



ROTHESAY
COUNCIL MEETING
Rothesay Town Hall
Monday, February 11, 2019
7:00 p.m.



PRESENT: MAYOR NANCY GRANT
DEPUTY MAYOR MATT ALEXANDER
COUNCILLOR GRANT BRENNAN
COUNCILLOR TIFFANY MACKAY FRENCH
COUNCILLOR DON SHEA
COUNCILLOR MIRIAM WELLS

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

ABSENT: COUNCILLOR PETER J. LEWIS
COUNCILLOR BILL McGUIRE
ADMINISTRATIVE ASSISTANT LIZ POMEROY

PRESENTATIONS:

- **Presentation to KV Devils Peewee Hockey Team #GoodDeeds2019**
Mayor Grant

Mayor Grant presented a Certificate of Appreciation to the KV Devils Peewee Hockey Team and commended them on their project to collect breakfast foods for the Princess Elizabeth School breakfast program that provides breakfast for over 300 children. She noted it was a generous act of kindness and shows they care about their community. One of the team members gave a brief summary of the project. Mayor Grant thanked the team members, their coaches, managers, families and supporters, noting they are shining stars in showing community spirit and support.

The project was entered into the Chevrolet Good Deeds Cup 2019 challenge and the winning team receives \$100,000 to donate to a charity of their choice. The KV Devils made it to the top ten in a field of three hundred and are unofficially in the top three.

- **Presentation from Royal Canadian Legion Branch #58 to Rothesay**
President Harold Defazio

RCL Branch #58 President Harold Defazio, Vice President Granville Jennings and Executive Officer Tom Adams presented Mayor Grant and the Town with a Certificate of Appreciation to recognize its assistance in the Veteran's Banner campaign, the signage upgrade at Veterans' Park and the support for the 100th Anniversary of the end of World War One. President Defazio noted the Legion does not distribute many certificates but wanted to recognize the work done by the Town.

Mayor Grant thanked President Defazio and noted it is a valued partnership between the Town and RCL Branch #58 that moves these various initiatives forward.

President Defazio noted that individuals do not have to be a member to attend Legion events and noted the Sunday breakfasts are open to the public.

1. APPROVAL OF AGENDA

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

CARRIED.

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2. APPROVAL OF MINUTES

Public Hearing	14 January 2019
Regular Meeting	14 January 2019
Special Meeting	28 January 2019

MOVED by Counc. Shea and seconded by Counc. Wells the Public Hearing minutes dated 14 January 2019 be adopted as circulated.

CARRIED.

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the Regular Open Session minutes dated 14 January 2019 be adopted as circulated.

ON THE QUESTION:

It was noted there is a typographical error on page 2 of the minutes – *appreciated* should read *appreciation*.

CARRIED.

MOVED by Counc. Mackay French and seconded by Deputy Mayor Alexander the Special Open Session minutes dated 28 January 2019 be adopted as circulated.

CARRIED.

➤ Business Arising from Minutes

n/a

3. OPENING REMARKS OF COUNCIL

3.1 UNBSJ First Ever Relay for Life 23 March 2019

Mayor Grant noted she will be representing the Town at this event and extended an invitation to join her or form a team. She noted Wednesday skate events at the Common in January were well-received, along with the first speaker series event held in the Rothesay Hive space and commended staff.

3.2 Declaration of Conflict of Interest

Deputy Mayor Alexander declared a conflict of interest on **Item 7.7** 28 & 39 School Avenue.

Mayor Grant declared a conflict of interest on **Item 7.6** Over the Edge (KV Oasis) funding request.

4. DELEGATIONS

n/a

5. CORRESPONDENCE FOR ACTION

5.1 2 February 2019 Email from resident RE: walking track and Wells trails

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the email dated 2 February 2019 from a resident RE: walking track and Well trails be referred to staff.

ON THE QUESTION:

Counc. Wells noted she agreed with the resident about the walking track and commented it would support the age-friendly initiative in the community.

CARRIED.

5.2 6 February 2019 Email from resident RE: Deer Management program

MOVED by Counc. Mackay French and seconded by Deputy Mayor Alexander the email dated 6 February 2019 from a resident RE: Deer Management program be referred to staff.

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ON THE QUESTION:

Mayor Grant noted this is a provincial initiative and a recent presentation by provincial Deer Biologist Joe Kennedy indicated the doe population has been reduced 25% over five years and the deer population is now stabilized. She noted an actual count was done in the St. Andrews area but resources are not available to do a similar count in the Kennebecasis Valley. Counc. Wells noted further action needs to be taken as she believes the problem is getting worse and deer are becoming more plentiful in the Kennebecasis Valley.

CARRIED.

6. CORRESPONDENCE - FOR INFORMATION

6.1 31 December 2018 Letter from the New Brunswick Medical Education Foundation RE: 2017/2018 Update

MOVED by Counc. Shea and seconded by Counc. Wells the letter dated 31 December 2018 from the New Brunswick Medical Education Foundation RE: 2017/2018 Update be received/filed.

CARRIED.

6.2 1 January 2019 Letter from the Royal Canadian Legion Kennebecasis Branch #58 RE: Thank You – Veteran’s Banner Campaign and Veterans’ Park

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the letter dated 1 January 2019 from the Royal Canadian Legion Kennebecasis Branch #58 RE: Thank You – Veteran’s Banner Campaign and Veterans’ Park be received/filed.

CARRIED.

6.3 16 January 2019 Email from the Department of Tourism and Culture RE: National Heritage Week (February 11-18) Proclamation with attachments

MOVED by Counc. Mackay French and seconded by Counc. Wells the email dated 16 January 2019 from the Department of Tourism and Culture RE: National Heritage Week (February 11-18) Proclamation with attachments be received/filed.

CARRIED.

6.4 21 January 2019 Letter from Minister Jeff Carr RE: LSD Fire Protection Services Agreement

MOVED by Counc. Wells and seconded by Counc. Mackay French the letter dated 21 January 2019 from Minister Jeff Carr RE: LSD Fire Protection Services Agreement be received/filed.

CARRIED.

6.4.1 20 December 2018 Letter from Mayor Grant to Minister Carr RE: LSD Fire Protection Services Agreement

MOVED by Counc. Shea and seconded by Deputy Mayor Alexander the letter dated 20 December 2018 from Mayor Grant to Minister Carr RE: LSD Fire Protection Services Agreement be received/filed.

CARRIED.

7. REPORTS

7.0 February 2019 Report from Closed Session

n/a

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- 7.1 28 November 2018 Kennebecasis Public Library (KPL) Board Meeting Minutes
October 2018 KPL Comparative Income Statement
November 2018 KPL Librarian's Report
November 2018 KPL Building Maintenance Report

MOVED by Counc. Shea and seconded by Counc. Mackay French the Kennebecasis Public Library (KPL) Board Meeting Minutes dated 28 November 2018, the October 2018 KPL Comparative Income Statement, the November 2018 KPL Librarian's Report and November 2018 KPL Building Maintenance Report be received/filed.

ON THE QUESTION:

Counc. Shea noted the Library had over 75,000 visits in the calendar year, which is quite exceptional. Mayor Grant noted she was not aware of the silent auction that had been held and suggested the Board consider better advertising.

CARRIED.

- 7.2 24 October 2018 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC)
Meeting Minutes
28 November 2018 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC)
Meeting Minutes
2019 January 19 Revised KRJBPC 2019 budget
31 October 2018 KRJBPC Statement of Financial Position
30 November 2018 KRJBPC Statement of Financial Position
2018 KRJBPC Call Summary

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) dated 24 October 2018 and 28 November 2018, the Revised KRJBPC 2019 budget, the Statements of Financial Position dated 31 October 2018 and 30 November 2018, and the 2018 Call Summary be received/filed.

ON THE QUESTION:

There was a brief discussion with respect to the retention of a Forensic Specialist that was noted in the minutes of 28 November 2018. Counc. Brenan requested clarification as the position was not approved in the budget process. Deputy Mayor Matt Alexander advised Chief Gallant noted that, based on his analysis, there was a greater need for a Forensics Specialist rather than another Traffic person that was budgeted for this year. The funds will be re-allocated and it is possible funding for a Traffic person will be in the budget for 2020.

CARRIED.

- 7.3 22 January 2019 Draft Parks and Recreation Committee Meeting Minutes
MOVED by Counc. Wells and seconded by Counc. Brenan the draft Parks and Recreation Committee meeting minutes be received/filed.

ON THE QUESTION:

Counc. Wells noted the dusk to dawn light will be installed at the dog park, near the far edge of the new parking lot; the new trails in Wells will be available by late Fall and Recreation staff have been working with the B.I.R.D. group for signage.

CARRIED.

- 7.4 23 January 2019 Draft Age-Friendly Committee Meeting Minutes
MOVED by Counc. Wells and seconded by Counc. Shea the draft Age-Friendly Committee meeting minutes dated 23 January 2019 be received/filed.

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ON THE QUESTION:

Counc. Wells noted the work of the Committee and sub-Committees was summarized in the final report and she thanked all committee members for their hard work in achieving the goals the set out to reach.

CARRIED.

- YMCA draft agreement
- Draft Final Committee Report
- Dissolution of Committee
- Establish Standing Committee

To be dealt with under Item 9.1

7.5 23 January 2019 Draft Works and Utilities Committee Meeting Minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the draft Works and Utilities Committee meeting minutes dated 23 January 2019 be received/filed.

CARRIED.

- Station Road traffic pattern change

To be dealt with under Item 9.2

7.6 24 January 2019 Draft Finance Committee Meeting Minutes

MOVED by Counc. Brenan and seconded by Counc. Shea the draft Finance Committee meeting minutes dated 24 January 2019 be received/filed.

CARRIED.

- The Give (SJRH)

MOVED by Counc. Brenan and seconded by Counc. Wells Council approve a donation to The Give (SJRH) in the amount of \$2,500.00.

ON THE QUESTION:

Counc. Brenan noted a commitment had been made in 2018 to donate in 2018 and 2019 but it was not included in the 2019 budget.

CARRIED.

Mayor Grant declared a conflict of interest and left the meeting room. Deputy Mayor Alexander assumed the Chair.

- Over the Edge (KV Oasis)

Counc. Brenan noted KV Oasis had already been granted a donation in the 2019 budget and this is a second request. Counc. Shea noted the fundraiser is an excellent idea but the group had already been approved for a donation in 2019. Counc. Wells and Counc. Mackay French agreed a donation had already been made for this year. It was suggested there may be funding available through the Mayor. Town Manager Jarvie noted the Mayor can approve donations up to \$500 but it is not likely she would do so in this case.

MOVED by Counc. Brenan and seconded by Counc. Shea the donation request from KV Oasis for the Over the Edge fundraiser be denied.

CARRIED.

Mayor Grant returned to the meeting and assumed the Chair.

Deputy Mayor Alexander declared a conflict of interest and left the meeting room.

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7.7 4 February 2019 Draft Planning Advisory Committee Meeting Minutes
MOVED by Counc. Shea and seconded by Counc. Wells the draft Planning Advisory Committee meeting minutes dated 4 February 2019 be received/filed.

CARRIED.

➤ 28 & 39 School Avenue – deferral of land for public purposes

MOVED by Counc. Shea and seconded by Counc. Wells Council defer 793.8 m2 of land for public purposes pending the future subdivision of the vacant lands at 28 and 39 School Avenue (PIDs 30146708 and 30146674) as shown on the Tentative Plan of Subdivision T-0722.

ON THE QUESTION:

DPDS White noted the Town intends to build a trail along the railway. The lands in this development are being subdivided for future development and the Town would then acquire land for public purposes for the trail development

CARRIED.

Deputy Mayor Alexander returned to the meeting room.

7.8 January 2019 Monthly Building Permit Report
MOVED by Counc. Shea and seconded by Counc. Mackay French the January 2019 Monthly Building Permit Report be received/filed.

CARRIED.

7.9 6 February 2019 Capital Projects Summary
MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the Capital Projects Summary dated 6 February 2019 be received/filed.

CARRIED.

7.10 2019-2021 Economic Development Greater Saint John Work Plan
MOVED by Counc. Shea and seconded by Counc. Mackay French the 2019-2021 Economic Development Greater Saint John Work Plan be received/filed.

ON THE QUESTION:

Mayor Grant noted the work plan was provided for information. It was clarified Discover Saint John focuses on tourism and Economic Development Greater Saint John (EDG SJ) focuses on economic development for the greater region.

Counc. Brenan requested clarification on oversight. Mayor Grant advised the Mayors (ROC) meet three times a year for updates. Counc. Brenan noted Marketing is one of the four key factors but there are limited funds allocated to marketing in the budget. Mayor Grant advised most of the participating municipalities approved the additional funding and funds will be re-allocated. Counc. Brenan also requested additional focus be given to the strategic goal of a 2.5% increase per year in employment (from 62,500 to 67,305).

CARRIED.

8. UNFINISHED BUSINESS

n/a

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9. NEW BUSINESS

9.1 Age Friendly Advisory Committee

9.1.1 Rothesay Hive and YMCA agreement

6 February 2019

Memorandum from Town Manager Jarvie

DRAFT

Agreement

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander Council authorize the execution of the agreement, as presented, with the Greater SJ YMCA for the operation of the Rothesay Hive.

ON THE QUESTION:

It was noted Shiloh Boucher, Executive Director of the YMCA was in attendance, along with Natalie Reid, if there were any questions.

There was discussion with respect to the following: the Town will be insuring the facility and the Y will be maintaining liability insurance on the activities; the name of the Committee will change once approved by Council; the Y will operate the programming in consultation with the committee; this is a collaborative approach on this new initiative for Rothesay; the Y will have sole authority for programming to uphold established standards; there will various membership options – a yearly fee to join The Hive (\$50.00) and possibly an additional small fee per session or the option to join the Y as a member and have access to the Hive, the Y and the new fieldhouse. The question was raised as to whether non-members can attend on a per session fee basis only. The possibility of providing a bus service between facilities was mentioned as well. It was noted the Y does not turn people away for lack of financial means.

Counc. Shea commented the original concept was a gathering place for seniors and has evolved into a centre managed by the Y that will charge a fee. Ms. Boucher noted there will be a full time staff person onsite to manage the centre. Counc. Shea asked if a budget had been prepared and if revenue generated will cover the expenses. Ms. Boucher advised a model has been created to generate revenue and having 50-75 members would offset costs for the Rothesay Hive, noting the Y strategic plan is to invest in older adults. The Rothesay Hive will be a place for seniors to gather, get information on various topics, find volunteer opportunities, based on the survey results from last year.

CARRIED.

9.1.2 Final Report/Age Friendly Advisory Committee Dissolution/Standing Committee

8 February 2019

Memorandum from Town Clerk Banks

February 2019

Final Report Age Friendly Advisory Committee

MOVED by Counc. Wells and seconded by Counc. Mackay French Rothesay Council accept the final report from the Age Friendly Advisory Committee and dissolve the Age Friendly Advisory Committee, in accordance with Section 108 of Procedural By-law 2-14.

ON THE QUESTION:

Mayor Grant noted the mission statement and mandate for the proposed committee was included in the final report and would be accepted as presented if Council accepts the Final Report. Mayor Grant and Deputy Mayor Alexander commended Counc. Wells and the committee members for the work done over the past year and a half, noting this is a great initiative for the Town.

CARRIED.

MOVED by Counc. Wells and seconded by Counc. Mackay French Council refer the establishment of a standing committee for the Rothesay Hive to staff and the Nominating Committee to prepare a schedule amendment to Procedural By-law 2-14 and a recommendation for the Committee mandate, composition and committee appointments respectively.

CARRIED.

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9.2 Rothesay Corner Intersection

4 February 2019 Information Report prepared by DO McLean
23 January 2019 Recommendation from Works and Utilities Committee

MOVED by Deputy Mayor Alexander and seconded by Council. Wells the Information Report dated 4 February 2019 prepared by DO McLean and the recommendation dated 23 January 2019 from the Works and Utilities Committee RE: Rothesay Corner intersection (Station Road) be received for information.

ON THE QUESTION:

Counc. Brenan requested clarification on what is being resolved with this proposal, noting the traffic circle proposal was previously ruled out by Council. Deputy Mayor Alexander advised a letter outlining safety concerns was discussed by the Committee last fall and the goal is to minimize the possibility of traffic accidents by reducing turning options and removing one “prong” to create a “three-prong” intersection. DO McLean advised the letters have not been sent yet to area residents but will be hand-delivered to provide time to respond before the March Council meeting. He noted the concern is not only for area residents but the 15,000 vehicle trips that use the intersection on a daily basis.

There was general discussion with respect to the proposed traffic change pattern and the impact on area residents. Counc. Mackay French noted she would rather wait to discuss the matter until comments have been received from residents. She noted there have been complaints about the Grove Avenue/Hampton Road intersection as well. Counc. Brenan suggested it would be beneficial to review accident reports for the last five years for the Rothesay corner intersection.

CARRIED.

9.3 R2018-012: Synthetic Turf Supply and Installation

11 February 2019 Staff Report prepared by DPR Jensen

MOVED by Council. Wells and seconded by Deputy Mayor Alexander Mayor and Council award contract R2018-012: Synthetic Turf Supply and Installation in the amount of \$498,812.50 (including HST) to GTRTurf and further that the Director of Parks and Recreation be authorized to issue a purchase order in that regard.

ON THE QUESTION:

Counc. Shea questioned if the old turf could be used elsewhere. DRP Jensen advised a final decision has not been made but it could be given away rather than being sent to the landfill. Mayor Grant requested clarification on the upper field. It was noted rubber is added on a regular basis and the tests conducted indicate it should last for 11 years so the Town should have five more years of use before it needs to be replaced.

CARRIED.

9.4 Local Improvement Levy By-law 4-00

28 January 2019 Memorandum from Town Clerk Banks
Warrant of Assessment

MOVED by Council. Wells and seconded by Deputy Mayor Alexander:

Whereas projects were undertaken as local improvements in accordance with the pertinent By-laws, Rothesay Council hereby directs that a special warrant be issued for the sum set out in the local improvement assessment roll for 2019 and further directs the Clerk to cause such special assessments to be collected in accordance with By-law 3-00.

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

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ON THE QUESTION:

It was noted the charge is based on frontage per property and does not include properties in Hastings Cove. The levy was set over 30 years and some property owners chose to pre-pay the full amount rather than yearly installments.

CARRIED.

9.5 Water By-law Schedule E

29 January 2019

Memorandum from Treasurer MacDonald

DRAFT

Amended Schedule E "Fees and Charges, By-law 1-18"

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells:

Resolved – fee schedule "E" of by-law 1-18, page 1, be amended to reflect the following (*italicized, underlined and bolded sections*):

WATER USER CHARGES (Section 7)*

*Owners who choose not to connect to the water system, when access to the system is available, shall be invoiced the fixed charge component of the "water user charge" **based upon the typical meter size required by similar properties connected to the system.**

PERMIT CONNECTION AND SYSTEM ACCESS FEES (Section 7)

3. Water System Access Fee – Commercial and Institutional:

(i) Minimum Access Fee Charge (3 or less equivalent user units) \$5,000.00

(ii) Additional Access Fee Charge (more than 3 equivalent user units) \$1,500.00/equivalent user unit

4. Water System Access Fee – Residential Apartment Complexes:

Access Fee Charge

\$1,500.00/equivalent user unit

ON THE QUESTION:

It was noted the changes to the schedule were required to match the text in the By-law.

CARRIED.

10. NEXT MEETING

Regular meeting Monday, March 11, 2019

Public Hearing (Bridlewood Estates) TBD

The next regular meeting of Council will be held on Monday, March 11, 2019.

11. ADJOURNMENT

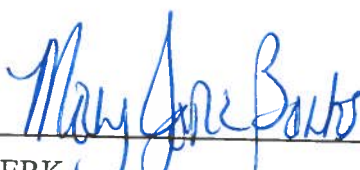
MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the meeting be adjourned.

CARRIED.

The meeting adjourned at 8:12 p.m.



MAYOR



CLERK