



**ROTHESAY**  
COUNCIL MEETING  
Rothesay Town Hall  
**Monday, September 10, 2018**  
**7:00 p.m.**



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**1. APPROVAL OF AGENDA**

**2. APPROVAL OF MINUTES**                      Regular Meeting                      13 August 2018

➤ **Business Arising from Minutes**

**3. OPENING REMARKS OF COUNCIL**

**PRESENTATION:**    Through the Lens Photo Contest Winner - Olena Ivanova

**3.1 Declaration of Conflict of Interest**

**4. DELEGATIONS**

**4.1 Art4Life Inc.**                      Anita Punamiya (see Item 9.1)

**5. CORRESPONDENCE FOR ACTION**

5.1 17 August 2018                      Letter from resident RE: Flood of 2018 – Post Road

**Refer to staff**

5.2 21 August 2018                      Email from Counc. Lewis RE: East Riverside-Kingshurst Park

**Staff to provide update**

5.3 27 August 2018                      Letter from resident RE: Opposition to Nuisance Deer Management Program

**Refer to Joe Kennedy, Dept. of Energy and Resource Development**

5.4 31 August 2018                      Letter from the Fundy Regional Service Commission RE: Draft 2019 Budget  
DRAFT                      2019 Fundy Regional Service Commission Budget

**Refer to the Finance Committee (Marc MacLeod in attendance at October 9<sup>th</sup> Council meeting)**

**6. CORRESPONDENCE - FOR INFORMATION**

6.1 9 August 2018                      Letter from the Canadian Armed Forces RE: Invitation to Barrack Green  
Armoury Open House – September 29, 2018

6.2 24 August 2018                      Letter to Minister Tassi RE: Age-Friendly Designation – Rothesay, New  
Brunswick

6.3 5 September 2018                      Letters (various) from the Regional Facilities Commission RE: 2019 Budget  
2019                      Regional Facilities Commission Budget

**7. REPORTS**

**7.0 September 2018                      Report from Closed Session**

7.1 13 June 2018                      Fundy Regional Service Commission Board Meeting Minutes

7.2 31 July 2018                      Draft unaudited Rothesay General Fund Financial Statements

31 July 2018                      Draft unaudited Rothesay Utility Fund Financial Statements

30 August 2018                      Draft Finance Committee Meeting Minutes

➤ Application for Financing (see Item 9.5)

## ROTHESAY

Regular Council Meeting

Agenda

-2-

10 September 2018

- |     |                  |                                |
|-----|------------------|--------------------------------|
| 7.3 | August 2018      | Monthly Building Permit Report |
| 7.4 | 5 September 2018 | Capital Projects Summary       |
| 7.5 | 2017-2018        | The Great Trail Annual Report  |

### **8. UNFINISHED BUSINESS**

N/A

### **9. NEW BUSINESS**

#### **9.1 BUSINESS ARISING FROM DELEGATIONS**

- |                      |  |
|----------------------|--|
| <b>Art4Life Inc.</b> | Presentation   |
| 5 September 2018     | Email from Counc. Wells RE: Recommendation from the Hive Sub-Committee |

### **ADMINISTRATION**

#### **9.2 Council Appointments to Committees**

- |                |                             |
|----------------|-----------------------------|
| 29 August 2018 | Memorandum from Mayor Grant |
|----------------|-----------------------------|

*Receive for information*

#### **9.3 Flag Policy**

- |                  |                                  |
|------------------|----------------------------------|
| 5 September 2018 | Memorandum from Town Clerk Banks |
| DRAFT            | Rothesay Flag Policy             |
| 29 May 2018      | PA Now news article              |

#### **9.4 Renforth Boat Club Lease**

- |                  |                                     |
|------------------|-------------------------------------|
| 6 September 2018 | Memorandum from Town Manager Jarvie |
|------------------|-------------------------------------|

### **FINANCE**

#### **9.5 Application for Financing**

- |                  |                                     |
|------------------|-------------------------------------|
| 4 September 2018 | Memorandum from Treasurer MacDonald |
|------------------|-------------------------------------|

### **OPERATIONS**

#### **9.6 Fox Farm Retaining Wall Replacement**

- |                  |                              |
|------------------|------------------------------|
| 5 September 2018 | Report prepared by DO McLean |
|------------------|------------------------------|

#### **9.7 Geo Stackhouse – Winter Maintenance Contract T-2017-012**

- |                  |                              |
|------------------|------------------------------|
| 5 September 2018 | Report prepared by DO McLean |
|------------------|------------------------------|

#### **9.8 Park Drive Improvements**

- |                  |                                     |
|------------------|-------------------------------------|
| 7 September 2018 | Memorandum from Town Manager Jarvie |
|------------------|-------------------------------------|

## ROTHESAY

Regular Council Meeting

Agenda

-3-

10 September 2018

### DEVELOPMENT SERVICES

#### **9.9 Encroachment Agreement (Retaining Wall – 2 Sunset Lane)**

5 September 2018      Memorandum from Town Manager Jarvie with attached proposed  
Encroachment Agreement

#### **9.10 Encroachment Agreement (Retaining Wall – 122 Park Drive)**

7 September 2018      Memorandum from Town Manager Jarvie

4 September 2018      Letter from Fundy Engineering RE: Request for equipment access to K-  
Park Common Lands via Park Drive

DRAFT      Encroachment Agreement

#### **9.11 Municipal Plan Review – Public Consultation Report**

6 September 2018      Report prepared by Town Planner Scory

*Receive for information*

### **10. NEXT MEETING**

**Regular meeting**

**TUESDAY**, October 9, 2018

**Public Hearing – Bridlewood Estates**

**TBD**

### **11. ADJOURNMENT**



**Art4Life Inc.**

Fostering  
Creative Aging



# INTRODUCTION

- Art4Life Inc. 2017
  - A social venture based on the concept of ‘Creative Aging’
  - Offer a variety of art programs to adults 65+ with the objective of promoting health, well-being and social inclusion
- I am Anita Punamiya, Founder and CEO of Art4Life Inc.
  - Art4Life born out being a witness to my mother’s health journey
  - Understand the challenge & the opportunity to offer options to make NB a leader in innovative solutions for Aging
- Purpose of Pitch
  - To gain leadership buy-in and support for 2 Year Pilot Project

## VISION & MISSION

### VISION

Strong, healthy communities that engage all seniors as full and active participants and where the arts are valued as a key contributor to health and well-being.

### MISSION

To maintain and/or improve the health and well-being of seniors through their participation in arts.

To create a supportive environment for art practices and increase their use within senior centers and community centers.

# THE PROBLEM

- Some common problems faced by older adults

- Social isolation
- Helplessness
- Boredom

- Impacts

- Mental and Emotional Health
- Cognitive Health
- Social Health
- Physical Health

- Impacts

- Confidence & Independence
- Ability to Age at home
- Leading to institutionalization

# THE SOLUTION

## Creative Aging

- ..... is broadly **defined** as exploring one's creative potential in the later years of life.
- ....the practice of engaging older adults in **participatory, professionally-run** arts programs with a focus on social engagement and skills mastery.
- .....is about providing opportunity for **meaningful creative expression** though visual, literary and performing arts workshops; it's not about making macaroni necklaces.



.....is freeing ourselves of **limiting beliefs** about aging and embracing the **reality** that **individuals grow, learn and continue to contribute** to their communities throughout the life journey.



# RESEARCH

## THE LANDMARK CREATIVE AGING STUDY

In the Creativity and Aging Study <sup>3</sup> 166 people ages 65-103 (average age 80) were split into two groups, those who would carry on life as usual and those who would attend weekly, professionally facilitated chorale groups.

After two years, compared to the control group, those attending chorale groups had:



Less  
medication  
use



Fewer  
doctors  
visits



Less  
loneliness



Increased  
activity  
levels



Better  
self-reported  
physical health



Better  
morale

This study illustrates that community-based professionally run arts programs have real health prevention and promotion effects, an impact on maintaining independence and reducing dependency; thereby reducing the risk factors that necessitate long term care.<sup>3</sup>

### MECHANISMS THOUGHT TO EXPLAIN THESE RESULTS INCLUDE: <sup>4</sup>

#### SENSE OF CONTROL

positive health outcomes are associated with experiencing a sense of mastery

#### INFLUENCE OF THE MIND ON BODY

positive feelings associated with a sense of control can trigger  
a boosted immune response

#### SOCIAL ENGAGEMENT

social connectivity is a widely recognized social determinant of health

#### BRAIN PLASTICITY

our brains can adapt and form new synapses between cells through creatively  
challenging ourselves in a sustained manner


# RESEARCH

CREATIVE AGING RESEARCH

Evidence reviews <sup>5,6</sup> suggest that professionally led participatory arts programs (including music, singing, drama, visual arts, dance, storytelling, festivals & mixed art forms) with people over age 60 can have a variety of health outcomes including:




**MENTAL & EMOTIONAL HEALTH**  
Decreased depression and anxiety; improved self confidence, self-esteem, positive identity, etc.



**COGNITIVE HEALTH**  
Improved memory, problem solving, recall and recognition, processing speed, verbal fluency, etc.




**PHYSICAL HEALTH**  
Increased daily activity, cardio-vascular health, joint mobility, breath control, balance, etc.



**SOCIAL HEALTH**  
Social connectivity, sense of giving back to community, addresses internal and external age discrimination, improves communication, etc.

**Note:** These outcomes represent trends across multiple studies that used different art modalities and measured different effects. Caution should be taken when generalizing the results of one study to another art modality or population.

It's never too late to tap into your creativity. Get artsy, for the health of it, Canada!



**ARTS HEALTH NETWORK CANADA**

Arts Health Network Canada is the primary national arts and health knowledge sharing, networking and capacity building hub, helping to promote and facilitate the development and growth of arts and health initiatives across Canada. Learn more at [artshealthnetwork.ca](http://artshealthnetwork.ca)

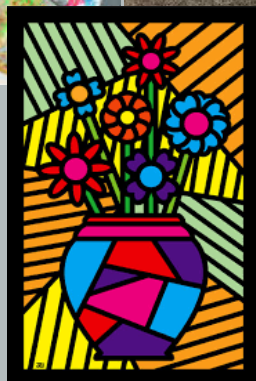
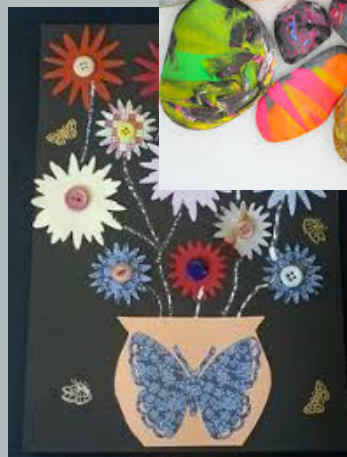
**1.** Government of Canada. Employment and Social Development Canada. Canadians in Context-Aging Population. **2.** Cohen, G. Research on Creativity and Aging: The Positive Impact of the Arts on Health and Illness. Generations. 2006;30(1), 7–15. **3.** Cohen GD, Perlstein S, Chapline J, Kelly J, Firth KM, Simmens S. The Impact of Professionally Conducted Cultural Programs on the Physical Health, Mental Health, and Social Functioning of Older Adults—2-Year Results. Journal of Aging, Humanities and the Arts. 2007;1(1-2):5–22 **4.** Cohen, G. New theories and research findings on the positive influence of music and art on health with ageing. Arts & Health. 2009; 1(1):48-63. **5.** Castora-Binkley M, Noelker L, Prohaska T, et al. Impact of Arts Participation on Health Outcomes for Older Adults. Journal of Aging, Humanities and the Arts. 2010;4(4):352-367. **6.** An Evidence Review of the Impact of Participatory Arts on Older People. Mental Health Foundation – Edinburgh. 2011.

# ACTIVITIES THAT SUPPORT CREATIVE AGING

- Drawing / Painting / Mosaic / Collage / Clay
- Poetry / Music / Singing / Dancing
- Drama / Puppetry



Drama



## HOW ARTS BENEFITS OLDER ADULTS

Enhancing Community Quality of Life	Enhancing Individual Quality of Life
Promotes social engagement opportunity in community	Increase in level of independent functioning
Bonds socially	Reduction in medication
Provides opportunities to communicate across generations, income, abilities and cultures	Fewer doctors visits
Develops a sense of communal identity	Did better on scales for depression, loneliness, morale
Contributes to or preserves social capital	Exhibited an increase in number of activities



## OTHER BENEFITS OF ART ACTIVITIES

- More Importantly: Adds FUN

Skill Development	New Learning	Imagination	Enthusiasm
Reminiscence	Positive Memories	Creative expression of personal metaphor	Pleasure
Experience with an art medium	Medium exploration	Creative capacity	Confidence
Self-expression	Spontaneous expression	Self-exploration	Problem solving
Aesthetic awareness	Aesthetic pleasure	Learning art history	A sense of success
Awareness of season	Seasonal pleasures	Enjoyment	Colour/visual stimulation
Communication skills	Discussion	Group discussion and Sharing	Sensory stimulation
Social belonging	Group belonging	Group participation	Cognitive stimulation
Attention	Increase in attention span	Concentration	

# ART THERAPY & ART PROGRAM

## ■ The Difference:

### ➤ Art Therapy

- A medical intervention; licensed therapists

### ➤ Art Programs

- Primarily are about quality of life; teaching artists
  - Have positive health impact, but are not 'medical' interventions

## ■ The Similarity: Complementary goals

## WHY NOW?

- Critical Point: Challenge-Opportunity
- Overlap of awareness of gap and knowledge
- Demographics-Healthcare-Resources
- Need for action

## PROPOSED PILOT PROJECT

When	Who	Where	How
Start: Jan 2019 End: Mar 2021	<p><b><u>Team</u></b> Art4Life Team Researchers NB-IRDT</p> <p><b><u>Clients</u></b> Seniors at home</p>	<p>Senior / Community Center</p> <ul style="list-style-type: none"> <li>• Saint John</li> <li>• Saint John West</li> <li>• Grand Bay-Westfield</li> <li>• Rothesay</li> <li>• Quispamsis</li> </ul>	<p>Weekly work-shops on different media in each location</p> <p>Groups of 8-12 participants per session per location</p> <p>(Exceptions may be Drama/Dancing</p>

## KEY METRICS OF SUCCESS

- Short Term

- Seniors enjoy participating in art work and receive feeling of social engagement and self worth through their art
- Local trained artists and senior workers have increased ability to practice community engaged art with seniors.

- Long Term

- Strong and healthy communities that engage seniors as full and active participants and that value the arts as a key contributor to health
- Improved physical health and psychosocial wellbeing among participant seniors through their participation in art activities.
- Community understands that seniors are valuable part of community and celebrate their 'art'

## KEY ASK: SUPPORT

- In-Kind Contribution by offering for the Project the use of senior center / community center one day a week from Apr 2019 – Nov 2020.



Sent VIA Email

August 17, 2018

Dr. Nancy Grant  
Mayor, Town of Rothesay  
70 Hampton Road  
Rothesay, NB  
E2E 5L5

Dear Dr. Grant:

**Re: Flood of 2018 Post Road Rothesay, NB**

On Sunday May 13, 2018 while we were taking sand bags to the curb at 13 Post Road, you stopped by to ask how we were doing and if we had suffered any water damage as a result of the water that found its way onto our street during the recent flooding. Thankfully the water had receded and we did not have water in our house and as far as we know none of our neighbors did, but it was too close for comfort. We, as well as our neighbours, have questioned how water found its way onto our street, given that the river had not breached Elizabeth Parkway which runs along the river.

During our conversation with you we expressed our appreciation for the work that the Town had undertaken to heighten and secure the access road to Kennebecasis Park.


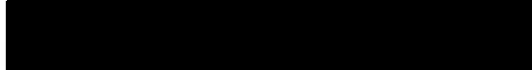
We also expressed our concern about what caused water to find its way onto Post Road when the water level of the Kennebecasis River had not breached Elizabeth Parkway. It appears to have entered Post Road from the storm drains and we suggested that perhaps a "check valve" system would prevent such a backup in the future.

The purpose of this letter is to request that the Town investigate this situation to determine how best to prevent this from happening again, and to take the necessary steps to implement such measures. We understand that the water levels were inordinately high, but believe a check valve system would perhaps have dealt with the issue and prevented the water rising to the level it did on Post Road. Certainly if this can be prevented from happening in the future, the necessary steps to do so should be taken.

We appreciated your stopping by on May 13, 2018 and your concern. We look forward to the Town of Rothesay's reply regarding what will be done to address this.

Thank you.

Yours truly,

13 Post Road  
Rothesay, NB  
E2H 2Y2

Copy: 9 Post Road—  
10 Post Road—  
11 Post Road—  
12 Post Road—



**From:** [REDACTED]  
**To:** [REDACTED]  
**Subject:** Riverside Park.  
**Date:** August-21-18 7:37:40 PM

---

I am sending some photos along and forwarding some pictures regarding the needed repairs at the Riverside Park. I would like an update regarding the game plan to transform the flood damage back to rights as far as the Park not looking so neglected.

Here are some of the items I would like an update on.

- (1) The concrete pad is covered in dirt, can we not get someone to sweep it off.
- (2) There are bolts coming up through the steel brackets are a real hazard to children.
- (3) The grass around the base of the pavillion is in disrepair.
- (4) The uprooted trees along the pathway are dead and need to be removed.
- (5) When will the new concrete slab be poured for the deck area?
- (6) The park bench slab is covered in dirt can we get someone to sweep it off?
- (7) What is the plan for the railing system or is it possible to have grass around the complete structure onto to roof edge so the slab wouldn't require a railing.
- (8) What is the timeline on getting the asphalt road removed once the needed repairs are done.

Councillor Peter Lewis















2018September10OpenSessionFINAL\_038

























**COPY**

2018 September 10 Open Session FINAL\_044

pp 1 of 3

RECEIVED

AUG 30 2018

16 Cameron Road,  
Rethesay, NB,  
ERE 2A9

August 27, 2018

Mayor Nancy Grant,  
Members of Rethesay Town Council,  
70 Hampton Rd,  
Rethesay, NB,  
ERE 5L5

Dear Mayor Grant and  
Members of Rethesay Town Council,

In a few short weeks,  
yet more innocent, majestic and  
beautiful animals will be  
felled on front lawns and in  
back yards on private property in  
a mean-spirited, wrong and  
backwards collusion among  
the municipal governments of  
Rethesay, Quispamsis and Hamp-  
ton, (some) property owners and  
(some) bow hunters in a going-  
about-it-all-wrong effort to  
reduce the number of white-  
tailed (doe/female) deer in the  
three (3) above-mentioned mun-  
icipalities.

Certainly, deer carry the  
bacteria which causes Lyme  
disease, but infected ticks also

Pp20f3 consume the blood of ground-feeding birds, squirrels, rabbits, cats, dogs, etc. In both the larval and nymph stages, the white-footed mouse is the preferred host. Only once the tick reaches the adult stage, does the deer become the preferred host. Strangely enough, however, I never hear anybody talking about killing mice, unless, of course, one invades the inside of somebody's house.

Yet common-sense dictates that if the number of white-footed mice were reduced, so, too, would the number of cases of Lyme and the other twelve (12) bacterial infection caused by the bites of infected ticks. To date, five (5) of these diseases are known to be present in Canada.

Several months ago, PBS carried an excellent documentary in which persons carrying signs reading "Contraception, Not Cruelty" were shown on camera in front of Town Hall in the Massachusetts town in which the documentary was filmed.

Surely, if bait packets



Pp 3 of 3

containing anti-rabies vaccine can be distributed in Charlotte County to be consumed by wildlife known to carry rabies, such as skunks, raccoons and groundhogs, then a contraceptive pellet can be developed from some fauna or flora known to be a particular favorite of deer.

A good way to begin this humane approach to reducing white-tailed deer, would be to contact FBS, as I no longer recall the name of the Massachusetts town where this approach was undertaken with great success.

Rather say can and must do better. All that's needed is the will.

Respectfully yours





**Fundy Regional  
Service Commission**

Commission de Services  
Régionaux de Fundy

2018September10OpenSessionFINAL\_047

PO Box / CP 3032, Grand Bay-Westfield NB E5K 4V3

T. 506 738-1212 • F. 506 738-1207  
hotline@fundyrecycles.com

RECEIVED

AUG 31 2018

August 31, 2018

Mary Jane Banks, Town Clerk  
Town of Rothesay  
70 Hampton Road  
Rothesay NB  
E2E 5L5

***Subject: Submission of Proposed Operating Budget for the Year 2019***

---

Dear Ms. Banks,

At the August 27, 2018 meeting of the Board of the Fundy Regional Service Commission the following motion was adopted.

***Motion:***

*To approve the 2019 Draft Budget for distribution as per the Legislation for the 45 day review.*

Attached you will find a draft copy of the 2019 Budget for your review. Any comments or concerns should be brought to the October 22, 2018 meeting by your representative, at which time the vote to approve will take place.

If you require any further information or have any questions please do not hesitate to contact me.

Sincerely,

Marc MacLeod  
Executive Director

CAPITAL PLAN FOR 2019

	COST	FUNDED FROM OPERATING FRSW	FUNDED FROM OPERATING RSC	FUNDED FROM GENERAL CAPITAL FUND	SEND TO GENERAL CAPITAL FUND	
LFG Field Upgrade	54,879	54,879				
Excavator	300,000	300,000				
Mini Loader	135,000	135,000				
BCF CONTRACT*	25,000				25,000	
	514,879	489,879	-	-	25,000	514,879

\*\*BUILDING CANADA FUND REQUIRES THAT WE SET ASIDE \$25,000 PER YEAR FOR UPGRADES OR PURCHASES

Fundy Regional Service Commission  
Operating Fund Budget  
For the Year ended December 31, 2019

2018September10OpenSessionFINAL\_049

	Budget 2018 \$	Budget 2019
<b>Revenue</b>		
<b>Corporate and Local Planning Services</b>		
Contributions from LSD	148,800	210,194
Contributions from Municipalities	53,850	59,585
Contributions from Landfill	192,193	229,865
Second Previous Surplus	105,682	36,734
Sub-total	<u>500,525</u>	<u>536,378</u>
<b>Landfill</b>		
Tipping Fees		
Municipal/Business Solid Waste	6,804,000	6,804,000
Construction & Demolition	168,000	168,000
Tires	3,750	3,750
International Ship's Waste	2,000	2,000
Asbestos	28,000	28,000
Compostable Organics	204,400	204,400
Electronics Recycling	5,000	5,000
Paint Revenue	3,600	5,000
Electrical Generation	150,000	150,000
Interest	0	0
Sale of Compost	5,000	5,000
Recycling	230,000	230,000
Other	30,000	30,000
Surplus of second previous year	331,176	239,534
Sub-total	<u>7,964,926</u>	<u>7,874,684</u>
<b>Total Revenue</b>	<u>8,465,451</u>	<u>8,411,062</u>
	Less: Contributions to Corporate	192,193
<b>Expenditures</b>		229,865
	<b>Budget Total Revenue</b>	<u>8,273,258</u>
		<u>8,181,198</u>
<b>CORPORATE SERVICES</b>		
<b>Corporate</b>		
Governance	68,800	68,800
Administration	185,059	234,812
Subtotal Corporate	<u>253,859</u>	<u>303,612</u>
<b>Cooperative &amp; Regional Planning Services</b>		
Regional Planning	0	2,500
Regional Policing Collaboration	0	0
Regional Emergency Measures Planning	0	0
Regional Economic Development	10,000	0
Regional Sport, Recreation & Culture	10,000	7,500
Infrastructure Planning & Cost-Sharing		
Subtotal Cooperative & Regional Planning Services	<u>20,000</u>	<u>10,000</u>
<b>Local Planning Services</b>		
Planning Services	88,244	85,031
Inspection Services	138,422	137,736
Subtotal Planning & Building Inspection Services	<u>226,666</u>	<u>222,767</u>
<b>CORPORATE SERVICES SUB-TOTAL</b>	<u>500,525</u>	<u>536,379</u>
<b>LANDFILL SERVICES</b>		
<b>Solid Waste Administration</b>		
Office and Administration	67,621	60,864
Professional Services	119,000	96,000
Site Security	5,700	4,200
Personnel	190,273	199,850
Insurance	161,500	128,000
Property Taxes	244,650	239,990
Sub-total Administration	<u>788,744</u>	<u>728,904</u>
<b>Environmental Health &amp; Safety</b>		
Wages/Benefits	89,963	94,952
Administration	13,995	8,904
Domestic Well Sampling	12,100	12,800
On Site Well Sampling	46,000	51,100
Sub-total Environmental H & S	<u>162,058</u>	<u>167,756</u>
<b>Household Hazardous Waste</b>		
Disposal Cost	25,000	25,000
Electrical	6,000	6,000
Building Maintenance	2,000	2,000
Equipment	4,500	4,800
Sub-total Household HW	<u>37,500</u>	<u>37,800</u>
<b>Public Education</b>		
Wages and Benefits	142,987	144,181
Advertising, tours, promotional materials	98,475	90,775
Administration	21,200	23,200
Sub-total Public Education	<u>262,662</u>	<u>258,156</u>



	Budget 2018	Budget 2019
	\$	
<b>Landfill</b>		
Cover Material	130,500	130,500
Site Labour	781,887	757,160
Site non-labour operation (cell)	354,924	382,772
Site maintenance - roads, grounds, misc.	47,300	39,700
Re-sort	6,148	0
Special waste handling	9,500	9,500
<b>Sub-total Landfill</b>	<b>1,330,259</b>	<b>1,319,632</b>
<b>Scalehouse</b>		
Equipment Replacement Reserve	0	0
Wages/Benefits	158,758	166,171
Scale Equip/Supplies/Bank Fees	30,400	30,900
<b>Sub-total Scalehouse</b>	<b>189,158</b>	<b>197,071</b>
<b>Gas Management/Electrical Generation</b>		
Labour	101,699	112,685
Administration	11,800	9,550
Electricity	3,200	3,200
Equipment Replacement	0	0
Equipment Repairs/Fuels	133,400	129,900
<b>Sub-total GM/Electrical Generation</b>	<b>250,099</b>	<b>255,335</b>
<b>Fiscal Services/Other</b>		
Debt Cost Landfill	1,050,000	985,967
Composting	109,928	109,569
Cell Construction Fund	0	0
Capital Expenditures financed from Operating	510,000	489,880
2nd previous year deficit	0	0
Contributions to Corporate	192,193	229,865
Perpetual Care Fund	145,632	156,287
Host Community Enhancement	88,247	89,218
Support to CMEI	24,209	24,475
<b>Sub-total Fiscal Services/Other</b>	<b>2,120,209</b>	<b>2,085,261</b>
<b>Leachate</b>		
Leachate management	634,917	688,822
Sedimentation Ponds	38,800	3,500
<b>Sub-total Leachate Management</b>	<b>673,717</b>	<b>692,322</b>
<b>Waste Diversion - Recycling Depot Program</b>		
Equipment Replacement Reserve - drop off depot	0	0
Operations - Drop off depot	709,818	664,244
<b>Sub-total Recycling Depot Program</b>	<b>709,818</b>	<b>664,244</b>
<b>Waste Diversion - MRF</b>		
Labour	452,253	527,917
Equipment Replacement	25,000	25,000
Operations	160,350	161,274
<b>Sub-total MRF</b>	<b>637,603</b>	<b>714,191</b>
<b>Waste Diversion - Composting Program - Plant/Carts</b>		
Equipment/Bldg Replacement Reserve - Composting	0	0
Processing	803,099	754,011
<b>Sub-total-Composting-Plant</b>	<b>803,099</b>	<b>754,011</b>
<b>LANDFILL EXPENDITURES SUB-TOTAL</b>	<b>7,964,926</b>	<b>7,874,683</b>
	<b>8,465,451</b>	<b>8,411,062</b>
Excess revenue over expenditure for the period	0	-0
Less: Contributions to Corporate	192,193	229,865
<b>Budget Total Expenditures</b>	<b>8,273,258</b>	<b>8,181,197</b>
	<b>Budget 2018</b>	<b>Budget 2019</b>
<b>Tonnage summary</b>		
MSW	63,000	63,000
C & D	6,000	6,000
Special		
Tires	25	25
International Ships Waste	10	10
Asbestos	400	400
Special Waste	0	0
Organics	7,300	7,300
	<b>76,735</b>	<b>76,735</b>

Regional Service Comm			CORPORATE									
			303,612									
			↓							↓		
			80%							20%		
			242,890							60,722		
	↓			↓				↓				
SOLID WASTE/ELECT GENERATION			PLANNING			VOLUNTARY SERVICES			COOPERATIVE & REGIONAL SERVICES			
Budget	Employees	Allocation	Budget	Employees	Allocation	Budget	Employees	Allocation	Budget	Employees	Allocation	
7,649,822			222,767			0			10,000			
	35			3			0			1		
97%	92%		3%	8%		0%	0%					
236,017	223,714		6,873	19,176		\$ -	\$ -					
118,008	111,857	-	3,436	9,588	-	\$ -	\$ -					
		229,865			13,024			\$ -			60,722	
		7,879,687			235,791			\$ -			70,722	
		↓			↓			↓			↓	
		Cost Allocation among RSC Communities			Cost Allocation among RSC Communities			Cost Allocation among RSC Communities			Cost Allocation among RSC Communities	
		Per Tonnne Tipping Fee			100% Tax Base of Participating Communities			By Agreement of Participating Communities			50% Tax Base / 50% Population	

7,649,822 LF  
 229,865 CORP  
 7,879,687  
 - 150,000 Elect  
 7,729,687 LF IS

7,724,684  
 -229,865 Alloc to corpor  
 -105,335 Alloc to Elect  
 7,389,484  
 260,335 Elect Expenses  
 7,649,819

2018September10OpenSessionFINAL\_052

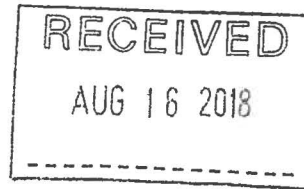
Impact of Regional Service Commission Budget on Communities In Region 9												
Community Data			Solid Waste			Planning			Cooperative & Regional Planing		TOTAL IMPACT*	
											\$67,131	
Communities In Fundy	2018 Tax Base	2016 Population	2018 Tipping Fee	2019 Tipping Fee	Additional Tipping Fee	2018	2019	Additional Cost 100% Tax Base	2018	2019 50% Base+50% Pop	Municipal	LSDs + St. Martins
					0		0.015	\$ 61,758		\$ 63,734	\$ 4,753	\$62,378
Grand Bay-Westfield	\$372,932,539	4,964	108	108	0		-		2,197	\$ 2,402	\$205	\$ 2,402
Quispamsis	\$1,678,350,247	18,245	108	108	0		-		8,886	\$ 9,683	\$797	\$ 9,683
Rothsay	\$1,251,068,506	11,659	108	108	0		-		6,138	\$ 6,683	\$545	\$ 6,683
Saint John	\$6,796,587,554	67,575	108	108	0		-		34,269	\$ 37,474	\$3,205	\$ 37,474
St. Martins	\$21,660,481	276	108	108	0	2,236	3,207	971	125	\$ 136		\$982
Greenwich	\$73,720,641	1,058	108	108	0	7,794	10,916	3,122	459	\$ 496		\$3,159
Westfield West (East)	\$154,158,271	1,962	108	108	0	15,859	22,827	6,968	885	\$ 968		\$7,051
Petersville	\$32,490,976	477	108	108	0	3,323	4,811	1,488	202	\$ 222		\$1,508
Musquash	\$518,845,658	1,194	108	108	0	53,606	76,828	23,222	1,619	\$ 1,768		\$23,371
Kingston	\$284,898,498	2,913	108	108	0	29,386	42,186	12,800	1,458	\$ 1,593		\$12,935
Rothsay	\$22,692,650	325	108	108	0	2,335	3,360	1,025	139	\$ 153		\$1,039
Saint Martins	\$66,482,498	1,132	108	108	0	6,823	9,844	3,021	453	\$ 496		\$3,064
Simonds	\$199,268,266	3,549	108	108	0	21,134	29,506	8,372	1,415	\$ 1,531		\$8,488
Fairfield	\$17,286,560	294	108	108	0	1,791	2,560	769	118	\$ 129		\$780
Totals	\$11,490,443,345	115,623			0	144,287	206,045	61,758	58,363	\$ 63,734	4,752	\$62,377
Incorporated	\$10,120,599,327	102,719										
LSD	\$1,369,844,018	12,904										
(St. Martins)	\$21,660,481											
\$	1,391,504,499											
Surplus						93,273	\$ 29,746		\$ 12,409	\$ 6,988		\$ 36,734
total						237,560	\$ 235,791		\$ 70,772	\$ 70,722		306,513
												\$ 306,513

Barrack Green Armoury  
60 Broadview Ave  
Saint John, NB E2L 5C5

9 August 2018

Dr. Nancy Grant, Mayor  
70 Hampton Road  
Rothesay, NB  
E2E 5L5

**COPY**



Dear Mayor Grant,

I would like to invite you and your councillors to an open house being held at the Barrack Green Armoury, 60 Broadview Avenue in Saint John, at 11:30AM on September 29, 2018. The open house is an opportunity to meet our soldiers, see our equipment and will provide guests with a unique opportunity to experience Army training.

I would be pleased to welcome you at the main door of the Armoury at 11:30 AM. Please dress casually, and make yourself at home. Light refreshments will be served. If you are interested in attending please RSVP prior to September 21, 2018 via e-mail at [adair.howe@forces.gc.ca](mailto:adair.howe@forces.gc.ca), or text or call (506) 378-2969.



Adair Howe  
Lieutenant  
Recruiting Officer, Western New Brunswick  
37 Canadian Brigade Group Headquarters  
Canadian Armed Forces





24 August 2018

The Hon. Filomena Tassi  
Minister for Seniors  
House of Commons  
Ottawa, Ontario  
K1A 0A6

Dear Minister Tassi:

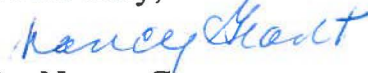
Re: Age Friendly Designation – Rothesay, New Brunswick

On behalf of Rothesay, I wish to thank you for visiting our Town and helping share the great news of Rothesay's Age-Friendly designation.

As one of six communities in New Brunswick, Rothesay is proud to share this achievement and help pave the way for more communities to further embark on intergenerational initiatives. Over the past year great strides have been made to ensure Rothesay is a community that provides services that are enjoyed by individuals of all ages. It is our hope that through new and existing partnerships we can continue to expand our efforts to promote wellness and healthy aging for all community members.

Once again, thank you for your support of this initiative.

Yours truly,

  
Dr. Nancy Grant  
Mayor

  
Councillor Miriam Wells  
Chairperson, Age Friendly  
Committee

Cc: Rothesay Council  
Wayne Long, MP

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The City of Saint John



ROTHESAY

September 5, 2018

Mr. Edward Keyes, Chairperson  
Harbour Station  
99 Station Street  
Saint John, NB E2L 4X4

Dear Mr. Keyes:

**RE: 2019 BUDGET APPROVAL**

I am writing to you on behalf of the Greater Saint John Regional Facilities Commission to advise you of the amount approved for your 2019 Operating Budget. After careful consideration of requests received from all the designated regional facilities, the Commission has approved an operating funding request for 2019 in the amount of \$874,473, as requested less the 2017 surplus of \$6,872 for a total funding of \$867,601.

I also wish to advise that, according to our General By-laws, we request that you appear before the Commission and provide us with the audited statements for 2018, a financial review of the 2019 operations and projections to year end no later than May 31<sup>st</sup>. A meeting will be scheduled to receive this information and to notify you of the date and time you will be asked to present.

I would like to thank you, the staff and other Board members for the service to our communities and for the cooperation received in submitting the requested information.

Thank you,

  
Councillor Grant Brenan, Chair  
Regional Facilities Commission

cc: Deputy Mayor Shirley McAlary  
Deputy Mayor Libby O'Hara  
Deputy Mayor Michael Likely  
Councillor David Merrithew

Jon Taylor, Common Clerk, City of Saint John  
Cathy Snow, Town Clerk, Town of Quispamsis  
Sandra Gautreau, Town Manager/Clerk, Town of Grand Bay-Westfield  
Mary Jane Banks, Town Clerk, Town of Rothesay



SAINT JOHN



The City of Saint John



ROTHESAY

September 5, 2018

Mr. Andrew Kierstead  
Executive Director  
Saint John Arts Centre  
20 Hazen Avenue  
Saint John, NB E2L 5A5

Dear Mr. Kierstead:

**RE: 2019 BUDGET APPROVAL**

I am writing to you on behalf of the Greater Saint John Regional Facilities Commission to advise you of the amount approved for your 2019 Operating Budget. After careful consideration of requests received from all the designated regional facilities, the Commission has approved an operating funding request for 2019 in the amount of \$125,000, as requested.

I also wish to advise that, according to our General By-laws, we request that you appear before the Commission and provide us with the audited statements for 2018, a financial review of the 2019 operations and projections to year end no later than May 31<sup>st</sup>. A meeting will be scheduled to receive this information and to notify you of the date and time you will be asked to present.

I would like to thank you and your Board members for the service to our communities and for the cooperation received in submitting the requested information.

Thank you,

  
Councillor Grant Brenan, Chair  
Regional Facilities Commission

cc: Deputy Mayor Shirley McAlary  
Deputy Mayor Libby O'Hara  
Deputy Mayor Michael Likely  
Councillor David Merrithew

Jon Taylor, Common Clerk, City of Saint John  
Cathy Snow, Town Clerk, Town of Quispamsis  
Sandra Gautreau, Town Manager/Clerk, Town of Grand Bay-Westfield  
Mary Jane Banks, Town Clerk, Town of Rothesay



SAINT JOHN





The City of Saint John



ROTHESAY

September 5, 2018

Glenda MacLean, General Manager  
Saint John Trade & Convention Centre Oversight Committee  
c/o Saint John Trade & Convention Centre  
One Market Square  
Saint John, NB E2L 4Z6

Dear Ms. MacLean:

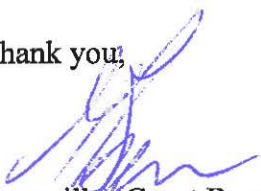
**RE: 2019 BUDGET APPROVAL**

I am writing to you on behalf of the Greater Saint John Regional Facilities Commission to advise you of the amount approved for your 2019 Operating Budget. After careful consideration of requests received from all the designated regional facilities, the Commission has approved an operating funding request for 2019 in the amount of \$491,355, as requested (and estimated other funding to Hardman Group of \$438,200) plus the 2017 deficit of \$30,442 for a total funding of \$959,997.

I also wish to advise that, according to our General By-laws, we request that you appear before the Commission and provide us with the audited statements for 2018, a financial review of the 2019 operations and projections to year end no later than May 31<sup>st</sup>. A meeting will be scheduled to receive this information and to notify you of the date and time you will be asked to present.

I would like to thank you and your Board members for the service to our communities and for the cooperation received in submitting the requested information.

Thank you;

  
Councillor Grant Brenan, Chair  
Regional Facilities Commission

cc: Deputy Mayor Shirley McAlary  
Deputy Mayor Libby O'Hara  
Deputy Mayor Michael Likely  
Councillor David Merrithew

Jon Taylor, Common Clerk, City of Saint John  
Cathy Snow, Town Clerk, Town of Quispamsis  
Sandra Gautreau, Town Manager/Clerk, Town of Grand Bay-Westfield  
Mary Jane Banks, Town Clerk, Town of Rothesay





The City of Saint John



2018 September 10 Open Session FINAL\_058



ROTHESAY

September 5, 2018

Ms. Angela Campbell, Executive Director  
Imperial Theatre  
24 King Street South  
Saint John, NB E2L 5B8

Dear Ms. Campbell:

**RE: 2019 BUDGET APPROVAL**

I am writing to you on behalf of the Greater Saint John Regional Facilities Commission to advise you of the amount approved for your 2019 Operating Budget. After careful consideration of requests received from all the designated regional facilities, the Commission has approved an operating funding request for 2019 in the amount of \$535,224, as requested.

I also wish to advise that, according to our General By-laws, we request that you appear before the Commission and provide us with the audited statements for 2018, a financial review of the 2019 operations and projections to year end no later than May 31<sup>st</sup>. A meeting will be scheduled to receive this information and to notify you of the date and time you will be asked to present.

I would like to thank you and the Board members for the service to our communities and for the cooperation received in submitting the requested information.

Thank you:

Councillor Grant Brenan, Chair  
Regional Facilities Commission

cc: Deputy Mayor Shirley McAlary  
Deputy Mayor Libby O'Hara  
Deputy Mayor Michael Likely  
Councillor David Merrithew

Jon Taylor, Common Clerk, City of Saint John  
Cathy Snow, Town Clerk, Town of Quispamsis  
Sandra Gautreau, Town Manager/Clerk, Town of Grand Bay-Westfield  
Mary Jane Banks, Town Clerk, Town of Rothesay



SAINT JOHN



The City of Saint John



ROTHESAY

September 5, 2018

Mr. Michael Hugenholtz, Chairperson  
Canada Games Aquatic Centre Commission  
50 Union Street  
Saint John, NB E2L 1A1

Dear Mr. Hugenholtz:

**RE: 2019 BUDGET APPROVAL**

I am writing to you on behalf of the Greater Saint John Regional Facilities Commission to advise you of the amount approved for your 2019 Operating Budget. After careful consideration of requests received from all the designated regional facilities, the Commission has approved an operating funding request for 2019 in the amount of \$790,600, a reduction of \$100,000 from the original request, plus the 2017 deficit of \$169,235 for a total funding of \$959,835.

I also wish to advise that, according to our General By-laws, we request that you appear before the Commission and provide us with the audited statements for 2018, a financial review of the 2019 operations and projections to year end no later than May 31<sup>st</sup>. A meeting will be scheduled to receive this information and to notify you of the date and time you will be asked to present.

I would like to thank you and other Board members for the service to our communities and for the cooperation received in submitting the requested information.

Thank you,

  
Councillor Grant Brenan, Chair  
Regional Facilities Commission

cc: Deputy Mayor Shirley McAlary  
Deputy Mayor Libby O'Hara  
Deputy Mayor Michael Likely  
Councillor David Merrithew

Jon Taylor, Common Clerk, City of Saint John  
Cathy Snow, Town Clerk, Town of Quispamsis  
Sandra Gautreau, Town Manager/Clerk, Town of Grand Bay-Westfield  
Mary Jane Banks, Town Clerk, Town of Rothesay



SAINT JOHN

2018September10OpenSessionFINAL\_060

## REGIONAL FACILITIES COMMISSION

### 2019 Approved Budget

		<u>Harbour Station</u>	<u>Imperial</u>	<u>Trade Centre</u>	<u>Aquatic Centre</u>	<u>Arts Centre</u>	<u>Total</u>
<b>2018</b>	<b>Approved</b>						
	Operating	\$ 720,038	\$ 529,925	\$ 494,627	\$ 692,200	\$ 125,000	\$ 2,561,790
	Other			439,300			439,300
	Surplus/ (Deficit)	<b>9,752</b>		<b>(30,586)</b>	<b>(14,541)</b>		<b>(35,375)</b>
	<b>TOTAL</b>	<b>710,286</b>	<b>529,925</b>	<b>964,513</b>	<b>706,741</b>	<b>125,000</b>	<b>3,036,465</b>
<b>2019</b>	<b>Approved</b>						
	Operating	874,473	535,224	\$ 491,355	\$ 790,600	\$ 125,000	\$ 2,816,652
	Other			438,200			438,200
	Surplus/(Deficit) from 2nd preceding year (2017)	6,872		<b>(30,442)</b>	<b>(169,235)</b>		<b>(192,805)</b>
		<b>\$ 867,601</b>	<b>\$ 535,224</b>	<b>\$ 959,997</b>	<b>\$ 959,835</b>	<b>\$ 125,000</b>	<b>\$ 3,447,657</b>

#### Municipal Contributions:

#### 2019 Budget:

	<b>2018 Tax Base</b>							Total Share	Quarterly
<b>Approved Funding</b>									
Grand Bay/Westfield	\$ 372,932,539	3.693%	32,041	19,766	35,453	35,447	4,616	\$ 127,323	\$ 31,831
Quispamsis	1,678,350,247	16.619%	144,187	88,949	159,542	159,515	20,774	572,967	143,242
Rothsay	1,251,068,506	12.388%	107,478	66,304	118,924	118,904	15,485	427,095	106,774
Saint John	6,796,587,554	67.300%	583,895	360,205	646,078	645,969	84,125	2,320,272	580,068
<b>Total</b>	<b>\$10,098,938,846</b>	<b>100.00%</b>	<b>867,601</b>	<b>535,224</b>	<b>959,997</b>	<b>959,835</b>	<b>125,000</b>	<b>\$ 3,447,657</b>	<b>\$ 861,915</b>
<b>2018 Approved</b>									
	<b>2017 Tax Base</b>							Total Share	Quarterly
Grand Bay/Westfield	\$ 371,379,450	3.683%	26,160	19,517	35,523	26,029	4,604	\$ 111,833	\$ 27,958
Quispamsis	1,683,952,600	16.702%	118,632	88,508	161,093	118,040	20,878	507,151	126,788
Rothsay	1,256,690,300	12.464%	88,530	66,050	120,217	88,088	15,580	378,465	94,616
Saint John	6,770,480,331	67.151%	476,964	355,850	647,680	474,584	83,938	2,039,016	509,754
<b>Total</b>	<b>\$10,082,502,681</b>	<b>100.00%</b>	<b>710,286</b>	<b>529,925</b>	<b>964,513</b>	<b>706,741</b>	<b>125,000</b>	<b>\$ 3,036,465</b>	<b>\$ 759,116</b>





**Fundy Regional  
Service Commission**

**Commission de Services  
Régionaux de Fundy**

**Regular Monthly Meeting  
June 13, 2018**

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission (FRSC) held on Wednesday, June 13, 2018, at 10 Crane Mountain, Saint John.

**1. Call to Order**

The Board Chairperson, Gary Clark, called the meeting to order at 12:30pm.

**2. Record of Attendance**

**BOARD MEMBERS**

Gary Clark, Chairperson, Mayor, Quispamsis  
Glen Baxter, Vice Chairperson, Local Service District Representative  
Bette Ann Chatterton, Mayor, St. Martins  
Don Darling, Mayor, Saint John  
Grace Losier, Mayor, Grand Bay-Westfield  
Nancy Grant, Mayor, Rothesay  
Brenda Rathburn, Local Service District Representative  
Jim Bedford, Local Service District Representative  
Sandra Speight, Local Service District Representative

**OTHERS**

Marc MacLeod, Executive Director, FRSC  
Louise Lukeman, Recording Secretary, FRSC

**3. Approval of Order of Business**

**Motion:** To approve the June 13, 2018 agenda with the renumbering of adjournment to eight (8) and the addition of number seven (7) Tender 2017-06 – Supply of Clayey Material (Cell 8).

Moved: Director Grant  
Seconded: Director Rathburn  
Vote: Motion Carried

#### **4. Disclosure of Conflict of Interest**

None

#### **5. Approval of the May 28, 2018 minutes**

**Motion:** To approve the minutes of May 28 2018 as circulated.

Moved: Director Darling  
Seconded: Director Baxter  
Vote: Motion Carried

#### **6. Tender 2018-03 – Lift Station #5**

The results for Tender 2018-03, Lift Station #5 were presented.

Tenders for the above referenced tender closed on June 7, 2018. A total of two (2) tenders were received, with prices ranging from \$478,000.00 to \$504,215.75. By way of comparison, the engineer's estimate was \$650,000.

Fairville Construction Ltd. submitted the lowest bid, with all the necessary documentation in order. Fairville Construction has the necessary experience with this type of construction and it was therefore recommended that they be awarded this contract.

**Motion:** To award Tender 2018-03, Lift Station #5 to Fairville Construction for \$478,000.

Moved: Director Losier  
Seconded: Director Grant  
Vote: Motion Carried

#### **7. Line of Credit Extension – Cell #8**

At the regular Board meeting on April 23, 2018, the board passed a resolution to apply for authorization to borrow \$ 990,000 interim financing for construction of waste containment cell #8 and lift station. The following is recommended by the Executive Director to secure the short-term financing:

**Motion:** That the Fundy Regional Service Commission obtain an operating line of credit through the Canadian Imperial Bank of Commerce, in the amount of \$ 1,000,000 for the 2018 fiscal year.

Moved: Director Losier  
Seconded: Director Baxter  
Vote: Motion Carried

#### **8. Tender 2017-06, Supply of Clayey Material**

On June 11, 2018, GEMTEC was notified verbally by Lloyd Halpin of L.Halping Excavating that they wish to withdraw their bid and not sign the tender documents for this contract. Galbraith Construction was asked if they could execute the contract for Tender 2017-06 under the terms, conditions and tender prices submitted in December 2017.

As Galbraith Construction is willing to supply clay at the tendered price of \$18.90/tonne, we recommend that under these circumstances that the previous motion for Contract 2017-06 be amended and the supply of Clayey Material be awarded to Galbraith Construction Limited.

**Motion:** To award Tender 2017-06, Supply of Clayey Material to Galbraith Construction under the terms, conditions and tender prices submitted in December 2017.

Moved: Director Losier  
Seconded: Director Darling  
Vote: Motion Carried

In addition, Executive Director MacLeod mentioned to the Board, due to the bid withdrawal by Halping Excavating, there may be a possibility to recover the bid bond value and costs associated with engineering and operations.

**Motion:** To authorize Executive Director MacLeod to pursue the option for the bid bond and other costs as merited.

Moved: Director Darling  
Seconded: Director Chatteron  
Vote: Motion Carried

#### **9. Motion to Adjourn**

Chairperson Clark called for a motion to adjourn.

**Motion:** To adjourn the meeting at 12:45 pm.

Moved: Director Losier  
Seconded: Director Darling  
Vote: Motion Carried

APPROVED (date) August 27, 2018

Gary Clark  
Gary Clark, Chairperson

Louise Lukeman  
Louise Lukeman, Recording Secretary

# Town of Rothesay

## General Fund Financial Statements

July 31, 2018

**Includes:**

General Capital Fund Balance Sheet	G2
General Reserve Fund Balance Sheet	G3
General Operating Fund Balance Sheet	G4
General Operating Revenue & Expenditures	G5-G9
Variance Report	G10
Project Funding - July	G11
Project Funding - August - Draft	G12



# Town of Rothesay

## Balance Sheet - Capital General Fund 7/31/18

### ASSETS

Capital Assets - General Land	4,405,176
Capital Assets - General Fund Land Improvements	7,807,424
Capital Assets - General Fund Buildings	5,201,476
Capital Assets - General Fund Vehicles	2,945,308
Capital Assets - General Fund Equipment	3,279,779
Capital Assets - General Fund Roads & Streets	38,084,963
Capital Assets - General Fund Drainage Network	18,927,550
Capital Assets - Under Construction - General	145,679
	<u>80,797,354</u>

Accumulated Amortization - General Fund Land Improvements	(2,921,491)
Accumulated Amortization - General Fund Buildings	(2,188,162)
Accumulated Amortization - General Fund Vehicles	(1,397,604)
Accumulated Amortization - General Fund Equipment	(1,061,677)
Accumulated Amortization - General Fund Roads & Streets	(19,207,276)
Accumulated Amortization - General Fund Drainage Network	(6,497,499)
	<u>(33,273,709)</u>

\$ 47,523,645

### LIABILITIES AND EQUITY

Gen Capital due to/from Gen Operating	(660,000)
Total Long Term Debt	7,545,000

Total Liabilities \$ 6,885,000

Investment in General Fund Fixed Assets 40,638,645

\$ 47,523,645

**Town of Rothesay**  
Balance Sheet - General Fund Reserves  
7/31/18

ASSETS

BNS General Operating Reserve #214-15	804,130
BNS General Capital Reserves #2261-14	2,529,813
BNS - Gas Tax Reserves - GIC	3,978,294
	<u>\$ 7,312,238</u>

LIABILITIES AND EQUITY

Def. Rev - Gas Tax Fund - General	4,632,820
Invest. in General Capital Reserve	1,474,668
General Gas Tax Funding	221,567
Invest. in General Operating Reserve	811,776
Invest. in Land for Public Purposes Reserve	119,395
Invest. in Town Hall Reserve	52,012
	<u>\$ 7,312,238</u>

**Town of Rothesay**  
**Balance Sheet - General Operating Fund**  
**7/31/18**

**CURRENT ASSETS**

Cash	898,732
Receivables	166,703
HST Receivable	392,175
Inventory	27,527
Gen Operating due to/from Util Operating	231,612
Total Current Assets	<u>1,716,749</u>
Other Assets:	
Projects	<u>1,843,671</u>
	<u>1,843,671</u>
<b>TOTAL ASSETS</b>	<u><u>3,560,421</u></u>

**CURRENT LIABILITIES AND EQUITY**

Accounts Payable	1,191,616
Other Payables	380,766
Gen Operating due to/from Gen Capital	660,000
Accrued Sick Leave	15,700
Accrued Pension Obligation	33,090
Accrued Retirement Allowance	355,325
<b>TOTAL LIABILITIES</b>	<u><u>2,636,498</u></u>

**EQUITY**

Retained Earnings - General	(41,609)
Surplus/(Deficit) for the Period	<u>965,530</u>
	<u>923,921</u>
	<u><u>3,560,419</u></u>

2018September10OpenSessionFINAL\_069

# Town of Rothesay

Statement of Revenue & Expenditure  
7 Months Ended 7/31/18

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET Y-T-D	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
<b>REVENUE</b>							
Warrant of Assessment	1,292,771	1,292,771	9,049,395	9,049,395	0		15,513,249
Sale of Services	21,703	24,975	221,234	209,909	11,324		391,055
Services to Province of New Brunswick	5,000	5,000	35,000	35,000	0		60,000
Other Revenue from Own Sources	24,941	18,532	137,921	73,992	63,930		117,425
Unconditional Grant	10,133	10,133	70,931	70,930	2		121,594
Conditional Transfers	3,067	10,000	13,520	11,500	2,020		21,500
Other Transfers	0	0	580,177	580,177	(0)		1,050,177
	<u>\$1,357,615</u>	<u>\$1,361,411</u>	<u>\$10,108,178</u>	<u>\$10,030,903</u>	<u>\$77,275</u>		<u>\$17,275,000</u>
<b>EXPENSES</b>							
General Government Services	147,324	125,346	1,370,838	1,391,379	20,541		2,129,216
Protective Services	350,000	352,632	3,033,147	3,046,876	13,729		4,810,037
Transportation Services	243,203	229,676	2,408,705	2,069,247	(339,458)		3,405,473
Environmental Health Services	46,179	47,750	357,623	369,750	12,127		613,000
Environmental Development	39,957	47,852	332,354	388,513	56,159		638,122
Recreation & Cultural Services	179,431	174,052	1,076,004	1,161,717	85,713		1,999,348
Fiscal Services	-12,279	327	563,978	564,110	132		3,679,803
	<u>\$993,815</u>	<u>\$977,636</u>	<u>\$9,142,648</u>	<u>\$8,991,592</u>	<u>-\$151,056</u>		<u>\$17,275,000</u>
Surplus (Deficit) for the Year	<u>\$363,801</u>	<u>\$383,775</u>	<u>\$965,530</u>	<u>\$1,039,311</u>	<u>-\$73,781</u>		<u>\$ (0)</u>



## Town of Rothesay

Statement of Revenue & Expenditure  
7 Months Ended 7/31/18

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
<b>REVENUE</b>							
<b>Sale of Services</b>							
Bill McGuire Memorial Centre	1,950	2,500	20,102	17,500	2,602		30,000
Town Hall Rent	3,833	4,167	28,555	29,167	(612)		50,000
Arena Revenue	243	500	130,594	122,000	8,594		238,200
Community Garden	0	0	1,620	1,300	320		1,300
Recreation Programs	15,676	17,808	40,363	39,943	420		71,555
	21,703	24,975	221,234	209,909	11,324		391,055
<b>Other Revenue from Own Sources</b>							
Licenses & Permits	27,716	16,664	109,297	60,911	48,386	1	95,000
Recycling Dollies & Lids	156	25	400	175	225		300
Interest & Sundry	(7,149)	1,083	19,783	7,583	12,200	2	13,000
Miscellaneous	4,218	760	8,441	5,323	3,118		9,125
	24,941	18,532	137,921	73,992	63,930		117,425
<b>Conditional Transfers</b>							
Canada Day Grant	0	0	1,250	1,500	(250)		1,500
Grant - Other	3,067	10,000	12,270	10,000	2,270		20,000
	3,067	10,000	13,520	11,500	2,020		21,500
<b>Other Transfers</b>							
Surplus of 2nd Previous Year	0	0	43,217	43,217	(0)		43,217
Utility Fund Transfer	0	0	470,000	470,000	0		940,000
PNB Financial Assistance	0	0	66,960	66,960	0		66,960
	0	0	580,177	580,177	(0)		1,050,177
<b>EXPENSES</b>							
<b>General Government Services</b>							
<b>Legislative</b>							
Mayor	2,738	3,092	18,372	21,642	3,270		37,100
Councillors	8,588	8,862	61,453	62,033	580		106,343
Regional Service Commission 9	0	1,535	1,535	4,604	3,069		6,138
Other	200	708	2,184	4,958	2,774		8,500
	11,525	14,196	83,544	93,237	9,693		158,081
<b>Administrative</b>							
Office Building	7,157	7,688	94,500	100,217	5,718		140,000
Solicitor	2,072	4,167	16,166	29,167	13,001		50,000
Administration - Wages & Benefits	75,317	71,625	537,821	539,375	1,554		1,013,400
Supplies	11,199	9,667	54,973	67,667	12,694		116,000
Professional Fees	22,046	3,687	51,241	31,562	(19,679)	3	50,000
Other	7,308	8,066	79,069	68,826	(10,243)	4	109,156
	125,098	104,900	833,770	836,814	3,044		1,478,556

# 2018September10OpenSessionFINAL\_071

G7

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
Other General Government Services							
Community Communications	0	2,750	3,319	19,250	15,931		33,000
Civic Relations	0	333	350	2,333	1,983		4,000
Insurance	0	0	173,469	166,872	(6,598)	5	166,872
Donations	10,700	3,167	26,026	22,167	(3,859)		38,000
Cost of Assessment	0	0	242,707	242,707	0		242,707
Property Taxes - L.P.P.	0	0	7,654	8,000	346		8,000
	10,700	6,250	453,525	461,329	7,804		492,579
	147,324	125,346	1,370,838	1,391,379	20,541		2,129,216
<b>Protective Services</b>							
Police							
Police Protection	191,501	191,619	1,340,507	1,341,331	824		2,299,424
Crime Stoppers	0	0	2,800	2,800	0		2,800
	191,501	191,619	1,343,307	1,344,131	824		2,302,224
Fire							
Fire Protection	146,319	146,319	1,220,354	1,219,885	(469)		1,951,482
Water Costs Fire Protection	0	0	380,000	380,000	0		380,000
	146,319	146,319	1,600,354	1,599,885	(469)		2,331,482
Emergency Measures							
911 Communications Centre	11,819	11,819	82,735	82,735	0		141,831
EMO Director/Committee	80	1,250	559	8,750	8,191		15,000
	11,899	13,069	83,294	91,485	8,191		156,831
Other							
Animal & Pest Control	280	792	4,043	5,542	1,499		9,500
Other	0	833	2,149	5,833	3,685		10,000
	280	1,625	6,192	11,375	5,183		19,500
Total Protective Services	350,000	352,632	3,033,147	3,046,876	13,729		4,810,037

# 2018September10OpenSessionFINAL\_072

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
<b>Transportation Services</b>							
<b>Common Services</b>							
Administration (Wages & Benefits)	131,308	139,113	1,033,414	1,082,609	49,195	6	1,860,563
Workshops, Yards & Equipment	26,045	39,563	364,615	333,792	(30,823)	7	537,500
Engineering	4,435	625	4,816	4,375	(441)		7,500
	161,788	179,301	1,402,846	1,420,776	17,930		2,405,563
<b>Street Cleaning &amp; Flushing</b>							
Streets	0	3,333	9,243	23,333	14,091		40,000
Roads & Streets	8,292	5,667	29,843	39,667	9,824		68,000
Crosswalks & Sidewalks	5,990	1,083	11,435	11,429	(5)		19,410
Culverts & Drainage Ditches	7,722	6,250	22,526	43,750	21,224		75,000
Snow & Ice Removal	0	1,250	373,225	348,750	(24,475)	8	500,000
2018 Flood Costs	26,609	0	387,790	0	(387,790)	9	0
	48,613	17,583	834,061	466,929	(367,131)		702,410
<b>Street Lighting</b>							
	11,488	12,167	78,568	85,167	6,599		146,000
<b>Traffic Services</b>							
Street Signs	0	1,250	5,008	8,750	3,742		15,000
Traffic Lanemarking	276	0	22,747	25,000	2,253		25,000
Traffic Signals	755	1,667	11,820	11,667	(154)		20,000
Railway Crossing	1,487	1,500	11,514	10,500	(1,014)		18,000
	2,518	4,417	51,090	55,917	4,827		78,000
<b>Public Transit</b>							
Public Transit - Comex Service	18,649	16,000	34,119	32,000	(2,119)		64,000
KV Committee for the Disabled	0	0	7,000	7,000	0		7,000
Public Transit - Other	146	208	1,022	1,458	436		2,500
	18,795	16,208	42,141	40,458	(1,683)		73,500
<b>Total Transportation Services</b>							
	243,203	229,676	2,408,705	2,069,247	(339,458)		3,405,473
<b>Environmental Health Services</b>							
Solid Waste Disposal Land Fill	14,914	16,083	108,127	112,583	4,456		193,000
Solid Waste Disposal Compost	2,017	2,083	14,550	14,583	33		25,000
Solid Waste Collection	21,683	21,667	153,045	151,667	(1,379)		260,000
Solid Waste Collection Curbside Recycling	7,566	7,917	52,959	55,417	2,458		95,000
Clean Up Campaign	0	0	28,940	35,500	6,560		40,000
	46,179	47,750	357,623	369,750	12,127		613,000
<b>Environmental Development Services</b>							
<b>Planning &amp; Zoning</b>							
Administration	14,844	28,359	215,888	248,859	32,971	10	401,000
Planning Projects	25,113	12,083	70,126	84,583	14,457	11	145,000
Heritage Committee	0	208	0	1,458	1,458		2,500
	39,957	40,651	286,015	334,901	48,886		548,500
<b>Economic Development Comm.</b>							
Tourism	0	0	43,211	43,211	0		86,422
	0	0	3,129	3,200	71		3,200
	0	0	46,340	46,411	71		89,622
	39,957	40,651	332,354	381,312	48,957		638,122

# 2018September10OpenSessionFINAL\_073

CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
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G9

## Recreation & Cultural Services

Administration	16,763	18,071	157,770	154,930	(2,840)		253,717
Beaches	11,899	20,768	12,571	33,651	21,080	12	53,419
Rothsay Arena	25,167	26,072	186,961	192,198	5,237		329,680
Memorial Centre	2,793	4,083	44,751	36,583	(8,167)	13	57,000
Summer Programs	21,247	20,998	26,895	36,431	9,535		60,862
Parks & Gardens	68,956	55,080	296,086	341,855	45,769		581,700
Rothsay Common Rink	1,939	813	40,155	36,337	(3,818)		45,005
Playgrounds and Fields	15,877	9,167	53,439	64,167	10,728		110,000
Regional Facilities Commission	0	0	189,233	189,233	0		378,465
Kennebecasis Public Library	7,080	7,042	49,563	49,292	(271)		84,500
Special Events	7,621	11,833	18,372	26,167	7,795		43,500
Rothsay Living Museum	89	125	209	875	666		1,500
	179,431	174,052	1,076,004	1,161,717	85,713		1,999,348

## Fiscal Services

Debt Charges							
Interest	(12,279)	327	116,978	117,110	132		227,303
Debenture Payments	0	0	447,000	447,000	0		1,009,000
	(12,279)	327	563,978	564,110	132		1,236,303

## Transfers To:

Capital Fund for Capital Expenditures	0	0	0	0	0		2,433,500
Town Hall Reserve Transfer	0	0	0	0	0		10,000
	0	0	0	0	0		2,443,500
	(12,279)	327	563,978	564,110	132		3,679,803



2018September10OpenSessionFINAL\_074

## Town of Rothesay

## Variance Report - General Fund

7 months ending July 31, 2018

Note #		Actual	Budget	Better/(Worse)	Description of Variance
Revenue					
1	Licenses & Permits	\$ 109,297	\$ 60,911	\$ 48,386	new homes
2	Interest & Sundry	\$ 19,783	\$ 7,583	\$ 12,200	Includes interest on Hillcrest receivable
				Total	\$ 60,586
				Variance per Statement	\$ 77,275
				Explained	78.40%
Expenses					
General Government					
3	Professional Fees	\$ 51,241	\$ 31,562	\$ (19,679)	CAMP and actuarial review
4	Administrative - Other	\$ 79,069	\$ 68,826	\$ (10,243)	Sage coverage for the year, WHSCC high
5	Insurance	\$ 173,469	\$ 166,872	\$ (6,597)	Includes claim payments
Protective Services					
				\$	-
Transportation					
6	Administration (Wages & Benefits)	\$ 1,033,414	\$ 1,082,609	\$ 49,195	Wages under budget
7	Workshops, Yards & Equipment	\$ 364,615	\$ 333,792	\$ (30,823)	Vehicle repairs, shop supplies over budget
8	Snow & Ice Removal	\$ 373,225	\$ 348,750	\$ (24,475)	Salt & Sand purchases, edges purchased
9	2018 Flood Costs	\$ 387,790	\$ -	\$ (387,790)	Majority to be reimbursed
Environmental Health					
				\$	-
Environmental Development					
10	Administration	\$ 215,888	\$ 248,859	\$ 32,971	By-law Enforcement, Software & Equipment under budget
11	Planning Project	\$ 12,083	\$ 70,126	\$ 58,043	Not used yet
Recreation & Cultural Services					
12	Beaches	\$ 12,571	\$ 33,651	\$ 21,080	Fewer lifeguards than expected
13	Memorial Centre	\$ 44,751	\$ 36,583	\$ (8,168)	Purchase of heat pumps, fridge
Fiscal Services					
				\$	-
				Total	\$ (151,056)
				Variance per Statement	\$ (56,440)
				Explained	267.64%

## 2018September10OpenSessionFINAL\_075

## Town of Rothesay

Capital Projects 2018

General Fund

7 Months Ended 7/31/18

Original BUDGET	CURRENT Y-T-D	Remaining Budget
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## General Government

12010560 General Gov't Equipment Purchases G-2018-006	47,000	580	46,420
12010660 IT MS Office/Server/Laptops G-2018-002	90,000	37,604	52,396
12026160 Seniors' Project G-2018-010	0	-51,990	51,990
Total General Government	\$137,000	-\$13,806	\$150,806

	Budget	Actual
Town Hall	47,000	580
	47,000	580

## Protective Services

12011560 Protective Serv. Equipment Purchases P-2017-005	81,500	26,308	55,192
Total Protective Services	\$81,500	\$26,308	\$55,192

## Transportation

12021360 Transportation Equipment Purchases T-2018-003	540,000	445,788	94,212
12023760 Eriskay Upgrade T-2018-001	503,000	607,329	-104,329
12025960 2018 Asphalt/Microseal T-2018-007	1,627,000	628,603	998,397
12025260 Trail Connector/Crossing T-2016-017	1,050,000	0	1,050,000
12023860 Engineering 2019 Streets T-2019-001	60,000	0	60,000
12013560 Land Aquisitions	0	59,471	-59,471
12026260 Fox Farm Retaining Wall & Railing T-2018-011	125,000	514	124,486
Total Transportation	\$3,905,000	\$1,741,705	\$2,163,295

## Transportation Equipment Purchases T-2018-003

	Budget	Actual
Trackless	190,000	164,840
Backhoe	200,000	180,809
One ton plow truck	100,000	59,899
3/4 ton 4WD	50,000	40,241
	540,000	445,788

## Recreation

12020860 Recreation Equipment Purchases R-2018-004	80,000	0	80,000
12020760 Trail Development R-2018-007	140,000	3,671	136,329
Total Recreation	\$220,000	\$3,671	\$216,329

	Budget	Actual
Recreation Equipment Purchases R-2018-004		
Tractor replacement	80,000	
	80,000	0

## Total

\$4,343,500	\$1,757,878	\$2,585,622
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## Not yet assigned:

Designated Highway	400,000
Salt Storage Facility	40,000
Sundry Transportation	150,000
	590,000

Sundry Transportation	
Street Trees	10,000
Clark/Gondola Intersection	90,000
Strong Court Cul de Sac	20,000
Sunset Lane Cul de Sac	10,000
Various Curb, Gutter & Sidewalk Impr	20,000
	150,000

## Carryovers

## Funded from Reserves

12025360 Asphalt/Microseal T-2017-001	50,235
12025560 Underground Diesel Storage Tank T-2017-008	679
12025760 Picnic Shelter & Viewing Deck R-2017-014	33,437
12023360 Wells Trail R-2014-019	1,442
	85,794

## Total

\$4,933,500	\$1,843,671	\$2,585,622
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## Funding:

	Total	Reserves	Gas Tax	Grants	Borrow	Operating
General Government	137,000					137,000
Protective Services	81,500					81,500
Transportation	3,445,000	100,000	960,000	300,000		2,085,000
Recreation	1,270,000	490,000		700,000		80,000
	\$4,933,500	\$590,000	\$960,000	\$1,000,000	\$0	\$2,383,500

2018September10OpenSessionFINAL\_076

## Town of Rothesay

Capital Projects 2018

General Fund

8 Months Ended 8/31/18

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Original BUDGET	CURRENT Y-T-D	Remaining Budget
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## General Government

12010560 General Gov't Equipment Purchases G-2018-006	47,000	580	46,420
12010660 IT MS Office/Server/Laptops G-2018-002	90,000	37,604	52,396
12026160 Seniors' Project G-2018-010	0	-51,990	51,990
Total General Government	\$137,000	-\$13,806	\$150,806

	Budget	Actual
Town Hall	47,000	580
	47,000	580

## Protective Services

12011560 Protective Serv. Equipment Purchases P-2017-005	81,500	26,308	55,192
Total Protective Services	\$81,500	\$26,308	\$55,192

## Transportation

12021360 Transportation Equipment Purchases T-2018-003	540,000	448,807	91,193
12023760 Eriskay Upgrade T-2018-001	503,000	607,329	-104,329
12025960 2018 Asphalt/Microseal T-2018-007	1,627,000	1,284,250	342,750
12025260 Trail Connector/Crossing T-2016-017	1,050,000	0	1,050,000
12023860 Engineering 2019 Streets T-2019-001	60,000	0	60,000
12013560 Land Aquisitions	0	59,471	-59,471
12026260 Fox Farm Retaining Wall & Railing T-2018-011	125,000	514	124,486
Total Transportation	\$3,905,000	\$2,400,371	\$1,504,629

## Transportation Equipment Purchases T-2018-003

	Budget	Actual
Trackless	190,000	164,840
Backhoe	200,000	180,809
One ton plow truck	100,000	62,918
3/4 ton 4WD	50,000	40,241
	540,000	448,807

## Recreation

12020860 Recreation Equipment Purchases R-2018-004	80,000	69,145	10,855
12020760 Trail Development R-2018-007	140,000	3,671	136,329
Total Recreation	\$220,000	\$72,816	\$147,184

	Budget	Actual
Recreation Equipment Purchases R-2018-004		
Tractor replacement	80,000	69,145
	80,000	69,145

## Total

	\$4,343,500	\$2,485,690	\$1,857,810
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## Not yet assigned:

Designated Highway	400,000
Salt Storage Facility	40,000
Sundry Transportation	150,000
	590,000

Sundry Transportation	
Street Trees	10,000
Clark/Gondola Intersection	90,000
Strong Court Cul de Sac	20,000
Sunset Lane Cul de Sac	10,000
Various Curb, Gutter & Sidewalk Impr	20,000
	150,000

## Carryovers

## Funded from Reserves

12025360 Asphalt/Microseal T-2017-001	50,235
12025560 Underground Diesel Storage Tank T-2017-008	679
12025760 Picnic Shelter & Viewing Deck R-2017-014	33,437
12023360 Wells Trail R-2014-019	1,442
	85,794

## Total

	\$4,933,500	\$2,571,483	\$1,857,810
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## Funding:

	Total	Reserves	Gas Tax	Grants	Borrow	Operating
General Government	137,000					137,000
Protective Services	81,500					81,500
Transportation	3,445,000	100,000	960,000	300,000		2,085,000
Recreation	1,270,000	490,000		700,000		80,000
	\$4,933,500	\$590,000	\$960,000	\$1,000,000	\$0	\$2,383,500

# Town of Rothesay

## Utility Fund Financial Statements

July 31, 2018

### Attached Reports:

Capital Balance Sheet	U1
Reserve Balance Sheet	U2
Operating Balance Sheet	U3
Operating Income Statement	U4
Variance Report	U5
Project Listing - July	U6
Project Listing - August - Draft!	U7



**Town of Rothesay**  
**Capital Balance Sheet**  
 As at 7/31/18

**ASSETS**

**Assets:**

Capital Assets - Under Construction - Utilities	5,754,815
Capital Assets Utilities Land	119,970
Capital Assets Utilities Buildings	1,845,765
Capital Assets Utilities Equipment	150,881
Capital Assets Utilities Water System	26,760,973
Capital Assets Utilities Sewer System	16,780,304
Capital Assets Utilities Land Improvements	42,031
Capital Assets Utilities Roads & Streets	220,011
Capital Assets Utilities Vehicles	85,374
	<hr/> 51,760,126

Accumulated Amortization Utilites Buildings	(465,277)
Accumulated Amortization Utilites Water System	(6,621,615)
Accumulated Amortization Utilites Sewer System	(7,811,543)
Accumulated Amortization Utilites Land Improvements	(42,031)
Accumulated Amortization Utilites Vehicles	(10,752)
Accumulated Amortization Utilites Equipment	(33,660)
Accumulated Amortization Utilites Roads & Streets	(10,272)
	<hr/> (14,995,151)

TOTAL ASSETS	<hr/> <hr/> 36,764,975
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**LIABILITIES**

**Current:**

Util Capital due to/from Util Operating	674,040
Total Current Liabilities	<hr/> 674,040

**Long-Term:**

Long-Term Debt	8,318,077
Total Liabilities	<hr/> 8,992,117

**EQUITY**

**Investments:**

Investment in Fixed Assets	27,772,857
Total Equity	<hr/> 27,772,857

TOTAL LIABILITIES & EQUITY	<hr/> <hr/> 36,764,974
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# Town of Rothesay

## Utility Reserve Balance Sheet

As at 7/31/18

### ASSETS

Assets:

Bank - Utility Reserve	877,503
Due from Utility Operating	10,855
TOTAL ASSETS	<u>\$ 888,358</u>

### EQUITY

Investments:

Invest. in Utility Capital Reserve	554,566
Invest. in Utility Operating Reserve	101,866
Invest. in Sewage Outfall Reserve	231,927
TOTAL EQUITY	<u>\$ 888,359</u>

# Town of Rothesay

## Utilities Fund Operating Balance Sheet

As at 7/31/18

### ASSETS

Current assets:	
Accounts Receivable Net of Allowance	757,177
Accounts Receivable - Misc.	181,200
Total Current Assets	<u>938,377</u>
Other Assets:	
Projects	643,106
	<u>643,106</u>
 TOTAL ASSETS	 <u>\$ 1,581,483</u>

### LIABILITIES

Accrued Payables	47,201
Due from General Fund	231,612
Due from (to) Capital Fund	(674,040)
Due to (from) Utility Reserve	10,855
Deferred Revenue	18,685
Total Liabilities	<u>(365,686)</u>

### EQUITY

Surplus:	
Opening Retained Earnings	11,808
Profit (Loss) to Date	1,935,363
	<u>1,947,171</u>
 TOTAL LIABILITIES & EQUITY	 <u>\$ 1,581,485</u>

**Town of Rothesay**  
**Utilities Operating Income Statement**  
**7 Months Ended 7/31/18**

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT YTD	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
<b>RECEIPTS</b>							
Sale of Water	(1,022)	0	540,131	507,250	32,881	1	1,000,000
Meter and non-hookup fees	0	0	23,160	17,500	5,660		35,000
Water Supply for Fire Prot.	0	0	380,000	380,000	0		380,000
Local Improvement Levy	0	0	59,073	59,000	73		59,000
Sewerage Services	(3,316)	0	1,618,354	1,610,000	8,354	2	1,610,000
Connection Fees	200	5,556	161,125	32,222	128,903	3	60,000
Interest Earned	9,270	4,167	50,762	29,167	21,595	4	50,000
Misc. Revenue	375	406	2,625	2,844	(219)		4,875
Infrastructure Grants	0	0	49,782	0	49,782	5	0
Surplus - Previous Years	0	0	21,125	21,125	(1)		21,125
<b>TOTAL RECEIPTS</b>	<b>5,507</b>	<b>10,128</b>	<b>2,906,137</b>	<b>2,659,108</b>	<b>247,030</b>		<b>3,220,000</b>
<b>WATER SUPPLY</b>							
Share of Overhead Expenses	0	0	187,500	187,500	0		374,000
Audit/Legal/Training	49	833	6,503	8,833	2,330		13,000
Purification & Treatment	23,816	26,333	131,173	204,333	73,160	6	336,000
Transmission & Distribution	4,146	8,000	58,054	56,000	(2,054)		96,000
Power & Pumping	3,615	3,583	26,644	25,083	(1,561)		43,000
Billing/Collections	98	417	717	2,917	2,200		5,000
Water Purchased	92	42	374	292	(82)		500
Misc. Expenses	5,121	1,542	5,637	10,792	5,155		18,500
<b>TOTAL WATER SUPPLY</b>	<b>36,936</b>	<b>40,750</b>	<b>416,602</b>	<b>495,750</b>	<b>79,148</b>		<b>886,000</b>
<b>SEWERAGE COLLECTION &amp; DISPOSAL</b>							
Share of Overhead Expenses	0	0	282,500	282,500	0		566,000
Audit/Legal/Training	0	1,500	3,953	17,500	13,547	7	25,000
Collection System Maintenance	2,500	2,667	8,345	18,667	10,322		64,000
Sewer Claims	289	1,667	954	11,667	10,713		20,000
Lift Stations	4,068	3,333	19,685	23,333	3,648		40,000
Treatment/Disposal	4,718	4,167	38,604	35,167	(3,438)	8	56,000
Infiltration Study	7,024	0	59,483	0	(59,483)	9	0
Misc. Expenses	2,416	397	7,938	5,446	(2,492)		7,431
<b>TOTAL SWGE COLLECTION &amp; DISPOSAL</b>	<b>21,015</b>	<b>13,730</b>	<b>421,462</b>	<b>394,279</b>	<b>(27,183)</b>		<b>778,431</b>
<b>FISCAL SERVICES</b>							
Interest on Bank Loans	0	0	0	0	0		25,000
Interest on Long-Term Debt	0	0	100,711	100,711	0		286,217
Principal Repayment	0	0	32,000	32,000	0		536,352
Transfer to Reserve Accounts	0	0	0	0	0		60,000
Capital Fund Through Operating	0	0	0	0	0		637,000
<b>TOTAL FISCAL SERVICES</b>	<b>0</b>	<b>0</b>	<b>132,711</b>	<b>132,711</b>	<b>0</b>		<b>1,544,569</b>
<b>TOTAL EXPENSES</b>	<b>57,951</b>	<b>54,480</b>	<b>970,775</b>	<b>1,022,740</b>	<b>51,965</b>		<b>3,209,000</b>
<b>NET INCOME (LOSS) FOR THE PERIOD</b>	<b>(52,443)</b>	<b>(44,352)</b>	<b>1,935,363</b>	<b>1,636,368</b>	<b>298,995</b>		<b>11,000</b>



# Town of Rothesay

Variance Report - Utility Operating  
7 Months Ended July 31, 2018

Note #	Account Name	Actual YTD	Budget YTD	Variance Better(worse)	Description of Variance
Revenue					
1	Sale of Water	\$ 540,131	\$ 507,250	\$ 32,881	Residential usage higher than budgeted
2	Sewerage Services	\$ 1,618,354	\$ 1,610,000	\$ 8,354	Residential usage higher than budgeted
3	Connection Fees	\$ 161,125	\$ 32,222	\$ 128,903	New home starts
4	Interest Earned	\$ 50,762	\$ 29,167	\$ 21,595	Interest on accounts receivable
5	Infrastructure Grants	\$ 49,782	\$ -	\$ 49,782	Infiltration study
Water Supply					
6	Purification & Treatment	\$ 131,173	\$ 204,333	\$ 73,160	Maintenance not done yet
Sewerage Collection and Disposal					
7	Audit/Legal/Training	\$ 3,953	\$ 17,500	\$ 13,547	Training not used yet
8	Treatment & Disposal	\$ 38,604	\$ 35,167	\$ (3,437)	Power use high
9	Infiltration Study	\$ 59,483	\$ -	\$ (59,483)	reimbursed by grants
Fiscal Services					
				\$ -	

2018September10OpenSessionFINAL\_083

# Town of Rothesay

Capital Projects 2017

Utility Fund

7 Months Ended 7/31/18

		Original BUDGET	CURRENT Y-T-D	Remaining Budget
<b>WATER</b>				
12043430	Well Development - Quality W-2018-003	100,000	30,834	69,166
12044330	Hillsview/Shadow Hill Watermain W-2018-002	450,000	0	450,000
		<u>\$ 550,000</u>	<u>\$ 30,834</u>	<u>\$ 519,166</u>

<b>SEWER</b>				
12042330	Wastewater Treatment Plant - S-2014-016-A	2,500,000	300,734	2,199,266
12044130	WWTP Design Phase 2 S-2017-001	1,400,000	0	1,400,000
12044430	Eriskay Upgrade - Sewer T-2018-001	300,000	177,860	122,140
		<u>4,200,000</u>	<u>478,594</u>	<u>3,721,406</u>

Unassigned:

Hampton Rd Designated Highway	75,000
SCADA Changeover	35,000
Membranes	200,000
Back Up Power	12,000
SCBA Equipment	15,000

---

 337,000

-

-

**Total Approved**


---

 5,087,000      509,429      4,240,571
 

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**Carryovers**

Funded from Reserves

12043830	Water Plant Aux Building W-2016-002	107,975
12033530	Hampton Road Watermain W-2017-002	25,702
		<u>133,678</u>

---

 5,087,000      643,106      4,240,571
 

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**Funding:**

	Total	Reserves	Gas Tax	Grants	Borrow	Operating
Water	852,000	250,000				602,000
Sewer	4,235,000		300,000	2,600,000	1,300,000	35,000
	<u>5,087,000</u>	<u>250,000</u>	<u>300,000</u>	<u>2,600,000</u>	<u>1,300,000</u>	<u>637,000</u>

# Town of Rothesay

Capital Projects 2017

Utility Fund

8 Months Ended 8/31/18

## Draft!

		Original BUDGET	CURRENT Y-T-D	Remaining Budget
<b>WATER</b>				
12043430	Well Development - Quality W-2018-003	100,000	104,395	-4,395
12044330	Hillsview/Shadow Hill Watermain W-2018-002	450,000	0	450,000
		<u>\$ 550,000</u>	<u>\$ 104,395</u>	<u>\$ 445,605</u>
<b>SEWER</b>				
12042330	Wastewater Treatment Plant - S-2014-016-A	2,500,000	304,243	2,195,757
12044130	WWTP Design Phase 2 S-2017-001	1,400,000	0	1,400,000
12044430	Eriskay Upgrade - Sewer T-2018-001	300,000	177,860	122,140
		<u>4,200,000</u>	<u>482,103</u>	<u>3,717,897</u>
	Unassigned:			
	Hampton Rd Designated Highway	75,000		
	SCADA Changeover	35,000		
	Membranes	200,000		
	Back Up Power	12,000		
	SCBA Equipment	15,000		
		<u>337,000</u>	<u>-</u>	<u>-</u>
<b>Total Approved</b>		<u>5,087,000</u>	<u>586,498</u>	<u>4,163,502</u>
<b>Carryovers</b>				
Funded from Reserves				
12043830	Water Plant Aux Building W-2016-002		107,975	
12033530	Hampton Road Watermain W-2017-002		25,702	
			<u>133,678</u>	
		<u>5,087,000</u>	<u>720,176</u>	<u>4,163,502</u>

### Funding:

	Total	Reserves	Gas Tax	Grants	Borrow	Operating
Water	852,000	250,000				602,000
Sewer	4,235,000		300,000	2,600,000	1,300,000	35,000
	<u>5,087,000</u>	<u>250,000</u>	<u>300,000</u>	<u>2,600,000</u>	<u>1,300,000</u>	<u>637,000</u>

# TOWN OF ROTHESAY

## FINANCE COMMITTEE

August 30, 2018

In attendance:

Deputy Mayor Matt Alexander

Mayor Nancy Grant

Councillor Grant Brennan

Councillor Don Shea

Town Manager John Jarvie

Treasurer Doug MacDonald

Financial Officer Ellen K. Steeves

Treasurer MacDonald opened nominations for a Chairperson. Mayor Grant nominated Councillor Brennan, who accepted. With no other nominations being accepted, Councillor Brennan was declared Chairperson. He called the meeting to order at 8:20. The agenda was accepted with the addition of Friars Sisters request (6.d) and Canada Games Aquatic Centre (10.a).

### **July Financial Statements**

Treasurer MacDonald noted there should be nothing unusual in these statements, other than 2018 Flood Costs, which he will address later in the agenda. There were a number of questions: Common costs are higher due to extra security, which should be reduced once school starts; Professional Fees includes costs for the Asset Management project. Memorial Centre costs do not include anything flood related.

On the capital projects – the Eriskay project may be over budget in the General Fund but under budget in the Utilities Fund, however the Asphalt budget includes Utility work which should offset a portion of the differences. In total, the Eriskay project will be slightly over budget with the difference funded from reserves. We received funding up front on the Seniors' Project.

It was agreed to **recommend to Council to accept the financial statements as presented.**  
(NG/DS)

### **KRPF Funding Formula**

Treasurer MacDonald reviewed his memo, should the assessments bases of each Town be included in the funding agreement, it would have cost Rothesay over \$228,000 over the past six years. Population adjustments are included for capital items for the Library and have been proposed for the Fire Department. There has been no new agreement signed to date therefore the existing funding formula is applied. This was for information purposes.



### **Capital Borrowing Application**

Treasurer MacDonald reviewed his memo. This request is to refinance an existing debenture (\$185,000) and new borrowings on the WWTP (\$1,202,000).

It was agreed to **recommend to Council to file the application** (NG/DS).

### **CAMP Update**

Treasurer MacDonald said we had met the July 31<sup>st</sup> deadline by submitting a draft Plan to the Province, with the assistance of CBCL, for review and comment. We are waiting for a response and proposed amendments with an expected final completion of the Phase 1 plan for submission to Council in October, 2018.

The draft plan includes a preliminary 50-year capital spending projection based upon numerous assumptions. The draft indicates an “infrastructure deficit” of approximately \$50 million.

### **Donations**

KV Association for Community Living – there was a brief discussion on the option of helping them out on a short term basis. It was agreed a recommendation will come to Council based on what happens over the next few weeks.

KV Old Boys – Councillor Shea left the meeting. Mayor Grant said she authorized \$150 from her budget. Councillor Shea returned.

RYC – this event has already happened, we have supported them financially in the past, it was agreed to decline this request.

Friars Sisters – It was agreed Mayor Grant could fund \$500 from her budget. (DS/MA)

### **Status of Flood Claims**

Treasurer MacDonald gave an update on the flood costs incurred to date.

Reimbursement is provided through the Town insurance policy for any insurer assets after accounting for the policy deductible of \$50,000. The deductible is expected to be funded from operating reserves. A preliminary claim has been filed and accepted by the insurer. Additional work is required at Renforth Boardwalk, McGuire Centre, ERK Park for which we will be reimbursed.

The Federal/Provincial Disaster Financial Assistance program is expected to reimburse the Town for the majority of the costs associated with uninsured assets with the exception of improvements the Town may propose. There are ongoing negotiations with the City regarding the road to Kennebecasis Park. Mayor Grant stated this is an example of municipal cooperation.

### **EY Update**

Treasurer MacDonald updated the Committee on the status of the implementation plan.

The only recommendations currently outstanding are the creation of a project manager position (deferred until large scale projects such as the arena or waste water treatment facility are approved), comprehensive update and distribution of internal policies and procedures (deferred until HR professional position is filled), and implementation of a revised time reporting system (due to changing circumstance since the report more analysis is required to determine the application of this proposal).

### **Budget Schedule**

Discussion revolved around working backwards from a deadline of the Council meeting on Dec. 10. Final meeting dates were not determined however a joint meeting will be proposed with Quispamsis the week of October 8<sup>th</sup> to 12<sup>th</sup>. A draft schedule will be sent to Committee members for confirmation.

### **Canada Games Aquatic Centre**

Councillor Brennan advised their finances are in dire straits and will be requesting their fourth quarter funding right away. There was an extended discussion about the centre, and what solutions might be available. No recommendations at this time.

### **Other Business**

Town Manager Jarvie indicated there has been a cost analysis done on increasing the scope of the snow plow contract and he will be bringing a recommendation to Council.

### **Next Meeting**

The next meeting is set for September 20, 2018, at 8:15, hopefully in the new Sayre Room. The meeting adjourned at 10:00am.



# ROTHESAY

2018September10OpenSessionFINAL\_088

## BUILDING PERMIT REPORT

8/1/2018 to 8/31/2018

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
08/08/2018	BP2018-00083	4 CRESTLINE RD	DECK	\$20,000.00	\$145.00
08/03/2018	BP2018-00091	2 GROVE AVE	INTERIOR RENOVATIONS - COMMERCIAL	\$9,500.00	\$72.50
08/01/2018	BP2018-00127	40 MALISEET DR	STORAGE SHED	\$7,150.00	\$58.00
08/03/2018	BP2018-00128	7 MAPLECREST DR	ADDITION	\$65,000.00	\$471.25
08/03/2018	BP2018-00118	25 GROVE AVE	SINGLE FAMILY	\$180,000.00	\$1,305.00
08/07/2018	BP2018-00134	36 HOLIDAY DR	FENCE	\$1,200.00	\$20.00
08/17/2018	BP2018-00136	12 SILVERTON CRES	ELECTRICAL UPGRADE	\$2,000.00	\$20.00
08/08/2018	BP2018-00137	10 GOLF CLUB CRT	STORAGE SHED	\$799.00	\$20.00
08/28/2018	BP2018-00138	43 GROVE AVE	ADDITION	\$2,000.00	\$20.00
08/28/2018	BP2018-00139	43 GROVE AVE	STORAGE SHED	\$1,000.00	\$20.00
08/24/2018	BP2018-00141	1 GALWAY CRT	DECK	\$2,150.00	\$21.75
08/17/2018	BP2018-00142	83 HAMPTON RD	ELECTRICAL UPGRADE	\$1,000.00	\$20.00
08/31/2018	BP2018-00143	300 RENSHAW RD	SIDING AND WINDOWS	\$80,000.00	\$580.00



# ROTHESAY

2018 September 10 Open Session FINAL 089

## BUILDING PERMIT REPORT

8/1/2018 to 8/31/2018

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
08/22/2018	BP2018-00144	57 RIVER RD	DETACHED GARAGE	\$10,000.00	\$72.50
08/24/2018	BP2018-00146	44 BURPEE AVE	DECK	\$10,000.00	\$72.50
08/28/2018	BP2018-00147	3 JOHN ST	DECK	\$6,000.00	\$43.50
08/24/2018	BP2018-00148	15 LARSEN DR	WINDOWS	\$5,500.00	\$43.50
Totals:				<b>\$403,299.00</b>	<b>\$3,005.50</b>
Summary for 2018 to Date:				<b>\$12,225,281.00</b>	<b>\$84,289.25</b>

### 2017 Summary

	<u>Value of Construction</u>	<u>Building Permit Fee</u>
Monthly total:	\$1,966,975.00	\$15,848.00
Summary to Date:	\$7,668,057.89	\$59,668.50





## ROTHESAY

## INTEROFFICE MEMORANDUM



TO : Mayor Grant & Council  
 FROM : John Jarvie  
 DATE : 5 September 2018  
 RE : Capital Project – Status Report

The following is a list of 2018 capital projects and the current status of each along with continuing projects from 2016 and 2017.

	PROJECT	BUDGET	\$ TO 30/04/18*	COMMENTS
2016 Projects	Wastewater Collection Upgrade (broken down below)	\$7.5M		Project substantially complete, pumping stations commissioned
	• WWTF Phase 1 – Forcemain	2,000,000	100%	Complete
	• WWTF Phase 1 – lift stations (3)	1,600,000	90%	All stations are now commissioned
	• WWTF Phase 1 – lift stations (2)	3,400,00	90%	Both stations are commissioned
2017	Secondary Plan – Hillside area	52,000	31%	Concepts being developed;
	General Specification for Contracts	40,000	40%	draft document under review by staff
	2018 Resurfacing Design	60,000	87%	Contract awarded, project underway
	Designated Highways	475,000	-	Funding denied
	WWTP Phase II design	1.4M <sup>1</sup>	-	Funding application submitted
	Fields & Trails	40,000	9%	Wells rustic trails underway
	Water supply	300,000	15%	Membrane replacements on order, wellfield modelling project on August agenda
	Hillsideview/Shadow Hill Court water	450,000	-	Water main replacement
	Iona/Erisky upgrade	680,000	95%	Project substantially complete
	2018 street resurfacing	1.79M	80%	Project substantially complete
	Brock Court drainage study	20,000	100%	Completed
	SCADA upgrade	35,000		New technology based on internet – in progress
	Fox Farm Rd retaining wall	125,000	-	Retender on September Agenda for award
	Clark/Gondola Pt Rd intersection	90,000	-	Adjustments to grades
	2019 Resurfacing design	60,000	-	Survey complete, preliminary design underway
	Town Hall repairs	47,000	-	
	Salt shed repairs	40,000	-	Underway
	IT upgrades	90,000	40%	MS Office upgraded
	Fleet Replacement	620,000	83%	Sidewalk plow, Backhoe; ¾T plow truck & tractor received; 1T plow truck: on hold.
	Trail link R/Q	100,000	-	Partial estimate
	Trail & sidewalk connector Wells	1,050,000	-	Subject to grants
	Capital Asset Management Plan	65,200	40%	FCM grant – underway
	Protective Services	81,500	32%	KVFD

\* Funds paid to this date.

<sup>1</sup> Subject to Build Canada funding

Dear Friends of The Great Trail,

On behalf of the Board of Trans Canada Trail, I am very pleased to share with you our 2017/18 Annual Report and to report that Canada's national trail – The Great Trail – was connected from coast to coast to coast in 2017! We are so grateful for the incredible support of the federal government, our Trail partners, countless volunteers, generous donors, and the many provincial, territorial and municipal governments across the country that were instrumental in helping us to realize the 25-year dream of a national Trail, connecting Canadians to our history, culture, landscape and one another.

#### Connecting with Canadians

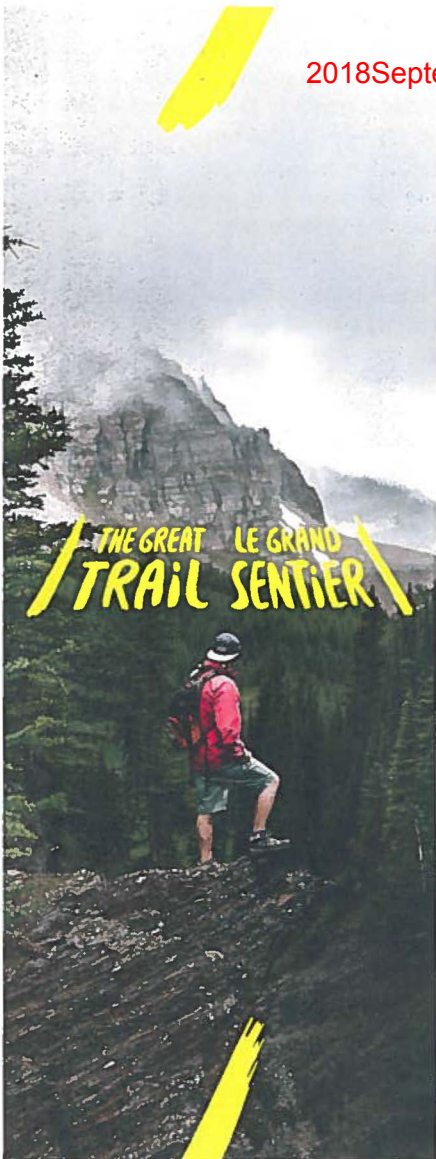
In this new chapter of the Trail's story, we continue to create momentum with some exciting new initiatives. Our efforts in tourism marketing are bearing fruit as we develop itineraries with various tourism partners for the *Journeys* section of our website ([thegreattrail.ca/journeys](http://thegreattrail.ca/journeys)), to encourage everyone to get on The Great Trail, whether for a one-day outing or for a longer trip.

In August, we will be launching an exciting initiative, The Great Trail Treasure Hunt, which we are undertaking with our friends at the Royal Canadian Geographical Society in celebration of our one-year anniversary of connection. Watch for more details in the coming weeks.

#### Support for the Trail

In addition to connecting The Great Trail in 2017, we also concluded our *Chapter 150* Campaign with a grand total of \$83 million, exceeding our goal of \$75 million. As we celebrated this success in March, with our donors and volunteers, we took the opportunity to share our plans for the future.

We have launched an exciting new campaign, *Deeply Connected*, ([thegreattrail.ca/deeply-connected](http://thegreattrail.ca/deeply-connected)), which will guide our efforts until 2022. This campaign showcases the profound connection that each of us has to the Trail, and will highlight the ways the Trail can benefit our health, our local economies and our diverse cultures.



deeply connected  
un lien profond



2018 September 10 Open Session FINAL\_008

The *Deeply Connected* Campaign will help us to raise the funds needed to open the trail in Calgary. Through the enhancement of existing Trail sections, the development of new sections and the conversion of roadway connections to greenways.

We launched the new campaign in Calgary on June 1, and will be sharing our plans with donor audiences through the summer and fall – in Toronto, Vancouver and Atlantic Canada.

#### Trail Progress

With a focus on adding and improving the Trail, we are pleased to announce that over 100 projects are underway across the country, representing a wide range of TCT's strategic priorities, such as creating more dedicated greenways, improving accessibility on the Trail, building active transportation corridors and forging partnerships with First Nation communities and organizations.

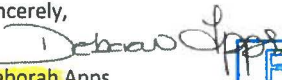
We are also working on 70 signage projects, including wayfinding, trailheads and interpretive signs, all of which will promote our new brand and will create a more positive experience for Trail users.

In addition to improving the Trail, we are continuing to build strong relationships with partners across the country. With such a diversity of Trail sections and user experiences, developing close relationships with front line Trail groups and our provincial and territorial partners allows us to stay connected to the communities and local organizations whose volunteer efforts have played such an important role in the creation and continued improvement of The Great Trail.

If you have any questions, or would like additional information on the Trail, please feel free to contact my office at [ceo@tctrail.ca](mailto:ceo@tctrail.ca) or at 800-465-3636 x. 4341.

Thank you for your continued support.

Sincerely,

  
Deborah Apps  
President & CEO

TheGreatTrail.ca  
LeGrandSentier.ca

RECEIVED

SEP 06 2018



# 2017-2018

## Annual Report: The Meaning of Connection



### A MESSAGE FROM TCT PRESIDENT & CEO, DEBORAH APPS: OUR CONNECTION TO CANADA'S NATIONAL TRAIL RUNS DEEP

Since the beginning of this bold project, Trans Canada Trail has made incredible strides in creating a cross-Canada trail. As such, the past year will remain one of the most important in our history. Thanks to our enthusiastic supporters across the country, The Great Trail now stretches for more than 24,000 kilometres and showcases the natural beauty, rich history and enduring spirit of our lands, people and communities.

So what does connection mean? It means that Canadians have access to a Trail network that encourages a healthy lifestyle, as well as respect for nature and diverse cultures. The Great Trail passes through every province and territory, and links 15,000 communities in urban, rural and wilderness areas.

Given the vastness of our country's landscape, connection at times seemed out of reach. However, after 25 years of unrelenting effort and the support of countless Canadians, The Great Trail is now within 30 minutes of 80% of us.

Connection has inspired innumerable communities across Canada to enhance their local Trail sections. This nationwide passion for the Trail is a testament to the importance of this iconic national project – and evidence that the Trail is valued, and that it will be enjoyed and improved on for future generations.

Connection has also created an impressive legacy, both nationally and locally. The excitement at our national connection celebration in Ottawa on August 26 is still palpable. That same fervour was tangible when we revealed the *Chapter 150* Campaign achievement of over \$83 million. I'm very grateful to Valerie Pringle and Hartley Richardson, two determined and passionate individuals who served as co-chairs of the campaign, as well as to the members of the TCT Foundation Board and the *Chapter 150* Campaign Cabinet.



George and Deborah Apps on the Trail in Glenbow Ranch Provincial Park, AB.

## Our Mission

We will promote and assist in the development and use of The Great Trail – created by Trans Canada Trail and our partners – by supporting success at the local level in the continued improvement and enhancement of this national network.

### PAYING TRIBUTE: REMEMBERING A GREAT FRIEND OF THE GREAT TRAIL

Gordon Carton inspired us with his entrepreneurial spirit and love for Canada. Happiness Is Inc., the clothing brand he founded at the age of 95 with his granddaughter, Andrea, generously supported The Great Trail. We are grateful to Gordon, who shared our vision of the Trail as a gift from Canadians to Canadians, one that fosters connectedness, collaboration and national pride. He is dearly missed.



The late Gordon Carton with granddaughter Andrea

## Trailside Highlights

### ALBERTA

In 2017/18, we saw the connection of the West Bragg Creek Trail in southern Alberta, giving to the communities of Bragg Creek and the Kananaskis region access to spectacular sections of The Great Trail. Nestled in a beautiful woodland, known locally as an 'enchanted forest', this 15-kilometre rural and wilderness greenway is ideal for hikers, joggers, cyclists, horseback riders, cross-country skiers and snowshoers. In Calgary, the TCT pavilion was renovated to reflect The Great Trail brand.

The Guardian contributor Kevin Rushby (UK) spent a day on the High Rockies Trail.

### BRITISH COLUMBIA

British Columbia celebrated full connection of The Great Trail in B.C. on October 19, 2017. TCT Champion David Foster was there, spreading good cheer.

After two years of development and \$430,000 of funding from TCT, the Elk Valley Community Trail was officially connected to The Great Trail in August 2017. At sunrise on National Aboriginal Day (June 21), the Cranbrook to Wardner Destination Trail, developed by TrailsBC, was renamed the Chief Isadore Trail. Hosted by the Kituxana Nation Council, the event celebrated the unveiling of interpretive signage developed for TCT.

Trail signage was added to the majority of provincial roadways, in collaboration with the British Columbia Ministry of Transportation and Infrastructure.

Six travel writers from China, Germany and Australia experienced sections of The Great Trail.

### MANITOBA

The province celebrated the connection of its section of The Great Trail on June 11, 2017. The event at FortWhyte Alive coincided with the annual Eco Adventure Race, where participants put their orienteering skills to the test on foot, by bike and by boat. Manitoba is now home to 1400 kilometres of The Great Trail.

The development of a new greenway section began along the South Whiteshell Trail near Pennic Bay in fall 2017, supported by a \$25,000 grant from TCT.

German travel writers Carolin Steig & Martin Merten explored The Great Trail.

### NEW BRUNSWICK

One of New Brunswick's many beautiful Trail sections was chosen as the cover story of a special collector's edition of *Canadian Geographic* dedicated to The Great Trail. Readers voted for the photo they wanted to see featured. The winner? The Fundy Footpath.

Our partners, Sentier NB Trail, organized an incredible marathon to celebrate national connection on August 26. As part of Tour 150, cyclists from Edmundston, Lamèque, Port Jourmain and St. Stephen brought four wooden jigsaw pieces to Government House in Fredericton, and connected them to form a map of the province. This wonderful celebration is a testament to how the Trail connects New Brunswick and its many communities.

### NEWFOUNDLAND & LABRADOR

In May 2017, we thanked our partners, Newfoundland T'Railway Council for all their hard work developing the Trail in The Big Land. During the event at the Railway Coastal Museum in St. John's, we also officially announced a new connection to the East Coast Trail, as well as a partnership with the East Coast Trail Association (ECTA).

The TCT pavilion in St. John's is fully renovated, reflecting The Great Trail brand.

### NORTHWEST TERRITORIES

In September 2017, Tuktoyaktuk hosted events to celebrate the full connection of its section of The Great Trail. Festivities also included the welcoming of a Canada 150 Signature Project, the Canada C3 Expedition. The two-day celebration included guided walks, traditional meals, a community-themed play and more.

So begins the next exciting chapter in The Great Trail's story. Moving forward with a new campaign, *Deeply Connected*—the goal is to raise awareness and funds, while protecting and enhancing our national treasure.

### NOVA SCOTIA

In July, government supporters, Trail partners, volunteers and donors gathered on the Salt Marsh Trail to celebrate the connection of the Trail throughout Nova Scotia.

Big news from Cape Breton: the Bras d'Or Lake Water Route opened to the public. This beautiful 387-kilometre section was developed with the support of local Trail volunteers and Indigenous communities located on the shores of Bras d'Or Lake, and connects the Trail with this UNESCO-designated Biosphere Reserve.

The Nova Scotia Department of Transportation and Infrastructure Renewal helped manufacture and install signage on all provincial roads that are part of The Great Trail network.

### NUNAVUT

Following the connection of the Itijjagaj Trail in 2016, our enthusiastic partners in Nunavut are working with TCT to research other Trail development opportunities that will engage more communities along the Trail.

### ONTARIO

The province celebrated the connection of its section of The Great Trail on August 26, with Her Honour LG Elizabeth Dowdeswell, Lieutenant Governor of Ontario.

TCT supported the development of one of Canada's few 'floating' trails! With the help of community-wide efforts, TCT raised the funds to create the Hunter's Bay boardwalk in Huntsville, which provides an excellent waterfront path for walkers and hikers.

Fourteen access points were installed along the Lake Superior Water Trail. Also, TCT pavilions in Toronto, Ottawa, North Bay, St. Thomas, Burlington, Caledon East and Uxbridge were renovated.

### PRINCE EDWARD ISLAND

The TCT pavilion in Charlottetown was upgraded to reflect The Great Trail brand.

Negotiations concluded in 2017 to install 400 new signs on Prince Edward Island's Confederation Trail in 2018.

### QUEBEC

Quebec celebrated the full connection of its section of The Great Trail on January 26, 2018. Guests enjoyed numerous activities along Le P'tit Train du Nord linear park in Val-David, organized by the Corporation du parc linéaire le P'tit Train du Nord and the Conseil québécois du sentier Transcanadien.

French travel writer Mathilde Giard experienced the Trail from Toronto to Montréal.

### SASKATCHEWAN

Elbow Trail received significant enhancements, thanks to a \$70,000 grant from TCT. A pedestrian walkway was created on the new White City overpass near Regina, allowing Trail users to walk safely to the Town of White City. This walkway was developed in partnership with the White Butte Regional Planning Committee, the Government of Saskatchewan Ministry of Highways and Infrastructure, Regina Bypass Partners and our municipal partners in White City and Edenwold.

### YUKON

New gateway signage was installed at Yukon's borders with British Columbia and the Northwest Territories.

Five travel writers from Australia, Germany and the United States explored the Millennium Trail.

## Moments to Remember

Looking back over the past year, we are moved by the boundless energy, commitment and generosity that resulted in so many successful outcomes. Each of the following highlights—points of pride and the outcome of rewarding partnerships—fill us with gratitude and encouragement.

1. Thank you to the federal government! They renewed their ongoing support for the Trail with a further commitment of \$30 million, facilitated through our successful partnership with Parks Canada. Photo: Catherine McKenna, Minister of Environment and Climate Change, at the National Connection Celebration in Ottawa.



2. It was an action-packed summer. On August 26, we celebrated the cross-Canada connection of The Great Trail with an unforgettable event at Major's Hill Park in Ottawa. On the same day, over 200 events across Canada celebrated this tremendous achievement. The TCT celebratory pavilion – designed to thank donors who supported our Leadership Campaign – was also unveiled in Ottawa. The Canada 150 Fund generously supported this national celebration of connection.



3. A treasured keepsake was created. The Royal Canadian Mint launched a rectangular silver coin to celebrate the 25th anniversary of The Great Trail in August 2017. The design of the coin inspired the design for the new Point Zero Markers. They will be installed in Victoria, Tuktoyaktuk, Windsor and Cape Spear in 2018. Photo, from left: Dakota Whitecap, First Nation Councillor Dwayne Eagle, Saskatchewan Deputy Premier Don Morgan, Deborah Apps, TCT President & CEO, and Carman Joynt, Chair of the Royal Canadian Mint Board of Directors. Source: The Royal Canadian Mint.



Sarah Jackson

5. Outdoor enthusiast Sarah Jackson achieved a major milestone when she completed her west-east hike of The Great Trail in 2017. Sarah started her journey in Victoria in 2015, and triumphantly arrived at Cape Spear, Newfoundland and Labrador, two years later. Well done, Sarah! Two other inspirational women, Dianne Whelan and Mel Vogel, are also continuing their cross-Canada hikes, and we are awed by their amazing journeys.



6. Thanks to a fruitful collaboration with Destination Canada, 14 travel writers and influencers from the U.S., the U.K., France, Germany, China and Australia experienced sections of the Trail. We are still seeing the benefit of their positive coverage in numerous international media.

Photo: German travel blogger Steve Hähnisch enjoys a sunset in Gatineau Park, QC @backpackersteve

7. The Royal Canadian Geographical Society (RCGS) published a collector's edition of *Canadian Geographic* – truly a tribute issue to cherish. The magazine showcased a variety of Trail sections throughout the country, including New Brunswick's Fundy Footpath, the Cowichan Valley in B.C., and the Edmonton River Valley, among others.



### LEGEND

- TRAVEL WRITERS AND INFLUENCERS ON THE TRAIL
- CONNECTION CELEBRATION
- TRAIL ENHANCEMENTS, OPENINGS AND ADDITIONS TO THE GREAT TRAIL NETWORK
- SIGNAGE DEVELOPMENTS
- CELEBRATION

### A MESSAGE FROM TCT CHAIR, NEIL YEATES: PROTECTING THE TRAIL FOR FUTURE GENERATIONS

Who could have imagined 25 years ago that Canada would be home to the world's longest network of multi-use trails? Many may have thought it impossible to achieve this audacious goal. But, thanks to the incredible effort and support of our partners, volunteers and donors throughout the country, we can all take pride in having created Canada's national Trail.

Since the connection of The Great Trail coincided with my first year as Chair of the TCT Board, this time has been particularly special for me.

On that note, I would like to thank the members of the TCT Board, a group of dedicated and passionate individuals from across Canada. Their vision and determination to deliver a connected Trail for all Canadians have been inspirational. This year, we welcomed a number of new board members – James Goulden (BC), Michael Lindsay (ON), Emma Mohns (ON) and Ron Hicks (BC).

I would also like to pay tribute to board members who have retired in the past year – Cameron Clark, Mylene Forget, Eric Gionet, Ken Killin, Alan McDonald and Ruth Marr, as well as our former Chair, Paul LaBarge. I am also grateful to all TCT staff, who continue to work exceptionally hard to promote and raise funds for the Trail, as well as to oversee its further development.

There have been many unforgettable moments during the past year. On August 26, 2017, we celebrated the cross-Canada connection of The Great Trail. Crowds of Trail supporters joined us in Ottawa, while 200 other celebrations were held across the country on the same day. We also celebrated the marvellous successes of the *Chapter 150* Campaign, which raised the funds needed to make this bold dream a reality.

Although we celebrate this extraordinary feat, my fellow board members and I know that the journey continues. We thought



Neil Yeates in Banff National Park

connection was ambitious, but we must now protect and encourage the development of the Trail so that future generations can discover it, use it and treasure it.

Our new strategic plan will guide us as we work to increase accessibility and nurture our relationships with Indigenous communities, Trail groups and partners at all levels.

We will preserve this living legacy by developing new Trail sections that showcase the majestic beauty of our Canadian landscapes, converting roadways to greenways where possible and assisting in the repair of damage caused by natural disasters.

I feel a great sense of gratitude for the Trail whenever I enjoy my favourite sections in the Rockies or in Gatineau Park. I invite you to use the Trail as well, and to discover your own deep connection to it.

## Leadership

### BOARD OF DIRECTORS

Neil Yeates – CHAIR  
Jampan Bajaj  
Jim Bishop  
Jasmine Brown  
James Goulden  
Graham Green  
Ron Hicks  
Michael Lindsay  
Carolyn MacKay  
Michelle McKenzie  
Emma Mohns  
Valerie Pringle  
Patrice Ryan  
Robyn Seatal  
Gill Winkler  
Kim Wynn

### FOUNDATION BOARD OF DIRECTORS

Valerie Pringle – CO-CHAIR  
Hartley Richardson – CO-CHAIR  
David Cottingham  
Kirby Gavelin  
Anthony Graham  
Lauren Harper  
David Hoffman  
Amanda Lang  
Ian Pearce  
Aidan Richardson  
Bruce Simpson  
Wendy Southall  
Ed Steeves  
Neil Yeates



9. With great pride, TCT launched *Journeys*, a new section of the website that offers inspiration and

travel ideas for Canadians and visitors. *Journeys*, which suggests one-day and multi-day itineraries, was developed in conjunction with our travel partners – Quench Trip Design, Great Canadian Trails, BC Ferries, Northumberland Ferries and Naturally Superior Adventures.

Family fun on Le P'tit Train du Nord at Val-David, QC © Math Sparks





MESSAGE FROM VALERIE PRINGLE AND  
HARTLEY RICHARDSON, CO-CHAIRS OF THE  
CHAPTER 150 CAMPAIGN  
WHAT A CHAPTER YOU WROTE!

After another successful year, we would like to pause to appreciate our extraordinary achievements of the past 12 months. As with any large-scale fundraising effort, there were several challenges along the way; however, generous Canadians responded in spades. We not only reached our goal of connecting The Great Trail from coast to coast to coast – we also concluded the *Chapter 150* Campaign with a grand total of over \$83 million – handsomely exceeding our \$75 million goal!

We have been amazed by the generosity of individual donors, corporations, foundations and all levels of government, and will be forever grateful for everything they have contributed. By supporting this iconic project, our donors have written a new chapter in Canadian history. Specifically, we would like to acknowledge the support of the government for their matching grant to the Campaign, which matched one dollar for every two raised. We would also like to pay tribute to the members of the TCT Foundation Board, our Campaign Cabinet and our regional fundraising committees, who gave their time and expertise so selflessly over the past six years.

We are delighted to have the opportunity to savour the moment and to say thanks to all of you who were able to share in this success. This is the perfect time to take a breath and look back on all the milestones we reached together. The challenges of the past have made this fantastic accomplishment even sweeter.

Over the past 25 years, TCT donors have looked to the horizon and contributed what they could to support the future of this multi-generational project.

Our work to enhance the Trail will continue with your help. As we begin a new chapter in the Trail's story, we are excited

about our new campaign to capture the big idea of how to make The Great Trail greater.

We believe that everyone has their own special place on the Trail, no matter where they are in Canada. Our new *Deeply Connected* campaign will help TCT raise the funds needed to support the protection of the Trail's legacy by enhancing existing Trail sections and developing new ones, while also creating greater awareness, so that even more individuals will be able to find their place on the Trail.

In addition, this campaign will direct funding to making the Trail more accessible to seniors and people with physical disabilities. Donations will also support our efforts to convert roadways to greenways and to repair Trail sections after disasters like floods, storms or fires. We also look forward to nurturing our partnerships with Indigenous communities across Canada.

This exciting chapter ahead will see our national Trail evolve and grow for generations to come. Join us on this new adventure as we encourage everyone to discover, use and treasure the Trail.



Chapter 150 Co-chairs Valerie Pringle and Hartley Richardson

## Chapter 150

Donors from across Canada have helped to raise over \$83 million for TCT's *Chapter 150* Campaign – \$8 million more than the original goal of \$75 million. Our individual and corporate donors propelled the transition into our future, which will see us preserve and enhance this national treasure for generations to come.

### DONORS

- \$1 million +**  
Jack Cockwell, in honour of  
Daphne Cockwell  
Inter Pipeline Ltd.  
The W. Garfield Weston Foundation
- \$1 million**  
David & Leslie Bissett  
Hudson's Bay Company  
Ontario Trillium Foundation  
RBC Foundation  
Richardson Foundation  
TD Bank Group  
Teck Resources Limited
- \$750,000**  
BMO Financial Group  
CIBC
- \$500,000**  
David Aisenstat  
The Annual Foundation, in honour of  
Loretta and Ted Rogers  
The Ross Beatty Family  
The John and Judy Bragg Family Foundation  
Brookfield Partners Foundation, Tim Price  
and Jack Cockwell  
CN  
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The Globe and Mail (in-kind)  
JDS Founders, Jozsef Straus & Gary Duck  
The Joyce Family Foundation  
Pierre Lassonde / Lassonde Family Foundation  
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Toronto Foundation  
The McCain Foundation  
Rob & Cheryl McEwen  
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Scotiabank  
Shaw Media (in-kind)  
The Sobey Foundation  
Sudbury Integrated Nickel Operations,  
A Glencore Company  
TELUS  
TransCanada Corporation
- \$100,000 +**  
AltaLink  
Anonymous  
Morris and Helen Belkin Foundation  
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Berkshire Hathaway Energy Canada  
Claudine and Stephen Bronfman Family  
Foundation  
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Barron Cowan  
Crabtree Foundation  
The Dattels Family Foundation  
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The Grayross Foundation, held at  
Vancouver Foundation  
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Ross Mitchell  
National Bank  
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R. Howard Webster Foundation  
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SaskTel  
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Tracy & Bruce, Fraser, Elliott & Adair Simpson  
Kurt & Marianne Strobele  
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Trust Foundation  
TransAlta  
Jim & Sandi Treiving  
The George and Helen Vari Foundation  
Bill & Wendy Volk Family Foundation  
David & Anne Ward
- \$10,000 to \$99,999**  
Airlie Foundation  
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Anne Cameron  
Canadian Western Bank  
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David & Kathryn Cottingham  
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Estate of Helen Grace Hogan  
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Dorothy Phillips  
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The Winnipeg Foundation

## Financial Highlights

Year ended March 31, 2018. The following information has been extracted and summarized from the Trans Canada Trail Consolidated Financial Statements audited by Richter S.E.A. on September 10, 2018. A complete set of statements may be requested from Trans Canada Trail.

### STATEMENT OF OPERATIONS AND NET ASSETS

	2018	2017
REVENUES	\$	\$
Government grants	2,180,810	5,799,897
Donations	6,303,925	7,548,970
Sponsorship	112,146	25,000
Investment income	93,818	88,079
Miscellaneous income	31,033	29,079
<b>Total revenues</b>	<b>8,721,732</b>	13,491,025
EXPENSES		
Trail construction	5,458,019	8,738,005
Trail promotion and education	2,627,343	2,195,907
Fundraising	1,172,914	1,577,846
General and administrative	1,472,786	1,365,222
Sponsorship	78,257	345,619
Amortization of equipment	28,639	37,424
<b>Total expenses</b>	<b>10,837,958</b>	14,260,023
<b>Excess of revenue (expenses)</b>	<b>(2,116,226)</b>	(768,998)
Net assets at beginning of year	9,780,291	10,549,289
Net assets at end of year	7,664,065	9,780,291

### BALANCE SHEET

	2018	2017
ASSETS	\$	\$
Cash	7,862,900	9,862,259
Marketable securities	52,654	52,654
Accounts receivable	896,232	1,081,827
Prepaid expenses	51,025	102,835
Equipment	78,330	89,977
<b>Total assets</b>	<b>8,941,141</b>	11,189,552
LIABILITIES		
Accounts payable and accrued liabilities	560,434	522,352
Deferred contributions	716,642	773,231
Deferred revenue - government grants	0	113,678
<b>Total liabilities</b>	<b>1,277,076</b>	1,409,261
NET ASSETS		
Invested in equipment	41,777	17,597
Endowment fund	52,654	52,654
Unrestricted	7,569,834	9,710,040
<b>Total net assets</b>	<b>7,664,065</b>	9,780,291
<b>Total liabilities and net assets</b>	<b>8,941,141</b>	11,189,552

## Making an Impact



### BLAKE HUTCHESON

Raising thousands of dollars in one afternoon is not easy, but that's exactly what Blake Hutcheson and the community of Huntsville, Ontario, did.

When Blake discovered that the section at Hunter's required an extension to be fully connected to the Trail, he endeavoured to raise \$125,000 to support the construction of a new boardwalk. Joining forces with Jack Cockwell and Valerie Pringle, Blake organized a benefit lunch in July 2017 and succeeded in reaching the fundraising goal.

"Local citizens and cottagers alike found it in their hearts to celebrate with us and support us," he said. "When you put the word out in the community, even if the idea is audacious, the community rallies around."

Thanks to the generosity of Blake and his friends, family and neighbours, the Hunter's Bay boardwalk is one of the few 'floating' trails in Canada. In Blake's words, it is "fully complete and magical".

Photo: Blake Hutcheson and Jack Cockwell



### BOB AND MARY PAT ARMSTRONG

Bob and Mary Pat Armstrong have been generous supporters of The Great Trail since 1997, when they attended the opening of the newly-installed pavilion on their local Trail section in Ontario.

"The concept of developing a national trail that connected our country was a phenomenal idea, and we were excited that it passed near our home in Caledon," explains Bob.

"We love to spend time outdoors, and we use the Trail for walking, cycling and cross-country skiing," says Mary Pat. "We often go with our

children and grandchildren."

In 2012, the Armstrongs generously boosted their giving to the Trail as Governor program donors. They later reaffirmed their support with further donations to connect the Trail in 2016 and 2017.

"It's nice to leave your country a little better than when you arrived," says Mary Pat. "And The Great Trail is something from which Canadians will benefit forever."



### THE R. HOWARD WEBSTER FOUNDATION

Since its inception, the R. Howard Webster Foundation has been dedicated to connecting the nation by supporting programs and projects for the benefit, improvement and development of Canadian society. Therefore, the Foundation felt that supporting The Great Trail was a natural fit.

"From sea to sea, this Trail allows people to connect with themselves and one another," explains Howard Davidson, President of the Foundation.

### COLIN DEACON

For Colin Deacon, supporting The Great Trail's development was something "genetically instilled" in him by his parents.

Colin's parents were among the Trail's first supporters in 1992. His father, Donald Deacon, was one of the founders of the Confederation Trail in Prince Edward Island.

"My parents dreamed of others being able to enjoy what they loved," Colin recalls. "Whenever there was a new section in Prince Edward Island, they would want us to go explore it with them."

Photo: Colin Deacon and his son, Quin



### RODNEY BRIGGS

Rodney Briggs has a simple reason for supporting the Trail – to bring Canadians of all ages back to nature.

"We are becoming more disconnected from nature as the world becomes more digital. I think having a trail like this provides easy access to go out and enjoy the world around us," he explains. "When you have a young family, for example, it's easy to get on the Trail near you," he adds.

Rodney believes the Trail's connection will also help to attract more international visitors to Canada.

"I think it provides an opportunity to see more of Canada, to do the Trail in Manitoba – my home province – or in Newfoundland," he says. "Knowing that the Trail is there will encourage us to see more of our country."

### A LASTING IMPACT

We would like to thank all the donors who immortalized their commitment to The Great Trail in their estate plans.

From gifts in Will and Securities to RRSPs, and including gifts in memory of a loved one, they made a lasting contribution in support of a national legacy that will benefit Canadians and visitors for generations to come.

## Great Brands Think Alike

Our sponsors have made invaluable contributions to The Great Trail.

**KEEN Footwear** played a critical role in the development of *The Great Trail app* – Powered by **KEEN**. The app, which has racked up over 45,000 downloads so far, allows users to plan and track their outings on the Trail.



© Keen Footwear



© The Globe and Mail



© ClifBar



© Daniel Baylis

We're also grateful for our ongoing relationship with **The Globe and Mail**, which continues to help us to share the inspiring stories of the Trail with creativity and innovation.

We welcomed **Clif Bar** to The Great Trail family. In its first year as a sponsor, Clif Bar produced some of the most inspiring Trail videos we have seen to date, and was a valued supporter of our cross-Canada connection events.

Thanks to **Esri Canada**, people from across the country and around the world can take advantage of our interactive online map. By donating resources to develop this map, Esri has been helping us to build a valuable asset of collective knowledge that preserves our national heritage and makes the Trail accessible to everyone.

### TCT CHAMPIONS

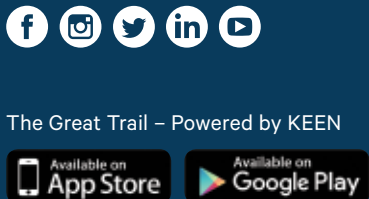
- Bryan Adams  
Susan Aglukark  
Mark Angelo  
Julie & Colin Angus  
Shawn Atleo  
Margaret Atwood  
Lt. Gov. Janet Austin  
Randy Bachman  
Robert Bateman  
Jeanne Baker  
Jean Béliveau  
Angélique Bernard  
Alexandre Bloudeau  
Yannick Bisson  
Roberta Bondar  
Joseph Boyden  
Paul Brandt  
Dean Brown  
Bonnie Brooks  
Ian Brown  
Kurt Browning  
Robert Buren  
Edward Burtynsky  
Sharon Butala  
The Rt. Hon. Kim Campbell  
Cassie Campbell-Pascall  
Pierre Camu  
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Premier Philippe Couillard  
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Alan Doyle  
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Sarah Gaden  
Premier Brian Gallant  
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Chris Hadfield  
Rick Hansen  
Laureen Harper  
John Hartman  
Allan Hawco  
Jennifer Heil  
Keith Henry  
Peter A. Herndorff  
Jay Ingram  
Sarah Jackson  
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**Mary Jane Banks**

---

**From:** Miriam Wells  
**Sent:** September 5, 2018 12:23 PM  
**To:** Mary Jane Banks  
**Cc:** John Jarvie  
**Subject:** Motion for Council on Monday

Hi Mary Jane,

Can you please put the following motion on Monday's Council agenda?

The Hive Sub-Committee recommends to Rothesay Town Council that Art4Life be given support through an in-kind donation of one day per week in The Hive or other community space in Rothesay from April 2019 to December 2020.

Thanks!

Miriam  
Councillor Miriam Wells  
MiriamWells@rothesay.ca



# ROTHESAY

## MEMORANDUM



---

TO	:	Rothesay Council
FROM	:	Mayor Nancy Grant
DATE	:	29 August 2018
RE	:	Council Appointments to Committees

---

The following is provided for your information.

At the request of Counc. Peter Lewis, he has been removed from the Emergency Measures Committee. Counc. Bill McGuire has agreed to a re-appointment to the Committee and requested to be removed from the Parks and Recreation Committee. Counc. Lewis has agreed to be appointed to the Parks and Recreation Committee.

Emergency Measures Committee  
Parks and Recreation Committee

- Counc. Bill McGuire (term April 2020)
- Counc. Peter Lewis (term April 2020)



# ROTHESAY

## MEMORANDUM



---

TO	:	Mayor and Council
FROM	:	Town Clerk Mary Jane Banks
DATE	:	5 September 2018
RE	:	Rothesay Flag Policy

---

The attached draft Flag policy is provided to Council for discussion, review and approval.

**Background:**

Rothesay Council, by practice, does not normally read proclamations or declare the many and varied days requested by multiple organizations. Nor does Council generally entertain requests to fly flags. However, the Town does use its social media channels to help raise awareness about various causes and/or promotional events that are planned in the greater Saint John region.

At the direction of Council, a formal flag policy has been prepared with more specific parameters following the discussion about using the flagpole at the East Riverside-Kingshurst Park as a courtesy flagpole to fly flags (other than government flags), upon request from external organizations.

The policy has been prepared following the review of similar policies in other jurisdictions in New Brunswick and across Canada.

Council should be aware of the recent policy decision in the City of Prince Albert to no longer fly courtesy flags in their community. A copy of the recent news article (May 2018) is provided for your information.

Attachment: *Draft Flag Policy 2018*  
*PA Now news article 29 May 2018*

# ROTHESAY

## Policy

Topic:	Flag Policy
Application:	Administration

Date Prepared

31/08/18

Date Adopted

Mayor & Council:

Town Manager:

### 1. **POLICY**

- 1.1 To establish guidelines for the display of flags at municipal buildings, facilities and events.

### 2. **PURPOSE**

- 2.1 To provide a uniform and harmonized protocol for the raising, displaying and half-masting of flags at all properties and facilities owned and operated by Rothesay and at events conducted by the Town at other locations.

### 3. **SCOPE**

- 3.1 This policy applies to all properties and facilities owned and operated by Rothesay, as well as the locations of all Town-run events, except those that take place where the policies of another government body would take precedence.

### 4. **RESPONSIBILITY**

- 4.1 The Town Manager, Town Clerk, or their designate will be authorized to order the raising or lowering of flags at properties and facilities owned and operated by Rothesay.
- 4.2 The Town Manager or Town Clerk will notify Council when flags are raised, displayed, or are ordered to a half-mast position.

### 5. **GOVERNING RULES AND REGULATIONS**

#### 5.1 **ROTHESAY FLAG**

(a) The Rothesay Flag will be flown at all Town owned buildings or facilities where there are sufficient flagpoles to do so. In the event that only one flagpole exists on the property, either the Canadian Flag or the Rothesay Flag may be displayed.

(b) The Rothesay Flag may be displayed indoors, in the Council Chambers, the Mayor's Office and functions where such flags are

required.

(c) The Rothsay Flag shall be flown or displayed properly and treated with dignity and respect.

(d) The Rothsay Flag shall not be used for commercial purposes by any organization.

(e) Rothsay reserves the right to refuse, deny or restrict the use of the Rothsay Flag with respect to where or how it will be flown or displayed

## **5.2 PROTOCOL**

(a) Flags will be flown and displayed in accordance with the guidelines outlined by the Department of Canadian Heritage on their website, [www.pch.gc.ca](http://www.pch.gc.ca).

(b) Where the Rothsay flag is flown or displayed with the Canadian Flag, the Canadian Flag will take the place of honour, which is to the left of the observer of the flags and the Rothsay Flag on the right.

(c) Where the Rothsay Flag is flown or displayed with the Canadian Flag and Province of New Brunswick Flag, the Canadian Flag will occupy the center position to the observer of the flag, New Brunswick Flag to the left and the Rothsay Flag to the right.

(d) When using flags with a speaker's podium, the flags may either be positioned directly behind, or to the left of the podium from the observer's view of the speaker. Furthermore, flags shall be positioned in accordance with the guidelines by the Department of Canadian Heritage and as outlined in sections 5.2(b) and 5.2(c) of this policy.

(e) In the event that multiple flags are flown together, the flags should be identical in size and flown from separate flagpoles.

(f) When multiple flags are to be raised and lowered, and where it is not possible to perform this task at the same time, the flags will be raised in accordance to rank, with the Canadian Flag first, followed by the New Brunswick Flag, and followed by the Rothsay Flag. The flags will then be lowered in the opposite order beginning with the Rothsay Flag.

(g) Where an official representative of a Canadian province is visiting Rothsay on an official visit, that particular provincial flag may be flown at all municipal buildings and facilities where it is feasible to do so.



(h) Where an official representative of a country recognized by Canada, is visiting Rothsay on an official visit, that country's flag may be flown at the Town Hall when it is feasible to do so.

(i) Where an official delegation is visiting Rothsay from a recognized twin municipality, that municipality's flag may be flown at Town Hall.

(j) Flags will be destroyed and disposed of in a dignified manner and replaced as soon as they show signs of wear.

### **5.3 HALF-MASTING FOR MOURNING**

(a) The flying of flags at half-mast represents a period of official mourning or commemoration.

(b) To honour the deceased, flags will be flown at half-mast from the time of death notification until sunset on the day of the memorial service, or dusk on the third day following death notification if there is no service.

(c) Flags flown at municipal buildings and facilities shall be lowered to a half-mast position, where it is feasible to do so, as a sign of mourning upon the death of the following persons:

- Her Majesty the Queen and members of the Royal Family;
- The Governor General and former Governors General;
- A past or present Canadian Prime Minister;
- The Lieutenant Governor of New Brunswick and former vice-regal representatives of the Province;
- Past or present Mayor and Members of Council;
- Present day employees of Rothsay;
- As directed by Proclamation from the Governor General of Canada or Lieutenant Governor of New Brunswick;
- Canadian Armed Forces personnel while deployed on duty and with a direct relationship to the town of Rothsay;
- As directed by the Mayor and Council, or the Town Manager

(d) Flags flown at municipal buildings and facilities shall be lowered to a half-mast position from sunrise to sunset to observe the following days:

- Workers' Day of Mourning (April 28)
- National Day of Remembrance for Victims of Terrorism (June 23)
- Last Sunday in September, Police and Peace Officers'

National Memorial Day

- Remembrance Day (November 11)
- National Day of Remembrance and Action on Violence Against Women (December 6)

(e) In the event of the death of a current municipal employee including those employed by Kennebecasis Regional Police Force and Kennebecasis Valley Fire Department, flags should be lowered to half-mast at that person's immediate workplace in accordance of Section 5.3(b) of this policy. Should that workplace not fly flags, the flags flown at 70 Hampton Road will be lowered to half-mast to honour the deceased employee.

(f) When lowering to half-mast, the flag should be raised fully to the top of the flagpole, then lowered immediately to the half-mast position.

(g) In the event of multiple flags being flown together, all will be flown at half-mast.

(h) The half-mast position will depend on the height of the flagpole itself; however, the flag should be lowered to the approximated center position of the flagstaff.

(i) Decisions to fly flags at half-mast on municipal property, on occasions not provided for in this policy, will be made in consultation between the Mayor, Town Manager, and Town Clerk.

#### **5.4 SPECIAL REQUESTS for COURTESY FLAG POLE**

(a) A special request from an agency or organization located in the greater Saint John region wishing to raise their flag at the Rothsay courtesy flagpole (East Riverside-Kingshurst Park) to mark an event must be made to the Town Clerk, at least six weeks prior to the requested date.

(b) All requests will be forwarded to Rothsay Council for review and Council resolution. Requests will be processed on a "first come, first served" basis.

(c) The following information is required:

- Name of the requesting organization;
- Contact information;
- Requested event or occasion;
- Date of event or occasion;
- Explanation or purpose of the event or occasion;
- Description of the applicant organization including any local, national or international affiliation, brief history, and any other

- relevant information; AND
  - the flag to be flown, if approval is granted
- (d) Rothsay Council reserves the right to choose which flags may or may not be flown. At no time will Rothsay display flags deemed to be inappropriate or offensive in nature or those espousing discrimination, prejudice, hatred, racism, violence, political or religious movements or commercial entities, or for any purpose where the intent is contrary to Town by-laws.
- (e) Courtesy flags may be approved by Council for:
- a charitable or non-profit organization to help increase public awareness of their programs and activities;
  - an organization that has achieved national or international distinction or made a significant contribution to the community;
  - an organization that has helped to enhance the Town in a positive manner.
- (f) Courtesy flags flown by special request will take the place of the Rothsay Flag for **no longer than one day**, unless special approval has been given by Council for a longer time period. Requests will be limited to one per year, per organization.
- (g) Courtesy flags will be raised and lowered during regular business hours (M-F 8:00a-4:30p) when staff and equipment resources are available.
- (h) As a gesture of respect, Rothsay will fly the appropriate flag on the occasion of a visiting dignitary for the duration of the visit and it will take precedence over any courtesy flag requests.

2018September10OpenSessionFINAL\_103

## Council waves goodbye to guest flagpole policy

By Tyler Marr

May 29, 2018 - 8:00am

### A narrow vote has removed the city's courtesy flagpole policy. File photo/paNOW Staff

It is a courtesy no more.

A narrow 5-4 vote Monday night by Prince Albert City Council ended the longstanding "courtesy flagpole" policy, a decision which stems in part from a lawsuit alleging a violation of freedom of expression.

Mayor Greg Dionne's motion to strip several sections from the city's [Flag Protocol Policy](#) was on council's agenda again Monday night [after it failed to gain leave at a prior meeting](#). The mayor's motion aimed to remove sections 6.02b, 6.04a and c, 6.05 and 6.07 from the policy, all of which relate to guest flags flown in Memorial Square outside of city hall.

A lawsuit was brought forward by the Prince Albert Right to Life Association in November of 2017 seeking to have the court overturn the city's decision banning the group's controversial anti-abortion flag from flying on the guest pole. Annual past raisings of the flag [have generated protests](#) and [made international news headlines](#), with many criticizing the city for allowing the flag to fly. The anti-abortion group's flag depicts a smiling cartoon fetus accompanied by the slogan "please let me live."

The city has asked the organization in the past to amend the flag design but to no avail. Last year, [when the group's request to fly their flag was put on hold](#), city administrators denied them permission saying their flag was not nationally or provincially approved. When the topic came up for debate Monday, Dionne said it was not prudent for the city to spend money defending a free service, and simply eliminating the practice should end the city's legal troubles.

"It is sad we have to do this, but as the keeper of the purse I don't think that we should be using taxpayer dollars to fight a case that we give away to the community for free," he said.

Ward 5 Coun. Dennis Ogrodnick said not everyone agrees with the flag's message, but the Right to Life group is a legitimate organization.

"It is a viewpoint," Ogrodnick said. "Not all of us agree with that viewpoint, but if we want to live in a free and democratic society we have to allow people that disagree with us to have their viewpoint in a respectful way."

Ogrodnick invoked Voltaire to back up his stance.

"I might not agree with a word you say but I will defend to the death your right to say it," he said. "I agree with that statement. Unfortunately, not everyone is willing to follow that, and therefore I will support removing the flagpole."

Ward 3 Coun. Evert Botha said he believed the legal costs could still be avoided if the group was instead urged to make amendments to the flag to make it more acceptable to fly.

"I do believe our Memorial Square is a meeting place where people can celebrate diversity, culture, likemindedness. I think if we follow the law of the land, then certain groups will be excluded out of this," Botha said. "We are not going to allow the Aryan Brotherhood to fly their flag."

After the meeting, Dionne told *paNOW* it was a "sad day for the City of Prince Albert" to lose its community flagpole, as many groups used it to promote their causes.

"Everyone is entitled to their opinion ... but it was easier at this point to eliminate the pole," he said. "We will find other ways to recognize those groups."

[tyler.marr@jpbg.ca](mailto:tyler.marr@jpbg.ca)

On Twitter: @Journomarr



# ROTHESAY

## INTEROFFICE MEMORANDUM



---

TO : Mayor Grant & Council  
FROM : John Jarvie  
DATE : September 6, 2018  
RE : Renfirth Boat Club Lease

---

### Recommendation

It is recommended that Council direct staff to discuss the lease with the representatives of the Boat Club with a view to amending the lease to bring it into conformity with current conditions.

### Background

At the May 2017 Council meeting the attached letter from Commodore Daryl Caines of the Renfirth Boat Club indicating a desire to renew the lease for the lands occupied by the Boat Club was referred to staff. This memorandum is to obtain Council direction on proceeding to renew the lease.

The lease was executed with the Village in 1982 and is renewable at five year intervals. The lease is in the name of the Village and should be updated. A cursory review of the document suggests at least two areas that might be reconsidered.

In subparagraph 3(b) there is a requirement that 60% of the membership be 'ordinarily resident of the Village of Renfirth'. This raises a question as to whether this membership requirement should be retained, modified to, for example, substitute 'Rothesay' for 'Village of Renfirth', or completely removed.

Subparagraph (f) purports to permit the construction of a building similar to the clubhouse in the case of its destruction. This may be construed by the Boat Club membership or others as a provision to supersede other regulatory processes some of which are outside the authority of the Town. For example a watercourse alteration permit would be required irrespective of any agreement between the parties or there may be building code requirements administered by the Town, which should not be ignored. Possible damage to the structure of the Boat Club building is currently being assessed with a view to an insurance claim if required.

Attached is a copy of the existing lease. There may be other issues which Council Members wish to raise.

A summary of the monies paid to the Town by the Boat Club in 2018 is as follows:

Rent: \$1,977.71 (based on 2005 \$1,977.71 plus 2.9% CPI for New Brunswick for the year May 05 to May 06)  
Insurance: \$465.00 (It has been more cost effective for the Town to charge the boat club rather than the Boat Club arranges coverage independently.)  
CNR Rental: \$115.00 (this is one lease for the crossing)  
Property Taxes: \$1,914.08 (PAN 1227354 and 1228871)  
Total: \$4,471.79

This was billed on July 11 and paid before the end of August.

Attached is correspondence received from the Boat Club in August. It would be good practice to request the roster of Boat Club members to confirm the residency of members.

---



RECEIVED

APR 26 2017



**RENFORTH BOAT CLUB** Ltd

Town of Rothesay  
County of Kings  
Province of New Brunswick

March 2, 2017

Dear Sirs,

Pursuant to the Indenture of Lease between Town of Rothesay and the Renforth Boat Club Ltd., as detailed under article 5, Provisos, subsection (6), the Renforth Boat Club gives notices of our intent to renew the lease agreement for the subsequent term of five (5) years.

Sincerely,

Daryl Caines  
Commodore



Latitude 45° 21' 29"

Longitude -66° 00' 53"

149 James Renforth Dr.  
P.O. Box 4645  
Rothesay, NB, Canada  
E2E 5X4

506-432-1215  
[info@renforthboatclub.com](mailto:info@renforthboatclub.com)  
[www.renforthboatclub.com](http://www.renforthboatclub.com)

211259

THIS INDENTURE of Lease made this 13<sup>th</sup> day of July, 1982.

BY AND BETWEEN:

VILLAGE OF RENFORTH, a duly incorporated Municipality, incorporated under the laws of the Province of New Brunswick, with Head Office in the Village of Renforth, in the County of Kings and Province of New Brunswick (hereinafter called the "Landlord")

OF THE FIRST PART

- and -

RENFORTH BOAT CLUB LTD. a duly incorporated company, incorporated under the laws of the Province of New Brunswick, with head office in the Village of Renforth, in the County of Kings and Province of New Brunswick, (hereinafter called the "Tenant").

OF THE SECOND PART

1. WITNESSETH that in consideration of the rents reserved and covenants and agreements herein contained on the part of the Tenant, the Landlord hereby leases to the tenant the lands described in Schedule "A" (hereinafter called "the premises") for a term of five (5) years commencing from the first day of July, 1982, until the first day of July, 1987.

2. The agreed rent of the premises will be \$1,000.00 per annum payable annually in advance, provided however that each year on the first day of July the rental rate for the next year shall be adjusted by the rate of change in the Consumer Price Index of Statistics Canada for the year ending on the previous 31st day of December.

TENANT'S COVENANTS


3. The Tenant hereby covenants with the Landlord as follows:

(a) To pay the rent hereby reserved in the manner and on the days specified herein and to pay as they become due all taxes, rates and utility charges and rents charged for use of the Right of Way over the lands of the Canadian National Railways assessed against the Landlord or the tenant with respect to the premises. 177

*renewed to July 1/97*

*18*



- (b) That at ~~2018 September 10 Open Session FINAL\_107~~ <sup>178</sup> sixty per cent of the tenant's members, of each class of membership, shall be ordinarily resident in the Village of Renforth.
- (c) To use the said premises for the storage of boats, for the hauling out of boats from the water and as a Clubhouse, only.
- (d) Not to part with possession of the premises or any part thereof or to mortgage, charge, sublease, convey or mortgage the premises or any part thereof without the prior written consent of the Landlord.
- (e) To save the Landlord harmless from any liability of any nature whatsoever relating to the tenant's use and occupation of the premises.
- (f) To carry such fire, liability and other insurance on the premises as the Landlord shall from time to time direct, with loss on any insurance on the premises or improvements thereon payable to the tenant. In the event of substantial or total destruction of the buildings on the premises by fire or other perils, the tenant shall forthwith clean up the premises to the satisfaction of the Landlord and may rebuild a similar building. .
- (g) To operate the premises on a non-profit basis.
- (h) Not to make any alterations or additions to the premises without the prior written consent of the Landlord and to keep the premises and the windows and fixtures and fittings thereon in good repair, reasonable wear and tear only excepted and to deliver them up in such condition on termination of this Lease.
- (i) To permit the Landlord and its agents at all reasonable times to enter and view the state of repair of the said premises and promptly to repair and maintain them in accordance with any reasonable notice to to be given by the Landlord.
- (j) To comply with all applicable federal, provincial and municipal laws governing or affecting the tenants use of the premises.
- 

(k) To cooperate with the Landlord and its other tenants in scheduling parties and social events to which members of the public are invited.

LANDLORD'S COVENANTS

4. The Landlord hereby covenants with the Tenant as follows:

(a) To permit the tenant so long as it pays the rent reserved herein and complies with its covenants, to use the said premises.

PROVISOS

5. Provided always and it is hereby agreed as follows:-

(a) The Landlord may terminate this lease and any extension or renewal of it, and re-enter the said premises:-

(i) If any instalment of rent or payment of taxes or rates or any part thereof is in arrears for thirty days after having been formally demanded,

(ii) If the Tenant shall breach any of its covenants herein and continue to be in breach of that covenant after ninety days written notice.

(b) That the tenant may at its option during the fourth year of the term of this lease (or the fourth year of any renewal of this lease) give notice in writing to the Landlord requiring that the term of this lease (or of any renewal of this lease) be renewed for a further term of five years, upon the same terms and conditions. However, in the event of such a renewal the rent for the first year of the term of any such renewal shall be the rent for the previous year plus an adjustment for the rate of change in the Consumer Price Index for the calendar year just ended.

(c) Notices required by this Lease shall be given to the Landlord by personal service on the Clerk and shall be given to the Tenant by personal service on the Commodore, President or Secretary



2018September10OpenSessionFINAL\_109

180

of the Tenant, according to the records of the Province of New Brunswick or by publication on two occasions in a daily newspaper published in Saint John, New Brunswick.

(d) Upon the termination of this lease, all improvements made to the premises and all buildings and structures thereon shall revert to and be vested in the Landlord and its successors and assigns.

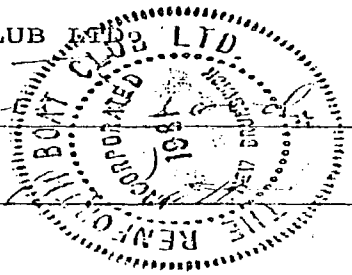
IN WITNESS WHEREOF the parties hereto have executed this Indenture of Lease as of the day and year first above written.

SIGNED, SEALED AND DELIVERED  
in the presence of

VILLAGE OF RENFORTH  
Per:



RENFORTH BOAT CLUB LTD.  
Per:



APPROVED FOR REGISTRATION

SPRIGGS  
DEVELOPMENT OFFICER  
VILLAGE OF RENFORTH

DATE

*[Handwritten signature]*

SCHEDULE "A"

"All those certain lots, pieces or parcels of land conveyed to the Grantor by deed bearing date the 29th day of August A. D. 1946 by Pearl B. Clark and duly registered in the Office of the Registrar of Deeds in and for the County of Kings in Book 47 at Page 182-3 and 4 as Number 100381 and therein described as follows:-

"ALL that certain lot, piece or parcel of land situate, lying and being in the Parish of Rothesay in the County of Kings and Province of New Brunswick situate at Renforth Station on the line of the Intercolonial Railroad of Canada and being part of lot known as Lot O, Reserve, on a plan of sub-division into Villa Lots of a portion of Lot Number 1; Deborah Hazen Plan, which said plan of sub-division is on file in the Office of the Registrar of Deeds in and for the County of Kings aforesaid. The said lot, piece or portion of land conveyed being bounded and described as follows: Commencing at the point of intersection of the northwesterly line of the said Intercolonial Railroad with the northeasterly boundary of said Lot O, Reserve; thence southerly along the said northwesterly line of said railroad a distance of Eighty (80) feet to a stake set one hundred and twenty (120) feet more or less distant northerly from the centre of a brook running through said Lot O, Reserve, where such brook runs at right angles to said railroad at its crossing with a foot path; thence in a northwesterly direction approximately north eighty (80) degrees west and approximately at right angles to the said Railroad to a stake twenty (20) feet from the high water mark of the Kennebecasis River at ordinary spring tides; thence northeasterly and parallel with the said line of the ordinary spring tide water mark to the northwestern corner of Lot O, Reserve; thence southeasterly along the northerly boundary of said Lot O, Reserve to the point of beginning.

TOGETHER WITH a right of way as a footpath only for the said Grantees; their heirs and assigns over and along the existing path leading from the road lying on the southwesterly boundary of said Lot O, Reserve."

BEING the same lands and premises conveyed to the Grantors herein from Mildred W. Newcombe by Deed dated August 19, 1964, registered in the Registry Office for the County of Kings on October 6, 1964 as No. 131602 in Book 131 at page 829.

Being the same lands and premises conveyed from John T. McCaig and Marion McCaig to Renforth Community Club Ltd. by deed dated May 11, 1971, registered in the Kings County Registry Office in Book 176, Page 133 as Number 148518.

Intending to be the lot shown as Newcombe Lot on Plan of Subdivision Pearl B. Clark Estate dated February 1, 1949 filed in the Office of the Registrar of Deeds as Number 433a.

- AND ALSO -

2018September10OpenSessionFINAL\_111

182

"ALL that certain lot piece or parcel of land situate, lying and being in the Parish of Rothesay in the County of Kings and Province of New Brunswick, situate at Renforth Station and being part of Lot O, Reserve, on a Plan or Plans of Subdivision in Villa Lots of a Portion of Lot No. 1, Deborah Hazen Plan, which said Plans of subdivision are on file in the office of the Registrar of Deeds as Nos. 43 and 194; the part of said Lot herein conveyed being marked "A" on the Plan hereto annexed and being more particularly bounded and described as follows:-

"COMMENCING at a stake on the westerly boundary of the Canadian National Railway Line at the intersection thereof with the southerly line of a lot of land conveyed by Pearl B. Clark to Mildred W. Newcombe; thence southerly along the said westerly boundary of the said railway a distance of one hundred (100) feet more or less to another iron stake; thence northwesterly and approximately parallel to the said southerly line of the Newcombe lot in a straight line to another stake set at or near a point distant twenty (20) feet above the high water mark of the Kennebecasis River at ordinary spring tides, and following the prolongation of such line to such point of twenty feet above such high water mark; thence northerly along a course of such twenty feet above high water mark until it meets the said southerly line of the said Newcombe lot as designated by the first mentioned stake and another stake on the said Newcombe southerly line, set at or near a point twenty feet above such high water mark; thence easterly along said southerly line of the said Newcombe lot to the point of beginning.

SUBJECT to certain restrictions set forth in a conveyance of said Lot O, Reserve by Charles B. Herrett to Charles A. Clark dated April 23, 1912, registered in Book 56, Page 624 No. 65915 relating to use of the same for illegal or immoral purposes or for the sale of liquors.

TOGETHER WITH a Right of Way as a foot path only, for the said Grantees their heirs and assigns, over and along the existing path leading from the roadline to the southwesterly boundary of the said Lot O, Reserve.


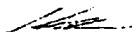
TOGETHER WITH a right in common with others to carry water from the well or spring on the Lot marked "B" on the Plan hereto annexed, such right having heretofore been granted only to Mildred W. Newcombe and Mavis J. G. McNichol and William McNichol, their heirs and assigns.

SUBJECT to the right of the said Mildred W. Newcombe, her heirs and assigns, to use the said foot path leading over the said Lot conveyed herein.

TOGETHER WITH the right in common with all other holders of said Villa Lots to use that part of the beach of the said River marked Reserved on all said Plans, for all lawful purposes.

TOGETHER WITH a Right of Way over Spring Avenue and over the Right of Way marked on the said annexed Plan and over all other Rights of Way shown on Plans filed in the Office of the Registrar for the said County of Kings as Nos. 43 and 194 which serve the said described lot."

Being the same lands and premises, etc., conveyed to the Grantors hereto by Stanley E. Clarke and Hazel McCready Clarke by Indenture bearing date the Fourth day of January, A. D. 1950 and duly registered





- 2 -

in the Office of the Registrar of Deeds in and for the County of Kings on the Sixth day of January, A. D. 1950, in Libro 59 at Pages 345-347 as Number 106193.

Being the same lands conveyed from James L. Thorne and Nellie L. Thorne to Renforth Community Club Ltd. by deed dated October 26, 1972, registered in the Kings County Registry Office in Book 200, Page 382 as Number 154306.

Intending to be the lot shown as Lot A on Plan of Subdivision Pearl B. Clark Estate dated February 1, 1949 filed in the Office of the Registrar of Deeds as Number 433a.

AND ALSO

SUBJECT to the consent and continued agreement of the Canadian National Railways, the right to use the present roadway to the said lots from the Shore Road over the lands of the Canadian National Railway.

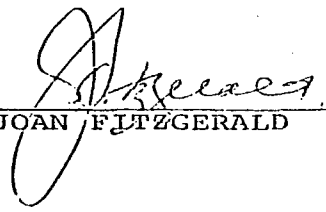
APPROVED FOR REGISTRATION
<i>S. St. Jacques</i>
DEVELOPMENT OFFICER
VILLAGE OF RENFORTH
<i>July 14, 1982</i>
DATE

I, JOAN FITZGERALD, of the Village of Renforth, County of Kings and Province of New Brunswick, MAKE OATH AND SAY: 184

1. That I am the Clerk of the Village of Renforth a duly incorporated Municipality under the laws of the Province of New Brunswick (hereinafter called the "Village").
2. That the seal affixed to the said Indenture purporting to be the common corporate seal of the Village is the common corporate seal of the said Village and was affixed to the said Indenture by me as Clerk of the Village and by order of the Council.
3. That the signature "Anthony R. Rickett" subscribed to the said Indenture is the signature of Anthony R. Rickett, the Mayor of the said Village and the signature "Joan Fitzgerald" is the signature of me, the said Clerk, this deponent.
4. That the Mayor and Clerk are the duly authorized officers of the said Village having authority to execute the said Indenture.
5. That the said Indenture was signed, sealed, executed and delivered by the said Village as and for its act and deed to and for the uses and purposes therein expressed and contained.

SWORN TO at the Village of Renforth, )  
County of Kings and Province of )  
New Brunswick, this 15th day of )  
July, 1982, BEFORE ME: )

A Commissioner of Oaths  
Being a Solicitor

  
JOAN FITZGERALD

PROVINCE OF NEW BRUNSWICK

COUNTY OF KINGS

I, LOYDE A. PRATT, of the City of Saint John, in the County of Saint John and Province of New Brunswick, MAKE OATH AND SAY:-

1. That I am the Secretary of Renforth Boat Club Ltd., a company duly incorporated under the laws of the Province of New Brunswick with head office and chief place of business at the Village of Renforth in the County of Kings and Province aforesaid, the Grantor in the foregoing Indenture named, and hereinafter called the "Company".
2. That the seal affixed to the said Indenture purporting to be the Common Corporate Seal of the Company is the Common Corporate Seal of the said Company and was affixed to the said Indenture by me as Secretary of the Company and by order of the Board of Directors thereof.
3. That the signature "J. Arthur Flood" subscribed to the said Indenture purporting to be the signature of the Commodore of the Company is the signature of the said J. Arthur Flood who is the Commodore of the said Company the the signature "Loyde A. Pratt" to the said Indenture subscribed to the said Indenture purporting to be the signature of the Secretary of the said Company is the signature of me this deponent.
4. That the Commodore and Secretary are the duly authorized officers of the said Company having authority to execute the said Indenture.
5. That the said Indenture was signed, sealed, executed and delivered by the said Company as and for its act and deed to and for the uses and purposes therein expressed and contained.

SWORN TO at the City of Saint John )  
County of Saint John and Province )  
of New Brunswick, this 23<sup>rd</sup> day )  
of July, 1982, BEFORE ME: )

*[Signature]*

A Commissioner of Oaths  
Being a Solicitor

*[Signature]*

LOYDE A. PRATT

CERTIFY that the within *Lease*  
is duly entered and registered in the Registry Office for the County of Kings  
New Brunswick at 9:46 o'clock A. M. of the 29  
day of July A. D. 1982 as Number 211259  
in Book Number 452 Page Number 177-185

*[Signature]*

Registrar of Deeds



**Appendix to****Renforth Boat Club 2017 5-year lease renewal**

Renforth Boat Club Membership  
as of August 19, 2017

updated 6/14/2018

Count of Name City	Grand Total	
Hampton	1	
Hatfield Point	1	
New Horton	1	
Quispamsis	12	
Rothsay	35	60.5%
Saint John	7	
Sussex	1	
West Quaco	1	
Willow Grove	1	
<b>Grand Total</b>	<b>60</b>	

KV Valley 79.6%

**Note:** membership varies year to year as a result of approximately 5% leaving (up to 2017). Over the last 2 years (2017, 2018) there has a 50% growth in membership. Typically it is 8% per year.



# ROTHESAY

## MEMORANDUM



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TO : Mayor and Council  
FROM : Doug MacDonald  
DATE : September 4, 2018  
RE : Application for Financing

---

### Recommendation

I recommend Council adopt the following motion:

Resolved that the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of Rothesay debenture in the principal amount of \$1,387,000 on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of Rothesay agree to issue post-dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture.

### Background

A principal payment of \$200,000 was made on May 16 for bond issue AY-18 in the Utility Fund. Of this payment, \$185,000 can be refinanced. We have also received the canvassing for the fall debenture issue from NBMFC.

I recommend the refinancing this AI 11 with the fall debenture issue.

In addition, the first phase of the wastewater project is substantially complete. Therefore, the remaining loan balance of \$1,202,000 should be requested from the NBMFC.

The town has previously obtained authority from the Municipal Capital Borrowing Board to fund the Wastewater Treatment Facility utility project (phase 1). The approval outstanding (Order in Council ("OIC")) is as follows:

OIC #	Date Approved	Amount	Term	Project Description
15-0069	Sept 14, 2015	\$ 902,000	15 Years	Water & Sewer
15-0069	Sept 14, 2015	\$ 300,000	20 Years	Water & Sewer

The term of the debt is mandated by the MCBB when the borrowing authority is received depending upon the nature of the project. Different components of the project are amortized over different periods depending upon the expected useful life of the assets acquired.

## ROTHESAY

TO: Mayor and Council

FROM: Doug MacDonald 2018September10OpenSessionFINAL\_117

RE: Application for Financing

-2-

Sept. 4, 2018

Access to the funds is only available twice a year (normally late spring and early fall) via the Provincial Government Bond issuance process and the New Brunswick Municipal Finance Corporation ("NBMFC"). The deadline for submissions to the NBMFC for consideration in the current cycle is September 26, 2018.

In summary, I recommend we apply for debt financing in an aggregate amount of \$1,387,000.








70 Hampton Road  
Rothesay, NB  
E2E 5L5 Canada

**Rothesay Council**  
**September 10, 2018**

**TO:** Mayor Grant and Members of Rothesay Council

**SUBMITTED BY:**

  
\_\_\_\_\_  
John Jarvie, Town Manager

**DATE:** September 5, 2018

**SUBJECT:** Fox Farm Retaining Wall Replacement

---

### **RECOMMENDATION**

It is recommended that Rothesay Mayor and Council award contract T-2018-011 to Maguire Excavating Ltd. in the amount of \$69,575.00 plus HST for the installation of a retaining wall using concrete retaining blocks to be supplied by Rothesay to replace an existing, failing retaining wall along Fox Farm Road in Rothesay.

### **ORIGIN**

The 2018 General Fund Capital Budget includes an item for the replacement of a failing retaining wall that parallels Fox Farm Road between Rothesay Road and First Street.

### **BACKGROUND**

There is a mortarless segmental concrete dry-stacked gravity retaining wall (Allan Block<sup>®</sup>) complete with a protective handrail along Fox Farm Road between Rothesay Road and First Street. The wall has been failing for at least the past 10 years. It is unclear if the wall was built by the Province of New Brunswick, given that Fox Farm is a provincially designated roadway, or by the former Village of Renforth. What is clear is that the Department of Transportation and Infrastructure has not accepted responsibility for replacement of the failing wall; this dates back to at least 2010. The designated roadway funding program allows for the replacement of curb, storm drainage and asphalt. The department's (DTI) position is that the retaining wall exists to retain the embankment for the concrete sidewalk and, owing to the fact that sidewalk is not a provincial responsibility under the program, the wall is therefore not their responsibility.

The wall blocks themselves are eroding away and significant portions of the wall have failed, toppling onto the abutting residential property. (See Figure 1) The protective handrail along the sidewalk has also failed and sections have fallen down onto the property below. The Town has received complaints from the adjacent property owner concerning the stability and safety of the wall dating back to 2011.



Figure 1 - Photo of Retaining Wall along Fox Farm Road

The construction portion of this project was presented to Council in April 2018. Staff recommended to award the construction contract to Terraex and recommended that the materials be pre-purchased by the Town. The results of that tender were as follows:

1. TerraEX Inc.	Saint John, NB	\$46,800.00
2. Galbraith Construction Ltd.	Saint John, NB	\$72,500.00
3. Deby Enterprises Ltd.	Saint John, NB	\$89,700.00

All submitted prices exclusive of HST.

## **DISCUSSION**

The 2018 budget includes funding for the Town to replace the failing wall with a more suitable product that will withstand the soil pressures from Fox Farm Road. One of the main technical issues and cause of failure is that the masonry block product used was undersized and too lightweight for the specific application and not the product that would now be recommended.

The project is relatively straight forward and the retaining wall supplier has provided engineering designs and specifications for installation of their product. Council accepted a recommendation to purchase the retaining wall block materials from Duracast Hardscapes Ltd. at their meeting in August 2018. Staff approached Terraex, the company to whom the original construction contract was awarded in April 2018, to schedule construction of the work, however given the elapsed time and some changes to the location of the work based on property lines, Terraex decided they could no longer complete the project for the tendered price. The time limit to hold a price is defined in Rothesay specifications as 60 days from the



date of submission of the price therefore staff re-tendered the project, closing on September 4<sup>th</sup>, with the following results:

1. Maguire Excavating Ltd.	Saint John, NB	\$69,575.00
2. Debly Enterprises Ltd.	Saint John, NB	\$69,850.00
3. Galbraith Construction Ltd.	Saint John, NB	\$69,900.00
4. Spectrum Enterprises Inc.	Saint John, NB	\$78,300.00
5. TerraEX Inc.	Saint John, NB	\$83,800.00

All submitted prices exclusive of HST were as follows:

### **FINANCIAL IMPLICATIONS**

The 2018 General Fund Capital Budget includes an amount of \$125,000 for replacement of the retaining wall.

	Net cost (after HST rebate)	Budget	Difference
Supply	36,771.71		
Install	72,556.98		
Total	109,328.69	125,000	15,671.31

The overall budget is on the low side for a project of this magnitude, however cost savings realized by having the Town supply the block materials to avoid contractor mark-up and repairing the sidewalk and curb with own forces make the project possible within the approved budget envelope.

Report Prepared by:   
Brett McLean, Director of Operations

Report Reviewed by:   
Doug MacDonald, Treasurer

*A copy of this report can be obtained by contacting the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).*



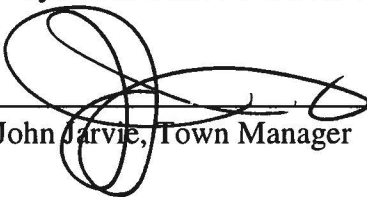


70 Hampton Road  
Rothesay, NB  
E2E 5L5 Canada

**Rothesay Council**  
**September 10, 2018**

**TO:** Mayor Grant and Members of Rothesay Council

**SUBMITTED BY:**

  
\_\_\_\_\_  
John Jarvie, Town Manager

**DATE:** September 5, 2018

**SUBJECT:** Geo Stackhouse – Winter Maintenance Contract T-2017-012

---

**RECOMMENDATION**

It is recommended that Rothesay Mayor and Council approve the addition of streets to GEO W. Stackhouse Contract T-2017-012 (as per Article 6 - Changes of Work) as follows:

Domville Ln	0.280 Km
Tennis Court Rd	0.245 Km
Alexander Ave	0.232 Km
Goldie Crt	0.219 Km
Knoll Ln	0.200 Km
Rothesay Park Rd	0.684 Km
Wharf Rd	0.183 Km
Bridle Path Ln	0.143 Km
Peters Ln	0.134 Km
Almon Ln	0.383 Km
Hibbard Ln	0.359 Km
Henderson Park Rd	0.116 Km
McLaughlin Dr	0.261 Km
Grist St	0.114 Km

Alliance Dr	0.101 Km
Kennedy Ln	0.160 Km
Rose Ln	0.039 Km
Conley Ln	0.126 Km
Christopher Ln	0.065 Km
Fairweather Ln	0.076 Km

in the amount of \$22,659.87 plus HST per year for the remaining 3 years of the contract.

### **ORIGIN**

The Winter Maintenance Contract approved by Council in June 2017 includes a specified list of streets as well as a costing formula to include additional streets throughout the life of the contract.

### **BACKGROUND**

The streets listed above are defined as a “one-ton plow route” by the Operations Department. The Town’s permanent staff compliment does not include resources to staff the one-ton route. The Town has employed different methods to provide winter maintenance services to the one-ton route over the years. At one time a service contract with Miller Infrastructures was in place to provide machinery and staff to maintain the route. Recently, when the Town purchased new plow machinery, the older machinery was retained and contract staff was hired to operate the old machinery and maintain the route.

### **DISCUSSION**

The cost to provide winter maintenance service to the one-ton plow route consists mainly of the contracted labour cost and fuel cost for the machinery. The machinery that was previously retained in order to allow contract staff to maintain the route has now reached the end of its useful life, therefore the go-forward cost to maintain the route will be the contracted labour cost, fuel cost and replacement cost of the machinery amortized over 10 years.

The other option, rather than hiring contract staff to operate Town machinery, would be to increase the existing winter maintenance agreement with GEO W. Stackhouse and have the route maintained by contracted staff using contracted equipment. The cost of the two options is presented in the financial implications section of this report.

### **FINANCIAL IMPLICATIONS**

The current value of the Geo Stackhouse Contract T-2017-012 is \$372,971.72 per year. There are 3 years remaining in the life of the contract. The proposed streets to be added to the Contract

total \$22,659.87 per year which would increase the yearly contract amount to \$395,631.59.

The annual cost to hire two contracted staff members to maintain the one-ton route is in the order of \$32,000. Fuel costs are in the order of \$5,000 for a total of \$37,000 per year. The additional cost to purchase new machinery, amortized over 10 years, would be in the order of \$10,000 for an overall total of \$47,000 per year to continue maintaining the route in the same manner.

The value derived from having the contract personnel available for other tasks when they weren't maintaining the one-ton route has historically justified the difference in cost between the two options. The added cost of new machinery on top of the personnel and fuel costs makes the current practice more difficult to justify and therefore staff recommend adding the one-ton route to the Stackhouse Winter Maintenance Agreement.

Stackhouse Maintenance Cost per year	Town Maintenance Cost –Old Equipment per year	Town Maintenance Cost – New Equipment per year
\$22,659.87	\$37,000	\$47,000

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Report Prepared by:  Brett McLean, Director of Operations

Report Approved by:  Doug MacDonald, Treasurer

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*A copy of this report can be obtained by contacting the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).*





# ROTHESAY

## INTEROFFICE MEMORANDUM



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TO	:	Mayor Grant & Council
FROM	:	John Jarvie
DATE	:	7 September 2018
RE	:	Park Drive Improvements

---

### **Recommendation:**

It is recommended this memorandum be received for information.

### **Background:**

During the early days of the spring flood it became apparent that the KPark/Hastings Cove neighbourhood would be isolated if flood waters reached the depths forecast. The elevation of the lowest portion of Park Drive, which is in the City of Saint John, was raised by importing recovered asphalt materials from the Town's Works yard. This was done by a contractor on behalf of the Town after consultation with the City Manager. It was understood that the Town would be obliged to remove the material once the river receded.

Since that time there have been suggestions the materials be left in place and the road re-established at a higher elevation. We have explored this with the City and the initial response was that the material must be removed. This decision is attributed to a concern that the road base would not be properly compacted and with a layer of asphalt buried in the roadbed.

Since then there have been ongoing discussions with City staff on the matter. The Director of Operations and I met with City engineering staff to explore options. The City staff is prepared to recommend to Common Council that an agreement be executed allowing the asphalt material to be left in place subject to Rothesay assuming responsibility for ongoing maintenance of the roadway. This has been forwarded to the City Solicitor's office to prepare a draft agreement. We expect to be in discussion with that office in the immediate future.

The cost of removing the material is unknown but estimated at \$54,000. Current estimates to make the improvements permanent approach \$190,000 including a new paving surface from the CN crossing to the common municipal boundary. It is hoped to recover some of the difference from the Disaster Relief program.

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**To:** Mayor Grant & Rothesay Council

**From:** John Jarvie, Town Manager

**Date:** Wednesday, September 05, 2018

**Subject:** Encroachment Agreement (Retaining Wall - 2 Sunset Lane)

<b>Applicant:</b>	Michael McCormick & Linda Sherbo	<b>Property Owner:</b>	Michael McCormick & Linda Sherbo
<b>Mailing Address:</b>	2 Sunset Lane Rothesay, NB E2H 1C9	<b>Mailing Address:</b>	2 Sunset Lane Rothesay, NB E2H 1C9
<b>Property Location:</b>	Town lands abutting 2 Sunset Lane	<b>PID(s):</b>	00234575
<b>Plan Designation:</b>	RECREATIONAL	<b>Zone:</b>	Recreation (REC)
<b>Application For:</b>	Encroachment Agreement via By-law No. 1-11		
<b>Input from Other Sources:</b>	Director of Operations		

### Recommendation:

It is recommended THAT the Council consider the following Motions:

- A. Rothesay Council Hereby authorizes the Mayor and Clerk to enter into an encroachment agreement with Michael McCormick, and Linda Sherbo of 2 Sunset Lane for the purpose of constructing a retaining wall on Town owned land (PID 00234575); and
- B. Rothesay Council Hereby requires that the encroachment agreement be signed by Michael McCormick, and Linda Sherbo within 120 days from the date of final approval by Council otherwise this approval will be void and all obligations arising shall be at an end.

### Origin:

Staff received an request from Mr. McCormick and Ms. Sherbo, requesting an encroachment agreement on Town owned property (PID 00234575) abutting their property at 2 Sunset Lane.

### Background:

The owners of 2 Sunset Lane have requested an encroachment agreement to permit the construction of a retaining wall along the river facing section of Town owned land abutting their own property. The location and details of the requested encroachments are described in the proposed encroachment agreement.

On September 10, 2012 Council enacted By-law No. 1-11, "A By-law to Manage Town Owned Lands" in order to accommodate residents that desire to develop improvements on Town owned lands that would complement their properties. By-law 1-11 is also intended as a mechanism to protect the Town from liability claims by ensuring that such encroachments are safe and do not cause public nuisance.

Part 7 of By-Law 1-11 specifies that "Where a property owner wishes to make improvements not in place at the time of the adoption of this By-law, he or she may apply for an agreement to construct such improvements (encroachment agreement), which agreement shall be approved by Council."

An encroachment agreement may be issued, if the following criteria are met.

Encroachment Criteria	Staff Observation
a. The improvement does not create a hazard or make a natural hazard more severe.	The retaining wall shores up and stabilizes an existing retaining wall. Without this work the existing wall would fail and create a hazard.

Encroachment Criteria	Staff Observation
b. The improvement does not obstruct access to the general public.	The Town parcel would be partially obstructed, however, no trail infrastructure exists on the land and the general public currently has no reasonable access to the property.
c. The appearance of the improvement is generally complementary to development in the vicinity.	The retaining wall is a standard approach to shoreline stabilization.
d. The applicant agrees to remove the improvement or modify it in the future if so directed by the Town.	The encroachment agreement specifies this requirement.
e. The applicant agrees that the Town may remove or have removed any improvement, at the applicant's expense, if such removal is required to conduct municipal operations or activities.	The encroachment agreement specifies this requirement.
f. The applicant agrees to pay for the cost of supplying and installing signage identifying hazards where deemed necessary by the Town.	No hazards have been identified or are anticipated.
g. The applicant indemnifies the Town against third party claims against the Town and executes a waiver of liability for any damages to persons or property resulting from the improvements on public land.	The encroachment agreement specifies this requirement.
h. The applicant pays the fees set out in Schedule A for such agreement.	The applicant intends to pay the fees as required by the agreement.

### Analysis:

The request for an encroachment is largely motivated by the need to repair an existing retaining wall damaged by the spring flood. Staff have conducted several site visits with the applicant and have reviewed the submission details of requested encroachment and have no additional concerns or observations regarding the application.

### Attachments:

Attachment A

Proposed Encroachment Agreement 2 Sunset Lane



**ENCROACHMENT AGREEMENT**  
Land Titles Act, S.N.B. 1981, c.L-1.1, s.24

**Rothesay By-law No. 1-11, A By-law to Manage Town Owned Lands**

Parcel Identifier of Parcel  
Burdened by Agreement:

**PID 00234575**

Parcel Identifier of Parcel Benefiting  
from Agreement:

**PID 00235572**

Encroachment Owners: Michael Joseph McCormick, & Linda Wendy Sherbo  
2 Sunset Lane  
Rothesay, NB  
E2H 1C9

(hereinafter called the "Owners")

Property Owners: **Rothesay**  
70 Hampton Road  
Rothesay, N.B.  
E2E 5L5

(hereinafter called "Rothesay")

a body corporate under and by virtue of the  
Municipalities Act, RSNB 1973, Chapter M-22,  
located in the County of Kings and Province of New  
Brunswick

Purposes of Agreement: The Owners are desirous of constructing an  
shoreline retaining wall that would encroach on land  
owned by Rothesay, as identified on SCHEDULE A,

And whereas the Owners will continue and maintain  
said encroachment

**NOW THEREFORE THIS AGREEMENT WITNESSTH** that for and in the  
consideration of the payment of \$200.00 to the Town, receipt of which is hereby  
acknowledged, the parties agree as follows:

- A. The Town agrees that the Owners and their executors, administrators or assigns may continue the encroachment only in accordance with this agreement.
- B. The Owners agree that they will continue the encroachment, including any surface and structure, to be located as shown on SCHEDULE B and generally described as:
  - a. shoreline retaining wall (armour stone, shot rock, and filter fabric)
- C. The Owners agree to adhere to the standards stated in the National Building Code where applicable.
- D. The Owners agree that the encroachment and associated structure(s) will not obstruct access to the public.
- E. The Owners agree that there will be no removal of existing vegetation or future vegetation other than what is necessary to accommodate the placement of the encroachment.
- F. The Owners agree that, should the structure or any portion of it be structurally altered, ordinary repairs excepted, the alterations shall be done so that the structure shall not encroach at all or further on the Town owned land after the alterations and shall be in full compliance with the Town's By-laws.
- G. The Owners agree that the Town has the explicit right to remove the encroachment without notice in the event of the structure being deemed a hazard at the sole discretion of the Town and the Owners shall be

responsible for the cost to remove said encroachment.

- H. The Town may withdraw permission to encroach at any time, after which the Owners shall be responsible for the removal of the structure.
- I. This agreement is issued for a maximum of five (5) years from the date execution and may be renewed.
- J. The Owners shall provide Rothesay with proof of liability insurance with the Owners and Rothesay as named insurers for the lands of Rothesay affected by the encroachment with respect to any claim in relation thereto.

**Indemnification**

The Owners agree to indemnify Rothesay against any liability, claim, demand, action or cause of action of any nature whatsoever, or any expense incident thereto, for injury to or death of a person or loss or damage to property, occurring on or pertaining to the encroachment, including any surface and or structure as shown on Schedule B during the term of this agreement, or arising out of any breach of the Owners covenants.

**Registration**

A copy of this Agreement and every amendment and discharge of this Agreement shall be recorded at the Land Registry office of Service New Brunswick at Hampton, New Brunswick and the Owners shall incur all costs in recording such documents.

**Subsequent Owners**

This Agreement shall be binding upon the parties thereto, their heirs, successors, assigns, mortgagees, lessees and all subsequent Owners, and shall run with the Lands which is the subject of this Agreement until this Agreement is discharged by Council.

Upon the transfer of title to any lot(s), the subsequent Owners(s) thereof shall observe and perform the terms and conditions of this Agreement to the extent applicable.

**IN WITNESS HEREOF** the parties have duly executed these presents this

\_\_\_\_\_ day of \_\_\_\_\_, 2018

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Michael Joseph McCormick (Owner)

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Linda Wendy Sherbo (Owner)

**Rothesay**

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Nancy E. Grant, Mayor

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Mary Jane Banks, Clerk

**SCHEDULE A**

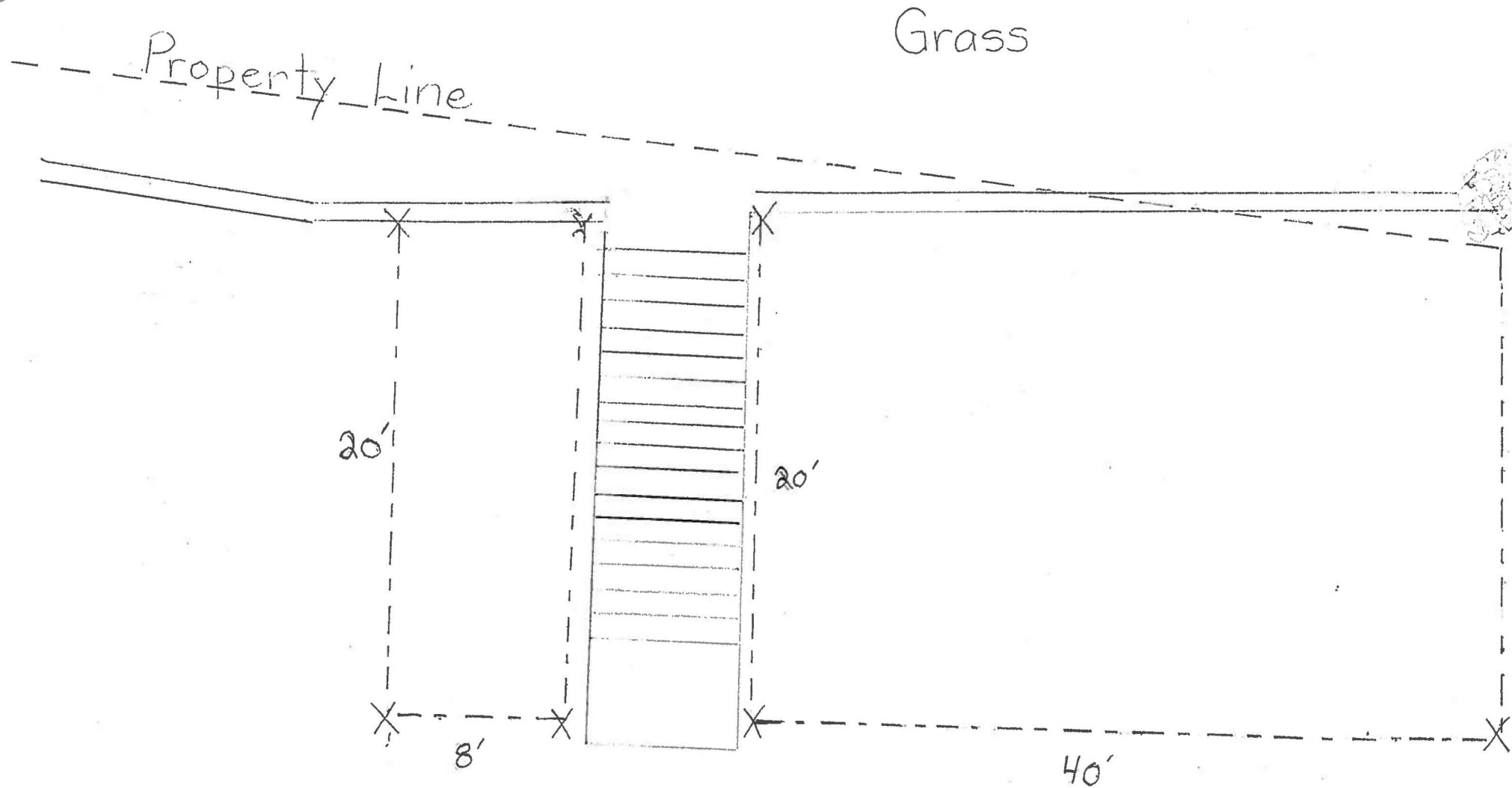
**PID 00234575**



2 Sunset Lane  
Rothsay, N.B.  
EZ H 109

# Plan View

2018September10OpenSessionFINAL\_130

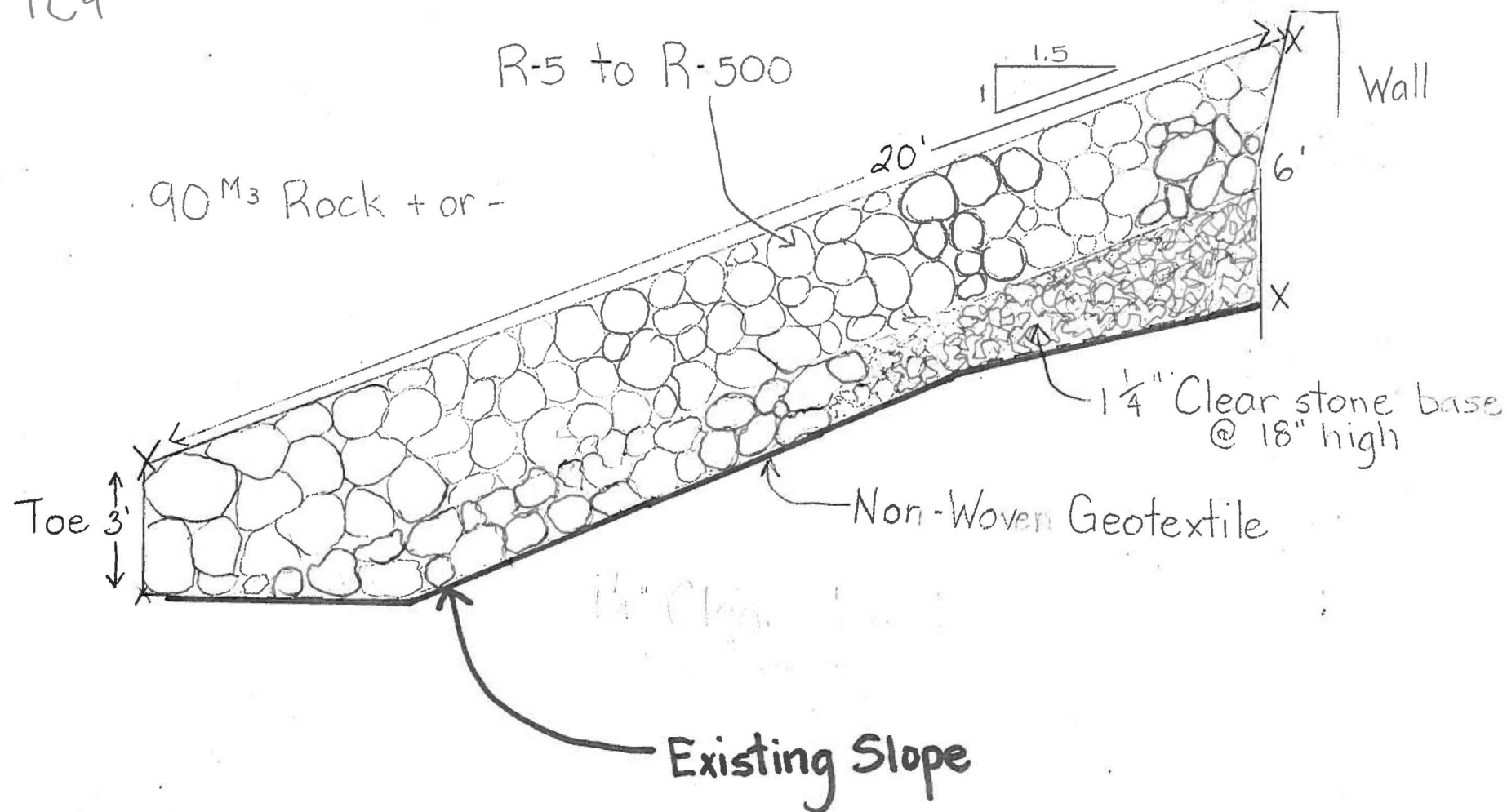


Beach

Michael McCormick

2 Sunset Lane  
Rothsay, N.B.  
E2H 1C9

2018September10OpenSessionFINAL\_131



Side View

Michael McCormick



PID 00234575

2 Sunset Lane  
Rothesay, NB  
PID 00235572



Form 43

AFFIDAVIT OF EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Subscribing Witness: \_\_\_\_\_

Address; \_\_\_\_\_

Person Who Executed  
the Instrument: Linda Wendy Sherbo

Place of Execution: Rothesay, New Brunswick

Date of Execution: \_\_\_\_\_

I, the subscribing witness, make oath and say:

- 1. That I was personally present and saw the attached instrument duly executed by the party specified and that I am the subscribing witness;
- 2. That the person who executed the instrument is known to me or their identity has been proved to my satisfaction;
- 3. That the instrument was executed at the place and on the date specified above;
- 4. That at the time of execution of the instrument I was of the full age of sixteen years; and
- 5. That the person who executed the instrument is, in my belief, of the age of majority.

DECLARED TO at \_\_\_\_\_, in the)  
County of \_\_\_\_\_ and )  
and Province of New Brunswick, )  
on the \_\_\_\_\_)  
day of \_\_\_\_\_ 2018 )  
 )  
BEFORE ME: )  
 )  
 )  
\_\_\_\_\_ )

Commissioner of Oaths

\_\_\_\_\_  
Subscribing Witness

Form 43

AFFIDAVIT OF EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Subscribing Witness: \_\_\_\_\_

Address; \_\_\_\_\_

Persons Who Executed  
the Instrument: Michael Joseph McCormick

Place of Execution: Rothesay, New Brunswick

Date of Execution: \_\_\_\_\_

I, the subscribing witness, make oath and say:

- 1. That I was personally present and saw the attached instrument duly executed by the party specified and that I am the subscribing witness;
- 2. That the person who executed the instrument is known to me or the person's identity has been proved to my satisfaction;
- 3. That the instrument was executed at the place and on the date specified above;
- 4. That at the time of execution of the instrument I was of the full age of sixteen years; and
- 5. That the person who executed the instrument is, in my belief, of the age of majority.

DECLARED TO at \_\_\_\_\_, in the)  
County of \_\_\_\_\_ and )  
and Province of New Brunswick, )  
on the \_\_\_\_\_)  
day of \_\_\_\_\_ 2018 )

BEFORE ME: )  
 )  
 )  
 )  
 )

\_\_\_\_\_  
Commissioner of Oaths

\_\_\_\_\_  
Subscribing Witness

Form 45

**AFFIDAVIT OF CORPORATE EXECUTION**  
***Land Titles Act, S.N.B. 1981, c.L-1.1, s.55***

Deponent: **Mary Jane Banks**  
Rothesay  
70 Hampton Road  
Rothesay, N.B.  
E2E 5L5

Office Held by Deponent: Town Clerk

Corporation: **Rothesay**

Other Officer Who Executed the Instrument: **NANCY E. GRANT**  
Rothesay  
70 Hampton Road  
Rothesay, N.B.  
E2E 5L5

Office Held by Other Officer Who Executed the Instrument: Mayor

Place of Execution: Rothesay, Province of New Brunswick.

Date of Execution: \_\_\_\_\_, 2018

I, **Mary Jane Banks**, the deponent, make oath and say THAT:

1. I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
2. the attached instrument was executed by me and **Mary Jane Banks**, the other officer specified above, as the officer(s) duly authorized to execute the instrument on behalf of the corporation;
3. the signature "**NANCY E. GRANT**" subscribed to the within instrument is the signature of NANCY E. GRANT, who is the Mayor of the town of Rothesay, and the signature "**Mary Jane Banks**" subscribed to the within instrument as the Assistant Town Clerk is the signature of me and is in the proper handwriting of me, this deponent, and was hereto subscribed pursuant to resolution of the Council of the said Town to and for the uses and purposes therein expressed and contained;
4. the Seal affixed to the foregoing indenture is the official seal of the said Town and was so affixed by order of the Council of the said Town, to and for the uses and purposes therein expressed and contained; AND
5. the instrument was executed at the place and on the date specified above.

DECLARED TO at town of )  
Rothesay, in the County of Kings, )  
and Province of New Brunswick, )  
This \_\_\_\_ day of \_\_\_\_\_, 2018 )

BEFORE ME: )

\_\_\_\_\_  
Commissioner of Oaths ) **MARY JANE BANKS**





**To:** Mayor Grant & Rothesay Council

**From:** John Jarvie, Town Manager

**Date:** Friday, September 07, 2018

**Subject:** Encroachment Agreement (Retaining Wall - 122 Park Drive)

<b>Applicant:</b>	Candace Hamilton & Ian Hamilton	<b>Property Owner:</b>	Candace Lee Hamilton & Ian Kenneth Hamilton
<b>Mailing Address:</b>	122 Park Drive Rothesay, NB E2H 1A8	<b>Mailing Address:</b>	122 Park Drive Rothesay, NB E2H 1A8
<b>Property Location:</b>	Town lands abutting 122 Park Drive	<b>PID(s):</b>	00234575
<b>Plan Designation:</b>	RECREATIONAL	<b>Zone:</b>	Recreation (REC)
<b>Application For:</b>	Encroachment Agreement via By-law No. 1-11		
<b>Input from Other Sources:</b>	Director of Operations		

### Recommendation:

It is recommended THAT the Council consider the following Motions:

- A. Rothesay Council Hereby authorizes the Mayor and Clerk to enter into an encroachment agreement with Candace Hamilton and Ian Hamilton of 122 Park Drive for the purpose of constructing a retaining wall on Town owned land (PID 00234575); and
- B. Rothesay Council Hereby requires that the encroachment agreement be signed by Candace Hamilton and Ian Hamilton within 120 days from the date of final approval by Council otherwise this approval will be void and all obligations arising shall be at an end.

### Origin:

Staff received an request from Mr. Hamilton and Mrs. Hamilton, requesting an encroachment agreement on Town owned property (PID 00234575) abutting their property at 122 Park Drive.

### Background:

The owners of 122 Park Drive have requested an encroachment agreement to permit the construction of a retaining wall along the river facing section of Town owned land abutting their own property. The location and details of the requested encroachments are described in the proposed encroachment agreement.

On September 10, 2012 Council enacted By-law No. 1-11, "A By-law to Manage Town Owned Lands" in order to accommodate residents that desire to develop improvements on Town owned lands that would complement their properties. By-law 1-11 is also intended as a mechanism to protect the Town from liability claims by ensuring that such encroachments are safe and do not cause public nuisance.

Part 7 of By-Law 1-11 specifies that "Where a property owner wishes to make improvements not in place at the time of the adoption of this By-law, he or she may apply for an agreement to construct such improvements (encroachment agreement), which agreement shall be approved by Council."

An encroachment agreement may be issued, if the following criteria are met.

Encroachment Criteria	Staff Observation
a. The improvement does not create a hazard or make a natural hazard more severe.	The retaining wall shores up and stabilizes an existing retaining wall. Without this work the existing wall would continue to fail.

Encroachment Criteria	Staff Observation
b. The improvement does not obstruct access to the general public.	The public would not be obstructed from the beach and the public would have little or no reasonable interest in access to this narrow section along the shared boundary with the Hamilton property.
c. The appearance of the improvement is generally complementary to development in the vicinity.	The retaining wall is a standard approach to shoreline stabilization.
d. The applicant agrees to remove the improvement or modify it in the future if so directed by the Town.	The encroachment agreement specifies this requirement.
e. The applicant agrees that the Town may remove or have removed any improvement, at the applicant's expense, if such removal is required to conduct municipal operations or activities.	The encroachment agreement specifies this requirement.
f. The applicant agrees to pay for the cost of supplying and installing signage identifying hazards where deemed necessary by the Town.	No hazards have been identified or are anticipated.
g. The applicant indemnifies the Town against third party claims against the Town and executes a waiver of liability for any damages to persons or property resulting from the improvements on public land.	The encroachment agreement specifies this requirement.
h. The applicant pays the fees set out in Schedule A for such agreement.	The applicant intends to pay the fees as required by the agreement.

### Analysis:

The request for an encroachment is largely motivated by the need to repair an existing retaining wall damaged by the spring flood. Staff have conducted several site visits with the applicant and have reviewed the submission details of requested encroachment and have no additional concerns or observations regarding the application.

### Attachments:

Attachment A Letter from Applicant's Engineer  
Attachment B Proposed Encroachment Agreement 122 Park Drive

**Town of Rothesay  
Development Services  
% Brian White, Director of Development  
70 Hampton Road  
Rothesay, NB  
E2E 5L5**

**September 4, 2018  
File# [REDACTED]**

**RE: Request for Equipment Access to K-Park Common Lands (PID 00234575)  
Via Park Drive K-Park Common Lands Access (PID 00229997)**

**Dear Mr. White:**

Further to our conversation, Mr. Ian Hamilton has requested Fundy Engineering act on his behalf. We are to arrange for Engineering Design in order to repair the armour stone protecting the slope along the beach at the base of his property located at 122 Park Drive in Rothesay (PID 00237602).

Part of the armour stone slope protecting the backyard of 122 Park Drive experienced movement during the unprecedented high water conditions of the 2018 spring freshet. The armoured slope comprises an eastern and western section that are both about 18m long. About 9 m of eastern section was most affected. Movement appears to have resulted from scouring of fine-grained materials from under and in front of the armour stone. Original construction of the wall did not include a geo-textile fabric separator that would have prevented the migration of fine-grained materials during the freshet.

Although only half of the eastern section was affected, we are recommending that the entire portion of that slope be repaired using geo-textile fabric. The existing armour stone must be temporarily removed to facilitate the repair. After the rock has been removed and set aside on the adjacent beach area, a trench will be dug and geotextile fabric will be placed within it. The trench and geo-textile fabric will key the armour stone into the bank and will protect up-slope fine-grained materials from future erosion events during freshets.

Once the armour stone has been reinstated, smaller armour rock will be placed within the interstitial spaces. That smaller armour rock will be imported from Blagdon, which is the same pit where the existing armour stone was sourced. The imported materials will be delivered to the site by dump truck, which will drive to the edge of the slope via PIDs 00229997 and 00234575. A track mounted excavator will then move the material into place.

The excavation equipment will work on the beach in an area limited to directly in front of the existing armour slope and access land. All required prevention measures, such as silt fencing and spill kits will be in place. Due to the size of the existing armour stone and the intent to reach required imported product from the truck box located off the beach area, the contractor recommends use of a 27 ton track mounted excavator.

***Serving Our Clients' Needs First***

**SAINT JOHN OFFICE**  
27 Wellington Row  
PO Box 6626  
Saint John, NB E2L 4S1  
506.635.1566

**CLYDE RIVER OFFICE**  
945AA Upper Meadowbank Road  
Clyde River, PE C0A 1H1  
902.675.4885

**HALIFAX OFFICE**  
PO Box 25083  
Halifax, NS  
B3M 4H4  
902.492.1550

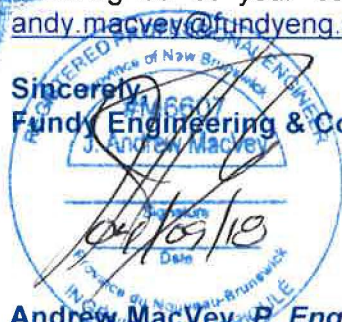


The toe of the armoured slope encroaches on K-Park Common lands (i.e., PID 00234575). It is understood that Rothesay has to provide permission for this work to be done as they are the owner of the land. Also, the only immediate access to the site is via a common access located between 120 and 122 Park Drive (i.e., PID 00229997). Again, it is understood that Rothesay has to provide permission for use of that access during construction.

The Town of Rothesay has a sanitary line that generally runs parallel park drive. A pre-construction survey of the ground surface and existing manhole will be completed. The manhole and ground atop the sanitary line will be protected during the period equipment is moved to and from the project site. Any disturbance to the sod surface will be reinstated following the completion of work.

Should you have any questions or require any additional information please contact the undersigned at your convenience via telephone at 506.674.9410 or by email at [andy.macvey@fundyeng.com](mailto:andy.macvey@fundyeng.com).

Sincerely,  
Fundy Engineering & Consulting Ltd.



Andrew MacVey, P. Eng.  
Geotechnical Engineer

**ENCROACHMENT AGREEMENT**  
Land Titles Act, S.N.B. 1981, c.L-1.1, s.24

**Rothsay By-law No. 1-11, A By-law to Manage Town Owned Lands**

Parcel Identifier of Parcel Burdened by Agreement: **PID 00234575**

Parcel Identifier of Parcel Benefiting by Agreement **PID 00237602**

Encroachment Owners: Candace Lee Hamilton & Ian Kenneth Hamilton  
122 Park Drive  
Rothsay, NB  
E2H 1A8

(hereinafter called the "Owners")

Property Owners: **Rothsay**  
70 Hampton Road  
Rothsay, N.B.  
E2E 5L5

(hereinafter called "Rothsay")

a body corporate under and by virtue of the  
Municipalities Act, RSNB 1973, Chapter M-22,  
located in the County of Kings and Province of New  
Brunswick

Purposes of Agreement: The Owners are desirous of constructing an  
engineered retaining wall that would encroach on  
land owned by Rothsay, as identified on  
SCHEDULE A,

And whereas the Owners will continue and maintain  
said encroachment

**NOW THEREFORE THIS AGREEMENT WITNESSTH** that for and in the  
consideration of the payment of \$200.00 to the Town, receipt of which is hereby  
acknowledged, the parties agree as follows:

- A. The Town agrees that the Owners and their executors, administrators or assigns may continue the encroachment only in accordance with this agreement.
- B. The Owners agree that they will continue the encroachment, including any surface and structure, to be located as shown on SCHEDULE B and generally described as:
  - a. Engineered retaining wall (armour stone, shot rock, and filter fabric)
- C. The Owners agree to adhere to the standards stated in the National Building Code, as may be applicable.
- D. The Owners agree that the encroachment and associated structure(s) will not obstruct access to the public.
- E. The Owners agree that there will be no removal of existing vegetation or future vegetation other than what is necessary to accommodate the placement of the encroachment.
- F. The Owners agree that, should the structure or any portion of it be structurally altered, ordinary repairs excepted, the alterations shall be done so that the structure shall not encroach at all or further on the Town owned land after the alterations and shall be in full compliance with the Town's By-laws.
- G. The Owners agree that the Town has the explicit right to remove the

encroachment without notice in the event of the structure being deemed a hazard at the sole discretion of the Town and the Owners shall be responsible for the cost to remove said encroachment.

- H. The Town may withdraw permission to encroach at any time, after which the Owners shall be responsible for the removal of the structure.
- I. This agreement is issued for a maximum of five (5) years from the date execution and may be renewed.
- J. The Owners shall provide Rothesay with proof of liability insurance with the Owners and Rothesay as named insurers for the lands of Rothesay affected by the encroachment with respect to any claim in relation thereto.

**Indemnification**

The Owners agree to indemnify Rothesay against any liability, claim, demand, action or cause of action of any nature whatsoever, or any expense incident thereto, for injury to or death of a person or loss or damage to property, occurring on or pertaining to the encroachment, including any surface and or structure as shown on Schedule B during the term of this agreement, or arising out of any breach of the Owners covenants.

**Registration**

A copy of this Agreement and every amendment and discharge of this Agreement shall be recorded at the Land Registry office of Service New Brunswick at Hampton, New Brunswick and the Owners shall incur all costs in recording such documents.

**Subsequent Owners**

This Agreement shall be binding upon the parties thereto, their heirs, successors, assigns, mortgagees, lessees and all subsequent Owners, and shall run with the Lands which is the subject of this Agreement until this Agreement is discharged by Council.

Upon the transfer of title to any lot(s), the subsequent Owners(s) thereof shall observe and perform the terms and conditions of this Agreement to the extent applicable.

**IN WITNESS HEREOF** the parties have duly executed these presents this

\_\_\_\_\_ day of \_\_\_\_\_, 2018

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Candace Lee Hamilton (Owner)

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Ian Kenneth Hamilton (Owner)

**Rothesay**

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Nancy E. Grant, Mayor

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Mary Jane Banks, Clerk



**SCHEDULE A**

**PID 00234575**





GENERAL NOTES

No.	REVISION/ISSUE	DATE

FUNDY Engineering

27 Wellington Row  
P.O. Box 6626  
Saint John, NB  
E2L 4S1

Tel. (506) 635-1566  
Fax. (506) 635-0206  
fundy@fundyeng.com  
www.fundyeng.com

Serving Our Clients' Needs First

Project:

SITE  
INSPECTION  
122 PARK DRIVE  
ROTHESAY, NB

Drawing:

SITE PLAN

Project No.	Designed	Date (yy/mm/dd)
13340	AM	18/8/29
Scale	Drawn	Rev.
1:250	RTH	

Sheet

C1.1



Form 43

AFFIDAVIT OF EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Subscribing Witness: \_\_\_\_\_

Address; \_\_\_\_\_

Person Who Executed  
the Instrument: Ian Kenneth Hamilton

Place of Execution: Rothesay, New Brunswick

Date of Execution: \_\_\_\_\_

I, the subscribing witness, make oath and say:

- 1. That I was personally present and saw the attached instrument duly executed by the party specified and that I am the subscribing witness;
- 2. That the person who executed the instrument is known to me or their identity has been proved to my satisfaction;
- 3. That the instrument was executed at the place and on the date specified above;
- 4. That at the time of execution of the instrument I was of the full age of sixteen years; and
- 5. That the person who executed the instrument is, in my belief, of the age of majority.

DECLARED TO at \_\_\_\_\_, in the)  
County of \_\_\_\_\_ and )  
and Province of New Brunswick, )  
on the \_\_\_\_\_)  
day of \_\_\_\_\_ 2018 )

BEFORE ME: )  
 )  
 )  
 )  
 )

\_\_\_\_\_  
Commissioner of Oaths

\_\_\_\_\_  
Subscribing Witness



Form 43

AFFIDAVIT OF EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Subscribing Witness: \_\_\_\_\_

Address; \_\_\_\_\_

Persons Who Executed  
the Instrument: Candace Lee Hamilton

Place of Execution: Rothesay, New Brunswick

Date of Execution: \_\_\_\_\_

I, the subscribing witness, make oath and say:

- 1. That I was personally present and saw the attached instrument duly executed by the party specified and that I am the subscribing witness;
- 2. That the person who executed the instrument is known to me or the person's identity has been proved to my satisfaction;
- 3. That the instrument was executed at the place and on the date specified above;
- 4. That at the time of execution of the instrument I was of the full age of sixteen years; and
- 5. That the person who executed the instrument is, in my belief, of the age of majority.

DECLARED TO at \_\_\_\_\_, in the)  
County of \_\_\_\_\_ and )  
and Province of New Brunswick, )  
on the \_\_\_\_\_)  
day of \_\_\_\_\_ 2018 )

BEFORE ME: )  
 )  
 )  
 )  
 )

\_\_\_\_\_  
Commissioner of Oaths

\_\_\_\_\_  
Subscribing Witness

Form 45

**AFFIDAVIT OF CORPORATE EXECUTION**  
***Land Titles Act, S.N.B. 1981, c.L-1.1, s.55***

Deponent: **Mary Jane Banks**  
Rothesay  
70 Hampton Road  
Rothesay, N.B.  
E2E 5L5

Office Held by Deponent: Town Clerk

Corporation: **Rothesay**

Other Officer Who Executed the Instrument: **NANCY E. GRANT**  
Rothesay  
70 Hampton Road  
Rothesay, N.B.  
E2E 5L5

Office Held by Other Officer Who Executed the Instrument: Mayor

Place of Execution: Rothesay, Province of New Brunswick.

Date of Execution: \_\_\_\_\_, 2018

I, **Mary Jane Banks**, the deponent, make oath and say THAT:

1. I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
2. the attached instrument was executed by me and **Mary Jane Banks**, the other officer specified above, as the officer(s) duly authorized to execute the instrument on behalf of the corporation;
3. the signature "**NANCY E. GRANT**" subscribed to the within instrument is the signature of NANCY E. GRANT, who is the Mayor of the town of Rothesay, and the signature "**Mary Jane Banks**" subscribed to the within instrument as the Assistant Town Clerk is the signature of me and is in the proper handwriting of me, this deponent, and was hereto subscribed pursuant to resolution of the Council of the said Town to and for the uses and purposes therein expressed and contained;
4. the Seal affixed to the foregoing indenture is the official seal of the said Town and was so affixed by order of the Council of the said Town, to and for the uses and purposes therein expressed and contained; AND
5. the instrument was executed at the place and on the date specified above.

DECLARED TO at town of )  
Rothesay, in the County of Kings, )  
and Province of New Brunswick, )  
This \_\_\_\_ day of \_\_\_\_\_, 2018 )

BEFORE ME: )

\_\_\_\_\_  
Commissioner of Oaths ) **MARY JANE BANKS**

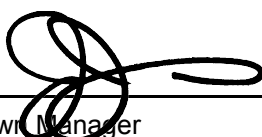


70 Hampton Road  
Rothesay, NB  
E2E 5L5 Canada

**Rothesay Council**  
**September 10, 2018**

**TO:** Mayor Grant and Members of Rothesay Council

**SUBMITTED BY:**

  
\_\_\_\_\_  
John Jarvie, Town Manager

**DATE:** 6 September 2018

**SUBJECT:** Municipal Plan Review – Public Consultation Report

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### **INFORMATION REPORT**

#### **ORIGIN**

On June 5th, 2018 Rothesay began its community outreach and engagement process as part of the municipal plan and by-law review. To promote public feedback and to encourage residents to get involved in the planning review Rothesay hired CoUrbanize, a company that specializes in municipal engagement and community feedback. Staff continues to work with CoUrbanize in order to provide residents with an online tool that they may use to get engaged in the planning review process and involved in upcoming planning decisions.

#### **BACKGROUND**

Under Section 32(1) of the Community Planning Act, municipalities are required to complete a municipal plan review within 10 years of its enactment for the purpose of examining and reporting on the plan's effectiveness, and to make any potential amendments. The current plan was created in 2010, and is entering its 9th year since its enactment. Staff has targeted completion of the plan review and enactment of the new by-laws within the 2019 calendar year. Under Section 32(2) of the Community Planning Act a planning review may take no more than 36 months to complete. During this review period town staff will host a series of public open houses that will provide opportunities for people to provide feedback and ask questions. CoUrbanize will be used alongside these meetings to foster ongoing public engagement.

#### **Public Meetings & Community Engagement**

As stated above, the objective of the planning review is to examine the effectiveness of the existing plan and to amend or repeal certain policies if necessary. The plans effectiveness can be determined by its overall reflection of the community's values, goals, and vision of the future. These are often established through public discourse, while others are long-standing community values that are well established in the community. By successfully identifying these values and goals, and the overall vision for the Town, Staff will be better informed in the recommendations to Council, and in drafting future policies for the future municipal plan.

In June, 2018 town staff held four open houses for the public as a way to start off the planning review. The meetings were held between 4:00 pm and 7:00 pm, followed by a presentation and Q/A period between 7:00 pm and 8:00 pm. The meetings were held at the Bradley Lake Community Centre, the



Fairvale Outing Association, the Bill McGuire Centre, and Rothesay Town Hall. CoUrbanize went live prior to the first meeting to encourage members of the public to get engaged and participate in the conversation online.

### **Comment Analysis & Coding**

Community feedback is an important benchmark in developing a community vision; moreover, it provides insight into what topics and areas of interest are of particular importance to the community at the time. Comments can also highlight issues in the community, which may not have been apparent prior to their publication. To manage and better understand public feedback gathered online from CoUrbanize and from public meetings, staff have developed a sorting method that analyzes the comments. This sorting method is referred to as coding and it is used to identify and establish common patterns and relations through themes. Coding is a popular method of qualitative analysis in research and is used commonly in the planning field.

Town staff completed this process by analyzing each individual comment and established a list of associated ideas. Next, staff used the associated ideas to develop subthemes that would fall within the current municipal plans land use chapters. An example of this coding process can be seen below.

<b>Comment</b>	<b>Associated Idea</b>	<b>Themes</b>	<b>Subthemes</b>
A trail along the River, between Renforth Wharf Park and East Riverside-Kinghurst would be a great amenity!	Pedestrian/Cycling Access; Renforth Wharf/Park; ERKH; Park; Pedestrian/Cycling access; Pedestrian/Cycling connection	Transportation; Recreation	Active Transportation; Parks

### **Importance of the Data**

Throughout the municipal plan review staff intend to update the existing coding tables, and continue to develop subthemes where applicable. Staff believe coding the comments on CoUrbanize and those from public meetings will help establish the community's values and areas of interest, will provide direction for how Rothesay may continue to improve in the future. Furthermore, a comprehensive understanding of the feedback and comments received from the public will help inform future studies and research for staff, as well as future decisions for Council. Furthermore, an analysis of the existing comments can provide insights for future public engagement sessions, focused workshops, as well as aiding staff in understanding resident's ideas or concerns.

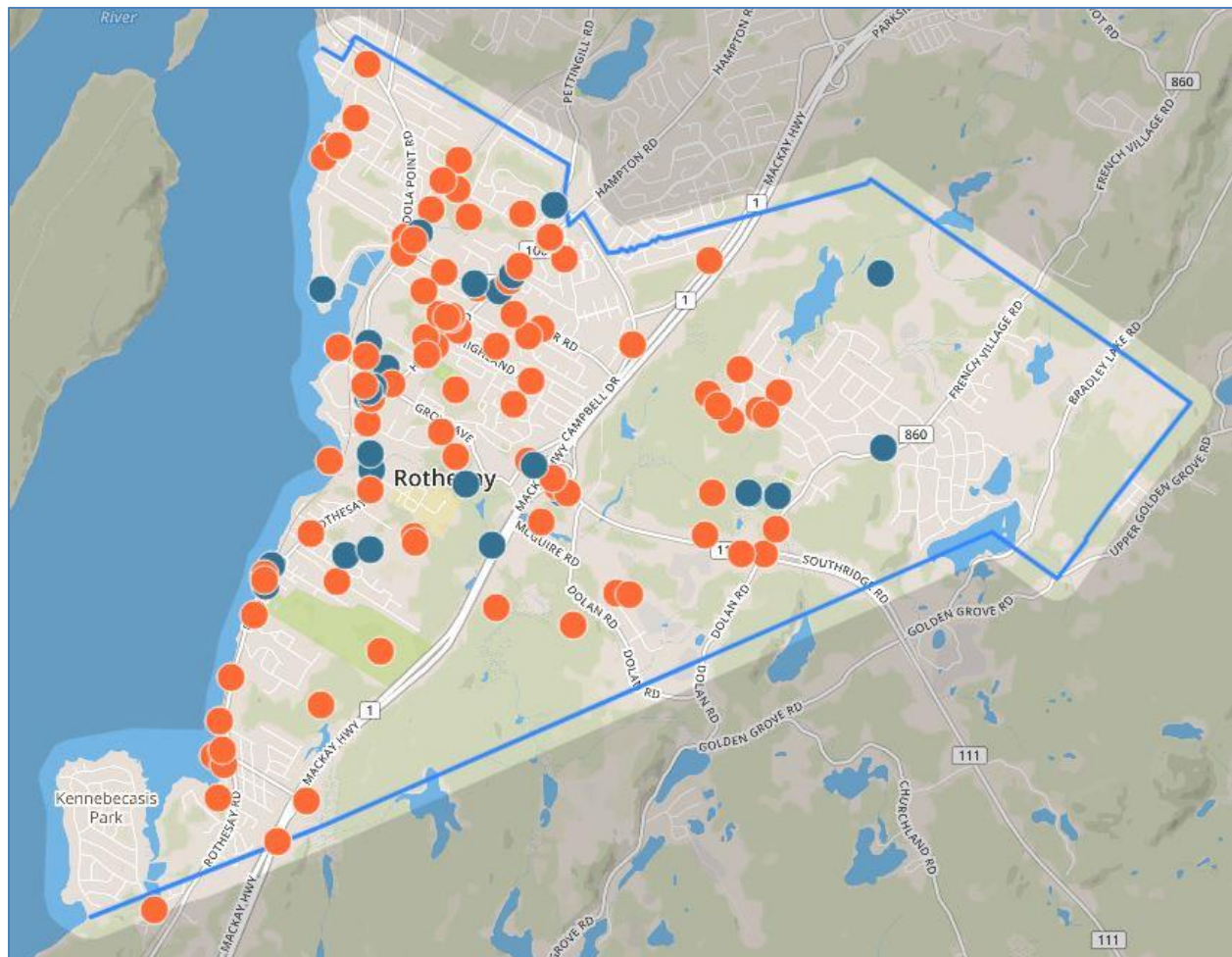


Figure 1 - Screen shot of the Courbanize Map showing public comment locations

#### A Summary of the CoUrbanize webpage

- 600+ webpage visits;
- 94 followers (Including Council, Town Staff, and representatives from CoUrbanize);
- 230 comments (as of September 5, 2018);
- Comment sentiment (55% Positive, 21% Neutral, and 24% Negative); and
- Staff comment response rate: 18%

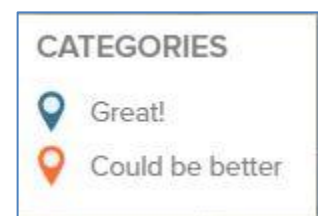


Figure 2 - Legend for  
Public Comments

#### Appendix:

1. List of coded data and identified themes
2. List of coded public feedback

*Stirling Scroy*

Report Prepared by: Stirling Scroy, Town Planner

## Appendix 1: Community Feedback Codes & Themes

**Table 1.** List of general themes from the current Municipal Plan used to thematically sort comments.

Theme
Environment
Rural Area
Residential Development
Special Areas
Institutional
Commercial Development
Industrial
Recreation
Transportation
Utilities
Town Services & Administration
Communication <b>(Not in Municipal Plan)</b>
Arts & Culture <b>(Not in Municipal Plan)</b>
Urban Design <b>(Not in Municipal Plan)</b>

**Table 2.** The number of time each theme was used to thematically categorize a comment.

Theme	Quantity
Environment	25
Rural Area	0
Residential Development	43
Special Areas	0
Institutional	3
Commercial Development	26
Recreation	120
Transportation	101
Utilities	3
Town Services & Administration	0
Communication	28
Arts & Culture	20
Urban Design	41

**Table 3.** A list of subthemes derived from comments used to thematically sort associated ideas and refine thematic code selection.

Subtheme
Active Transportation
Activities & Programs
Age Friendly
Beautification
Business



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Climate Change  
Community Engagement  
Design Standards  
Economic Development/Business Improvement  
EMO  
Flooding & Drainage  
High Density Residential  
Housing  
Land Use  
Landscaping  
Low Density Residential  
Municipal Collaboration  
Parking  
Parks  
Private Facilities  
Public Facilities  
Road Maintenance  
Road Network  
Road Upgrade  
Streetscapes  
Tourism  
Town Branding and Promotion  
Transit  
Wayfinding (Signage/Lighting)

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**Table 4.** The number of times each subtheme was used to thematically categorize an associated idea from the original comment.

Subthemes	Quantity
Active Transportation	73
Activities & Programs	17
Age Friendly	21
Beautification	20
Business	19
Climate Change	5
Community Engagement	15
Design Standards	37
Economic Development & Business Improvement	13
EMO	9
Flooding & Drainage	5
High Density Residential	6
Housing	39
Land Use	80
Landscaping	11
Low Density Residential	10
Municipal Collaboration	14
Parking	5
Parks	68
Private Facilities	4
Public Facilities	28
Road Maintenance	24

Road Network	44
Road Upgrades	28
Streetscapes	46
Tourism	21
Town Branding & Promotion	16
Transit	3
Wayfinding (Signage/Lighting)	19

Comment ( <b>CoUrbanize</b> )	Ideas	Themes	Subthemes
A trail along the River, between Renforth Wharf Park and East Riverside-Kingshurst would be a great amenity!	Pedestrian/Cycling Access; Renforth Wharf/Park, ERKH Park; pedestrian/cycling network; pedestrian/cycling connection	Transportation, Recreation	Active Transportation; Parks
Work with the City of Saint John to try and turnover the lands at the entrance to K-Park - difficult having the entrance be in Saint John while the majority of residents there live in Rothesay.	Saint John; Municipal Collaboration; Communication; Road Upgrade; Lot lines/municipal boundaries; secondary entrance	Transportation, Recreation, Communication	Road Network; Road Upgrades; Municipal Collaboration
Pedestrian and cycling access over the MacKay Highway.	Pedestrian/Cycling Access; Renforth Wharf/Park, ERKH Park; pedestrian/cycling network; pedestrian/cycling connection	Transportation, Recreation	Road Network; Road Upgrades; AT
The Rothesay Arena has seen better days - time for a new arena or a major upgrade!	Rothesay Arena; public amenity; Public Facility upgrade	Recreation	Public Facility
We could use a sidewalk from Broadway to the tracks. LED solar cross walk light to facilitate safecrossing of the Old Rothesay Road by the Irving. A secondary entrance in case of derailment for emergency vehicles. Mike Griffin.	Pedestrian/Cycling Access; Pedestrian/Cycling network; Pestrrian/Cycling connection; pedestrian lighting; pedestrian/cyclist safety; secondary entrance to EMO site	Transportation	Active Transportation; Streetscapes; Road Upgrades
Rothesay Common - what an awesome makeover that was done a few years ago! The park is used by all ages and has become a great place to connect with people.	Rothesay Common; park; common space; community space; social space		
What about exercise equipment designed to be outdoors? This could go on the commons too.	Outdoor activities/exercise; Rothesay Common	Recreation	Active Transportation; Activities & Programs; Parks
The Renforth Boat Club could partner with the town and create a great modern marina with a range of facilities for avid boaters as well as dropins. There could be boat rentals, instruction, public washrooms and meeting space as well as a strong members driven facility for launch, Haulout and storage.	Waterfront development; boating, water recreation, Renforth Boat Club; marina; boat rentals; marina public amenities; community space; social space; Tourism; storage	Recreation, Arts + Culture; Commercial Development	Public Facilities; Private Facilities; Tourism; Business; Land Use
Would also love to see a nice little licensed cafe/resto there, overlooking the water, with a big deck. This would be great for tourists and Rothesay residents. Those worried about noise and drunks should have a little more faith in people. If it is a nice place, appropriately priced, with reasonable hours (not open late), then these things won't be a concern.	waterfront development; restaurant; business establishment; Tourism; community space; social space	Recreation, Arts + Culture; Commercial Development	Public Facilities; Private Facilities; Tourism; Business; Land Use



Comment (CoUrbanize)	Ideas	Themes	Subthemes
Let's make an official walking/biking trail (with bridge) between Dobson Lane and Monaco Drive. Would be an excellent way to connect other subdivisions with restaurants and bars.	Pedestrian/cycling access; Dobson Lane and Monaco Drive; pedestiran/cycling network; pedestrian/cycling connection; destinations; connect to business district/commercial area	Transportation	Active Transportation; Road Network
There should be a large welcome sign to Rothesay. We should also be proud of how safe our community is with our fabulous police and career fire department . We should be boasting how safe a community we have and how great it is becoming.	Town promotion; branding; attractions; Tourism; community values	Arts & Culture; Communication	Town Branding & Promotion; Tourism; Business
Love this walking trail. Perhaps some Parking at each end?	Parking requirement for trails/Parks	Transportation; Recreation	Parking; Active Transportation; Parks
Thank you Matt. I am keen on having the entrance to K-Park within Town limits. In a recent letter to the Town of Rothesay, I make a 6-point argument as to why I think this. A link to my letter can be found here: <a href="https://bit.ly/2LJygMd">https://bit.ly/2LJygMd</a> Please scroll to pages # 8 and 9, thank you.	Saint John; Municipal Collaboration; Communication; Road Upgrade; Lot lines/municipal boundaries		
Develop a pedestrian/cycling trail along the railroad to connect with the Town of Quispamsis' Trail System.	Pedestrian/Cycling access; CN Rail; pedestrian/cycling network; pedestrian/cycling connection; muicipal collaboration; communication	Transportation, Recreation; Communication	Active Transportation; Municipal Collaboration
It would be nice to have a crosswalk here for pedestrians to cross from the end of the gravel path at ERK Park to the sidewalk on the other side of Rothesay Road.	Road Upgrade, pedestrian/cycling access; pedestrian/cycling safety; ERKH; Rothesay Road	Transportation, Recreation	Active Transportation; Road Network; Road Upgrade
why develop such a beautiful area? Leave it be!	Develop; protect natural area; preserve; protect recreation; hiking; park; private property; unofficial park; unofficial trail	Recreation; Residential Development; Commercial Development	Active Transportation; Land Use; Park
Please do not develop the area of spy glass hill. It is beautiful and the trails are so wonderful. And should be a dedicated green space. Not developed into prefab city. Part of the reason I live where is what we chose to buy in this area with this trail system to be used by our whole family and appreciate nature.	Develop; Spyglass hill; dedicated green space; protect recreation; community asset; trail; trail network; trail system; private property; unofficial park; unofficial trail	Recreation; Residential Development; Commercial Development	Active Transportation; Land Use; Park
The commons upgrade is the best part of living in Rothesay. It is very well maintained.	Rothesay Common; community asset	Recreation	Park; Active Transportation; Public Facility
Would love another way to connect a side dead end street to the main Hampton Road instead of only having Clark road to connect.	Road Upgrade, road connections; Hampton Road, Clark Road; dead end street	Transportation	Road Network, Active Transportation

Comment (CoUrbanize)	Ideas	Themes	Subthemes
It would be nice to have a splash pad added for kids somewhere. Maybe in the commons or in another part of Rothesay.	Splash pad; Rothesay Common; children; recreation; water recreation; outdoor activities	Recreation	Public Facility
Would love a running track along the river	Recreation; waterfront development; running track; outdoor activities	Transportation, Recreation	Active Transportation
Yes and we don't have to go far. Taking the Harbour Passage in Saint John as an example, there are a couple of spots where their path intersects with the railroad. See <a href="https://www.google.ca/maps/place/Saint+John,+NB/@45.2736104,-66.0743262,330m/data=!3m1!1e3!4m5!3m4!1s0x4ca7c50d1ef9f977:0xf08156072617d267!8m2!3d45.2733153!4d-66.0633081">https://www.google.ca/maps/place/Saint+John,+NB/@45.2736104,-66.0743262,330m/data=!3m1!1e3!4m5!3m4!1s0x4ca7c50d1ef9f977:0xf08156072617d267!8m2!3d45.2733153!4d-66.0633081</a> for example. I'm not sure what agreements or permissions are in place to make this happen but there does seem to be a precedence. Thanks for listening to our feedback!	Waterfront development, water recreation, pedestrian/cyclist network	Recreation; Transportation	Active Transportation; Parks
The recent upgrades to the Wells Recreation Park upgrades (dog park, walking/skiing trails, ball park, Parking lot, etc.) are awesome and many people are using them	Wells Recreation Park; community asset		
Barsa subdivision is lacking a playground and it would be a great idea to connect the subdivision, by trail, out to the Arterial so it could connect to the Wells Recreation Trails, the Bi-Centennial Trails, and the Hillside Trails.	Barsa Subdivision; no playground; trail connections to Arterial; pedestrian/cyclist connections; pedestrian/cyclist network; pedestrian/cycling access; Bi-Centennial Trails, Hillside Trails; Wells Recreation Trails	Recreation; Transportation	Public Facilities; Parks; Active Transportation; Road Upgrades; Road Network
Any plans you can share on what will happen with the entrance road?			
That would be nice			
Love the gazebo added at kinghurst park.	ERKH park, gazebo; passive recreation; community asset	Recreation	Parks; Public Facility
Complete the connection across the highway. Complete the trail around Carpenter's Pond. Place a catwalk across the dam outfall to allow safe foot traffic access to Dolan Road side of the pond.	Pedestrian/cyclist access; pedestrian/cyclist connection; pedestrian/cyclist network; MacKay highway; Carpenter's Pond trail; Dolan Road	Transportation, Recreation	Active Transportation; Road Network; Road Upgrade
That would be a great addition too. Great place to enjoy a glass of wine!	Waterfront development; Tourism, business; common space; community space; social space	Commercial Development; Recreation; Arts & Culture	Public Facility; Private Facility; Park; Tourism; Business; Land Use
A boat launch here as it would be a perfect spot	Waterfront development, boating; boat launch; water recreation	Recreation	Public Facilities; Park; Land Use
Even a walking trail with bridge would be really useful.	Trail; pedestrian/cyclist connection; pedestrian/cyclist network	Transportation, Recreation	Active Transportation; Road Upgrade; Road Network; Land Use

Comment (CoUrbanize)	Ideas	Themes	Subthemes
I was actually talking about this at last week's PAC meeting. I have used this unofficial 'trail' for over a decade. It used to have a bridge (a few boards) going over the creek, but I guess someone removed it. Now, depending on the creek's water level, sometimes I have to cross a log (not safe) or take my boots off and walk through the water. People have long used this as a trail, so it is time it became official. It encourages people to walk up to the grocery store and our new pubs, restaurants and breweries, as well as other businesses.	Trail; unofficial trail; destinations; busines district; commercial district; pedestrian/cyclist connections; pedestrian/cyclist access; pedestrian/cyclist network; CN rail; private property; transportation	Transportation, Recreation	Active Transportation; Road Upgrade; Road Netowrk; Land Use
I don't think it is private property we are crossing, unless you mean the rail company. There are many examples, as Ray pointed out above, of safe rail crossings. I actually think this was originally planned as a potential connector from that area down to Gondola Pt Road. It sure looks like it when you look at it on a map...	CN Rail; private property; trails; pedestrians/cyclists	Transportation, Recreation	Active Transportation; Road Upgrade; Road Netowrk; Land Use
The new pavilion and washrooms are an excellent addition to the East Riverside-Kingshurst Park!	waterfront development; park; passive recreation; Public Facility; ERKH park	Recreation	Parks; Public Facility
Agree; nice to have these amenities to encourage people to get outside.		Recreation	Activities & Programs; Parks
Awesome idea.....lots of kids here in the subdivision and connecting the trails would be a bonus to improve the health and wellness, mostly because we lack sidewalks	Trails, pedestrian/cyclist access; pedestrian/cyclist network; pedestrian/cyclist connections; health and wellness	Recreation; Transportation	Active Transportation; Road Upgrade; Road Netowrk; Land Use
We need more Housing in the 225-275k range with 1/2-3/4 acre lots.....would be a perfect location	Housing, affordability, pricing; acre lots; greenfield; central location; private land	Residential Development	Housing, Mixed Residential; Land Use;
This street has so many young children who live here. Because of many speeding residents and visitors, Please put some thought into sidewalks or more patrols on the street.	Road Upgrade, pedestrian/cyclist safety; sidewalks; traffic control; traffic signs; speed limit; vehicular traffic	Transportation	Streetscapes; Road Upgrade; Road Network
Improve deteriorating sidewalks on Marr Road and place a park bench with garbage can like the Hampton Rd. Time for this stretch of the Marr Rd to be cleaned up and made more visually appealing.	Road Upgrade; sidewalks; Marr Road; passive recreation; benches and garbage cans; Hampton Road; cleanup; Beautification	Transportation; Residential Development; Commercial Development; Industrial; Institutional	Streetscapes; Road Upgrade; Road Network; Design Standards; Land Use
Develop more senior friendly apartments close to amenities	Housing; affordability; senior Housing; senior friendly; universally accessible; Age-Friendly; close to amenities; central locaiton	Residential Development	Mixed Residential; Housing; Low Density Residential; High Density Residential; Land Use



Comment (CoUrbanize)	Ideas	Themes	Subthemes
Beautiful trail			
No one is suggesting that. What the area needs is a mental shift, to be open to a licensed restaurant/bar by the river. Historically, there has been a lot of opposition to this sort of thing, for no good reason. I'd rather have a public bar/resto than only private clubs having a place to have a drink along our gorgeous river. We need a place that boats can dock up, to stop for lunch and perhaps a drink. Like The Old Boot in Gagetown (only nicer ;) PS I love The Old Boot. I want this for locals and tourists. Surely there is an entrepreneur who would wish to open such a thing, if they had the 'social license' to do so.	Promote public spaces; social spaces; community spaces; avoid private spaces; waterfront development; amenity; community asset	Commercial Development; Recreation; Arts & Culture	Public Facilities; Land Use; Private Facilities; Buisiness; Tourism; Parks
trees and shrubs all along Rothesay Rd and Hampton rd sidewalks. A lot of the branches are hanging down and some cedar hedges are impedeing the width of the sidewalk. I figure if I'm 5'4' and I have to duck under branches, they likely hang a little low	Road Maintenance; right of way; property management; vegetation; Landscaping; pedestrian/cyclist safety; vehicular traffic	Environment; Urban Design	Landscaping, Streetscapes; Road Upgrade; Design Standards; Road Maintenance
A boat launch with wharf at end of Cameron	Waterfront development, boating; boat launch; water recreation; public amenity; community asset; Jordan Miller Park/Beach	Recreation	Public Facilities; Parks; Land Use
Fix the beach up so there is a swimable beach (and maybe some life guards) beside at one end of town	Water recreation; beach; pubic amenity; community asset; Jordan Miller Park/Beach	Recreation	Public Facilities; Parks; Land Use
I use this trail with my 3 year old daughter to explore Rothesay's wonderful Parks and communities on foot or bike. But, I feel conflicted. On one hand I want to instill in my daughter an active lifestyle where our first choice for getting around does not include a car. On the other hand, I want to instill in my daughter a respect for private property and I am reasonably certain that we are trespassing by crossing the train tracks. It would be great to see this trail legitimized and our neighbourhoods officially connected!	Trails; trail network; trail system hiking; pedestrian/cyclsing network; pedestrian/cycling access; private property; unnoffical park; unofficial trail; public access; transportation	Recretaion; Residential Development; Commercial Development	Land Use; Parks; Active Transportation
Great to have traction sand freely available here for residents to access in winter. Could be even better if it was signposted and a sign next to the pile.	Public service; EMO; emo response; disaster management	Recreation, Transportation; Communication; Environment	Wayfinding; EMO; Climate Change

Comment ( <b>CoUrbanize</b> )	Ideas	Themes	Subthemes
Exercise walking trail loops. These could be selected around many of the residential and commercial areas of Rothesay. Signposted with distance. Choose routes that have good sidewalks and quite residential roads. e.g Sprucewood ave - Spruce Court - Scott Ave - Hampton Rd - Almon Ln - Gondola Point Rd - Sprucewood Ave	Outdoor activities/exercise; walking; pedestrian/cyclist connections; pedestrian;cyclist network; signage; Wayfinding; existing sidewalks; established walking routes; Sprucewood Ave; Spruce Court; Scott Ave; Hampton Road; Almon Lane; Gondola Point Road	Transportation, Recreation	Public Facilities; Active Transportation; Road Upgrades; Road Networks
Cross walk to Arthur Miller Fields. Many kids walk up from Rothesay Commons area and dangerously cross the road.	Pedestrian; crosswalk; sidewalk; pedestrian safety; Road Upgrade; Rothsay Common; danger	Transportation; Recreation	Streetscapes, Road Network; Road Upgrades
Perfection. Please leave as-is!			
It is time for a new Arena and there needs to be support from all levels of Govt for it. you go to many northern NB communities and they all have brand new rinks. There are close to 1200 kids that play minor hockey in KV not to mention all the other user groups.	Rothesay Arena; public amenity; Public Facility upgrade; government support; municipal support; children and youth	Recreation	Public Facilities
A great facility but maybe there could be storage spaces for rent for bicycles so people like me wouldn't have to cycle up steep hills at the end of a ride.	Bill McGuire Centre; Public Facility; storage space; bicycle rentals; cyclist access	Recreation, Transportation	Active Transportation; Public Facilities
Nice upgrade to the bridge crossing.			
Would love to see some kind of trail or boardwalk in place here.	Trail; boardwalk; Fox Farm Road; pedestrin/cycling access; pedestrian/cycling network; pedestrian/cycling connection	Transportation, Recreation	Active Transportation
I would love the opportunity to be able to walk from my home to this trail instead of driving.	Trail; Wells Recreation Trail; Pedestrian/cycling access; pedestrian/cycling network; pedestrian/cycling connection; MacKay development	Transportation, Recreation	Active Transportation
Wondering if it would make more sense to look into the possibility of valley communities combining their efforts for some recreational venues as with small populations it seems unrealistic to expect each community to be able to afford a state of the art venue.	Municipal Collaboration; government support; Kennebecasis Valley; recreation; project; affordability; Public Facility; Rothesay Arena; social space; public space	Recreation	Public Facilities
Times are tough. Perhaps we all need to pause and reflect on 'needs verses wants'	Project; Public Facility; affordability;		
It is never too late to investigate all possibilities. Circumstances and opinions change and so must our leaders.	Project; Public Facility; affordability; government support; Municipal Collaboration		

Comment (CoUrbanize)	Ideas	Themes	Subthemes
Easily connect Quispamsis rd to the underpass on clark	Trail; trail connection; trail network; Municipal Collaboration; pedestrian/cyclist network; pedestrian/cyclist connection; CN Rail; private land	Transportation	Active Transportation; Road Network; Road Upgrade; Land Use
There is a lot of land where the communities had roads, paths, right of ways, old sewage lines beside the tracks that could be developed	trail, develop; CN Rail; trail connections; trail network; Municipal Collaboration; private land	Utilities, Transportation; Communication	Active Transportation; Road Upgrades; Road Networks; Land Use
there are paths leading from Burns, School and Dobson to the access rd now they could be secured	trail; private land; CN Rail; trail connection; trail network	Communication, Transportation	Road Network; Active Transportation; Land Use
I heard this was going to be done in past years but one- just ONE home owner would not allow his or her property to be involved so they had to scrap it. And there was funding offered for it. So ridiculous.	waterfront development; trail; pedestrian/cyclist connection; pedestrian/cyclist network; pedestrian/cyclist access; ERKH park; Renforth wharf; Renforth park; neighbourhood dissatisfaction;	Recreation; Transportation	Active Transportation; Road Upgrades; Land Use
Excellent idea Matt, I will expand on your idea and suggest having the trail paved, 8 feet wide that follows the rail road tracks or close by. It would serve as the main spine for active transportaion and have strategic connections with neighbouring communities.	accessible trail; paved trail; trail connection; trail network; commuter trail; municipal collaboration; neighbourhood connections; municipal connections; regional network	Transportation; Recreation	Streetscapes; Road Network
Developing more multi-unit buildings in this area of Town - close to all amenities.	Housing; develop; multi-unit; proximity to amenities; central location; density	Residential Development	Mixed Residential; Housing; Low Density Residential; High Density Residential; Land Use
Is there potential for residential development here?	Housing; rural; develop; greenfield; watershed area; secondary planning area	Residential Development	Mixed Residential; Housing; Low Density Residential; Land Use
Poor road conditions with trees growing out of road, poor ditches causing flooding and sitting water making great ecosystems for mosquitoes.	Road Upgrade; Road Maintenance; pedestrian/cyclist safety; vehicular traffic; vehicle safety	Transportation, Environment	Road Maintenance; Flood & Drainage
Would be nice if this would be graveled from the path to the road like the wells park is. Right now it is unfinished	trail; trail develop; trail upgrade	Recreation, Transportation	Road Maintenance; Active Transportation
We need different options for the big old homes in Rothesay and for the isolated seniors. Community coop sharing models would be attractive and timely	Housing; aging Housing stock; Housing options; co-op Housing; Housing sharing; seniors; senior Housing; age-friendliness; isolated seniors	Residential Development	Mixed Residential; Housing; Low Density Residential; Land Use



Comment (CoUrbanize)	Ideas	Themes	Subthemes
There are more and more innovative ideas being developed that we need to take into serious consideration. We do not necessarily have the population here in New Brunswick to support the GRANDEUR of some of the ideas but there certainly is nothing wrong with borrowing parts of many proposals using what best suits OUR NEEDS AND AFFORDABILITY.	Seniors; senior Housing; Housing; Housing diversity; Housing options; innovation; local applicability	Residential Development; Communication	Housing; Land Use
New apartments are looking Great			
Develop trails and a look out at Spy Glass Hill, beautiful view	Trail; develop trail; trail connections; trail access; trail network; hiking; private property; public access; secondary planning area; Spyglass Hill; unofficial park; unofficial public area; community area; social space	Transportation, Recreation	Active Transportation; Land Use; Park
Allow the private owners of spy glass hill to develop it into 1/2 acre lots for single family dwellings	Spyglass Hill; develop; Housing; single family homes; acre lots; secondary planning area; unofficial park; unofficial public area; community area; social space	Residential	Low Density Residential; Land Use; Housing; Park; Active Transportation
Its private property, the owners could close access to the public at any time, if developed, trails and a park could be part of the plan	Trail; develop trail; trail connections; trail access; trail network; hiking; private property; public access; secondary planning area; Spyglass Hill; unofficial park; unofficial public area; community area; social space	Recreation; Residential Development; Commercial Development	Active Transportation; Park; Land Use
I walk the Spyglass trails almost daily - this natural green area is why we moved here. 'Developing' the trails and making them less natural would not be an improvement - we already have several wonderful options now within Rothesay & Quispamsis for developed trails if people want or need accessibility etc. I use those as well and love them all. But It is so nice to have the Spyglass trails as a different, more natural option for walking, running & hiking.	Spyglass Hill; develop; Housing; secondary planning area; private property; unofficial park; unofficial public area; community area; social space	Recreation; Transportation	Active Transportation; Park; Land Use;
It would be nice to ha a few benches to rest on along the trails like around the Commons.	passive recreation; Rothesay Common; benches	Urban Design, Environment; Recreation	Streetscapes; Beautification; Active Transportation; Parks
Thanks for your comment, Eric. An upgrade like this would be a great amenity to Rothesay!			
The Town would have no business subsidizing any business or organization. Moral support but no money. This area of town and KPark have gotten away more than their share of the available revenue for YEARS.	No municipal intervention; no municipal support; no financial incentives; KPARK; Renforth; Renforth Wharf; Renforth Boat Club; waterfront development	Commercial Development;	Economic Development & Business Improvement; Land Use; Business

Comment (CoUrbanize)	Ideas	Themes	Subthemes
trees and shrubs all along Rothesay Rd and Hampton rd sidewalks. A lot of the branches are hanging down and some cedar hedges are impeding the width of the sidewalk. I figure if I'm 5'4' and I have to duck under branches, they likely hang a little low		Urban Design, Environment	Streetscapes, Beautification
Utilize your social media and communicate with residents regarding construction and possible traffic concerns.	Social media; Community Engagement; outreach; information; resident communication; construction and traffic updates	Communication	Community Engagement
This should be in place at the end of the park that was used as beach years ago. The swimming is poor there but much deeper water than the end of Cameron for a boat launch and dock similar to Meehans Cove, Parking and washroom facilities are already in place.	Wharf; boat launch; waterfront development; beach; public amenity; community asset; location; Jordan Miller Park/Beach	Recreation	Public Facilities; Parks; Land Use
End of Cameron Rd is used for boat launching now but there is no room for Parking now and it is a issue (with signs) now	beach, waterfront development; boat launch, wharf, Parking requirement; signage; Jordan Miller Park/Beach	Recreation; Transportation	Wayfinding, Parking; Park; Land Use
I disagree.I think this area is beat served as a beach, rather than a boat launch. Public beaches in Rothesay are quite dispersed and this is a valuable amentity to many townspeople.	beach, waterfront development; boat launch, wharf, Parking requirement; signage; Jordan Miller Park/Beach; beach access, beach locations	Recreation	Public Facilities; Parks; Land Use
Jordan Miller is not a private beach; it is public. they used to have lifeguards but don't anymore, due to lack of use.	Beach, waterfront development; boat launch, wharf; private vs public land; use by public; access	Recreation	Public Facilities; Parks; Land Use
@Sherry - What gives you the impression that the beach isn't used? I, as well as others use it frequently. Having an accessible beach in this part of town is very convenient for the citizens. As others have noted, there is a boat launch close to the beach	Beach; waterfront development; boat launch; wharft; private vs public land; use by public; access; location	Recreation	Public Facilities; Parks; Land Use
@Sherry That's all fine and good; however, the beach at the end of Cameron Road is private land, whereas Jordan Miller is public land. I think it would be in the best interest of the town to maintain the Jordan Miller Beach for public usage.	Beach; waterfront development; boat launch; wharft; private vs public land; use by public; access; location	Recreation	Public Facilities; Parks; Land Use
It is not private land, was donated to Village of Fairvale years ago.	Beach; waterfront development; boat launch; wharft; private vs public land; use by public; access; location	Recreation	Public Facilities; Parks; Land Use

Comment ( <b>CoUrbanize</b> )	Ideas	Themes	Subthemes
At the renforth wharf the middle flower box was flood damaged. Instead of repairing it...take it out making more room for people to sit and enjoy the view...less upkeep too.:	Renforth Wharf; waterfront development; landscape; design; public space; social space; community space; Parking; upgrades/repaires; maintenance	Urban Design, Environment; Transportation	Streetscapes; Parking; Beautification; Road Maintenance
Thank you for the comment, Lindsay! Yes, it would be great to make use of the natural amenities we have.			
Thank you for commenting, Ray! This is a great idea, though its not without its challenges. The train track creates some barriers for potential projects, though we are always interested in finding ways to make a project like this happen in the future. Ray, could you provide examples of communities in New Brunswick or elsewhere in Canada that have had a similar situation?			
If the Town doesn't want to subscribe to the Geography of Nowhere (where everything outside of a very few areas could be anywhere in North America), then it needs to stop accepting any development, regardless of how full of uninterrupted asphalt, how boring, and how devoid of architectural features and real Landscaping. Develop meaningful and substantive design and Landscaping standards. Yes, developers will complain initially, and yes, some development will go to Quispamsis instead, but over time the Town will develop commercial and office premises that tenants, and Town residents, can be proud of, with Streetscapes full of mature trees.	Urban design, suburban design; Land Use; Parking; vehicular use; pedestrian/cyclist use; scale; development; regulations/controls; Streetscapes; trees; community ownership; community values	Urban Design; Environment; Residential Development; Commercial Development; Transportation	Parking; Active Transportation; Business; Town Branding & Promotion; Streetscapes; Landscaping; Wayfinding; Economic Development & Business Improvement
Access point for connection to Quispamsis Canada Trail?	Trails; trail network; trail system hiking; pedestrian/cyclsing network; pedestrian/cycling access; private property; CN Rail; unofficial trail; public access; transportation	Transportation, Recreation; Communication	Active Transportation; Land Use; park
Continue to work with Quispam on improving the cycling/running experience for Gondola point road. In an ideal world (working with SJ too) one should be able to run/ride from ferry to Rockwood Park without interruption and with safe lanes.	Pedestrian/Cycling network; pedestrian/cycling access; pedestrian/cycling; connections; cyclist safety; Municipal Collaboration; Quispamsis; Saint John; Rockwood Park; Gondola Point Road; Gondola Point Ferry	Transportation, Recreation; Communication	Active Transportation



Comment (CoUrbanize)	Ideas	Themes	Subthemes
The timing on the traffic lights for the actuated signals seems to be off. Coming from Sobey's or Oakville Lane can take upwards of 3-5 minutes for the light to change	Road Upgrades; traffic controls; traffic lights; vehicles; vehicle safety	Transportation	Road Maintenance
Many (most) cars turning right out of the Sobeyes Parking lot do not see (or don't look) for people on the crosswalk. I think it would be safer if the crosswalk was angled so that it started at the corner of the Sobeyes driveway and ended at the corner of Oakville Lane and Hampton Road. This would hopefully allow drivers and pedestrians more opportunity to see each other before they are in the road. At the very least there should be a sign alerting drivers to watch for pedestrians in the crosswalk.	Road Upgrades; traffic controls; traffic lights; vehicles; vehicle safety; pedestrian safety; cyclist safety; road design	Transportation, Urban Design, Communication	Road Maintenance; Active Transportation; Road Upgrade; Streetscapes
Mailboxes on Marr Road moved to side streets. Big safety issue. Love seeing all the paving of streets being done! Keep up the good work!	Marr Road; mailboxes; street design; Road Upgrade; pedestrian/cyclist access; vehicle safety; traffic	Urban Design; Transportation	Streetscapes
This excellent trail along the railroad tracks is titled 'The Fairvale Trail' in Rothesay's Active Transportation Plan commissioned by and submitted to the Town in November 2012. Available on town's website under recreation refer to section 7.4.3 for details. It is a backbone of the AT system. When connected to the QR trail and the Trans Canada Trail in Quispamsis it will provide a mostly off-road multiuse trail system connecting the Qplex to Rothesay Arena, six schools and many subdivisions. Citizens and town council need to through their weight behind town staff supporting immediate development of this trail system.	Trails; trail network; trail system hiking; pedestrian/cyclsing network; pedestrian/cycling access; private property; CN Rail; unofficial trail; public access; transportation; municipal support; community support; Municipal Collaboration; regional destination; cycling infrastructure; AT Plan	Transportation, Recreation; Urban Design	Active Transportation; Road Upgrade; Road Netowrk; Land Use
I love the town and would like to see easier traffic flow at rush hour times. A traffic circle at the bottom of the Clarke road would be one way of keeping traffic moving.	Road Upgrades; traffic controls; traffic flows; vehicle movement; vehicle safety; pedestrian safety; cyclist safety; Clark Road; roundabout	Transportation	Road Maintenance; Road Upgrade; Road Network; Wayfinding; Streetscapes

Comment ( <b>CoUrbanize</b> )	Ideas	Themes	Subthemes
I would love to see a wheelchair swing added to the end of the existing swing set in the Commons. Children with physical disabilities are often denied recreational activities at playgrounds. Sadly they can only just sit on the side and watch other children play on the swing set. The Commons is the crown jewel of our town and it should have an accessible swing that can be used by children and seniors. Let's do this for our children and seniors!	Passive recreation; Rothesay common; universally accessible swing; wheelchair swing; Age-Friendly; social space; community gathering space; central location; heart of Rothesay	Urban Design, Recreation	Public Facilities, Parks; Age-Friendly
Multi purpose Marina/restaurants boardwalk. The town should showcase the river. We don't pay enough attention to the world class waterway and thr connection to Saint John, grand bay and Fredericton. Dinner cruises, riverside shops and boutiques could add a lot to the area. In the winter we could also help showcase the many benefits, ice fishing, ski sailing, ice skating to make a few. If we don't take advantage then Grand Bay will start taking population away from Rothesay. There are lots of boaters in our areas that we underserve, Being on the river should not be taken for granted.	Waterfront development; boardwalk; public amenity; social space; community space; business; Tourism; destination; water recreation; restaurant; public space; make use of riverfront;	Recreation, Transportation, Commercial Development; Arts & Culture; Communication; Environment	Streetscapes, Beautification, Economic Development & Business Improvement; Business; Land Use; Town Branding & Promotion; Tourism; Public Facilities; Private Facilities
Add paved shoulders all along Campbell drive cycling. This is primary Active Transportation route. Refer to Active Transportation plan section 7.2.9	Road Upgrade; cycling infrastructure; bicycle lane; AT Plan	Transportation	Active Transportation; Road Upgrade; Road Netowrk; Land Use
Move the entrance of the ball park to the Dolan rd to reduce the chance of accidents and congestion at the intersection of rte 111 and the Dolan rd. To many close calls there	Road Upgrade; pedestrian safety; vehicle traffic; Route 111 and Dolan Road	Transportation; Urban Design	Road Upgrade; Road Network; Streetscape
Welcome to the Rothesay Municipal Planning Map! Add your idea by dropping a pin.			
Thanks for commenting John. Great idea, we will look into this!			
Has anyone costed lighting for the Wells balfield?Cost for Solar lighting of the trail back to the highway similar to those at Rockwoo Park.	Wells Recreation park; ball field; lighting; cost; solar lighting	Urban Design; Recreation	Wayfinding
In general - more trails is always a good idea.	Trails; pedestrian/cycling connections; pedestrian/cycling network; pedestrian/cycling access	Transportation; Recreation	Active Transportation; Parks

Comment (CoUrbanize)	Ideas	Themes	Subthemes
Be nice if the washrooms were open in the mornings for us early morning runners. Stopped here and at the ones in the Commons and they were locked up at 8am	ERKH park; public washrooms; hours of operation; public services; public amenity	Transportation; Recreation; Communication	Active Transportatin; Parks; Wayfinding; Public Facilities
@Shirley, I'm happy to be corrected, but I believe this collaboration was put forward in the past, leading up to the chartering of the QPlex. Quispamsis went it on their own, as Rothesay was not interested. I'm sure the circumstances were more nuanced tha	Rothesay arena; Municipal Collaboration; government support; Qplex, Quispamsis; no community interest; no community support;	Recreation	Public Facilities
It definitely is well used			
Great idea Matt! Do you have some ideas for how it could be designed?			
Could this area be an opportunity for new single-family development, townhomes, and multi-residential? Probably some great views from up there!	Secondary Planning Area; hillside development; Housing; develop; single family; townhomes; multi-residential; Housing diversity; density; location; private land; unofficial park; trails; hiking	Residential Development;	Low Density Residential; Land Use; Housing; High Density Residential; Park; Land Use
Exactly the problem with people today. More focused on themselves and their 'views' than the current green space and the beauty of it. Instead of figuring out how to bulldoze down the environment maybe think outside the box and benefit from it.	Secondary planning area; hillside development; anti-develop; private land; preserve trails; preserve unofficial park; preserve the natural habitat/environement	Residential Development; Recreation	Park; Active transpotation; Housing
Wetland	No development; preserve wetland area; protect watershed; avoid flooding; avoid floodplain	Environment	Flooding & Drainage; Land Use
Upgrades to Almon Lane and Peters Lane look great!			
Roads have trees growing out of them and are falling apart. Ditches are not ditched properly to meet the culvert which causes flooding issues in some houses on the street.	Road Upgrades; street maintenance; culverts; flooding; drainage	Transportation	Road Upgrade; Streetscape; Road Maintenance; Flooding & Drainage; Housing
Trees are growing out of the road.	Road Upgrades; street maintenance; repaving	Transportation	Road Upgrade; Streetscape; Road Maintenace
Sink hole here last year that was only fixed minimally	Road Upgrades; street maintenance; repaving	Transportation	Road Upgrade; Streetscape; Road Maintenace
Garbage is always full of ditches.		Transportation	Road Maintenance; Beautification
The ditches are full of garbage ****	Garbage pickup; unsightly premesis	Transportation	Road Maintenance; Beautification
Guardrail should be replaced very steep bank.	Road Upgrades; street maintenance; vehicle safety; traffic control; guard rails	Transportation	Road Upgrade
The highway is covered in garbage.	Garbage pickup; unsightly premesis	Transportation	Road Maintenance; Beautification
Thank you for comment, Shirley.			



Comment ( <b>CoUrbanize</b> )	Ideas	Themes	Subthemes
Thanks for commenting Shirley. This is something that we will continue to explore throughout the planning review process. Can you think of a particular example that could work well in Rothesay?			
I marked it on map with balloon, bottom of Rosedale. Maybe another spot might be the empty lot on Chapel Road across from Chapel Hill	Senior Housing; Housing; density; close to services; proximity; location; Chapel Road; Chapel Hill	Residential Development	Low Density Residential; High Density Residential; Land Use; Housing; Mixed Residential
Sadly, its not owned by the town, its all private property owners	Secondary Planning Area; private property; unofficial park; unofficial public area; trails; green space; develop	Residential Development	Parks; Housing; Land Use
That truly is sad! Perhaps at some point it could become available for purchase.	Secondary Planning Area; private property; future public land purchase; community space; social space	Residential Development	Parks; Housing; Land Use
it already has trails that have been walked on for years now.	Secondary Planning Area; private property; unofficial park; unofficial public area; trails; green space; informal area; significant to community	Residential Development	Parks; Housing; Land Use
Install a walk light on,pedestrian CROSSWALK to Town Hall	Street upgrade; sidewalk; crosswalk; pedestrian; traffic control; pedestrian controlled pedestrian crosswalk light; Town Hall	Transportation; Urban Design	Streetscape; Active Transportation; Road Network; Wayfinding;
Improve condition of paving at entrance to Parking area for Town Hall	Street upgrade; sidewalk; road; Town Hall; repaving	Transportation; Urban Design	Road Maintenance; Road Upgrade; Streetscapes
Its private property, they could close it off to public access at anytime	Secondary Planning Area; private property; develop;	Residential Development	Parks; Housing; Land Use
Please add a crosswalk with lights at this intersection. Despite speed limits traffic moves through this area 20-30Km over the speed limit. Even when we are with our children traffic never yields to let us cross. It can take dozens of cars before someone notices us.	Street upgrade; sidewalk; pedestrian; traffic control; Green Road; Rothesay Road	Transportation; Urban Design	Streetscape; Active Transportation; Road Network; Wayfinding;
Love the side walk added to this street			
Thanks for commenting, Ashley! Would you like to see any further additions to the Commons in the future?			
What is the operating cost? Is it transparent anywhere?	Rothesay Common; cost; operations; public data?	Recreation	Parks; Public Facility
Pond or no pond the 5 culverts feeding down to Monaco still need to be enlarged with all the screwy weather we have been having.	Monaco Drive; flooding; culverts; drainage; retention pond; weather; climate change	Utilities; Residential Development	Flooding & Drainage; Land Use; Climate Change; Housing; Road Maintenance; Road Upgrade

Comment (CoUrbanize)	Ideas	Themes	Subthemes
We also need a breakwater so there could be finger piers and good protection in the harbour	Renforth Wharf; waterfront development; landscape; marina; finger piers; create a destination; design; public space; social space; community space; Parking; upgrades/repairs; maintenance	Recreation; Arts & culture; Commercial Development	Parks; Public Facility; Private Facility; Tourism; Land Use; Activities & Programs;
It's too shallow to launch a boat. The field by the tennis courts would make great Parking.	Jordan Miller Park/Beach; no boat launch; beach; swimming; Parking availability; turn field into Parking	Recreation	Parks; Public Facility; Land Use
excellent idea, use old beach area, much deeper water.	Jordan Miller Park/Beach; beach; swimming	Recreation	Parks; Public Facility; Land Use
There is already a beach and a boat launch there. Problem is the beach is currently privately owned. There always would need to be a beach there, whatever other development took place as it is a major item and is well used thanks to the good nature of the property owner	Jordan Miller Park/Beach; beach; swimming; boat launch; private vs public property; accessible; signage; Parking; use; location; better access point	Recreation	Parks; Public Facility; Land Use
unless something changed that I'm not aware of...			
The beach is not used and no lifeguard, the area would be better served as a boat launch and dock. Not too much left to make it happen and would serve well between Renforth and Meehans Cove. There is available Parking and washroom facilities already in place. The end of Cameron Road is too shallow.	Jordan Miller Park/Beach; beach; swimming; not used; use as boat launch; available services already; available Parking already	Recreation	Parks; Public Facility; Land Use
There is a beach that people do use just after Cameron road that is very nice and good swimming.	Beach; Cammeron Road; unused; public space	Recreation	Parks; Public Facility; Land Use
@Sherry I'm not sure if we're talking about the same piece of land; however, I'm still of the opinion that a public beach should not be changed to a boat launch.	Jordan Miller Park/Beach; preserve beach area; do not develop boat launch; do not develop wharf	Recreation	Parks; Public Facility; Land Use
Great to see such a good discussion! To clarify... Jordan Miller Park and Jordan Miller Beach are not private property.			
Research on the turn over rate of properties through the GIS system. Vis a vis the older, larger homes in old Rothesay.	Housing; Housing turn over rates; turn over rates of old homes in community; sale rate in community; gis management; Housing inventory	Residential Development	Housing; Land Use
Thank you Matt and all those who have worked long hours on this and other projects. Fantastic presentation			

Comment ( <b>CoUrbanize</b> )	Ideas	Themes	Subthemes
This is a great idea. I know people who drive to Fredericton especially to visit their splash pad	Splash pad; Rothesay Common; children; recreation; water recreation; outdoor activities; heat; climate change; weather	Recreation	Parks
Thanks for the comment, Lacey. This would be a great way to cool off during our hot, humid summers.			
Extend sidewalks all the way up Iona.	Street upgrades; sidewalk; Iona Avenue	Transportation; Urban Design	Road Upgrades; Road Network; Active Transportation; Streetscapes;
A boat launch with a nice wharf is a must have at the bottom of Cameron rd. Renforth is a little far plus not the best spot to launch a boat. Meenans cove is a beautiful spot but it's a little too far. RYC is expensive plus the boat launch system is terrible. We live along an amazing river system in a beautiful community. There are so many residents in our area that have boats and would get good use from it. This is at the top of my wish list!	Waterfront development; water recreation; boat launch; Cameron Road; Rothesay Yacht Club too expensive; public access; make use of public amenity; community space; social space	Recreation; Arts & culture; Commercial Development	Parks; Public Facility; Land Use; Tourism; Town Branding & Promotion
NOT Cameron Rd. There isn't the Parking. The neighbours are very against another unwanted intrusion. Shipyard rd has a street that goes into the water. River Rd, etc. You need Parking at a minimum before you intrude on the residents life	No waterfront development at Cameron Road; not enough Parking; neighbours against this; unwated intrusion; better location at Shipyard Road or River Road; Parking required before waterfront development and boat launch;	Recreation; Transportation	Parks; Public Facility; Land Use; Parking
One of the few unique things about Rothesay is the heavily-treed stretch along Rothesay Road and Gondola Point Road, with many beautiful heritage homes. Very few of these homes are within the heritage preservation area. The Streetscape and many older homes need protection. Yes I know it restricts to some extent what can be done on the exterior, but it also protects these same homeowners by preventing their neighbours from doing something crazy. And the beautiful Streetscape needs to be protected for all residents.	community values; treed streets; heavily treed community; Rothesay Road and Gondola Point Road; Heritage homes; perservation area; protect the homes and Streetscapes older communities; restrict develop; greater regulatory controls; Design Standards; preserve vegetation and character of existing, established neighbourhoods	Environment; Urban Design; Residential Development	Streetscapes; Town Branding & Promotion; Land Use; Housing; Landscaping; Design Standards; Beautification;



Comment ( <b>CoUrbanize</b> )	Ideas	Themes	Subthemes
Thank you for commenting, Michael! And great reference to a popular planning book. This is something we are certainly considering throughout our planning review. Our existing Zoning By-law currently lacks specific, concrete enforcement on these matters, so we will be looking at how we may change this for the future. If you have specific communities, streets, or neighbourhoods that encourage walkability and create a real sense of place in mind, could you share some of your ideas?			
Work with the province/school district to develop a performace space either connected to or near the high school. For local theatre, music, presentations, lectures etc.	Municipal/Provincial collaboration; develop performance space; connected with highschool; provide space with use of theatre, music, presentation, lectures, etc; cultural development; destination; regional attraction	Communication; Arts & Culture	Municipal Collaboration; Activities & Programs; Public Facilities; Tourism; Town Branding & Promotion; Community Engagement
Consider adding a flashing crosswalk to this area given the high volume of walkers, runners, and children that use this section of crosswalk.Unfortunately, I've had several close calls with drivers in this area when trying to cross the road to access the sidewalk on the other side.	Rothsay Common; sidewalk; crosswalk; pedestrian safety; vehicle safety; traffic control; traffic control lights; speed limits	Transportation	Road Upgrade; Streetscapes; Design Standards; Wayfinding; Road Maintenance; Active Transportation
Alternatively, one could also trim the tree branches that obstruct the crosswalk sign; however, this would only be a short term solution.	Rothsay Common; Gondola Point Road; sidewalk; crosswalk; pedestrian safety; vehicle safety; traffic control; traffic control lights; speed limits; Landscaping; right of way; vegetation management	Transportation; Residential Development; Urban Design; Environment	Streetscaping; Beautification; Design Standards; Road Maintenance; Landscaping
Amazing area - I wouldn't change a thing. It perfectly balances green space with great amenities that all residents of Rothsay can enjoy.			
Does this road really need to be 30km/hr 24 hours a day? Perhaps just during peak usage times (like a school zone) would be more reasonable.	Rothsay Common; Gondola Point Road; speed limit; increase speed; restrict speed to time of day, not all time	Transportation; Recreation	Streetscaping; Road Network; Road Upgrade; Active Transportation; Parks
Eliminate the cell phone tower that resides on the golf course next to many residential neighborhoods. Cell phone towers emit high-frequency radio waves, or microwaves, that can travel as far as 45 miles over level terrain. The closer you are, the greater the danger.	Riverside Country Club; remove cell tower; public safety; public health concern	Utilities	

Comment ( <b>CoUrbanize</b> )	Ideas	Themes	Subthemes
A splash pad would be an incredible way for our community to meet.	Wells Recreation Park; splash pad; outdoor activities; water recreation; climate change; weather; social space; community space; public amenity; asset	Recreation	Parks; Activities & Programs; Public Facility; Land Use
Wells would greatly benefit from this.			
Maintain trails and establish boundaries so the existing trail stays if development occurs.	Trails; preserve existing trails; preserve trails after development; regulations and develop standards	Recreation; transportation; Residential Development; Commercial Development; Urban Design	Parks; Active Transportation; Design Standards;
This excerpt from G&M; July 20 article addresses the issue of large homes and older owners in Rothesay well: Seniors have too much house. Millennials have too little. And a business model is born. Seniors are living in homes too big, while young Canadians squeeze into tiny apartments well outside their budget. The solution, sharing the living space already built, becomes a mutual benefit for both parties. The concept of home-sharing - where the homeowner offers reduced rent for a room in their home in exchange for small chores and companionship - is getting attention in small towns and cities.	Housing; Housing models; co-Housing; shared Housing; adaptive reuse of homes; affordability; property maintenance	Residential Development; Urban Design	Housing; Land Use; Design Standards; Municipal Collaboration; Mixed Residential; Age-Friendly
Love the Wells Trail and dog park!			
Plant evergreen trees along the Wells trail. Close the canopy changing the ambiance from street scape like to scenic nature trail. Trees, especially evergreens, are good for the environment. * They clean the air. * They protect the town's water shed. * They provide shade during hot summer walks. * They provide protection for trail users from winters' elements. * They provide a sound barrier.* They encourage nature to be closer to us and us to it.All attributes of trees will enhance experiences on the trail.	Wells Recreation Trail; tree planting; enclose trail; create natural canopy;	Environment; Recreation	Parks, streetscaping; Beautification; Land Use; Landscaping
I would love to see a wheelchair swing added to the end of the swing set in the Commons. It would improve accessibility for physically disabled children and seniors. The swing would allow them to enjoy the outdoor activity of swinging that is not possible due to their physical conditions. The investment would be minimal and the payback priceless.		Recreation	Parks; Age-Friendly

Comment (CoUrbanize)	Ideas	Themes	Subthemes
Thanks for commenting, Terry. Great idea! I agree, the Common is the heart of the community.			
The pavilion could be better if the fence removed after the flood was restored	ERKH Park; passive recreation; pavillion/gazebo; flooding; infrastructure;	Recreation	Parks; Public Facility
East Riverside Kinghurst Park could be better if the road through the middle was removed.	ERKH Park; trails; remove central trail	Recreation	Parks
Thanks for the comment, Tim. The Rothesay Arena has seen better days. Do you think Rothesay needs its own arena, or are there opportunities to work with Quispamsis and Saint John?			
Agree, but not here though. Rothesay Yacht Club already has all the marina facilities, they should redevelop the club house open a restaurant (they could lease the space to an established business e.g a mini brits/rockwood) and welcome visitors.	Waterfront development; regional destination; Tourism; redevelop club house, open restaurant; open to public; social space; community space; gathering space; community asset; public amenity; make use of riverfront	Recreation; Commercial development	Parks; Public Facility; Privaty facility; Business; Tourism; Land Use; Economic Development & Business Improvement
alternatively Renforth would also be a great location.		Recreation; Commercial development	Parks; Public Facility; Privaty facility; Business; Tourism; Land Use; Economic Development & Business Improvement
I guess that's my point more than the location. We need to showcase and take full advantage of the waterfront.	Waterfront development; regional destination; Tourism; redevelop club house, open restaurant; open to public; social space; community space; gathering space; community asset; public amenity; make use of riverfront; location is not central to this feature	Recreation; Commercial development	Parks; Public Facility; Privaty facility; Business; Tourism; Land Use; Economic Development & Business Improvement
Add bike lanes between Dolan Road and Fire Hall. * Utilize existing paved shoulders.* Add pavement symbols and roadside signs* Add 50km/hr signs toward airport* Change 70km/hr sign to 50km/hr from airport* Room for a bike box (left turn at firehall)* Signaled crossing to service road/wells trailBusy road, but comparable traffic counts to sections of Hampton Road where bike lanes exist now. Good connection to wells trail through existing service road.	Road Upgrade; cycling infrastructure; bicycle lane; AT Plan; add traffic control signs; traffic control lights; speed limit signs; pedestrian/cyclist connections; pedestrian/cyclist network; pedestrian/cyclist access; Wells Recreational Trail; Dolan Road; Fire Hall; Hampton Road; cyclist safety	Transportation; Urban Design	Active Transportation; Road Upgrades; Road Network; Road Maintenance; Wayfinding; Design Standards; Streetscapes
add paved shoulders for cyclists	Road Upgrade; cycling infrastructure; bicycle lanes; paved shoulder for cyclists; Wells; French Village Road/Dolan Road; cyclist safety	Transportation; urban design	Active Transportation; Road Upgrades; Road Network; Streetscapes; Design Standards



Comment (CoUrbanize)	Ideas	Themes	Subthemes
This is a very dangerous place to bike being the main arterial to the center of KV and the suburbs beyond. The traffic is fast and tends to be impatient	Millennium Drive; pedestrian/cyclist safety; bicycle lane	Transportation; urban design	Active Transportation; Road Upgrades; Road Network; Streetscapes; Design Standards
Add paved shoulders to Millennium Drive. This is a primary Active Transportation route. Refer to section 7.2.10 of Active Transportation plan	Millennium Drive; pedestrian/cyclist safety; add bicycle lane; AT plan;	Transportation; urban design	Active Transportation; Road Upgrades; Road Network; Streetscapes; Design Standards
Add a 'Welcome to Rothesay' sign along the MacKay Highway (east and west ends) to let travelers know that we are here and are welcoming for them to drop in.	Town promotion; branding; attractions; Tourism; community values	Arts + Culture; Communication	Tourism; Town Branding & Promotion; Wayfinding; Community Engagement
This would be great! How do you think we could brand Rothesay?			
I have heard from swimmers, that the ladders alongside the wharf are very difficult to use - they are made of rebar and can be very hard on the hands and feet when climbing out of the water.	Renforth Wharf; water recreation; fix ladders on wharf; safety concern swimmers; better use for swimmers?	Recreation	Parks
Consider adding a flashing crosswalk to this area given the high volume of walkers, runners, and children that use this section of crosswalk. Unfortunately, I've had several close calls with drivers in this area when trying to cross the road to access the sidewalk on the other side.	Pedestrian/cyclist safety, crosswalk, Active Transportation; Road Upgrade; sidewalk; Gondola Point Road; Almon Lane; street design; traffic controls; signage	Recreation; Transportation; Urban Design	Active Transportation; Road Upgrades; Streetscapes; Design Standards; Wayfinding
Alternatively, one could also trim the tree branches that obstruct the crosswalk sign; however, this would only be a short term solution.	Pedestrian/cyclist safety; crosswalk; Active Transportation; Road Upgrade; Road Maintenance; sidewalk; crosswalk; traffic control; signage; Gondola Point Road; Almon Lane; street design; Landscaping	Recreation; Transportation; Urban Design	Active Transportation; Road Upgrades; Road Maintenance; Streetscapes; Design Standards; Wayfinding
Amazing area - I wouldn't change a thing. It perfectly balances green space with great amenities that all residents of Rothesay can enjoy.			
Does this road really need to be 30km/hr 24 hours a day? Perhaps just during peak usage times (like a school zone) would be more reasonable.	Gondola Point Road; Rothesay Common; traffic controls; signage; pedestrian/cyclist safety; school zone; park	Recreation; Transportation; Urban Design	Parks; Streetscapes; Active Transportation; Public Facilities; Activities & Programs
I agree. 40km is plenty slow enough.	Gondola Point Road; Rothesay Common; traffic controls; signage; pedestrian/cyclist safety; school zone; park	Transportation	Streetscapes; Active Transportation; Public Facilities;

Comment (CoUrbanize)	Ideas	Themes	Subthemes
Eliminate the cell phone tower that resides on the golf course next to many residential neighborhoods. Cell phone towers emit high-frequency radio waves, or microwaves, that can travel as far as 45 miles over level terrain. The closer you are, the greater the danger.	Public safety;		
No way Sarah, I want a Nascar style racetrack.			
Oh man I was gonna delete that joke. I don't see a delete button.			
A splash pad would be an incredible way for our community to meet.			
Wells would greatly benefit from this.	Water recreation; community asset, public space; community place/space; green space; Wells Recreation Park;	Recreation	Park; Public Facility; Tourism
This excerpt from G&M; July 20 article addresses the issue of large homes and older owners in Rothesay well: Seniors have too much house. Millennials have too little. And a business model is born. Seniors are living in homes too big, while young Canadians squeeze into tiny apartments well outside their budget. The solution, sharing the living space already built, becomes a mutual benefit for both parties. The concept of home-sharing - where the homeowner offers reduced rent for a room in their home in exchange for small chores and companionship - is getting attention in small towns and cities.	homes, seniors, adapative reuse Housing, apartments, Age-Friendly, coHousing, assited living; innovative Housing; private public partnerships; private	Residential Development	Age-Friendly; Mixed Residential; Housing; Land Use; Municipal Collaboration; Community Engagement
Love the Wells Trail and dog park!			
Plant evergreen trees along the Wells trail. Close the canopy changing the ambiance from street scape like to scenic nature trail. Trees, especially evergreens, are good for the environment. * They clean the air. * They protect the town's water shed. * They provide shade during hot summer walks. * They provide protection for trail users from winters' elements. * They provide a sound barrier.* They encourage nature to be closer to us and us to it.All attributes of trees will enhance experiences on the trail.	Trees, planting; Wells Trail	Recreation	Parks; Beautification; Climate Change; Landscaping; Design Standards

Comment (CoUrbanize)	Ideas	Themes	Subthemes
I would love to see a wheelchair swing added to the end of the swing set in the Commons. It would improve accessibility for physically disabled children and seniors. The swing would allow them to enjoy the outdoor activity of swinging that is not possible due to their physical conditions. The investment would be minimal and the payback priceless.	Rothsay Common, swings, wheelchair swing, universal accessibility	Recreation	Age-Friendly; Parks
Thanks for commenting, Terry. Great idea! I agree, the Common is the heart of the community.			
The pavilion could be better if the fence removed after the flood was restored	ERKH; ERKH Park; pavillion, maintenance; upgrade	Recreation	Parks; Beautification; Landscaping
East Riverside Kinghurst Park could be better if the road through the middle was removed.	ERKH; ERKH Park; trails; maintenance; upgrade	Recreation; Transportation	Parks; Beautification; Active Transportation; Age-Friendly;
Thanks for the comment, Tim. The Rothsay Arena has seen better days. Do you think Rothsay needs its own arena, or are there opportunities to work with Quispamsis and Saint John?			
Please re purpose the Rothsay rink and work with Quispamsis to expand the Qplex.	Rothsay Area; Arena; Qplex; Quispamsis;	Recreatoin; Communication; Arts & Culture	Activities & Programs; Age-Friendly; Community Engagement; Land Use; Municipal Collaboration; Tourism; Town Branding & Promotion
Its a business opportunity not a town responsibility			
Correct me if I'm wrong, but isn't NB 111 under jurisdiction of the province, and not the town? Or did you drop your marker in the incorrect location on the map? Furthermore, I'm not sure if it makes sense decrease the speed limit on this road given the lack of accidents, and already considerable congestion. Additionally, this may be considered prohibitive in terms of both cost and jurisdiction. Shouldn't Rothsay focus on other more actionable areas?	Private vs public infrastructure, transportation planning; Road Upgrades and maintenance; bicycle infrastructure; bicycle lanes; pedestrian/bicycle networks; pedestrian/bicycle safety; pedestrian/bicycle access	Transportation; Communication	Active Transportation; Municipal Collaboration; Streetscapes; Road Upgrade; Road Networks



Comment ( <b>CoUrbanize</b> )	Ideas	Themes	Subthemes
The Town has influence over all roads within its' boundary. Statistical information does not support the opinion of congestion but general observation projects this image during the 45 minute 'rush hour'. The goal is to get Rothesay residents isolated by route 1 connected to 'the town' while waiting for the money tree to grow. The current proposal before council requires rebuilding Dolan road intersection, new access/Parking for ball field, tunneling under the off ramp, pedestrian crosswalk/signals at on ramp and sidewalks on Campbell drive with a cost in the millions. I'm not suggesting a substitution rather an addition but do it now. The cost will be in the thousands.	Private vs public infrastructure; transportation planning; Road Upgrades and maintenance; bicycle infrastructure; pedestrian/cyclist networks; pedestrian/cyclist safety; pedestrian/cyclist access		Active Transportation; Municipal Collaboration; Road Upgrade; Streetscapes; Road Network
Totally right!			
This would be great! How do you think we could brand Rothesay?			
I think a working group could be formed to establish the brand. We are a community of neighbourhoods that is deeply connected to the River.	Community places; community values; social planning; town branding; business; vision	Arts + Culture; Communication	Business; Community Engagement; Town Branding & Promotion
I have heard from swimmers, that the ladders alongside the wharf are very difficult to use - they are made of rebar and can be very hard on the hands and feet when climbing out of the water.	Renforth Wharf; park; water recreation; swimming; beach	Recreation	Parks; Public Facility
Rothesay has lots to offer in terms of activities and sports and functions/events however it would be beneficial to new comers if there was a bi annual recreational guide. Fall/winter and Spring/summer guide to sports and events/functions around town. Being new to the area I find it difficult to pin down what is available and when. A recreational guide could include information for all:Infant/toddler programsChildren programs (arts/dance/sports)Youth (art/dance/sports/cooking/babysitting course)Adult and adult co-ed sports/activities50+ year old programs and gatheringsNew comer groupMaybe it's already out there and I can't find it?	Activities; events; tourist attractions; town promotion and branding; recreational Activities & Programs; structured programs and events; youth involvement; seniors involvements; Age-Friendly; town communication; resource centre; information centre	Arts & Culture; Communication; Recreation	Parks; public facilitiy; Age-Friendly; Community Engagement; Tourism; Town Branding & Promotion; Wayfinding

Comment (CoUrbanize)	Ideas	Themes	Subthemes
It would be great if we catered to more young families by putting in a Splash park	Youth; Families; Age-Friendly; Parks; water recreation; climate change and heat	Recreation; Environment	Parks; Public Facility; Age-Friendly; climate change
Be able to have apartments in homes to make owning a home in Rothesay more affordable	Housing; apartments; innovative Housing options; bylaw enforcement; affordability; affordable Housing; senior Housing;	Residential development	Housing; Age-Friendly; Low Density Residential
Hi Lorelei, thank you for commenting. Town staff are looking at ways this may be incorporated into Rothesay's new Municipal Plan and Zoning By-law. This is one of many options that can assist in providing diversity to our community's Housing market.			
Building of condo units that are more in the 100,000\$ range to make owning a condo in the area more affordable for single females and senior couples who would like to retire in the area.	Housing; condos; affordability; single person households; seniors; senior Housing; retirement Housing	Residential Development	Housing; Age-Friendly; Low Density Residential
Having an outdoor pond large enough strictly for pond hockey for kids and teens wanting to play pond hockey in the winter.	Ice hockey; outdoor rink; outdoor sports; winter recreation; outdoor pond; youth focused; Activities & Programs;	Recreation	Parks; Activities & Programs; Public Facilities
Would love to see a river side restaurant here to show off our beautiful River and attract out of towners to the area. Nothing formal, just a nice relaxed Beach theme with local fish and produce as much as possible.	waterfront development; business; economic development; riverfront; Renforth Rotary park	Commercial development; arts & culture; environment; communication	Business; Community Engagement; Economic Development & Business Improvement; Land Use; Municipal Collaboration; private facilities; Town Branding & Promotion; Tourism
Have a large area available for farming and provide farm fresh goods to people in need for free. Could also be an area where schools can teach how to grow your own food. Plus with chickens, goats, etc that would be cared for by the town but would have students involved during the school year plus also volunteers.	agriculture; farming; local foods; healthy foods; livestock; education; youth; municipal involvement;	Environment; industrial; recreation; commercial development	Business; Economic Development & Business Improvement; Land Use; private facilities
Hi Sharon, thanks for commenting. Thank you for bringing this to our attention.			
Have a wharf where river traffic can tie up with picnic area...restaurant...gas availability...walking trails to Parks in Rothesay. Could be floatable so could be taken out in winter months.	Waterfront development; Tourism; business; water recreation; private lands; public lands; public space; community space; marina; wharf	Recreation; commercial development	Business; Economic Development & Business Improvement; Land Use; private facilities; Public Facilities; Town Branding & Promotion; Tourism

Comment (CoUrbanize)	Ideas	Themes	Subthemes
This area is a mess and an eyesore. Time for a new plan. Personally, I wouldn't put in a new rink. I would partner with Quispamsis on expanding the Qplex. We don't need a field house because Saint John is covering that. So I would like it to be unique to the region but recreational. Maybe something devoted to racquet sports.	Rothsay Arena; ice rink; Quispamsis Qplex; Quispamsis cooperation; Saint John cooperation; unique recreational service; Tourism; town promotion; Activities & Programs; racquet sports	Recreation; Communication	Business; Economic Development & Business Improvement; Land Use; Public Facilities; Town Branding & Promotion; Tourism; Parks; Municipal Collaboration; Community Engagement; Activities & Programs
Thanks for the comment, Andrew!			
An indoor pool would be a huge asset for the Rothsay area! Location isn't important it is the opportunity to have a wonderful activity brought to our local area.	Water recreation; pool; activities; programs; town promotoin;	Recreation; Communication	Business; Economic Development & Business Improvement; Land Use; Parks; Tourism; Municipal Collaboration; Community Engagement; Activities & Programs; Public Facilities
Our crosswalks on Hampton road should have flashing lights. It is very difficult to see pedestrians who are waiting for an opportunity to cross the road safely.	Road Upgrades; Road Maintenance; lighting; street design; pedestrain/cyclist safety; pedestrian/cyclist network; vehicle safety	Transportation; Urban Design	Wayfinding; Road Upgrades; Road Maintenance; Road Networks; Streetscapes; Design Standards; Beautification; Active Transportation
It would be awesome if some of the green space hand walking trails, nothing too close to houses but enough to make it possible to walk more places. Walkability to groceries, food/craftbeer, health services are key nodes to connect through walking paths.	pedestrian/cyclist network; pedestrian/cyclist access; Land Use; Housing; private lands; commercial district; walkability; connections; community space	Transportation; Recreation; Urban Design; Communication	Active Transportation; Wayfinding; Road Networks; Streetscapes; Design Standards; Community Engagement; Parks;
It would be wonderful if a bicycle (spring to fall) and ski trail (winter) could start here and go to the hospital/university, as safely as possible without risk from cars.	bicycle; skiing; Active Transportation trail; Rothsay; Saint John; Saint John Regional Hospital; University of New Brunswick Saint John; pedestrian/cyclist network; pedestrian/cyclist access; community space	Transportation; Recreation; Communication; Urban Design	Active Transportation; Wayfinding; Road Networks; Streetscapes; Design Standards; Community Engagement; Parks; Municipal Collaboration
We all love Foghorn craft beer and the other places new to Rothsay where people can chat over a pint with their neighbors!	Local business, innovative business; breweries; social places; community places;	Commercial development	Business; Economic Development & Business Improvement; Tourism; Town Branding & Promotion
Great investment in water security, home values have risen in value considerably in Oakville Lane! Looking forward to see this develop as a beautiful walkable park and water feature!	Housing; water security; walking trail; pathway; pedestrian/cyclist access; pedestrian/cyclist network; pedestrian/cyclist safety	Transportation; Recreation	Housing; Active Transportation; Streetscapes; Beautification; Parks



Comment ( <b>CoUrbanize</b> )	Ideas	Themes	Subthemes
I think painting a center line at the end of the roads would be a great safety feature. To many time to count I had to wait on the main road because people coming out of spruce st and other roads like this one are in the middle of the road and leave no space for vehicles turning on to it. Sidewalks would be a great safety feature too since children walk along Spruce st and Scott ave.	Road Upgrades; Road Maintenance; road safety; pedestrian/cyclist safety; Spruce Street; Scott Avenue; sidewalks;	Transportation	Active Transportation; Streetscapes; Design Standards; Road Upgrades; Road Networks; Road Maintenance
Appreciate the new sidewalks here and the improvement in walkability.	sidewalks, walkability	Transportation; Recreation	Active Transportation; Streetscapes; Design Standards; Road Upgrades; Road Networks; Road Maintenance
I really like the new meridian and sidewalk Beautification, especially plants and flowers etc. On Hampton	sidewalks, walkability; Hampton Road; Landscaping	Urban design; transportation; recretaion	Active Transportation; Streetscapes; Design Standards; Road Upgrades; Road Networks; Road Maintenance; Beautification; Landscaping
Chip seal comes off roads on hot summer days onto your shoes and tires and ends up getting tracked into your houses marking floors. I love walking the Wells trails, but getting to it from Rodney St. on a hot day is difficult walking around all of the tar to get to it.	Wells Hiking Trail; pedestrian/cyclist access; pedestrian/cyclist network; Road Maintenance;	Transportation	Parks; Active Transportation; Road Maintenance; Road Upgrades
Traffic circle at the bottom of the Clark road would be a great help. Lots of congestion especially at supper time and very difficult to turn left onto Gondola Pt Rd	traffic controls, road design; roundabout;	Transportation	Road Maintenance; Road Upgrades; Road Network; Streetscapes
People drive way too fast on Highland. Maybe some speed bumps. The ones in Fredericton seemed good.	traffic controls; road design; signage	Transportation	Wayfinding; Road Upgrades; Road Maintenance; Road Networks; Streetscapes
Comments ( <b>OPEN HOUSE</b> )	Ideas	Themes	Sub-Themes
Sustainable Development: a. avoid floodplains; b. end granting variance; c. preserve shoreline buffers; d. preserve/restore wetlands (i. Habitat; ii. Shoreline buffers) ((retard erosion)	Environment; urban and suburban design; regulations and standards; drainage; flooding; soil erosion; waterfront development;	Residential Development; Commercial Development; Urban Design; Environment	Housing; Design Standards; Flooding and Drainage; Climate Change; EMO;
Affordable Housing: that is designed to foster neighbourly connections and that conserves a large percentage of green space (i.e. 75%). Some examples include co-Housing (owner and rental) and co-operative Housing.	Housing; affordable Housing; social spaces; community spaces; neighbourhood character; Housing initiatives; Housing options; urban and suburban design, environment	Residential Development; Urban Design; Environment	Housing; Age-Friendly; Design Standards;
Need a new location for community cemetery	community space, culture, park, green space	Arts & Culture; Institutional	Parks

Comment ( <b>CoUrbanize</b> )	Ideas	Themes	Subthemes
More community events!	leisure, outdoor activities, social spaces; community spaces; culture; designated cultural space	Recreation; Arts & Culture	Activities & Programs
Not chaing single family to mixed density! 1. I agree; 2. Moi aussi	urban and suburban design, standards and regulations; neighbourhood character; sustainable development	Residential Development; Urban Design; Environment	Design Standards; Housing
Hiking trails that link together!	Trails; pedestrian/cycling network; pedestrian/cycling; access; pedestrian/cycling connections, AT	Transportation; Recreation	Road Network; Active Transportation; Wayfinding; Streetscapes
Yes, green space is very important to me. I'm supporting an innitiative by Birding in Rothesay to convert/restore the K Park sewage lagoon to wetland and trails once it is decommissioned.	Parks, preservation; environment; waterfront protection; reuse and adaptation	Environment; Recreation	Parks; Activities & Programs; Land Use; Beautification; Landscaping; climate change;
Green space = low density = :)	Parks; green space; Land Use	Recreation; Environment	Parks
Sidewalks on Millennium Drive	Sidwalks; pedestrian/cyclist infrastructure; Road Upgrade; bicycle lane; pedestrian/cyclist safety; vehicle safety	Transportation; Recreation	Active Transportation; Road Upgrades; Road Networks; Design Standards; Streetscapes
Responsible development - both residential and commercial!	urban and suburban design, standards and regulations; neighbourhood character; sustainable development	Residential Development; Commercial Development; Urban Design; Environment	Design Standards; Housing; business; Economic Development & Business Improvement; Streetscapes
Bike lanes make driving difficult - examine bikelane vs. driving lane	Bicycle safety; bike lane; vehicle safety; Road Upgrades; protected bike lanes	Transportation; Recreation	Road Upgrades; Road Network; Active Transportation; Streetscape; Design Standards
Separate off road bike lanes - protect bike lanes	Bicycle safety; bike lane; vehicle safety; Road Upgrades; protected bike lanes	Transportation; Recreation	Road Upgrades; Road Network; Active Transportation; Streetscape; Design Standards
More roundabouts - Rothesay Common	Traffic; vehicle movement; vehicle safety; congestion;	Transportation; Recreation	Road Upgrades; Road Network; Active Transportation; Streetscape; Design Standards
School zone around Common	Traffic; pedestrian safety; children and youth; traffic controls; schools	Transportation; Recreation	Road Upgrades; Road Network; Active Transportation; Streetscape; Design Standards
Better transit for seniors	transportation; transit; seniors; affordability; services; location; time	Transportation; Recreation	Age-Friendly; transit
Alternate site for EMO shelters (Bill Mcguire Centre on wrong side of tracks)	EMO; location; new locations; dangerous location;	Environment	EMO; Climate Change; Land Use;
Address low income Housing needs	Housing; affordable Housing; Age-Friendly;	Residential Development	Housing
Entrance to K-Park in Saint John. Need to adjut City/Town boundary.	Municipal Collaboration; Saint John; communications; Road Upgrade; public works; province government;	Communication; Transportation	Municipal Collaboration; Road Upgrade; Road Network; Streetscapes; Design Standards;
Campbell Drive street lighting (too dark)	Pedestrian/cyclist safety; vehicle safety; Road Upgrade; lights; traffic controls; signage	Transportation	Road Upgrade; Wayfinding; Design Standards;
Upgrade existing arena	Rothesay Arena; Public Facility; social space; community space; recreation; culture; venue	Recreation	Public Facility; Land Use
More entertainment options - movies/cinema	Outdoor activities; recreation; culture; arts	Recreation; Arts & Culture	Activities & Programs;
Continue to support Imperial Theatre, aquatic centre, etc.	Recreation; culture; arts; leisure	Recreation; Arts & Culture	Activities & Programs;

Comment ( <b>CoUrbanize</b> )	Ideas	Themes	Subthemes
Housing idea - Beguinage, Amesterdam	Housing; density; multi-unit residential; townhouses; condos; apartments	Residential Development	Housing
Facility at Renforth waterfront: a. boating, marina, establish formal marina; b. develop a breakwater	Waterfront development; water recreation; boat launch; marina; develop breakwater; captial project; community space; social space; Tourism; regional destination	Recreation	Public Facility; Private Facility; Land Use; Land Use
Will Rothesay pursue/consider industrial opportunities in the future?: a. many existing homes are surrounded and cause disruption to life; b. explore dev. Opportunities across the highway, avoid residential area	Industry; develop; rural develop; Land Use; Land Use conflicts; Wells/French Village develop	Urban Design; Industrial	Land Use; Design Standards
No heavy industrial! They emit too much loud noises, gases	Industry; NO develop; GHG; climate change; environment; neighbourhood protection/character	Urban Design; Industrial	Land Use; Design Standards
What will town do to retain and encourage families to live here, i.e. young families and youth	Population; Housing; Age-Friendly; economy; recreation; leisure; youth/children	Communication; Arts & Culture; Residential Development; Commercial Development; Recreation; Environment; Transportation	Housing; Age-Friendly; Town Branding & Promotion; Community Engagement
Preserve character of single family homes - Rothesay Road/Gondola Point Road	Urban and suburban design; neighbourhood character; neighbourhood preservation/protection; Gondola Point Road, Rothesay Road; single family homes; design	Urban Design	Design Standards; Streetscapes; Beautification; Landscaping
Explore opportunities to reuse/adapt large homes - renovate for apartments/coHousing	Old home; adaptation; reuse; co-Housing; co-op Housing; Housing; Housing initiatives; Housing programs	Residential Development	Housing; Mixed Residential
Laneway Housing	Infill; Housing; Housing initiatives; Housing programs; zoning; regulations and standards	Residential Development; Urban Design	Housing; Mixed Residential; Age-Friendly; Design Standards;
Guidelines - explore the possibility of adopting design guidelines, look at other communities of a similar size for examples, Design Standards should apply to commercial and Housing	Design; urban and suburban desgin; guidelines and regulations; commercial and residential	Residential Development; Commercial Development	Design Standards; Streetscapes; Beautification; Landscaping
In the next 100 years I would like to see Quispamsis and Rothesay amalgamated into one community	Rothesay; Quispamsis; amalgamation; Municipal Collaboration; communication; government support/collaboration	Communication; Town Services and Administration	Municipal Collaboration; Community Engagement; Town Branding & Promotion
Better raod connections - throughways/future raod connections completed/join future streets together	Road Upgrades; future street connections; Road Networks; complete neighbourhoods/communities	Transportation	Road Upgrades; Road Networks; Streetscapes
More recreational lands, would like all waterfront land made recreational - no longer worry about flooding	Recreation; more green space; waterfront development control; erosion; flooding; costs; EMO response; preservation	Environment; Urban Design; Residential Development;	Parks; EMO; Flooding & Drainage; Land Use; Housing; Climate Change
Senior friendly pricing - homes and affordability, lower taxes	Housing; affordability; seniors; senior Housing; taxes; incentive programs; assistance	Residential Development	Housing; Age-Friendly



Comment ( <b>CoUrbanize</b> )	Ideas	Themes	Subthemes
Seniors must be in the centre of the community, close to services and activities	Seniors; Housing; commercial; location; proximity to services; amenities; activities	Residential Development; Urban Design; Transportation	Housing; Low Density Residential; High Density Residential; Streetscapes; Road Networks; Active Transportation; Activities & Programs
Facility like the shannex - but needs to be central to the community, services are crucial	Housing care; Housing assistance; Housing; senior Housing; seniors; central location; central community location; services; amenities	Residential Development; Institutional	Public Facility; Private Facility; Housing; Business; High Density Residential
Not enough transit options available, there is no transit options for seniors	transportation; transit; seniors; affordability; services; location; time	Transportation	Transit; Age-Friendly
That community needs a seniors community room(s)	Recreation; culture; arts; leisure; communication; seniors; Age-Friendly; resource room; accessible; location	Communication	Age-Friendly; Community Engagement; Activities & Programs
Need a bus during the day, provide mid-day transit options to and from the city and within the town	transportation; transit; seniors; affordability; services; location; time; local service	Transportation	Transit; Age-Friendly;
More bus stops, current stops are too far apart, too far to walk	transportation; transit; seniors; affordability; services; location; time; local service; distances; availability	Transportation	Transit; Age-Friendly
Parking near facilities needs to be improved - no Parking at the Scribner ball field/community garden, all the cars park at the townhouse Parking, then residents have no place to park	Public Facilities; Parking; Parks; location; accessibility; neighbourhood conflicts; residential Parking	Transportation; Residential Development	Parking; Housing; Streetscapes; Road Upgrade;
Community garden at ERKH park - more community gardens for community required	Parks; leisure; outdoor activities; recreation; community garden; ERKH	Recreation; Arts & Culture	Parks; Activities & Programs