



**ROTHESAY**  
COUNCIL MEETING  
Rothesay Town Hall  
**Monday, February 10, 2020**  
**7:00 p.m.**



**PRESENT:** MAYOR NANCY GRANT  
DEPUTY MAYOR MATT ALEXANDER  
COUNCILLOR GRANT BRENAN  
COUNCILLOR PETER J. LEWIS  
COUNCILLOR BILL McGUIRE  
COUNCILLOR DON SHEA  
COUNCILLOR MIRIAM WELLS

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

**ABSENT:** COUNCILLOR TIFFANY MACKAY FRENCH

Mayor Grant called the meeting to order at 7:00 p.m.

**1. APPROVAL OF AGENDA**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the agenda be approved with the following additions:

- Item 7.5.1 Spring Freshet Preparation
  - 10 February 2020 Memorandum from Town Clerk Banks
  - 7 February 2020 Memorandum from Town Manager Jarvie
  - DRAFT Proposed letter to notify residents
  - 10 February 2020 Draft Emergency Measures Committee Minutes
- Item 9.2.1 Parks Department Truck Addendum
  - 10 February 2020 2020 Ford Chassis Cab – Build & Price Package

**CARRIED.**

**2. ADOPTION OF MINUTES**

- Regular Meeting 13 January 2020

**MOVED** by Counc. Shea and seconded by Deputy Mayor Alexander the Open Session Council minutes of 13 January 2020 be adopted as circulated.

**CARRIED.**

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

**3. OPENING REMARKS OF COUNCIL**

Mayor Grant commented on the success of Winterfest events at the Rothesay Common and at the Wells Park. She thanked Parks and Recreation staff for all their hard work planning and organizing the events. She noted upcoming events include the Speaker Series, and Winterfest Trivia (February 25<sup>th</sup>) in the Rothesay Hive.

Mayor Grant noted the Town is receiving positive media attention by making the Discover Saint John list of “wins” for hosting national events such as the Canadian Masters Curling Championship at the Riverside Country Club (March 29<sup>th</sup> – April 5<sup>th</sup>). Counc. McGuire commented on the excellent turnout for the Winterfest curling event at the Riverside Country Club.

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## 3.1 Declaration of Conflict of Interest N/A

## 4. DELEGATIONS N/A

## 5. CORRESPONDENCE FOR ACTION

5.1 16 January 2020 Letter from the Fundy Regional Service Commission RE: Plastic Bag Recycling & Plastic Bag Reduction By-law

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire the letter from the Fundy Regional Service Commission RE: Plastic Bag Recycling & Plastic Bag Reduction By-law dated 16 January 2020 be referred to staff.

### ON THE QUESTION:

Counc. Brenan suggested the proposed by-law distinguish between retail plastic bags and plastic garbage bags, noting both can be defined as “single-use” plastic bags. Mayor Grant agreed to discuss the point at the next Fundy Regional Service Commission meeting. She noted plastic bags will be removed from the list of acceptable recyclable materials and municipalities are encouraged to establish a by-law by January 2021 to encourage a reduction in plastic bags in the region. She added there will be exceptions to the by-law and the initiative will take some time to implement.

**CARRIED.**

5.2 31 January 2020 Letter from the New Brunswick Medical Education Foundation Inc. RE: Request for renewal of scholarship commitment

**MOVED** by Counc. Wells and seconded by Counc. McGuire the letter from the New Brunswick Medical Education Foundation Inc. RE: Request for renewal of scholarship commitment dated 31 January 2020 be referred to the Finance Committee.

**CARRIED.**

## 6. CORRESPONDENCE - FOR INFORMATION

6.1 8 January 2020 Letter from the New Brunswick Emergency Measures Organization (NBEMO) RE: Disaster Financial Assistance – Reimbursement for 2019 Spring Freshet

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the letter from the New Brunswick Emergency Measures Organization (NBEMO) RE: Disaster Financial Assistance – Reimbursement for 2019 Spring Freshet be received/filed.

### ON THE QUESTION:

Counc. McGuire requested clarification. Treasurer MacDonald advised this is the remaining portion of the total reimbursement for the 2019 spring freshet.

**CARRIED.**

6.2 8 January 2020 Letter from Minister Carr RE: Community Funding and Equalization Grant and Bill 2 *An Act to Amend the Greater Saint John Regional Facilities Commission Act*

**MOVED** by Counc. Lewis and seconded by Deputy Mayor Alexander the letter from Minister Carr RE: Community Funding and Equalization Grant and Bill 2 *An Act to Amend the Greater Saint John Regional Facilities Commission Act* be received/filed.

### ON THE QUESTION:

Mayor Grant noted the response does not fully address the points raised in the Town’s initial letter.

**CARRIED.**

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6.3 10 January 2020 Letter from the Honourable Brenda Murphy RE: Thank you for the congratulatory correspondence

**MOVED** by Counc. Wells and seconded by Counc. Lewis the letter from the Honourable Brenda Murphy RE: Thank you for the congratulatory correspondence dated 10 January 2020 be received/filed.

**CARRIED.**

6.4 17 January 2020 Letter from Henriette Hull RE: Invitation to the 2020 New Brunswick Competitive Festival of Music

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the letter from Henriette Hull RE: Invitation to the 2020 New Brunswick Competitive Festival of Music dated 17 January 2020 be received/filed.

**CARRIED.**

6.5 4 February 2020 Letter from the Saint John Arts Centre RE: Upcoming 2020 events

**MOVED** by Counc. Wells and seconded by Counc. Lewis the letter from the Saint John Arts Centre RE: Upcoming 2020 events dated 4 February 2020 be received/filed.

ON THE QUESTION:

Mayor Grant noted a calendar of events is available at Town Hall.

**CARRIED.**

6.6 4 February 2020 Letter from the New Brunswick Black History Society RE: Invitation to Achievement Awards Dinner April 29, 2020

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the letter from the New Brunswick Black History Society RE: Invitation to Achievement Awards Dinner April 29, 2020 dated 4 February 2020 be received/filed.

ON THE QUESTION:

Counc. Wells asked Mayor Grant if she plans to attend the event. Mayor Grant relayed that she asked Town staff to request further details about the event, including the cost of tickets.

**CARRIED.**

## 7. REPORTS

7.0 February 2020 Report from Closed Session  
N/A

7.1 10 December 2019 Fundy Regional Service Commission (FRSC) Meeting Minutes

**MOVED** by Counc. McGuire and seconded by Counc. Wells the Fundy Regional Service Commission (FRSC) Meeting Minutes dated 10 December 2019 be received/filed.

**CARRIED.**

7.2 30 October 2019 Kennebecasis Public Library (KPL) Board Meeting Minutes

October 2019 KPL Librarian's Report

30 September 2019 KPL Comparative Income Statement

October 2019 KPL Building Maintenance Report

20 November 2019 KPL Board Meeting Minutes

31 October 2019 KPL Comparative Income Statement

November 2019 KPL Building Maintenance Report

**MOVED** by Counc. Shea and seconded by Counc. Wells the Kennebecasis Public Library (KPL) Board Meeting Minutes dated 30 October 2019, the KPL Librarian's Report dated October 2019, the KPL Comparative Income Statement dated 30 September 2019, and the KPL Building Maintenance Report dated October 2019, the KPL Board Meeting Minutes dated 20 November 2019, the KPL Comparative Income Statement dated 31 October 2019, and the KPL Building Maintenance Report dated November 2019 be received/filed.

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### ON THE QUESTION:

Counc. Wells commented on an error in the October minutes under the Report of the Librarian noting the statement should read "the Library is currently in the process of hiring *two* new on-call employees". Mayor Grant and Counc. Shea noted their appreciation for Mr. Philip Shedd, the Library Facilities Manager, stating he is a valuable asset to the organization.

**CARRIED.**

7.3 4 December 2019 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC)  
Meeting Minutes  
30 November 2019 KRJBPC Statement of Financial Position  
31 October 2019 KRJBPC Call Summary

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Brenan the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes dated 4 December 2019, the KRJBPC Statement of Financial Position dated 30 November 2019, and the KRJBPC Call Summary dated 31 October 2019 be received/filed.

### ON THE QUESTION:

Counc. McGuire questioned how a hybrid vehicle can reduce maintenance costs for brakes. Deputy Mayor Alexander noted he is unsure. When questioned, Deputy Mayor Alexander clarified the hybrid vehicle is intended to be used as a community, rather than patrol, vehicle. Mayor Grant commented on the high volume of mental health calls.

**CARRIED.**

7.4 31 December 2019 Draft unaudited Rothesay General Fund Financial Statements

**MOVED** by Counc. Brenan and seconded by Counc. Shea the draft unaudited Rothesay General Fund Financial Statements dated 31 December 2019 be received/filed.

### ON THE QUESTION:

Treasurer MacDonald advised the December financial statements are preliminary documents as some minor adjustments may occur during the annual audit. He referenced a handwritten note on page 74 of the Council agenda package explaining the breakdown of 2019 spring freshet reimbursements: disaster financial assistance payments (\$191,959), insurance proceeds (\$196,503), and other miscellaneous (\$14,029), for a total of \$402,491. In response to an inquiry, Treasurer MacDonald noted preliminary work began in the fall of 2019 for the annual audit and the process will continue next week.

**CARRIED.**

31 December 2019 Draft unaudited Rothesay Utility Fund Financial Statements

**MOVED** by Counc. Brenan and seconded by Counc. Shea the draft unaudited Rothesay Utility Fund Financial Statements dated 31 December 2019 be received/filed.

### ON THE QUESTION:

Treasurer MacDonald reiterated that the December financial statements are preliminary documents and may be subject to change.

**CARRIED.**

23 January 2020 Draft Finance Committee Meeting Minutes

**MOVED** by Counc. Brenan and seconded by Deputy Mayor Alexander the Draft Finance Committee Meeting Minutes dated 23 January 2020 be received/filed.

### ON THE QUESTION:

Counc. Brenan noted the purpose of the Aviva Water Plan Inspection report is to follow up on a review conducted by the Town's insurance company of the water plant facility and a subsequent recommendation for an infrared scan of electrical circuitry.

**CARRIED.**

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### ➤ Canadian Mid-Amateur Golf Championship

**MOVED** by Counc. Brenan and seconded by Deputy Mayor Alexander the request for funding from the Riverside Country Club regarding the Canadian Mid-Amateur Golf Championship be approved in the amount of \$1,000.

#### ON THE QUESTION:

Mayor Grant explained as a national event the request complies with the Town's Grants and Donations Policy, however the recommendation is to approve a donation in the amount of \$1,000 rather than the request for \$2,000. She added this will be the second national event for the facility in 2020. It was noted, for transparency, five members of Council are members of the Riverside Country Club.

**CARRIED.**

### ➤ Insurance Cost History

**MOVED** by Counc. Lewis and seconded by Counc. McGuire the insurance cost history be received/filed.

#### ON THE QUESTION:

Treasurer MacDonald noted the substantial increase in 2019 was due to the addition of sewer infrastructure to the policy.

**CARRIED.**

7.5 17 January 2020 Draft Emergency Measures Committee Meeting Minutes

7.5.1 10 February 2020 Draft Emergency Measures Committee Meeting Minutes

**MOVED** by Counc. Lewis and seconded by Counc. McGuire the Draft Emergency Measures Committee Meeting Minutes dated 17 January 2020 and 10 February 2020 be received/filed.

#### ON THE QUESTION:

Counc. Lewis reported recent discussions of the Emergency Measures Committee have been focused on a proactive approach for spring freshet preparations. He briefly explained the plans to improve overall communication with residents include sending a notification letter to residents in flood prone areas and hosting an open house information session, as well as individual meetings in vulnerable areas. He noted: the Committee compared the pros and cons of purchasing and operating a sand-bagging machine, organizing a volunteer-centered sand-bagging operation, engaging a contractor to supply filled sand bags, or implementing a hybrid approach of the options. Engaging a contractor was recommended by the Committee as it ensures a supply of sand bags while allowing Town representatives to focus on protecting public-sector assets. The 20,000 bags purchased by the Town will be provided however the successful bidder will be responsible for sand and labour to fill the bags and stipulations will be included in the tender with respect to weight of the bags, and delivery (wrapped on pallets).

Mayor Grant noted, if necessary, the Town will submit a request to the Province for additional bags and sand. However, access to the resources cannot be restricted to solely Rothesay residents once Provincial support is provided. It was noted while the demand for sand bags exceeded 20,000 in 2019 it is unclear how many bags will be required in 2020 until input is received from residents during the open house and neighbourhood meetings.

Counc. Wells questioned if there will be a limit per household for sand bags. Counc. Lewis noted the input collected during the open house and individual neighbourhood meetings will likely determine if a limit will be necessary. Counc. Wells asked how information will be conveyed to residents that may travel in the spring. Counc. Lewis noted a letter will be sent to property owners and individuals can attend various information sessions. Counc. Wells commented that property owners in vulnerable areas are doing what they can to protect their properties however there may be circumstances where an issue may be beyond an owner's control. Counc. Lewis noted if flooding becomes a recurring annual event government support may be reduced as it is reasonable to expect property owners should be aware of when, and how, to protect their property if spring freshet flooding is anticipated.

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Deputy Mayor Alexander commented that engaging a contractor to fill sand bags may be worthwhile.

Counc. Brennan asked what will happen if the filled bags are not necessary, and what resources (as indicated in the proposed letter) aside from sand bags will be available to residents. Counc. McGuire clarified the tender will request two prices – one for filled bags by a certain date, and a second to cancel the order by a certain date if the bags are not needed. Town Manager Jarvie advised residents will be informed of Town plans to ease the burden on property owners by addressing specific issues in each vulnerable area including, but not limited to, maintaining infrastructure such as sewer systems. He added the proposed letter will be tailored to identify specific concerns of each vulnerable neighbourhood. Counc. Wells questioned what would happen if flooding occurred unexpectedly after the Town has cancelled the order for filled sand bags. Counc. Lewis noted rising water levels will be monitored regularly and decisions will be made accordingly. Counc. Wells thanked the Committee for their efforts on the matter.

**CARRIED.**

- 10 February 2020      Memorandum from Town Clerk Banks
- 7 February 2020      Memorandum from Town Manager Jarvie
- DRAFT                      Proposed letter to notify residents

**MOVED** by Counc. Lewis and seconded by Counc. Wells a letter be sent to notify residents in flood prone areas of available resources, and further, request input regarding what resources may be needed.

**CARRIED.**

**MOVED** by Counc. Lewis and seconded by Counc. Wells an open house be scheduled prior to flood season to further discuss plans and collect input.

**CARRIED.**

**MOVED** by Counc. Lewis and seconded by Counc. Brennan the purchase of a sand-bagging machine, as recommended at the 17 January 2020 EMO Committee meeting, be deferred.

**CARRIED.**

**MOVED** by Counc. Lewis and seconded by Counc. McGuire the purchase of sand to fill 20,000 sandbags be deferred.

**CARRIED.**

**MOVED** by Counc. Lewis and seconded by Deputy Mayor Alexander Council authorize the tender for the supply of 20,000 filled sandbags on a retainer basis.

**ON THE QUESTION:**

Counc. Wells requested clarification. Counc. Lewis noted 20,000 bags were purchased by the Town in a regional bulk purchase, and a request for more bags will be submitted to the Provincial government if the need arises.

**CARRIED.**

7.6 21 January 2020      Draft Parks and Recreation Committee Meeting Minutes

**MOVED** by Counc. Lewis and seconded by Counc. Wells the Draft Parks and Recreation Committee Meeting Minutes dated 21 January 2020 be received/filed.

**ON THE QUESTION:**

There was discussion with respect to the positive turnout for Town events. DRP Jensen and the Parks and Recreation staff were commended for their efforts organizing the events.

**CARRIED.**

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7.7 22 January 2020 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 22 January 2020 be received/filed.

**CARRIED.**

7.8 3 February 2020 Draft Planning Advisory Committee Meeting Minutes  
**MOVED** by Counc. Shea and seconded by Counc. Wells the Draft Planning Advisory Committee Meeting Minutes dated 3 February 2020 be received/filed.

### ON THE QUESTION:

Counc. McGuire noted it is nice to see a new use for the vacant storefront. He noted the gallery will be open part-time during the week and there are opportunities to host outdoor sales.

Counc. Lewis commented on the distance between the two Central Park Condominium buildings at 7 Hillcrest Drive. He questioned if the space between the buildings meets the specifications identified in the developer's agreement. DPDS White advised the distance between the buildings complies with the specifications in the agreement.

**CARRIED.**

7.9 January 2020 Monthly Building Permit Report  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the Monthly Building Permit Report dated January 2020 be received/filed.

**CARRIED.**

7.10 7 February 2020 Capital Projects Summary  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the Capital Projects Summary dated 7 February 2020 be received/filed.

### ON THE QUESTION:

Mayor Grant requested an update with respect to the Rothesay/Quispamsis Trail. DRP Jensen advised staff are in the process of determining the best way to proceed as some challenges arose with respect to land acquisition.

**CARRIED.**

## 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*

**8.2 Mayor's Round Table on Climate Change** (Tabled October 2019)  
*No action at this time*

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**8.3 Assent for Revised Municipal Easement – Brock Court** (Tabled January 2020)  
7 February 2020 Memorandum from Town Clerk Banks  
7 January 2020 Report prepared by DPDS White

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis Council remove the Assent for Revised Municipal Easement – Brock Court from the table.

**CARRIED.**

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**MOVED** by Deputy Mayor Alexander and seconded by Counc. Brenan Council hereby assents to the plan of subdivision prepared by Don Moore Surveys & Engineering Ltd. labelled as Tentative Plan (Dwg. No 19012SDT-Brock Court) to release and create a Municipal Services Easement vested to the Town of Rothesay and registered in accordance with the Community Planning Act.

**CARRIED.**

## 9. NEW BUSINESS RECREATION

### 9.1 Engagement of a Consultant – Scribner Field Replacement

31 January 2020 Memorandum from Town Manager Jarvie

28 January 2020 Memorandum from DRP Jensen

**MOVED** by Counc. Wells and seconded by Counc. McGuire the Glenn Group be engaged for the design and construction management of a new Wells Ball Field in an amount of \$41,700 plus net HST.

#### ON THE QUESTION:

There was general discussion with respect to the proposed location for the new field in Wells Park.

**CARRIED.**

### 9.2 Truck Purchase – Parks Department

10 February 2020 Report prepared by DRP Jensen

#### 9.2.1 10 February 2020 2020 Ford Chassis Cab – Build & Price Package

**MOVED** by Counc. Wells and seconded by Counc. Lewis Council accept the submission from Downey Ford for the purchase of a one ton, 8 cylinder automatic transmission, 4x4, crew cab, A/C, with dump body box and required safety features for the purchase price of \$56,279.50 plus HST for the Rothesay Parks Department.

#### ON THE QUESTION:

Counc. Brenan identified a discrepancy between the cost provided in the report and the cost included on the build sheet. DRP Jensen advised the price in the report of \$56,279.50 is correct. In response to an inquiry, he advised a dump body box is included in the cost.

**CARRIED.**

## DEVELOPMENT SERVICES

### 9.3 Preliminary Report – Proposed Rothesay Highway Signs

5 February 2020 Memorandum from Town Manager Jarvie

5 February 2020 Report prepared by DPDS White

Mayor Grant cautioned that undertaking a branding exercise could be expensive. Concern was expressed about the substantial estimated cost of the signage. There was interest in investigating the cost of using a similar design as existing Rothesay signage, such as the Wells Park sign, but on a larger scale. It was noted lighting may not be required, and the existing signs are durable and may provide an inexpensive option. Counc. Lewis suggested if lighting is required, the use of solar LED lights could be explored. Counc. Wells commented that a branding exercise may not be necessary as the intent of the signage is more to identify the Rothesay border rather than to act as a tourism tool. Deputy Mayor Alexander noted his appreciation for the Town's "brand" as it exists now. He suggested a simple design that includes "Rothesay" and the Town Coat of Arms.

**MOVED** by Counc. McGuire and seconded by Counc. Brenan Council direct staff to develop detailed cost estimates for two highway signs modeled after a larger scaled design of the wooden Rothesay sign located in Wells Park, and further the design of the signs include "Rothesay" and the Town Coat of Arms.

**CARRIED.**



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### OPERATIONS

#### 9.4 Turnbull Court Sewer Design

6 February 2020 Report prepared by DO McLean

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire Council accept the proposal submitted by Dillon Consulting Ltd. in the amount of \$110,000 plus HST to complete detailed design drawings, issue a public tender and manage construction for the reconfiguration of the sanitary sewer collection system between Taylor Brook Bridge and the Tennis Court Lift Station.

**CARRIED.**

#### 9.5 Equipment Supply – 6 inch Diesel Pump

6 February 2020 Report prepared by DO McLean

**MOVED** by Counc. Wells and seconded by Counc. McGuire the bid from Sansom Equipment Ltd., in the amount of \$54,490.00 plus HST, for the purchase of a *Gorman Rupp 6-inch Diesel Pump* be accepted and further that the Director of Operations be authorized to issue a purchase order in that regard.

#### ON THE QUESTION:

Council inquired about the lifespan, cost to rent the unit, and anticipated use. DO McLean advised the rental cost is roughly \$1500 per week, the lifespan can exceed 20 years, and the unit will be used throughout the year. In response to an inquiry, DO McLean advised the cost includes a trailer-mounted unit.

**CARRIED.**

### FINANCE AND ADMINISTRATION

#### 9.6 Local Improvement Levy - Mulberry Lane

7 February 2020 Memorandum from Town Manager Jarvie

4 February 2020 Memorandum from Treasurer MacDonald

10 February 2020 Warrant of Assessment

5 February 2020 Notice of Assessment to property owners (11)

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Wells the memorandums from Town Manager Jarvie and Treasurer MacDonald RE: Local Improvement Levy – Mulberry Lane dated 7 February 2020, and 4 February 2020, respectively, be received/filed.

#### ON THE QUESTION:

Concern was expressed that the overall cost is higher than anticipated. Counc. Wells questioned if the cost could be reduced by extending the pay period from 20 to 30 years. Treasurer MacDonald advised the pay period typically mirrors the lifespan of the capital asset, in this case the anticipated lifespan is 20 years. He noted in order to make any changes a by-law amendment is required. Counc. Brennan asked why the overall cost had increased, and if the property owners were informed. Treasurer MacDonald explained there were unexpected construction costs associated with the creation of the cul-de-sac; and property owners were sent a notification letter that included their individual cost. Town Clerk Banks reported she, and Treasurer MacDonald, received one call from a property owner in response to the Town's letter.

**CARRIED.**

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**MOVED** by Counc. Lewis and seconded by Counc. Brennan:

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 actual sums set out in the local improvement assessment roll for the Mulberry Lane local improvement and further directs the Clerk to cause such special assessments to be collected in accordance with By-Law 1-19.

| Local Improvement By-Law # | Amount to be collected |
|----------------------------|------------------------|
| 1-19-01                    | \$5,333.13             |

**ON THE QUESTION:**

When questioned, Treasurer MacDonald advised the total cost is broken down as follows: the total sum of the cost \$90,343.90, less the Town contribution of \$11,000 for a net cost of \$79,343.90 amortized over 20 years at the Town's cost of borrowing (a 3% interest rate). Counc. Shea questioned if property owners can reduce their cost if the amount is paid in full rather than over a period of 20 years. Treasurer MacDonald advised all property owners will incur the same cost. Counc. Lewis conveyed concerns from a property owner regarding the discrepancy between the estimated and actual costs. He noted the property owner also questioned if the cost includes work to the West Beach Estates area. Town Manager Jarvie clarified the cost does not include any work to West Beach Estates, only Mulberry Lane. He added the Town is obliged to provide a cost estimate to property owners. He added the inclusion of larger contingencies may reduce the possibility of significant discrepancies between the estimated and actual costs of future projects. When questioned, Town Manager Jarvie advised tabling the matter is not recommended as there are deadlines in the By-laws.

**NAY voted recorded from Counc. Lewis.**

**CARRIED.**

**10. NEXT MEETING**

The next meeting is scheduled for Monday, March 9, 2020.

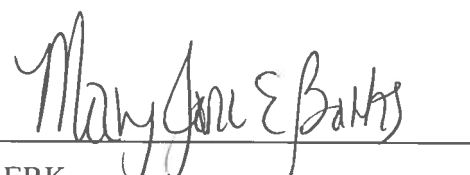
**11. ADJOURNMENT**

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

**CARRIED.**

The meeting adjourned at 8:10 p.m.

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CLERK