



**ROTHESAY**  
COUNCIL MEETING  
Rothesay Town Hall  
**Monday, January 8, 2018**  
7:00 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 7:00 p.m.

**1. APPROVAL OF AGENDA**

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

**ON THE QUESTION:**

Counc. Shea clarified that he intends on addressing the motions provided in his memorandum during the discussion of item 5.3.

**NAY vote recorded from Counc. Brennan.**

**CARRIED.**

**2. ADOPTION OF MINUTES**

- Regular Meeting 11 December 2017

**MOVED** by Counc. Lewis and seconded by Counc. Wells the Open Session Council minutes of 11 December 2017 be adopted as circulated.

**CARRIED.**

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

**3. OPENING REMARKS OF COUNCIL**

Mayor Grant noted she attended: the presentation of Sovereign Medals to volunteers during the Holiday Reception, the Kings Way Lifecare Alliance holiday breakfast, and the New Year's Day skate on the Rothesay Common. She added she received positive feedback with respect to Town snow removal services. She thanked DO McLean and his staff and requested he pass the feedback onto his staff.

Counc. Wells noted the Town is still seeking submissions for the Age Friendly Survey. She reported 256 surveys have been completed, 96 of which were manually entered into the system. She added the goal is to receive 300 surveys by the deadline of January 15, 2018. She noted the city of Moncton received roughly 300 submissions during the completion of a Senior Friendly Community survey. She requested all in attendance to encourage further submissions before the deadline.

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➤ **DEMONSTRATION: Rothesay website** Mike Kean, Rothesay ICT Coordinator  
Mayor Grant noted as of January 2, 2018 Rothesay launched a new website. She invited Mr. Mike Kean, Rothesay ICT Coordinator to provide a demonstration. Mr. Kean advised the new website includes a new layout, as well as several new functions and features. Mr. Kean highlighted the following: the “How Can We Help You?” search feature; the location for emergency notifications; the forms page; the layout relating to various Town departments; the community calendar including the maps for the locations of events; and the Quick Links, news articles, garbage collection, and weather features. Mr. Kean noted commonly searched data was collected from the previous website which helped create the Quick Links feature. He added residents can search events within the community calendar based on Town departments. He further noted the new website is mobile friendly and will adjust automatically if viewed on a mobile device. Mr. Kean also noted the garbage week/compost week icon that is located on every web page in the upper right corner.

Counc. McGuire commented that the rink schedule for the Common becomes blurry if enlarged. Mr. Kean advised the icon must be changed to a PDF to eliminate the issue. He added he will follow up on the matter. Counc. Wells inquired if the website includes an area to inform residents of the cross country ski trails within the Wells trail. Mr. Kean noted a map for cross country ski trails does not exist however the website can convey if the trails are open or closed.

Town Manager Jarvie noted the weather feature incorporates local weather listings from weather stations in the area. Mr. Kean advised two weather stations in the area are owned by the Town. In response to an inquiry, Mr. Kean advised the weather feature is located in the footer of the website and appears at the bottom of the page. Mayor Grant thanked Mr. Kean for his presentation and hard work on the project.

### 3.1 Declaration of Conflict of Interest

N/A

## 4. DELEGATIONS

N/A

## 5. CORRESPONDENCE FOR ACTION

5.1 11 December 2017 Letter from resident RE: Senior Marathon Bridge Club

**MOVED** by Counc. Wells and seconded by Counc. McGuire the letter from resident RE: Senior Marathon Bridge Club dated 11 December 2017 be referred to staff.

**CARRIED.**

5.2 19 December 2017 Letter from resident RE: Donation request for participation in the Forum for Young Canadians (and English Google Translation copy)

**MOVED** by Counc. McGuire and seconded by Counc. Lewis the letter from resident RE: Donation request for participation in the Forum for Young Canadians (and English Google Translation copy) dated 19 December 2017 be referred to the Finance Committee.

**CARRIED.**

5.3 2 January 2018 Memorandum from Counc. Shea RE: Rothesay Arena

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire the memorandum from Counc. Shea RE: Rothesay Arena dated 2 January 2018 be referred to staff; *and further a session of Council be scheduled for January 25, 2018 at 6 p.m.*

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### ON THE QUESTION:

Counc. Brennan expressed concern noting referring the item to staff will delay the item further. Mayor Grant suggested the item requires further discussion and requested Deputy Mayor Alexander assume the Chair.

Deputy Mayor Alexander assumed the Chair.

Mayor Grant suggested the motion to refer the item to staff is appropriate. She expressed concern noting the motions presented are premature since there has not been sufficient discussion or an analysis by Town staff with respect to the Arena Assessment Report. She added the report was received and filed during the December 2017 Council meeting with the intent to schedule a special session of Council in the new year to allow proper discussion. She further noted: further discussion is required regarding a financial plan for the project that includes an analysis of the effect on the tax rate; there are no funds allotted for the completion of the project in the 2018 budget; Council has not determined the scope of the renovations desired; loss of ice time and other implications have not properly been discussed; costs to renovate the arena with the intent to meet the requirements of the National Building Code may be higher than expected; a cost analysis must be completed to ensure the best course of action; and the motions presented do not comply with the Town's purchasing policies.

Mayor Grant resumed the Chair, and requested Council share their thoughts on the matter.

Deputy Mayor Alexander expressed concern noting Council unanimously voted to receive and file the Arena Assessment Report at the December 2017 meeting of Council. He added it was noted in the minutes that the report would be filed with the intention to schedule a session in the new year for further discussion. He gave a brief history of the item and noted the matter has been discussed and has evolved for close to a decade. He added the priorities of the existing Council indicate an agreement to make a financial decision with respect to the arena no later than the 2019 budget process. He added a new arena is needed. He further noted building a new arena will ensure the building complies with the National Building Code. He indicated renovating the arena applies a temporary solution and delays an inevitable new build. He added the existing needs such as larger dressing rooms, new boards, etc. may not be met through renovations. Deputy Mayor Alexander suggested voting on the project at this time is a disservice to residents. He added further discussion is needed to make a collective and informed decision.

Counc. Wells indicated she was surprised to see the motions presented without prior discussion. She noted: the existing arena is 46 years old and does not meet today's needs; the proposal to build a new arena has been discussed at length by multiple councils; the matter requires further discussion specifically with respect to the findings of the Arena Assessment Report, and the implications relating to cost and the impact on the Town's tax rate. She noted she is in favour of a special session of Council for further discussion and a public meeting if necessary.

Counc. Mackay French noted: the project has been discussed at length for roughly 10 years; buildings for low income housing were purchased and demolished with the intent to complete the project; Town funds have been spent on various designs; the arena continues to age and degrade and requires action; neighbouring communities have received Federal or Provincial government funding to assist with recreational projects thus it is unlikely Rothesay will receive external government contributions for a similar project; the Assessment Report indicated renovations are possible; physical features such as low ceilings prevent the use of the existing arena as a wellness centre; and she is in favour of completing the renovations in a timely fashion.

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Counc. McGuire suggested the motions presented may lead to a premature decision. He noted: further discussion is required; renovations of a 46 year old building are likely significant; the Assessment Report suggests renovations are likely to extend the lifespan of the arena roughly 20 years while a new build is expected to have a lifespan of over 40 years; options have not been discussed; a financial analysis is required; and residents deserve a better arena than the existing building.

Counc. Lewis noted he echoes the comments of Counc. Mackay French. He added the town of Quispamsis recently renovated the Quispamsis Memorial Arena. He suggested Town staff contact Quispamsis to inquire about the completed renovations and overall cost in order to provide a comparison. He expressed concern that the Rothesay arena continues to deteriorate as Council debates the project and waits for funding that is unlikely to be contributed by other levels of government. He noted renovations and repairs are necessary. He added he did vote in the past for a new build as well as a multipurpose centre; however other municipalities have announced similar recreational projects thus an additional multipurpose facility in the surrounding area may not be warranted. Counc. Lewis concluded that he is open to discuss the matter further in a timely manner. He added a decision is required in the near future.

Counc. Brennan suggested referring the item to staff will delay the item further. He noted: other levels of government have not agreed to contribute funds towards the project; funds are reserved in the Gas Tax Fund for the project and could be used for other projects; delaying the project for 10 years has cost the Town additional funds; property tax revenue was lost as a result of demolishing two apartment buildings for the purpose of completing the project; the arena continues to deteriorate; the Quispamsis Memorial Arena is an example that an older arena can be renovated; a new build will have negative financial implications on residential taxes and have a higher cost than a renovation; the roof must be fixed regardless; and filing the report could be seen as delaying the project until a new build is "absolutely necessary".

Mayor Grant clarified the report was received and filed with the intention of scheduling a session in January for further discussion.

Counc. Shea noted the item is a divisive matter. He indicated he expressed his support for a new build if it was proven the existing arena could not be renovated. He noted the Assessment Report found that renovations are possible and can be completed for a lesser cost than a new build. He clarified the lands acquired were purchased for a multipurpose facility to be completed in conjunction with the renovation of the existing arena. He expressed concern that the longer the matter is discussed without action the arena risks further deterioration. He noted the arena requires repairs that should be done in a timely fashion.

Mayor Grant noted she received a late request from the KV Minor Hockey Association to address Council. She invited a representative of the Association to speak to Council on this issue.

Ms. Charlotte Pierce, 6 Persimmon Lane, Registrar, Tournament Coordinator, and Volunteer Coordinator for the KV Minor Hockey Association spoke. Ms. Pierce noted the following: the Association has followed the history of the project and was unaware of the motions presented; the Association is the largest user of the facility with 1100 members ranging between the ages of 4-17; members include residents of both Rothesay and Quispamsis; and the Association is in favour of a new facility. She expressed concern the loss of ice time during renovations may be unfavourable to the Association's operations.

Counc. McGuire questioned if the Association is in favour of renovations if the dressing rooms remained the same size. Ms. Pierce noted the Association prefers if the dressing rooms were enlarged.

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She noted the existing dressing rooms are too small and the showers are not operational.

Counc. Shea clarified that the second motion suggests using the Assessment Report as a guideline to renovate the arena. Mayor Grant indicated the motion suggests the arena be renovated solely to meet the National Building Code standards.

Counc. Brennan noted the report mentioned functional upgrades for the dressing rooms including combining existing locker rooms to create larger areas. Deputy Mayor Alexander noted the additional upgrades other than National Building Code standards require additional costs.

Ms. Pierce commented that the renovations for the Quispamsis Memorial Arena did not alter the functionality of the building. She noted the building underwent siding, structural, and possibly a roof upgrade however the renovations did not alter usability. She added it is unlikely modifications to the pipes under the floor occurred as there was no loss of ice time.

Counc. Wells thanked Ms. Pierce and the Association for representing user groups and providing feedback. She suggested a meeting of Council be held to determine an agreed upon course of action for the project. She added approving the presented motions would limit Council's options. She stressed the importance of working as a team to see the project through to fruition.

There was general discussion with respect to the availability of Council members for a session in January.

Mayor Grant noted the Assessment Report was commissioned to gather additional data and compare the options of a new build versus a renovation including cost implications. Counc. Lewis added renovations can be completed over a period of time to ensure operations are not interrupted for user groups.

Counc. Mackay French commented that the project has been discussed at length and complaints have been received from residents stating a desire for larger dressing rooms and operational showers. She noted it is unlikely Rothesay will receive funding from other levels of government to assist with the project.

### **Amending motion:**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire the following be inserted following "be referred to staff"

*“, and further a session of Council be scheduled for January 25, 2018 at 6 p.m.”*

### **ON THE QUESTION:**

Counc. Shea requested clarification as to whether it will be a working session or public meeting. There was consensus it be scheduled as a working session.

**NAY vote recorded from Counc. Shea.**

**Amending motion CARRIED.  
MAIN motion as amended CARRIED.**

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### 6. CORRESPONDENCE - FOR INFORMATION

- 6.1 6 November 2017 Letter from Minister Rousselle to Fundy Regional Service Commission (FRSC) RE: Green for Life (GFL) Environmental Inc.  
19 October 2017 Letter from FRSC to Minister Rousselle RE: Green for Life (GFL)  
(Rec'd 18 Dec 2017) Environmental Inc.

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis the letter from Minister Rousselle to Fundy Regional Service Commission (FRSC) RE: Green for Life (GFL) Environmental Inc. dated 6 November 2017, and the letter from FRSC to Minister Rousselle RE: Green for Life (GFL) Environmental Inc. dated 19 October 2017 (Rec'd 18 Dec 2017) be received/filed.

#### ON THE QUESTION:

Mayor Grant noted the item was included on the agenda to provide background information with respect to a previous CBC article. She noted the matter will impact the FRSC and residents in the surrounding area. She added it is likely the Executive Director of the FRSC will meet to discuss the matter with members of the New Brunswick Legislative Assembly. Deputy Mayor Alexander expressed concern with respect to the potential negative impact on residents. Counc. Brenan questioned the negative impact expected. Deputy Mayor Alexander clarified noting it is expected the outcome would result in the increase of tipping fees and negatively impact the FRSC and residents financially.

**CARRIED.**

- 6.2 19 December 2017 Letter from the YMCA of Greater Saint John RE: Thank you – Camp Glenburn Revitalization project contribution

**MOVED** by Counc. Wells and seconded by Counc. Mackay French the letter from the YMCA of Greater Saint John RE: Thank You – Camp Glenburn Revitalization project contribution dated 19 December 2017 be received/filed.

**CARRIED.**

### 7. REPORTS

- 7.0 **January 2018** **Report from Closed Session**  
N/A

- 7.1 30 November 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 November 2017 be received/filed.

**CARRIED.**

- 30 November 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 November 2017 be received/filed.

**CARRIED.**

- 31 December 2017 Donation Summary  
**MOVED** by Counc. Brenan and seconded by Counc. Shea the Donation Summary dated 31 December 2017 be received/filed.

**CARRIED.**

- 7.2 December 2017 Monthly Building Permit Report

**MOVED** by Counc. Shea and seconded by Deputy Mayor Alexander the Monthly Building Permit Report dated December 2017 be received/filed.

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## ON THE QUESTION:

Deputy Mayor Alexander requested an update on 7 Hillcrest Drive. DPDS White advised further review indicated there is no error and a variance of \$100,000 did occur between the previous Building Permit Report.

**CARRIED.**

7.3 3 January 2018 Capital Projects Summary

**MOVED** by Counc. Brenan and seconded by Counc. Lewis the Capital Projects Summary dated 3 January 2018 be received/filed.

## ON THE QUESTION:

Mayor Grant questioned if the diesel storage tank is operational. DO McLean advised it is operational and has resulted in significant cost savings of roughly 30%. Counc. Wells inquired if the East Riverside-Kingshurst pumping station washrooms are open to the public. DO McLean advised the washrooms are complete and operational, however due to insufficient contributions the wet well cannot properly operate. He added additional flow is required and expected to occur once the Kennebecasis Park pumping station is operational. In response to an inquiry, DO McLean noted it is likely the washrooms will be open in the spring.

**CARRIED.**

## 8. UNFINISHED BUSINESS

### **TABLED ITEMS**

**8.1 Water By-law** (Tabled June 2015)

*No action at this time*

## 9. NEW BUSINESS

**9.1 Local Improvement Levy**

2 January 2018 Memorandum from Treasurer MacDonald

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells whereas projects were undertaken as local improvements in accordance with the pertinent By-laws, Rothesay Council hereby directs that a special warrant be issued for the sum set out in the local improvement assessment roll for 2018 and further directs the Town Clerk to cause such special assessments to be collected in accordance with By-law 3-00.

Local Improvement By law #	Amount to be collected
By law 4-00	\$59,073.37

## ON THE QUESTION:

Treasurer MacDonald confirmed the item is in year 18 of a 30 year commitment.

**CARRIED.**

## 10. NEXT MEETING

The next meetings are scheduled as follows:

<b>Regular meeting</b>	Monday, February 12, 2018
<b>Public Hearing – Bridlewood Estates</b>	<b>TBD</b>

In response to an inquiry, it was noted a date has not been scheduled for the Bridlewood Estates Public Hearing as there has been no further information received from the developer.

**11. ADJOURNMENT**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire the meeting be adjourned.  
**CARRIED.**

The meeting adjourned at 8:00 p.m.

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK