



# ROTHESAY COUNCIL

OPEN SESSION

Monday, November 10, 2014

## MINUTES



PRESENT: MAYOR WILLIAM J. BISHOP  
COUNCILLOR MATT ALEXANDER  
COUNCILLOR PAT GALLAGHER JETTE  
COUNCILLOR BLAIR MacDONALD  
COUNCILLOR BILL McGUIRE  
COUNCILLOR MIRIAM WELLS

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

ABSENT: DEPUTY MAYOR NANCY GRANT  
COUNCILLOR PETER LEWIS  
TOWN MANAGER JOHN JARVIE

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

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

**CARRIED.**

**Business Arising from Minutes**

n/a

**2. APPROVAL OF AGENDA**

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

**CARRIED.**

**3. OPENING REMARKS OF COUNCIL**

Mayor Bishop noted the formal Remembrance Day service will be held at the qplex and everyone is asked to be seated by 10:30 a.m. There will also be an informal service at the Rothesay Cenotaph.

Mayor Bishop advised the KV Santa Claus Parade will be on Saturday, November 22<sup>nd</sup>, starting from KVHS at 6:00 p.m.

**4. DELEGATIONS**

**4.1 Rothesay Arena Recycling Depot Expansion** Brenda MacCallum/Marc MacLeod  
(See item 9.1)

Brenda MacCallum appeared before Council to discuss the possibility of adding additional recycle bins to the Rothesay location in the arena parking lot, as a result of the closure of the site in Quispamsis behind Tim Hortons and relocation to the Quispamsis Civic Centre. She indicated Fundy Region Solid Waste (FRSW) is seeking options to mitigate pressure on other sites. She commented on the following: a proposal for the addition of 1 to 3 more bins, Rothesay has a small site yet generates 50 tons/month and the former Quispamsis site generated 90 tons/month; the site is serviced four times a day and occasionally a fifth trip is added on Sunday.

## ROTHESAY COUNCIL

Open Session

Meeting Minutes

-2-

10 November 2014

There was general discussion and the following comments were made: not in favour of existing site because of its location and the resulting garbage at the Town Hall and in the general area; arena parking lot is full most evenings and on the weekends; commitment to renew the arena parking lot and the existing bins will have to be moved; what discussions have been held with Quispamsis to find a new location (Quispamsis Town Hall or qplex parking lot) and if Council is agreeable it may be short term as the Town is considering curbside recycling.

There was general discussion with respect to: other sites that could be considered in Quispamsis; FRSW is managing the overflow with additional pickups; the footprint of the Rothesay site will not change with the added bins; this could be a transition period if Rothesay adopts curbside recycling. Ms. MacCallum advised she had been speaking with Quispamsis staff in possible sites and it was suggested she speak directly with Council.

Mayor Bishop thanked Ms. MacCallum for her presentation and advised the matter would be reviewed later in the agenda.

### 5. CORRESPONDENCE FOR ACTION

- 5.1 15 October 2014 Funding request from KV Committee for Disabled Persons
- 5.2 15 October 2014 2015 Draft Budget Kennebecasis Valley Fire Department
- 5.3 22 October 2014 2015 Budget request KV Crimestoppers
- 5.4 24 October 2014 2015 Budget request Cherry Brook Zoo
- 5.5 29 October 2014 Funding request from NB Elf program

There was general discussion with respect to the various funding requests and the following comments were made: funding will be recommended for Cherry Brook Zoo for 2015 but a formal plan needs to be presented on a go-forward basis; if the City does not provide funding they will be in a deficit position with no reserves; possible inclusion as a regional facilities under the Commission; the Zoo is a value-added feature for the region and Rothesay is the only outlying community to provide financial support; KV Committee for Disabled Persons request and the KV Crimestoppers request have been included in the draft budget; funding for the ELFNB program (education) is a provincial responsibility and, while the Town can support the organization through promotion, it will likely not receive any financial support.

**MOVED** by Counc. Alexander and seconded by Counc. MacDonald the correspondence, as listed, be forwarded to the Finance Committee for 2015 budget consideration:

- 5.1 15 October 2014 Funding request from KV Committee for Disabled Persons
- 5.2 15 October 2014 2015 Draft Budget Kennebecasis Valley Fire Department
- 5.3 22 October 2014 2015 Budget request KV Crimestoppers
- 5.4 24 October 2014 2015 Budget request Cherry Brook Zoo
- 5.5 29 October 2014 Funding request from NB Elf program

#### ON THE QUESTION:

It was noted the Finance Committee has already received the funding requests and they are included on the Council agenda for tracking purposes.

**CARRIED.**

### 6. CORRESPONDENCE - FOR INFORMATION

- 6.1 16 October 2014 Letter of thanks from U16 Boys Fundy Soccer

**MOVED** by Counc. Wells and seconded by Counc. McGuire the letter of thanks from U16 Boys Fundy Soccer dated 16 October 2014 be received/filed.

**CARRIED.**

## **ROTHESAY COUNCIL**

Open Session  
Meeting Minutes

-3-

10 November 2014

6.2 20 October 2014 Letter to Fundy Regional Service Commission RE: Solid Waste Diversion Program resolution

**MOVED** by Counc. MacDonald and seconded by Counc. Wells the letter to Fundy Regional Service Commission RE: Solid Waste Diversion Program resolution dated 20 October 2014 be received/filed.

### **ON THE QUESTION:**

There was a brief discussion about how the letter was received and Mayor Bishop advised it was received with some concern whether the integrity of the Executive Director was being questioned.

**CARRIED.**

6.2.1 15 October 2014 Copy of email/letter from Quispamsis resident to Quispamsis Council RE: rejection of curbside recycling

**MOVED** by Counc. Wells and seconded by Counc. MacDonald the Copy of email/letter from Quispamsis resident to Quispamsis Council RE: rejection of curbside recycling dated 15 October 2014 be received/filed.

**CARRIED.**

6.3 8 October 2014 Response from Kennebecasis Valley Fire Department RE: structure fire (with original request attached)

**MOVED** by Counc. Wells and seconded by Counc. MacDonald the response from Kennebecasis Valley Fire Department RE: structure fire (with original request attached) dated 8 October 2014 be received/filed.

### **ON THE QUESTION:**

Counc. Alexander requested additional information with respect to the second question, particularly in relation to the Chief's Report and the Fire Board minutes as the response appears contradictory with respect to the call in of all off-duty personnel (issued related to the phones used). Counc. Gallagher Jette advised she would take it under advisement and obtain additional information.

**CARRIED.**

6.4 21 October 2014 Letter from Teamsters Canada RE: rail safety advertising campaign

**MOVED** by Counc. McGuire and seconded by Counc. Wells the letter from Teamsters Canada RE: rail safety advertising campaign dated 21 October 2014 be received/filed.

**CARRIED.**

6.5 25 October 2014 Letter of thanks from Seniors Club (McGuire Centre)

**MOVED** by Counc. McGuire and seconded by Counc. Wells the letter of thanks from the Seniors Club (McGuire Centre) dated 25 October 2014 be received/filed.

**CARRIED.**

## **7. REPORTS**

7.0 **November 2014** Report from Closed Session

n/a

## ROTHESAY COUNCIL

Open Session

Meeting Minutes

-4-

10 November 2014

- 7.1 10 September 2014 Kennebecasis Valley Fire Department (KVFD) Inc. Board meeting minutes  
31 July 2014 KVFD Statement of Operations with Budget Variances  
10 September 2014 Chief's Report  
Jan – Aug 2014 KVFD Summary - Response Report

**MOVED** by Counc. Gallagher Jette and seconded by Counc. Wells the Kennebecasis Valley Fire Department (KVFD) Inc. Board meeting minutes dated 10 September 2014, the KVFD Statement of Operations with Budget Variances dated 31 July 2014, the Chief's Report dated 10 September 2014 and the KVFD Summary – Response Report dated Jan – Aug 2014 be received/filed.

**CARRIED.**

- 7.2 17 September 2014 Kennebecasis Public Library (KPL) Board meeting minutes  
September 2014 KPL Librarian's Report

**MOVED** by Counc. MacDonald and seconded by Counc. McGuire the Kennebecasis Public Library Board meeting minutes dated 17 September 2014 and the Librarian's Report dated September 2014 be received/filed.

**CARRIED.**

- 7.3 24 September 2014 Kennebecasis Regional Joint Board of Police Commissioners Board meeting minutes

**MOVED** by Counc. McGuire and seconded by Counc. Alexander the Kennebecasis Regional Joint Board of Police Commissioners Board meeting minutes dated 24 September 2014 and Statement of Financial Position dated 30 September 2014 be received/filed.

**CARRIED.**

- 7.4 30 September 2014 Unaudited Rothesay Utility Fund Financial Statements

**MOVED** by Counc. MacDonald and seconded by Counc. Wells the Unaudited Rothesay Utility Fund Financial Statements dated 30 September 2014 be received/filed.

**CARRIED.**

- 30 September 2014 Unaudited Rothesay General Fund Financial Statements

**MOVED** by Counc. MacDonald and seconded by Counc. Wells the unaudited Rothesay General Fund Financial Statements dated 30 September 2014 be received/filed.

### ON THE QUESTION:

DO McLean gave a brief summary with respect to the allocation of costs for capital projects and there are still outstanding bills for recently completed projects. Treasurer MacDonald noted there will be some internal re-allocations but the totals are accurate.

**CARRIED.**

- 23 October 2014 Rothesay Finance Committee meeting minutes

**MOVED** by Counc. MacDonald and seconded by Counc. McGuire the Rothesay Finance Committee meeting minutes dated 23 October 2014 be received/filed.

**CARRIED.**

- 27 October 2014 Rothesay Finance Committee meeting minutes

**MOVED** by Counc. MacDonald and seconded by Counc. McGuire the Rothesay Finance Committee meeting minutes dated 23 October 2014 be received/filed.

**CARRIED.**

## ROTHESAY COUNCIL

Open Session

Meeting Minutes

-5-

10 November 2014

- 4 November 2014 Memorandum RE: Symphony NB Funding request

**MOVED** by Counc. MacDonald and seconded by Counc. Alexander Council approve a grant from the 2014 general fund budget in the amount of \$2500 to Symphony NB.

**CARRIED.**

- 3 November 2014 Draft Rothesay Finance Committee meeting minutes

**MOVED** by Counc. MacDonald and seconded by Counc. McGuire the Rothesay Finance Committee meeting minutes dated 3 November 2014 be received/filed.

**CARRIED.**

- 7.5 15 October 2014 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 15 October 2014 be received/filed.

**CARRIED.**

- Land assembly

**MOVED** by Counc. Alexander and seconded by Counc. Wells Council include provisions for land assembly for the project to be added to the 2015 Capital Budget, Transportation Category.

**CARRIED.**

- Iona Avenue/Islay Drive three way stop

**MOVED** by Counc. Alexander and seconded by Counc. Wells a three way stop be implemented at Iona Avenue/Islay Drive.

**CARRIED.**

- 7.6 15 October 2014 Draft Water and Sewer Committee meeting minutes

**MOVED** by Counc. Alexander and seconded by Counc. Gallagher Jette the draft Water and Sewer Committee meeting minutes be received/filed.

**CARRIED.**

- Water and Sewer By-laws
  - Memorandum from Town Clerk

RECEIVED FOR INFORMATION.

- 7.7 21 October 2014 Draft Parks and Recreation Committee meeting minutes

**MOVED** by Counc. McGuire and seconded by Counc. Wells the draft Parks and Recreation Committee meeting minutes be received/filed.

**CARRIED.**

- Rate increase – Bill McGuire Memorial Centre

**MOVED** by Counc. McGuire and seconded by Counc. Wells Council approve a rate increase for the Bill McGuire Centre, more specifically **proposed increases in bold**):

Saturday rental(8am-1am Sunday) Commercial- \$425(**\$525**)

**CARRIED.**

- 7.8 30 October 2014 Draft Emergency Measures Committee meeting minutes

**MOVED** by Counc. McGuire and seconded by Counc. Wells the draft Emergency Measures Committee meeting minutes be received/filed.

**CARRIED.**

## **ROTHESAY COUNCIL**

Open Session

Meeting Minutes

-6-

10 November 2014

7.9 October 2014 Monthly Building Permits Report

**MOVED** by Counc. Gallagher Jette and seconded by Counc. McGuire the October 2014 Monthly Building Permits Report be received/filed.

**CARRIED.**

7.10 3 November 2014 Draft Planning Advisory Committee meeting minutes

**MOVED** by Counc. Wells and seconded by Counc. Alexander the draft Planning Advisory Committee meeting minutes dated 3 November 2014 be received/filed.

**CARRIED.**

➤ 171 Gondola Point Road

**To be dealt with under Item 8.2**

### **8. UNFINISHED BUSINESS**

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

No action required at this time.

#### **8.2 171 Gondola Point Road By-law 2-10-25 (33 unit apartment building)**

5 November 2014 Recommendation from Planning Advisory Committee/Town Clerk

DRAFT By-law 2-10-25

**MOVED** by Counc. Wells and seconded by Counc. McGuire reading in its entirety be given By-law 2-10-25, "A By-law to Amend the Zoning By-law".

**CARRIED.**

The Clerk read By-law 2-10-25 in its entirety.

**MOVED** by Counc. Wells and seconded by Counc. Alexander third reading by title and enactment be given By-law 2-10-25, "A By-law to Amend the Zoning By-law".

**CARRIED.**

**MOVED** by Counc. Wells and seconded by Counc. McGuire Council authorize the Mayor and Clerk to sign the development agreement, as amended, with A. Malcolm Properties Ltd. for the purpose of developing a 33 unit apartment building on the property at 171 Gondola Point Road, identified as PID# 00240655.

**CARRIED.**

Acting T/M White noted Mr. Hoar was in attendance and had requested to speak on the development agreement, particularly the utility connection costs. He advised he had prepared a presentation with respect to the development agreement, based on Counc. Alexander's requested changes and had advised Mr. Hoar he would be given an opportunity to speak to his concerns. Acting T/M White advised he would work with Mr. Hoar and the concerns were not an impediment to the project.

Counc. Alexander advised he was pleased with the changes made to the agreement

#### **8.3 Procedural By-law 2-14**

3 November 2014 Memorandum from Town Clerk Banks

DRAFT By-law 2-14

**MOVED** by Counc. Wells and seconded by Counc. MacDonald second reading by title to By-law 2-14, "A By-law of the municipality of Rothesay Respecting the Procedures and Organization of Council".

## **ROTHESAY COUNCIL**

Open Session  
Meeting Minutes

-7-

10 November 2014

### **ON THE QUESTION:**

Counc. MacDonald commented that during the process he understood there would be a code of ethics prepared for staff as well.

**CARRIED.**

The Clerk read By-law 2-14 by title.

**MOVED** by Counc. Wells and seconded by Counc. Alexander Council authorize staff to advertise By-law 2-14 on the website, in accordance with Sections 11.1 and 12(1) of the *Municipalities Act*, RSNB 1973, c. M-22.

**CARRIED.**

## **9. NEW BUSINESS**

### **BUSINESS ARISING FROM DELEGATIONS**

#### **9.1** Rothesay Arena Recycling Depot Expansion

6 November 2014 Memorandum from Acting T/M White

5 November 2014 Letter from Fundy Region Solid Waste

**MOVED** by Counc. Wells and seconded by Counc. McGuire Council approve the addition of three recycle bins to the existing Rothesay location in the arena parking lot.

### **ON THE QUESTION:**

Counc. Wells requested the project be tracked over the next few months to determine its success and/or any issues that may have arisen. Counc. Alexander requested Ms. MacCallum work more diligently with Quispamsis to find a better location as the new site at the Civic Centre is out of the way and not readily accessible. Counc. MacDonald advised he would not support the motion as he believes there are more appropriate sites in Quispamsis that could be pursued. Mayor Bishop suggested if the motion passes, a letter be sent to the Commission identifying Rothesay's concerns with site cleanliness and Counc. Alexander's concerns about sites in Quispamsis.

**YAY votes recorded from Councs. Gallagher Jette, McGuire and Wells.**

**NAY votes recorded from Councs. Alexander and MacDonald.**

**CARRIED.**

**MOVED** by Counc. Alexander and seconded by Counc. MacDonald that a letter be sent to Fundy Region Solid Waste and copied to Quispamsis requesting a further investigation into alternative locations for replacement of the recycle bins within Quispamsis.

### **ON THE QUESTION:**

Counc. Gallagher Jette suggested the timing is awkward in that Rothesay has agreed and now appears to be requesting another location in Quispamsis. Mayor Bishop indicated the new location at the Civic Centre is not a great location. Counc. Alexander noted that, if the Rothesay site becomes unclean and cluttered, Council can advise FRSW to remove the bins completely. He advised Rothesay recognizes there is an issue and will assist with the problem for now but Quispamsis should continue to search for a better location to serve their residents.

Counc. McGuire advised it is his opinion that the letter should go to FRSW and it is their challenge to work with Quispamsis on site locations. Town Clerk Banks advised the letter would be addressed to FRSW and copied to Quispamsis Council.

**CARRIED.**

## **ROTHESAY COUNCIL**

Open Session  
Meeting Minutes

-8-

10 November 2014

### **RECREATION**

#### **9.2 5 November 2014 Wells Recreation Project – Award of Engineering Design and Construction Management**

**MOVED** by Counc. McGuire and seconded by Counc. Wells Council accept the proposal submitted by exp. for the 2015 Wells Trail and Wells Park projects in the amount of \$123,950 plus HST and further that the Mayor and Clerk be authorized to execute the appropriate documentation in that regard.

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

There was a lengthy discussion with respect to the total budget for the two projects. The total amount of the grants is \$985,000. DO McLean advised once the tenders are prepared, a recommendation will be made to Council to re-allocate the approved \$275,000 for the crossing at Dolan Road to this project, over and above the grants allocation. He noted work has been ongoing to adjust the projects without any further commitment of funds by the Town in 2015. Counc. MacDonald indicated the project appears to be \$1.2 million now and requested clarification on the \$275,000 re-allocation. DO McLean advised the Department of Transportation and Infrastructure (DTI) has suggested a tunnel is required to cross Route 111 based on volume and speed of traffic. He noted the intent is to finish the trail and work with DTI in 2015 to come to an agreement on possible changes to the interchange that would accommodate a surface pedestrian crossing. It was noted there are commitments that were made in accepting the funding, based on the details contained in the application.

Counc. MacDonald requested specific details on project costs. DO McLean advised the award of this proposal is the first step toward determining specific project costs but the current estimate is \$700,000 for the trail and \$600,000 for the park (Class D). He noted the grubbing and clearing has been completed. There was discussion with respect to possible project changes and it was noted there are 3 watercourse crossings required at a cost of about \$400,000. DRP Jensen noted the splash pad has been removed as the costs were prohibitive and there is a concern about access to water to service a splash pad.

Counc. MacDonald requested a financial report and analysis from the Treasurer, based on the anticipated cost of the projects. He suggested there should be more detailed costs available prior to the issuance of the tenders. Counc. McGuire noted the grubbing contract was awarded at about half the cost of the engineering estimate. DO McLean noted that the timing of the tender should provide the Town with the best prices.

**CARRIED.**

### **10. NEXT MEETING**

**Enterprise Saint John Regional Update      Wednesday, November 12, 2014**  
**Special Meeting                      Monday, November 17, 2014 (budget)**  
**Regular Meeting                      Monday, December 8, 2014**

### **11. ADJOURNMENT**

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

**CARRIED.**

The meeting adjourned at 8:30 p.m.

---

MAYOR

---

CLERK