the future of the community. He noted the developer’s efforts in addressing the residents’ concerns and has reduced the environmental impact of the proposed development. Counc. McGuire agreed with the comments from Councils. Alexander and Lewis and noted his faith in Town staff to ensure development requirements are met.

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

**CARRIED.**

The Clerk read By-law 2-10-21 by title.

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**MOVED** by Deputy Mayor Grant and seconded by Counc. Wells Council give 2<sup>nd</sup> Reading by Title, to By-law 2-10-21, "A By-law to Amend the Zoning By-law".

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

**CARRIED.**

The Clerk read By-law 2-10-21 by title.

**6. CORRESPONDENCE - FOR INFORMATION**

6.1 20 February 2013 Letter from Kennebecasis Public Library to New Brunswick Public Library Services.

6.1.1 20 March 2013 Letter from New Brunswick Public Library Services to Kennebecasis Public Library.

**MOVED** by Deputy Mayor Grant and seconded by Counc. Wells the correspondence as between the Kennebecasis Public Library and New Brunswick Public Library Services be received/filed.

**ON THE QUESTION:**

Deputy Mayor Grant advised the software is to assist with staffing issues as the province will not provide additional staff. She noted it required an increase in the telecommunications budget and it should not impact the overall budget. Town Manager Jarvie indicated there should be adequate reserves to cover the expense.

**CARRIED.**

6.2 16 April 2013 Letter to Regional Development Corporation RE: Rothesay Elementary School playground

**MOVED** by Counc. MacDonald and seconded by Counc. Lewis the letter dated 16 April 2013 to Regional Development Corporation RE: Rothesay Elementary School playground be received/filed.

**CARRIED.**

Council adjourned the meeting to take a ten minute break. The meeting resumed at 9:25 p.m.

6.3 17 April 2013 Letter to Fundy Regional Service Commission RE: regional emergency measures planning

**MOVED** by Counc. MacDonald and seconded by Deputy Mayor Grant the letter dated 17 April 2013 to Fundy Regional Service Commission RE: regional emergency measures planning be received/filed.

**CARRIED.**

6.4 19 April 2013 Letter from Minister Williams, Department of Transportation/Infrastructure RE: Designated Highways

**MOVED** by Counc. MacDonald and seconded by Deputy Mayor Grant the letter dated 19 April 2013 from Minister Williams, Department of Transportation/Infrastructure RE: Designated Highways be received/filed.

**ON THE QUESTION:**

Mayor Bishop noted no funding was received by Rothesay this year. Counc. MacDonald commented that submissions should contain more detail, at the recommendation of the MLA, and Minister Flemming should be kept informed.

**CARRIED.**

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6.5 11 April 2013 Response from Chief Bill Ireland, KVFD RE: Medical First Response Function

**MOVED** by Counc. Lewis and seconded by Counc. Wells the letter dated 11 April 2013 from Chief Bill Ireland, KVFD RE: Medical First Response Function be received/filed.

**CARRIED.**

6.5.1 29 April 2013 Letter from Quispamsis to Board of Fire Commissioners (KVFD) RE: Medical First Response Function

**MOVED** by Counc. Alexander and seconded by Counc. Wells the letter dated 29 April 2013 from Quispamsis to Board of Fire Commissioners (KVFD) RE: Medical First Response Function be received/filed.

**ON THE QUESTION:**

Counc. Alexander requested clarification on the position taken by Quispamsis. Mayor Bishop noted Chief Ireland had made a presentation to Quispamsis Council that addressed their concerns.

**CARRIED.**

6.5.2 6 May 2013 Letter from Quispamsis to Board of Fire Commissioners (KVFD) RE: Extension of Administration Agreement

**MOVED** by Deputy Mayor Grant and seconded by Counc. Lewis the letter dated 6 May 2013 from Quispamsis to Board of Fire Commissioners (KVFD) RE: Extension of Administration Agreement be received/filed.

**ON THE QUESTION:**

Counc. MacDonald advised the original date for self-administration was June 30<sup>th</sup> but the Board has formed some committees that have not met yet and it was decided to extend the current agreement to December 31<sup>st</sup> to allow the committees time to meet.

**CARRIED.**

6.5.3 8 May 2013 Letter from Quispamsis to Board of Fire Commissioners (KVFD) RE: Station 2 Relocation Study

**MOVED** by Deputy Mayor Grant and seconded by Counc. MacDonald the letter dated 8 May 2013 from Quispamsis to Board of Fire Commissioners (KVFD) RE: Station 2 Relocation Study be received/filed.

**ON THE QUESTION:**

Town Manager Jarvie advised the intent was for Station 1 to be the main station and Station 2 was to be a substation; not one of the same size. He suggested if the proposal were to proceed, the cost could be in the area of \$4 million dollars.

**CARRIED.**

6.6 30 April 2013 Letter from Chief McIntyre, Rothesay Regional Police Force RE: Traffic concerns

**MOVED** by Counc. McGuire and seconded by Counc. Lewis the letter dated 30 April 2013 from Chief McIntyre, Rothesay Regional Police Force RE: Traffic concerns be received/filed.



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### **ON THE QUESTION:**

There was a lengthy discussion with respect to whether the traffic lights will be activated and how the costs will be covered. Town Manager Jarvie noted the highway is a provincial highway and the Province owns the traffic lights. DO McLean advised the lights are a provincial facility that were constructed and paid for by the Province. The Town was asked for input and both requests were denied. The Province asked the Town to manage the project and the capital costs will be invoiced to the Province. Mayor Bishop suggested a letter be sent to the Minister of Transportation/Infrastructure with a copy to Premier Alward and Minister Flemming advising Rothesay is requesting the traffic lights be activated immediately. Counc. MacDonald suggested if the Province is obligated to pay the costs, Minister Flemming will ensure the funds are received. DO McLean advised there was an issue with the temporary power solution for the currently active traffic lights, which was dealt with by Rothesay. Mayor Bishop noted there are some assurances from Minister Flemming and if he is provided with the documentation, he will support Council in its request.

**CARRIED.**

**MOVED** by Counc. Lewis and seconded by Counc. MacDonald Council direct staff to work with the Province as quickly as possible to turn on the traffic lights on Highway 111/Campbell Drive and then deal with the billing issues with the province for payment after the fact.

**CARRIED.**

DO McLean noted the lines in the area should be painted soon, based on recent conversations with the Dexter representative.

## **7. REPORTS**

### **7.0 May 2013 Report from Closed Session**

**MOVED** by Counc. Alexander and seconded by Counc. Wells Rothesay inform Quispamsis on the decision made with respect to the Oakville Acres project.

**CARRIED.**

7.1 15 January 2013 Fundy Regional Service Commission meeting minutes  
13 February 2013 Fundy Regional Service Commission meeting minutes

**MOVED** by Counc. McGuire and seconded by Counc. Alexander the Fundy Regional Service Commission meeting minutes dated 15 January 2013 and 13 February 2013 be received/filed.

### **ON THE QUESTION:**

Clarification was provided that the Directors receive \$400/month. Counc. MacDonald commented that two Saint John councillors are requesting the Commission review the regionalization of policing services in the region. Mayor Bishop noted policing services in Rothesay are excellent and he does not see any change in the foreseeable future. Deputy Mayor Grant requested clarification on the planning and building inspector services. Mayor Bishop advised the services are provided to the local service districts and they are paying the full cost of the services.

**CARRIED.**

7.2 13 February 2013 Kennebecasis Public Library Board meeting minutes  
13 March 2013 Kennebecasis Public Library Board meeting minutes

**MOVED** by Deputy Mayor Grant and seconded by Counc. Lewis the Kennebecasis Public Library Board meeting minutes dated 13 February 2013 and 13 March 2013 be received/filed.

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**ON THE QUESTION:**

Deputy Mayor Grant noted the last Board meeting was postponed until this week; the mural for the library is on track; the building project is on budget and the official opening has been set for September 11, 2013.

**CARRIED.**

- 7.3 27 February 2013      Rothesay Regional Joint Board of Police Commissioners (RRJBPC) meeting minutes  
28 February 2013      RRJBPC Draft Financial documents  
27 March 2013          RRJBPC meeting minutes  
31 March 2013          RRJBPC Draft Financial documents

**MOVED** by Counc. Alexander and seconded by Counc. McGuire the Rothesay Regional Joint Board of Police Commissioners meeting minutes dated 27 February 2013 and 27 March 2013, and draft Financial documents dated 28 February 2013 and 31 March 2013 be received/filed.

**ON THE QUESTION:**

Counc. Alexander noted the agreement is being re-drafted and there is mention of a name change for the department. Chief McIntyre will be providing further details on costs. He also noted the department's use of social media has been successful.

**CARRIED.**

- 7.4 27 March 2013          Common Upgrade Steering Committee meeting notes  
12 April 2013            Common Upgrade Steering Committee meeting notes

**MOVED** by Counc. Wells and seconded by Counc. McGuire the Common Upgrade Steering Committee meeting notes dated 27 March 2013 and 12 April 2013 be received/filed.

**ON THE QUESTION:**

Counc. Wells advised the Committee had reviewed different schemes presented by the consultant and, based on their comments and suggestions, the consultant will prepare one set of concept plans that will be presented at the public meeting on May 28 from 6 – 8 pm. There was a brief discussion with respect to the proposed concept and what will be included. Counc. Wells advised no plans had been finalized as yet but based on feedback received by the consultant, it will be similar to what is currently in existence, with some variation. There was a brief discussion with respect to various options available.

**CARRIED.**

- 7.5 27 March 2013          Joint Board of Fire Commissioners (KVFD) meeting minutes  
10 April 2013            Kennebecasis Valley Fire Department Annual Report 2012

**MOVED** by Counc. Gallagher Jette and seconded by Counc. McGuire the Joint Board of Fire Commissioners (KVFD) meeting minutes and 2012 Annual Report be received/filed.

**CARRIED.**

- 7.6 3 April 2013            Finance Committee meeting minutes

**MOVED** by Counc. MacDonald and seconded by Counc. Alexander the Finance Committee meeting minutes dated 3 April 2013 be received/filed.

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### ON THE QUESTION:

It was noted the audited statements will likely be received in July and the auditors will be returning the week of May 27. Treasurer Johnson advised the challenge for the financial statements will be the consolidated statements for the police and fire departments. Counc. MacDonald noted the Committee had reviewed its mandate and made some changes.

**CARRIED.**

31 March 2013 Draft Unaudited Utility Financial Statements

**MOVED** by Counc. MacDonald and seconded by Counc. Lewis the draft Unaudited Utility Financial Statements dated 31 March 2013 be received/filed.

**CARRIED.**

31 March 2013 Draft Unaudited General Fund Financial Statements

**MOVED** by Counc. MacDonald and seconded by Counc. Lewis the draft Unaudited General Fund Financial Statements dated 31 March 2013 be received/filed.

**CARRIED.**

7.7 16 April 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 16 April 2013 be received/filed.

**CARRIED.**

7.8 17 April 2013 Draft Public Works and Infrastructure Committee meeting minutes

**MOVED** by Counc. Alexander and seconded by Counc. Wells the draft Public Works and Infrastructure Committee meeting minutes dated 17 April 2013 be received/filed.

**CARRIED.**

7.9 17 April 2013 Draft Water and Sewer Committee meeting minutes

**MOVED** by Counc. Alexander and seconded by Counc. McGuire the draft Water and Sewer Committee meeting minutes dated 17 April 2013 be received/filed.

**CARRIED.**

7.10 17 April 2013 Draft Rothesay Heritage Preservation Review Board meeting minutes

**MOVED** by Counc. Wells and seconded by Counc. McGuire the draft Heritage Preservation Review Board meeting minutes dated 17 April 2013 be received/filed.

**CARRIED.**

7.11 April 2013 Building Permits Monthly Summary Report

**MOVED** by Counc. Alexander and seconded by Counc. Wells the April 2013 Building Permits Monthly Summary Report be received/filed.

### ON THE QUESTION:

It was noted the permit fees are charged based on the construction value and not the market value.

**CARRIED.**

7.12 5 May 2013 Canada Games Aquatic Centre Update

**MOVED** by Counc. MacDonald and seconded by Counc. Wells the Canada Games Aquatic Centre update dated 5 May 2013 be received/filed.

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### ON THE QUESTION:

Mayor Bishop advised operating expenses are financed by the member municipalities of the Regional Facilities Commission (RFC) but not the capital expenses. Counc. MacDonald noted a review of the Aquatic Centre financial documents would suggest some items on the capital cost list in the past were actually repair and maintenance. He also noted some of those assets now need to be replaced and will be capital costs. Town Manager Jarvie noted the RFC is required to follow PSAB standards and the definition of a capital expense would need to be reviewed as part of those requirements.

**CARRIED.**

7.13 6 May 2013 Draft Planning Advisory Committee meeting minutes  
**MOVED** by Counc. Lewis and seconded by Counc. Wells the draft Planning Advisory Committee meeting minutes dated 6 May 2013 be received/filed.

**CARRIED.**

➤ 2242 Rothesay Road – cash in lieu of land for public purposes  
**MOVED** by Counc. MacDonald and seconded by Counc. Lewis Council accepts the amount of \$7,866.72 as cash in lieu of Land for Public Purposes for the subdivision of 2242 Rothesay Road (PID 2400093) to create Lots 12-1 and 12-2.

**CARRIED.**

➤ 20 Gibbon Road (See Item 9.1)  
**Dealt with above.**

➤ 177 Gondola Point Road – cash in lieu of land for public purposes  
**MOVED** by Counc. Lewis and seconded by Counc. MacDonald Council accepts the amount of \$5,502.60 as cash in lieu of Land for Public Purposes for the subdivision of 177 Gondola Point Road (PID 00240580) to create Lots 12-1 and Lot 12-2.

**CARRIED.**

## 8. UNFINISHED BUSINESS

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

#### 8.1 Fieldhouse Project *(tabled December 2012)*

4 December 2012	Memorandum from Town Manager Jarvie
3 December 2012	Letter from Counc. MacDonald

**No action required.**

#### 8.2 RES Playground funding request *(tabled January 2013)*

14 March 2013	Submission from Rothesay Community Park Committee
24 January 2013	Letter of support from Rothesay to ACOA
10 January 2013	Memorandum from Town Manager Jarvie
8 November 2012	Memorandum from Parks and Recreation Committee

**No action required.**

#### 8.3 Kennebecasis Park Emergency Access *(tabled January 2013)*

8 January 2013	Memorandum from DO McLean
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**No action required.**

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**9. NEW BUSINESS**

**BUSINESS ARISING FROM PUBLIC HEARINGS**

**9.1 Rezoning Application 20 Gibbon Road (refer to Public Hearing documentation)**

7 May 2013 Recommendation from Planning Advisory Committee  
DRAFT By-law 2-10-21  
DRAFT Development Agreement

**Dealt with above.**

**DELEGATIONS**

**9.2 Stonehammer GEOPARK**

13 May 2013 Funding request from Stonehammer GEOPARK.

**MOVED** by Deputy Mayor Grant and seconded by Counc. McGuire the funding request from Stonehammer GEOPARK be referred to the Finance Committee.

**CARRIED.**

**9.3 Rothesay Common Covenant**

8 May 2013 Email exchange between Town Clerk Banks and Mrs. Bailey  
7 May 2013 Letter from Mrs. Bailey  
8 May 2013 Email exchange between Town Clerk Banks and Mr. Crosby  
8 May 2013 Letter from Mr. Crosby

**MOVED** by Counc. Alexander and seconded by Counc. Lewis the correspondence as between the Town Clerk, Mrs. Bailey and Mr. Crosby RE: Rothesay Common Covenant dated 7-8 May 2013 be received/filed.

**CARRIED.**

**OPERATIONS**

**9.4 Emergency Power Supply**

9 May 2013 Memorandum from Town Manager Jarvie  
7 May 2013 Memorandum from DO McLean

**MOVED** by Deputy Mayor Grant and seconded by Counc. Lewis Council approves the engagement of RSEI Inc. for an amount not to exceed \$20,000 to prepare an emergency power review and recommendations with the monies to come from operating reserves.

**ON THE QUESTION:**

Counc. Lewis questioned the need to hire a consultant to determine the locations for the generators. DO McLean advised the study is not to determine the locations as that is a Council decision but the consultant's expertise is necessary to design the power systems to enable backup power with automatic transfer rather than requiring an onsite visit to manually start a generator. There was a brief discussion with respect to locations to be provided backup power and related costs. Town Manager Jarvie noted there will need to be fuel reserves for the generators at the sites selected and further discussion is needed to determine the locations. It was suggested the McGuire Centre and the lagoons would be priority locations. Town Manager Jarvie noted the Fire Department is equipped with a generator and that would be the command centre for Rothesay in the case of an emergency.

**Motion withdrawn.**

**MOVED** by Counc. Lewis and seconded by Counc. McGuire the matter of emergency backup power is referred back to the Rothesay Emergency Measures Committee.

**CARRIED.**

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### **9.5 Consultant Selection Criteria**

9 May 2013 Memorandum from Town Manager Jarvie

7 May 2013 Memorandum from DO McLean

**MOVED** by Counc. Alexander and seconded by Counc. McGuire the memoranda from Town Manager Jarvie and DO McLean dated 9 May 2013 and 7 May 2013 respectively, be received/filed.

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

Counc. MacDonald expressed concern with respect to the memorandum noting selection may be based on highly specialized services or sole sourcing based on previous work on related projects and suggested while that may be applicable in some cases, staff should be careful on selection.

**CARRIED.**

### **9.6 Rothesay Stormwater Management Guidelines**

9 May 2013 Memorandum from Town Manager Jarvie

7 May 2013 Memorandum from DO McLean

**MOVED** by Counc. Wells and seconded by Deputy Mayor Grant Council approves the award of a contract to Dillon Consulting to produce “A Guideline for Management of Storm Water in Rothesay” in an amount of \$25,170 including non-recoverable HST with the funds to be transferred from the approved capital budget.

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

It was noted these guidelines would be beneficial to residents near the proposed Gibbon Road development, along with other areas. DO McLean advised the By-laws indicate there will be “net-zero discharge” but no means as to how this should happen. He noted every application is a “one of” and requires substantive review. This document will provide the framework for accepted guidelines within different areas of the Town. Counc. Alexander questioned the acceptance of an unsolicited proposal and to verify the work is original work for Rothesay. Town Manager Jarvie advised he had discussed the matter with DO McLean and it is intended this work is to be specific to Rothesay and the various specific areas within the community. DO McLean advised he has met with Dillon representatives on three occasions and emphasized this will be a Rothesay-specific project.

**CARRIED.**

### **9.7 Asphalt resurfacing**

7 May 2013 Memorandum from DO McLean

**MOVED** by Counc. Alexander and seconded by Counc. Wells the proposal by CBCL Limited for the 2013 Asphalt Resurfacing project be accepted and the Mayor and Town Clerk be authorized to execute the appropriate documentation in that regard.

**CARRIED.**

### **9.8 One Ton Plow Truck - Tender T-2013-23**

7 May 2013 Memorandum from DO McLean

**MOVED** by Counc. Wells and seconded by Counc. Alexander that Equipment Supply Tender T-2103-23: One Ton Plow Truck, be awarded to the low tenderer, Dobson Chrysler, at the tendered price of \$55,853.64, including HST, and further that the Director of Operations be authorized to issue a purchase order for the tendered amount.

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**ON THE QUESTION:**

There was a brief discussion with respect to the cost. It was noted the equipment supply was tendered and only one submission was received. It was noted the budgeted amount was \$100,000 which includes the truck and the plow rigging and all the accessories. There is approximately \$48,000 remaining in the budget to purchase the rigging and accessories. DO McLean noted the local dealerships had been contacted in an effort to create greater awareness of the NB Opportunities Network tendering website.

**CARRIED.**

**DEVELOPMENT SERVICES**

**9.9 Affordable Housing Seminar**

7 May 2013 Memorandum from Town Manager Jarvie

RECEIVED FOR INFORMATION.

Mayor Bishop noted there was good attendance at the workshop and the discussion continued after the session finished and beneficial information was provided by the presenters.

Deputy Mayor Grant advised the workshop was beneficial and suggested Rothesay has a role to play in the areas of lower priced homes, assisted living, accessible housing and participation in regional poverty initiative.

**10. NEXT MEETING**

The next regular meeting of Council will be held on Monday, June 10, 2013.

**11. ADJOURNMENT**

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

**CARRIED.**

The meeting adjourned at 10:35 p.m.

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MAYOR

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CLERK