

ROTHESAY

COUNCIL MEETING BY VIDEOCONFERENCE

Pursuant to the *Local Governance Act* and

the Province of New Brunswick

State of Emergency (declared 19 March 2020)

Monday, September 14, 2020 at 4:00 p.m.



PRESENT: MAYOR NANCY GRANT
DEPUTY MAYOR MATT ALEXANDER
COUNCILLOR GRANT BRENNAN
COUNCILLOR PETER J. LEWIS
COUNCILLOR TIFFANY MACKAY FRENCH
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

Mayor Grant called the meeting to order at 4:00 p.m. noting she, Town Manager Jarvie, and Town Clerk Banks are present in the Sayre Room at Rothesay Town Hall and observing physical distancing requirements.

1. APPROVAL OF AGENDA

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

CARRIED.

2. ADOPTION OF MINUTES

➤ Regular Meeting 10 August 2020

MOVED by Counc. Shea and seconded by Counc. Lewis the Open Session Council minutes of August 10, 2020 be adopted as circulated.

ON THE QUESTION:

In response to an inquiry, Town Manager Jarvie advised a funding application was submitted for renovation of the arena. He noted the application may be unsuccessful as it was indicated the purpose of the funding is to provide further relief during the pandemic by allowing projects already in “the queue” to proceed.

CARRIED.

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

3. OPENING REMARKS OF COUNCIL

ANNOUNCEMENT: 7th Annual Through the Lens Photo Contest Winner – Lisa Richard
Mayor Grant reported 42 photographs were received. She congratulated Lisa Richard, winner of the 2019 – and now 2020, Through the Lens Photo Contest with a total of 77 “likes” for her photograph of a sunset at Renforth wharf. She noted Ms. Richard was invited to Town Hall earlier to receive a certificate and gift, and was thanked for the beautiful photograph.

Mayor Grant commented on the unprecedented summer due to limitations stemming from the COVID-19 pandemic. She commended Town staff for maintaining a semblance of normality despite the challenges.

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Mayor Grant reported the Union of Municipalities of New Brunswick (UMNB) annual general meeting will be held electronically on Sunday, October 4th, 2020, Town Clerk Banks will circulate registration details to Council, and there is no cost to the Town for participation.

Counc. McGuire stated, for the record, similar to Caraquet, provincial funding was announced on July 31, 2020 for an arena project in the municipality of Hartland in the amount of approximately \$3 million dollars. This calculates to a total of roughly \$7 million dollars contributed by the Province for arena projects despite claims by Provincial representatives that recreational projects are not a priority in 2020.

3.1 Declaration of Conflict of Interest

N/A

4. DELEGATIONS

4.1 Fundy Regional Service Commission 2021 Budget Marc MacLeod *(see Item 9.1.1)*

Mayor Grant welcomed Marc MacLeod, Executive Director of the Fundy Regional Service Commission (FRSC), to the videoconference. She noted the FRSC is obliged to share the draft budget with regional municipalities and allow a 45 day review period; however a resolution of Council is not required for the budget approval process.

Mr. MacLeod thanked Council and encouraged all comments to be shared with Mayor Grant, as the Rothesay representative on the Fundy Regional Service Commission, before October 26th. He highlighted the following:

- A balanced budget in the range of \$8.625 million dollars, down from \$8.72 million dollars (2020)
 - Largely due to surplus transfers in Landfill budget
- No increase in tip fees in 2021 to help communities, businesses, and governments through the COVID-19 pandemic; however an increase will likely be proposed for 2022
 - There has not been a tip fee increase for solid waste since 2003
- Costs decreased in Regional and Cooperative Services as a result of the elimination of the recreation initiative with the discontinuation of funding
 - However, the billing to communities will increase slightly because the surplus in 2020 artificially deflated comparison costs verses 2021
 - The Regional and Cooperative Service billing for Rothesay in 2021 will be \$5,226
 - Second previous year surplus \$6,293 (2021) compared to \$27,926 (2020)
- Increase in Local Planning Department \$300,744 (2021) compared to (\$270,806) due to the hiring of a Development Officer to address absent and out-of-date rural plans
 - To assist the Local Service Districts (LSDs) and St. Martins
- Electrical Generation
 - Agreement with Saint John Energy – power produced onsite at no charge, and payment received for additional power generated
 - Increase in revenue anticipated from production due to new wells
 - Fiscal services increase for generator rebuild
- Solid Waste Services
 - Revenue projections held flat despite COVID-19, some reductions but not as dramatic as anticipated – difficult to predict final outcome
 - Recycling markets projected to be down due to trade closures
- Decreases due to transitional exit from the Blue Bin Depot program – process is ongoing
- Cost savings experienced due to buying used, and rebuilding existing, equipment
 - Staff required for fabrication and mechanical work
 - Decrease in fuel costs

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- Projected depletion of Capital and Operating reserves at the end of 2021
- Two new – relatively short term – borrowings proposed for 2021
 - Cell #9 Berms and Underdrains (\$1.25 million, 3-4 years); and
 - Electrical Generator rebuild (\$250,000, 5 years)

Council inquired about glass recycling, and if areas with Blue Bins will transition to a curbside recycling program.

Mr. MacLeod advised currently there is no interest in pursuing a glass recycling program unless something is proposed through the Packaging and Printed Paper (PPP) Program. This is due to the challenges – collection process, lack of market, and cost. He added the FRSC's favourable position in current markets is largely due to the decision not to collect glass as recyclable materials.

With respect to the transitional exit from the Blue Bin program, Mr. MacLeod advised the remaining jurisdictions in the program have indicated an interest in pursuing curbside recycling programs. He added this transition, from what is now an antiquated system, will bring the FRSC to a standard level of performance similar to other municipalities in New Brunswick, as well as the rest of Canada.

Mayor Grant thanked Mr. MacLeod for his presentation. Mr. MacLeod thanked Council and left the videoconference.

5. CORRESPONDENCE FOR ACTION

5.1 19 August 2020 Letter from resident RE: Intent to raise Pickett Lane

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the letter from resident RE: Intent to raise Pickett Lane dated 19 August 2020 be referred to staff, and a response be sent to the resident.

CARRIED.

5.2 20 August 2020 Letter from CN RE: Rail Safety Week Proclamation September 21 – 27, 2020
Mayor Grant acknowledged it is not common practice of Council to read proclamations, however since rail safety is a prominent issue within the Town it is reasonable to make an exception.

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

Whereas *Rail Safety Week* is to be held across Canada from September 21 to 27, 2020;

Whereas it is in the public's interest to raise citizens' awareness of the dangers of ignoring safety warnings at level crossings and trespassing on rail property to reduce avoidable deaths, injuries and damage caused by incidents involving trains and citizens;

Whereas Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness;

Whereas CN has requested Town Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

It is hereby **RESOLVED** to support national *Rail Safety Week* to be held from September 21 to 27, 2020.

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ON THE QUESTION:

Deputy Mayor Alexander stressed the importance of promoting rail safety as residents are commonly seen crossing railroad tracks to access residences, or other areas. He added dangers can also arise if access points are blocked and areas become isolated due to halted trains. Counc. McGuire expressed concern that issuing the proclamation would go against Council's standard practice. Councs. Wells, Shea, and Mackay French agreed with Counc. McGuire and suggested Rail Safety Week be promoted by the Town without issuing a proclamation.

YEA votes recorded from: Deputy Mayor Alexander, and Counc. Lewis.

NAY votes recorded from: Councs. Brenan, Mackay French, McGuire, Shea, and Wells.

DEFEATED.

MOVED by Counc. McGuire and seconded by Counc. Shea Rail Safety Week (September 21 – 27) be promoted on the Town's social media.

CARRIED.

5.3 26 August 2020 Request to renew the Town of Rothesay Medical Education Scholarship Mayor Grant referred to the Finance Committee minutes to be discussed later on the agenda, noting the Finance Committee recommended Council refer the request to the 2021 budget process.

MOVED by Counc. Brenan and seconded by Counc. Wells the request to renew the Town of Rothesay Medical Education Scholarship dated 26 August 2020 be referred to the 2021 budget process.

CARRIED.

5.4 1 September 2020 Letter from resident RE: Policy R-3 Draft 2020 Municipal Plan

MOVED by Deputy Mayor Alexander and seconded by Counc. Brenan the letter from resident RE: Policy R-3 Draft 2020 Municipal Plan dated 1 September 2020 be referred to staff for inclusion in the draft Municipal Plan comments.

CARRIED.

5.5 8 September 2020 Email from resident RE: Kennebecasis Regional Police Force Traffic Complaint Form

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the email from resident RE: Kennebecasis Regional Police Force Traffic Complaint Form dated 8 September 2020 be referred to the Kennebecasis Regional Police Force, and the Kennebecasis Regional Joint Board of Police Commissioners.

ON THE QUESTION:

Councs. McGuire and Brenan noted they agreed with the resident's concerns, stating the outlet could become problematic if used with malicious intent. Counc. Wells commented on the significant volume of traffic concerns received from residents at the Works and Utilities Committee, and noted the initiative is a reasonable response but the points raised by the resident are valid. She noted previous methods may be sufficient as the risk of pitting neighbour against neighbour may not outweigh the benefit of convenience the service provides. Counc. Mackay French indicated the topic will be discussed at the next Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) meeting. She added the intent of the initiative was to streamline the process by allowing individuals to submit concerns directly to the Police Force. Council agreed the item should be discussed by the KRJBPC.

Counc. Lewis asked if there was any further pursuit of photo radar cameras. It was noted there was not.

CARRIED.

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5.6 8 September 2020 Grant Application for the Kennebecasis Valley Oasis Youth Center
19 November 2019 KV Oasis Annual General Meeting presentation

MOVED by Counc. Shea and seconded by Counc. Brenan the grant application for the Kennebecasis Valley Oasis Youth Center dated 8 September 2020, and the KV Oasis Annual General Meeting presentation dated 19 November 2019 be referred to the Finance Committee.

ON THE QUESTION:

Counc. Mackay French questioned if the request contravenes the Rothesay Grant and Donation Policy as it states Council will consider requests for financial support as long as a similar request was not made within a certain timeframe. Mayor Grant noted the request is acceptable as a previous application from the organization was submitted for 2020 budget consideration in 2019, whereas this request is for the 2021 budget. It was noted the Policy stipulates a time period of 12 months for groups, and 36 months for individuals.

CARRIED.

6. CORRESPONDENCE - FOR INFORMATION

6.1 11 August 2020 Email from Dr. T Koppert to Minister Oliver RE: Cycling in New Brunswick

MOVED by Deputy Mayor Alexander and seconded by Counc. Brenan the email from Dr. T. Koppert to Minister Oliver RE: Cycling in New Brunswick dated 11 August 2020 be received/filed.

CARRIED.

6.2 20 August 2020 Request to proclaim September as Big Brothers Big Sisters month

MOVED by Counc. Mackay French and seconded by Counc. Shea the request to proclaim September as Big Brothers Big Sisters month dated 20 August 2020 be received/filed, and promoted on the Town's social media.

CARRIED.

6.3 22 August 2020 Letter from resident RE: Thank you – French Village Road curb and sidewalk

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the letter from resident RE: Thank you – French Village Road curb and sidewalk dated 22 August 2020 be received/filed.

ON THE QUESTION:

Mayor Grant reported residents also voiced their appreciation for the sidewalk on French Village Road near Hooper Drive on the Town's social media.

CARRIED.

6.4 27 August 2020 Thank you card for sponsorship of the 2020 Youth for Youth event

MOVED by Counc. Lewis and seconded by Counc. Brenan the thank you card for sponsorship of the 2020 Youth for Youth event dated 27 August 2020 be received/filed.

CARRIED.

6.5 1 September 2020 Letter from the Kennebecasis Valley Committee for Disabled Persons
(KVCDP) RE: Thank you/Suspension of 2020 grant request

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the letter from the Kennebecasis Valley Committee for Disabled Persons (KVCDP) RE: Thank you/Suspension of 2020 grant request dated 1 September 2020 be received/filed.

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ON THE QUESTION:

Counc. McGuire commended the Kennebecasis Valley Committee for Disabled Persons, noting this is not the first time the group has written to thank the Town for its contribution, and suspend a grant request. He praised the group for their demonstration of successful financial management practices.

CARRIED.

7. REPORTS

7.0 September 2020 Report from Closed Session N/A

7.1 27 July 2020 Fundy Regional Service Commission (FRSC) Meeting Minutes

MOVED by Counc. Brenan and seconded by Deputy Mayor Alexander the Fundy Regional Service Commission (FRSC) Meeting Minutes dated 27 July 2020 be received/filed.

ON THE QUESTION:

Mayor Grant noted errors identified in the June 22, 2020 minutes were corrected, and the revised copy was received by the Town Clerk for filing.

CARRIED.

7.2 22 January 2020 Kennebecasis Public Library (KPL) Board Meeting Minutes
January 2020 KPL Librarian's Report
30 November 2019 KPL Comparative Income Statement
19 February 2020 KPL Board Meeting Minutes
February 2020 KPL Librarian's Report

MOVED by Counc. Shea and seconded by Counc. Mackay French the Kennebecasis Public Library (KPL) Board Meeting Minutes dated 22 January 2020, the KPL Librarian's Report dated January 2020, the KPL Comparative Income Statement dated 30 November 2019, the KPL Board Meeting Minutes dated 19 February 2020, and the KPL Librarian's Report dated February 2020 be received/filed.

CARRIED.

7.3 31 July 2020 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 July 2020 be received/filed.

ON THE QUESTION:

Mayor Grant reported, for the benefit of the public, decreases in revenue in the amount of roughly \$50,000 as a result of the COVID-19 pandemic – more specifically facility closures, and reduced operations. Despite losses in revenue the Town maintains a balanced budget. She commended, and thanked, Town staff for their sound financial management during this unprecedented time.

CARRIED.

31 July 2020 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 July 2020 be received/filed.

ON THE QUESTION:

Mayor Grant noted despite reductions in revenue due to a decrease in commercial sales, the budget remains "in the black".

CARRIED.

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31 July 2020 Donation Summary

MOVED by Counc. Brenan and seconded by Counc. Shea the donation summary dated 31 July 2020 be received/filed.

CARRIED.

3 September 2020 Draft Finance Committee Meeting Minutes

MOVED by Counc. Brenan and seconded by Counc. Shea the draft Finance Committee Meeting Minutes dated 3 September 2020 be received/filed.

CARRIED.

➤ St. Joseph's Hospital Foundation

MOVED by Counc. Brenan and seconded by Counc. Wells Council approve a grant request from the St. Joseph's Hospital Foundation in the amount of \$1,000.00.

CARRIED.

➤ Costs relating to siting a recreational facility in the vicinity of Rothesay High School

MOVED by Counc. Brenan and seconded by Deputy Mayor Alexander Council receive and file the request from Councillor Shea regarding a recreational facility, and related, costs.

ON THE QUESTION:

Counc. Shea expressed confusion noting the rationale for denying the request is conflicting as it claims the information is readily available but also creates a time consuming task for Town staff. He noted the interest in dismissing the request is unusual as Council typically welcomes opportunities for additional information. He explained information requests, especially pertaining to costs, is crucial to making informed decisions. It would allow Council to state accurate costs confidently rather than estimates that can range. He concluded that the interest in dismissing this request convinces him more of the necessity of the request.

Deputy Mayor Alexander explained, with the exception of a Request for Information under the Right to Information and Protection of Privacy Act, it is standard practice to direct members of the public to the Town website to search for information (ex. previous Council minutes). He added the scope of the request is substantial and is unlikely to produce useful information as the perimeters include the fieldhouse proposal, rather than solely the arena. He suggested Counc. Shea perform a personal search for the information and submit a request if there is any specific information that the search does not produce.

NAY votes recorded from: Councs. Lewis and Shea.

CARRIED.

➤ Debt Application

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

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 \$1,100,000 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.

ON THE QUESTION:

Treasurer MacDonald advised the request relates to financing the Rothesay share for the purchase of Kennebecasis Valley Fire Department Station 2 and a new fire truck (\$350,000), and sewer work (\$750,000).

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CARRIED.

➤ Regional Facilities Commission 2021 Budget

MOVED by Counc. Brenan and seconded by Counc. Lewis Council accept the 2021 budget for the Regional Facilities Commission as submitted.

ON THE QUESTION:

Mayor Grant reported a decrease in Rothesay's contribution.

CARRIED.

7.4 18 August 2020 Draft Rothesay Hive Advisory Committee Meeting Minutes

MOVED by Counc. Wells and seconded by Counc. McGuire the Draft Rothesay Hive Advisory Committee Meeting Minutes dated 18 August 2020 be received/filed.

ON THE QUESTION:

Counc. Wells summarized the minutes. Deputy Mayor Alexander noted some activities listed in the questionnaire will have to be modified to adhere to COVID-19 restrictions. Counc. Wells noted the list was generated from activities available prior to closure of the facility. She added moving forward all activities will be subject to a COVID-19 operational plan. She reported the Art4Life Program has utilized the Rothesay Hive on a temporary basis, and she was informed the space can accommodate 8 participants for a fitness class while observing social distancing. She added the Committee is continuing to discuss options for the safe reopening of the facility. Results of the questionnaire indicated there is little interest in participating in online classes or events, or attending activities at venues outside of the Rothesay Hive.

CARRIED.

7.5 2 September 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 2 September 2020 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander summarized the minutes. He noted the letter from a resident discussed earlier provided valuable insight regarding public opinion of the KRPF Traffic Complaint Form. There was discussion with respect to a separate parking by-law. Deputy Mayor Alexander noted the Traffic By-law requires approval from the Registrar of Motor Vehicles which can delay enactment, thus the intent of a separate parking by-law is to create a more efficient way to handle parking issues on Town streets not under provincial jurisdiction. Town Manager Jarvie advised the Local Governance Act permits municipalities to create administrative by-laws allowing tickets to be issued for violations. Counc. Brenan questioned if additional staff will be required to issue such tickets. Town Manager Jarvie advised this service could be provided by deputizing or authorizing current Town staff to perform the task. He added revenue from penalties will be received and circulated back to the municipality, rather than the Province.

CARRIED.

- 6 August 2020 Email from resident RE: No Parking Signs on Tennis Court Road
- 9 August 2020 Email from resident RE: Parking at Renforth Wharf
- 25 August 2020 Request from resident for "No Littering" signage on Dolan Road
- 28 August 2020 Letter from Islay Avenue residents RE: Upcoming school year and increased traffic
- 31 August 2020 Email from resident RE: Request for "No Exit" and "Children Playing" signage on McConchie Drive

MOVED by Counc. Mackay French and seconded by Counc. Brenan the email from resident RE: No Parking Signs on Tennis Court Road dated 6 August 2020, the email from resident RE: Parking at

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Renforth Wharf dated 9 August 2020, the request from resident for “No Littering” signage on Dolan Road dated 25 August 2020, the letter from Islay Avenue residents RE: Upcoming school year and increased traffic dated 28 August 2020, the email from resident RE: Request for “No Exit” and “Children Playing” signage on McConchie Drive dated 31 August 2020 be received/filed.

CARRIED.

7.6 8 September 2020 Draft Planning Advisory Committee Meeting Minutes
MOVED by Counc. McGuire and seconded by Counc. Shea the Draft Rothesay Hive Advisory Committee Meeting Minutes dated 8 September 2020 be received/filed.

CARRIED.

7.7 August 2020 Monthly Building Permit Report
MOVED by Counc. Mackay French and seconded by Counc. McGuire the Monthly Building Permit Report dated August 2020 be received/filed.

CARRIED.

7.8 5 September 2020 Capital Projects Summary
MOVED by Counc. Mackay French and seconded by Deputy Mayor Alexander the Capital Projects Summary dated 5 September 2020 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 Mayor’s Round Table on Climate Change (Tabled October 2019)

No action at this time

8.3 2020 Municipal Plan Public Presentation (Tabled August 2020)

9 September 2020 Report prepared by DPDS White

MOVED by Counc. McGuire and seconded by Counc. Lewis the 2020 Municipal Plan Public Presentation be removed from the table.

CARRIED.

MOVED by Counc. Mackay French and seconded by Counc. Wells Council hereby directs staff publish a public notice stating the intention to adopt a municipal plan by-law and to conduct a presentation of the proposed plan on Monday, September 28, 2020 at 6:00 p.m.

ON THE QUESTION:

When questioned about the time and location, DPDS White suggested, similar to current Council meetings, the meeting be held at 4:00 p.m. via WebEx videoconference. He noted staff will provide visuals, and once the presentation has concluded the mandated 30 day review period will begin. Deputy Mayor Alexander suggested the presentation be recorded to share with members of the public that are unable to view the meeting. DPDS White advised the presentation will be shared electronically following the meeting. Counc. Mackay French suggested the meeting be scheduled at a later time outside of regular business hours. In response to an inquiry, Mayor Grant noted a Public Hearing will be scheduled following the 30 day review period to provide a forum for community members to voice concerns or ask questions.

CARRIED.

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9. NEW BUSINESS

9.1 BUSINESS ARISING FROM DELEGATIONS

9.1.1 Fundy Regional Service Commission 2021 Budget

1 September 2020 Letter from the Fundy Regional Service Commission (FRSC) RE: Draft 2021 Budget

DRAFT 2021 Fundy Regional Service Commission Budget

MOVED by Counc. McGuire and seconded by Deputy Mayor Alexander the Fundy Regional Service Commission 2021 Budget be received/filed, and any comments be forwarded to Mayor Grant before October 26, 2020.

CARRIED.

DEVELOPMENT SERVICES

9.2 Civic Address Agreement with Service New Brunswick

4 September 2020 Report prepared by DPDS White

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire Council hereby authorizes the Mayor and Clerk to enter into an agreement with Service New Brunswick for the maintenance of civic addresses within the provincial civic address database.

ON THE QUESTION:

DPDS White advised the agreement formalizes a standard practice between the Town and Service New Brunswick.

CARRIED.

ADMINISTRATION

9.3 Committee Appointments

31 August 2020 Memorandum from the Nominating Committee

MOVED by Counc. Wells and seconded by Counc. McGuire Scott Thomas be reappointed to the Imperial Theatre Board of Directors for a term to expire October 31, 2022.

CARRIED.

MOVED by Counc. Wells and seconded by Counc. Mackay French Christina Barrington be appointed to the Rothesay Hive Advisory Committee for a term to expire December 31, 2022.

CARRIED.

9.4 Addition to Flag Policy

8 September 2020 Memorandum from Town Clerk Banks

MOVED by Counc. Wells and seconded by Counc. Lewis to amend the Rothesay Flag Policy to include the following in Section 5.3 **Half-Masting for Mourning** under (d):

- Firefighters' National Memorial Day (September 13)

ON THE QUESTION:

Counc. McGuire questioned why separate days are required for the Firefighters' National Memorial Day (September 13) and the Police and Peace Officers' National Memorial Day (Last Sunday in September). He suggested both events be observed on the same day as both fall under the category of Protective Services. Mayor Grant noted the schedule cannot be changed as both events are national days of observation.

NAY votes recorded from: Councs. Brenan and McGuire.

CARRIED.

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OPERATIONS

9.5 Contract S-2020-001: Turnbull Court Sewer Phase I

10 September 2020 Report prepared by DO McLean

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire Council award Contract S-2020-001: Turnbull Court Sewer Phase I to the low tenderer, Galbraith Construction Ltd., at the tendered price of \$1,304,517.45 (including HST), as calculated based on estimated quantities, and further that the Mayor and Town Clerk be authorized to execute the necessary contract documents.

ON THE QUESTION:

Counc. McGuire noted an engineer’s estimate is typically included in similar reports and questioned if one was available. Town Manager Jarvie advised he would follow up. He added the title of the contract may be misleading as Phase I of the project will be completed in the area between Taylor Brook bridge and the Tennis Court Road lift station, rather than Turnbull Court. It was noted the work on Turnbull Court will be completed in Phase II.

CARRIED.

10. NEXT MEETING

The next meetings are scheduled as follows:

Municipal Plan Presentation
Regular meeting

Monday, September 28, 2020 at 6:00 p.m.
Tuesday, October 13, 2020 at 4:00 p.m.

Counc. Mackay French questioned if there are plans to return to in-person meetings. Town Manager Jarvie advised Town staff are exploring options however each venue (i.e. Council Chambers in Town Hall, and the Bill McGuire Centre) presents challenges – adequate space for social distancing, and proper equipment for recording and public viewing or engagement. In response to an inquiry, Town Manager Jarvie advised it is unclear how other regional municipalities plan to proceed with their respective meetings.

11. ADJOURNMENT

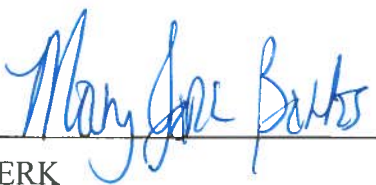
MOVED by Counc. McGuire and seconded by Counc. Wells the meeting be adjourned.

CARRIED.

The meeting adjourned at 5:30 p.m.



MAYOR



CLERK