



ROTHESAY
COUNCIL MEETING
Rothesay Town Hall
Monday, June 10, 2019
7:00 p.m.



PRESENT: MAYOR NANCY GRANT
DEPUTY MAYOR MATT ALEXANDER
COUNCILLOR PETER J. LEWIS
COUNCILLOR TIFFANY MACKAY FRENCH
COUNCILLOR BILL McGUIRE
COUNCILLOR DON SHEA

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

ABSENT: COUNCILLOR GRANT BRENNAN
COUNCILLOR MIRIAM WELLS

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

1. APPROVAL OF AGENDA

MOVED by Counc. Lewis and seconded by Counc. Mackay French the agenda be approved as circulated with the following amendment:

- Items 8.2 and 9.3 be brought forward to follow Item 4.2

CARRIED.

2. ADOPTION OF MINUTES

- Regular Meeting 13 May 2019

MOVED by Counc. Shea and seconded by Counc. Lewis the Open Session Council minutes of 13 May 2019 be adopted as circulated.

CARRIED.

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

3. OPENING REMARKS OF COUNCIL

Mayor Grant identified the following upcoming events: monthly Sunset Yoga Sessions (starting June 26th at 7 p.m.), Canada Day on the Rothesay Common July 1st 12 p.m. – 3 p.m., and Concerts on the Common starting July 4th.

Counc. Lewis commended Flood Construction for providing assistance to the Vocational Training Centre during their relocation to the Bradley Lake Community Centre. It was suggested a letter of appreciation be sent to the company.

3.1 Declaration of Conflict of Interest
N/A

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4. DELEGATIONS

4.1 Proposed changes to traffic flow on Station Road

(see item 8.2)

Elaina Campbell
Kevin Beaupre
Rod Adams
John Wheatley (*unable to attend*)
Michael Oland

Mayor Grant welcomed Ms. Campbell, Mr. Beaupre, Mr. Adams, and Mr. Oland. Mr. Adams noted Mr. Wheatley sends his regrets.

Ms. Campbell noted she consulted various police officers from the Kennebecasis Regional Police Force as well as the RCMP J Division in Fredericton to inquire if a safety concern exists. She was informed there were more incidents reported at the Grove Avenue/Hampton Road intersection than the Rothesay Corner intersection. She expressed concern that it appeared local law enforcement was not consulted, traffic studies were not commissioned to determine if a problem exists, and the proposed change will likely increase congestion and dangerous traffic behaviour around the Rothesay Common creating hazards for pedestrians. She commented on existing parking concerns and dangerous traffic behaviour in the area. She indicated as a popular public area utilized by community members it is important to reduce the amount of traffic travelling around the Common. She cautioned against directing traffic towards an intersection such as Grove Avenue/Hampton Road that has already been flagged as dangerous. She suggested signage be installed on the Rothesay Corner intersection to identify the existing three-way stop.

Deputy Mayor Alexander thanked those in attendance for their interest in public safety. He noted the matter was identified by a resident of the area and discussed by the Works and Utilities Committee. He clarified the letter was intended to gauge the interest of individuals in the area for the suggested proposal, not to act as a notification of an impending change.

Mr. Beaupre noted he agreed with Ms. Campbell and stated the proposal will not only increase the distance of the daily commute of residents in the area but also eliminate an alternative option to access Station Road.

Mr. Adams commented that the proposal will negatively impact commercial properties in the area. He noted: retail customers enjoy convenience and the longer commute to access these businesses may discourage potential customers; individuals may be enticed to take a "shortcut" through the parking lot of 1 Hampton Road; the proposed change will likely generate confusion and create additional traffic concerns; individuals are likely to increase their speed to compensate for the longer commute; larger vehicles will also be rerouted around the Common; and the additional traffic combined with existing parking and bicycle lanes will create bottleneck conditions on Gondola Point Road. He added he has witnessed a basketball travel onto the road from the Common and stressed the danger that exists if a child had pursued it. He requested Council reject the proposal and noted a preference for traffic control measures other than a roundabout.

Mr. Oland commended the Town for an interest in reducing traffic concerns. He noted the proposal is likely to create confusion and may worsen existing traffic concerns. He expressed concern regarding the apparent lack of research conducted before a proposal was recommended. He stressed the importance of considering impacts to residents, emergency vehicles, and existing traffic concerns. He questioned why residents of the Church Avenue area were not polled considering the change will impact traffic in their vicinity. The proposal is not expected to address the root cause of concern and will add distance to regular commutes. He stressed the importance of ensuring safe conditions for pedestrians especially in public areas such as Rothesay Park School and the Common.

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Counc. Shea noted he agrees that the proposal may increase, and not improve, traffic concerns. Mayor Grant thanked all in attendance and noted the item will be dealt with later on the agenda.

4.2 Rothesay Park Road Mel Clark (*see item 9.3*)

Mayor Grant welcomed Mr. Clark. Mr. Clark thanked Council, and noted he is in favour of elevating Rothesay Park Road to permit access in the event of a flood. He noted he discussed the matter with staff and wished to go on record to state a request that his property be returned to the condition it was prior to commencement of the project. In response to an inquiry, DO McLean advised the request is expected to add a margin of cost to the project but can be done.

Counc. Lewis expressed concern that the Church Avenue project was designed without the inclusion of additional parking. He noted he agrees with concerns identified by residents regarding traffic conditions around the Rothesay Common. Town Manager Jarvie advised Church Avenue will be widened within the Town right-of-way to improve traffic flow in the area. He added angled parking was considered however the option was not deemed worthwhile as the arrangement would require encroachment onto Common greenspace and only produce three additional parking spaces.

Item brought forward.

8.2 Station Road

11 April 2019

Letter to residents RE: Proposed traffic pattern change – Rothesay Corner Signage Mock-ups (3)

Various

Correspondence (10) from residents RE: Proposed traffic flow changes to Station Road

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire Council deny the proposed traffic pattern change to Station Road, and further the letters from residents be referred to the Works and Utilities Committee for consideration of alternative traffic control methods for the area.

CARRIED.

Item brought forward.

OPERATIONS

9.3 Flood Prone Neighbourhood Concerns

6 June 2019

Memorandum from Town Manager Jarvie

Various

Correspondence (3) from residents RE: Flood Prone Neighbourhood Concerns

MOVED by Counc. Mackay French and seconded by Deputy Mayor Alexander Council approve a capital project to raise the north section of Rothesay Park Road to a consistent elevation of 6 meters at a cost not to exceed \$100,000 with the work added as an extra to the Church Avenue project and funded from capital reserves.

ON THE QUESTION:

Counc. Shea inquired about the timeframe for completion. Town Manager Jarvie advised the work will be included during the Church Avenue project. He added completing the project soon will ensure access and egress to the area if flooding occurs next year as well as reducing the overall cost by using repurposed materials and eliminating significant material transportation expenses. He further clarified the project is intended to improve access to Rothesay Park Road during a flood but will not act as a dam.

CARRIED.

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MOVED by Counc. Lewis and seconded by Counc. Mackay French Council direct staff to investigate and report upon the feasibility of raising sections of the following roads with a view to reducing their susceptibility to flooding: Alexander Avenue, Elizabeth Parkway, Maliseet Drive, Park Drive, Pickett Lane and Rothesay Park Road.

ON THE QUESTION:

Counc. Mackay French suggested removing Rothesay Park Road as Council has previously agreed to elevate the road. Town Manager Jarvie clarified Council approved the elevation of the north end of the road. This report will explore options for the south end of Rothesay Park Road.

CARRIED.

MOVED by Counc. McGuire and seconded by Counc. Shea Council refer the concerns raised regarding the operation of the sanitary sewer system during flood conditions to the Works and Utilities Committee.

ON THE QUESTION:

Town Manager Jarvie clarified it is not practical to operate the pumps during a flood as it adds pressure to the system and may result in back-ups on private property.

CARRIED.

MOVED by Counc. Shea and seconded by Counc. Lewis Council seek the cooperation of the other municipalities in the Fundy region on consistent approaches to the sand and sandbag supply, and further flood prone property owners will be advised it is their responsibility to obtain and place sandbags if they wish to do so.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea Council direct staff to encourage registration on the Sentinel emergency notification system and if residents are not prepared to use Sentinel, establish an email list to be used to inform residents by street regarding Town activities during flood conditions.

ON THE QUESTION:

Town Manager Jarvie noted the Town does operate an emergency alert system however due to minimal registration the system cannot be used to successfully notify all impacted residents.

CARRIED.

MOVED by Counc. Mackay French and seconded by Counc. McGuire Council direct staff to sign and limit access to local streets as conditions dictate, recognizing public streets are used by residents to receive services and visitors who may have activities to conduct with other residents, *local traffic only* signs may be erected in some circumstances. Residents will appreciate that signs have only a limited degree of effectiveness. If the situation goes beyond nuisance, the police will be engaged to deter sightseers.

CARRIED.

MOVED by Counc. Lewis and seconded by Counc. Shea Council direct staff to review the condition of storm sewer outlets in flood prone areas to determine suitability for backflow prevention devices and the benefits that such devices might have.

CARRIED.

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MOVED by Counc. McGuire and seconded by Counc. Mackay French Council direct staff to circulate copies of this memorandum to property owners in the flood prone areas; and monitor government programs for any new funding sources for the initiatives set out.

CARRIED.

Town Manager Jarvie advised residents can contact Town staff to meet and discuss the aforementioned actions.

5. CORRESPONDENCE FOR ACTION

5.1 28 May 2019 Email from resident RE: Property lighting on Highland Avenue

MOVED by Counc. Shea and seconded by Deputy Mayor Alexander the email from resident RE: Property lighting on Highland Avenue dated 28 May 2019 be referred to the Works and Utilities Committee.

CARRIED.

5.2 29 May 2019 Letter from Hockey New Brunswick RE: Regional Ice Strategy

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis the letter from Hockey New Brunswick RE: Regional Ice Strategy dated 29 May 2019 be referred to the Fundy Regional Service Commission and a response sent to the correspondent advising of Rothesay support for the initiative.

CARRIED.

5.3 30 May 2019 Letter from resident RE: Request for line painting on Appleby Drive

MOVED by Counc. Shea and seconded by Counc. Lewis the letter from resident RE: Request for line painting on Appleby Drive dated 30 May 2019 be referred to staff.

ON THE QUESTION:

Town Manager Jarvie advised the lines have been painted.

CARRIED.

5.4 5 June 2019 Emails (2) from resident RE: Sewer charges

MOVED by Counc. Lewis and seconded by Deputy Mayor Alexander the emails (2) from resident RE: Sewer charges dated 5 June 2019 be referred to staff.

ON THE QUESTION:

Counc. Shea commented that typically a property cannot be purchased until a lien is resolved. Town Manager Jarvie advised the matter is under investigation.

CARRIED.

6. CORRESPONDENCE - FOR INFORMATION

N/A

7. REPORTS

7.0 June 2019 Report from Closed Session

N/A

7.1 29 April 2019 Fundy Regional Service Commission (FRSC) Meeting Minutes

25 March 2019 FRSC Meeting Minutes

28 January 2019 FRSC Meeting Minutes

MOVED by Counc. Shea and seconded by Counc. McGuire the Fundy Regional Service Commission Meeting Minutes dated 29 April 2019, 25 March 2019, and 28 January 2019 be received/filed.

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ON THE QUESTION:

Mayor Grant noted the recommendations of the Regional Ice Strategy were discussed and defeated at the March and April meetings. Deputy Mayor Alexander commented on the request to clarify the reasoning that Rothesay was at a Level 1 Activation while Quispamsis and Saint John were at Level 2 and 3 Activation. He noted Rothesay provided similar flood mitigation measures as neighbouring municipalities with fewer staff resources. Town Manager Jarvie advised Level 2 Activation requires 24/7 staff presence onsite however due to limited resources it is challenging to meet this demand.

CARRIED.

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| 7.2 | 20 March 2019 | Kennebecasis Public Library (KPL) Board Meeting Minutes |
| | 28 February 2019 | KPL Comparative Income Statement |
| | 31 January 2019 | KPL Comparative Income Statement |
| | 17 April 2019 | KPL Board Meeting Minutes |
| | April 2019 | KPL Librarian's Report |
| | 31 March 2019 | KPL Comparative Income Statement |

MOVED by Counc. Shea and seconded by Counc. Mackay French the Kennebecasis Public Library (KPL) Board Meeting Minutes dated 20 March 2019, the KPL Comparative Income Statement dated 28 February 2019, the KPL Comparative Income Statement dated 31 January 2019, the KPL Board Meeting Minutes dated 17 April 2019, the KPL Librarian's Report dated April 2019, and the KPL Comparative Income Statement dated 31 March 2019 be received/filed.

CARRIED.

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| 7.3 | 24 April 2019 | Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes |
| | 30 April 2019 | KRJBPC Statement of Financial Position |
| | 16 May 2019 | KRJBPC Call Summary |

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes dated 24 April 2019, the KRJBPC Statement of Financial Position dated 30 April 2019, and the KRJBPC Call Summary dated 9 May 2019 be received/filed.

CARRIED.

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| | 9 May 2019 | KRJBPC 2018 Audited Financial Statements |
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MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) 2018 Audited Financial Statements dated 9 May 2019 be received/filed.

CARRIED.

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| | 2018 | KRJBPC Annual Report |
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MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) 2018 Annual Report be received/filed.

CARRIED.

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| 7.4 | 30 April 2019 | Draft unaudited Rothesay General Fund Financial Statements |
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MOVED by Counc. Lewis and seconded by Counc. Shea the draft unaudited Rothesay General Fund Financial Statements dated 30 April 2019 be received/filed.

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ON THE QUESTION:

Treasurer MacDonald highlighted the \$24,000 cost related to the flood included in the April statements. He added to date flood expenses are roughly \$100,000 with funds to be recovered from the Disaster Financial Assistance program. Mayor Grant requested clarification with respect to the variance for the Fire Administration Agreement. Treasurer MacDonald advised this is a positive variance relating to the agreement between Rothesay and Quispamsis for Rothesay to assume administrative duties of the Fire Department.

CARRIED.

30 April 2019 Draft unaudited Rothesay Utility Fund Financial Statements

MOVED by Counc. Shea and seconded by Counc. Lewis the draft unaudited Rothesay Utility Fund Financial Statements dated 30 April 2019 be received/filed.

CARRIED.

30 April 2019 Donation Summary

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the Donation Summary dated 30 April 2019 be received/filed.

CARRIED.

23 May 2019 Draft Finance Committee Meeting Minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the Draft Finance Committee Meeting Minutes dated 23 May 2019 be received/filed.

CARRIED.

➤ Riverside Country Club – 2020 Canadian Masters Curling Championships

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis Council approve the request from the Riverside Country Club in support of the 2020 Canadian Masters Curling Championships in the amount of \$1,000.00.

ON THE QUESTION:

In response to an inquiry, it was noted roughly 24 teams are expected to attend the event. Mayor Grant suggested members of the Rothesay Hive be notified of the event.

CARRIED.

7.5 21 May 2019 Draft Rothesay Hive Advisory Committee Meeting Minutes
14 May 2019 Rothesay Hive Advisory Committee Meeting Minutes

MOVED by Counc. Mackay French and seconded by Counc. Lewis the Draft Rothesay Hive Advisory Committee Meeting Minutes dated 21 May 2019, and the Rothesay Hive Advisory Committee meeting minutes dated 14 May 2019 be received/filed.

ON THE QUESTION:

Mayor Grant commented on the successful grand opening for the Rothesay Hive.

CARRIED.

7.6 21 May 2019 Draft Parks and Recreation Committee Meeting Minutes

MOVED by Counc. Lewis and seconded by Deputy Mayor Alexander the Draft Parks and Recreation Committee Meeting Minutes dated 21 May 2019 be received/filed.

CARRIED.

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7.7 22 May 2019 Draft Works and Utilities Committee Meeting Minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis the Draft Works and Utilities Committee Meeting Minutes dated 22 May 2019 be received/filed.

ON THE QUESTION:

Counc. Lewis commented on the condition of the road in front of the Fire Station on Campbell Drive. Town Manager Jarvie advised discussions with the Province indicated repairs will be a Town responsibility. He added the work required is more substantial than regular pothole repair maintenance. Counc. Lewis commented on the busyness of the intersection and suggested the repairs be completed at night during low traffic periods. Council expressed concern vehicles approaching the intersection are unaware of the location of the vehicle detector used to trigger the lights and this typically results in lengthy wait times. Counc. Mackay French expressed concern regarding the delay for the collection of waste materials during the Spring Clean-up. Deputy Mayor Alexander noted it is expected the matter will be discussed at the next meeting.

CARRIED.

- Rothesay Park Road (*see item 9.3*)
Dealt with above.

7.8 May 2019 Monthly Building Permit Report

MOVED by Counc. Lewis and seconded by Deputy Mayor Alexander the Monthly Building Permit Report dated May 2019 be received/filed.

CARRIED.

7.9 7 June 2019 Capital Projects Summary

MOVED by Counc. Shea and seconded by Counc. McGuire the Capital Projects Summary dated 7 June 2019 be received/filed.

CARRIED.

8. UNFINISHED BUSINESS

TABLED ITEMS

8.1 Wiljac Street Reconstruction and Extension – Design (Tabled March 2019)

No action at this time

8.2 Station Road

11 April 2019

Letter to residents RE: Proposed traffic pattern change – Rothesay Corner Signage Mock-ups (3)

Various

Correspondences (10) from residents RE: Proposed traffic flow changes to Station Road

Dealt with above.

8.3 Police Protection By-law 3-19

15 May 2019

Memorandum from Town Clerk Banks

DRAFT

Police Protection By-law 3-19

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French Council give Reading in its Entirety to By-law 3-19, “A By-law of the town of Rothesay Respecting Police Protection in the town of Rothesay”.

CARRIED.

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Town Clerk Banks read By-law 3-19 in its entirety.

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French Council give 3rd Reading by Title and Enactment to By-law 3-19 "A By-law of the town of Rothesay Respecting Police Protection in the town of Rothesay".

CARRIED.

Town Clerk Banks read By-law 3-19 by title.

9. NEW BUSINESS

9.1 BUSINESS ARISING FROM DELEGATIONS

9.1.1 Proposed changes to traffic flow on Station Road

Dealt with above.

9.1.2 Rothesay Park Road

Dealt with above.

ADMINISTRATION

9.2 Rothesay 2018 Annual Report

7 June 2019

Memorandum from Town Manager Jarvie

DRAFT

Rothesay 2018 Annual Report

MOVED by Counc. Shea and seconded by Counc. Lewis the Rothesay 2018 Annual Report, subject to amendments to the "Mayor's Activities" be received/filed and published to the Town website.

ON THE QUESTION:

Town Clerk Banks advised revised paper copies of the Annual Report were distributed to Council prior to the meeting. Council members took a few moments to review the document. Mayor Grant noted the report will be amended to include additional items for the "Mayor's Activities". In response to an inquiry, Town Manager Jarvie advised the provincial deadline to prepare an annual report is June 30th.

CARRIED.

OPERATIONS

9.3 Flood Prone Neighbourhood Concerns

6 June 2019

Memorandum from Town Manager Jarvie

Various

Correspondence (3) from residents RE: Flood Prone Neighbourhood Concerns

Dealt with above.

COUNCIL REQUESTS

9.4 Pits and Quarries

4 June 2019

Memorandum from Counc. Shea

MOVED by Counc. Shea and seconded by Counc. McGuire the memorandum from Counc. Shea RE: Pits and Quarries dated 4 June 2019 be referred to staff for a report.

ON THE QUESTION:

Counc. Shea requested the report be received by Council within a reasonable timeframe. Staff advised the item is currently under discussion as part of the Municipal Plan review.

CARRIED.

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9.5 Developer's Agreement – 23 Marr Road

4 June 2019 Memorandum from Council. Shea

MOVED by Council. Shea and seconded by Deputy Mayor Alexander the memorandum from Council. Shea RE: Developer's Agreement – 23 Marr Road dated 4 June 2019 be referred to staff for a report.

ON THE QUESTION:

Council. Shea requested the report be received by Council within a reasonable timeframe.

CARRIED.

9.6 Stormwater Management Master Plan and Flood Mitigation Plan

4 June 2019 Memorandum from Council. Shea

MOVED by Council Shea and seconded by Council. Lewis the memorandum from Council. Shea RE: Stormwater Management Master Plan and Flood Mitigation Plan dated 4 June 2019 be referred to staff for a report.

ON THE QUESTION:

Council. Shea inquired about applications to secure funding for flood mitigation projects. Town Manager Jarvie advised a portion of flood expenses are expected to be recovered through insurance claims and the Disaster Financial Assistance program. He noted it is unclear if external funding is available for projects of a preventative nature. He clarified that flooding experienced during the spring freshet differs from overland stormwater flooding.

CARRIED.

10. NEXT MEETING

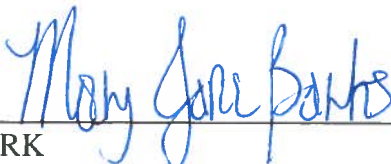
The next meeting is scheduled for Monday, July 8, 2019.

11. ADJOURNMENT

MOVED by Council. McGuire and seconded by Council. Shea the meeting be adjourned.

The meeting adjourned at 8:15 p.m.


MAYOR


CLERK