



ROTHESAY
COUNCIL MEETING
Rothesay Town Hall
Tuesday, November 14, 2017
7:05 p.m.



PRESENT: MAYOR NANCY GRANT
DEPUTY MAYOR MATT ALEXANDER
COUNCILLOR GRANT BRENNAN
COUNCILLOR PETER J. LEWIS
COUNCILLOR TIFFANY MACKAY FRENCH
COUNCILLOR BILL McGUIRE
COUNCILLOR DON SHEA
COUNCILLOR MIRIAM WELLS

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

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

1. APPROVAL OF AGENDA

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the agenda be approved as circulated, with the following amendments:

Item 9.1.1 *brought forward to follow Item 4.2*
Item 9.1.2 *brought forward to follow Item 4.3*

CARRIED.

2. ADOPTION OF MINUTES

➤ Regular Meeting 10 October 2017

MOVED by Counc. Wells and seconded by Counc. Lewis the Open Session Council minutes of 10 October 2017 be adopted as circulated.

CARRIED.

➤ **Business Arising from Minutes**
N/A

3. OPENING REMARKS OF COUNCIL

Mayor Grant noted she attended the following events: Opportunities New Brunswick announcement for Stafford Communications October 12, 2017; Change of Command at the Brunswicker October 14, 2017; Federation of Canadian University Women October 16, 2017; Branch 58 Poppy Campaign Kick-off October 27, 2017; Horrors of Halloween October 28, 2017; Breaking Bread (FWN) October 29, 2017; R.N.S. Farmers Market October 29, 2017; KV Oasis Youth Centre one year celebration November 1, 2017; Ribbon cutting at the Word is Out November 4, 2017; Operation Red Nose Kick-off November 9, 2017; Harry Miller Middle School Remembrance Day Service November 10, 2017; R.U.S.I. Remembrance Day dinner November 10, 2017; Kennebecasis Valley Remembrance Day Service at the QPlex November 11, 2017; Post Remembrance Day service lunch at Branch 58 Legion November 11, 2017; Rothesay Yule November 12, 2017; Rothesay High School puck drop November 13, 2017; and the Outdoor Classroom opening and tree planting at Ecole de Pionniers November 14,

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2017.

Mayor Grant noted she was unable to attend the Big Brothers and Big Sisters Mentoring Awards. She congratulated the four award winning Rothesay residents: James Mullinger, Harrison Teed, Emily Parsons, and Missy Bewick and advised congratulatory letters had been sent. She thanked Counc. Wells and Counc. Lewis for representing Rothesay at the Dr. David Stephen Memorial Foundation annual dinner and the Sobeys Lunch for Veterans, respectively. She further noted the following upcoming events: the Kennebecasis Valley Santa Claus Parade November 25, 2017, and the Tree Lighting ceremony and Mayor's reception December 13, 2017. In response to an inquiry, DRP Jensen advised it is expected the ice on the Common will be ready for use during the Tree Lighting ceremony.

3.1 Declaration of Conflict of Interest

N/A

4. DELEGATIONS

4.1 Enterprise Saint John Ron Gaudet & Martin Chiasson

Mayor Grant welcomed Mr. Ron Gaudet and Mr. Martin Chiasson. Mr. Chiasson introduced Mr. Gaudet as the new CEO of Enterprise Saint John (ESJ). Mr. Gaudet gave a brief overview of his previous experience and noted he is happy to be back living and working in New Brunswick. Mr. Chiasson indicated last year ESJ received feedback instructing the organization to "step up their game" and provide more transparency. Mr. Chiasson highlighted the following: ESJ has undergone a CEO transition; ESJ's prime focus is growing existing businesses however the organization does support start-ups as well; a brief overview of ESJ involvement in entrepreneurship initiatives, a mentoring program, and job creation programs; an update on key performance indicators; initiatives such as Smart & Connected (data analytics), Modular Fabrication and Project Cargo, the Foreign Trade Zone application, and communications; ESJ's assistance to Crosby Molasses as a consultant; external investors; and the hiring of Ian McCoy as the Director of Investment Attraction. Mr. Chiasson concluded by requesting Council consider continuing financial investment in ESJ for 2018.

Council inquired about the claim of Saint John as Canada's most connected community and Foreign Trade Zone status.

Mr. Chiasson responded noting it is a goal of ESJ to guide Saint John into becoming Canada's most connected community; the Foreign Trade Zone status is under discussion at the Provincial level; however the process is taking longer than expected.

Mayor Grant thanked Mr. Gaudet and Mr. Chiasson for their presentation.

4.2 KV Oasis Youth Centre Sam Palmer, Caitlin Grogan, Kaitlyn Munn, Arfan Hajizadeh

Mayor Grant welcomed members of the KV Oasis Youth Centre Youth Advisory Committee. The group thanked Council for their previous contribution to the Centre and highlighted the following: the grand opening; the Power of Determination presentation raising \$50,000; a visit from Olympian Rosie MacLennan; In the Spotlight (the largest fundraiser to date raising \$80,000); healthy cooking classes; Community Foundation Canada 150 Grant – Youth Newspaper; MindCare Transformational Grant; donations from Canadian Tire; the #MyDefinition Campaign; IBEW Local 502 Volunteers; Kings Valley Love Week; and Outdoor Coffee Houses. The group further noted: the outdoor coffee house held on the Rothesay Common was a profitable event that had a strong youth turnout; attendance at the Centre has increase from 124 to 1636 youths in the past year; a significant portion of members are middle school aged boys; the Centre is focusing on inviting male mentors to provide guidance to male members; and additional revenue is received by renting space at the Centre. The group indicated the overall cost to maintain operations is \$300,000 annually. It was added volunteer fundraisers help

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however they do not cover the full cost of operations. The group requested continued financial support from Council in 2018.

Counc. Wells commented that the location of the Centre may pose a challenge for younger Rothesay residents without transportation. In response to an inquiry, the group noted roughly one third of members are Rothesay residents. Counc. Wells questioned if Big Brothers Big Sisters or other similar organizations were contacted to discuss possible partnerships to provide opportunities for male mentoring. The group noted the Centre partnered with Big Brothers Big Sisters for their Go Girls program however the majority of members are male. It was further noted the Centre is working with a program in Saint John to connect youth groups and reduce duplication of services.

Counc. Shea inquired about space rentals at the Centre. The group noted space is rented to external groups during school hours and weekends for additional revenue and to maximize overall use of the space. In response to an inquiry, the group noted the total counts at the Centre reflect attendance not individual members. Counc. Shea questioned if a membership fee exists. It was noted there is no fee but information for individual members is collected for daily operations. In response to an inquiry, the group indicated the calendar on the website includes larger events rather than regular daily activities. Counc. Shea questioned if requests for regular municipal contributions were planned during the initial fundraising campaign for the Centre. The group indicated ongoing support is necessary from surrounding municipalities in order to maintain daily operations. In response to an inquiry, the group noted the Centre's budget could be made available to interested Council members.

Counc. Lewis commented on the increase in overall attendance. The group noted due to consistent use, equipment at the Centre is worn down faster than usual. In response to an inquiry, it was noted members sign in and out of the Centre for security purposes as well as data collection. It was further noted to improve efficiency the hours at the Centre were modified to accommodate typical attendance records.

Council commended the organization on its success and thanked the group for their presentation.

Item brought forward.

9.1 BUSINESS ARISING FROM DELEGATIONS

9.1.1 KV Oasis Youth Centre

20 October 2017

Letter from KV Oasis Youth Centre RE: Presentation
KV Oasis Grant Application

MOVED by Counc. McGuire and seconded by Counc. Wells the Letter from KV Oasis Youth Centre RE: Presentation and grant application be forwarded to the Finance Committee.

ON THE QUESTION:

Mayor Grant noted a response will be sent once the budget is finalized.

CARRIED.

4.3 YMCA of Greater Saint John

Bridget Oland & Guy Guitard

Mayor Grant welcomed Ms. Oland and Mr. Guitard. A video was played demonstrating a typical day at Camp Glenburn. Mr. Guitard and Ms. Oland introduced Pip Nightingale, Director of Camp Glenburn and Cindy Floyd, Vice-President of Philanthropy and Communications also in attendance. Mr. Guitard and Ms. Oland highlighted the following about the camp: it is the only non-denominational overnight camp in New Brunswick; the youth and leadership programs are unmatched in terms of consistency and quality; it has strong alumni support; it provides overnight hiking and canoeing trips; inclusiveness is one of the five core values; it encourages healthy living, leadership, and opportunities for all ages; the camp has existed for 90 years; the goal of the revitalization fundraiser is \$2,000,000, 64% has been achieved to date; the camp does not permit the use of technology; 1200 individuals visit the camp

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annually, 600 campers attended the camp this past summer; and 9% of campers and 12 staff are Rothesay residents. Mr. Guitard gave a brief overview of the project phases. He noted a significant portion of the revitalization project is the new dining hall. He further noted the facilities are insufficient for the growth experienced by the camp. Mr. Guitard and Ms. Oland requested Council consider a financial donation to the revitalization project for Camp Glenburn.

Counc. Shea inquired about accessibility on the campground. Ms. Oland noted the camp is not wheel chair accessible. Ms. Nightingale indicated it is expected the new dining hall will be built to meet proper accessibility standards. Counc. Shea suggested the organization could seek out partnerships to incorporate proper accessibility features. Mr. Guitard noted representatives are reaching out to numerous organizations to inquire about possible in-kind or financial support. Ms. Nightingale indicated due to the grades and physical layout of the camp creating an accessible environment is difficult. Counc. Shea questioned why the dining hall would be accessible when the rest of the camp is not. Ms. Nightingale noted the camp is used by other groups during off-peak times throughout the year. She added areas such as the high ropes course and the beach pose challenges for accessibility.

Mayor Grant thanked Ms. Oland and Mr. Guitard for their presentation.

Item brought forward.

9.1.2 YMCA of Greater Saint John

9 November 2017 YMCA of Greater Saint John Grant application

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the YMCA of Greater Saint John grant application dated 9 November 2017 be referred to the Finance Committee.

CARRIED.

5. CORRESPONDENCE FOR ACTION

5.1 11 October 2017 Letter from the Kennebecasis Public Library RE: 2018 Budget with attachment

MOVED by Counc. McGuire and seconded by Counc. Lewis the letter from the Kennebecasis Public Library RE: 2018 Budget with attachment dated 11 October 2017 be referred to the Finance Committee.

CARRIED.

5.2 17 October 2017 Letter from resident RE: Kennebecasis Park Community Garden

MOVED by Counc. Wells and seconded by Counc. Lewis the letter from resident RE: Kennebecasis Park Community Garden dated 17 October 2017 be referred to the Parks and Recreation Committee.

ON THE QUESTION:

Mayor Grant expressed concern noting if fencing is added to green spaces where deer congregate, they will be more likely to wander into the gardens of residents. Counc. Mackay French commented that a community garden could create an opportunity to partner with the Kennebecasis Park Elementary School.

CARRIED.

5.3 19 October 2017 Letter from Kennebecasis Crime Stoppers RE: 2018 Budget request

MOVED by Counc. Shea and seconded by Counc. McGuire the letter from Kennebecasis Crime Stoppers RE: 2018 Budget request dated 19 October 2017 be referred to the Finance Committee.

CARRIED.

5.4 23 October 2017 Letter from Bullying Canada RE: Request for Financial Support

MOVED by Counc. Lewis and seconded by Deputy Mayor Alexander the letter from Bullying Canada

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RE: Request for Financial Support dated 23 October 2017 be referred to the Finance Committee.

ON THE QUESTION:

In response to an inquiry, it was noted the correspondence does not include a specific request.

CARRIED.

5.5 24 October 2017 Email from resident RE: Cycling upgrades and maintenance
MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the email from resident RE: Cycling upgrades and maintenance dated 24 October 2017 be received/filed.

ON THE QUESTION:

Town Manager Jarvie advised the catch basin grate has been turned in the proper direction.

CARRIED.

5.6 24 October 2017 Letter from Velante RE: Provincial Electronic Medical Record (EMR)
MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the request from Velante RE: Provincial Electronic Medical Record (EMR) dated 24 October 2017 be declined and a response be sent notifying the company of Council's decision.

ON THE QUESTION:

Mayor Grant noted due to the number of doctors residing in Rothesay the offer may not be practical for the area.

CARRIED.

5.7 26 October 2017 Letter from D.A.R.E Canada (Fundy) Inc. RE: Sponsorship request
MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the letter from D.A.R.E. Canada (Fundy) Inc. Re: Sponsorship request dated 26 October 2017 be referred to the Finance Committee.

CARRIED.

5.8 26 October 2017 Letter from the Saint John Theatre Company RE: Donation request with attachments

MOVED by Counc. Mackay French and seconded by Counc. Wells the letter from the Saint John Theatre Company RE: Donation request with attachments dated 26 October 2017 be referred to the Finance Committee.

CARRIED.

5.9 26 October 2017 Grant Application for KV Committee for Disabled Persons with attachment

MOVED by Counc. Shea and seconded by Counc. Brennan the grant application for KV Committee for Disabled Persons with attachment dated 26 October 2017 be referred to the Finance Committee.

ON THE QUESTION:

Counc. Wells commented that the organization has demonstrated a responsible nature with respect to financial management. She added she is in favour of contributing the requested amount.

CARRIED.

5.10 30 October 2017 Letter from Theresa Blackburn & Stephen Chisholm RE: Day Trippin' NB

MOVED by Counc. Shea and seconded by Deputy Mayor Alexander the request from Theresa Blackburn & Stephen Chisholm RE: Day Trippin' NB be declined and a response be sent notifying the

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organization of Council's decision.

CARRIED.

5.11 6 November 2017 Letter from resident RE: Request for deactivation of drainage pipe on Gondola Point Road

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the letter from resident RE: Request for deactivation of drainage pipe on Gondola Point Road dated 6 November 2017 be referred to the Public Works and Infrastructure Committee.

ON THE QUESTION:

Counc. Shea noted the correspondence mentioned the matter was investigated in the past. He questioned if there are notable changes to the situation. Town Manager Jarvie advised permission has been granted from homeowners allowing the Town access for further investigation. Counc. Shea requested clarification with respect to the pipe. Town Manager Jarvie advised there are pipes in the area however exact locations are unclear until further investigation is completed. Counc. Brenan inquired if the Town "deactivated" a pipe in the area, and if so, could it have caused a back-up on the property. Town Manager Jarvie indicated the correspondence is likely referring to the Almon Lane and Peters Lane project. He further noted the cause of the back-up is uncertain until further investigation is completed. Concern was expressed that the correspondence mentions reassurance was provided to the homeowner from Town staff. Town Manager Jarvie suggested updates from Town staff with respect to the Almon Lane and Peters Lane project may have been misinterpreted as reassurance for this matter. In response to an inquiry, Town Manager Jarvie advised it is unclear if the infrastructure meets current standards. Counc. Mackay French requested future updates on the situation. Deputy Mayor Alexander noted the item would be discussed at the Public Works and Infrastructure Committee meeting and updates will be provided in the minutes.

CARRIED.

5.12 7 November 2017 Email from Fr. M.A. Harris Council 6766 Knights of Columbus RE: Christmas Nativity Float

Mayor Grant noted the Nativity Float has been placed on the Rothesay Common in the past however it is standard practice to require a permit and Heritage Preservation Review Board approval. Due to timing constraints she suggested the status quo be maintained this year with a recommendation the item follow the appropriate approval process next year.

MOVED by Counc. Lewis and seconded by Counc. Brenan Council approve placement of the Knights of Columbus Christmas Nativity Float on the Rothesay Common for 2017 contingent upon the matter following the proper approval process in 2018.

CARRIED.

5.13 8 November 2017 Letter from residents RE: Goldie Court and Brock Court drainage with attachments

MOVED by Deputy Mayor Alexander and seconded by Counc. Brenan the letter from residents RE: Goldie Court and Brock Court drainage with attachments dated 8 November 2017 be referred to the Public Works and Infrastructure Committee.

CARRIED.

6. CORRESPONDENCE - FOR INFORMATION

6.1 11 October 2017 Letter from Kelly VanBuskirk, Lawson Creamer RE: BCAP's Achieve Literacy GSJ Campaign

MOVED by Counc. Wells and seconded by Counc. Lewis the letter from Kelly VanBuskirk, Lawson

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Creamer RE: BCAPI's Achieve Literacy GSJ Campaign dated 11 October 2017 be received/filed.

CARRIED.

6.2 11 October 2017 Letter from the Kennebecasis Valley Fire Department Board of Commissioners RE: 2018 Budget

MOVED by Counc. Shea and seconded by Counc. Brennan the letter from the Kennebecasis Valley Fire Department Board of Commissioners RE: 2018 Budget dated 11 October 2017 be received/filed.

CARRIED.

6.3 13 October 2017 Letter from Liam Oland RE: Thank You – R.G.L. Fairweather Memorial Bursary recipient

MOVED by Counc. Wells and seconded by Counc. Mackay French the letter from Liam Oland RE: Thank You – R.G.L. Fairweather Memorial Bursary recipient dated 13 October 2017 be received/filed.

CARRIED.

6.4 18 October 2017 Letter to Minister Doucet RE: Nuisance Deer Management Program

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the letter to Minister Doucet RE: Nuisance Deer Management Program dated 18 October 2017 be received/filed.

CARRIED.

6.5 26 October 2017 Letter from Quispamsis to Minister Doucet RE: Nuisance Deer Management Assistance Program

MOVED by Counc. Shea and seconded by Counc. Wells the letter from Quispamsis to Minister Doucet RE: Nuisance Deer Management Assistance Program dated 26 October 2017 be received/filed.

CARRIED.

6.6 26 October 2017 Letter from St. Joseph's Hospital Foundation RE: Thank you – Support for CAM Unit

MOVED by Counc. Wells and seconded by Counc. Mackay French the letter from St. Joseph's Hospital Foundation RE: Thank you – Support for CAM Unit dated 26 October 2017 be received/filed.

ON THE QUESTION:

Mayor Grant noted she approved a donation to the Friars Sisters 2017 Fundraising Concert from the Mayor's expense.

CARRIED.

7. REPORTS

7.0 November 2017 Report from Closed Session
N/A

7.1 12 July 2017 Fundy Regional Service Commission (FRSC) Board Meeting Minutes
28 August 2017 FRSC Board Meeting Minutes

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the Fundy Regional Service Commission (FRSC) Board Meeting Minutes dated 12 July 2017 and 28 August 2017 be received/filed.

ON THE QUESTION:

Mayor Grant noted discussion points were omitted from the July minutes. She further noted she requested the points be recorded which caused a delay in approving the July minutes. Deputy Mayor Alexander requested further information with respect to the high cost overrun for Cell 8. Mayor Grant

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noted she would bring the request back to the Commission.

CARRIED.

- 7.2 27 September 2017 Kennebecasis Public Library (KPL) Board Meeting Minutes
 September 2017 KPL Librarian's Report
 August 2017 KPL Building Maintenance Report
 30 September 2017 KPL Comparative Income Statement

MOVED by Counc. Shea and seconded by Counc. Wells the Kennebecasis Public Library (KPL) Board Meeting Minutes dated 27 September 2017, the KPL Librarian's Report dated September 2017, the KPL Building Maintenance Report dated August 2017, and the KPL Comparative Income Statement dated 30 September 2017 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander suggested the reference to the heat pump issue may have been better suited for a Closed Session meeting. Counc. Shea indicated the Board viewed the suggestion in the Building Maintenance report as an individual opinion.

CARRIED.

- 7.3 27 September 2017 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC)
 Meeting Minutes
 30 September 2017 KRJBPC Statement of Operations
 18 October 2017 KRJBPC Call Report

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes dated 27 September 2017, the KRJBPC Statement of Operations dated 30 September 2017, and the KRJBPC Call Report dated 18 October 2017, and the be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander gave a brief summary of the minutes. Counc. Lewis inquired if tests exist, similar to breathalysers, to detect the use of marijuana by motor vehicle drivers. Deputy Mayor Alexander indicated methods exist for testing saliva however the tests do not provide accurate data detailing time of use. Counc. Shea commented that it was unclear if the insurance motion was withdrawn or tabled. Deputy Mayor Alexander noted the motion was withdrawn not tabled. He added Mr. Todd Stephen gave a presentation to the Board at the last meeting.

CARRIED.

- 7.4 13 September 2017 Kennebecasis Valley Fire Department (KVFD) Inc. Board Meeting
 Minutes
 31 July 2017 KVFD Statement of Operations
 13 September 2017 KVFD Chief's Report
 31 August 2017 KVFD Response Report

MOVED by Counc. Brennan and seconded by Counc. Shea the Kennebecasis Valley Fire Department (KVFD) Inc. Board Meeting Minutes dated 13 September 2017, the KVFD Statement of Operations dated 31 July 2017, the KVFD Chief's Report dated 13 September 2017, and the KVFD Response Report dated 31 August 2017 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander questioned if bunker gear replacement is a Provincial or International requirement. Counc. Brennan indicated he was informed it is a Provincial requirement. Deputy Mayor Alexander commented that the Fire Department's social media displayed the bunker gear used in "cliff

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type” rescue drills. He expressed concern noting use of bunker gear in this type of drill may be unwarranted and can add unnecessary wear and tear to the gear. Counc. Brenan noted firefighters must be prepared to provide aid in various unexpected situations which may require use of different gear. Deputy Mayor Alexander commented that it is unclear if the increase in holiday relief costs are due to illness or a retirement. Counc. Wells indicated the increase was due to a retirement. Counc. Brenan elaborated noting the delay in filling the position increased overtime for other positions. He added the Board was informed this was a cost effective method.

Counc. McGuire commented that the fitness equipment donated to KV Oasis appeared to be in good condition. He questioned who makes the decision to give fitness equipment away. Counc. Brenan advised he asked the Chief and the response given was the previous Council approved a five year plan including equipment replacement. Counc. McGuire suggested the approval did not include equipment disposal and further, if the equipment was in good shape, new equipment did not need to be purchased because it was in the budget. Counc. Wells noted the Fire Department tried to sell the equipment however received no offers. She also advised \$5000 from the budget for fitness equipment will be allocated to research the validity of the detoxification unit.

CARRIED.

7.5 30 September 2017 Draft unaudited Rothesay General Fund Financial Statements
MOVED by Counc. Brenan and seconded by Counc. Shea the draft unaudited Rothesay General Fund Financial Statements dated 30 September 2017 be received/filed.

CARRIED.

30 September 2017 Draft unaudited Rothesay Utility Fund Financial Statements
MOVED by Counc. Brenan and seconded by Counc. Shea the draft unaudited Rothesay Utility Fund Financial Statements dated 30 September 2017 be received/filed.

CARRIED.

19 October 2017 Draft Finance Committee Minutes
MOVED by Counc. Brenan and seconded by Counc. Shea the draft Finance Committee Minutes dated 19 October 2017 be received/filed.

CARRIED.

➤ KVFD Capital Funding

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis Council adopt a policy to negotiate revisions to the KVFD cost sharing agreement relating to the funding of large capital projects; and further that the revised agreement should include a provision for annual adjustments to the formula to reflect changes to the variables, such as population or assessment bases.

CARRIED.

30 September 2017 Donation Summary
MOVED by Counc. Wells and seconded by Counc. Mackay French the Donation Summary dated 30 September 2017 be received/filed.

CARRIED.

7.6 17 October 2017 Draft Parks and Recreation Committee Meeting Minutes
MOVED by Counc. Wells and seconded by Counc. Mackay French the Draft Parks and Recreation Committee Meeting Minutes dated 17 October 2017 be received/filed.

ON THE QUESTION:

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Counc. Lewis commented on the goose droppings on Town soccer fields. He noted it is typical practice to drag the fields and blend the droppings into the grass. Since users may be unaware of the practice he suggested signs be erected encouraging field users to wash their hands after playing on the field. Counc. Wells suggested the recommendation could be added to the list of rules commonly found on outdoor recreational amenities.

Counc. Lewis commented on the recommendation to replace an 8 year old tractor. He questioned what the tractor is used for. DRP Jensen advised the tractor is used year round for dragging ball fields, transporting materials, and snow removal at the Rothesay Common.

CARRIED.

7.7 18 October 2017 Draft Public Works and Infrastructure Committee Meeting Minutes
MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the Draft Public Works and Infrastructure Committee Meeting Minutes dated 18 October 2017 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander gave a brief summary of the minutes. Counc. Wells requested Mr. MacSween be changed to Dr. MacSween in the minutes. She noted she witnessed an individual walking on top of the pipe at the Taylor Brook Bridge and questioned if the Town could be held liable if an accident occurred. Town Manager Jarvie advised it is unlikely the Town will be held liable as proper safety measures are in place and the Town cannot control the actions of individuals. Mayor Grant commented that she was pleased with the outcome of the new railing on the bridge. Counc. Lewis expressed concern noting he witnessed welding occur on the bridge without proper shielding. DO McLean advised he will investigate the matter. Counc. Shea inquired about the expected timeframe for the Brock Court drainage report. Town Manager Jarvie advised it is expected the report will take roughly a month to complete. Counc. Brennan inquired if DO McLean contacted NB Power with respect to the submerged power box. DO McLean advised he typically does not complete action items until the minutes have been reviewed by Council.

CARRIED.

➤ 2 Grove Avenue

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells Council approve the removal of the hedge at 2 Grove Avenue subject to the decision of the Heritage Preservation Review Board with respect to residing the building.

ON THE QUESTION:

Counc. Shea expressed concern referring the item to the Heritage Board is unnecessary since the hedge was already removed. It was noted Mr. Kitchen has submitted an application to the Heritage Preservation Review Board with respect to residing the building.

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the matter be tabled pending a staff report.

CARRIED.

➤ 2018 Transportation Operating Budget

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells Council refer the 2018 Transportation Operating Budget to the Finance Committee.

CARRIED.

➤ 2018 Transportation Capital Budget

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells Council refer the 2018 Transportation Capital Budget to the Finance Committee.

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ON THE QUESTION:

Counc. Brennan commented that the minutes mention all 2017 fleet vehicle replacement purchases have been made however it was suggested the 20 Ton Float could be delayed. DO McLean clarified the 20 Ton Float was recommended as a 2018 fleet replacement vehicle however the vehicle was recertified and can be deferred to a future budget. He advised deferring this item will reduce the overall 2018 fleet replacement expense.

CARRIED.

7.8 18 October 2017 Draft Utilities Committee Meeting Minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the Draft Utilities Committee Meeting Minutes dated 18 October 2017 be received/filed.

ON THE QUESTION:

Counc. Shea questioned why the last Committee meeting before October was in May. Deputy Mayor Alexander noted meetings have been cancelled due Committee member availability and scarce discussion items. In response to an inquiry, DO McLean advised the 2018 budget used 2017 year-to-date actuals up to September. Counc. Wells questioned why a Local Improvement Levy was suggested for the Hillsvie/WShadow Hill Watermain project. Town Manager Jarvie advised the infrastructure was installed by the developer prior to amalgamation and is not metered in a similar fashion to other Rothesay residences.

Deputy Mayor Alexander commented that paving is still required on Hillcrest Drive. He requested an expected completion date. He expressed concern noting mud is tracked through the area by construction equipment. DO McLean advised due to inclement weather the paving was delayed. He added it is expected the paving will be completed in the upcoming week. He further noted the delay will not financially impact the Town. Counc. Brennan questioned if the asphalt recycler could be used to complete the paving. Town Manager Jarvie advised the project is too large for the asphalt recycler. He added options exist to mitigate the issues of mud in the area.

CARRIED.

➤ 2018 Utility Fund Operating Budget

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire Council refer the 2018 Utility Fund Operating Budget to the Finance Committee.

CARRIED.

➤ 2018 Utility Fund Capital Budget

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis Council refer the 2018 Utility Fund Capital Budget to the Finance Committee.

CARRIED.

7.9 6 November 2017 Draft Planning Advisory Committee Meeting Minutes

MOVED by Counc. Lewis and seconded by Counc. Shea the draft Planning Advisory Committee Meeting Minutes dated 6 November 2017 be received/filed.

ON THE QUESTION:

Counc. Shea suggested the reference to Counc. Mackay French be changed to Tiffany Mackay French as she attended the meeting as a resident. Counc. Wells requested Mr. MacSween be changed to Dr. MacSween.

CARRIED.

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7.10 October 2017 Monthly Building Permit Report

MOVED by Counc. Lewis and seconded by Counc. McGuire the Monthly Building Report dated October 2017 be received/filed.

CARRIED.

7.11 9 November 2017 Capital Projects Summary

MOVED by Counc. McGuire and seconded by Deputy Mayor Alexander the Capital Projects Summary dated 9 November 2017 be received/filed.

ON THE QUESTION:

Counc. Lewis inquired if the Town intends on patching deficiencies on the roadways of Terri Street and Chatwin Street. DO McLean advised Town staff are instructed to patch holes that may catch water and create safety concerns during the winter. He added the asphalt recycler enables Town staff to complete similar repairs year round. Counc. Lewis requested an update with respect to the East Riverside-Kingshurst (ERK) pumping station. DO McLean advised the contract states an expected completion date of March 31, 2018 for all pumping stations however it does not indicate completion dates for individual pumping stations. In response to an inquiry, DRP Jensen advised it is expected the public will be able to use the washrooms year round. He added operational hours for the washrooms depend on staff availability.

CARRIED.

7.12 18 October 2017 Age Friendly Committee Meeting Notes

MOVED by Counc. Wells and seconded by Counc. Shea the Age Friendly Committee Meeting Notes dated 18 October 2017 be received/filed.

ON THE QUESTION:

Counc. Wells gave a brief summary of the notes and indicated it is recommended Council pass a resolution endorsing the Age Friendly Community Approach. She noted: the Committee suggests placing the electronic kiosks outside Town Hall by Hampton Road, in Renforth Park, and on the Common; these locations provide Wi-Fi and easy access for residents; the kiosk on the Common requires Heritage Preservation Review Board approval; the Committee suggested a display unit be used to blend the kiosk into the Heritage area; and to reduce costs Town staff could build the traditional bulletin boards. She suggested Council members could take ten surveys each and distribute them to friends or family members to help circulate the surveys into the community. She added: the survey will be available online; it is the goal of the Committee to receive 300 completed surveys by mid-January; the postal codes will be used to identify the areas of Town that the survey has reached; and completed surveys can be submitted to Town Hall.

Counc. Lewis commented that the electronic kiosk resembles an electronic sign which is prohibited in the Town Signage By-law. Counc. Wells indicated the kiosks are intended to act as large computer screens providing information such as maps of walking trails. In response to an inquiry, Counc. Wells noted details about the kiosks were included in the Council agenda package.

Deputy Mayor Alexander commented that 300 surveys is a sizeable goal. He suggested since the survey does not include a due date residents are likely unaware of the mid-January goal. Counc. Wells noted the upcoming holiday season is typically busy for community members so the Committee set the goal in January to account for busy schedules. She added the Town must submit an application by March 31, 2018 to received Age Friendly status.

CARRIED.

ROTHESAY

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➤ Age Friendly Community Approach

Whereas the town of Rothesay has realized the importance of providing our seniors with a good quality of life;

Whereas the town of Rothesay seeks to engage our citizens in making our community a better, healthier and safer place for seniors to live and thrive;

Whereas the town of Rothesay would like to build on the momentum of the Canadian and global movement of Age Friendly Communities, originally initiated by the World Health Organization (WHO), to meet the needs of our aging population, promote the active participation and wellness of seniors in our community, and develop a more inclusive community;

MOVED by Counc. McGuire and seconded by Deputy Mayor Alexander BE IT RESOLVED THAT the town of Rothesay is committed to:

Engage in an Age Friendly Community approach, which is designed to improve the well-being of all of our citizens, and to share our experiences with other communities; and

Endorse the formation of the Age Friendly Advisory Committee that will be accountable to Rothesay Town Council to coordinate the Age Friendly Community approach. The Committee will be responsible for implementing an approach leading to an action plan, shaped by the community's reality, to improve the quality of life of seniors.

CARRIED.

➤ Electronic Interactive Kiosks

MOVED by Counc. Wells and seconded by Counc. Shea Council approve \$45,000 of the grant money be allocated for the purchase and installation of the electronic interactive kiosks.

ON THE QUESTION:

Counc. Shea noted winter conditions may deter individuals from using the outdoor kiosks. He suggested it may be beneficial to discuss indoor placement of the kiosks in popular community amenities such as Sobeys or Superstore. Counc. Wells suggested this may be difficult since the Town does not own the land the companies occupy. She added similar units created interest at the FCM conference. She suggested the outdoor units could be used to determine overall interest, and if positive feedback is received, the Committee can investigate partnerships for indoor units. Counc. Brennan questioned the Committee's reasoning for placing a kiosk in close proximity to Town Hall. Counc. Wells indicated the placement allows a proper Wi-Fi connection, creates ease of access for high pedestrian traffic on Hampton Road, and will enable residents to receive information outside of Town Hall operating hours.

Counc. Lewis inquired if the outdoor kiosks would receive approval if businesses submitted similar proposals to the Town. DPDS White indicated the kiosks could be perceived as animated signage which is prohibited in the Town Signage By-law. Town Manager Jarvie advised the kiosk screen remains static until operated by individuals. Mayor Grant noted the kiosks provide another method of disseminating Town information. Counc. Lewis commented that he is in favour of indoor kiosks but does not support the outdoor placement of the units.

NAY vote recorded from Counc. Lewis.

CARRIED.

➤ Bulletin Boards

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander Council allocate funds in the 2018 town budget for the purchase of materials for the traditional bulletin boards.

CARRIED.

ROTHESAY

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14 November 2017

➤ Age Friendly Survey

MOVED by Counc. Shea and seconded by Counc. Mackay French Council approve distribution of the Age Friendly Survey.

ON THE QUESTION:

Counc. Mackay French suggested with the holiday season approaching Council members could ask senior relatives to complete the survey. Counc. Wells noted it may be beneficial to distribute a piece of paper with the online survey link to encourage further submissions.

CARRIED.

7.13 10 October 2017 2016 RCMP Annual Report

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the 2016 RCMP Annual Report dated 10 October 2017 be received/filed.

CARRIED.

8. UNFINISHED BUSINESS

TABLED ITEMS

8.1 Water By-law (Tabled June 2015)

No action at this time

8.2 16 Lot Subdivision off Appleby Drive (Tabled December 2015)

8 November 2017 Report prepared by DPDS White

20 October 2017 Letter from A.E. McKay Builders RE: Appleby Manor Subdivision

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the December 14, 2015 application from A.E. McKay Builders Ltd. for a proposed 16 lot subdivision off Appleby Drive (PIDs 30175467 & 30175475) pending completion of a secondary planning study be removed from the table.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells Council recommend A.E. McKay Builders Ltd. withdraw their subdivision application and resubmit the revised application for consideration and recommendation by the Planning Advisory Committee.

CARRIED.

9. NEW BUSINESS

9.1 BUSINESS ARISING FROM DELEGATIONS

9.1.1 KV Oasis Youth Centre

20 October 2017 Letter from KV Oasis Youth Centre RE: Presentation
KV Oasis Grant Application

Dealt with above.

9.1.2 YMCA of Greater Saint John

9 November 2017 YMCA of Greater Saint John Grant application

Dealt with above.

Administration

9.2 Committee Appointments (Age-Friendly Committee)

7 November 2017 Memorandum from the Nominating Committee

MOVED by Counc. Wells and seconded by Counc. Lewis Council approve the recommended appointments to the Age Friendly Committee as follows:



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Julie Atkinson
Eugene Belliveau
(KRPF)
Michael Boyle (KVFD)

Scott Cochrane
Jocelyn Daye
Dr. Shawn Jennings
Jeff Kitchen

Diane O'Connor
Rev. Eric Phinney
Jean Porter Mowatt
Jennifer Robinson

Heather Stilwell
John Gahagan

Consultants (non-voting)

Cara Coes (YMCA)
Clare Ryan (CAA)
Tammy Doherty (RPS principal)

Tim Cochran (non-resident)
Cindy Levesque (GNB representative)

Information SubCommittee

Michael Boyle
Diane O'Connor
Jean Porter Mowatt
Judy Grannan
Shirley Malcolm
Mayor Nancy Grant

Survey SubCommittee

Jocelyn Daye
Shirley Malcolm
John Gahagan
Dr. Shawn Jennings
Councillor Don Shea

For future consideration (SubCommittees)

Lisa Hrabluk
Peter Jolly
Marybelle Oland

ON THE QUESTION:

It was noted non-residents will sit on the Committee as consultants. Counc. Mackay French commented that Jennifer Robinson was referred to as both Jenny and Jennifer. She suggested Jennifer be contacted to determine her preference.

CARRIED.

10. NEXT MEETING

The next meetings are scheduled as follows:

Public Hearing & Public Meeting
Public Budget Session
Regular meeting

Monday, November 20, 2017 – 7 p.m.
Monday, November 27, 2017 – 7 p.m.
Monday, December 11, 2017


Counc. Brennan requested clarification with respect to the time of the next Finance Committee meeting. Treasurer MacDonald advised the next meeting was on Thursday, November 16, 2017 at 8:30 a.m. not 2 p.m. – 4 p.m. as indicated on the calendar. In response to an inquiry, it was noted the holiday lunch will be held on December 12, 2017.

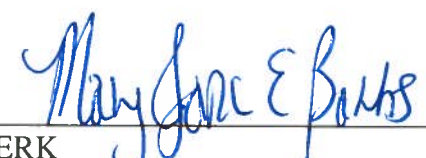
11. ADJOURNMENT

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the meeting be adjourned.

CARRIED.

The meeting adjourned at 9:18 p.m.


MAYOR


CLERK