



ROTHESAY
COUNCIL MEETING
Rothesay Town Hall
Monday, August 13, 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 7:04 p.m.

Mayor Grant extended condolences to the families and friends of the victims of the recent tragedy in Fredericton. She advised Council she expressed support on behalf of Rothesay to the mayor of Fredericton. Mayor Grant reported the passing of Mr. Frank Ervin, a former East Riverside-Kingshurst councillor and board member of the Police Commissioners. She noted flags outside Town Hall have been lowered to half-mast until all funerals have been held. A moment of silence was observed.

1. APPROVAL OF AGENDA

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the agenda be approved as circulated.

ON THE QUESTION:

Counc. Shea expressed concern with respect to the recommendation to refer Counc. Lewis' correspondence regarding the East Riverside-Kingshurst pavilion to staff as opposed to discussing the motions contained in the correspondence. Mayor Grant advised the recommendation is to provide Council with further information in order to make an informed decision.

Counc. Shea suggested referring the item to staff presupposes what the discussion may be. Counc. Lewis expressed concern that he raised the matter before at Council and no action has occurred. He added he does not anticipate a significant cost for the solutions suggested. Counc. Wells noted she does not disagree with Counc. Lewis' suggestions but would prefer more details be provided with respect to cost.

Counc. Shea raised a point of order to appeal Mayor Grant's ruling that the recommendation for Item 5.8 remain "*to be referred to staff*", rather than the motions being dealt with as presented in Counc. Lewis' email.

MOVED by Counc. Shea and seconded by Counc. Lewis that Mayor Grant's ruling be appealed.

YEA votes recorded from: Couns. Brennan, Lewis, Mackay French, McGuire, and Shea.

NAY votes recorded from: Deputy Mayor Alexander and Counc. Wells.

CARRIED.

ROTHESAY

Regular Council Meeting
Minutes

-2-

13 August 2018

Main motion:

YEA votes recorded from: Deputy Mayor Alexander and Councils. Mackay French, McGuire, Shea, and Wells

NAY votes recorded from: Councils. Brenan and Lewis.

Main motion CARRIED.

2. ADOPTION OF MINUTES

- Regular Meeting 9 July 2018

MOVED by Deputy Mayor Alexander and seconded by Council. Mackay French the Open Session Council minutes of 9 July 2018 be adopted as circulated.

CARRIED.

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

3. OPENING REMARKS OF COUNCIL

Mayor Grant noted a thank you was received from the residents of the Meadows complex for the extension of the sidewalk on Gondola Point Road; and the ice-cream social to thank flood relief volunteers was well attended. She thanked the Legion and Town staff for the event. She informed Council of the upcoming Dragon Boat Festival August 25, 2018 and the New Brunswick Museum Trolley Tour September 9, 2018. She encouraged all to attend.

Deputy Mayor Alexander reported Chief Gallant, KRPF and other members of the Police Force travelled to Fredericton to assist the Fredericton Police Force in the aftermath of the tragedy. In response to an inquiry, Deputy Mayor Alexander noted off-duty officers volunteered to assist the Fredericton Police Force so regular shifts for the KRPF will not be impacted.

3.1 Declaration of Conflict of Interest

Council. Lewis declared a conflict of interest for Item 9.1.2 KV Association for Community Living Inc. Vocational Training Centre for Adults.

4. DELEGATIONS

4.1 Saint John Newcomers Centre

Mohammed Bagha

Mayor Grant welcomed Mr. Mohammed Bagha and Dr. Emin Civi of the Saint John Newcomers Centre. Dr. Emin Civi, Chair of the Saint John Newcomers Centre Board of Directors thanked Council and noted the Saint John Newcomers Center has existed for roughly ten years. He advised the purpose of the Centre is to improve the cultural, social, and economic well-being of the community through the promotion of multiculturalism and support to newcomer settlement in the Saint John region.

Mr. Bagha reviewed the organization's services, recent activity in 2017-2018, the Atlantic Immigration pilot program, the Business Exploratory Visit program, services for Francophones and the Syrian community, the impact of the Centre on the community, and the short-term and long-term benefits for Rothesay through a partnership with the organization. He noted the Saint John Newcomers Centre is interested in working with Rothesay to provide office hours for newcomers and employers in Rothesay, as well as providing support services for newcomers.

Deputy Mayor Alexander commented on the plans for a Seniors Resource Centre in Rothesay. He suggested there may be an opportunity to provide services through the Seniors Resource Centre. Council. Wells echoed the Deputy Mayor's suggestion.

Council inquired about: representation of Rothesay on the Board of Directors, government funding received by the organization, and partnership with the YMCA of Greater Saint John.

ROTHESAY

Regular Council Meeting
Minutes

-3-

13 August 2018

Mr. Bagha noted the following: there are members of the Saint John Newcomers Centre Board of Directors that reside in Rothesay; government funding received by the organization varies annually; and the organization does partner with the YMCA for programming however the YMCA focuses on refugees whereas the Centre's focus is directed at economic immigration.

Mayor Grant thanked Dr. Civi and Mr. Bagha for their presentation and noted the item will be discussed later on the agenda. Dr. Civi and Mr. Bagha thanked Council and left the meeting.

Counc. Lewis declared a conflict of interest. Town Clerk Banks provided a Conflict of Interest form to Counc. Lewis.

Counc. Lewis left the meeting.

4.2 KV Association for Community Living Inc.

Jim Maxwell (see Item 9.1.2)

Mayor Grant welcomed Mr. Jim Maxwell of the KV Association for Community Living Inc. Mr. Maxwell introduced Ms. Cathy Gilliland, Executive Director. Mr. Maxwell highlighted the following with respect to the Vocational Training Centre for Adults: the overview and history of the organization, the partnership with the Kennebecasis Lion's Club, the impact of the 2018 Flood on the organization and considerations for temporary and long-term solutions. He stressed the importance of the services provided by the organization. He requested Council consider a financial contribution of \$25,000 to the organization to assist with costs to secure a permanent location for the group.

Council inquired about the following: the current location housing the group, hours of operation, possibility of a partnership with KV Oasis for space, potential discussions with MP Wayne Long, and interest to remain located in Rothesay.

Mr. Maxwell advised of the following: the organization has moved to a location on the Kingston peninsula; the hours are 8:30 a.m. – 3:30 p.m.; the organization has approached many individuals for assistance however no options have proved viable as a long-term solution; he met with Blaine Higgs and intends to meet with Wayne Long and Premier Gallant in the near future; and there is an interest to remain in Rothesay however options in Saint John may be more cost effective.

Mayor Grant thanked Mr. Maxwell for his presentation and noted the item will be discussed later on the agenda. Mr. Maxwell thanked Council, and left the meeting.

Counc. Lewis returned to the meeting and provided the completed Conflict of Interest form to Town Clerk Banks.

4.3 Citizen Satisfaction Study – Corporate Research Associates Craig White (see Item 9.1.3)

DPDS White introduced Mr. Craig White of Corporate Research Associates. Mr. White gave a brief overview of the methodology and highlighted the following with respect to the Citizen Satisfaction Study: residents perceive the quality of life in Rothesay to be extremely high, and are happy with their neighbourhoods; residents are concerned with a number of issues, with top areas related to infrastructure and economic development, and the recent flooding; there is a high level of satisfaction with the overall performance of the Town; and residents indicate Town priorities should focus on improving the walkability of the Town, recreation, and improving water and sewage systems. He reviewed Town services in relation to importance, ratings, and gap scores. He reviewed the options of diversifying housing, development along Hampton Road, increasing business, the impact of storm water and the demographics of respondents.

Mayor Grant requested clarification with respect to the term "infrastructure". Mr. White noted the term is

ROTHESAY

Regular Council Meeting
Minutes

-4-

13 August 2018

broad and refers to buildings, roads, etc. Deputy Mayor Alexander noted he was surprised to see opposition to mini-homes. He noted there has been interest expressed for smaller housing options. Mr. White suggested the reference to “mini-homes” may be vague and may have confused respondents. In response to an inquiry, Mr. White noted the results of the survey were not analyzed geographically. He added reporting the results geographically is possible but not preferred. There was general discussion with respect to the income demographics of respondents.

Mayor Grant thanked Mr. White for his presentation and noted the item will be discussed later on the agenda. Mr. White thanked Council, and left the meeting.

5. CORRESPONDENCE FOR ACTION

5.1 9 July 2018 Email from Joe Kennedy RE: 2018 Deer Control Program

5.1.1 1 August 2018 Letter from Quispamsis RE: 2018 Nuisance Deer Management Program
MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire Council confirm participation in the 2018 Nuisance Deer Management Program.

ON THE QUESTION:

Counc. Wells expressed concern that the limit of one antlerless deer per hunter for the 2018 Deer Nuisance Management program does not reflect Mr. Kennedy’s previous recommendation to increase the limit per hunter. Mayor Grant noted the total number of permits was increased last year however it is unclear if the increase was sustained into the 2018 season. Counc. Brennan added a change in the limit of deer per hunter may require a change to the Provincial hunting regulations.

CARRIED.

5.2 17 July 2017 (sic) Letter from resident RE: Highmeadow Lane snow removal

MOVED by Counc. McGuire and seconded by Counc. Wells the letter from resident RE: Highmeadow Lane snow removal dated 17 July 2017 (sic) be referred to staff.

ON THE QUESTION:

There was general discussion with respect to the road. Town Manager Jarvie advised private roads must meet Town standards before the Town can assume responsibility for the infrastructure as a public road. Counc. Shea commented that Council in the past had expressed interest in identifying all private roads in Rothesay and existing maintenance services for each. Town Manager Jarvie advised staff are in the process of preparing a list of private lanes and a policy.

CARRIED.

5.3 25 July 2018 Email from Counc. Lewis RE: Renovated Arena with photographs

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the email from Counc. Lewis RE: Renovated Arena with photographs dated 25 July 2018 be referred to staff for a report.

ON THE QUESTION:

Counc. Shea questioned how a report from staff will progress the matter. Town Manager Jarvie advised the Morrell arena, prior to renovations, was not an exact replica of the Rothesay arena so it must be determined if a similar renovation process is possible, and feasible, through the Procurement Act. He added a report will help identify the next possible steps if it is Council’s wish to pursue this avenue of action. In response to an inquiry, Town Manager Jarvie advised it is likely the investigation will be completed by Town staff. Counc. Wells questioned if Counc. Lewis is proposing revisiting the possibility of renovating the arena. Counc. Lewis noted the Morrell arena provides an example of renovating an existing arena for a reasonable cost.

Deputy Mayor Alexander raised a point of order noting a report was prepared and reviewed by Council

ROTHESAY

Regular Council Meeting
Minutes

-5-

13 August 2018

resulting in consensus to pursue construction of a new arena. He noted the arenas are not exactly the same so it is unclear if the renovation cost for the Morrell arena is a true representation of the cost to renovate the Rothesay arena.

Counc. Lewis reported he inquired about the scope of the Morrell arena project, the structure of the building, and concerns that arose. He advised of the following: the project was over-budget by roughly 10%; due to the nature of their construction, significant concerns are not anticipated during the renovation of Butler buildings (similar to the Rothesay arena); and it is unlikely asbestos will be a problem based on its use during the time the Rothesay arena was constructed. Counc. Brenan noted the cost of the Morrell arena renovation calls into question the results of the study completed for the Rothesay arena. Deputy Mayor Alexander expressed concern and commented the number of variables between the arenas makes it difficult to guarantee a similar cost. Counc. McGuire noted the report indicated a significant cost to repair the roof of the Rothesay arena. He added it is unclear if the Morrell arena required such a significant repair.

YEA votes recorded from: Councils. Brenan, Lewis, Mackay French, and Shea

NAY votes recorded from: Deputy Mayor Alexander and Councils. McGuire and Wells

CARRIED.

5.4 26 July 2018 Letter from Bill Hicks, CEO New Brunswick Museum RE: Music of the Eye Trolley Tour with attachments

MOVED by Counc. McGuire and seconded by Counc. Brenan the letter from Bill Hicks, CEO New Brunswick Museum RE: Music of the Eye Trolley Tour with attachments dated 26 July 2018 be received/filed.

ON THE QUESTION:

Mayor Grant noted a ticket was purchased and she intends to attend the event. She noted the item is on the agenda to inform Council of the event and encourage attendance.

CARRIED.

5.5 27 July 2018 Letter from resident RE: Request for sidewalks on Donlyn Drive

MOVED by Counc. Wells and seconded by Counc. Brenan the letter from resident RE: Request for sidewalks on Donlyn Drive dated 27 July 2018 be referred to the Works and Utilities Committee.

CARRIED.

5.6 31 July 2018 Letter from KV Old Boys Inc. RE: Sponsorship request for Country & Western Show – November 3, 2018

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the letter from KV Old Boys Inc. RE: Sponsorship request for Country & Western Show – November 3, 2018 dated July 31, 2018 be referred to the Finance Committee.

ON THE QUESTION:

Counc. Shea noted he intends to declare a conflict of interest when the item is discussed at the Finance Committee.

CARRIED.

5.7 2 August 2018 Rothesay Yacht Club application for Rothesay Municipal Grant

MOVED by Counc. Wells and seconded by Counc. Mackay French the Rothesay Yacht Club application for Rothesay Municipal Grant dated 2 August 2018 be referred to the Finance Committee.

CARRIED.

5.8 8 August 2018 Letter from Counc. Lewis RE: East Riverside-Kingshurst Park

ROTHESAY

Regular Council Meeting
Minutes

-6-

13 August 2018

MOVED by Council. Lewis and seconded by Council. Brenan solar powered LED lighting be installed on a dusk to dawn or motion-sensored setting to allow for the Police Force to monitor this location for any suspicious activity, and further the units be installed within 60 days or sooner.

ON THE QUESTION:

In response to an inquiry, DO McLean advised he does not anticipate any concerns with respect to the 60 day deadline. Concern was expressed that there is insufficient information such as amount of lights and total cost to allow Council to make an informed decision. Council. Lewis indicated he raised the issue at previous Council meetings and there was no action. Council. Wells noted she is in favour of the suggestion but would prefer if more information was available.

NAY votes recorded from: Deputy Mayor Alexander and Council. Wells.

CARRIED.

MOVED by Council. Lewis and seconded by Council. Shea a high definition camera be installed on the pump station to be used to monitor activity at the East Riverside-Kingshurst pavilion especially during evening periods, and further a unit be installed within 60 days or sooner.

ON THE QUESTION:

Concern was expressed that details of the initiative including cost of the camera and installation, and possible need of a power source and internet connection, are unclear and restricts Council from making an informed decision. In response to inquiries, DO McLean advised the East Riverside-Kingshurst washrooms are not electronically monitored; and the equipment at the pumping station is monitored by SCADA radio frequency equipment and not visually monitored.

MOVED by Council. Lewis and seconded by Council. Brenan the matter be tabled pending further information with respect to the cost of the camera and installation, and options for a power source and internet connection.

CARRIED.

6. CORRESPONDENCE - FOR INFORMATION

6.1 9 July 2018 Letter from Dept. of Justice and Public Safety RE: New Legislation – Intimate Partner Violence Intervention Act

MOVED by Council. McGuire and seconded by Council. Wells the letter from Dept. of Justice and Public Safety RE: New Legislation – Intimate Partner Violence Intervention Act dated 9 July 2018 be received/filed.

CARRIED.

6.2 19 July 2018 Letter to resident RE: Boundary Adjustment – Rothesay and Saint John
MOVED by Council. Brenan and seconded by Deputy Mayor Alexander the letter to resident RE: Boundary Adjustment – Rothesay and Saint John dated 19 July 2018 be received/filed.

ON THE QUESTION:

In response to an inquiry, Town Manager Jarvie clarified “2017” should read “2018” in the first paragraph of the letter.

CARRIED.

6.3 25 July 2018 Letter from Minister Horsman RE: Wellness Week October 1-7, 2018
MOVED by Council. Brenan and seconded by Council. Wells the letter from Minister Horsman RE: Wellness Week October 1-7, 2018 dated 25 July 2018 be received/filed.

CARRIED.

6.4 6 August 2018 Letter from resident RE: Finance Committee

ROTHESAY

Regular Council Meeting
Minutes

-7-

13 August 2018

MOVED by Counc. Brenan and seconded by Counc. Wells the letter from resident RE: Finance Committee dated 6 August 2018 be received/filed.

ON THE QUESTION:

Counc. Mackay French questioned if a response will be sent to the author of the correspondence. Mayor Grant noted the correspondence indicates the resident reviews the Council agenda packages and is likely informed of the progress of the matter.

CARRIED.

6.5 10 August 2018 Memorandum from Town Manager Jarvie RE: Park Drive Improvements

6.5.1 7 August 2018 Letter from resident RE: Road to Kennebecasis Park

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the memorandum from Town Manager Jarvie RE: Park Drive Improvements dated 10 August 2018, and the letter from resident RE: Road to Kennebecasis Park dated 7 August 2018 be received/filed.

CARRIED.

7. REPORTS

7.0 August 2018 Report from Closed Session
N/A

7.1 23 May 2018 Kennebecasis Valley Fire Department (KVFD) Board Meeting Minutes

30 April 2018 KVFD Statement of Expense with Budget Variance

23 May 2018 KVFD Chief's Report

30 April 2018 KVFD Response Report

MOVED by Counc. Brenan and seconded by Counc. Lewis the Kennebecasis Valley Fire Department (KVFD) Board Meeting Minutes dated 23 May 2018 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander requested clarification with respect to the Cannon Security Inc. keyless fob entry system. Counc. Brenan noted the cost relates to the updated security system for the Fire Department. Mayor Grant commented on the Junior Fire Fighter Camp and noted the Rothesay Roving Reporter produced an article on the Camp. Counc. Brenan inquired about the identity of the reporter. Mayor Grant identified the reporter as Kate Goodine, who is also the student member of the Parks and Recreation Committee.

CARRIED.

MOVED by Counc. Lewis and seconded by Counc. Wells the KVFD Statement of Expense with Budget Variance dated 30 April 2018 be received/filed.

CARRIED.

MOVED by Counc. Lewis and seconded by Counc. Brenan the KVFD Chief's Report dated 23 May 2018 be received/filed.

CARRIED.

MOVED by Counc. Lewis and seconded by Counc. Brenan the KVFD Response Report dated 30 April 2018 be received/filed.

CARRIED.

7.2 30 June 2018 Draft unaudited Rothesay General Fund Financial Statements

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the draft unaudited Rothesay General Fund Financial Statements dated 30 June 2018 be received/filed.

ROTHESAY

Regular Council Meeting
Minutes

-8-

13 August 2018

ON THE QUESTION:

Treasurer MacDonald briefly reviewed the draft unaudited General Fund Financial Statements. Council. Brenan inquired about the 2018 Flood Costs, the Seniors Project G-2018-010, and the over-budget expense for the Eriskay Drive project. Treasurer MacDonald advised: the \$361,180 is the total cost to date for the 2018 Flood; it is expected the majority of the cost will be recoverable through either the Disaster Financial Assistance program or the Town's insurance policy, with the exception of the Town's deductible; funds were received prior to the renovations for the Seniors Centre; and an allocation must be made between the General Fund and the Utility Fund in order to balance the variance for the Eriskay Drive project.

CARRIED.

30 June 2018 Draft unaudited Rothesay Utility Fund Financial Statements
MOVED by Deputy Mayor Alexander and seconded by Council. McGuire the draft unaudited Rothesay Utility Fund Financial Statements dated 30 June 2018 be received/filed.

ON THE QUESTION:

Treasurer MacDonald briefly reviewed the draft unaudited Utility Fund Financial Statements. Council. Brenan inquired about the Infiltration Study. Treasurer MacDonald advised \$49,782 was received as an infrastructure grant for the project and expenditures of \$52,459 were incurred. He noted the project began in 2017 and due to the results of the study, costs are expected to continue to be incurred in 2018.

CARRIED.

8 August 2018 Compliance Report
MOVED by Council. Mackay French and seconded by Council. Wells the Compliance Summary dated 8 August 2018 be received/filed.

CARRIED.

31 July 2018 Donation Summary
MOVED by Deputy Mayor Alexander and seconded by Council. Wells the Donation Report dated 31 July 2018 be received/filed.

CARRIED.

7.3 18 July 2018 Draft Works and Utilities Committee Meeting Minutes
MOVED by Deputy Mayor Alexander and seconded by Council. Wells the Draft Works and Utilities Committee Meeting Minutes dated 18 July 2018 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander gave a brief summary of the minutes. Council. Lewis requested clarification with respect to the expected over-budget expense for the Iona Avenue project. DO McLean advised excavated material was to be re-used for the project however wet conditions resulted in non-viable materials. He noted the additional cost for viable materials is unclear.

CARRIED.

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

CARRIED.

7.5 9 August 2018 Capital Projects Summary
MOVED by Council. Wells and seconded by Deputy Mayor Alexander the Capital Projects Summary

ROTHESAY

Regular Council Meeting
Minutes

-9-

13 August 2018

dated 9 August 2018 be received/filed.

CARRIED.

7.6 16 July 2018 Regional Oversight Committee Meeting Minutes
MOVED by Counc. Wells and seconded by Counc. Mackay French the Draft Regional Oversight Committee Meeting Minutes dated 16 July 2018 be received/filed.

ON THE QUESTION:

Mayor Grant gave a brief overview of the minutes. She reported Enterprise Saint John (ESJ) is in the process of developing a strategic plan; and Saint John has been designated the 10th Foreign Trade Zone in Canada. Counc. Brenan commented that the low growth rate of less than 1% is unacceptable. He commented he hopes to see a plan for improvement included in the strategic plan. Mayor Grant added Ron Gaudet, the new Chief Executive Officer of ESJ, previously indicated improvements will require time.

CARRIED.

8. UNFINISHED BUSINESS

N/A

9. NEW BUSINESS

9.1 BUSINESS ARISING FROM DELEGATIONS

9.1.1 Saint John Newcomers Centre Presentation

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the Saint John Newcomers Centre presentation be referred to the Age Friendly Committee.

CARRIED.

Counc. Lewis declared a conflict of interest and left the meeting.

9.1.2 KV Association for Community Living Inc.

8 August 2018 Letter from Jim Maxwell, President RE: Vocational Training Centre for Adults with attachment

MOVED by Deputy Mayor Alexander and seconded by Counc. Brenan the letter from Jim Maxwell, President RE: Vocational Training Centre for Adults with attachment be referred to the Finance Committee.

ON THE QUESTION:

Counc. Wells suggested the Committee investigate the possibility of providing a grant in the form of monthly increments as opposed to a single payment. Counc. McGuire expressed concern regarding the considerable request noting, if approved, the grant would result in a significant unbudgeted expense. Counc. Brenan indicated the use of other locations was investigated however since the organization requires storage for materials no options have proved viable. There was general discussion with respect to suggestions for alternative locations including the Bradley Lake Community Centre, the Wells Recreation Park building, and Town Hall. Town Manager Jarvie advised the Bradley Lake Community Centre is not owned by the Town, the Wells building is unequipped to house tenants during the winter, and discussions are underway with a potential tenant for remaining space available in Town Hall.

CARRIED.

Counc. Lewis returned to the meeting.

9.1.3 Citizen Satisfaction Study – Corporate Research Associates

9 August 2018 Report prepared by DPDS White

June 2018 Draft Rothesay Citizen Satisfaction Report

MOVED by Counc. Wells and seconded by Counc. Shea Council accept the 2018 Citizen Satisfaction

ROTHESAY

Regular Council Meeting
Minutes

-10-

13 August 2018

Survey as prepared by Corporate Research Associates Inc.

ON THE QUESTION:

Deputy Mayor Alexander inquired as to why the report is marked confidential but was included in open session. Town Manager Jarvie advised it is likely the company marked the report confidential as it is still in draft form, until accepted by Council.

CARRIED.

ADMINISTRATION

9.2 Rothesay Procedural By-law 2-14 Schedule B Amendment

2 August 2018

Memorandum from Town Clerk Banks

DRAFT

Rothesay Procedural By-law 2-14 Schedule B

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander Council hereby adopts the revised Schedule B – Standing Committees, forming a part of By-law 2-14, “A By-law of the Municipality of Rothesay Respecting the Procedure and Organization of Council”, dated 13 August 2018; more specifically the creation of a 4 member Finance Committee, *subject to a revision indicating the Committee will meet monthly, not quarterly.*

ON THE QUESTION:

Counc. Brenan commented that the Committee is responsible for advising Council on matters related to monthly internal financial statements. He noted Schedule B indicates the Committee will meet at least quarterly or at the call of the Chair. He suggested the Schedule be revised to recommend monthly Committee meetings. He added this will ensure proper oversight of financial matters. It was noted the Schedule suggests the Committee meet at least quarterly, which would permit monthly meetings.

Amending motion:

MOVED by Counc. Brenan and seconded by Counc. Shea the following be inserted after “Committee”:
“subject to a revision indicating the Committee will meet monthly, not quarterly.”

Amending motion CARRIED.

MAIN motion, as amended, CARRIED.

9.3 Finance Committee Appointments

2 August 2018

Memorandum from Mayor Grant

MOVED by Counc. Wells and seconded by Counc. McGuire the memorandum from Mayor Grant RE: Finance Committee Appointments dated 2 August 2018 be received/filed.

ON THE QUESTION:

Counc. Shea quoted Section 98 of the Procedural By-law:

“The Mayor shall be an ex-officio member of all committees except the Planning Advisory Committee and the Rothesay Heritage Preservation Review Board and may attend and vote at his discretion”

He questioned if Section 98 of the By-law negates the need to list the Mayor as a member of the Finance Committee. Town Manager Jarvie noted an ex-officio member is not considered for a meeting quorum so the Mayor’s official appointment to the Committee includes the Mayor in consideration of the quorum. There was general discussion with respect to the capacity of an individual as an official or ex-officio member. Mayor Grant stated she will assume an official position on the Finance Committee.

NAY vote recorded from: Counc. Shea.

CARRIED.

ROTHESAY

Regular Council Meeting
Minutes

-11-

13 August 2018

DEVELOPMENT SERVICES

9.4 Encroachment Agreement – 36 Holiday Drive

9 August 2018

Memorandum from Town Manager Jarvie with attached proposed
Encroachment Agreement

MOVED by Counc. McGuire and seconded by Counc. Wells Rothesay Council Hereby authorizes the Mayor and Clerk to enter into an encroachment agreement with Paul R. Tobias and Denise M. Tobias of 36 Holiday Drive for the purpose of constructing a fence on Town owned land (PID 00231407).

ON THE QUESTION:

Mayor Grant requested clarification with respect to staff's belief that the justification for the encroachment is deficient and the preference for other landscaping solutions. DPDS White advised the request for the encroachment is largely motivated by the need to deter deer from the applicant's backyard as well as to reduce the need to relocate or remove existing vegetation along the rear boundary of the property. He noted staff do not favour the solution but do not believe there is cause for concern if all criteria is met by the encroachment agreement. Counc. Shea inquired about the impact on the subject property and abutting properties. DPDS White advised of the following: staff do not anticipate adverse impacts to abutting property owners; similar agreements typically expire after five years but are renewable; the agreement will result in an encumbrance to Town property and will not directly affect the subject property; the agreement automatically expires if the property is sold; and there is a stipulation in the agreement that allows the Town to remove the fence at its discretion. Counc. Wells expressed concern that granting the encroachment for a fence may set a negative precedent.

YEA votes recorded from: Councils. Brenan, Lewis, Mackay French, and McGuire.

NAY votes recorded from: Deputy Mayor Alexander and Councils. Shea and Wells.

CARRIED.

MOVED by Counc. McGuire and seconded by Counc. Mackay French Council Hereby requires that the encroachment agreement be signed by Paul R. Tobias and Denise M. Tobias within 120 days, or any extension thereof granted by Council upon the request of the applicant, from the date of final approval by Council otherwise this approval will be void and obligations arising shall be at an end.

YEA votes recorded from: Deputy Mayor Alexander, and Councils. Brenan, Lewis, Mackay French, and McGuire.

NAY votes recorded from: Councils. Shea and Wells.

CARRIED.

OPERATIONS

9.5 Carpenter Pond Wellfield Testing and Modeling

7 August 2018

Report prepared by DO McLean

MOVED by Deputy Mayor Alexander and seconded by Council Wells a tender be issued for Carpenter Pond Wellfield testing and modeling including the drilling of test wells, conducting of pump tests on existing production wells, and the creation of a 3D numerical model of the Carpenter Pond Wellfield.

ON THE QUESTION:

Deputy Mayor Alexander expressed concern regarding the significant cost associated with the recommended agreement with BGC Engineering. He noted the suggested cost is double the budget estimate; and issuing a tender may encourage competitive pricing. Counc. McGuire agreed, noting the matter is not time sensitive.

CARRIED.

ROTHESAY

Regular Council Meeting
Minutes

-12-

13 August 2018

9.6 Fox Farm Retaining Wall Material Supply

8 August 2018 Report prepared by DO McLean

MOVED by Council. Wells and seconded by Deputy Mayor Alexander Council authorize the Director of Operations to issue a purchase order to Duracast Hardscape Solutions in the amount of \$35,260.45 plus HST for the supply of retaining wall blocks to replace an existing, failing retaining wall along Fox Farm Road in Rothesay.

ON THE QUESTION:

Mayor Grant noted the budget for the project is \$125,000. In response to an inquiry, it was noted the construction portion of the project was previously awarded by Council. DO McLean advised the retaining wall supplier has provided engineering designs and specifications for the installation which resulted in cost savings for the Town.

CARRIED.

9.7 Mulberry Lane

10 August 2018 Memorandum from Town Manager Jarvie

MOVED by Council. McGuire and seconded by Council. Wells Council endorse preliminary discussion with property owners on Mulberry Lane regarding its upgrade to a public street.

ON THE QUESTION:

Council requested clarification. Town Manager Jarvie advised of the following: the intention is for the road to become Town owned land once the road meets Town standards; the matter is before Council at the request of property owners in the area; and the recommendation is to begin discussions with no further action proposed at this time. He added a portion of Cameron Road typically floods during the freshet each year and actions to mitigate the concern will be recommended during 2019 budget deliberations. Therefore, discussions regarding Mulberry Lane may be advantageous in order to coincide with potential work on Cameron Road in 2019. Town Manager Jarvie noted further investigation is required with respect to cost and potential cost sharing, as well as ownership of Mulberry Lane.

CARRIED.

9.8 Issues Raised by Wells Resident

10 August 2018 Memorandum from Town Manager Jarvie

MOVED by Council. McGuire and seconded by Council. Shea a letter be sent to the addresses listed on the petition with the comments set out in the Town Manager's memorandum dated 10 August 2018 *pending final review from the Works and Utilities Committee.*

ON THE QUESTION:

Mayor Grant suggested the Town Manager's memorandum be reviewed by the Works and Utilities Committee prior to sending the letters to the addresses listed on the petition.

Amending motion:

MOVED by Council. McGuire and seconded by Council. Shea the following be added: "*pending final review from the Works and Utilities Committee.*"

Amending motion CARRIED.

MAIN motion, as amended, CARRIED.

10. NEXT MEETING

The next meetings are scheduled as follows:

Regular meeting

Monday, September 10, 2018

Public Hearing – Bridlewood Estates

TBD

ROTHESAY

Regular Council Meeting
Minutes

-13-

13 August 2018

11. ADJOURNMENT

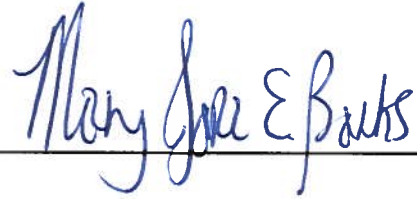
MOVED by Counc. Wells and seconded by Counc. Mackay French the meeting be adjourned.

CARRIED.

The meeting adjourned at 9:25 p.m.



MAYOR



CLERK