

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, December 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, observing physical distancing requirements, and wearing masks. Council members and staff were connected remotely.

1. APPROVAL OF AGENDA

MOVED by Counc. Mackay French and seconded by Counc. McGuire the agenda be approved as circulated.

CARRIED.

2. ADOPTION OF MINUTES

➤ Regular Meeting 9 November 2020

MOVED by Counc. Shea and seconded by Deputy Mayor Alexander the Open Session Council minutes of November 9, 2020 be adopted as circulated.

CARRIED.

➤ Public Budget Presentation 16 November 2020

MOVED by Counc. Mackay French and seconded by Counc. Lewis the Public Budget Presentation minutes of November 16, 2020 be adopted as circulated.

CARRIED.

➤ Public Budget Approval 30 November 2020

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the Public Budget Approval minutes of November 30, 2020 be adopted as circulated.

CARRIED.

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

3. OPENING REMARKS OF COUNCIL

Mayor Grant announced residents and businesses can register for the Rothesay Holiday Decorating Contest by noon on December 16, 2020. Prizes are available for best residential, commercial, and community favourite property. She added at 6:00 p.m. on Christmas Eve community members are encouraged to light a candle and step outside to sing Christmas carols, ring bells, and bring holiday cheer in their own way to celebrate and connect individuals safely from their own homes.

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Mayor Grant acknowledged the hardships experienced this year, and thanked Council and staff for everything they have done for the Town in 2020.

Mayor Grant announced the Rothesay Hive will reopen January 4, 2021. She wished a wonderful holiday season and a Happy New Year to Council, staff, and residents.

Counc. Wells commended Town staff for opening the Rothesay Common ice surface despite weather related challenges. She thanked the Parks and Recreation Department for their hard work, and commented on the wonderful display with lights and decorations. She added it is expected the facility will be well utilized by the public this season.

3.1 Declaration of Conflict of Interest

Counc. Shea declared a conflict of interest for Item 8.3 Planning Advisory Committee – Sagamore Heights 55 Lot Subdivision.

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

Mayor Grant contended some points raised in the letter, noting: the initial request from the Fundy Regional Service Commission asking municipalities to develop a plastic bag ban by-law by January 2021, occurred in December 2019; the initiative gained significant media attention thereby notifying businesses a year in advance before implementation; the Commission sought consultation with external parties prior to the December 2019 request to municipalities; no consultation occurred following the extension of the deadline to June 30, 2021; with the new deadline businesses will have a total of a year and a half to prepare for implementation; the Commission believes the local survey was adequate; and consideration is being given to possible exemptions for restaurants regarding paper bag charges. She noted the Commission stands by the June 30, 2021 deadline citing the issue is of great importance to the environment.

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the letter from the Retail Council of Canada RE: Single use plastic checkout bag ban by-law dated 16 November 2020 be referred to staff to communicate with Fundy Regional Service Commission staff.

ON THE QUESTION:

Deputy Mayor Alexander agreed, noting it is important to recognize the environmental impact as plastic bags are no longer recyclable. He noted the idea of a plastic bag ban has been discussed at the community level for quite some time. He expressed interest in moving forward with the initiative as soon as possible.

CARRIED.

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

MOVED by Counc. Mackay French and seconded by Counc. Lewis the sponsorship request from the New Brunswick Environmental Network for the Great Minds Think Outside (GMTO) teacher training program dated 26 November 2020 be referred to the Finance Committee.

CARRIED.

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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)

MOVED by Counc. Wells and seconded by Counc. Mackay French a letter of support be provided to the Asian Heritage Society of New Brunswick – Saint John Chapter for May 2021 Asian Heritage Month.

CARRIED.

6. CORRESPONDENCE - FOR INFORMATION

6.1 5 November 2020 Letter from Minister Green RE: Administration and control of highways inside municipalities

MOVED by Counc. Shea and seconded by Counc. Brenan the letter from Minister Green RE: Administration and control of highways inside municipalities dated 5 November 2020 be received/filed.

CARRIED.

6.2 6 November 2020 Donation request from the Saint John Theatre Company
(*approved in 2021 budget*)

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the donation request from the Saint John Theatre Company dated 6 November 2020 be received/filed.

CARRIED.

6.3 16 November 2020 Letter to Mulberry Lane residents RE: Local Improvement Charges

MOVED by Counc. Wells and seconded by Counc. Lewis the letter to Mulberry Lane residents RE: Local Improvement Charges dated 16 November 2020 be received/filed.

CARRIED.

6.4.1 1 December 2020 Letter from Quispamsis to the Kennebecasis Public Library RE: 2021 Budget
MOVED by Counc. Shea and seconded by Counc. Brenan the letter from Quispamsis to the Kennebecasis Public Library RE: 2021 Budget dated 1 December 2020 be received/filed.

CARRIED.

6.4.2 1 December 2020 Letter from Quispamsis to the Kennebecasis Valley Fire Department RE:
2021 Budget

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells the letter from Quispamsis to the Kennebecasis Valley Fire Department RE: 2021 Budget dated 1 December 2020 be received/filed.

CARRIED.

6.4.3 1 December 2020 Letter from Quispamsis to the Kennebecasis Regional Police Force RE: 2021
Budget

MOVED by Counc. Shea and seconded by Counc. Mackay French the letter from Quispamsis to the Kennebecasis Regional Police Force RE: 2021 Budget dated 1 December 2020 be received/filed.

CARRIED.

6.5.1 4 December 2020 Letter to the Kennebecasis Public Library RE: 2021 Budget

MOVED by Counc. Shea and seconded by Counc. Mackay French the letter from Rothesay to the Kennebecasis Public Library RE: 2021 Budget dated 4 December 2020 be received/filed.

CARRIED.

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6.5.2 4 December 2020 Letter to the Kennebecasis Valley Fire Department RE: 2021 Budget
MOVED by Deputy Mayor Alexander and seconded by Counc. Brenan the letter from Rothesay to the Kennebecasis Valley Fire Department RE: 2021 Budget dated 4 December 2020 be received/filed.
CARRIED.

6.5.3 4 December 2020 Letter to the Kennebecasis Regional Police Force RE: 2021 Budget
MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the letter from Rothesay to the Kennebecasis Regional Police Force RE: 2021 Budget dated 4 December 2020 be received/filed.
CARRIED.

6.6 8 December 2020 Letter from the Department of Environment and Local Government RE: 2021 Operating Fund Budgets
MOVED by Counc. McGuire and seconded by Counc. Mackay French the letter from the Department of Environment and Local Government RE: 2021 Operating Fund Budgets dated 8 December 2020 be received/filed.
CARRIED.

7. REPORTS

7.0 December 2020 Report from Closed Session

➤ Regional Economic Development Agency Funding

11 December 2020 Memorandum from Town Manager Jarvie

MOVED by Counc. Shea and seconded by Counc. Wells Council approve the execution of the transitional funding agreement for the first quarter of 2021.
CARRIED.

7.1 26 October 2020 Fundy Regional Service Commission (FRSC) Meeting Minutes
MOVED by Counc. Wells and seconded by Counc. Shea the Fundy Regional Service Commission (FRSC) Meeting Minutes dated 26 October 2020 be received/filed.
CARRIED.

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

MOVED by Counc. Shea and seconded by Counc. Wells the Kennebecasis Public Library (KPL) Board Meeting Minutes dated 24 June 2020, the KPL Librarian's Report dated June 2020, the KPL Comparative Income Statement dated 31 May 2020, the KPL Board Meeting Minutes dated 19 August 2020, the KPL Librarian's Report dated August 2020, the KPL Comparative Income Statement dated 31 July 2020, the KPL Board Meeting Minutes dated 23 September 2020, the 2021 Proposed Operating Budget Overview vs. 2020, the KPL Board Meeting Minutes dated 21 October 2020, the KPL Librarian's Report dated October 2020, and the KPL Comparative Income Statement dated 31 August 2020 be received/filed.

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ON THE QUESTION:

Counc. Wells questioned why all the documents were received at once. Counc. Shea explained this could be due to a water maintenance issue in the building. He added it could also be because the Librarian has accepted a new position and has assumed the workload for both positions until a replacement is found. When questioned, Counc. Shea indicated it is expected the new Librarian will be announced in the near future. Deputy Mayor Alexander clarified the reference to “heap” filters in the September 23, 2020 minutes, should read “hepa” filters.

CARRIED.

- 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

MOVED by Counc. Brenan and seconded by Counc. Lewis the Kennebecasis Valley Fire Department Inc. (KVFD) Board Meeting Minutes dated 9 September 2020, the KVFD Statement of Expense dated 30 September 2020, the 2020 KVFD Capital Budget, the KVFD Chief’s Report dated 10 November 2020, and the KVFD Response Report dated 31 October 2020 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander requested the Fire Chief forward any information regarding issues pertaining to low rise apartments to Council. He noted it is likely the information will be helpful in future discussions regarding apparatus and equipment.

CARRIED.

- 7.4 31 October 2020 Draft unaudited Rothesay General Fund Financial Statements
MOVED by Counc. Brenan and seconded by Deputy Mayor Alexander the draft unaudited Rothesay General Fund Financial Statements dated 31 October 2020 be received/filed.

CARRIED.

- 31 October 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 October 2020 be received/filed.

CARRIED.

- 31 October 2020 Donation Summary
MOVED by Counc. Brenan and seconded by Deputy Mayor Alexander the donation summary dated 31 October 2020 be received/filed.

ON THE QUESTION:

Mayor Grant reported a donation was made to the Empty Stocking Fund, and to Hestia House for the Purple Light Campaign in the amount of \$200. She noted purple lights were placed on the trees flanking the front door to Town Hall.

CARRIED.

- 26 November 2020 Draft Finance Committee Meeting Minutes
MOVED by Counc. Brenan and seconded by Counc. Shea the draft Finance Committee Meeting Minutes dated 26 November 2020 be received/filed.

CARRIED.

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➤ Safe Restart Funding

MOVED by Counc. Brenan and seconded by Deputy Mayor Alexander Council approve the Rothesay Restart Funding Application based on the following net impact of COVID-19 in the year 2020:

Add: Total of additional COVID-19 specific costs = \$268,000

Add: Total of COVID-19 specific losses = \$142,000

Less: Total of COVID-19 specific operational savings = \$85,000

= Net COVID-19 impact = \$325,000

CARRIED.

➤ Climate Change public meeting request

See Item 8.2.

7.5 17 November 2020 Draft Rothesay Hive Advisory Committee Meeting Minutes

MOVED by Counc. Wells and seconded by Counc. Mackay French the Draft Rothesay Hive Advisory Committee Meeting Minutes dated 17 November 2020 be received/filed.

ON THE QUESTION:

Counc. Wells noted the meeting was held before the Saint John region reverted back to the Orange Phase in the New Brunswick COVID-19 Recovery Plan. She reported the facility was closed temporarily and will reopen January 4, 2021. The Committee is currently seeking sponsorships and donations for the facility.

Counc. Lewis inquired about the \$1,000 cost for WiFi in the facility. Counc. Wells explained the amenity was previously provided by the YMCA and following their departure it was estimated the cost would be \$1,000; after further investigation the cost is closer to \$500. The intent is to secure donations and sponsorships to cover this, and similar expenses. She added some Committee members donate their honorariums to the facility, and Go Ahead Seniors has offered to contribute a regular monthly donation of \$100.

CARRIED.

7.6 17 November 2020 Draft Parks and Recreation Committee Meeting Minutes

MOVED by Counc. Wells and seconded by Counc. Lewis the Draft Parks and Recreation Committee Meeting Minutes dated 17 November 2020 be received/filed.

CARRIED.

7.7 7 December 2020 Draft Planning Advisory Committee Meeting Minutes

MOVED by Counc. McGuire and seconded by Counc. Mackay French the Draft Planning Advisory Committee Meeting Minutes dated 7 December 2020 be received/filed.

CARRIED.

7.8 9 December 2020 Information Report prepared by DPDS White
REVISED October 2020 Monthly Building Permit Report
November 2020 Monthly Building Permit Report

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the Information Report prepared by DPDS White dated 9 December 2020, the Revised October 2020 Monthly Building Report, and the November 2020 Monthly Building Permit Report be received/filed.

CARRIED.

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7.9 10 December 2020 Capital Projects Summary

MOVED by Counc. McGuire and seconded by Deputy Mayor Alexander the Capital Projects Summary dated 4 November 2020 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander questioned if the pipework under Taylor Brook Bridge will be completed before the 2021 spring freshet. DO McLean advised completion of the work is expected by the end of the week. He explained the pump station must be completed before the old infrastructure can be decommissioned. He noted construction is underway however there are some delays as the area has experienced localized flooding. Staff are optimistic the work will be completed on-time as staff are working with provincial representatives to resolve the issues.

Counc. Wells inquired about recent activity on the Hillside Trail. DO McLean advised it is likely any activity on the Hillside Trail is related to the project on College Hill Road.

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)

7 December 2020 Memorandum from Finance Committee

9 October 2019 Memorandum from Deputy Mayor Alexander

MOVED by Deputy Mayor Alexander and seconded by Counc. Brennan the Mayor's Round Table on Climate Change be removed from the table.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the memorandum from Finance Committee RE: Mayor's Round Table on Climate Change dated 7 December 2020, and the memorandum from Deputy Mayor Alexander RE: Mayor's Round Table on Climate Change dated 9 October 2019 be received/filed.

ON THE QUESTION:

Mayor Grant explained the request would create redundancy as the Town has partnered with ACAP Saint John for a Climate Adaption study, which includes public participation and input. When questioned, Deputy Mayor Alexander stated he agrees with the recommendation noting he believes the work by ACAP Saint John will encompass the intent of his request.

CARRIED.

Counc. Shea declared a conflict of interest and left the videoconference.

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8.3 Sagamore Heights – 55 Lot Subdivision (Tabled November 2020)

(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

MOVED by Council. Wells and seconded by Council. McGuire Sagamore Heights – 55 Lot Subdivision be removed from the table.

CARRIED.

MOVED by Council. Mackay French and seconded by Council. Wells the memorandum from Town Manager Jarvie RE: Comments of Residents RE: Sagamore Heights Subdivision Plan dated 11 December 2020, and the Information Report prepared by DPDS White RE: Sagamore Heights Subdivision Application – Supplemental Report dated 11 December 2020 be received for information.

ON THE QUESTION:

Deputy Mayor Alexander thanked staff for preparing the substantial information report. Mayor Grant echoed the Deputy Mayor’s comment.

CARRIED.

MOVED by Council. Lewis and seconded by Council. Mackay French the letter from resident RE: Proposed Subdivision (Sagamore Heights) dated 6 November 2020, the email from resident RE: Sagamore Heights dated 8 November 2020, and the correspondence (9) from resident RE: Sagamore Heights be received for information.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Council. Mackay French Council table decisions on the acceptance of the lands for public purposes and adoption of the agreement with the Developer until the January 11, 2021 Council meeting.

CARRIED.

Council. Shea returned to the videoconference.

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

Mayor Grant explained: the intent is to create consistency between the fire prevention by-laws of both Rothesay and Quispamsis; unanimous consent is required from Council in order to permit Reading by Summary; and public notice was provided in accordance with the Local Governance Act.

MOVED by Council. Shea and seconded by Council. Mackay French Council authorize Reading by Summary of By-law 3-20, “A By-law of the Municipality of Rothesay Respecting Fire Prevention and Protection”.

CARRIED.

Town Clerk Banks read a summary of By-law 3-20.

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MOVED by Deputy Mayor Alexander and seconded by Counc. Shea Council give 3rd Reading by Title and Enactment, to By-law 3-20, “A By-law of the Municipality of Rothesay Respecting Fire Prevention and Protection”.

CARRIED.

Town Clerk Banks read By-law 3-20 by title.

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

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea Council adopt Schedule A to By-law 3-20, “A By-law of the Municipality of Rothesay Respecting Fire Prevention and Protection” with Fire Fees and Charges to take effect January 1, 2022 and Administrative Penalties to take effect January 1, 2021.

ON THE QUESTION:

Counc. Brenan asked why the Fire Fees and Charges take effect January 1, 2022 and the Administrative Penalties take effect January 1, 2021. Town Manager Jarvie advised Quispamsis approved these dates citing it will be less onerous on businesses during the pandemic. In the interest of consistency, it is recommended the Rothesay by-law enact the same dates.

CARRIED.

8.4.3 Appointment of By-law Enforcement Officers

10 December 2020

Memorandum from Town Clerk Banks

MOVED by Counc. Brenan and seconded by Counc. Shea in accordance with Section 5(b) of By-law 3-20, “Fire Prevention and Protection By-law”, the following named members of the Kennebecasis Valley Fire Department Inc. are hereby appointed By-law Enforcement Officers for the purposes of enforcing By-law 3-20, “Fire Prevention and Protection By-law” and further that said appointments may be revoked or amended at any time by resolution of Rothesay Council:

- Chief Bill Ireland
- Deputy Chief Dan McCoy
- Division Chief Mike Boyle
- Division Chief Shawn White
- Captain Doug Barrett
- Captain Jim LeBlanc
- Lieutenant Bob MacLeod
- Senior Firefighter Karen Trecartin
- Firefighter Dan Richard
- Firefighter Harry Ludford
- Firefighter Joel Armstrong

CARRIED.

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9. NEW BUSINESS

ADMINISTRATION

9.1 Committee Appointments

4 December 2020 Memorandum from Nominating Committee

MOVED by Counc. Wells and seconded by Counc. Shea Council approve the following Committee/Board appointments and terms:

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS

John Bujold December 31, 2022

KENNEBECASIS VALLEY FIRE DEPARTMENT INC. BOARD OF FIRE COMMISSIONERS

Stephane Bolduc December 31, 2022

PLANNING ADVISORY COMMITTEE

Matt Graham December 31, 2022

Kelly Adams December 31, 2022

Andrew McMackin December 31, 2022 *reappointment

Tracie Brittain December 31, 2022 *reappointment

WORKS AND UTILITIES COMMITTEE

Cynthia VanBuskirk December 31, 2022

Peter Graham December 31, 2022 *reappointment

Shawn Carter December 31, 2022 *reappointment

HERITAGE PRESERVATION REVIEW BOARD

Howard Pearn December 31, 2022

Raha Mosca December 31, 2022 *reappointment

Sarah MacKinnon December 31, 2022 *reappointment

PARKS AND RECREATION COMMITTEE

Annika Bagnell (RHS student rep) December 31, 2022

Holly Young December 31, 2022 *reappointment

Gary Myles December 31, 2022 *reappointment

Dr. Shawn Jennings December 31, 2022 *reappointment

KV PUBLIC LIBRARY

D.J. Allison Maxwell December 31, 2022 *reappointment

Susan Webber December 31, 2022 *reappointment

TRADE AND CONVENTION CENTRE

Ronalda Higgins December 31, 2022 *reappointment

AQUATIC CENTRE

Lloyd Foote December 31, 2021 *reappointment

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ROTHESAY HIVE ADVISORY COMMITTEE

Nancy Haslett	December 31, 2022	
Willa Mavis	December 31, 2022	
Julie Atkinson	December 31, 2022	<i>*reappointment</i>
Diane O'Connor	December 31, 2022	<i>*reappointment</i>
Jean Porter Mowatt	December 31, 2022	<i>*reappointment</i>
Jill Jennings	December 31, 2022	<i>*reappointment</i>
Dr. Shawn Jennings	December 31, 2022	<i>*reappointment</i>
Robert Taylor	December 31, 2022	<i>*reappointment</i>
Anita (Nea) Creamer-Stephenson	December 31, 2022	<i>*reappointment</i>

ON THE QUESTION:

Mayor Grant noted Rothesay is lucky to have such an engaged community.

CARRIED.

FINANCE

9.2 Reserve Motions 2020

9.2.1 General Fund

7 December 2020

Memorandum from Treasurer MacDonald

MOVED by Council. Brenan and seconded by Council. Shea the sum of \$117,000.00 be transferred from the General Operating Reserve Fund to the General Operating Fund to cover operating costs.

CARRIED.

MOVED by Council. Brenan and seconded by Council. Shea the sum of \$35,000 be transferred from the General Capital Reserve Fund (Town Hall) to the General Operating Fund to cover the costs of Capital projects.

CARRIED.

MOVED by Council. Brenan and seconded by Council. Shea the sum of \$189,708.18 be transferred from the General Capital Reserve Fund to the General Operating Fund to cover the costs of Capital projects.

CARRIED.

MOVED by Council. Brenan and seconded by Council. Shea Gas Tax Funding in the amount of \$803,422 for the year 2020, be transferred to the General Capital Reserve Fund (Gas Tax).

CARRIED.

MOVED by Council. Brenan and seconded by Council. Shea the sum of 1,350,000 be transferred from the General Capital Reserve Fund (Gas Tax) to the General Operating Fund to cover the cost of Capital projects.

CARRIED.

MOVED by Council. Brenan and seconded by Deputy Mayor Alexander the sum of \$6,217.56 be transferred from the General Operating Fund to the Land for Public Purposes Reserve Fund for external contributions.

CARRIED.

MOVED by Council. Brenan and seconded by Deputy Mayor Alexander the sum of \$225,000.00 be transferred from the General Operating Fund to the General Capital Reserve Fund to cover the costs of future Capital projects.

CARRIED.

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9.2.2 Utility Fund

7 December 2020

Memorandum from Treasurer MacDonald

MOVED by Council. Brenan and seconded by Council. Shea \$97,725.00 be transferred from the Utility Operating Fund to the Utility Capital Reserve Fund for water and sewer connection fees.

CARRIED.

MOVED by Council. Brenan and seconded by Council. Shea the sum of \$560,000.00 be transferred from the General Capital Reserve Fund (Gas tax) to the Utility Operating Fund to cover the costs of Capital projects.

CARRIED.

MOVED by Council. Brenan and seconded by Deputy Mayor Alexander \$5,686.00 be transferred from the Utility Operating Fund to the Utility Sewage Outfall Reserve Fund for Rothesay's contribution to the Sewage Outfall Reserve.

CARRIED.

MOVED by Council. Brenan and seconded by Deputy Mayor Alexander \$10,918.00 received from Quispamsis for Sewage Outfall be transferred from the Utility Operating Fund to the Utility Sewage Outfall Reserve Fund.

CARRIED.

MOVED by Council. Brenan and seconded by Council. Shea \$189,570.78 be transferred from the Utility Capital Reserve Fund to the Utility Operating Fund to cover the cost of Capital projects.

CARRIED.

OPERATIONS

9.3 Water Treatment Plant Pipe Replacement

9 December 2020

Report prepared by DO McLean

MOVED by Deputy Mayor Alexander and seconded by Council. Wells Council authorize the Director of Operations to issue a purchase order in the amount of \$47,822.00 plus HST to Select Mechanical Inc. to upsize inflow piping at the McGuire Road Water Treatment Facility.

CARRIED.

9.4 Clean Water and Wastewater Fund Treatment Plant Application Requirements

10 December 2020

Report prepared by DO McLean

MOVED by Council. McGuire and seconded by Deputy Mayor Alexander Council authorize the Director of Operations to issue a purchase order in the amount of \$30,000.00 plus HST to Englobe Corp. to complete a *Climate Lens Report* to accompany the application for Wastewater Treatment Plant funding.

ON THE QUESTION:

Council. McGuire identified an error noting the date under *Schedules of Services and Deliverables* in the Services Agreement should be January 19, 2021, not January 19, 2020.

CARRIED.

9.5 Fleet Vehicle Purchase – Utility Department

11 December 2020

Report prepared by DO McLean

MOVED by Council. Wells and seconded by Council. McGuire Council accept the submission from Downey Ford at a base price of \$44,180.50 plus applicable taxes and further that the Director of Operations be authorized to issue a purchase order in that regard.

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ON THE QUESTION:

In response to an inquiry, DO McLean confirmed block heaters are standard with the unit.

CARRIED.

10. NEXT MEETING

The next meetings are scheduled as follows:

Public meeting (Sagamore Heights)
Regular meeting

Tuesday, December 15, 2020 at 6:00 p.m.
Monday, January 11, 2021 at 4:00 p.m.

11. ADJOURNMENT

MOVED by Counc. Shea and seconded by Counc. Mackay French the meeting be adjourned.

CARRIED.

The meeting adjourned at 5:00 p.m.



MAYOR



CLERK