



**ROTHESAY**  
COUNCIL MEETING  
**By WebEx Videoconference**  
**Monday, December 14, 2020**  
**4:00 p.m.**



**PUBLIC NOTICE:**

**Rothesay Council meetings will be held by teleconference (or videoconference) while the Province is under a State of Emergency and physical distancing is mandatory.**

**Public access to the Live stream will be available online:**

<https://www.rothesay.ca/town-hall/agendas/>

**1. APPROVAL OF AGENDA**

<b>2. APPROVAL OF MINUTES</b>	Regular Meeting	9 November 2020
	Public Budget Presentation	16 November 2020
	Public Budget Approval	30 November 2020

➤ **Business Arising from Minutes**

**3. OPENING REMARKS OF COUNCIL**

**3.1 Declaration of Conflict of Interest**

**4. DELEGATIONS**

N/A

**5. CORRESPONDENCE FOR ACTION**

- 5.1 16 November 2020 Letter from the Retail Council of Canada RE: Single use plastic checkout bag ban by-law

**Refer to staff**

- 5.2 26 November 2020 Sponsorship request from the New Brunswick Environmental Network for the Great Minds Think Outside (GMTO) teacher training program

**Refer to the Finance Committee**

- 5.3 4 December 2020 Email from the Asian Heritage Society of New Brunswick – Saint John Chapter RE: Request for letter of support for Asian Heritage Month May 2021
- 4 December 2019 Letter to the Asian Heritage Society of New Brunswick – Saint John RE: Asian Heritage Month (May 2020)

**Provide letter of support**

**6. CORRESPONDENCE - FOR INFORMATION**

- 6.1 5 November 2020 Letter from Minister Green RE: Administration and control of highways inside municipalities
- 6.2 6 November 2020 Donation request from the Saint John Theatre Company  
*(approved in 2021 budget)*
- 6.3 16 November 2020 Letter to Mulberry Lane residents RE: Local Improvement Charges

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- 6.4.1 1 December 2020 Letter from Quispamsis to the Kennebecasis Public Library RE: 2021 Budget
- 6.4.2 1 December 2020 Letter from Quispamsis to the Kennebecasis Valley Fire Department RE: 2021 Budget
- 6.4.3 1 December 2020 Letter from Quispamsis to the Kennebecasis Regional Police Force RE: 2021 Budget
- 6.5.1 4 December 2020 Letter to the Kennebecasis Public Library RE: 2021 Budget
- 6.5.2 4 December 2020 Letter to the Kennebecasis Valley Fire Department RE: 2021 Budget
- 6.5.3 4 December 2020 Letter to the Kennebecasis Regional Police Force RE: 2021 Budget
- 6.6 8 December 2020 Letter from the Department of Environment and Local Government RE: 2021 Operating Fund Budgets

## 7. REPORTS

- 7.0 **December 2020** **Report from Closed Session**
- 7.1 26 October 2020 Fundy Regional Service Commission (FRSC) Meeting Minutes
- 7.2 24 June 2020 Kennebecasis Public Library (KPL) Board Meeting Minutes
  - June 2020 KPL Librarian's Report
  - 31 May 2020 KPL Comparative Income Statement
  - 19 August 2020 KPL Board Meeting Minutes
  - August 2020 KPL Librarian's Report
  - 31 July 2020 KPL Comparative Income Statement
  - 23 September 2020 KPL Board Meeting Minutes
  - 2021 KPL Proposed Operating Budget Overview vs. 2020
  - 21 October 2020 KPL Board Meeting Minutes
  - October 2020 KPL Librarian's Report
  - 31 August 2020 KPL Comparative Income Statement
- 7.3 9 September 2020 Kennebecasis Valley Fire Department Inc. (KVFD) Board Meeting Minutes
- 30 September 2020 KVFD Statement of Expense
  - 2020 KVFD Capital Budget
  - 10 November 2020 KVFD Chief's Report
  - 31 October 2020 KVFD Response Report
- 7.4 31 October 2020 Draft unaudited Rothesay General Fund Financial Statements
- 31 October 2020 Draft unaudited Rothesay Utility Fund Financial Statements
- 31 October 2020 Donation Summary
- 26 November 2020 Draft Finance Committee Meeting Minutes
  - Safe Restart Funding
  - Climate Change public meeting request (*see Item 8.2*)
- 7.5 17 November 2020 Draft Rothesay Hive Advisory Committee Meeting Minutes
- 7.6 17 November 2020 Draft Parks and Recreation Committee Meeting Minutes
- 7.7 7 December 2020 Draft Planning Advisory Committee Meeting Minutes
- 7.8 9 December 2020 Information Report prepared by DPDS White
  - REVISED October 2020 Monthly Building Permit Report
  - November 2020 Monthly Building Permit Report
- 7.9 10 December 2020 Capital Projects Summary

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## 8. UNFINISHED BUSINESS

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### TABLED ITEMS

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

*No action at this time*

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#### 8.2 Mayor’s Round Table on Climate Change (Tabled October 2019) **Remove from table**

7 December 2020

Memorandum from Finance Committee

9 October 2019

Memorandum from Deputy Mayor Alexander

#### 8.3 Sagamore Heights – 55 Lot Subdivision (Tabled November 2020) **Remove from table**

(PIDs 00241240, 00246603, 30128680, 00062737, 00246595, 00223453, 00224147, 30145890, 30147318)

11 December 2020

Memorandum from Town Manager Jarvie

11 December 2020

Information Report prepared by DPDS White

6 November 2020

Letter from resident RE: Proposed Subdivision (Sagamore Heights)

8 November 2020

Email from resident RE: Sagamore Heights

*Various*

Correspondence (9) from resident RE: Sagamore Heights

#### 8.4 Draft Fire Prevention and Protection By-law 3-20

8.4.1 4 December 2020

Memorandum from Town Clerk Banks

30 November 2020

Public Notice

DRAFT

Fire Prevention and Protection By-law 3-20

#### 8.4.2 By-law 3-20 Schedule “A”

4 December 2020

Memorandum from Town Clerk Banks

DRAFT

Schedule “A” of the Fire Prevention and Protection By-law 3-20

#### 8.4.3 Appointment of By-law Enforcement Officers

10 December 2020

Memorandum from Town Clerk Banks

## 9. NEW BUSINESS

### ADMINISTRATION

#### 9.1 Committee Appointments

4 December 2020

Memorandum from Nominating Committee

### FINANCE

#### 9.2 Reserve Motions 2020

##### 9.2.1 General Fund

7 December 2020

Memorandum from Treasurer MacDonald

##### 9.2.2 Utility Fund

7 December 2020

Memorandum from Treasurer MacDonald

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## **OPERATIONS**

### **9.3 Water Treatment Plant Pipe Replacement**

9 December 2020 Report prepared by DO McLean

### **9.4 Clean Water and Wastewater Fund Treatment Plant Application Requirements**

10 December 2020 Report prepared by DO McLean

### **9.5 Fleet Vehicle Purchase – Utility Department**

11 December 2020 Report prepared by DO McLean

## **10. NEXT MEETING**

**Public meeting (Sagamore Heights)**

Tuesday, December 15, 2020 at 6:00 p.m.

**Regular meeting**

Monday, January 11, 2021 at 4:00 p.m.

## **11. ADJOURNMENT**