



ROTHESAY
COUNCIL MEETING
Rothesay Town Hall
Monday, March 12, 2018
7:00 p.m.



PRESENT: MAYOR NANCY GRANT
DEPUTY MAYOR MATT ALEXANDER
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

ABSENT: COUNCILLOR GRANT BRENAN

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

1. APPROVAL OF AGENDA

MOVED by Counc. McGuire and seconded by Counc. Mackay French the agenda be approved as circulated with the addition of:

Item 5.3 2 February 2018 Email from a resident RE: septic sewer concern.

CARRIED.

2. ADOPTION OF MINUTES

➤ Regular Meeting 12 February 2018

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the Open Session Council minutes of 12 February 2018 be adopted as circulated.

CARRIED.

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

3. OPENING REMARKS OF COUNCIL

Mayor Grant noted she attended: the Order of the Maple Leaf at Rothesay Park Elementary School February 20, 2018; the opening ceremony of the New Brunswick Senior Curling Championships at Riverside Country Club February 22, 2018; and the local International Women's Day event held at the Bill McGuire Centre on March 8, 2018 and had a photo taken at Town Hall with two members of the Masters Women's Curling Team on February 22, 2018.

3.1 Declaration of Conflict of Interest
N/A

4. DELEGATIONS

4.1 The Great Race Lloyd Hodgin (See Item 9.1)

Mayor Grant welcomed Mr. Hodgin. Mr. Hodgin distributed handouts and a program for the Great Race. Mr. Hodgin gave a brief description of the Great Race from its start 35 years ago to the

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upcoming event in that starts Buffalo, New York on Saturday, June 23, 2018 and arrives in Halifax, Nova Scotia on July 1st. He noted: the Great Race will bring 120 of the world's finest antique automobiles across 2,300 miles from Buffalo, NY to Halifax, Nova Scotia June 23rd – July 1, 2018; the race includes teams and cars from Japan, England, Germany, Canada, and the United States with vehicles dating as far back as 1915; the race is not based on speed but rather a time/speed/distance rally; the vehicles, each with a driver and navigator, are given precise instructions each day; they are scored at secret checkpoints along the way; each stop on the Great Race is free to the public and spectators will be able to visit with the participants and view the vehicles; cars built in 1972 and earlier are eligible and the Great Race has stopped in hundreds of cities and towns and attracted many spectators.

Mr. Hodgins invited Rothesay to participate as a noon stop for the race on June 29, 2018. He further suggested the Rothesay Common as the location. Requirements are: picnic tables, food, electricity, traffic control officers, washrooms, a large tent, a singer for the national anthem, and a temporary closure of Church Avenue from roughly 10 a.m. – 5p.m. to allow sufficient parking for race vehicles. He noted due to the timing of the race it is expected a maximum of 45 cars will be parked along Church Avenue at a time. The closure will not restrict access to emergency vehicles, private residences, or the post office. He added: there is an option to park the vehicles on the grass of the Common however this alternative depends on the weather; a souvenir kiosk will be set up adjacent to the parked cars; the Great Race will remove all waste generated; Mr. Hodgins will be following the race and Eric Overing is the contact person for the area in his absence; host municipalities are compensated with a half page advertisement in the Hemming Motor News program; and the deadline for the advertisement is March 15, 2018.

Council inquired about the following: advising St. Paul's Church; discussing a contingency plan if there is a funeral; the layout of vehicle parking on Church Avenue; Mr. Hodgins's connection to the event; meals for the competitors; presence of liquor at the event; the souvenir kiosk and materials required for the complimentary advertisement for Rothesay in the event program.

Mr. Hodgins responded with the following: he is a resident of Quispamsis and was encouraged to participate in the event as a mechanic when the event began 35 years ago; he spoke with a representative from St. Paul's Church and the organization is amenable to the event; vehicles will be angle parked beginning after the post office property line to allow access to the parking lot; the request for funding mentioned at the Parks and Recreation Committee meeting has been withdrawn and meals will be provided by a local organization; event volunteers will be dressed in lime green shirts; liquor will not be permitted at the event; an arts and craft fair was held on the Common in the past thus he does not anticipate any issues with the operation of the souvenir kiosk; the Town logo will be required to include in the advertisement; and Saint John will be removed from the program subject to Rothesay's approval of the event.

Mayor Grant thanked Mr. Hodgins and noted the item will be discussed later on the agenda. Mr. Hodgins left the meeting.

5. CORRESPONDENCE FOR ACTION

5.1 6 February 2018 Letter from St. Joseph's Hospital Foundation RE: Request for support Saint John Dragon Boat Festival August 25, 2018

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire Council approve in-kind support for the St. Joseph's Hospital Foundation's Saint John Dragon Boat Festival August 25, 2018.

CARRIED.

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5.2 21 February 2018 Email from Grand Bay-Westfield resident RE: Fee for transportation of uncovered garbage with attachment

MOVED by Counc. Wells and seconded by Counc. McGuire the email from a Grand Bay-Westfield resident RE: Fee for transportation of uncovered garbage with attachment dated 21 February 2018 be referred to the Fundy Regional Service Commission.

ON THE QUESTION:

Deputy Mayor Alexander reported the item was discussed by the Fundy Regional Service Commission at the meeting in February. In response to an inquiry, Deputy Mayor Alexander noted it was agreed individuals will be informed of the concern as they enter the landfill site.

MOTION WITHDRAWN.

MOVED by Counc. Wells and seconded by Counc. McGuire the email from a Grand Bay-Westfield resident RE: Fee for transportation of uncovered garbage with attachment dated 21 February be received/filed.

CARRIED.

5.3 7 March 2018 Email from Counc. Mackay French RE: Resident septic sewer concern

5 March 2018 Email from resident to Counc. Mackay French RE: Septic sewer Concern

Meeting addendum

2 February 2018 *Email from resident to Counc. Mackay French RE: Septic sewer Concern*

MOVED by Counc. Mackay French and seconded by Counc. Lewis the email from Counc. Mackay French RE: Resident septic sewer concern dated 7 March 2018, the email from resident to Counc. Mackay French RE septic sewer concern dated 5 March 2018 and the email from resident to Counc. Mackay French RE septic sewer concern dated 2 February 2018 be referred to staff.

ON THE QUESTION:

Counc. Mackay French noted she received the first email from the resident on February 2, 2018 and forwarded it to Council and Town staff. After the second email was received from the resident she followed-up on the matter. DO McLean reported the resident was contacted by Town staff after the first correspondence was received however the resident did not favour the response. DO McLean added he spoke with the resident this afternoon and noted the line was inspected by both the Town and the resident and a minor obstruction was found. There is no evidence that the obstruction has caused any back-ups. He added the obstruction will be flushed and cleared by the Town.

CARRIED.

6. CORRESPONDENCE - FOR INFORMATION

6.1 6 February 2018 Letter from the Hon. Jocelyne Roy Vienneau RE: Nominations for the 2018 Order of New Brunswick campaign

MOVED by Counc. Wells and seconded by Counc. McGuire the letter from the Hon. Jocelyne Roy Vienneau RE: Nominations for the 2018 Order of New Brunswick campaign dated 6 February 2018 be received/filed.

ON THE QUESTION:

Mayor Grant encouraged all in attendance to submit nominations.

CARRIED.

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6.2 12 February 2018 Letter from Rothesay to Saint John RE: Amalgamation
MOVED by Counc. Wells and seconded by Counc. Lewis the letter from Rothesay to Saint John RE: Amalgamation dated 12 February 2018 be received/filed.

CARRIED.

6.2.1 21 February 2018 Letter from Grand Bay-Westfield to Premier Gallant RE: Opposition to Amalgamation
MOVED by Counc. Shea and seconded by Counc. Wells the letter from Grand Bay-Westfield to Premier Gallant RE: Opposition to Amalgamation dated 21 February 2018 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander commented that a CBC article indicated Saint John's interest in continuing the discussion of amalgamation. He expressed concern Saint John continues to pursue amalgamation without the support of other communities in the region.

CARRIED.

6.3 14 February 2018 Letter from Rothesay to Rothesay Liberal Riding Association RE: Electoral Riding Name Change
MOVED by Counc. McGuire and seconded by Counc. Wells the letter from Rothesay to Rothesay Liberal Riding Association RE: Electoral Riding Name Change dated 14 February 2018 be received/filed.

CARRIED.

6.4 2 March 2018 Letter from Ray Boucher RE: the Covered Bridge Preservation Association of New Brunswick
MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis the letter from Ray Boucher RE: the Covered Bridge Preservation Association of New Brunswick dated 2 March 2018 be received/filed.

ON THE QUESTION:

Mayor Grant noted the correspondence included an invitation to the Association's meeting in Sussex on March 17, 2018.

CARRIED.

6.5 8 March 2018 Memorandum from Town Manager Jarvie RE: Fundy Regional Service Commission (FRSC) borrowing
6 March 2018 Memorandum from Treasurer MacDonald RE: FRSC Financing
2 March 2018 Letter from the FRSC RE: Landfill Containment Cell #8
MOVED by Counc. Shea and seconded by Deputy Mayor Alexander the memorandum from Town Manager Jarvie RE: Fundy Regional Service Commission (FRSC) borrowing dated 8 March 2018, the memorandum from Treasurer MacDonald RE: FRSC Financing dated 6 March 2018, and the letter from the FRSC RE: Landfill Containment Cell #8 dated 2 March 2018 be received/filed.

CARRIED.

6.6 7 March 2018 Memorandum from Treasurer MacDonald RE: 25 Grove Avenue
6 March 2018 Letter from resident RE: Request for reduction in Utility expense
8 February 2018 Letter from resident RE: Utility bill
MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the memorandum from Treasurer MacDonald RE: 25 Grove Avenue Utility Bill dated 7 March 2018, the letter from resident RE: Request for reduction in Utility expense dated 6 March 2018, and the letter from resident RE: Utility bill dated 8 February 2018 be received/filed.

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CARRIED.

7. REPORTS

7.0 March 2018 Report from Closed Session N/A

7.1 22 January 2018 Fundy Regional Service Commission Board Meeting minutes
MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the Fundy Regional Service Commission Board Meeting minutes dated 22 January 2018 be received/filed.

ON THE QUESTION:

Mayor Grant gave a brief summary of the minutes. Counc. Mackay French questioned if Mayor Grant received an answer with respect to the legitimacy of a meeting conducted via telephone according to the Commission's By-laws. Mayor Grant noted Executive Director McLeod agreed to investigate the inquiry. Counc. Shea commented that a similar situation arose last March at another Commission meeting. Mayor Grant noted she will follow up on the matter and advise Council.

CARRIED.

7.2 24 January 2017 (sic) Kennebecasis Public Library (KPL) Board Meeting minutes
January 2018 KPL Librarian's Report
January 2018 KPL Building Maintenance Report
30 November 2017 KPL Comparative Income Statement

MOVED by Counc. Shea and seconded by Counc. Wells the Kennebecasis Public Library (KPL) Board Meeting minutes dated 24 January 2017 (sic), the KPL Librarian's Report dated January 2018, the KPL Building Maintenance Report dated January 2018, and the KPL Comparative Income Statement dated 30 November 2017 be received/filed.

ON THE QUESTION:

Counc. Wells commented that there was no election of officers recorded in the minutes. She noted she was surprised to see J. Miller as Vice Chair since Mrs. Miller is expected to resign from the Board in March. Counc. Shea confirmed this and noted an election of officers occurred and Mrs. Miller was not elected Vice Chair. Counc. Wells requested the Nominating Committee be informed when Mrs. Miller departs from the Board. Deputy Mayor Alexander questioned if the Board monitors the types of games available for the Xbox and Counc. Shea advised the games are monitored.

CARRIED.

7.3 24 January 2018 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC)
Meeting Minutes
31 December 2017 KRJBPC Statement of Financial Position
23 February 2018 KRJBPC Call Report

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) meeting minutes dated 24 January 2018, the KRJBPC Statement of Financial Position dated 31 December 2017, and the KRJBPC Call Report dated 23 February 2018 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander gave a brief summary of the minutes. Counc. McGuire requested clarification with respect to liability during external investigations of other Police Forces. Deputy Mayor Alexander noted the item is being investigated further. Mayor Grant commented on the Conference on the Implications of Marijuana Legislation for Municipalities. She questioned if a representative from Rothesay should attend the conference. Deputy Mayor Alexander noted a

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representative from Quispamsis and the Deputy Police Chief will report back to the Board and Board members will convey the information back to their respective municipalities.

CARRIED.

7.4 31 January 2018 Draft unaudited Rothesay General Fund Financial Statements
MOVED by Counc. Shea and seconded by Counc. Wells the draft unaudited Rothesay General Fund Financial Statements dated 31 January 2018 be received/filed.

ON THE QUESTION:

Counc. Shea noted there was a correction made in the budget to accommodate the Fire Department's agreement not to purchase a new vehicle.

CARRIED.

31 January 2018 Draft unaudited Rothesay Utility Fund Financial Statements
MOVED by Counc. Shea and seconded by Counc. McGuire the draft unaudited Rothesay Utility Fund Financial Statements dated 31 January 2018 be received/filed.

CARRIED.

22 February 2018 Draft Finance Committee Meeting Minutes
MOVED by Counc. Shea and seconded by Counc. Mackay French the draft Finance Committee Meeting Minutes dated 22 February 2018 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander commented on the reference to the media article indicating a budget of \$9-11 million dollars for the Rothesay Arena project. He noted Council cannot control what is written in the media however the correct amount was included in prior Council minutes. Mayor Grant clarified the article includes one direct quote and one indirect quote from the interview. She confirmed she did not state that the desired budget is \$9-11 million dollars. She encouraged Council members and the public to contact her with any questions about quotes from the Mayor included in media articles. Counc. Shea noted last year \$360 was spent on tickets for the Amazeatorium and the tickets were distributed to three elementary schools in Rothesay. He questioned if Council members are in favour of making the same donation again this year. There was consensus to do the same this year.

CARRIED.

31 January 2018 Donation Summary
MOVED by Counc. Shea and seconded by Counc. Mackay French the Donation Summary dated 31 January 2018 be received/filed.

CARRIED.

7.5 21 February 2018 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 21 February 2018 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander gave a brief summary of the minutes. Counc. McGuire commented that the GPS systems in police vehicles could indicate if officers are speeding. Mayor Grant noted the request for guardrails on Bradley Lake Road was submitted by a middle school student. She commended the student on taking an interest in public safety.

CARRIED.

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7.6 21 February 2018

Draft Age Friendly Committee Meeting Notes

MOVED by Counc. Wells and seconded by Counc. Mackay French the Draft Age Friendly Committee Meeting Notes dated 21 February 2018 be received/filed.

ON THE QUESTION:

Counc. Wells noted the Committee reviewed the results of the Age Friendly Survey. She highlighted that Rothesay had a higher number of responses than a similar Moncton survey. She noted the Committee intends to share the results with the public through three meetings in April set in various locations across Town. She further noted the Committee is interested in forming a new sub-committee focused on housing. Jeff Kitchen volunteered to chair the new sub-committee.

CARRIED.

➤ Priorities and action items (5)

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander Council endorse the creation of a Seniors Resource Centre.

ON THE QUESTION:

Counc. Wells noted it is expected a mandate will be created for the Seniors Resource Centre. She noted new Committee members are always welcome and she encouraged interested individuals to contact the Town.

CARRIED.

MOVED by Counc. Wells and seconded by Counc. Mackay French Council endorse the creation of a sub-committee to examine housing options for seniors and propose recommendations for modifications to the Town Municipal Plan.

CARRIED.

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the Parks and Recreation Committee review the number and location of benches and washrooms where residents walk and coordinate with the Communications Sub-Committee on how to inform residents on the placement of benches and washrooms and further, how they can notify the Town of any concerns they may have.

ON THE QUESTION:

Counc. Wells noted this will be an assessment of Town assets and will help identify any areas that may require improvement. Counc. McGuire suggested a map be created and shared on the Town website.

CARRIED.

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander Council endorse planning and execution of a Seniors Forum and make public the results of the survey.

CARRIED.

MOVED by Counc. Wells and seconded by Counc. Shea Council endorse the creation of an outreach program.

ON THE QUESTION:

Counc. Wells noted the suggestion for an outreach program was recommended by Committee member E. Belliveau who is also a member of the Kennebecasis Regional Police Force (KRPF). She noted it is anticipated the program will be carried out in partnership with the KRPF and the Kennebecasis Valley Fire Department. Counc. Shea questioned if the recommendation is for a program or a sub-committee. Counc. Wells noted the recommendation is for a program however a sub-committee could be created if necessary.

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CARRIED.

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander Council endorse the application for Age Friendly designation to be submitted to the Province.

CARRIED.

7.7 21 February 2018 Draft Utilities Committee Meeting Minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the Draft Utilities Committee Meeting Minutes dated 21 February 2018 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander gave a brief summary of the minutes. Counc. Lewis questioned if the wooden railings on the pavilion at East Riverside-Kingshurst Park are temporary. Deputy Mayor Alexander noted this was correct. Counc. Lewis commented on the success of the project and noted the wooden railings may be better suited to the design and the location, and are less vulnerable to damage compared to glass railings. He suggested additional LED lights be installed on the structure for safety.

CARRIED.

7.8 21 February 2018 Draft Heritage Preservation Review Board Meeting Minutes

MOVED by Counc. Mackay French and seconded by Counc. Wells the Draft Heritage Preservation Review Board Meeting Minutes dated 21 February 2018 be received/filed.

CARRIED.

7.9 26 February 2018 Draft Parks and Recreation Committee Meeting Minutes

MOVED by Counc. Wells and seconded by Counc. McGuire the Draft Parks and Recreation Committee Meeting Minutes dated 26 February 2018 be received/filed.

ON THE QUESTION:

Counc. Wells gave a brief summary of the minutes. In response to an inquiry, Counc. Wells noted a resident is helping gauge overall interest in a Kennebecasis Park community garden. Counc. Mackay French questioned if there is a desired location and if the initiative would be ready for the summer subject to sufficient interest. Counc. Wells noted the location is under discussion and it is unlikely the garden would be ready for this season. There was general discussion with respect to Renforth Wharf Day and there was agreement the Town would not assume responsibility. In response to an inquiry, DRP Jensen indicated the hand-washing signage is roughly the size of a medium frisbee and it is expected the signage will be installed as soon as weather permits.

CARRIED.

7.10 5 March 2018 Draft Planning Advisory Committee Meeting Minutes

MOVED by Counc. Lewis and seconded by Counc. Shea the Draft Planning Advisory Committee Meeting Minutes dated 5 March 2018 be received/filed.

ON THE QUESTION:

There was general discussion with respect to the location of the patio. In response to an inquiry, it was noted the applicant is amenable to paving the backyard to allow parking.

CARRIED.

➤ Land for Public Purposes – 8 Acadia Avenue

MOVED by Counc. Lewis and seconded by Counc. Shea Council give assent to the land for public purposes, as shown in Tentative Plan T-0685, prepared by Kierstead Quigley and Roberts Ltd. dated February 26, 2018.

CARRIED.

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7.11 February 2018 Monthly Building Permit Report

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the Monthly Building Permit Report dated February 2018 be received/filed.

CARRIED.

7.12 8 March 2018 Capital Projects Summary

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the Capital Projects Summary dated 8 March 2018 be received/filed.

ON THE QUESTION:

Counc. Lewis inquired about the area surrounding the East Riverside-Kingshurst pumping station. Town Manager Jarvie advised depending on the condition of the area when the temporary road is removed, sod may be applied or the area may be re-seeded. Counc. McGuire questioned why the Water Plant Aux Building is over budget by 25%. DO McLean advised during construction it was determined the building could not be built as designed. Counc. Lewis questioned if any action could have been taken to prevent this during the design phase or if there is any recourse with the company that provided the design. Town Manager Jarvie noted the item will be investigated and Council will be kept updated. Counc. Wells requested an update on the completion of the Taylor Brook Bridge project. Town Manager Jarvie advised the project is expected to be completed before summer. He added the remaining work includes the installation of a railing and sidewalk.

CARRIED.

8. UNFINISHED BUSINESS

TABLED ITEMS

8.1 Water By-law (Tabled June 2015)

No action at this time

8.2 Rothesay Arena

2 January 2018

Memorandum from Counc. Shea RE: Rothesay Arena

No action at this time

9. NEW BUSINESS

9.1 BUSINESS ARISING FROM DELEGATIONS

The Great Race

7 March 2018

Letter from the Great Race RE: Application for temporary closure of Church Avenue for a special event (*see Item 7.8 P&R Committee minutes*)

Mayor Grant noted the item is time sensitive and the location of the event must be confirmed. Town Manager Jarvie advised significant rainfall in the days leading up to the event may create unfavourable conditions for parking on the Common. There was general discussion with respect to logistics and the impact on churches, bus routes, and the location and space available for parking the vehicles.

MOVED by Counc. Wells and seconded by Counc. McGuire Council authorize the Great Race to occur on the Rothesay Common June 29, 2018.

ON THE QUESTION:

There was general discussion with respect to contingency planning for the location of the parked vehicles. Counc. Wells suggested DRP Jensen use his expertise to choose the location for parking closer to the date of the event. There was consensus to authorize DRP Jensen to decide the location of

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parking for the event.

CARRIED.

PLANNING & DEVELOPMENT

9.2 Contract Award – Citizen Satisfaction Survey Recommendation

3 March 2018

Report prepared by DPDS White

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea Council award the citizen satisfaction telephone survey contract to Corporate Research Associates Inc. for a total bid amount of \$12,610.00 with funding for the award from Planning and Development Services G/L # 26120060 as outlined in the Financial Implications section of the report prepared by DPDS White RE: Contract Award – Citizen Satisfaction Survey Recommendation dated 5 March 2018.

ON THE QUESTION:

Mayor Grant noted the item is within the budgeted amount. Counc. Wells questioned if Survey Monkey will be used since it was used in the Age Friendly Survey. DPDS White advised it is recommended a professional firm such as Corporate Research Associates Inc. complete the work in order to provide access to questions that have been vetted as well as enable comparisons to other municipalities.

CARRIED.

9.3 Municipal Plan Review – Progress Report

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Rothsay Municipal Plan By-law 1-10

DPDS White gave a brief presentation with respect to the Municipal Plan Review. He highlighted the following:

- The Municipal Plan must be reviewed every 10 years and the review process completed within 36 months
- The review is used to determine the effectiveness of the Municipal Plan and provide recommendations on any potential amendments
- The review will provide opportunities to address common issues that arise in Town operations
- The Municipal Plan is used for long-term planning for the development of the community
- “Protection of existing neighbourhoods is a key tenet of the Municipal Plan”
- Higher density residential development will be considered along Hampton Road, Millennium Drive, and the Hillside Development area (Secondary Plan)
- Service impacts as a result of climate change, and community impacts as a result of changes in demographics and technology
- The Zoning By-law vs. the Municipal Plan
- A description of the Future Land Use Map
- Different zones in Rothsay, the majority of properties being residential (82%)
- The Secondary Plan
- Policy development
- Opportunities for public input on the Municipal Plan – upcoming workshops to be held at the Bradley Lake Community Centre, the Fairvale Outing Association, the Community Room at Superstore, the Riverside Country Club, and the Bill McGuire Centre
- A background report will be prepared summarizing demographics, population projections, economy, etc.
- CoUrbanize website platform used as a tool to encourage public feedback
- Policy advice to Council will come from public meetings, background reports, studies, and research
- There is a 30 day public review period, and a public hearing will be held prior to enactment
- Staff will update Council on the progress of the Municipal Plan review

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Counc. McGuire suggested further explanation be provided in the Municipal Plan to clarify "Protection of existing neighbourhoods is a key tenet of the Municipal Plan." DPDS White advised this will be discussed at the public sessions.

ADMINISTRATION

9.4 Information/Communications Technology Updates

6 March 2018 Memorandum from Town Clerk Banks

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander Council authorize staff to purchase the following infrastructure upgrades, exclusive of HST:

➤ Internet security hardware and software	\$20,295.88
➤ Email server licensing upgrades	\$ 4,678.47
➤ MS Office Pro Plus 2016 (40 licenses)	\$18,669.20

ON THE QUESTION:

Mayor Grant noted the total cost is under budget.

CARRIED.

9.5 Local Improvement By-laws for Capital Projects

8 March 2018 Memorandum from Town Manager Jarvie

6 March 2018 Memorandum from Town Clerk Banks

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis the memorandum from Town Manager Jarvie RE: Local Improvement By-laws for Capital Projects dated 8 March 2018, and the memorandum from Town Clerk Banks RE: Local Improvement By-laws for Capital Projects dated 6 March 2018 be received/filed.

ON THE QUESTION:

Mayor Grant noted the item is intended to familiarize Council with the concept. Counc. Wells questioned how it is determined a sidewalk is of greater benefit to an area rather than to the Town as a whole. Town Manager Jarvie advised if residents request the installation of a sidewalk that is not planned in the near future, a local improvement levy could be used as an alternative option.

CARRIED.

RECREATION

9.6 R2018-EQ01: Tractor/Backhoe/Loader

20 February 2018 Report prepared by DRP Jensen

MOVED by Counc. Wells and seconded by Counc. Mackay French Council award contract R2018-EQ01: Latest Model Rubber Wheel Diesel Tractor/Loader/Backhoe in the amount of \$78,159.14(including HST) and further that the Director of Parks and Recreation be authorized to issue a purchase order in that regard.

ON THE QUESTION:

It was noted the price reflects a trade in of the existing tractor estimated at \$20,000. There was general discussion with respect to the amount of bids received. Counc. Lewis recommended a minimum of three bids be submitted before Council makes a decision.

NAY vote recorded from Counc. Lewis.

CARRIED.

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OPERATIONS

9.7 Maiden Lane/Goldie Court/Brock Court Drainage Study

7 March 2018

Report prepared by DO McLean

March 2018

Dillon Consulting Flood Risk Assessment of Maiden Lane and surrounding area

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis the drainage study for the Maiden/Goldie/Brock neighbourhood submitted by Dillon Consulting Ltd. be received for information and that the recommendation for a storm sewer project on Maiden Lane be considered during the 2019 budget deliberations; *and further the report be submitted to the Public Works and Infrastructure Committee and the Planning Advisory Committee for review and discussion.*

ON THE QUESTION:

There was general discussion with respect to sharing the report with other Town Committees such as the Public Works and Infrastructure Committee and the Planning Advisory Committee.

Amending motion:

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis the following be inserted after “deliberations”:

“and further the report be submitted to the PWI and PAC for review and discussion.”

ON THE QUESTION:

It was noted the report is included in the Council kit and available to the public on the Town website. Deputy Mayor Alexander noted he is pleased with the report. He highlighted that the report indicates it is unlikely the proposed developments of 3188 Rothesay Road and 20 Goldie Court will negatively impact surrounding properties if proper storm water management standards are followed. He further noted the report identified areas of Town infrastructure that require upgrading due to increase of input from the changes in weather over the years. Counc. Wells requested clarification with respect to the five year storm. She expressed concern that, with changing weather patterns, using a five year storm may not be sufficient. DO McLean advised using a five year storm is standard practice however the definition of a five year storm changes over time. He added the intensity and definition of a five year storm 10 years ago differs from a five year storm today.

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

9.8 Fleet Vehicle Purchase – Works Department

7 March 2018

Report prepared by DO McLean

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells Council accept the submission from Downey Ford Sales at a base price of \$57,437.00 plus applicable taxes and further that the Director of Operations be authorized to issue a purchase order in that regard.

ON THE QUESTION:

Counc. Lewis expressed concern that less than three bids were received. He noted he is not in favour of making a decision without comparing multiple options. Counc. McGuire questioned if the requirements are too strict and deter other manufacturers from submitting bids. DO McLean explained after receiving fewer bids for vehicle purchases in the past, a review was completed and manufacturers were contacted to determine the reasoning for the significant reduction in bids. He added a new system has been used since 2015 that involves designing vehicles that meet the specifications on different dealership websites, contacting the dealerships to approve the pricing received online, and encouraging the dealerships to submit the bid. He further noted one dealership did not respond to the build price package, and another dealership was unable to provide a ¾ ton truck.

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Counc. McGuire questioned if bids were open to dealerships outside of the area such as Moncton or Fredericton. DO McLean advised the designing feature on dealership websites does not differ throughout the regions. He added the cost of the vehicle would be significantly higher if purchased by an individual as opposed to the municipality. Counc. Lewis suggested the specifications be listed for each vehicle and included in the staff report for Council to review. Counc. Lewis expressed concern that some features may be unnecessary and increasing the overall cost.

NAY vote recorded from Counc. Lewis.

CARRIED.

9.9 Water Treatment Facility – Membrane Replacement

7 March 2018

Report prepared by DO McLean

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander Council authorize the Director of Operations to issue a purchase order to *Suez Water Technologies and Solutions* in the amount of \$210,110.00 plus HST for the purchase of new microfiltration membranes for the Town's water treatment plant.

ON THE QUESTION:

Mayor Grant noted the cost is over budget by roughly \$19,000.

CARRIED.

9.10 "Man Down" Safety Devices

7 March 2018

Report prepared by DO McLean

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the proposal submitted by Scene Safety Company for the purchase and online monitoring subscription of six BlackLine Man Down Safety devices at a cost of \$9,066.00 be approved and further that the Director of Operations be authorized to issue a Purchase Order in that regard.

ON THE QUESTION:

Deputy Mayor Alexander questioned if the units monitor for harmful gases. Town Manager Jarvie advised this was correct. He added the devices will provide protection for employees when they are working alone. Counc. McGuire questioned if the monitoring fee is locked in or is subject to change annually. Town Manager Jarvie advised the fee is subject to change annually. He added the devices will provide 24/7 monitoring of employees. Deputy Mayor Alexander inquired if the annual monitoring fee included testing of the units by the company. DO McLean advised there is a full service warranty on the devices. He added the company indicated they will replace any insufficient units.

CARRIED.

10. NEXT MEETING

The next meetings are scheduled as follows:

Regular meeting

Monday, April 9, 2018

Public Hearing – Bridlewood Estates

TBD


11. ADJOURNMENT

MOVED by Counc. McGuire and seconded by Counc. Wells the meeting be adjourned.

CARRIED.

The meeting adjourned at 8:45 p.m.


MAYOR


CLERK