



ROTHERSAY
COUNCIL MEETING
Rothesay Town Hall
Monday, December 10, 2018
7:00 p.m.



1. APPROVAL OF AGENDA

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| 2. APPROVAL OF MINUTES | Regular Meeting | 13 November 2018 |
| | Public Meeting | 26 November 2018 |

➤ **Business Arising from Minutes**

3. OPENING REMARKS OF COUNCIL

3.1 Declaration of Conflict of Interest

4. DELEGATIONS

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| 4.1 KV Oasis | Sarah Doyle, Caitlin Grogan, and Sam Palmer |
| 4.2 Capital Asset Management Plan | Treasurer MacDonald |

5. CORRESPONDENCE FOR ACTION

- | | |
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| 5.1 20 November 2018 | Media Release from CPA New Brunswick RE: Free Financial Literacy Education Sessions |
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Refer to the Age-Friendly Committee

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| 5.2 <i>Various</i> | Correspondence (3) from residents RE: Secondary Plan concerns |
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Refer to staff

6. CORRESPONDENCE - FOR INFORMATION

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| 6.1 5 November 2018 | Letter from the Department of Transportation and Infrastructure RE: Receipt of Municipal Designated Highway Program 2019-2023 |
| 6.2 8 November 2018 | Letter from the Canadian Peacekeeping Veterans Association RE: Request for financial support (See item 9.2.2) |
| 6.3 14 November 2018 | Letter from the New Brunswick Medical Education Foundation RE: Request for renewal of Medical Education Scholarship (See item 9.2.2) |
| 6.4 15 November 2018 | Letter from the Canada Games Aquatic Centre RE: Thank You – Supplemental Funding for 2018 |
| 6.5 22 November 2018 | Email from Enterprise Saint John RE: Transition to Economic Development of Greater Saint John |
| 6.6 26 November 2018 | Email from resident RE: Thank you – improvements to Kennebecasis Park entrance |

7. REPORTS

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| 7.0 December 2018 | Report from Closed Session |
| 7.1 17 October 2018 | Kennebecasis Public Library (KPL) Board Meeting Minutes |
| October 2018 | KPL Librarian's Report |

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Regular Council Meeting Agenda

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- 30 September 2018 KPL Comparative Income Statement
- October 2018 KPL Building Maintenance Report
- 7.2 10 October 2018 Kennebecasis Valley Fire Department (KVFD) Board Meeting Minutes
- 31 August 2018 KVFD Statement of Expense with Budget Variance
- 10 October 2018 KVFD Chief's Report
- 30 September 2018 KVFD Response Report
- 7.3 31 October 2018 Draft unaudited Rothesay General Fund Financial Statements
- 31 October 2018 Draft unaudited Rothesay Utility Fund Financial Statements
- 29 November 2018 Draft Finance Committee Meeting Minutes
 - Insurance renewal (see Item 9.3)
 - Asset Management Plan (see Item 9.1.2)
- 7.4 20 November 2018 Draft Parks and Recreation Committee Meeting Minutes
 - Regatta Row Gate
 - Arthur Miller Fields Rates
 - Data collection for Rothesay Arena user groups
 - Bill McGuire Centre Rates
- 7.5 21 November 2018 Draft Works and Utilities Committee Meeting Minutes
 - Build sheets for vehicles (see Item 9.8)
- 7.6 21 November 2018 Draft Heritage Preservation Review Board Meeting Minutes
- 7.7 3 December 2018 Draft Planning Advisory Committee Meeting Minutes
- 7.8 November 2018 Monthly Building Permit Report
- 7.9 5 December 2018 Capital Projects Summary

8. UNFINISHED BUSINESS

8.1 By-law 2-18 A By-law Respecting the Remuneration of Council and Committee members

- 4 December 2018 Memorandum from Town Clerk Banks
- DRAFT By-law 2-18
- 15 October 2018 Memorandum from Treasurer MacDonald
- 6 November 2018 Recommendation from Personnel Committee

8.2 Water By-law 1-18

Remove from table

- 4 December 2018 Memorandum from Town Clerk Banks
- 4 December 2018 Concordance table prepared by L. Pomeroy
- DRAFT By-law 1-18 "Water By-law"

8.3 Rothesay Arena

- 7 December 2018 Memorandum from Town Manager Jarvie RE: November 13 arena motion (*with attachments*):
 - 6 Nov 2018 Memo - Counc. Shea
 - 6 July 2018 Memo - Town Mgr Jarvie RE: Wellness Centre
 - 4 Dec 2018 Memo - Town Mgr Jarvie RE: Process for New Rothesay 'Wellness Centre'

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9. NEW BUSINESS

9.1 BUSINESS ARISING FROM DELEGATIONS

9.1.1 KV Oasis

26 November 2018 KV Oasis Application for Rothesay Municipal Grant
30 June 2018 Kennebecasis Valley Oasis Youth Centre Inc. Financial Statements

See item 9.2.2

9.1.2 Capital Asset Management Plan

29 November 2018 Memorandum from Treasurer MacDonald
December 2018 DRAFT Phase 1 Asset Management Plan prepared by CBCL

FINANCE AND ADMINISTRATION

9.2 2019 Rothesay Budget

9.2.1 General Fund

5 December 2018 Memorandum from Treasurer MacDonald RE: Motions
2019 General Fund Master Budget

9.2.2 Donation Request Motions

5 December 2018 Memorandum from Treasurer MacDonald

9.2.3 Utility Fund

4 December 2018 Memorandum from Treasurer MacDonald RE: Motions
2019 Utility Fund Capital Budget
2019 Utility Fund Operating Budget

9.2.4 Reserve Motions

8 December 2018 Memorandum from Treasurer MacDonald RE: General Fund
4 December 2018 Memorandum from Treasurer MacDonald RE: Utility Fund

9.3 Insurance Coverage

27 November 2018 Memorandum from Treasurer MacDonald

9.4 Committee Appointments

3 December 2018 Memorandum from the Nominating Committee

DEVELOPMENT SERVICES

9.5 Universal Design Policy for Rothesay

5 December 2018 Report prepared by DPDS White

OPERATIONS

9.6 2019 Asphalt Resurfacing and Microseal Placement Program

4 December 2018 Report prepared by DO McLean

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**9.7 Engineering Design and Construction Management Services:
Hillsview Crescent & Shadow Hill Court Watermain Replacement**

5 December 2018 Report prepared by DO McLean

9.8 One Ton Truck Purchase – Works Department

5 December 2018 Report prepared by DO McLean

9.9 Solid Waste Collection Contract – Extension

7 December 2018 Memorandum from Town Manager Jarvie

10. NEXT MEETING

Regular meeting

Monday, January 14, 2019

Public Hearing (Bridlewood Estates)

TBD

11. ADJOURNMENT