



ROTHESAY



2021 Candidate Information Package

Eligibility

Candidates do not need to own property in Rothesay to run for Town Council. Candidates in a Rothesay municipal election or by-election, must be:

- 18 years of age on or before election day;
- A Canadian citizen;
- A resident of the province and the municipality for at least 6 months before the day of the election.

Further information regarding eligibility is available at www.electionsnb.ca.

Council Time Commitment

Rothesay Council meetings are typically held the second Monday of every month at 7:00 p.m. in the Common Room, Rothesay Town Hall, 70 Hampton Road, Rothesay, NB. Regular and special Council meetings are open to the public. Council agendas and agenda packages are posted to the website prior to each meeting: <https://www.rothesay.ca/town-hall/agendas>. Approved Council minutes are available for review in the Clerk's office and also online: <https://www.rothesay.ca/council-minutes>.

Closed meetings are typically held prior to open meetings in accordance with the *Local Governance Act*, SNB 17, c. 18 (s. 68) when the subject matters relate generally to the following: confidential and/or personal information protected by law; contract negotiations; land disposition or acquisition; litigation or potential litigation and legal opinions or advice; matters of security; information gathered by police; information that could violate confidentiality from the federal or provincial government; and labour and employment matters.

*During the COVID-19 pandemic, by resolution of Council, meetings are being held at 4:00 p.m. via teleconference or videoconference. Closed meetings are usually held at 3:00 p.m. the same day. Council also passed resolutions related to the following: 1) delegations were limited to members of Town administration or other levels of government, other external organizations or external consultants/service providers retained on behalf of the Town, and 2) public hearings were temporarily suspended until such time as other technology is employed that will facilitate external participation or the Province of New Brunswick and/or the federal government of Canada determine physical distancing is no longer required to address the COVID-19 pandemic, or on motion of Council.

Council members are provided with an iPad and an @rothesay.ca email account, which remain property of the Town, and Council agendas and supporting documentation are provided in electronic format to Council members.



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Excluding regular Council meetings, the average time commitment can range for each role (Mayor, Deputy Mayor, and Councillor). This depends on the personal commitment of each member of Council with respect to attendance at functions/events (*once permitted by Public Health protocols), addressing public inquiries, and committee work required throughout the year. When questioned, Council members have provided estimates of 25-30 hours per week for the role of Mayor, and between 7-12 hours per week for the role of councillor.

Elected members of Council will serve a four-year term until the next election in May 2025.

Expectations of Council

Rothsay Council members must adhere to the Rothesay Procedural By-law and all policies and procedures of the Town including, but not limited to, the Rothesay Code of Conduct By-law and the provincial Conflict of Interest legislation. In addition to attendance at Council and Committee meetings, Council members may be asked to represent the Town at various events (*once permitted by Public Health). All members of Council, including the Mayor and Deputy Mayor, are appointed or mandated to represent the Town on various committees, agencies, boards, and commissions (ABCs) as listed below. Individual appointments can range from three to five committees and/or ABCs.

Committees (2021)

- Personnel Committee
- Finance Committee
- Nominating Committee
- Emergency Measures Committee
- Parks and Recreation Committee
- Planning Advisory Committee
- Works and Utilities Committee
- Rothsay Heritage Preservation Review Board
- Rothsay Hive Advisory Committee
- Rothsay Living Museum Committee

External Agencies, Boards, and Commissions (2021)

- Greater Saint John Regional Facilities Commission
- Kennebecasis Regional Joint Board of Police Commissioners
- Kennebecasis Public Library Board
- Kennebecasis Valley Fire Department Board of Fire Commissioners
- PRO Kids Advisory Committee



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Rothesay Council

Council consists of eight individuals: the Mayor, and seven Councillors.

Election of Deputy Mayor

The Deputy Mayor is elected by Council at the first meeting following the election in accordance with the Procedural By-law. Traditionally, Council members have elected the Councillor receiving the highest number of votes in the election, for the four year term.

Council Remuneration (2021)

- Mayor \$37,000
- Deputy Mayor \$20,100
- Councillor \$18,000

Important Dates (2021):

- Nominations open Saturday, March 20 and close Friday, April 9 at 2 p.m.
- Election signs in Rothesay **cannot be erected before Friday, April 9 at 2 p.m.**
- Returning offices open to the public Monday March 22.
- Deadline to withdraw Nomination is Monday, April 12 at 5 p.m.
- Advance polls are Saturday, May 1 and Monday, May 3 from 10 a.m. – 8 p.m.
- Election Day is Monday, May 10. Polls open from 10 a.m. – 8 p.m.
- Election signs in Rothesay **MUST** be removed by Wednesday, May 13, 2021

Important Links:

- **PUBLIC HEALTH GUIDELINES FOR MUNICIPAL CAMPAIGNING - 2021**
<https://www.electionsnb.ca/content/dam/gnb/Departments/h-s/pdf/municipal-election-risk.pdf>

For more information, please contact ElectionsNB (info@electionsnb.ca 1-800-308-2922) or contact the Town Manager's Office at JohnJarvie@rothesay.ca.

ROTHESAY

New Brunswick

Rothesay Sign By-Law 3-10 POLITICAL (ELECTION) SIGNS

Political signs refer to signs that pertain only to an election of a representative of the eligible voters in Rothesay.

POLITICAL SIGNS SHALL

- A. Not be erected in locations that impede pedestrian and vehicle movement, accessibility or visibility.
- B. Not be erected on the Rothesay Common or other Town-owned facilities or park areas.
- C. Not exceed 3 square meters (32 square feet) in area.
- D. Not be displayed before a Provincial or Federal election is officially called or before the end of the nomination period of local government elections. **[April 9, 2021]**
- E. Be removed within three (3) days after the election. **[May 13, 2021]**

Please note that contraventions of Rothesay Sign By-Law 3-10 are subject to a fine not less than \$70 and not more than \$1000. Each day such offence continues shall be deemed to constitute a separate offence.

