

Town of Rothesay

Land Acknowledgement

We would like to respectfully acknowledge that our town of Rothesay exists on the traditional lands of the Wolastoqiyik / Maliseet and Mi'Kmaq whose ancestors, along with the Passamaquoddy / Peskotomuhkati Tribes / Nations signed Peace and friendship Treaties with the British Crown in the 1700s.

We respectfully acknowledge that The United Nations Declaration of the Rights of Indigenous Peoples (UNDRIP) was adopted by the United Nations on September 13, 2007 and enshrined in law in Canada by Parliament on June 21, 2021 as Bill C-15.

We respectfully endorse the Calls to Action of the Truth and Reconciliation Commission of 2015 as it applies to our Municipal Government of the town of Rothesay.

- presented by the Honourable Graydon Nicholas
September 13th, 2021



ROTHESAY
COUNCIL MEETING
Town Hall Common Room
Monday, November 14, 2022
7:00 p.m.



Public access to the livestream will be available online:

<https://www.youtube.com/user/RothesayNB>

Rothesay Land Acknowledgement

Deputy Mayor Alexander

1. APPROVAL OF AGENDA

2. APPROVAL OF MINUTES

Regular Meeting

11 October 2022

Special Meeting

1 November 2022

➤ **Business Arising from Minutes**

3. OPENING REMARKS OF COUNCIL

3.1 Declaration of Conflict of Interest

4. DELEGATIONS

N/A

5. CORRESPONDENCE FOR ACTION

5.1 20 October 2022 Email from UMNb RE: Communication for Local Government Reform

13 October 2022 Letter from UMNb to Minister Allain

DRAFT Letter template to Minister Allain

Send letter to Minister Allain

5.2 27 October 2022 Crohn's and Colitis Awareness Month requests

Light Rothesay Town Hall red for one day in November and promote on social media

5.3 2 November 2022 Letter from resident RE: 50 Hampton Road

Receive/file (previously distributed to Planning Advisory Committee – see Item 7.8)

5.4 2 November 2022 Canadian Amyloidosis Support Network (CASN) request

Light Rothesay Town Hall for one day in March 2023 and promote on social media

5.5 6 November 2022 Letter from resident RE: Proposed 2023 Budget

Refer to staff for a response (see Item 9.1)

5.6 7 November 2022 Letter from resident RE: Proposed 2023 Budget

Refer to staff for a response (see Item 9.1)

5.7 7 November 2022 Letter from resident RE: Grove Avenue/Hampton Road intersection

Refer to staff

6. CORRESPONDENCE - FOR INFORMATION

6.1 7 October 2022 Regional Facilities Commission 2023 Budget approval letters (6)

6.2 12 October 2022 2023 Budget Request from Kennebecasis Crime Stoppers (see Item 9.1)

6.3 18 October 2022 Letter of support for Saint David's United Church Kitchen for the Community

6.4 20 October 2022 Letters (2) to Minister Allain RE: Trade and Convention Centre

➤ Quispamsis, Rothesay, and Hampton

➤ Fundy Regional Service Commission

- 6.5 24 October 2022 Support letter for the Saint John Newcomers Centre (SJNC) “Future Engage Hybrid Version” project
- 6.6 31 October 2022 Letter from resident RE: Wells Community Building
- 6.7 7 November 2022 Saint John Regional Hospital CPR Fundraiser

7. REPORTS

7.0 November 2022 Report from Closed Session

- 7.1 29 August 2022 Fundy Regional Service Commission (FRSC) meeting minutes
- 26 September 2022 FRSC meeting minutes
- 5 October 2022 FRSC meeting minutes
- 7.2 28 September 2022 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) meeting minutes
- 30 September 2022 KRJBPC Statement of Financial Position
- 16 October 2022 KRJBPC Crime Statistics
- 7.3 11 October 2022 Fundy Library Region Annual Report 2021-2022
- 7.4 30 September 2022 Draft unaudited Rothesay General Fund Financial Statements
- 30 September 2022 Draft unaudited Rothesay Utility Fund Financial Statements
- 30 September 2022 Donation Summary
- 20 October 2022 Draft Finance Committee meeting minutes
- 27 October 2022 Draft Finance Committee meeting minutes
- 7 November 2022 Draft Finance Committee meeting minutes
 - Donation requests (*see Item 9.1*)
 - 99 Chapel Road – connection fee deferral request
- 7.5 18 October 2022 Draft Parks and Recreation Committee meeting minutes
- 7.6 19 October 2022 Draft Works and Utilities Committee meeting minutes
 - Fairvale Elementary School crosswalk project
 - Trails/Pathways
 - Maps – pathways on Town owned land
 - 1 September 2022 Kennebecasis Park Pathway – Broadway to Forest report prepared by DO McLean (*previously distributed*)
 - 12 August 2022 Letter from resident (*previously distributed*)
- 7.7 25 October 2022 Draft Climate Change Adaptation Committee meeting minutes
- 7.8 7 November 2022 Draft Planning Advisory Committee meeting minutes
 - 50 Hampton Road
- 7.9 October 2022 Monthly Building Permit Report
- 7.10 9 November 2022 Capital Projects Summary

8. UNFINISHED BUSINESS

TABLED ITEMS

8.1 Strong Court Sidewalk – Anglophone South School District (Tabled April 2021)

No action at this time

8.2 Rothesay Arena Open House (Tabled September 2021)

No action at this time

8.3 Private Lanes Policy (Tabled July 2022)*No action at this time*

9. NEW BUSINESS**9.1 2023 Rothesay Operating Budgets****➤ 2023 General Fund**

| | |
|-----------------|--|
| Highlights | General Operating Fund Budget |
| Master Budget | General Operating Budget |
| 4 November 2022 | Memorandum from Treasurer MacDonald RE: General Operating Fund Motions |
| 7 November 2022 | 2023 Donation Request Motions |

➤ 2023 Utility Fund

| | |
|-----------------|--|
| Highlights | Utility Operating Fund |
| Master Budget | Utility Operating Fund |
| 4 November 2022 | Memorandum from Treasurer MacDonald RE: Utility Operating Fund Motions |

9.2 Parks Truck Purchase

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|------------------|-------------------------------|
| 14 November 2022 | Report prepared by DRP Jensen |
|------------------|-------------------------------|

9.3 Updated Flag Policy (National Truth and Reconciliation Day)

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|-----------------|----------------------------------|
| 3 November 2022 | Memorandum from Town Clerk Banks |
| AMENDED | Flag Policy |

9.4 Kennebecasis Valley Fire Department - Extension for Regional Fire Agreement

| | |
|------------------|--|
| 10 November 2022 | Memorandum from Fire Board Administrator J. Jarvie |
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10. NEXT MEETING

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|------------------------|--|
| Regular meeting | Monday, December 12, 2022 at 7:00 p.m. |
|------------------------|--|

11. ADJOURNMENT

Liz Hazlett

From: Liz Hazlett
Sent: Thursday, October 20, 2022 12:04 PM
To: Liz Hazlett
Subject: FW: UMN2022 Resolution U-22-06 follow up/ UMN2022 Suivi de la résolution U-22-06
Attachments: UMN2022 - Reform Communications.docx.pdf; Template letter on Communications .docx

From: Vanessa Pettersson <vanessa.pettersson@umn.ca>
Sent: October 20, 2022 10:58 AM
To: Dan Murphy <dan.murphy@umn.ca>
Subject: UMN2022 Resolution U-22-06 follow up/ UMN2022 Suivi de la résolution U-22-06

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Morning,

Hope you all are doing well. Please see the attached letter that was sent from UMN to Minister Allain and his team regarding Communications for Municipal Reform as discussed during our AGM. We have attached a sample letter that municipalities can use to send directly to the Minister. If you have any questions, please let myself or Dan know.

Thank you,

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Bonjour,

J'espère que vous allez tous bien. Veuillez consulter la lettre ci-jointe qui a été envoyée par UMN au ministre Allain et à son équipe concernant les communications pour la réforme municipale que nous avons discuté lors de notre AGA. Nous avons joint un modèle de lettre que les municipalités peuvent utiliser pour envoyer directement au ministre. Si vous avez des questions, veuillez nous en faire part, à Dan ou à moi-même.

Merci,

--

Vanessa Pettersson
Communications and Events Officer/ Agent des communications et des événements
Union of the Municipalities of New Brunswick/ Union des municipalités du Nouveau-Brunswick
506-444-2285
vanessa.pettersson@umn.ca



October 13, 2022

Hon. Daniel Allain, Minister
Local Government and Local Governance Reform
Marysville Place
P.O. Box 6000
Fredericton, N.B. E3B 5H1

Dear Minister Allain,

On behalf of the membership of the Union of Municipalities of New Brunswick (UMNB), I want to thank you and your team for attending our conference this past weekend. One of the key discussions that emerged throughout the weekend was on the communications plan for local government reform. The two main elements flagged were the upcoming election in November and ensuring that citizens understand the reform process and what it means for them.

UMNB has been steadfast in its support of municipal reform, and we have made suggestions throughout the process that highlight the concerns of our membership. The concern that has been consistent is communication. The November election is coming soon, and our members are increasingly worried that the general population does not know. Compounding that fear is the error made by Election NB which has left people confused and angry. Voter turnout at the municipal level has historically been low when compared to the other orders of government. At a time when so much change is happening it is critical that citizens not only know what's happening but get out and have their say on it. You rightly pointed out at our meeting that this error needs correcting quickly. UMNB supports that ask and we hope to see those correction coming shortly. The election, however, is only one part of the equation, albeit an important one.

The second point that municipal officials raised consistently over the weekend was the need for the provincial government to lead a meaningful exercise of education and awareness to ensure citizens understand what municipal reform is, why it is beneficial, and how it affects those living in both municipalities and local services districts. Our members have been clear that this knowledge is not getting out there. To build vibrant and sustainable communities, it is crucial that citizens know both the benefits and costs of the changes to our local government system. This is something that could be done by your department via community townhalls, radio ads, social media advertising and direct mail, and various other means. Our membership feels so strongly about this that a resolution was passed during our AGM calling on the government to act. Municipal Reform can only be successful if municipalities, provincial government, and citizens each understand the important role they play in community building. The fear is that if the communication work is not done, that this reform will just be viewed as a tax grab and criticism will be laid at the feet of local officials. It may also prevent communities from coming



together and slow further progress with municipal reform. No one wants to see this happen after so much work has gone into the reform process.

The message received at our conference last weekend was clear. There is more work to do on communicating the opportunities, challenges, and responsibilities of local governance reform. The costly error by ENB must be addressed immediately to ensure that voter turnout in the upcoming election is not affected. More information must also reach residents of municipalities to ensure the goals of reform are reached. Once again, I want to thank you for being with us this past weekend and we look forward to working with you on these important initiatives that will help make local government reform a success.

Sincerely,

A handwritten signature in blue ink that reads 'Andrew Black'. The signature is written in a cursive, flowing style.

Andrew Black, President
Union of Municipalities of New Brunswick

CC: Acting Deputy Minister Ryan Donaghy, Local Government and Local Governance Reform
Kim Poffenroth, Chief Electoral Officer, Election New Brunswick
Presidents, AMANB, AFMNB, CNBA
UMNB Members

Inc. Annex A-U-22-06-Municipal Reform Awareness



Annex A

U-22-06-Municipal Reform Awareness

Mover: Zone 5

WHEREAS for over 50 years municipalities in New Brunswick have lobbied the provincial government for much needed municipal reform in order to ensure vibrant and sustainable communities;

AND WHEREAS in December 2021, the Government of New Brunswick introduced legislation to initiate much needed municipal reform;

AND WHEREAS the implementation of the proposed reform will have significant impacts on municipalities, their staff, elected officials and the residents they serve including the creation of new municipalities and the downloading of additional services to municipalities through enhanced mandates of the Regional Service Commissions;

AND WHEREAS despite assurances that they would, the Government of New Brunswick and the Ministry of Local Government and Local Government Reform, have done little to inform residents of New Brunswick on how the reform will impact the services they receive from their municipal governments and what they will pay for such services;

BE IT RESOLVED THAT on behalf of all municipalities in New Brunswick and the residents they serve, the Union of Municipalities request that the Government of New Brunswick and specifically, the Ministry of Local Government and Local Government Reform, immediately begin a fulsome and sustained education and awareness campaign through all possible communication platforms in order to inform residents of New Brunswick on why municipal reform is so important and what impacts it will have on their interactions, service offerings and tax rates with the municipalities in which they live.

October XX, 2022

Hon. Daniel Allain, Minister
Local Government and Local Governance Reform
Marysville Place
P.O. Box 6000
Fredericton, NB E3B 5H1

Dear Minister Allain,

The community of XXXXX is writing in support of the Union of Municipalities of New Brunswick's (UMNB) recent request to expand communications on the upcoming changes to our province's local government system. We believe that in order to have vibrant and sustainable communities we must have residents that understand the purpose and rationale for this reform and that has not happened as of yet. With new elections coming quickly, it is critical to get this important information out there now.

As community leaders, we have been engaged in the reform process since the beginning. It has become clear that there remains a high level of disengagement as well as misinformation on both the advantages and challenges related to local government reform. In new entities who will have elections, candidates will be called on to not only explain the reform, but potentially defend the increased costs that may be associated with new services as mandated by the provincial government. To ensure this burden does not fall on municipal officials, we are supporting UMNB's request to expand communication and education efforts as they relate to local government reform. At the AGM on October 9th, members of the union supported a resolution calling on government to increase its educational effort on municipal reform to ensure that all residents not only understand the benefits, but the responsibilities that come along with our new local governance system.

We all share the goal of vibrant and sustainable communities. A key element of that goal requires an informed citizenry, and the province has a responsibility to provide that information to them. We know that council candidates will be out there doing the work in the next number of weeks, but they cannot do it alone. It requires support from your department to ensure the message is not only received, but also heard. Thank you in advance for your attention to this important matter.

Sincerely,

XXXXXXXXXX
Town/Village/City of XXXXXX

CC: Union of Municipalities of New Brunswick
Your Local MLA

Liz Hazlett

From: Mary Jane Banks
Sent: Friday, October 28, 2022 9:02 AM
To: dmaclvor@crohnsandcolitis.ca
Cc: Nancy Grant; Liz Hazlett
Subject: November is Crohn's and Colitis Awareness Month
Attachments: CC Awareness Month - Proclamation.docx

Good morning Ms. MacIvor and thank you for your recent email, forwarded to me by Mayor Grant.

Rothsay, by practice, does not normally read proclamations or declare the many and varied days requested by multiple organizations. However, your correspondence will be included in the Council agenda package for Monday, November 14, 2022, which will be posted to the Town website and does usually generate media awareness.

In addition, your request to light Rothsay Town Hall red for a day in November will be considered by Council, along with promotion on the Town's social media channels.

Thanks again for your email and I applaud your advocacy campaign and efforts to bring awareness to this illness.

Mary Jane

Mary Jane E. Banks, BComm, NACLAA II
Town Clerk – Rothsay
Head of the Public Body (RTIPPA)
Director of Administrative Services
70 Hampton Road
Rothsay, NB E2E 5L5

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Before printing, please think about the environment. Respectez l'environnement, réfléchissez avant d'imprimer

From: Dawna MacIvor <dmaclvor@crohnsandcolitis.ca>
Sent: Thursday, October 27, 2022 2:32:18 PM
To: Nancy Grant <NancyGrant@rothesay.ca>; Matthew Alexander <MatthewAlexander@rothesay.ca>; Tiffany Mackay French <TiffanyMackayFrench@rothesay.ca>; Bill McGuire <BillMcGuire@rothesay.ca>; Dave Brown <davebrown@rothesay.ca>; Helen Boyle <helenboyle@rothesay.ca>; Peter Lewis <PeterLewis@rothesay.ca>; Don Shea <DonShea@rothesay.ca>
Subject: November is Crohn's and Colitis Awareness Month

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon,

I am writing to you on behalf of Crohn's and Colitis Canada, a national, volunteer-based charity supporting the 270,000 Canadians living with inflammatory bowel disease (IBD), a chronic autoimmune disease that causes the body to attack healthy tissue, leading to inflammation of all or part of the digestive system. People living with IBD routinely endure abdominal pain, cramping, fatigue, internal bleeding, and frequent and urgent bowel movements – in some cases over 20 times a day.

2022 November Open Session FINAL 021

Every November, Canada celebrates Crohn's and Colitis Awareness Month. As part of this initiative, landmarks across Canada are illuminated red in a show of support for everyone affected by IBD, including the over 5,500 residents of New Brunswick living with Crohn's disease or ulcerative colitis.

I would like to request that Rothesay Town Hall be lit red on November 1, 2022, (or some dates during the month of November) to join the national show of solidarity and to help raise awareness. We would be extremely appreciative if the city hall building could be illuminated as a show of Rothesay's – and Canada's – determination to better understand these diseases, support those who live with IBD every day, and to find a cure.

I am also attaching a proclamation template if Mayor and Council would like to recognize Crohn's and Colitis Awareness Month.

While more than five million people globally live with IBD, Canada has one of the highest prevalence rates in the world, and the Maritime provinces have the highest rates in the country. In New Brunswick, 735 people out of every 100,000 live with IBD. By 2030, experts predict the number of Canadians living with IBD will rise to 400,000 – one percent of the population.

Currently, there is no cure. Crohn's and Colitis Canada support those who live with IBD every day, from those with the diagnosis to those who support them through education, advocating for healthy public policy and helping to raise money so that Crohn's and Colitis Canada can continue to fund critical research, patient programs, advocacy and awareness initiatives.

For more information on our organization, please visit crohnsandcolitis.ca. Feel free to reach out to me if you have any questions about Crohn's and Colitis Awareness Month in your community. I can be reached at (902) 210-4554, or via email at dmacivor@crohnsandcolitis.ca.

Many thanks for your consideration.

Sincerely,
Dawna



Dawna MacIvor (she/her)
Coordinator, Development and Community
Engagement, Maritimes
Crohn's and Colitis Canada
PO Box 59, Waterville, NS B0P 1V0
T: 902-210-4554 | TF: 1-800-265-1101
Get Gutsy: [Learn](#) | [Volunteer](#) | [Donate](#)

Please note our new address as of July 31, 2022



PROCLAMATION

I, _____, Mayor of _____

Do hereby proclaim the month of

November 2022

As

Crohn's and Colitis Awareness Month

WHEREAS: Crohn's and Colitis Canada is a national, volunteer-based non-profit organization supporting the over 270,000 Canadians living with inflammatory bowel disease (IBD), a chronic autoimmune disease that causes the body to attack healthy tissue, leading to inflammation of part of or all of the digestive system; and

WHEREAS: People living with IBD routinely endure abdominal pain, cramping, fatigue, internal bleeding, and frequent and urgent bowel movements – in some cases over 20 times a day. While more than five million people globally live with IBD, Canada has one of the highest prevalence rates in the world, with the Atlantic provinces having the highest rates in the country. By 2030, experts predict the number of Canadians living with IBD to exceed 400,000 – one per cent of the population. Currently there is no cure; and

WHEREAS: Every November, Canada celebrates Crohn's and Colitis Awareness Month. As part of this initiative, landmarks across Canada are illuminated red in a show of support for everyone impacted by IBD; and

WHEREAS: To learn more about Crohn's and Colitis Canada and the work the organization does, please visit crohnsandcolitis.ca

THEREFORE, I, _____, Mayor of _____, do hereby proclaim this month of November 2022 be "Crohn's and Colitis Awareness Month" in the City/Town of _____



November 2, 2022

Mayor and Council,
Town of Rothesay,
70 Hampton Road,
Rothesay, N.B.

Dear Mayor and Councillors;

This letter is to express my concern regarding the application from Mr. Andrew McKay to develop a 3 storey 27 unit apartment building at 50 Hampton Road.

The information letter of October 18th is entitled "Rezoning Application". Over the last 5 years there have been a number of rezoning applications along the area of Hampton Road from Rosedale Lane along to the Arthur Miller Fields. This has resulted in a marked landscape change along that stretch of road. It would seem that this area of Rothesay is becoming high density with 3-4 storey buildings that have very little green space around them. What is the proposed plan for the future to preserve a variety of housing with treed lots in this area?

The increased traffic of this development will add to the already present difficulty of turning left from our Lane onto Hampton Road. Cars come over the brow of the hill to the left of the Lane at 50 K (or more) and when traffic is backed up, it is impossible to see approaching traffic from the right. The brow of the hill also reduces the line of sight for the Soccer Field users. This can be especially challenging when the high school traffic is added to the mix with both vehicles and pedestrians using the soccer field entrance.

My final concern is that the amount of storm water flowing along Hampton Road will be increased due to yet another paved space. The changing rain patterns with cloudbursts as well as the reduced areas to "soak up" the rain have resulted in a heavier flow of water down the road which often comes across the entrance of Hibbard Lane and onto my land. My family deliberately did not develop that land and left it as treed as possible to reduce the intensity of rain hitting the ground and allowing the water to be "soaked up". Recent years have increased that storm water amount flooding my land. How does the Town plan to cope with the increased storm water flow which can't all be controlled by the site storm drain system?

The location of high-density housing within walking distance of amenities is only one aspect of development. It needs to be balanced with other types of housing so that we don't end up with "strip mall apartment buildings".

Yours respectfully,

5 Hibbard Lane, Rothesay, N.B.

Liz Hazlett

From: Liz Hazlett
Sent: Thursday, November 3, 2022 10:50 AM
To: Liz Hazlett
Subject: FW: Amyloidosis Awareness Month March 2023--lighting up the Town Hall?

From: Mary Jane Banks
Sent: November 3, 2022 10:49 AM
To: Jennifer Enright
Subject: RE: Amyloidosis Awareness Month March 2023--lighting up the Town Hall?

Good morning Ms. Enright and thank you for your recent email.

Rothsay, by practice, does not normally read proclamations or declare the many and varied days requested by multiple organizations. However, your correspondence will be included in the Council agenda package for Monday, November 14, 2022, which will be posted to the Town website and does usually generate media awareness.

In addition, your request to light Rothsay Town Hall for a day in March will be considered by Council, along with promotion on the Town's social media channels.

Thanks again for your email and I applaud your advocacy campaign and efforts to bring awareness to this illness.

Mary Jane

Mary Jane E. Banks, BComm, NACLA II
Town Clerk – Rothsay
Head of the Public Body (RTIPPA)
Director of Administrative Services
70 Hampton Road
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From: Jennifer Enright
Sent: November 2, 2022 6:19 PM
To: Rothsay Info <rothesay@rothesay.ca>
Subject: Amyloidosis Awareness Month March 2023--lighting up the Town Hall?

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello,

I am a patient and volunteer with the Canadian Amyloidosis Support Network (CASN), a federally registered non-profit organization that supports patients and families impacted by amyloidosis. Amyloidosis is a group of diseases caused by the buildup of abnormal proteins, known as amyloid, in one or more organs and tissues of the body. Left untreated, the disease can result in organ failure and can be fatal.

One of our goals is to raise awareness about amyloidosis so that more Canadians can recognize the signs and symptoms of this disease. As part of our awareness campaign, we are contacting municipalities to have proclamations issued to designate March as Amyloidosis Awareness Month. March is the month recognized internationally by the Amyloidosis Foundation for any awareness campaign.

Please let us know if your municipality has a proclamation policy and if it might be possible for your community to recognize Amyloidosis Awareness Month. If you do accept requests to have your City Hall lit up instead of issuing a proclamation, please let us know.

In the meantime, if you need additional information about amyloidosis, please visit the sites for the Amyloidosis Foundation, the Amyloidosis Research Consortium (ARC), Hereditary Amyloidosis Canada (HAC), and the Amyloidosis Alliance. The website for the Canadian Amyloidosis Support Network (CASN) is not available at this time, but information is available online at One Amyloidosis Voice at <https://www.oneamyloidosisvoice.com/place/canadian-amyloidosis-support-network/>. You can also visit our Facebook page.

For a good background booklet on amyloidosis please see the following link:

https://www.amyloidosisupport.org/AmyloidAware_Booklet.pdf

Thanks, in advance, for any assistance you can provide.

Kind regards,

Jennifer Enright



Who is The Canadian Amyloidosis Support Network?

The Canadian Amyloidosis Support Network, Inc. is a federally registered, not-for-profit, all volunteer organization, formed by amyloidosis patients and those close to them. We are committed to making a positive difference in the lives of patients and families.



Our Mission

The Canadian Amyloidosis Support Network, Inc. is committed to improving survivability and quality of life of amyloidosis patients in order to:

1. Promote amyloidosis disease awareness in the medical community so it can be recognized earlier and appropriately treated.
2. Provide patient education, advocacy, support groups and resources.
3. Support high-value research projects.

Charitable Registration
85343 1583 RR0001



What Services Are Provided?

We operate the Canadian Amyloidosis Network patient support line and the www.thecasn.org website. Our website offers useful information on patient education; links to treatment centers, and support groups, national and international amyloidosis resources, as well as other important information.

Please visit our website at:
www.thecasn.org

The support network can help patients, caregivers and families stay informed about survivorship concerns and quality of life issues.

All of our activities are operated entirely by volunteers. Our major source of income is from contributions made at our website, fundraisers and patient memorials. All contributions support our mission, including the telephone line and website.

Please contact us anytime. We are here to help.
email: info@thecasn.org

The CASN Support Line:
Toll free number 1-877-303-4999

Marsha McWhinnie 647.351.0532
Norma Gilbert 403.255.1730
En Francais jeanguygiroux@videotron.ca

Canadian Amyloidosis Support Network



***Early diagnosis is key to
managing the disease***

The Canadian Amyloidosis Support Network is committed to:

- Connecting patients and families with medical and support systems..
- Supporting awareness and education for patients, families and medical professionals so the disease can be recognized earlier and appropriately treated.

Please visit our website at:
www.thecasn.org

What is Amyloidosis?

Amyloidosis represents a group of diseases in which one or more organ systems in the body accumulate deposits of abnormal proteins causing organ impairment or failure. Only within the past 20 years have physicians understood the specific make up and structure of amyloid protein.

While amyloidosis is not cancer, it is very serious and some types are treated at cancer treatment centres. Amyloidosis may be debilitating or life threatening. If undetected or treated symptomatically, the mortality rate is high.

Early diagnosis allows treatment to begin before the amyloid protein burden in the body becomes too great to overcome. Without treatment, for most forms of the disease, the outlook for patients is not good. Early diagnosis is the key to managing the disease.

8 people in a million are afflicted with Amyloidosis

What is the Challenge?

Because Amyloidosis is a rare disease, most primary care physicians do not recognize when they must test for it. This often results in delays in diagnosis and receiving appropriate and earliest possible treatment.

Types of Amyloidosis

Over twenty different types of amyloid have been described in human amyloidosis, each with a different clinical picture. The three major categories of systemic amyloidosis are:

LIGHT CHAIN (AL) – also called Primary. This is the most common form of amyloidosis, the cause of which is unknown. The bone marrow plasma cells produce mis-folded proteins (parts of antibodies called “light chains”) that travel through the body and deposit as amyloid in various organs (heart, kidney, GI tract and peripheral nerves), ultimately causing organ failure if the deposition is not stopped. AL amyloidosis occurs with multiple myeloma in 10-15% of cases.

SECONDARY (AA) – This is a rarer form of the disease which may occur in the course of a chronic inflammatory disease or chronic infection such as rheumatoid arthritis, familial mediterranean fever (FMF), osteomyelitis, tuberculosis or inflammatory bowel disease. The kidneys are most commonly affected by AA amyloidosis.

FAMILIAL (AF) – As the name implies, this form of amyloidosis can be inherited, is the only form that is hereditary and is not as rare as originally thought. Presence of the disease is due to inheriting a gene which leads to production of proteins that have the potential for forming amyloid.

Other Amyloid Diseases – Other localized diseases involve amyloid protein deposits, but they **do not** have systemic implications. These include b2 Micro Globulin Amyloid, associated with type II diabetes, and Alzheimer's disease (b-Amyloid protein).

Symptoms

Symptoms vary widely because they are related to the organs that become affected with the amyloid deposits. Symptoms could include fatigue, weight loss, edema, a feeling of fullness, tingling and numbness in the lower extremities, shortness of breath, irregular heart rhythm and possibly an enlarged tongue.

With early diagnosis, the outlook for patients has shifted to hopeful in the last decade.

How is Amyloidosis Diagnosed?

The diagnosis starts with a thorough physical examination and history to identify specific body organ involvement. The symptoms presented will help determine tests to be performed.

Biopsy – Any diagnosis of amyloidosis must be confirmed with a positive biopsy. Samples may be taken from tissue or bone marrow.

Immunofixation Electrophoresis (IFE) – blood or 24 hour urine test for free light chains.

Serum Free Light Chain Assay (FLC) – indicates if the precursor protein to AL amyloid is present.

Serum Mutant Transthyretin – confirms gene mutation in familial amyloidosis.

Once amyloidosis is diagnosed, further analysis of type or sub-type is very important, since the treatments may differ.

WHEREAS, March is Amyloidosis Awareness Month, a month dedicated to raising awareness, funding research, and supporting those living with amyloidosis and their loved ones; and

WHEREAS, Amyloidosis is a group of diseases that occurs when an abnormal protein, known as amyloid, builds up in the tissues and organs of the body. Left untreated, the disease can result in organ failure and can be fatal; and

WHEREAS, Amyloidosis can mimic the signs and symptoms of more common medical conditions and the disease can be challenging to diagnose; and

WHEREAS, Amyloidosis often affects people who are older or middle aged; however, younger people have been diagnosed with this disease; and

WHEREAS, Some of the signs and symptoms of amyloidosis can include shortness of breath, weight loss, fatigue, swelling in the ankles and legs, numbness in the hands and feet, foamy urine, carpal tunnel syndrome, bruising around the eyes, and an enlarged tongue; and

WHEREAS, Early diagnosis can lead to better outcomes for both patients and their families; and

WHEREAS, Raising awareness about all the amyloidosis diseases, including hereditary and non-hereditary forms of the disease, can contribute to the building of healthier communities across Canada.

ATTENDU QUE mars est le Mois de la sensibilisation à l'amylose, un mois consacré à la sensibilisation, au financement de la recherche et au soutien des personnes atteintes d'amylose et de leurs proches; et

ATTENDU QUE l'amylose est un groupe de maladies qui se développe lorsqu'une protéine se replie de façon anormale, entraînant des dépôts d'amyloïde, s'accumulant dans les tissus et les organes du corps. Si elle n'est pas traitée, la maladie peut entraîner une défaillance d'organe et peut être fatale; et

ATTENDU QUE l'amylose peut imiter les signes et les symptômes de situations médicales plus courantes et que la maladie peut être difficile à diagnostiquer; et

ATTENDU QUE l'amylose touche souvent les personnes âgées ou d'âge moyen; cependant, des personnes plus jeunes ont reçu un diagnostic de cette maladie; et

ATTENDU QUE certains des signes et symptômes de l'amylose peuvent inclure l'essoufflement, la perte de poids, la fatigue, des œdèmes des chevilles et des jambes, l'engourdissement des mains et des pieds, l'urine mousseuse, le syndrome du canal carpien, les ecchymoses autour des yeux et une langue épaissie ;et

ATTENDU QUE le diagnostic précoce peut mener à de meilleurs résultats pour les patients et leurs familles; et

ATTENDU QUE la sensibilisation à tous les types d'amyloses, y compris les formes héréditaires et non héréditaires de la maladie, peut contribuer à l'édification de communautés plus saines partout au Canada.

27 Burnett Terrace

Rothsay, New Brunswick,E2H1V1

Mayor Grant & Members of Rothsay Council

Re: Proposed 2023 Budget

November 6,2022

The proposed 2023 budget indicates an overall increase of 11.56% from the 2022 budget. In \$ terms this is an increase of over \$2,200,000. It would appear that the budget has maximized both the Provincial assessment increase and the change in the taxation of business properties. The obvious reasons for the would be wage and fuel increases but with a current inflation rate of 6.9%, an increase of 11.56% in the budget would appear to be an excessive burden for residential and business taxpayers.

The budget presentation indicated the Fire and Police Department budget increases were respectively 2% without including the debt costs of the fire hall renovations and 7.8% for the Police Department with 4 new employees. Fire and Police would presumably also be dealing with wage and fuel costs so taxpayers might have difficulty understanding why the total protective budget is up 8.1% but the rest of the budget is up 13%.

The large increase in the capital out of revenue accounts for \$825,000 or 1/3 of the increase. This line is budgeted for \$4,000,000 in 2023 (\$3,175,000-2022) but based on past years this amount gets increased by the "surplus" at the end of the year. For the years 2016-2021 this "surplus" averaged some \$650,000.

As the Treasurer noted in his presentation, historically capital out of surplus was intended to fund repaving and vehicle/equipment purchases. However in the budget meeting agenda the Treasurer indicates the capital from operating account was increased for 2023 to fund a portion of the Wells recreation building. My views on that project were expressed in a separate letter to Council. The capital from operating account was never intended to have today's taxpayers immediately pay for fixed assets with a 40-50 year life. Funding for such projects should be covered by debt or grants from other levels of government. What the interest may be on the debt should be a factor in undertaking a major project.

The agenda notes for the budget meeting indicated 1 cent of tax results in revenue of \$169,107. To give Rothsay taxpayers a break from the large assessment increase it is suggested that Council could reduce the tax rate by another 5 cents (\$850,000 to account for most of the increase in the capital out of operating budget). The Town currently has some \$7,000,000 in Gas Tax funds and other reserves.

Some might argue that assessments may go down in 2024. Yes this might happen but I believe most taxpayers would realize that with reduced assessments an increase in the rate may then be required. An increase in expenditures of 13% excluding protective services is in itself inflationary and an undue burden on Rothsay taxpayers.

Regards

November 7, 2022

To: Town of Rothesay Mayor and Councillors

Subject: **Feedback on Rothesay 2023 Proposed Operating Budget**

I reviewed with interest the proposed Rothesay Budget for 2023 and one of the things that stood out is Rothesay appeared to use the same reasons to justify the 2022 Budget increase as they are using for the 2023. I guess if it worked once might just as well try it again.

We are a retired couple living in our own home and have been residents of Rothesay for over 40 years. For the 2-year period 2022-23 our residential assessment has increased by 26 % and this will result in us having to pay much more property tax than is warranted due to the inability of the Town of Rothesay to not choose to take advantage of our unique situation.

In general terms the Town of Rothesay has the benefit of its rate base increasing by almost 20% in 2022 and 2023 (9% in 2022 and 10.3% in 2023). In 2022 the Rothesay tax rate was reduced by 3.2% and for 2023 the tax rate is being proposed to be reduced by an additional 0.8% for a total reduction of 4% over the 2-year period. This may sound like a positive but the reduction in tax rate is dwarfed by the increase in rate base. I cannot comprehend how actual and projected expenses have increased over the two years period enough to consume the increase in revenue. The minimal reduction in the 2023 tax rate is an affront to the Rothesay Taxpayers with no indication any austerity measures have been implemented to reduce the impact.

One can only assume that Rothesay Staff, Mayor and Councillors have seized on the opportunity presented by THE PANDEMIC, INFLATION, SERVICE NB AND THE NB GOVERNMENT to enhance the fiscal position of the Town on the backs of the taxpayers. This way Rothesay can point to outside influences beyond their control

to justify the significant revenue grab. One would only hope the remainder of the cities and towns in New Brunswick do not take the same approach as Rothesay. The City of Saint John it appears is proceeding in a more Taxpayer friendly manner.

I am requesting you revisit your proposed 2023 Budget and reduce the tax rate and overall expenses so that it prioritizes the Taxpayers above all other items.

Regards

1 Royal Lane
Rothesay, NB

3 Grove Ave.

Rothsay, N.B.

E2E 5K4



Mrs. Nancy Grant

Mayor, Town of Rothsay

70 Hampton Rd, Rothsay

NB E2E 5Y2

Subject: Cross Walk Lights – Intersection of Grove Avenue and Hampton Road

Your Worship,

I had the occasion to escort _____ from St. Paul's Church this past Sunday October 30th, 2022 to her home on Steele Street. As you might know, _____ is wheelchair-bound, but she makes the trek to church every Sunday. She remarked to me as we reached the crosswalk that the buttons on both sides to activate the crossing lights are well beyond her reach. I understand the current configuration is not permanent and do not know when the permanent lights are to be installed, but I wanted to plead _____ situation and that of any other wheelchair-bound citizen so as to make the crossing safer for those of diminished capacity.

Can I prevail upon you to bring this matter to the attention of the appropriate individuals?

My suggestion would be to lower the push-button switch on the current standards so that they are accessible from a wheelchair while not inconveniencing upright pedestrians. The same should be done when the permanent installation of traffic and crossing lights is complete.

Please provide an acknowledgement of this letter and indicate if and when any action will be taken.

All Good Wishes,



The City of Saint John



ROTHESAY

October 7, 2022

Department of Environment and Local Government
PO Box 6000
Fredericton, NB, E3B 5H1

Attn: Hon. Minister Daniel Allain

Dear Minister,

RE: Greater Saint John Regional Facilities 2023 Operating Budget

Regarding the Greater Saint John Regional Facilities Commission Act:

"10(3) No later than October 15 of each year the Commission shall notify the Minister and the council of each participating municipality as to the total municipal contribution and the contribution of each participating municipality."

2023 Operating Budget

| Municipality | Total Share \$ |
|---------------------|-----------------------|
| Grand Bay-Westfield | 129,129 |
| Quispamsis | 598,498 |
| Rothsay | 449,231 |
| Saint John | 2,244,074 |
| Total | 3,420,931 |

Please find enclosed a copy of correspondence that was sent to all the regional facilities with their 2023 budget approvals.

We are also requesting you to include the Greater Saint John Regional Facilities Commission into the Regional Service Commission discussions moving forward.

Thank you.

Mayor Libby O'Hara, Chair
Greater Saint John Regional Facilities Commission

Deputy Mayor Erin Toole, Past Chair
Greater Saint John Regional Facilities Commission

cc: Mayor Nancy Grant
Mayor Libby O'Hara
Deputy Mayor John MacKenzie
Councillor David Hickey

Jonathan Taylor, Common Clerk, City of Saint John
John Enns-Wind, Town Clerk, Town of Grand Bay-Westfield
Mary Jane Banks, Town Clerk, Town of Rothesay
Cathy Snow, Town Clerk, Town of Quispamsis



SAINT JOHN

P.O. Box 1971 Saint John, NB E2L 4L1 506.649.6000



The City of Saint John



ROTHESAY

October 7, 2022

Ms. Amy McLennan
General Manager
Canada Games Aquatic Centre
50 Union Street, Saint John,
NB, E2L 1A1

Dear Ms. McLennan,

RE: 2023 BUDGET APPROVAL

I am writing on behalf of the Greater Saint John Regional Facilities Commission to advise you of the municipal contribution approved for the upcoming year 2023. The Commission has approved a municipal contribution in the amount of \$1,148,427 including one time resource funding of \$140,000 which will be paid quarterly as per clause 13(3) of the Greater Saint John Regional Facilities Commission Act.

Clause 8.01 of General By-Law No. 1 of the Greater Saint John Regional Facilities Commission Act requires the Commission to meet in June each year with the managing personnel of each facility to review financial reports up to May 31 of the current year. A meeting will be scheduled to receive this information and to notify you of the date and time you will be asked to present. I also wish to advise that according to the clause 9(1) of the Greater Saint John Regional Facilities Commission Act, the budget of each regional facility shall be submitted to the Commission on or before August 31 of each year. Hence, we request that you submit your future year budget and appear before the Commission on or before the due date.

I would like to thank you and other commission members for the cooperation received in submitting requested information throughout our 2023 budget approval deliberations.

Thank you.

Mayor Libby O'Hara, Chair
Greater Saint John Regional Facilities Commission

Deputy Mayor Erin Toole, Past Chair
Greater Saint John Regional Facilities Commission

cc: Mayor Nancy Grant
Mayor Libby O'Hara
Deputy Mayor John MacKenzie
Councillor David Hickey

Jonathan Taylor, Common Clerk, City of Saint John
John Enns-Wind, Town Clerk, Town of Grand Bay-Westfield
Mary Jane Banks, Town Clerk, Town of Rothesay
Cathy Snow, Town Clerk, Town of Quispamsis



SAINT JOHN

P.O. Box 1971 Saint John, NB E2L 4L1 506.649.6000



The City of Saint John



ROTHESAY

October 7, 2022

Mr. Mike Caddell
General Manager
TD Station
99 Station Street, Saint John,
NB, E2L 4X4

Dear Mr. Caddell,

RE: 2023 BUDGET APPROVAL

I am writing on behalf of the Greater Saint John Regional Facilities Commission to advise you of the municipal contribution approved for the upcoming year 2023. The Commission has approved a municipal contribution in the amount of \$920,113 which will be paid quarterly as per clause 13(3) of the Greater Saint John Regional Facilities Commission Act.

Clause 8.01 of General By-Law No. 1 of the Greater Saint John Regional Facilities Commission Act requires the Commission to meet in June each year with the managing personnel of each facility to review financial reports up to May 31 of the current year. A meeting will be scheduled to receive this information and to notify you of the date and time you will be asked to present. I also wish to advise that according to the clause 9(1) of the Greater Saint John Regional Facilities Commission Act, the budget of each regional facility shall be submitted to the Commission on or before August 31 of each year. Hence, we request that you submit your future year budget and appear before the Commission on or before the due date.

I would like to thank you and other board members for the cooperation received in submitting requested information throughout our 2023 budget approval deliberations.

Thank you.

Mayor Libby O'Hara, Chair
Greater Saint John Regional Facilities Commission

Deputy Mayor Erin Toole, Past Chair
Greater Saint John Regional Facilities Commission

cc: Mayor Nancy Grant
Mayor Libby O'Hara
Deputy Mayor John MacKenzie
Councillor David Hickey

Jonathan Taylor, Common Clerk, City of Saint John
John Enns-Wind, Town Clerk, Town of Grand Bay-Westfield
Mary Jane Banks, Town Clerk, Town of Rothesay
Cathy Snow, Town Clerk, Town of Quispamsis



SAINT JOHN

P.O. Box 1971 Saint John, NB E2L 4L1 506.649.6000



The City of Saint John



ROTHESAY

October 7, 2022

Ms. Jodie Forgie
Finance Director
City of Saint John
c/o Saint John Trade & Convention Centre
1 Market Square, Saint John,
NB, E2L 4Z6

Dear Ms. Forgie,

RE: 2023 BUDGET APPROVAL

I am writing on behalf of the Greater Saint John Regional Facilities Commission to advise you of the municipal contribution approved for the upcoming year 2023. The Commission has approved a municipal contribution in the amount of \$502,634 which will be paid quarterly as per clause 13(3) of the Greater Saint John Regional Facilities Commission Act.

Clause 8.01 of General By-Law No. 1 of the Greater Saint John Regional Facilities Commission Act requires the Commission to meet in June each year with the managing personnel of each facility to review financial reports up to May 31 of the current year. A meeting will be scheduled to receive this information and to notify you of the date and time you will be asked to present. I also wish to advise that according to the clause 9(1) of the Greater Saint John Regional Facilities Commission Act, the budget of each regional facility shall be submitted to the Commission on or before August 31 of each year. Hence, we request that you submit your future year budget and appear before the Commission on or before the due date.

I would like to thank you and other board members for the cooperation received in submitting requested information throughout our 2023 budget approval deliberations.

Thank you.

Mayor Libby O'Hara, Chair
Greater Saint John Regional Facilities Commission

Deputy Mayor Erin Toole, Past Chair
Greater Saint John Regional Facilities Commission

cc: Mayor Nancy Grant
Mayor Libby O'Hara
Deputy Mayor John MacKenzie
Councillor David Hickey

Jonathan Taylor, Common Clerk, City of Saint John
John Enns-Wind, Town Clerk, Town of Grand Bay-Westfield
Mary Jane Banks, Town Clerk, Town of Rothesay
Cathy Snow, Town Clerk, Town of Quispamsis



SAINT JOHN

P.O. Box 1971 Saint John, NB E2L 4L1 506.649.6000



The City of Saint John



ROTHESAY

October 7, 2022

Mr. R Andrew Kierstead
Executive Director
Saint John Arts Centre
20 Peel Plaza, Saint John,
NB, E2L 3G6

Dear Mr. Kierstead,

RE: 2023 BUDGET APPROVAL

I am writing on behalf of the Greater Saint John Regional Facilities Commission to advise you of the municipal contribution approved for the upcoming year 2023. The Commission has approved a municipal contribution in the amount of \$319,757 which will be paid quarterly as per clause 13(3) of the Greater Saint John Regional Facilities Commission Act.

Clause 8.01 of General By-Law No. 1 of the Greater Saint John Regional Facilities Commission Act requires the Commission to meet in June each year with the managing personnel of each facility to review financial reports up to May 31 of the current year. A meeting will be scheduled to receive this information and to notify you of the date and time you will be asked to present. I also wish to advise that according to the clause 9(1) of the Greater Saint John Regional Facilities Commission Act, the budget of each regional facility shall be submitted to the Commission on or before August 31 of each year. Hence, we request that you submit your future year budget and appear before the Commission on or before the due date.

I would like to thank you and other board members for the cooperation received in submitting requested information throughout our 2023 budget approval deliberations.

Thank you.

Mayor Libby O'Hara, Chair
Greater Saint John Regional Facilities Commission

Deputy Mayor Erin Toole, Past Chair
Greater Saint John Regional Facilities Commission

cc: Mayor Nancy Grant
Mayor Libby O'Hara
Deputy Mayor John MacKenzie
Councillor David Hickey

Jonathan Taylor, Common Clerk, City of Saint John
John Enns-Wind, Town Clerk, Town of Grand Bay-Westfield
Mary Jane Banks, Town Clerk, Town of Rothesay
Cathy Snow, Town Clerk, Town of Quispamsis



SAINT JOHN

P.O. Box 1971 Saint John, NB E2L 4L1 506.649.6000



The City of Saint John



ROTHESAY

October 7, 2022

Ms. Angela Campbell
Executive Director
Imperial Theatre
12 King Square South, Saint John,
NB, E2L 5B8

Dear Ms. Campbell,

RE: 2023 BUDGET APPROVAL

I am writing on behalf of the Greater Saint John Regional Facilities Commission to advise you of the municipal contribution approved for the upcoming year 2023. The Commission has approved a municipal contribution in the amount of \$530,000 which will be paid quarterly as per clause 13(3) of the Greater Saint John Regional Facilities Commission Act.

Clause 8.01 of General By-Law No. 1 of the Greater Saint John Regional Facilities Commission Act requires the Commission to meet in June each year with the managing personnel of each facility to review financial reports up to May 31 of the current year. A meeting will be scheduled to receive this information and to notify you of the date and time you will be asked to present. I also wish to advise that according to the clause 9(1) of the Greater Saint John Regional Facilities Commission Act, the budget of each regional facility shall be submitted to the Commission on or before August 31 of each year. Hence, we request that you submit your future year budget and appear before the Commission on or before the due date.

I would like to thank you and other board members for the cooperation received in submitting requested information throughout our 2023 budget approval deliberations.

Thank you.

Mayor Libby O'Hara, Chair
Greater Saint John Regional Facilities Commission

Deputy Mayor Erin Toole, Past Chair
Greater Saint John Regional Facilities Commission

cc: Mayor Nancy Grant
Mayor Libby O'Hara
Deputy Mayor John MacKenzie
Councillor David Hickey

Jonathan Taylor, Common Clerk, City of Saint John
John Enns-Wind, Town Clerk, Town of Grand Bay-Westfield
Mary Jane Banks, Town Clerk, Town of Rothesay
Cathy Snow, Town Clerk, Town of Quispamsis



SAINT JOHN

P.O. Box 1971 Saint John, NB E2L 4L1 506.649.6000



2022November14OpenSessionFINAL_039

KENNEBECASIS CRIME STOPPERS

15 Leah Blvd
Quispamsis, N.B.
E2E 6E7

RECEIVED OCT 24 2022

October 12, 2022

Mayor & Council – Town of Rothesay
70 Hampton Road,
Rothesay, N.B.
E2E 5L5

RE: Budget Request – Year 2023

Dear Mayor & Council:

Since the inception of Kennebecasis Crime Stoppers in 1986, the Municipal Councils have been instrumental through financial support in helping us carry out the very important work that we do. In the past, we have received a significant share of our annual budget from contributions from each of the communities in the Kennebecasis Valley. In addition, we carry out fundraising activities to ensure that sufficient funds are available to pay for the important tips that provide substantial aide to our police forces in solving crimes.

In consideration of our financial needs, we ask the Mayor and Council of the Town of Rothesay to budget the amount of \$2800 to support the ongoing efforts of the Kennebecasis Crime Stoppers for the year 2023.

I thank you for your kind attention to this matter and should you need to contact me, I can be reached at 849-7139(home) or 651-4117(work).

Yours truly,

Alicia Allen
President



70 Hampton Road
Rothesay, NB
Canada E2E 5L5
T: 506-848-6600
F: 506-848-6677

Rothsay@rothesay.ca
www.rothesay.ca

18 October 2022

Employment and Social Development Canada (ESDC)
New Horizons for Seniors Program (NHSP)
Government of Canada
P.O. Box 12000
Fredericton NB E3B 5G4

Subject: Support Letter “Saint David’s Kitchen for the Community”

Madam, Sir:

I am writing to you in support of an application submitted by Saint David’s United Church in Rothesay, New Brunswick, for funding through Community-based stream of the New Horizons for Seniors Program (NHSP)

Saint David’s is a church in Rothesay that has become synonymous with helping the community, especially seniors. With the rise of aging populations, Rothesay extends support to organizations that strive to ease burdens associated with aging. For instance, some programs undertaken by Saint David’s address critical issues such as food and clothing.

The outlined project will upgrade Saint David’s kitchen to eliminate strains on volunteers and improve efficiency. Volunteers range in age and physical capability, and this project will create an accessible, functional, and user-friendly kitchen to ensure optimal service delivery to those in need. Not only does the kitchen serve bi-weekly nutritious meals to seniors, but also enables other seniors to prepare lunches for vulnerable students in our community.

There is no question the project will advance the established National Priorities (supporting healthy ageing, preventing senior abuse, celebrating diversity and promoting inclusion, and helping seniors to age in place). Food brings people together! The existing – and future – programs provide reassurance to seniors with food insecurities, creates educational opportunities for healthy lifestyles, as well as encourages a sense of belonging for anyone that wishes to give back to their community.

I support this project as it will support local, and community needs such as inadequate or insecure access to food due to financial constraints. Furthermore, the project will benefit our community by enabling the continuation of programs dedicated to the health and wellness of seniors and youth.

For the reasons noted above, I am excited to support the funding request.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Nancy Grant". The signature is fluid and cursive, with the first name "Nancy" written in a larger, more prominent script than the last name "Grant".

Dr. Nancy Grant
Mayor

Liz Hazlett

From: Liz Hazlett
Sent: Monday, October 31, 2022 9:28 AM
To: Liz Hazlett
Subject: FW: Greater Saint John Regional Facilities - Trade & Convention Centre
Attachments: Letter-TCCOct20.pdf

From: MacInnis, Lisa <Imacinnis@quispamsis.ca>
Sent: Friday, October 21, 2022 3:20:02 PM
To: Daniel.J.Allain@gnb.ca <Daniel.J.Allain@gnb.ca>
Cc: Blaine.Higgs@gnb.ca <Blaine.Higgs@gnb.ca>; Gary.Crossman@gnb.ca <Gary.Crossman@gnb.ca>; Ryan.Donaghy@gnb.ca <Ryan.Donaghy@gnb.ca>; O'Hara, Libby <eohara@quispamsis.ca>; Nancy Grant <NancyGrant@rothesay.ca>; mayor.doucet@townofhampton.ca <mayor.doucet@townofhampton.ca>; Kennedy, Aaron <akeneddy@quispamsis.ca>; John Jarvie <JohnJarvie@rothesay.ca>; richard.malone@townofhampton.ca <richard.malone@townofhampton.ca>; isabelle@amanb-aamnb.com <isabelle@amanb-aamnb.com>; dan.murphy@umnb.ca <dan.murphy@umnb.ca>
Subject: Greater Saint John Regional Facilities - Trade & Convention Centre

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

August 26, 2021

Dear Minister Allain:

Please see attached letter from Mayor Libby O'Hara, Mayor Nancy Grant and Mayor Robert Doucet.

Lisa MacInnis

Lisa MacInnis
Assistant Town Clerk/RIM Coordinator
Town of Quispamsis
P. 506 849 5991 www.quispamsis.ca

Any correspondence with employees, agents, or elected officials of the Town of Quispamsis may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act of the Province of New Brunswick.



October 20, 2022

Hon. Daniel Allain
Minister of Local Government and Local Governance Reform
Marysville Place
P. O. Box 6000
Fredericton, NB E3B 5H1

Dear Minister Allain:

Thank you for affirming your support for Envision Saint John: The Regional Growth Agency. We were pleased to hear your government will respect the signed agreements through 2025, including the use of the tourism accommodation levy. Envision is the latest example of regional cooperation in Greater Saint John.

As you know, Quispamsis, Rothesay and our other municipal partners have been living in a spirit of cooperation and collaboration with the City of Saint John in a tangible way since 1998 when the Greater Saint John Regional Facilities Commission Act was legislated. Over the years, Quispamsis and Rothesay have contributed approximately \$16 million toward the annual operating costs of TD Station, Canada Games Aquatic Centre, Imperial Theatre, Saint John Trade and Convention Centre, and Saint John Arts Centre, all of which are located within Saint John's uptown core.

We understand why the City of Saint John is eager to have capital costs included in the new funding formula. It is also clear, based on your recent comments to the Telegraph-Journal editorial board, that this is non-negotiable from your perspective.

We are writing today to express our concern over the future inclusion of the Trade and Convention Centre. We do not believe it fits your definition as "regional sport, recreational and cultural infrastructure." By its very name, the Trade and Convention Centre is designed for economic development through the hosting of conferences.

Removing the Trade and Convention Centre, clearly a business venue competing with at least three others in the region, from the list of regional facilities would help mitigate the financial burden our residents will soon assume through the addition of capital costs on these City-owned facilities.

To our knowledge, the Fredericton Convention Centre is not subject to cost-sharing with neighbouring municipalities now, nor will it be in the future, according to your Local Governance Reform document (dated July 18, 2022). We certainly are not advocating that it should be, but this could be construed as a double standard where our region is being treated differently – and one could argue unfairly – when compared to others.

Since both the Saint John Trade and Convention Centre and Fredericton Convention Centre occasionally host sport-tourism events, why is the former the only one designated as regional?

If the Greater Saint John Facilities Act were not in place, and regional cost-sharing was starting from scratch here, as it is elsewhere in the province, it would be unlikely the Trade and Convention Centre would even be part of the discussion when your own language says RSC members are now responsible for “regional sport, recreational and cultural infrastructure.”

In a July 26, 2022, email to one of the transition facilitators in our region, Deputy Minister Ryan Donaghy wrote “as for the regional facilities, the trade and convention centre is the one with the question mark for us as well.”

There is no question mark in our minds: the Trade and Convention Centre will not – and should not - be a regional facility on January 1, 2023, based on the changes your government is making under Local Governance Reform, and your wording when it comes to regional facilities.

Kind regards,



Libby O'Hara
Mayor, Quispamsis

Dr. Nancy Grant
Mayor, Rothesay



Robert Doucet
Mayor, Hampton

cc:

Hon. Blaine Higgs, MLA Quispamsis;

Hon. Gary Crossman, MLA Hampton;

Ryan Donaghy, Deputy Minister, Local Government & Local Governance Reform;

Regional Mayors;

Regional CAOs;

AMANB;

UMNB.



**Fundy Regional
Service Commission**

Commission de Services
Régionaux de Fundy

PO Box / CP 3032, Grand Bay-Westfield NB E5K 4V3

T. 506 738-1212 • F. 506 738-1207

hotline@fundyrecycles.com

October 20, 2022

Hon. Daniel Allain
Minister of Local Government and Local Governance Reform
Environment and Local Government
Marysville Place
PO Box 6000
Fredericton NB
E3B 5H1

Reference: 2023 Operating Budget – Fundy Regional Service Commission

Dear Minister Allain,

On behalf of the Fundy Regional Service Commission (FRSC), I would like to share with you that on October 5, 2022, the FRSC adopted the following resolution within the context of the Commission's 2023 operating budget and the integration of cost sharing for the new mandated service of sport, recreational and cultural infrastructure:

We recommend to the Minister through the Transition leaders:

- 1. that the budget for the Saint John Trade and Convention Centre be reduced for 2023 to reflect a transition year, not including any capital work, and*
- 2. That regional funding for the Trade and Convention Centre be eliminated for 2024.*

(nay; Director MacKenzie, Chairperson Merrifield)

During proceedings of the FRSC's October 19, 2022, meeting, Commission staff could not confirm that further action was taken on the October 5, 2022 resolution. As a result, the following resolution was adopted by the FRSC:

By the end of business day on Thursday, October 20, 2022, a letter be sent from the Fundy Regional Services Commission to Minister Allain by email (copied electronically to Commission members), to be followed up with a hard copy to the Minister, expressing concerns of Commission members with respect to the inclusion of the Saint John Trade and Convention Centre on the list of Regional Facilities for the Fundy Regional Service Commission, outlining the following:

- 1. There are 5 regional facilities in the Fundy region, more by at least 2, than in any other region in the province;*

2. *The Trade and Convention Centre does not fit the new criteria for regional sport, recreation and culture facilities; other venues can provide similar services;*
3. *The Trade and convention Centre is managed through a contract solely between the City of Saint John and Hilton Hotels and Resorts, with no opportunity for input into this contract by any of the other regional partners;*
4. *The other 4 Regional facilities are all overseen by their own Commissions or Boards of Directors, with regional input; whereas the Trade and Convention Centre is overseen only by a "committee", which hasn't met for several years. Thus there is virtually no possible way for the other regional partners to have any oversight; AND*
5. *The Trade and Convention centre is a physical entity within another physical entity, namely Market Square. Commissioners are concerned that the subject of capital improvements for the Centre may well become a "grey area" which could conceivably include capital improvements to Market Square. Commissioners have not been privy to the list of requested capital improvements- the list, with costs, has been drawn up by Saint John, and not shared with Fundy Regional Service Commission members.*

(nay; Director MacKenzie, Chairperson Merrifield)

If you require any further context or detail on this matter, please do not hesitate to contact me directly.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brittany Merrifield', is written over a light blue circular background.

Brittany Merrifield, Chair
Fundy Regional Service Commission



ROTHESAY



October 24, 2022

Employment and Social Development Canada (ESDC)
New Horizons for Seniors Program (NHSP)

RE: Support letter for the project "Future Engage – Hybrid Version"

70 Hampton Road
Rothesay, NB
Canada E2E 5L5

T: 506-848-6600
F: 506-848-6677

Rothestay@rothesay.ca
www.rothesay.ca

Dear Reviewer,

I am writing to you in the continued support of the "Future Engage – Hybrid Version" application submitted by the Saint John Multicultural and Newcomers Resource Centre Inc. (also referred to as the Saint John Newcomer Centre or SJNC) for funding through the community-based stream of the New Horizons for Seniors Program (NHSP).

The SJNC plays a vital role in welcoming newcomers to the City of Saint John. Their wealth of knowledge, programming and support services has engaged newcomers with the local community. The Rothesay Hive, an Age-Friendly Community Centre, and the SJNC have collaborated with each other to improve newcomer engagement in the Greater Saint John area. We greatly appreciate the vital role the SJNC plays in a holistic and integrated approach in providing services and resources, which will be valuable to seniors and newcomers.

We will continue to collaborate with the SJNC by dedicating 2 hours each week for the program to be operated out of the Rothesay Hive and providing refreshments and internet services. The Rothesay Hive is a facility located within the Rothesay Town Hall building at 70 Hampton Road, Rothesay NB.

Since the program started early this year it has been successful at engaging seniors both virtually and in person with other participating seniors and youth in the program. Extending Future Engage – Hybrid Version for another year will continue to help seniors combat ageism, celebrate diversity, and promote inclusion in our community.

We support this project as it has and will support local and community needs such as providing a safe space for seniors and intergenerational connections. Overall, the project has benefited our region by helping seniors be active participants in community life in Greater Saint John and engaging our residents, especially youth, with seniors.

For the reasons noted above, we are excited to support the SJNC's funding request and we hope to see this program continue for another successful year.

Yours sincerely,

Mayor of Rothesay

Explore our past / Explorez notre passé
Discover your future / Découvrez votre avenir

27 Burnett Terrace

Rothsay, NB

E2H 1V1

October 31,2022

Mayor Grant & Members of Rothsay Council

Re: Wells Community Building

There was a recent news story about Council approving \$3.1M for a 2600 square foot general purpose building at the Wells Park. After reviewing documents from the Town website, the following information for this project was noted:

-Stephen Kopps presentation in April ,2021 indicating an estimated project cost of \$350/SF for 2600 square feet .Total building and landscaping costs noted were \$1,114,000 plus a number of items noted as not included.

-eventually in 2022 the project showed on the monthly capital project list with an estimated cost of \$1,700,000(app \$650/SF)and indicating project was 30% complete with design costs of apparently \$510,000?

-Recreation Committee minutes of May 25,2022 indicating the final design was still up in the air but there was a Council meeting scheduled on the project for June 6,2022.

-A rather vague motion was recommended by the Town Manager at the June 13th Council meeting....
"confirm support for the schematic design of the Wells Community Building project and endorse proceeding to subtrade tenders". The estimated budget noted was \$1,700,000.

There was no documentation presented to back up this recommendation, no indication of how the cost of the project was arrived at and nor where the funding was to come from.

-There was another recommendation from the Town Manager at the October council meeting asking Council to increase the budget for the project from \$1,700,000 to \$3,100,000(app\$1,200/SF)-an increase of over 80% from the June Council resolution-a period of 4 months. Again no documentation is included with the recommendation to support the cost increase or the sources of funds to pay for it.

Having served on Rothsay Council and the Finance Committee for 8 years and joining Council shortly after \$750,000 was spent on architect fees for a rink never built ,the Finance Committee recommended policies to Council that hopefully would help prevent future waste of taxpayer funds. This included Council receiving a description of the project and the need for it as well as an analysis from the Treasurer on the source of the funding before being asked to vote on a recommendation.

There appears to have been little or no impute from the Parks & Recreation Committee, the Town Finance Committee, the Director of Parks & Recreation or the Town Treasurer into this project and the Town Manager recommendations. Without such information it is difficult for the taxpayers to comprehend how Council could be expected to make an informed decision on the project or how Council was able to accept these recommendations. Per the monthly capital project summary some \$500,000 has been spent on design fees before the costs and funding was determined. Perhaps there was discussion of the timing etc in order to qualify for funding from other levels of government. From my experience with several similar scenarios, this was never a good reason to rush into something without receiving the full information to make an informed decision.

This significantly contrasts with a couple of other recommendations made by the Town Manager at the September, 2022 Council meeting. Both recommendations were accompanied by 2 page memos signed off by the Town Manager, the Treasurer and in one case by the Director of Operations and the other by the Parks and Recreation Director. One involved a contract for a \$80,000 pickle ball court and the other whether or not to spread gravel on the pathway used by school children between Forest Street and Broadway in K Park.

I would have expected Council to have deferred this project until more favorable pricing is available.

In accepting a cost of \$3.1M, Council is in fact contributing to the inflation spiral. Whether it is local, Provincial or Federal tax dollars, it is still taxpayer dollars. It is Council that ultimately will be responsible for the outcome of this project-having accepted the recommendations of the Town Manager without first requiring full details of the project upfront.

Regards

Cc: John Jarvie, Town Manager

Liz Hazlett

From: Liz Hazlett
Sent: Monday, November 7, 2022 8:31 AM
To: Liz Hazlett
Subject: FW: SJRH Foundation CPR fundraiser for the NB Heart Centre nursing education
Attachments: CPR Event 2022 POSTER10.pdf; CPR Event 2022 Social Media7.pdf

From: Rino Methot FIRST AID MEDIC <rino@firstaidmedic.ca>
Sent: Monday, November 7, 2022 8:04 AM
To: Doucet, Janine (HorizonNB) <Janine.Doucet@HorizonNB.ca>; tammy.campbell <tammy.campbell@horizonnb.ca>; ekinney@unb.ca <ekinney@unb.ca>; Big George <biggeorge@vitos.ca>; Moe Arseneault <maurice.arseneault@gmail.com>; stef@remax-sjnb.com <stef@remax-sjnb.com>; craik.kate <craik.kate@gmail.com>; Dallen <dallen@quispamsis.ca>; kmiller <kmiller@quispamsis.ca>; Grant, Margot (HorizonNB) <Margot.Grant@HorizonNB.ca>; Gilles Roy <gilles.roy@medavienb.ca>; paul.boudreau@medavienb.ca <paul.boudreau@medavienb.ca>; Holly_Knight <hollynancyknight@gmail.com>; Morris, Susan_ (HorizonNB) <susan.morris@horizonnb.ca>; adoom3666@yahoo.ca <adoom3666@yahoo.ca>; sandy.leland55@gmail.com <sandy.leland55@gmail.com>; Eric_Lesser <lessereric@gmail.com>; jffitz <jffitz@hotmail.com>; Mabey, Billie-Jo (HorizonNB) <Billie-Jo.Mabey@HorizonNB.ca>; 'Tammie_Fournier' <tammiefournier@icloud.com>; Tammie.Fournier@nbcc.ca <Tammie.Fournier@nbcc.ca>; DMNB Med 1 Coordinator <dmnbmed1@dal.ca>; DMNB Med 2 Coordinator <dmnbmed2@dal.ca>; DMNB Learning Resource Centre <dmnblrc@dal.ca>; Biggins, Patricia (HorizonNB) <Patricia.Biggins@HorizonNB.ca>; Higgins, Kat (HorizonNB) <Kat.Higgins@horizonnb.ca>; Tricia_Cole <Tricia.Cole@Dal.Ca>; SJclerks <SJclerks@HorizonNB.ca>; DMNB Longitudinal Coordinator <DMNBlong@dal.ca>; Michelle_Glaspy <michelle.glaspy@dal.ca>; JoAnne <JoAnne.Burke@Dal.Ca>; TerriAnne.Reynolds <TerriAnne.Reynolds@HorizonNB.ca>; tpierce <tpierce@nb.sympatico.ca>
Cc: Grant, Margot (HorizonNB) <Margot.Grant@HorizonNB.ca>; Nancy Grant <NancyGrant@rothesay.ca>; eohara@quispamsis.ca <eohara@quispamsis.ca>; Dallen <dallen@quispamsis.ca>
Subject: SJRH Foundation CPR fundraiser for the NB Heart Centre nursing education

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello all,

Please find attached email message and social media information for the Hands-only CPR fundraiser to promote awareness about CPR and AED's and encourage people to get involved.

This fundraiser is being held Thursday November 24th at the Qplex in Quispamsis at 20 Randy Jones Way at the Moosehead Conference Centre. Registration starts at 6:30 pm and session starts at 7 pm. Enter via main entrance on top level. This is a life skills course and people can decide if they want to fully participate or simply watch, listen and learn. There are NO expectations in regard to skills testing. Participants will all have an opportunity to do chest compressions on a CPR manikin as well as familiarize themselves with an AED (automated external defibrillator) which are found within all our rinks, high schools and many public places. We will also cover the use of EPI PENS within this session.

This session is free of charge but donations to the NB Heart Centre through the SJRH Foundation are encouraged and tax receipts are available.

I am asking two things of you. First, share this info within your networks to maximize the amount of people attending this session in order to promote CPR and AED awareness. Also, share within your network of health care professionals as I am looking for volunteers to help guide participants in doing CPR and using the AEDs. Volunteers do not need to be instructors but at least have a healthcare or first responder background.

I can be reached at this email: Rino@firstaidmedic.ca or via cell/text at 506-333-9870 to answer any questions you may have.

We are hoping to make this event a great success and there will be door prizes and a certificate of participation for the people attending.

Thanks again!

Rino

Rino Méthot

B.Sc.Ng., R.N.(#021140), Paramedic(#4270)

Diploma in university teaching from University of New Brunswick

First Aid and CPR Instructor-Trainer(#94821) Accredited instructor with the Heart and Stroke Foundation of Canada (New Brunswick)

B.Sc.Inf., Inf. Imm., Travailleur paramédical

Diplôme d'enseignement universitaire de University of New Brunswick

Instructeur-maître en premiers soins et RCR #94821 Instructeur accrédité avec la Fondation des maladies du cœur du Canada (Nouveau-Brunswick)

First Aid Medic Professional Training and Consulting Services

506-333-9870 (cell - text or call)

FIRSTAIDMEDIC or RINO METHOT - Facebook / Messenger

www.firstaidmedic.ca

rino@firstaidmedic.ca

First Aid Medic recognizes that we are located on Mi'kmaq, Wolastoq and Peskotomuhkati homelands. Since 1726 this land has been subject to treaties that are still in effect today. We are grateful to learn together on this land and do so guided by the original spirit of those treaties - peace, respect and friendship.

First Aid Medic reconnaît que nous sommes situés sur la patrie des communautés Mi'kmaq, Wolastoq et Peskotomuhkati. Depuis 1726, cette terre est sujet à des accords qui sont encore en effet aujourd'hui. Nous sommes reconnaissants d'apprendre ensemble sur cette terre et nous le faisons guidés par l'esprit original de ces accords - paix, respect et amitié.

Courses and services we offer:

- STOP the BLEED training (1 hour training to teach how to control life threatening bleeds)
- Proper lifting and body mechanics coming soon!
- First aid training for pre-teens... a common sense approach
- ECG interpretation
- We now build and supply customized first aid kits and first aid supplies!!
- Standard First Aid with CPR and AED level C (2 day course recognized by Worksafe NB)
- Annual first aid practical session (6 to 8 hours) required by Worksafe NB (includes CPR)
- Basic Life Support for Health Care Provider with AED level C - requirement for

all health care disciplines

- Advanced Cardiac Life Support and Pediatric Advanced Life Support
- Heart Saver AED level C - meets or exceeds Can Fit Pro requirements
- Babysitting courses
- Home Alone Program for children
- Medical First Responder and Emergency First Responder training
- Personalized courses upon request
- Health and Safety Consulting Services

***Fully insured for professional liability and general commercial liability

2022November14OpenSessionFINAL_053

Learn a Life Skill CPR EVENT

Presented by

FIRST AID MEDIC

THURSDAY
24 | November
2022

Quispamsis O-plex

Doors open at 6:30 p.m.

Gather your friends and come learn
how to be prepared to save a life!

There is no cost to attend, but
donations to the **New Brunswick
Heart Centre** are welcomed.

thegive.ca/cprevent



Learn a Life Skill CPR EVENT

THURSDAY
24 | November
2022

at the Quispamsis Q-plex

Doors open at 6:30 p.m.

There is no cost to attend, but
donations to the New Brunswick
Heart Centre are welcomed.



**FIRST AID
MEDIC**



SAINT JOHN REGIONAL HOSPITAL FOUNDATION
FONDATION DE L'HÔPITAL SAINT RÉGIONAL JOHN



**Fundy Regional
Service Commission**

Commission de Services
Régionaux de Fundy

Regular Monthly Meeting

August 29, 2022

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Monday, August 29, 2022, at 12 Landing Court, Quispamsis, NB.

1. Call to Order

The Board Chairperson, Brittany Merrifield, called the meeting to order at 10:02 a.m.

2. Record of Attendance

| | |
|----------------------|---------------------------------------|
| Brittany Merrifield | Chairperson |
| Jim Bedford | Vice Chairperson |
| Bette Ann Chatterton | Mayor, St. Martins |
| John MacKenzie | Deputy Mayor, Saint John |
| Nancy Grant | Mayor, Rothesay |
| Libby O'hara | Mayor, Quispamsis |
| Ray Riddell | Local Service District Representative |
| Cindy MacCready | Local Service District Representative |
| John Cairns | Local Service District Representative |

Absent

OTHERS

Marc MacLeod, Executive Director, FRSC (via zoom)
 Alicia Raynes, Recording Secretary, FRSC (via zoom)
 Nick Cameron, Assistant Development Officer, FRSC (via zoom)
 Mark Porter, Chief Financial Officer, FRSC (via zoom)
 Maurice Robichaud, Transition Facilitator
 Ken Anthony, Transition Facilitator, FRSC
 Terry Keating, Department of Local Government (via zoom)
 Bill Thompson, Transition Facilitator, Entity 51, Entity 46
 Robert Doucet, Mayor, Hampton

3. Approval of the Order of Business

The Chairperson asked for approval of the Order of Business

Motion: To approve the August 29, 2022 Agenda as presented.

Moved: Director MacKenzie
Seconded: Director Riddell
Vote: Motion Carried

4. Disclosure of Conflict of Interest
None

5. Approval of the Minutes

Motion: To approve the July 25, 2022 minutes as presented.

Moved: Director MacKenzie
Seconded: Director O'Hara
Vote: Motion Carried

6. Consent Agenda – None

7. Planning – Building Inspection – July 2022 – Nick Cameron
Nick Cameron, Assistant Development Officer, FRSC, presented the July, 2022 Report for Building, Development & Planning for the Village of St. Martins & FRSC Rural areas. Year-to-date total estimated cost of construction at the end of July, 2022 was \$12,112,000 compared to 2021 which was \$7,198,240.

Motion: To receive and file as presented.

Moved: Director O'Hara
Seconded: Director MacCready
Vote: Motion Carried

8. Finance – Debentures
Executive Director MacLeod explained that the FRSC intends to issue debentures to the New Brunswick Municipal Finance Corporation to finance the purchase of a landfill compactor and for the electrical generator rebuild for a combined total of \$1,465,000.

Motion: Be it resolved that the Executive Director be authorized to issue and sell, to the New Brunswick Municipal Finance Corporation, a Fundy Regional Service Commission debenture in the principal amount of \$1,465,000 on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Fundy Regional Service Commission 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.

Moved: Director Grant
Seconded: Director Bedford
Vote: Motion Carried

Chairperson Merrifield called for a motion to adjourn.

Motion: To adjourn the meeting at 10:06 a.m.

| | |
|-----------|-----------------------|
| Moved: | Director MacCready |
| Seconded: | Director MacKenzie |
| Vote: | <i>Motion Carried</i> |

APPROVED (date) _____

October 19, 2022



Brittany Merrifield, Chairperson



Alicia Raynes, Recording Secretary



**Fundy Regional
Service Commission**

**Commission de Services
Régionaux de Fundy**

**Regular Monthly Meeting
September 26, 2022**

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Monday, September 26, 2022, at 10 Crane Mountain Rd, Saint John, NB.

1. Call to Order

The Board Vice Chairperson, Jim Bedford, called the meeting to order at 11:06 a.m.

2. Record of Attendance

| | |
|----------------|---------------------------------------|
| Jim Bedford | Chairperson |
| John MacKenzie | Deputy Mayor, Saint John |
| Nancy Grant | Mayor, Rothesay |
| Libby O'hara | Mayor, Quispamsis |
| Erin Toole | Deputy Mayor, Grand Bay-Westfield |
| Ray Riddell | Local Service District Representative |
| John Cairns | Local Service District Representative |

Absent

Cindy MacCready, Local Service District Representative
Bette Ann Chatterton, Mayor, St. Martins

OTHERS

Marc MacLeod, Executive Director, FRSC
Alicia Raynes, Recording Secretary, FRSC
Robert Doucet, Mayor, Hampton
Maurice Robichaud, Transition Facilitator
Ken Anthony, Transition Facilitator, FRSC
Terry Keating, Department of Local Government
Bill Thompson, Transition Facilitator, Entity 51, Entity 46
Marlo Glass, Reporter, Telegraph Journal

3. Approval of the Order of Business

The Vice Chairperson asked for approval of the Order of Business

Motion: To approve the September 26, 2022 Agenda as presented.

Moved: Director O'Hara

Seconded: Director Grant
Vote: Motion Carried

4. Disclosure of Conflict of Interest

None

5. Approval of the Minutes

None

6. Consent Agenda – None

7. 2023 Budget

The 2023 budget was presented. It was asked if the legislation has been amended regarding the requirement to provide 45 days notice to consult communities. It was explained that the Minister will be approving the 2023 budget, as opposed to the FRSC Board and this removed the 45-day notice period normally required under the Act. It was explained that budgets are expected to be in the Minister's 'hands' by October 7, 2022. Committee members requested to have that date extended to October 17, 2022 which will give them the opportunity to review the budget with their respective councils prior to it being sent to the Minister. Mr. Robichaud explained that he will make the request, however, he cannot guarantee that the Minister will agree to push the date.

The merit of capital costs was discussed. The Greater Saint John Regional Facilities Act does not include capital costs. The only way to add capital costs under the current Act is with a unanimous vote. Additionally, it was asked why LSD areas are not required to contribute to capital costs but municipalities are. It was explained that the Greater Saint John Regional Facilities Act does not name the LSD areas as participants, therefore, they are not required to contribute to capital or operations. It was asked where the decision came from to include capital costs. It was explained that this is the information that was given to us as a directive from GNB. Transition facilitator, Mr. Robichaud explained that the decision to include capital costs is not final at this point in time, but likely, as it is shown as the default payment in lieu of an RSC agreement under the budget guidelines. The list of regional facilities was also discussed. It was suggested that the removal of the Trade in Convention Centre from the list of regional facilities be considered.

Questions were asked with regards to what is happening in the other regions of the province as far as Regional Facilities are concerned. It was explained that the Fundy Region is the only region in the province that has a Regional Facilities Commission. A key issue surrounding capital costs is that the FRSC and most members have no ownership of these facilities and therefore, limited input or value-added return.

As there are still questions that remain unanswered and a new version of the 2023 budget was not available at the time, no motion was put forward.

The date of the next meeting was discussed. The next meeting will be held on October 17, 2022 at 10am.

Chairperson Bedford called for a motion to adjourn.

Motion: To adjourn the meeting at 11:48 a.m.

Moved: Director Riddell
Seconded: Director O'Hara
Vote: *Motion Carried*

APPROVED (date)

Oct 19, 2022


Jim Bedford, Vice Chairperson


Alicia Raynes, Recording Secretary



**Fundy Regional
Service Commission**

**Commission de Services
Régionaux de Fundy**

**Emergency Monthly Meeting
October 5, 2022**

Minutes of the Emergency meeting of the Board of Directors of Fundy Regional Service Commission held on Wednesday, October 5, 2022, at 10 Crane Mountain Rd, Saint John, NB via zoom.

1. Call to Order

The Board Chairperson, Brittany Merrifield, called the meeting to order at 3:24 p.m.

2. Record of Attendance

| | |
|----------------------|---------------------------------------|
| Brittany Merrifield | Chairperson |
| Jim Bedford | Vice Chairperson |
| Bette Ann Chatterton | Mayor, St. Martins |
| John MacKenzie | Deputy Mayor, Saint John |
| Nancy Grant | Mayor, Rothesay |
| Libby O'hara | Mayor, Quispamsis |
| Ray Riddell | Local Service District Representative |
| John Cairns | Local Service District Representative |

Absent

Cindy MacCready, Local Service District Representative

OTHERS

Marc MacLeod, Executive Director, FRSC

3. Approval of the Order of Business

The Chairperson asked for approval of the Order of Business

Motion: To approve the October 5, 2022 Agenda as presented.

Moved: Director Grant
Seconded: Director O'Hara
Vote: Motion Carried

4. Disclosure of Conflict of Interest

None

5. Approval of the Minutes

None

6. Trade & Convention Centre

Motion: We recommend to the minister through the transition leaders, part one, that the budget for the Saint John Trade & Convention Centre be reduced for 2023 to reflect a transition year, not including any capital work and part 2, that regional funding for the Trade & Convention Centre be eliminated for 2024.

Moved: Director Grant
Seconded: Director Cairns
Nay: Director MacKenzie, Chairperson Merrifield
Vote: *Motion Carried*

Chairperson Merrifield called for a motion to adjourn.

Motion: To adjourn the meeting at 3:31 p.m.

Moved: Director O'Hara
Seconded: Director Riddell
Vote: *Motion Carried*

APPROVED (date) Oct 19, 2022



Brittany Merrifield, Chairperson



Alicia Raynes, Recording Secretary



**KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS
BOARD MEETING OF SEPTEMBER 28, 2022 @ 3:00pm**

**MINUTES
REGULAR MEETING**

Held by Zoom and In Person

In Attendance:

| BOARD MEMBER | POSITION |
|--------------------------|--------------------------------------|
| Tiffany Mackay French | Chair/Rothesay Representative |
| Kevin Darling | Vice Chair/Provincial Representative |
| Robert (Bob) McLaughlin | Quispamsis Representative |
| Libby O'Hara | Quispamsis Representative |
| Vibhuti Harquail | Quispamsis Representative |
| Colin Boyne | Rothesay Representative |
| Derrick Stanford | Rothesay Representative |
| Donald Shea | Rothesay Representative |
| Cherie Madill | Secretary/Treasurer of the Board |
| Chief Steve Gourdeau | KRPF Chief of Police |
| Deputy Chief Jeff Giggey | KRPF Deputy Chief of Police |
| Insp. Anika Becker | KRPF OIC Administration |
| Insp. Mary Henderson | KRPF OIC Operations |
| Cst. Kim Murray | KRPF Officer |

Absent:

| | |
|-------------|---------------------------|
| Kerrie Luck | Quispamsis Representative |
|-------------|---------------------------|

Chairperson Mackay French calls the meeting to order at 3:06pm.

1. APPROVAL OF AGENDA:

Chairperson Mackay French asked for an approval of the agenda with the addition of the Oath of Office for Don Shea as item 2.1.

*It was moved by Libby O'Hara and seconded by Colin Boyne that the Agenda for the Regular Meeting of September 28, 2022 be approved as presented with the addition of item 2.1. **MOTION CARRIED.***

2. LAND ACKNOWLEDGEMENT

Chief Gourdeau read the Land Acknowledgement.

2.1. OATH OF OFFICE – DONALD SHEA

Councilor Donald Shea was sworn in as a member of the board. He replaces Matt Alexander for the town of Rothesay. Oath was witness by Insp. Mary Henderson.

Chairperson Mackay French welcomed Donald Shea to the board and conducted introductions.

3. INTRODUCTION OF CST. KIM MURRAY

Chairperson Mackay French introduced and welcomed Cst. Kim Murray to the force. She was presented with her Certificate of Appointment. Insp. Henderson gave a brief bio on Cst. Murray to the board.

3:13pm Cst. Murray exits the meeting.

4. APPROVAL OF MINUTES OF JUNE 22, 2022 MEETING:

Chairperson Mackay French called for a motion to approve the Minutes of the Regular Meeting of June 22, 2022.

It was moved by Colin Boyne and seconded by Bob McLaughlin that the Minutes of the Regular Meeting of June 22, 2022 be approved as presented. MOTION CARRIED.

5. DECLARATION OF CONFLICT OF INTEREST:

Bob McLaughlin – Building

6. TREASURER REPORT:

Cherie Madill shared her screen and went over the financial statements. Everything was in order.

It was moved by Kevin Darling and seconded by Colin Boyne to receive and file the Treasurer's report as presented. MOTION CARRIED.

7. CHIEFS REPORT:

Training Summary:

Stands as presented.

Community Policing Related Highlights:

Stands as presented.

Monthly Crime Occurrence:

The Chief highlighted that there has been an increase in property crime which is a trend surging across the country related to the country coming out of the pandemic. This trend is being seen across New Brunswick and Canada. Break & Enters were almost non-existent during the pandemic and now they are coming back and it is largely based on drug use. He stated that our platoon commanders are going to be shifting their patrol focus specifically around property crime checks, etc.

Strategic Plan Update:

The Chief advised we are actively working on our next 5 year Strategic Plan. There is a planning session scheduled for mid October to focus on what our priorities are going to look like and how we are going to transcribe that into the roadmap for our Strategic Plan. The plan will focus on people and the theme is going to be who do we deliver policing service to, which is basically a better understanding of the community we serve and therefore we can cater our services in a more appropriate manner. The Chief asked Chairperson Mackay French to identify two representatives from the board to provide a governance footprint for the Strategic Plan. Chairperson Mackay French stated that anyone interested in participating to please send her a message. The Chief briefed the board with what has taken place thus far in preparation for the planning process including the survey. He will be sending a link out to each member and asked that they forward it family and friends within the community.

Miscellaneous:

The Chief asked Insp. Becker to brief the board on the CACP Mentorship Program which she did. He then asked her to brief the board on the engagement survey. Insp. Becker advised there was 85% participation with good results.

The Chief then advised he has issued a 360 leadership review. Links have been sent out to some board members and he asked that it be completed as soon as possible.

Kevin Darling asked about the internal strategy in relation to the issues surrounding e-mail, etc. The Chief stated the we have enough internal e-mail addresses available to us at no cost which we are going to use for board related matters. There is an option to provide board members with IPADS specifically for board use, however, if we do this then there will no longer be any printed material. The board discussed the benefits and pitfalls of each. It was decided that we would order 5 IPADS for the non-elected board members as the 4 town officials on the board already have one and can use it. The IPAD would be returned when a member left the board or if otherwise directed.

*It was moved by Kevin Darling and seconded by Bob McLaughlin that non-elected officials on the board should be issued IPADS for board use for all communications with the Kennebecasis Regional Police Force and the board. **MOTION CARRIED.***

*It was moved by Kevin Darling and seconded by Libby O'Hara to receive and file the Chiefs Report as presented. **MOTION CARRIED.***

8. COMMITTEE REPORTS:

Finance:

Kevin Darling stated the finance committee hasn't met recently with the exception of conversations with the Chief regarding the purchase of some equipment in this years' budget and there was a board call with respect to the budget. He, Cherie and the Chief met with the towns last week and received support from the towns regarding our budget. It will now be sent to council for their review and hopefully subsequent approval. We hope to know within a month whether it is approved.

Policy:

Chairperson Mackay French stated there will be a policy committee after Thanksgiving. Tanya to send out a message regarding availability. Kevin Darling stated he has the suggested revisions complete and he will circulate them for review prior to the meeting.

Building & Grounds/Transportation:

Bob McLaughlin advised we are still waiting on the engineer who is doing the final drawings. He also met with the town of Quispamsis to submit application and obtain the permits to conduct some excavation with respect to renos to the parking lot. This will provide 18-19 additional parking spaces. Lighting will also be added which will address concerns brought up by the Health and Safety Committee. Bob McLaughlin advised he is meeting with Security Electrical this week and they are hoping to tap into the existing lighting.

9. CORRESPONDENCE:

Nothing to report.

10. OLD BUSINESS:

Nothing to report.

11. NEW BUSINESS:

Nothing to report.

12. MOTION TO ADJOURN:


There being no further business to discuss, Chairperson Mackay French called for a motion to adjourn the Regular Meeting.

It was moved by Libby O'Hara and seconded by Kevin Darling that the Regular Meeting be adjourned.
MOTION CARRIED.

Respectfully Submitted,


Chairperson

Tiffany Mackay French


Secretary

Tanya Cyr

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS
STATEMENT OF FINANCIAL POSITION
As at September 30, 2022

| | <u>2022</u> | <u>2021</u> |
|--------------------------------------|--------------------|--------------------|
| -----Financial assets----- | | |
| Cash - General | 678,121 | 216,119 |
| Sick Pay/ Retirement Investments | 977,416 | 864,679 |
| Accounts Receivable | 195,268 | 89,037 |
| Sales tax recoverable | 23,667 | 58,983 |
| | <u>1,874,472</u> | <u>1,228,817</u> |
| ----Liabilities----- | | |
| Accounts payable and accrued | 377,032 | 249,681 |
| Vested sick leave/retirement accrual | 853,950 | 862,931 |
| Sick leave replacement | 15,299 | 15,299 |
| Accrued pension benefit liability | 56,000 | 311,900 |
| Debenture payable | 539,000 | 679,000 |
| | <u>1,841,281</u> | <u>2,118,811</u> |
| NET ASSETS (DEBT) | <u>33,192</u> | <u>(889,993)</u> |
| ----Non-Financial Assets----- | | |
| Tangible capital assets (see page 2) | 4,126,117 | 4,055,548 |
| Accumulated amortization | <u>(2,230,154)</u> | <u>(2,122,155)</u> |
| | 1,895,963 | 1,933,393 |
| Unamortized Debenture costs | 3,376 | 4,645 |
| Prepaid expenses | 100,548 | 185,016 |
| | <u>1,999,887</u> | <u>2,123,054</u> |
| ACCUMULATED SURPLUS | <u>2,033,078</u> | <u>1,233,061</u> |
| | | |
| Assets | 3,874,359 | 3,351,872 |
| Liabilities | 3,874,359 | 3,351,872 |

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS
SCHEDULE OF TANGIBLE CAPITAL ASSETS
September 30, 2022

20222021

| -----TANGIBLE CAPITAL ASSETS----- | | | | | |
|--|------------------------------|-----------|-----------|------------------------|--------------------|
| | Balance beginning of year | Additions | Disposals | Balance end of year | |
| <i>Millennium Drive</i> | | | | | |
| Land | 194,248 | 0 | 0 | 194,248 | 194,248 |
| Building - Roof | 42,677 | 0 | 0 | 42,677 | 42,677 |
| Mechanical | 250,628 | 0 | 0 | 250,628 | 250,628 |
| Electrical | 331,646 | 0 | 0 | 331,646 | 331,646 |
| Other | 581,281 | 0 | 0 | 581,281 | 547,754 |
| Structure | 1,106,997 | 0 | 0 | 1,106,997 | 1,106,997 |
| | 2,313,229 | 0 | 0 | 2,313,229 | 2,279,702 |
| Accumulated amortization | (1,089,004) | 0 | 0 | (1,089,004) | (1,021,871) |
| Net book value of Building | 1,224,225 | 0 | 0 | 1,224,225 | 1,257,831 |
| Paving | 52,600 | 0 | 0 | 52,600 | 52,600 |
| Accumulated amortization | (43,395) | 0 | 0 | (43,395) | (40,765) |
| Net book value of paving | 9,205 | 0 | 0 | 9,205 | 11,835 |
| Landscaping | 3,268 | 0 | 0 | 3,268 | 3,268 |
| Accumulated amortization | (3,268) | 0 | 0 | (3,268) | (3,268) |
| Net book value of landscaping | 0 | 0 | 0 | 0 | 0 |
| <i>Furnishings</i> | 198,387 | 0 | 0 | 198,387 | 198,387 |
| Accumulated amortization | (152,087) | 0 | 0 | (152,087) | (142,168) |
| Net book value of furnishings | 46,300 | 0 | 0 | 46,300 | 56,219 |
| <i>Machinery & equipment</i> | 80,043 | 0 | 0 | 80,043 | 80,043 |
| Accumulated amortization | (51,949) | 0 | 0 | (51,949) | (45,961) |
| Net book value of equipment | 28,094 | 0 | 0 | 28,094 | 34,082 |
| <i>Information technology equipment</i> | 505,103 | 0 | 0 | 505,103 | 494,196 |
| Accumulated amortization | (418,583) | 0 | 0 | (418,583) | (393,685) |
| Net book value of IT equipment | 86,520 | 0 | 0 | 86,520 | 100,511 |
| <i>Vehicles</i> | 779,239 | 0 | 0 | 779,239 | 753,104 |
| Accumulated amortization | (471,867) | 0 | 0 | (471,867) | (474,437) |
| Net book value of vehicles | 307,372 | 0 | 0 | 307,372 | 278,667 |
| Total Tangible Capital assets | 4,126,117 | 0 | 0 | 4,126,117 | 4,055,548 |
| Total Accumulated amortization | (2,230,154) | 0 | 0 | (2,230,154) | (2,122,155) |
| Net Book Value | 1,895,963 | 0 | 0 | 1,895,963 | 1,933,393 |

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS
STATEMENT OF OPERATIONS
NINE MONTHS ENDING SEPTEMBER 30, 2022

Page 3

| | -----NINE MONTHS ----- | | | | |
|--------------------------------|------------------------|-------|------------------|------------------|------------------|
| | ---ACTUAL--- | | PRIOR YR | -----BUDGET----- | |
| REVENUE: | | | | | |
| Fees | 142,625 | 52% | \$114,591 | \$93,750 | \$125,000 |
| Taxi & Traffic Bylaw | 2,197 | -27% | 1,508 | 3,000 | 4,000 |
| Interest income | 10,991 | 1365% | 1,963 | 750 | 1,000 |
| Retirement investment income | 25,518 | 113% | 20,634 | 12,000 | 16,000 |
| KV Fire share of IT & HR staff | 12,000 | 0% | 0 | 12,003 | 16,004 |
| NB Integrated Enforcement Unit | 57,500 | | | | |
| Secondments | 202,480 | -1% | 175,882 | 204,900 | 273,200 |
| | <u>453,312</u> | 39% | <u>314,579</u> | <u>326,403</u> | <u>435,204</u> |
| EXPENDITURE: | | | | | |
| CRIME CONTROL | | | | | |
| Salaries | 2,756,560 | -14% | \$2,833,273 | 3,189,698 | \$4,252,931 |
| Benefits | 662,661 | -7% | 607,689 | 713,993 | 951,990 |
| Training | 52,848 | 36% | 33,545 | 39,000 | 52,000 |
| Equipment | 31,515 | 100% | 9,867 | 15,750 | 21,000 |
| Equip repairs & IT support | 388 | -95% | 4,803 | 7,500 | 10,000 |
| IT equip & services agreement | 65,220 | 8% | 37,956 | 60,633 | 80,844 |
| Communications | 68,168 | 11% | 64,067 | 61,650 | 82,200 |
| Office function | 10,031 | -11% | 17,423 | 11,250 | 15,000 |
| Leasing | 7,757 | -33% | 8,940 | 11,625 | 15,500 |
| Policing-general | 31,918 | 6% | 43,062 | 30,000 | 40,000 |
| Insurance | 48,522 | 27% | 33,173 | 38,175 | 50,900 |
| Uniforms | 57,706 | 64% | 36,938 | 35,250 | 47,000 |
| Prevention/p.r. | 7,120 | 36% | 9,538 | 5,250 | 7,000 |
| Investigations | 19,745 | -41% | 22,219 | 33,750 | 45,000 |
| Detention | 21,509 | -9% | 21,534 | 23,719 | 31,625 |
| Taxi & Traffic Bylaw | 80 | -89% | 0 | 750 | 1,000 |
| Auxillary | 467 | -84% | 253 | 3,000 | 4,000 |
| Public Safety | 27,566 | 0% | 23,613 | 27,566 | 36,755 |
| | <u>3,869,781</u> | -10% | <u>3,807,894</u> | <u>4,308,559</u> | <u>5,744,745</u> |
| VEHICLES | | | | | |
| Fuel | 78,660 | 17% | 58,183 | 67,500 | 90,000 |
| Maint./repairs | 41,947 | -17% | 47,679 | 50,250 | 67,000 |
| Insurance | 24,587 | -8% | 22,978 | 26,625 | 35,500 |
| New vehicles | 211,938 | 221% | 86,521 | 66,000 | 88,000 |
| Equipment | 2,659 | -41% | 3,645 | 4,500 | 6,000 |
| | <u>359,791</u> | 67% | <u>219,007</u> | <u>214,875</u> | <u>286,500</u> |

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS
STATEMENT OF OPERATIONS
NINE MONTHS ENDING SEPTEMBER 30, 2022

Page 4

| EXPENDITURE continued: | -----NINE MONTHS----- | | | | |
|------------------------------------|-----------------------|------|-----------------|-------------------------|------------------|
| | <u>--ACTUAL--</u> | | <u>PRIOR YR</u> | <u>-----BUDGET-----</u> | |
| BUILDING | | | | | |
| Maintenance | 44,065 | 47% | 33,573 | 30,000 | 40,000 |
| Cleaning | 28,642 | -9% | 30,727 | 31,500 | 42,000 |
| Electricity | 32,208 | -9% | 28,825 | 35,250 | 47,000 |
| Taxes | 35,999 | -6% | 37,042 | 38,412 | 51,216 |
| Insurance | 5,702 | -12% | 5,590 | 6,450 | 8,600 |
| Expansion | 1,095 | -95% | 23,381 | 22,500 | 30,000 |
| Grounds | 18,064 | 101% | 9,075 | 9,000 | 12,000 |
| Interest on Debenture | 12,684 | 8% | 15,121 | 11,700 | 15,600 |
| Debenture Principal | 107,250 | 0% | 105,000 | 107,250 | 143,000 |
| | <u>285,709</u> | -2% | <u>288,336</u> | <u>292,062</u> | <u>389,416</u> |
| ADMINISTRATION | | | | | |
| Salaries | 652,878 | -2% | 605,476 | 664,361 | 885,814 |
| Benefits | 171,848 | 7% | 132,420 | 160,916 | 214,555 |
| Professional Fees | 59,666 | -4% | 58,249 | 62,250 | 83,000 |
| Travel/Training | 34,872 | 94% | 12,934 | 18,000 | 24,000 |
| Board Travel/Expenses | 3,370 | -10% | 2,076 | 3,750 | 5,000 |
| Insurance | 4,878 | 28% | 3,306 | 3,825 | 5,100 |
| Labour Relations | 10,099 | -10% | (420) | 11,250 | 15,000 |
| Extraneous legal fees | 0 | | 3,515 | | |
| Sick Pay/Retirement | 51,491 | 0% | 45,345 | 51,640 | 68,853 |
| Retirement int & dividends | 25,518 | 113% | 20,634 | 12,000 | 16,000 |
| | <u>1,014,621</u> | 3% | <u>883,535</u> | <u>987,992</u> | <u>1,317,322</u> |
| TELECOM/DISPATCH | | | | | |
| Dispatch Centre Annual Fee | 198,562 | | 190,260 | 198,783 | 265,044 |
| Data/networking Charges | 7,914 | | 7,610 | 8,006 | 10,675 |
| Startup costs | 0 | | 18,240 | 0 | |
| | <u>206,476</u> | | <u>216,110</u> | <u>206,789</u> | <u>275,719</u> |
| | 5,283,066 | -7% | 5,100,303 | 5,683,874 | 7,578,498 |
| CONTRIBUTED BY MEMBER TOWNS | 5,683,871 | | 5,243,992 | 5,683,874 | 7,578,498 |
| SURPLUS (DEFICIT) | <u>400,805</u> | | <u>143,689</u> | <u>\$0</u> | <u>\$0</u> |

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS page 5
NOTES TO THE FINANCIAL STATEMENTS
September 30, 2022

STATEMENT OF FINANCIAL POSITION

| | | | |
|---|-----------|---------|-----------------------|
| BANK balance | | 678,121 | at September 30, 2022 |
| ACCOUNTS PAYABLE balance | 377,032 | | |
| Debenture costs to be paid in June & December | (111,185) | | |
| | ----- | | |
| Current Accounts Payable | | 265,847 | Paid in October |
| | | ----- | |
| Extra (Shortfall) in bank account | | 412,274 | |

Prepays include insurance & Managed Health Care's deposit of \$23,000

STATEMENT OF OPERATIONS

Crime Control:

| | <u>2022</u> | <u>2021</u> | higher |
|-----------------------------|-------------|-------------|--------|
| * Benefits Health insurance | \$162,096 | \$145,935 | 11.07% |
| Retirees health insurance | 8,029 | 159 | |

| | | | |
|----------------------|---------------|---------------|---------------|
| Overtime: | Oct 1/22 | Oct 2/21 | difference |
| OT | 66,530 | 52,809 | 13,721 |
| Court OT | 10,986 | 10,392 | 594 |
| Total overtime costs | <u>77,516</u> | <u>63,201</u> | <u>14,315</u> |

Administration:

| | <u>2022</u> | <u>2021</u> | higher |
|-----------------------------|-------------|-------------|--------|
| * Benefits Health Insurance | 64,106 | 34,327 | 86.75% |
| Retirees health insurance | 233 | 817 | |

Benefits include - employer share of CPP, EI, Worksafe NB, Health insurance,
counselling & pension

| | | |
|--|-------------|-------------|
| <u>Included in professional fees:</u> | <u>2022</u> | <u>2021</u> |
| Record check online ordering system fees | 16,278 | 15,980 |
| Bank & credit/debit card payment fees | 2,446 | 2,257 |

2022 Crime Statistics - General

| Reported Occurrences | | | | | | | | | | | | |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|--------|-----|-----|
| Crime Type | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct 16 | Nov | Dec |
| TOTAL COMPLETED CALLS | 338 | 362 | 385 | 392 | 456 | 464 | 478 | 510 | 463 | 238 | | |
| TOTAL FILES CREATED | 167 | 191 | 198 | 212 | 227 | 241 | 235 | 290 | 228 | 120 | | |
| POPA/M Tickets/E Tickets | 83 | 70 | 87 | 116 | 189 | 79 | 122 | 123 | 83 | 56 | | |
| Bylaw Tickets | 2 | 1 | 1 | 0 | 0 | 0 | 6 | 0 | 0 | 0 | | |
| Crimes Against Persons | 5 | 11 | 11 | 17 | 8 | 11 | 13 | 14 | 7 | 7 | | |
| Property Crime | 28 | 16 | 30 | 33 | 30 | 36 | 34 | 48 | 39 | 15 | | |
| Other CC | 4 | 6 | 6 | 5 | 6 | 6 | 10 | 7 | 13 | 7 | | |
| Traffic Collisions (Non-Injury) | 39 | 39 | 25 | 30 | 34 | 25 | 21 | 27 | 27 | 11 | | |
| Fatal and Injury Traffic Collisions | 1 | 0 | 1 | 2 | 5 | 4 | 3 | 2 | 3 | 1 | | |
| Intimate Partner Violence Files | 4 | 14 | 19 | 12 | 6 | 6 | 12 | 17 | 8 | 6 | | |
| Impaired Driving (All categories) | 5 | 6 | 7 | 4 | 15 | 11 | 11 | 33 | 14 | 11 | | |
| Mental Health Calls | 8 | 16 | 15 | 10 | 5 | 11 | 15 | 7 | 9 | 4 | | |
| COVID – 19 EMA/Quarantine Act/Mandatory Quarantine | 4 | 2 | 5 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | | |





October 11, 2022

Le 11 octobre 2022

I am pleased to provide you with a copy of the Fundy Library Region's Annual Report for 2021-2022. Once again, we have seen our new patron membership increase, this year by 4,582 cardholders. Visits to our ten libraries dramatically increased since last year, up 83% with 1011 visitors per day across the region. Other statistics of note is 416,018 physical items circulated though the year, and 125 new items were added per day to our libraries.

We are still on the road to recovery after Covid-19; libraries are reintroducing programs and partnerships and adapting to the "new normal". This report, of course, doesn't include everything we've done but is a mere highlight.

I hope you can take a few moments to review our streamlined annual report of activities. I am sure you will realize that many citizens in our region appreciate what an important asset the public library is to their community, and that they see their public library as a valued place to connect, learn, read, play, create and succeed!

Finally, you may be wondering who I am! Brian Steeves retired at the end of September 2022, and I have recently taken on the role of Regional Director.

J'ai le plaisir de vous présenter le rapport annuel 2021-2022 de la Région des bibliothèques de Fundy. Encore cette année, le nombre d'utilisateurs est en hausse avec 4 582 nouveaux détenteurs d'une carte de bibliothèque alors que l'achalandage quotidien de 1 011 visiteurs représente une augmentation de 83% par rapport à l'an dernier. D'autres statistiques à souligner sont les 416 018 prêts de documents au cours de l'année ainsi que l'ajout quotidien de 125 documents sur les rayons.

Dans cette phase de l'après-pandémie qui nous oblige à nous adapter à une « nouvelle normalité », les programmes et les partenariats ont recommencé. Comme il est impossible de présenter l'ensemble des réalisations, ce rapport en dresse les grandes lignes.

Je vous invite à prendre connaissance de ce rapport simplifié. Je suis certaine que vous comprendrez à quel point plusieurs citoyens accordent une grande importance au rôle de la bibliothèque publique dans leur communauté et qu'elle est le lieu idéal pour se connecter, apprendre, lire, jouer, créer et réussir !

Et enfin, vous vous demandez probablement qui je suis. Depuis le départ à la retraite de Brian Steeves à la fin septembre 2022, c'est moi qui ai repris le rôle de directrice régionale.

Amy Heans
Regional Director / Directrice régionale



Fundy Library Region Annual Report 2021-2022



69,273
cardholders
+4,582 new members

1,011 visitors per day
= 202,218 total
+ 83%



416,018
items
circulated
★ not including
eResources



= 2,080 borrowed
each day

400 holds
placed
each day
125 items added
to our libraries
each day

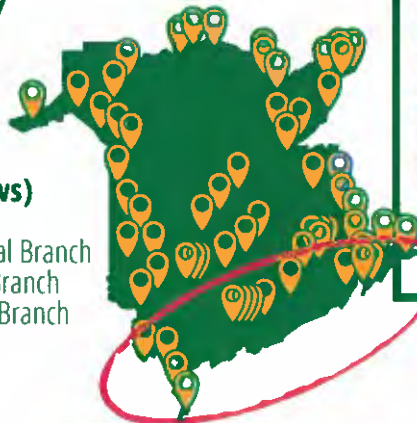


575
WiFi
Connections
each week

65 computers
used daily

“ I wouldn't
want to lose my
library card, it is
my lifeline
to sanity. Sylvia ”

Campobello Public Library
Grand Manan Library
Kennebecasis Public Library
Le Cormoran Library (**Saint John**)
Ross Memorial Library (**Saint Andrews**)
St. Croix Public Library (**St. Stephen**)
Saint John Free Public Library - Central Branch
Saint John Free Public Library - East Branch
Saint John Free Public Library - West Branch
Sussex Regional Library



1,469 programs
offered in libraries
= 10,722 participants



28,749
reference
questions
answered



New Brunswick
Public Library
Service

Town of Rothesay

General Fund Financial Statements

2022-09-30

Includes:

| | |
|--|-------|
| General Capital Fund Balance Sheet | G2 |
| General Reserve Fund Balance Sheet | G3 |
| General Operating Fund Balance Sheet | G4 |
| General Operating Revenue & Expenditures | G5-G8 |
| Variance Report | G9 |
| Capital Summary | G10 |

Town of Rothesay

G2

Balance Sheet - Capital General Fund 2022-09-30

ASSETS

| | |
|---|-----------------------------|
| Capital Assets - General Land | 4,515,620 |
| Capital Assets - General Fund Land Improvements | 8,549,962 |
| Capital Assets - General Fund Buildings | 5,492,528 |
| Capital Assets - General Fund Vehicles | 3,862,581 |
| Capital Assets - General Fund Equipment | 3,463,504 |
| Capital Assets - General Fund Roads & Streets | 42,993,433 |
| Capital Assets - General Fund Drainage Network | 20,857,922 |
| Capital Assets - Under Construction - General | 1,035,502 |
| | <hr/> |
| | 90,771,053 |
| Accumulated Amortization - General Fund Land Improvements | (4,180,268) |
| Accumulated Amortization - General Fund Buildings | (2,530,042) |
| Accumulated Amortization - General Fund Vehicles | (2,150,442) |
| Accumulated Amortization - General Fund Equipment | (1,632,966) |
| Accumulated Amortization - General Fund Roads & Streets | (21,477,848) |
| Accumulated Amortization - General Fund Drainage Network | (7,473,121) |
| | <hr/> |
| | (39,444,687) |
| | <hr/> |
| | <u><u>\$ 51,326,366</u></u> |

LIABILITIES AND EQUITY

| | |
|---|-----------------------------|
| Gen Capital due to/from Gen Operating | (510,000) |
| Total Long Term Debt | 5,353,000 |
| | <hr/> |
| Total Liabilities | <u>\$ 4,843,000</u> |
| Investment in General Fund Fixed Assets | 46,483,366 |
| | <hr/> |
| | <u><u>\$ 51,326,366</u></u> |

Town of Rothesay

G3

Balance Sheet - General Fund Reserves

2022-09-30

ASSETS

| | |
|---------------------------------------|---------------------|
| BNS Gas Tax Interest Account | 447,411 |
| BNS General Operating Reserve #214-15 | 6,610 |
| BNS - Gen Operating Reserve GIC | 900,000 |
| BNS General Capital Reserves #2261-14 | 5,018 |
| BNS - Gen Capital Reserve GIC | 1,375,000 |
| BNS - Gas Tax Reserves - GIC | 4,300,000 |
| | <u>\$ 7,034,039</u> |

LIABILITIES AND EQUITY

| | |
|---|---------------------|
| Def. Rev - Gas Tax Fund - General | 3,890,604 |
| Invest. in General Capital Reserve | 1,210,586 |
| General Gas Tax Funding | 856,807 |
| Invest. in General Operating Reserve | 906,610 |
| Invest. in Land for Public Purposes Reserve | 150,333 |
| Invest. in Town Hall Reserve | 19,100 |
| | <u>\$ 7,034,039</u> |

Town of Rothesay
 Balance Sheet - General Operating Fund
 2022-09-30

CURRENT ASSETS

| | |
|--|-----------------------------|
| Cash | 2,068,153 |
| Receivables | 15,618 |
| HST Receivable | 405,142 |
| Inventory | 31,163 |
| Gen Operating due to/from Util Operating | 517,642 |
| Total Current Assets | <u>3,037,717</u> |
| Other Assets: | |
| Projects | <u>3,579,340</u> |
| | <u>3,579,340</u> |
| TOTAL ASSETS | <u><u>6,617,058</u></u> |

CURRENT LIABILITIES AND EQUITY

| | |
|---------------------------------------|------------------|
| Accounts Payable | 1,781,046 |
| Other Payables | 603,016 |
| Gen Operating due to/from Gen Capital | 510,000 |
| Accrued Pension Obligation | (7,123) |
| Accrued Retirement Allowance | 395,287 |
| Def. Rev-Quispamsis/Library Share | 78,686 |
| TOTAL LIABILITIES | <u>3,360,912</u> |

EQUITY

| | |
|----------------------------------|-------------------------|
| Retained Earnings - General | 303,983 |
| Surplus/(Deficit) for the Period | <u>2,952,163</u> |
| | <u>3,256,145</u> |
| | <u><u>6,617,058</u></u> |

Town of Rothesay

G5

Statement of Revenue & Expenditure
9 Months Ended 2022-09-30

| | CURRENT MONTH | BUDGET FOR MONTH | CURRENT Y-T-D | BUDGET Y-T-D | VARIANCE Better(Worse) | NOTE # | ANNUAL BUDGET |
|---------------------------------------|--------------------|---------------------|---------------------|---------------------|---------------------------|-----------|---------------------|
| REVENUE | | | | | | | |
| Warrant of Assessment | 1,515,126 | 1,515,126 | 13,636,133 | 13,636,132 | 0 | | 18,181,510 |
| Sale of Services | 18,293 | 24,675 | 313,692 | 304,176 | 9,516 | | 447,600 |
| Services to Province of New Brunswick | 15,000 | 5,000 | 57,975 | 45,000 | 12,975 | | 60,000 |
| Other Revenue from Own Sources | 44,905 | 7,520 | 173,658 | 80,384 | 93,274 | | 94,943 |
| Unconditional Grant | 10,914 | 10,914 | 98,229 | 98,230 | (1) | | 130,973 |
| Conditional Transfers | 35,728 | 38,500 | 324,782 | 40,000 | 284,782 | | 40,000 |
| Other Transfers | 262,500 | 262,500 | 840,174 | 840,174 | 0 | | 1,102,674 |
| | <u>\$1,902,467</u> | <u>\$1,864,235</u> | <u>\$15,444,643</u> | <u>\$15,044,097</u> | <u>\$400,547</u> | | <u>\$20,057,700</u> |
| EXPENSES | | | | | | | |
| General Government Services | 130,918 | 138,877 | 1,915,680 | 1,997,237 | 81,557 | | 2,543,618 |
| Protective Services | 430,417 | 433,773 | 4,438,416 | 4,464,431 | 26,015 | | 5,765,750 |
| Transportation Services | 292,244 | 265,943 | 2,770,357 | 2,775,187 | 4,830 | | 3,759,550 |
| Environmental Health Services | 68,600 | 68,083 | 639,699 | 645,250 | 5,551 | | 862,000 |
| Environmental Development | 23,519 | 34,077 | 419,490 | 521,811 | 102,322 | | 682,700 |
| Recreation & Cultural Services | 247,670 | 238,830 | 1,859,855 | 1,849,980 | (9,875) | | 2,297,632 |
| Fiscal Services | 339 | 2,333 | 448,984 | 468,039 | 19,055 | | 4,146,450 |
| | <u>\$1,193,707</u> | <u>\$1,181,916</u> | <u>\$12,492,481</u> | <u>\$12,721,935</u> | <u>\$229,455</u> | | <u>\$20,057,700</u> |
| Surplus (Deficit) for the Year | <u>\$708,760</u> | <u>\$682,318</u> | <u>\$2,952,163</u> | <u>\$2,322,161</u> | <u>\$630,001</u> | | <u>\$ -</u> |

Town of Rothesay

Statement of Revenue & Expenditure
9 Months Ended 2022-09-30

| | CURRENT MONTH | BUDGET FOR MONTH | CURRENT Y-T-D | BUDGET YTD | VARIANCE Better(Worse) | NOTE # | ANNUAL BUDGET |
|---------------------------------------|------------------|---------------------|------------------|----------------|---------------------------|-----------|------------------|
| REVENUE | | | | | | | |
| Sale of Services | | | | | | | |
| Bill McGuire Memorial Centre | 2,030 | 1,667 | 16,625 | 15,000 | 1,625 | | 20,000 |
| Town Hall Rent | 6,616 | 6,083 | 60,045 | 54,750 | 5,295 | | 73,000 |
| Community Garden | 0 | 0 | 1,120 | 1,000 | 120 | | 1,000 |
| Fox Farm Rental | 1,750 | 1,667 | 11,270 | 15,000 | (3,730) | | 20,000 |
| Arena Revenue | 339 | 650 | 111,008 | 114,750 | (3,742) | | 224,900 |
| Recreation Programs | 7,559 | 14,608 | 113,624 | 103,676 | 9,948 | 1 | 108,700 |
| | <u>18,293</u> | <u>24,675</u> | <u>313,692</u> | <u>304,176</u> | <u>9,516</u> | | <u>447,600</u> |
| Other Revenue from Own Sources | | | | | | | |
| Licenses & Permits | 4,532 | 4,583 | 84,562 | 49,250 | 35,312 | 2 | 55,000 |
| Recycling Dollies & Lids | 83 | 67 | 529 | 600 | (71) | | 800 |
| Interest & Sundry | 5,999 | 1,000 | 33,261 | 9,000 | 24,261 | 3 | 12,000 |
| Miscellaneous | 33,291 | 870 | 41,598 | 7,826 | 33,772 | 4 | 10,435 |
| Fire Dept. Administration | 1,000 | 1,000 | 9,000 | 9,000 | 0 | | 12,000 |
| Local Improvement Levy Mulberry Lane | 0 | 0 | 4,708 | 4,708 | 0 | | 4,708 |
| | <u>44,905</u> | <u>7,520</u> | <u>173,658</u> | <u>80,384</u> | <u>93,274</u> | | <u>94,943</u> |
| Conditional Transfers | | | | | | | |
| Canada Day Grant | 0 | 0 | 1,680 | 1,500 | 180 | | 1,500 |
| Grant - Other | (22,862) | 0 | 264,512 | 0 | 264,512 | 5 | 0 |
| Grant - Students | 58,590 | 38,500 | 58,590 | 38,500 | 20,090 | | 38,500 |
| | <u>35,728</u> | <u>38,500</u> | <u>324,782</u> | <u>40,000</u> | <u>284,782</u> | | <u>40,000</u> |
| Other Transfers | | | | | | | |
| Surplus of 2nd Previous Year | 0 | 0 | 52,674 | 52,674 | 0 | | 52,674 |
| Utility Fund Transfer | 262,500 | 262,500 | 787,500 | 787,500 | 0 | | 1,050,000 |
| | <u>262,500</u> | <u>262,500</u> | <u>840,174</u> | <u>840,174</u> | <u>0</u> | | <u>1,102,674</u> |

2022November14OpenSessionFINAL_083

G7

EXPENSES

General Government Services

| | | | | | | |
|-------------------------------|---------------|---------------|----------------|----------------|---------------|----------------|
| Legislative | | | | | | |
| Mayor | 3,244 | 3,917 | 29,531 | 35,250 | 5,719 | 47,000 |
| Councillors | 10,837 | 11,258 | 97,733 | 101,325 | 3,592 | 135,100 |
| Regional Service Commission 9 | 0 | 0 | 3,929 | 4,500 | 571 | 6,000 |
| Other | 68 | 1,208 | 5,586 | 10,875 | 5,289 | 12,500 |
| | <u>14,149</u> | <u>16,383</u> | <u>136,779</u> | <u>151,950</u> | <u>15,171</u> | <u>200,600</u> |

Administrative

| | | | | | | | |
|-----------------------------------|----------------|----------------|------------------|------------------|---------------|---|------------------|
| Administration - Wages & Benefits | 78,717 | 82,963 | 776,621 | 804,170 | 27,549 | 6 | 1,173,818 |
| Office Building | 20,855 | 11,225 | 149,856 | 147,425 | (2,431) | | 179,250 |
| Supplies | 6,846 | 9,000 | 110,922 | 115,000 | 4,078 | | 144,000 |
| Solicitor | 1,042 | 4,167 | 13,393 | 37,500 | 24,107 | 7 | 50,000 |
| Professional Fees | 0 | 917 | 31,155 | 31,250 | 95 | | 35,000 |
| Covid-19 Expenses | 0 | 2,083 | 6,697 | 18,750 | 12,053 | 8 | 25,000 |
| Other | 5,151 | 7,637 | 90,097 | 90,467 | 370 | | 116,110 |
| | <u>112,611</u> | <u>117,992</u> | <u>1,178,741</u> | <u>1,244,562</u> | <u>65,821</u> | | <u>1,723,178</u> |

Other General Government Services

| | | | | | | | |
|---------------------------------|--------------|--------------|----------------|----------------|------------|--|----------------|
| Website/Other | 0 | 170 | 1,356 | 2,252 | 897 | | 2,763 |
| Community Communications (Team) | 153 | 215 | 2,887 | 2,382 | (505) | | 7,237 |
| Civic Relations | 0 | 83 | 0 | 750 | 750 | | 1,000 |
| Insurance | 0 | 0 | 254,475 | 256,784 | 2,309 | | 256,784 |
| Donations | 3,700 | 3,700 | 20,675 | 24,000 | 3,325 | | 36,500 |
| Cost of Assessment | 0 | 0 | 293,934 | 293,934 | 0 | | 293,934 |
| Property Taxes - L.P.P. | 306 | 0 | 17,824 | 17,622 | (202) | | 17,622 |
| Fox Farm Rental Expenses | 0 | 333 | 9,009 | 3,000 | (6,009) | | 4,000 |
| | <u>4,159</u> | <u>4,502</u> | <u>600,160</u> | <u>600,725</u> | <u>565</u> | | <u>619,840</u> |

Total General Government Services

| | | | | | | | |
|--|----------------|----------------|------------------|------------------|---------------|--|------------------|
| | <u>130,918</u> | <u>138,877</u> | <u>1,915,680</u> | <u>1,997,237</u> | <u>81,557</u> | | <u>2,543,618</u> |
|--|----------------|----------------|------------------|------------------|---------------|--|------------------|

Protective Services

| | | | | | | | |
|-------------------|----------------|----------------|------------------|------------------|----------------|--|------------------|
| Police | | | | | | | |
| Police Protection | 252,932 | 252,932 | 2,278,710 | 2,276,390 | (2,320) | | 3,035,186 |
| Crime Stoppers | 0 | 0 | 2,800 | 2,800 | 0 | | 2,800 |
| | <u>252,932</u> | <u>252,932</u> | <u>2,281,510</u> | <u>2,279,190</u> | <u>(2,320)</u> | | <u>3,037,986</u> |

Fire

| | | | | | | | |
|-----------------------------|----------------|----------------|------------------|------------------|--------------|--|------------------|
| Fire Protection | 177,485 | 177,758 | 1,822,581 | 1,827,491 | 4,910 | | 2,360,764 |
| Water Costs Fire Protection | 0 | 0 | 330,000 | 330,000 | 0 | | 330,000 |
| | <u>177,485</u> | <u>177,758</u> | <u>2,152,581</u> | <u>2,157,491</u> | <u>4,910</u> | | <u>2,690,764</u> |

Emergency Measures

| | | | | | | | |
|------------------------|----------|--------------|------------|---------------|---------------|---|---------------|
| EMO Director/Committee | 0 | 1,667 | 116 | 15,000 | 14,884 | 9 | 20,000 |
| | <u>0</u> | <u>1,667</u> | <u>116</u> | <u>15,000</u> | <u>14,884</u> | | <u>20,000</u> |

Other

| | | | | | | | |
|-----------------------|----------|--------------|--------------|---------------|--------------|--|---------------|
| Animal & Pest Control | 0 | 417 | 2,040 | 3,750 | 1,710 | | 5,000 |
| Other | 0 | 1,000 | 2,168 | 9,000 | 6,832 | | 12,000 |
| | <u>0</u> | <u>1,417</u> | <u>4,208</u> | <u>12,750</u> | <u>8,542</u> | | <u>17,000</u> |

Total Protective Services

| | | | | | | | |
|--|----------------|----------------|------------------|------------------|---------------|--|------------------|
| | <u>430,417</u> | <u>433,773</u> | <u>4,438,416</u> | <u>4,464,431</u> | <u>26,015</u> | | <u>5,765,750</u> |
|--|----------------|----------------|------------------|------------------|---------------|--|------------------|

2022November14OpenSessionFINAL_084

G8

Transportation Services

| | | | | | | | |
|-----------------------------------|----------------|----------------|------------------|------------------|-----------------|----|------------------|
| Common Services | | | | | | | |
| Administration (Wages & Benefits) | 134,315 | 144,999 | 1,286,512 | 1,371,491 | 84,979 | 10 | 1,872,999 |
| Workshops, Yards & Equipment | 40,421 | 53,930 | 542,681 | 518,706 | (23,976) | 11 | 679,413 |
| Engineering | 3,589 | 417 | 15,301 | 3,750 | (11,551) | 12 | 5,000 |
| | <u>178,325</u> | <u>199,346</u> | <u>1,844,494</u> | <u>1,893,946</u> | <u>49,452</u> | | <u>2,557,412</u> |
| Roads & Streets | 7,295 | 4,583 | 64,500 | 43,250 | (21,250) | 13 | 55,000 |
| Crosswalks & Sidewalks | 302 | 3,112 | 6,197 | 15,787 | 9,590 | | 20,200 |
| Culverts & Drainage Ditches | 73,062 | 10,083 | 114,566 | 43,750 | (70,816) | 14 | 60,000 |
| Street Cleaning & Flushing | (1,085) | 5,000 | 7,737 | 45,000 | 37,263 | 15 | 45,000 |
| Snow & Ice Removal | 0 | 3,333 | 498,095 | 453,500 | (44,595) | 16 | 667,000 |
| Flood Costs | 0 | 0 | 616 | 15,000 | 14,384 | 17 | 15,000 |
| | <u>79,573</u> | <u>26,112</u> | <u>691,712</u> | <u>616,287</u> | <u>(75,425)</u> | | <u>862,200</u> |
| Street Lighting | 12,219 | 12,083 | 110,475 | 108,750 | (1,725) | | 145,000 |
| Traffic Services | | | | | | | |
| Street Signs | 410 | 1,042 | 9,335 | 9,375 | 40 | | 12,500 |
| Traffic Lanemarking | 1,654 | 3,000 | 32,456 | 40,000 | 7,544 | | 40,000 |
| Traffic Signals | 932 | 3,333 | 7,794 | 30,000 | 22,206 | 18 | 40,000 |
| Railway Crossing | 1,842 | 2,083 | 15,031 | 18,750 | 3,719 | | 25,000 |
| | <u>4,838</u> | <u>9,458</u> | <u>64,615</u> | <u>98,125</u> | <u>33,510</u> | | <u>117,500</u> |
| Public Transit | | | | | | | |
| Public Transit - Comex Service | 16,998 | 18,735 | 57,601 | 56,204 | (1,398) | | 74,938 |
| Public Transit - Other | 292 | 208 | 1,460 | 1,875 | 415 | | 2,500 |
| | <u>17,290</u> | <u>18,943</u> | <u>59,061</u> | <u>58,078</u> | <u>(983)</u> | | <u>77,438</u> |
| Total Transportation Services | <u>292,244</u> | <u>265,943</u> | <u>2,770,357</u> | <u>2,775,187</u> | <u>4,830</u> | | <u>3,759,550</u> |

Environmental Health Services

| | | | | | | | |
|---|---------------|---------------|----------------|----------------|--------------|--|----------------|
| Solid Waste Disposal Land Fill garbage | 17,340 | 17,500 | 154,699 | 157,500 | 2,801 | | 210,000 |
| Solid Waste Disposal Landfill Compost | 3,682 | 3,000 | 24,924 | 27,000 | 2,076 | | 36,000 |
| Solid Waste Collection Fero | 47,578 | 47,583 | 428,159 | 428,250 | 91 | | 571,000 |
| Solid Waste Collection Curbside Recycling | 0 | 0 | 3,093 | 0 | (3,093) | | 0 |
| Clean Up Campaign | 0 | 0 | 28,824 | 32,500 | 3,676 | | 45,000 |
| | <u>68,600</u> | <u>68,083</u> | <u>639,699</u> | <u>645,250</u> | <u>5,551</u> | | <u>862,000</u> |

Environmental Development Services

| | | | | | | | |
|---------------------|---------------|---------------|----------------|----------------|----------------|----|----------------|
| Planning & Zoning | | | | | | | |
| Administration | 23,519 | 31,785 | 273,990 | 353,986 | 79,997 | 19 | 460,000 |
| Planning Projects | 0 | 2,083 | 1,500 | 18,750 | 17,250 | 20 | 25,000 |
| Heritage Committee | 0 | 208 | 0 | 1,875 | 1,875 | | 2,500 |
| | <u>23,519</u> | <u>34,077</u> | <u>275,490</u> | <u>374,611</u> | <u>99,122</u> | | <u>487,500</u> |
| Envision Saint John | 0 | 0 | 144,000 | 144,000 | 0 | | 192,000 |
| Tourism | 0 | 0 | 0 | 3,200 | 3,200 | | 3,200 |
| | <u>0</u> | <u>0</u> | <u>144,000</u> | <u>147,200</u> | <u>3,200</u> | | <u>195,200</u> |
| | <u>23,519</u> | <u>34,077</u> | <u>419,490</u> | <u>521,811</u> | <u>102,322</u> | | <u>682,700</u> |

Town of Rothesay

Variance Report - General Fund

9 months ending 2022-09-30

| Note # | Revenue | Actual | Budget | Better/(Worse) | Description of Variance |
|--------|---------------------|---------|---------|----------------|--|
| 1 | Recreation Programs | 113,624 | 103,676 | \$ (9,948) | Playground program revenue higher than anticipated |
| 2 | Licenses & Permits | 84,562 | 49,250 | \$ (35,312) | increase in construction |
| 3 | Interest & Sundry | 33,261 | 9,000 | \$ (24,261) | Increase in bank interest rates |
| 4 | Miscellaneous | 41,598 | 7,826 | \$ (33,772) | Street Disturbance permits kept |
| 5 | Grant - Other | 264,512 | 0 | \$ (264,512) | Wells ballfield Clain#2 & Wells Bldg grant ACOA \$3575 |

| | |
|------------------------|--------------|
| Total | \$ (367,804) |
| Variance per Statement | -\$400,547 |
| Explained | 92% |

Expenses*General Government*

| | | | | | |
|---|-----------------------------------|---------|---------|-----------|--|
| 6 | Administration - Wages & Benefits | 776,621 | 804,170 | \$ 27,549 | 2 positions not yet replaced, training and development not |
| 7 | Solicitor | 13,393 | 37,500 | \$ 24,107 | timing |
| 8 | Covid-19 Expenses | 6,697 | 18,750 | \$ 12,053 | expenses not incurred |

Protective Services

| | | | | | |
|---|------------------------|-----|--------|-----------|-------------------------|
| 9 | EMO Director/Committee | 116 | 15,000 | \$ 14,884 | No EMO expenses to date |
|---|------------------------|-----|--------|-----------|-------------------------|

Transportation

| | | | | | |
|----|------------------------------|-----------|-----------|-------------|------------------------------------|
| 10 | Administration | 1,286,512 | 1,371,491 | \$ 84,979 | transportation position not filled |
| 11 | Workshops, Yards & Equipment | 542,681 | 518,706 | \$ (23,976) | Higher cost of fuel and repairs |
| 12 | Engineering | 15,301 | 3,750 | \$ (11,551) | Wijac St. upgrades and extensions |
| 13 | Roads & Streets | 64,500 | 43,250 | \$ (21,250) | Restoration on Chapel Road |
| 14 | Culverts & Drainage Ditches | 114,566 | 43,750 | \$ (70,816) | Coordinating storm sewer repairs |
| 15 | Street Cleaning & Flushing | 7,737 | 45,000 | \$ 37,263 | Timing |
| 16 | Snow & Ice removal | 498,095 | 453,500 | \$ (44,595) | Salt |
| 17 | Flood Costs | 616 | 15,000 | \$ 14,384 | No flood occurred to date |
| 18 | Traffic Signals | 7,794 | 30,000 | \$ 22,206 | Timing |

Environmental Health

| | | | | | |
|--|--|--|--|--|--|
| | | | | | |
|--|--|--|--|--|--|

Environmental Development

| | | | | | |
|----|-------------------|---------|---------|-----------|--|
| 19 | Administration | 273,990 | 353,986 | \$ 79,997 | timing Software/Equipment and Planning bylaw enforcement |
| 20 | Planning Projects | 1,500 | 18,750 | \$ 17,250 | Timing |

Recreation & Cultural Services

| | | | | | |
|----|--------------------------------|---------|---------|-------------|--|
| 21 | Memorial Centre | 33,582 | 56,738 | \$ 23,156 | Fewer R&M compared to budget during winter months |
| 22 | Parks & Gardens | 483,140 | 497,177 | \$ 14,037 | Fewer expenses incurred compared to budget during winter |
| 23 | Playgrounds and Fields | 90,675 | 102,000 | \$ 11,325 | Fewer R&M compared to budget |
| 24 | The HIVE | 7,572 | 22,275 | \$ 14,703 | Fewer expenses compared to budget |
| 25 | Regional Facilities Commission | 430,117 | 356,102 | \$ (74,016) | Repayment of Emergency funding to CRA |
| 26 | Special Events | 23,418 | 35,750 | \$ 12,332 | Timing |

Fiscal Services

| | | | | | |
|----|----------|--------|---------|-----------|------------------------------------|
| 27 | Interest | 83,984 | 103,039 | \$ 19,055 | Budgeted for interim loan interest |
|----|----------|--------|---------|-----------|------------------------------------|

| | |
|-------|------------|
| Total | \$ 183,076 |
|-------|------------|

2022November14OpenSessionFINAL_086

Town of Rothesay

Capital Projects 2022

General Fund

9 Months Ended 2022-09-30

| | ANNUAL BUDGET | COUNCIL APPROVED | CURRENT Y-T-D | Remaining Budget |
|--|---------------------|---------------------|---------------------|---------------------|
| General Government | | | | |
| 12010560 R 2021 T001 Town Hall Improvements | 100,000 | 0 | 1,175 | 98,825 |
| 12010760 G 2022 001 IT | 110,000 | 0 | 75,893 | 34,107 |
| Total General Government | 210,000 | 0 | 77,068 | 132,932 |
| Protective Services | | | | |
| 12011560 Protective Serv. Equipment Purchases P-202*-0 | 1,250,000 | 0 | 188,361 | 1,061,639 |
| Total Protective Services | 1,250,000 | 0 | 188,361 | 1,061,639 |
| Transportation | | | | |
| 12028060 T-2022-001 Asphalt | 2,110,000 | 2,527,220 | 2,055,853 | 54,147 |
| 12028160 T-2022-002 Designated Highway | 500,000 | 0 | 0 | 500,000 |
| 12028260 T-2022-003 Buildings - Master Drive HVAC | 85,000 | 83,052 | 0 | 85,000 |
| 12028360 T-2022-004 Intersection Improvement | 420,000 | 472,547 | 173,052 | 246,948 |
| 12028460 T-2022-005 Fleet Replacement | 615,000 | 494,267 | 506,453 | 108,547 |
| Unassigned: | | | | |
| Total Transportation | 3,730,000 | 3,577,086 | 2,735,359 | 994,641 |
| Recreation | | | | |
| 12028560 R 2022 001 Recreation Purchases | 235,000 | 113,142 | 132,903 | 102,097 |
| 12028660 R 2022 002 Recreation Pickle Ball | 50,000 | 80,000 | 15,051 | 34,949 |
| 12028760 R 2022 003 Arena Renovation | 2,000,000 | 102,826 | 0 | 2,000,000 |
| 12027860 R-2021-002 2021 Wells Building | 0 | 0 | 234,310 | -234,310 |
| Total Recreation | 2,285,000 | 295,967 | 0 | 382,264 |
| Carryovers | | | | |
| 12020560 R-2013-07 Major Recreation Facility | 0 | 0 | 4,850 | -4,850 |
| 12021860 G-2020-009 Town Hall Improvements | 0 | 0 | 14,684 | -14,684 |
| 12027260 T-2020-005 Asphalt Microseal 2020 | 0 | 0 | 4,020 | -4,020 |
| 12027660 T-2020-014 Traffic Study | 0 | 0 | 41,077 | -41,077 |
| 12027760 T-2021-001 2021 Asphalt Engineering | 0 | 0 | 11,614 | -11,614 |
| 12027960 T-2021-004 Intersection Improvement Sprucey | 0 | 0 | 53,465 | -53,465 |
| 12027560 T-2020-013 Stormwater Master Plan | 0 | 0 | 64,930 | -64,930 |
| 12027160 R-2020-002 Wells Field Replacement | 0 | 0 | 1,648 | -1,648 |
| | 0 | 0 | 196,289 | -196,289 |
| Total | \$ 7,475,000 | \$ 3,873,053 | \$ 3,579,340 | \$ 3,895,660 |

2022 Budget and Funding Allocation

| Funding | 2022 | Operating | Reserve | Gas Tax | Borrow | Grant |
|---------------------|---------------------|---------------------|-------------|---------------------|---------------------|-------------------|
| General Government | 210,000 | 210,000 | | | | |
| Protective Services | 1,250,000 | | | | 1,250,000 | |
| Transportation | 3,730,000 | 2,505,000 | | 850,000 | | 375,000 |
| Recreation | 2,285,000 | 285,000 | | 2,000,000 | | |
| | \$ 7,475,000 | \$ 3,000,000 | \$ - | \$ 2,850,000 | \$ 1,250,000 | \$ 375,000 |

| | Budget | Actual |
|-------------|---------|---------|
| Sweeper | 340,000 | 338,929 |
| 2 - 1Tons | 167,000 | 49,440 |
| 2 - 1/2Tons | 108,000 | 110,395 |
| Chipper | | |
| | 615,000 | 498,764 |

Town of Rothesay

Utility Fund Financial Statements

September 30, 2022

Attached Reports:

| | |
|----------------------------|----|
| Capital Balance Sheet | U1 |
| Reserve Balance Sheet | U2 |
| Operating Balance Sheet | U3 |
| Operating Income Statement | U4 |
| Variance Report | U5 |
| Capital Summary | U6 |

Town of Rothesay

Capital Balance Sheet

As at 2022-09-30

ASSETS

Assets:

| | |
|---|------------|
| Capital Assets - Under Construction - Utilities | 1,523,835 |
| Capital Assets Utilities Land | 119,970 |
| Capital Assets Utilities Buildings | 1,953,740 |
| Capital Assets Utilities Equipment | 803,922 |
| Capital Assets Utilities Water System | 27,756,293 |
| Capital Assets Utilities Sewer System | 24,095,854 |
| Capital Assets Utilities Land Improvements | 42,031 |
| Capital Assets Utilities Roads & Streets | 220,011 |
| Capital Assets Utilities Vehicles | 113,001 |
| | <hr/> |
| | 56,628,658 |

| | |
|---|--------------|
| Accumulated Amortization Utilites Buildings | (725,668) |
| Accumulated Amortization Utilites Water System | (8,223,909) |
| Accumulated Amortization Utilites Sewer System | (8,955,197) |
| Accumulated Amortization Utilites Land Improvements | (42,031) |
| Accumulated Amortization Utilites Vehicles | (30,341) |
| Accumulated Amortization Utilites Equipment | (222,747) |
| Accumulated Amortization Utilites Roads & Streets | (19,067) |
| | <hr/> |
| | (18,218,960) |

| | | | |
|--------------|-------|-------|------------|
| TOTAL ASSETS | <hr/> | <hr/> | 38,409,699 |
|--------------|-------|-------|------------|

LIABILITIES

Current:

| | | |
|---------------------------|-------|---|
| Total Current Liabilities | <hr/> | - |
|---------------------------|-------|---|

Long-Term:

| | | |
|-------------------|-------|-----------|
| Long-Term Debt | <hr/> | 8,487,192 |
| Total Liabilities | <hr/> | 8,487,192 |

EQUITY

Investments:

| | | | |
|----------------------------|-------|------------|------------|
| Investment in Fixed Assets | <hr/> | 29,922,507 | |
| Total Equity | <hr/> | 29,922,507 | |
| TOTAL LIABILITIES & EQUITY | <hr/> | <hr/> | 38,409,699 |

Town of Rothesay

U2

Balance Sheet - Utilities Fund Reserves
2022-09-30

ASSETS

| | |
|--|---------------------|
| BNS Utility Capital Reserve # 00241 12 | 13,951 |
| BNS - Util Capital Reserve GIC | 1,350,000 |
| | <u>\$ 1,363,951</u> |

LIABILITIES AND EQUITY

| | |
|--------------------------------------|---------------------|
| Invest. in Utility Capital Reserve | 948,995 |
| Invest. in Utility Operating Reserve | 106,491 |
| Invest. in Sewerage Outfall Reserve | 308,466 |
| | <u>\$ 1,363,951</u> |

Town of Rothesay

U3

Utilities Fund Operating Balance Sheet
As at 2022-09-30

ASSETS

Current assets:

| | |
|--------------------------------------|---------|
| Accounts Receivable Net of Allowance | 978,203 |
| Total Current Assets | 978,203 |

Other Assets:

| | |
|----------|---------|
| Projects | 975,305 |
| | 975,305 |

| | |
|--------------|--------------|
| TOTAL ASSETS | \$ 1,953,508 |
|--------------|--------------|

LIABILITIES

| | |
|-----------------------|---------|
| Accrued Payables | 18,322 |
| Due from General Fund | 517,642 |
| Deferred Revenue | 13,346 |
| Total Liabilities | 549,311 |

EQUITY

Surplus:

| | |
|---------------------------|-----------|
| Opening Retained Earnings | 40,526 |
| Profit (Loss) to Date | 1,363,671 |
| | 1,404,197 |

| | |
|----------------------------|--------------|
| TOTAL LIABILITIES & EQUITY | \$ 1,953,508 |
|----------------------------|--------------|

Town of Rothesay
Utilities Operating Income Statement
9 Months Ended 2022-09-30

| | CURRENT MONTH | BUDGET FOR MONTH | CURRENT YTD | BUDGET YTD | VARIANCE Better(Worse) | NOTE # | ANNUAL BUDGET |
|---|------------------|---------------------|------------------|------------------|---------------------------|--------|------------------|
| RECEIPTS | | | | | | | |
| Sale of Water | 283,160 | 275,709 | 827,890 | 851,791 | (23,901) | 1 | 1,127,500 |
| Meter and non-hookup fees | 15,145 | 12,500 | 46,286 | 37,500 | 8,786 | | 50,000 |
| Water Supply for Fire Prot. | 0 | 0 | 330,000 | 330,000 | 0 | | 330,000 |
| Local Improvement Levy | 0 | 0 | 58,881 | 59,000 | (119) | | 59,000 |
| Sewerage Services | 0 | 0 | 1,850,772 | 1,860,000 | (9,228) | 2 | 1,860,000 |
| Connection Fees | 0 | 6,667 | 54,750 | 60,000 | (5,250) | | 80,000 |
| Interest Earned | 8,799 | 6,667 | 80,056 | 60,000 | 20,056 | 3 | 80,000 |
| Misc. Revenue | 613 | 440 | 7,451 | 3,960 | 3,491 | | 5,280 |
| Surplus - Previous Years | 0 | 0 | 48,220 | 48,220 | 0 | | 48,220 |
| TOTAL RECEIPTS | 307,717 | 301,982 | 3,304,306 | 3,310,471 | (6,165) | | 3,640,000 |
| WATER SUPPLY | | | | | | | |
| Share of Overhead Expenses | 105,000 | 105,000 | 315,000 | 315,000 | 0 | | 420,000 |
| Audit/Legal/Training | 0 | 625 | 8,481 | 13,125 | 4,644 | | 15,000 |
| Other Water | 0 | 167 | 1,519 | 1,500 | (19) | | 2,000 |
| Purification & Treatment | 27,149 | 18,458 | 443,210 | 432,125 | (11,085) | 4 | 487,500 |
| Transmission & Distribution | 26,666 | 10,000 | 79,880 | 90,000 | 10,120 | 5 | 120,000 |
| Power & Pumping | 3,126 | 3,667 | 39,771 | 33,000 | (6,771) | | 44,000 |
| Billing/Collections | 1,243 | 417 | 3,569 | 3,750 | 181 | | 5,000 |
| Water Purchased | 543 | 83 | 1,499 | 750 | (749) | | 1,000 |
| Misc. Expenses | 1,012 | 417 | 5,904 | 15,750 | 9,846 | 6 | 17,000 |
| McGuire Road Operating | 0 | 1,583 | 13,269 | 14,250 | 981 | | 19,000 |
| TOTAL WATER SUPPLY | 164,739 | 140,417 | 912,102 | 919,250 | 7,148 | | 1,130,500 |
| SEWERAGE COLLECTION & DISPOSAL | | | | | | | |
| Share of Overhead Expenses | 157,500 | 157,500 | 472,500 | 472,500 | 0 | | 630,000 |
| Audit/Legal/Training | 0 | 417 | 7,270 | 9,750 | 2,480 | | 11,000 |
| Collection System Maintenance | 490 | 33,917 | 23,240 | 65,250 | 42,010 | 7 | 79,000 |
| Sewer Claims | 917 | 0 | 15,729 | 15,000 | (729) | | 20,000 |
| Lift Stations | 5,402 | 4,667 | 36,247 | 42,000 | 5,753 | | 56,000 |
| Treatment/Disposal | 14,959 | 6,500 | 87,535 | 74,000 | (13,535) | 8 | 93,500 |
| Misc. Expenses | 118 | 1,417 | 21,619 | 12,750 | (8,869) | 9 | 17,000 |
| TOTAL SWGE COLLECTION & DISPC | 179,386 | 204,417 | 664,140 | 691,250 | 27,110 | | 906,500 |
| FISCAL SERVICES | | | | | | | |
| Interest on Bank Loans | 0 | 0 | 0 | 0 | 0 | | 18,194 |
| Interest on Long-Term Debt | 69,933 | 69,934 | 169,585 | 169,585 | 0 | | 268,998 |
| Principal Repayment | 180,808 | 180,808 | 194,808 | 194,808 | 0 | | 535,808 |
| Transfer to Reserve Accounts | 0 | 0 | 0 | 0 | 0 | | 80,000 |
| Capital Fund Through Operating | 0 | 0 | 0 | 0 | 0 | | 700,000 |
| TOTAL FISCAL SERVICES | 250,741 | 250,742 | 364,393 | 364,393 | 0 | | 1,603,000 |
| TOTAL EXPENSES | 594,866 | 595,575 | 1,940,635 | 1,974,893 | 34,258 | | 3,640,000 |
| NET INCOME (LOSS) FOR THE PER | (287,149) | (293,593) | 1,363,671 | 1,335,578 | 28,093 | | (0) |

Town of Rothesay

Variance Report - Utility Operating
9 Months Ended September 30, 2022

U5

| Note # | Account Name | Actual YTD | Budget YTD | Variance Better(worse) | Description of Variance |
|------------------------------|-------------------------------|------------|------------|------------------------|---|
| Revenue | | | | | |
| 1 | Sale of Water | 827,890 | 851,791 | (23,901) | budget not allocated by usage |
| 2 | Sewer | 1,850,772 | 1,860,000 | (9,228) | budgeted for new potential users |
| 3 | Interest Earned | 80,056 | 60,000 | 20,056 | conservative budget |
| Expenditures | | | | | |
| Water | | | | | |
| 4 | Purification & Treatment | 443,210 | 432,125 | (11,085) | Maintenance Well C6- C4 |
| 5 | Transmission & Distribution | 79,880 | 90,000 | 10,120 | timing |
| 6 | Misc. Expenses | 5,904 | 15,750 | 9,846 | Refund for Qu spam portion of ground water mon/tr |
| Sewer | | | | | |
| 7 | Collection System Maintenance | 23,240 | 65,250 | 42,010 | Timing, flushing hasn't started |
| 8 | Treatment/Disposal | 87,535 | 74,000 | (13,535) | Purchased frog |
| 9 | Misc. Expenses | 21,619 | 12,750 | (8,869) | Chapel Road sewer repair |
| Fiscal Services | | | | | |
| Transfer to Reserve Accounts | | - | - | - | |

2022November14OpenSessionFINAL_093

Town of Rothesay

Capital Projects 2022

Utility Fund

9 Months Ended 2022-09-30

| | Original BUDGET | Council Approval | CURRENT Y-T-D | Remaining Budget |
|---|--------------------|---------------------|------------------|---------------------|
| WATER | | | | |
| 12031230 W-2022-001 Water Quantity/Quality | 100,000 | - | 0 | 100,000 |
| 12031330 W-2022-002 Water Model update | 100,000 | - | 0 | 100,000 |
| 12031430 W-2022-003 Filtration Bldg Water | 550,000 | 638,227 | 68,958 | 481,042 |
| 12031530 W-2022-004 Hillview Water line replacement | 50,000 | - | 0 | 50,000 |
| | <u>\$ 800,000</u> | <u>\$ 638,227</u> | <u>\$ 68,958</u> | <u>\$ 731,042</u> |

| | | | | |
|--|------------------|---------------------|----------------|----------------|
| SEWER | | | | |
| 12028130 T-2022-001 Sewer work in Asphalt contract | 100,000 | \$ 100,000 | 0 | 100,000 |
| 12046030 S-2021-001 Turnbull Court Design | 1,000,000 | \$ 950,395 | 271,212 | 728,788 |
| 12044130 S-2021-008 WWTP Design Phase II | 600,000 | \$ 572,280 | 514,105 | 85,895 |
| | <u>1,700,000</u> | <u>\$ 1,622,675</u> | <u>785,318</u> | <u>914,682</u> |

| | | | | |
|-----------------------|------------------|------------------|----------------|------------------|
| Total Approved | <u>2,500,000</u> | <u>2,260,902</u> | <u>854,275</u> | <u>1,645,725</u> |
|-----------------------|------------------|------------------|----------------|------------------|

Carryovers

Funded from Reserves

| | | | | |
|--|------------------|------------------|----------------|------------------|
| 12045030 S-2020-001 Turnbull Court Design | 0 | 0 | 117,179 | -117,179 |
| 12043430 Well Development - Quality W-2021-004 | - | 0 | 3,850 | -3,850 |
| | <u>0</u> | <u>0</u> | <u>0</u> | <u>-121,029</u> |
| | <u>2,500,000</u> | <u>2,260,902</u> | <u>975,305</u> | <u>1,524,695</u> |

Funding:

| | Total | Operating | Reserves | Borrow | Gas Tax | Grants |
|-------|---------------------|-------------------|------------------|-------------------|-------------------|-------------------|
| Water | 800,000 | 450,000 | 50,000 | | 300,000 | |
| Sewer | 1,700,000 | 250,000 | | \$ 800,000 | 200,000 | 450,000 |
| | <u>\$ 2,500,000</u> | <u>\$ 700,000</u> | <u>\$ 50,000</u> | <u>\$ 800,000</u> | <u>\$ 500,000</u> | <u>\$ 450,000</u> |

Town of Rothesay

2022-09-30

219500-60

Donations/Cultural Support

Budget

Paid to date

| | | |
|----------------------------|-----------|----------|
| KV3C | 2,500.00 | |
| NB Medical Education Trust | 5,000.00 | 5,000.00 |
| KV Food Basket | 5,000.00 | |
| Fairweather Scholarship | 1,000.00 | 1,000.00 |
| Saint John Theatre Company | 1,000.00 | 1,000.00 |
| Symphony NB | 1,000.00 | |
| sub | 15,500.00 | 7,000.00 |

| | | |
|--|-----------|-----------|
| Other: | 21,000.00 | |
| Junior Achievement | | 300.00 |
| You Can Ride Two | | 1,000.00 |
| CIMB-FM Oldies 96 | | 1,000.00 |
| Bradley Joudrey | | 500.00 |
| KV Girls Softball Association | | 500.00 |
| NB Sports Hall of Fame Inc - Ad | | 225.00 |
| RNS - Art Show | | 500.00 |
| NB Competitive Festival of Music | | 250.00 |
| St Pauls Church | | 500.00 |
| SJ Regional Hospital Foundation - Breast Health Fund | | 1,000.00 |
| St Joseph's Hospital Foundation - bronze "September for St. Joe" | | 1,000.00 |
| Saint John Seafarers' Mision | | 200.00 |
| KV Oasis Youth Centre | | 2,500.00 |
| Joanne Munroe | | 500.00 |
| Shining Horizons Therapeutic Riding Association | | 1,200.00 |
| Kennebecasis Rowing & Canoe Club | | 2,500.00 |
| sub | 21,000.00 | 13,675.00 |

36,500.00

20,675.00

G/L Balance

20,675.00

-

Other:

| | | | |
|----------------------------|-----------|-----------|---------------------|
| Kennebecasis Crimestoppers | 2,800.00 | 2,800.00 | Protective Services |
| PRO Kids | 7,500.00 | | Recreation |
| KV Committee for Disabled | 5,500.00 | | Transportation |
| | 15,800.00 | 20,675.00 | |

TOWN OF ROTHESAY

FINANCE COMMITTEE

October 20, 2022

In attendance:

Mayor Nancy Grant

Deputy Mayor Matt Alexander

Councillor Don Shea

Councillor Helen Boyle

Town Manager John Jarvie

Treasurer Doug MacDonald

Financial Officer Laura Adair

The meeting was called to order at 8:30am.

The agenda was accepted with addition of 4c 2023 Non-Residential Tax Rate (HB/DS)

The minutes from September 29,2022 were accepted as presented (DS/HB).

Helen Boyle declared conflict of interest and recused herself from meeting during discussion of RHS donation request.

August Financial Statements

Treasurer MacDonald reviewed the financial statements and variance report.

General – Treasurer Doug MacDonald reviewed the variance report. Licensing and permit are higher than due to a conservative budget. Interest rates are higher due to increase in rates. Miscellaneous revenue relates to Street Disturbance Permit that have been recognized as revenue as it will not be returned to applicant. Environmental development variance is mainly due to software that has yet to be purchased. Snowplowing and garbage collection contracts have a fuel escalation clause which will results in an additional \$100k expense for 2022 at year end. A storm water study from previous years identified immediate repairs to be done and is reflected in 2022 variance under culverts and drainage.

Utilities - Treasurer MacDonald reviewed the variance report. Variances are consistent with previous month.

It was agreed **the financial statements for both funds should be referred to Council for approval (DS/HB).**

Donations

The **monthly report was accepted as presented (NG/DS)**

- a) RHS Girls Hockey – Cash donation of \$500 to be made from Mayor’s fund **(NG/DS)**
- b) Symphony NB – Motion **to recommend to council to donate \$1,000 with concert to be held at RHS (DS/HB)**

Town Manager John Jarvie entered meeting.

Items for Information

- a) 2022 Capital Projections – Best estimate of funding required from Operating and reserve to cover capital costs.
- b) Compliance report – all items filed
- c) 2023 Non-Residential Tax Rate – Town Manger John Jarvie circulated Interoffice memorandum. A new requirement of Council will be to make a motion on Non-Residential Tax Rate for 2023.

Motion **to receive and items for information (HB/DS)**

Next Meeting

October 27th, 2022

The meeting adjourned at 9:25am.

Deputy Mayor Matt Alexander
Chairman

Laura Adair
Recording Secretary

TOWN OF ROTHESAY

FINANCE COMMITTEE

October 27, 2022

In attendance:

Mayor Nancy Grant

Deputy Mayor Matt Alexander

Councillor Don Shea

Councillor Helen Boyle

Town Manager John Jarvie

Treasurer Doug MacDonald

Financial Officer Laura Adair

The meeting was called to order at 8:30am.

The agenda was accepted with addition of 4c vi Kingway Care Centre (HB/DS)

The minutes from October 20, 2022 were accepted as presented (DS/HB).

Input Documents for information

Treasurer Doug MacDonald circulated documents for information purposes

- a) 2023 Municipal Report – GNB document with comparisons from previous year regarding assessed values
- b) Assessment and Tax Rates Correspondence
- c) Cost of Assessments – 1.94% of Property Assessment charged by Province to the home owner and municipality to pay for administration cost of providing Assessment services
- d) Council Remuneration – GNB has shared the council remuneration from all entities.

Motion to accept and receive **items for information (HB/DS) (DS/HB).**

Budget Discussion

a) General Fund –

Treasurer Doug MacDonald discussed the budget and the significant cost increases. Due to the higher tax assessments rates a reduced tax rate of \$1.19. A \$0.01 change is equivalent to approx. \$170K in revenue.

Regional Service Commission (RSC) budget version 6, costs appear lower however Core funding that would normally be received by the Town directly is now going to RSC. It is being applied against different categories. Next year, core funding will be phased out and funding to for RSC will be higher.

Town Manager John Jarvie cautioned at the end of 2023 Police and Fire unionized agreements will expire. Snowplowing and garbage collection contracts will expire as well. Housing market is cooling and likely tax assessments rates will decrease the following year.

Councillor Helen Boyle exited meeting at 10am.

b) Utility Fund –

Rate increase for water and sewer of 5% for inflation and to fund significant capital investment in sewer infrastructure.

Direct wages and benefits of Utility is now included in the Utility Fund budget rather than included in the General Fund under Transportation. The overhead charges have been reduced to reflect this change, as well as the prior year budget for comparison purposes.

Connection fee revenue is allocated to reserve to help future capital investments.

Motion to present to council draft budget (NG/DS)

c) Sponsorships and Grants

- i. Saint John Theater Company**
- ii. Crimestoppers \$2,800**
- iii. Tani Koi Judo \$1,000**
- iv. Pro- Kids \$7,500**
- v. NB Medical Education Trust \$5,000**
- vi. Kingsway Care Centre \$10,000**

Motion to recommend to council to deny second request in 2022 to Saint John Theater Company (NG/DS)

Motion to recommend to council to accept 2023 budget items for Crime Stoppers, Pro Kids and NB Medical Education Trust (NG/DS)

Motion to deny request to Tani Koi Judo as current budget is exhausted and advice them to review grant policy (DS/NG)

Motion to recommend to council to deny request to Kingsway Care Centre (NG/DS)

Next Meeting

Special Finance Meeting Monday November 7th, 2022
Regular Finance Meeting Thursday November 24, 2022

The meeting adjourned at 10:30am.

Deputy Mayor Matt Alexander
Chairman

Laura Adair
Recording Secretary

TOWN OF ROTHESAY

FINANCE COMMITTEE

November 07, 2022

In attendance:

Mayor Nancy Grant

Deputy Mayor Matt Alexander

Councillor Don Shea

Councillor Helen Boyle

Town Manager John Jarvie

Treasurer Doug MacDonald

Financial Officer Laura Adair

The meeting was called to order at 8:30am.

The agenda was accepted with addition of 2(c) Correspondence (DS/HB)

1. Minutes

The minutes from October 27, 2022 were accepted as presented with the recommendation to council on (c)i Saint John Theater Company (DS/HB).

2. Budget Discussion- Final draft operating Budgets

Treasurer Doug MacDonald indicated that 2(i) (ii) are identical information presented to Council for both General Fund and Utility Fund

General Operating Fund

Motion to **recommend to council to approve the following motions: (NG/HB).**

RESOLVED that the sum of **\$21,763,338** be the total operating budget of the Municipality, that the sum of **\$20,123,778** be the Warrant of the Municipality for the ensuing year, that the Residential tax rate for the municipality be **\$1.1900, and that the Non-residential tax rate be \$2.0230.**

The Council orders and directs the levying by the Minister of Environment and Local Government of said amount on real property liable to taxation under the *Assessment Act* within the Municipality of Rothesay.

RESOLVED that the 2023 budget of the Kennebecasis Public Library be approved at \$231,008 and the Rothesay contribution be approved as \$85,012.

RESOLVED that the 2023 operating budget of the Kennebecasis Valley Fire Department Inc. be approved at \$6,114,647 and the Rothesay contribution be approved as \$2,404,520.

RESOLVED that the 2023 capital budget of the Kennebecasis Valley Fire Department Inc. be approved at \$516,005 and the Rothesay contribution be approved as \$210,231.

RESOLVED that the 2023 operating budget of the Kennebecasis Regional Joint Board of Police Commissioners be approved at \$8,171,111 and the Rothesay contribution be approved as \$3,256,798.

Only two comments from the public regarding the budget. Councillor Don Shea suggested prior to passing motion that letter received from residents be discussed. Councillor Don Shea commented on the amount budgets have increased over the past three years and concurred with the letter from the resident.

Councillor Don Shea would recommend a \$0.03 decrease in the tax rate to help alleviate pressure felt by the average resident.

Treasurer Doug MacDonald cautioned that the estimate used to reflect fuel escalation clause in snowplowing and garbage collection used \$2/L when it appears \$3/L might be more feasible. Any revenue reduction as a result of lowering the tax rate would be reflected in a reduction of “capital from operating”.

Motion passed to recommend the budget motions as presented. Motion passed 3 to 1 with Councillor Shea voting nay.

Utility Operating Fund

Motion to **recommend to council to accept the following motions: (NG/DS)**

RESOLVED that pursuant to subsection 117(4) of the Local Governance Act, the total budget for the Water and Sewerage Utility for the ensuing year would consist of total revenues of \$3,865,000 and total expenditures of \$3,865,000

RESOLVED that the Sewer Service Charge (Section 9) in schedule "B" of by-law 1-15 be \$435.00 per equivalent user unit.

RESOLVED that the Water User Charges (Section 7) Fixed Component fee schedule "E" of by-law 1-18, page 1, be changed to the following rates:

| Meter Size | Factor | Fixed Charge Per Qtr | Annual Charge |
|------------|--------|----------------------|---------------|
| 5/8 | 1.00 | \$ 53.75 | \$ 215.00 |
| 3/4 | 1.44 | \$ 77.40 | \$ 309.60 |
| 1 | 2.56 | \$ 137.60 | \$ 550.40 |
| 1-1/2 | 5.76 | \$ 309.60 | \$ 1,238.40 |
| 2 | 10.24 | \$ 550.40 | \$ 2,201.60 |
| 4 | 40.96 | \$ 2,201.60 | \$ 8,806.40 |
| 6 | 92.16 | \$ 4,953.60 | \$19,814.40 |
| 8 | 163.84 | \$ 8,806.40 | \$35,225.60 |

RESOLVED that the Water System Consumption Charges - schedule "E" of by-law 1-18, page 2, be changed to the following rates per quarter:

| | Up to 96 m3 | over 96 up to 800 m3 | above 800m3 |
|--|-------------|----------------------|-------------|
| Single Family Residence | \$1.24 | \$1.86 | \$2.79 |
| Residence with rental or self contained unit | \$1.24 | \$1.86 | \$2.79 |
| Apt building up to 3 units | \$1.24 | \$1.86 | \$2.79 |
| Townhouses – individual meters | \$1.24 | \$1.86 | \$2.79 |
| Commercial | \$1.24 | \$1.86 | \$2.79 |

| | Up to 72 m3/unit | over 72 up to 600 m3/unit | above 600m3/unit |
|------------------------------|------------------|---------------------------|------------------|
| Apt building 4 units or more | \$1.424 | \$1.86 | \$2.79 |
| Townhouses group meters | \$1.24 | \$1.86 | \$2.79 |

| | Up to 3,250 m3 | over 3,250 m3 |
|-------------------------|----------------|---------------|
| Institutional (schools) | \$1.24 | \$1.86 |

RESOLVED that the Standby Sprinkler Charges (Section 7) schedule "E" of by-law 1-18, page 1, be changed to the following rates

| Meter Size | Annual Charge |
|-------------|---------------|
| 4 | \$1,050.00 |
| 6 | \$1,312.50 |
| 8 or larger | \$1,575.00 |

Councillor Matt Alexander declared conflict of interest and exited meeting at 9am.

3. Connection fee deferral request - re 99 Chapel Road

Discussion surrounding whether developer had unique circumstance to allow for the exception to the bylaw or whether the bylaw itself should be revised.

By-law 1-15 “Sewage By-law” states:

- 6.2 Any person who intends to connect a building sewer line from any dwelling or building drain to the public sewer, shall submit an application for a permit in the form set out in Schedule “A”, accompanied by such plans, specifications or other information required to properly describe the work. No permit shall be issued under this section until such fees, as outlined in Schedule “B” have been paid to the Town. The fees shall include all inspection fees and charges associated with processing of the application, control and enforcement of “Specifications for Developers” and shall be paid in full prior to the issuance of a Building Permit.

By-law 1-18 “Water By-law” states:

7.11 Every person connecting to the water system shall pay a meter connection permit fee and water system access fee as outlined in Schedule “E”. The fees shall include all inspection fees and charges associated with processing of the application, control and enforcement of “Specifications for Developers” and shall be paid in full prior to the issuance of a building permit, unless as otherwise recommended by the Committee and approved by resolution of Council. (

Motion to recommend to council to decline request for deferral. (NG/HB)

Next Meeting

Regular Finance Meeting Thursday November 24, 2022

The meeting adjourned at 9:15am.

Deputy Mayor Matt Alexander
Chairman

Laura Adair
Recording Secretary



ROTTHESAY

INTEROFFICE MEMORANDUM



TO : Mayor and Council
FROM : Doug MacDonald, Treasurer
DATE : November 9, 2022
RE : Connection Fee Deferral Request

Recommendation

The Finance Committee recommends Council deny a deferral of utility connection fees for the Bespoke Suites 48 unit apartment building development at 99 Chapel Road, PID# 30206882.

Background

The developers of a 48 unit apartment building located at 99 Chapel Road have requested a deferral of water and sewerage connection fees related to the property. The applicable by-laws are as follows:

By-law 1-15 “Sewage By-Law”

- 6.2 Any person who intends to connect a building sewer line from any dwelling or building drain to the public sewer, shall submit an application for a permit in the form set out in Schedule “A”, accompanied by such plans, specifications or other information required to properly describe the work. No permit shall be issued under this section until such fees, as outlined in Schedule “B” have been paid to the Town. The fees shall include all inspection fees and charges associated with processing of the application, control and enforcement of “Specifications for Developers” and shall be paid in full prior to the issuance of a Building Permit.

By-law 1-18 “Water By-law” states:

- 7.11 Every person connecting to the water system shall pay a meter connection permit fee and water system access fee as outlined in Schedule “E”. The fees shall include all inspection fees and charges associated with processing of the application, control and enforcement of “Specifications for Developers” and shall be paid in full prior to the issuance of a building permit, unless as otherwise recommended by the Committee and approved by resolution of Council.

The fees applicable to the project are \$36,000 related to the sewage connection fee and \$54,000 related to the water connection fee. Building permits are not to be issued prior to the payment of the connection fees.

In the opinion of the committee there are no special circumstances nor a compelling reason to defer payment of the fees as contemplated by the by-laws.

Bespoke Suites

October 28th, 2022

76 Highland Avenue
Rothesay, NB
E2E5N9

Dear Doug MacDonald/Council:

Please accept this letter as a special request to defer the water and sewer hookup fees for the Bespoke Suites 48 unit development project located at 99 Chapel Drive.

The building itself is just starting construction and the anticipated occupancy dates are approximately March/April timeframe of 2024.

Please take into consideration that the current economic environment of increasing costs and interest rates are applying financial pressures on all development projects in the area.

Our Project Monitor has also indicated that for it to qualify for financing release, the preference it be hooked up to the plumbing in the units and be deferred.

Payment will be paid at the time of the occupancy permit is released.

Luke Moffett and Sean Hall
are the sole owners of this development project
and are requesting this delay until the spring of 2024.

Thank you very much for your consideration and please do not hesitate to contact either one of us with any questions or concerns.

Sincerely,

Sean Hall & Luke Moffett

18 October 2022

PRESENT:

DR. SHAWN JENNINGS
GARY MYLES – VICE CHAIRPERSON
HOLLY YOUNG
HELEN BOYLE
ADRIENNE ALBERT
JON MCEACHERN
BILL MCGUIRE(REMOTE)

DIRECTOR OF PARKS AND RECREATION- CHARLES JENSEN
RECREATION COORDINATOR- KERI FLOOD
AGE FRIENDLY COORDINATOR- KIRSTIN DUFFLEY
FACILITIES COORDINATOR- RYAN KINCADE
TOWN MANAGER- JOHN JARVIE

ABSENT:

JEAN-FRANCOIS LEGARE

Vice Chairperson G. Myles called the meeting to order at 6:30 p.m.

1. APPROVAL OF AGENDA

MOVED by Coun. Boyle and seconded by J. McEachern the agenda be approved as circulated.
CARRIED.

2. APPROVAL OF MINUTES:

MOVED by Coun. Boyle and seconded by H. Young the Meeting Minutes of September 20th 2022 be approved as circulated.
CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST
N/A

18 October 2022

4. **DELEGATIONS**
N/A

5. **REPORTS & PRESENTATIONS**
N/A

6. **UNFINISHED BUSINESS:**
N/A

7. **CORRESPONDENCE FOR ACTION**
N/A

8. **NEW BUSINESS**

8.1 Parks and Recreation Update

C. Jensen, K. Flood and K. Duffley highlighted the following:

- The rink opened on October 3rd for the 51st time.
- The new building at Wells has been delayed due to budget issues. Project is to begin this month.
- Once the new field at Wells opens in the spring Scribner Field will close and no longer be used for baseball. The new field will be used by 17U age group.
- There have been delays relating to the pickle ball courts being put in adjacent to Arthur Miller Lower Field parking lot due to weather. Phase one will be completed this fall.
- There have been questions regarding the bleachers in the rink. The room upstairs might become available for people to watch from.
- We've applied for arena funding for the new arena at a budget of 22 million dollars.
- The Halloween skating party at the arena is coming up on Oct 30th from 3-4pm. There will be face painting, treats and hot chocolate.
- 12 groups and organizations have already applied for floats in the Santa Claus parade. There are normally a total of between 40 and 50 floats included on the day.
- Fundy Winterfest is coming soon and will last six weeks and will include Rothsay, Quispamsis, Saint John, Grand Bay, and Hampton. Fundy winter fest will be from February 1st to March 12th 2023.
- The last movie matinee at the Hive had nine people in attendance and the next one will be Hocus Pocus following a Halloween theme.
- The garden club planted a lot of vegetables and donated most of their plot to the food basket.

8.2 Draft Parks and Recreation Budget

- Looking at adding one summer student to our regular compliment due to the popularity of the playground program.
- The ladders at the Wharf are going to have to be replaced as there have been safety issues with swimmers.
- Want new picnic table for various locations as well as picnic shelters. Perhaps at the dog park and Wells trail.
- New signs are needed at the K Park beach, Steele-Kennedy Park and the new field at Wells Park.
- A 10 year old truck needs to be replaced.
- Rothsay arena and new building at Wells are the major capital projects in the 2023 budget.

MOVED by Coun. Boyle and seconded by H. Young that the Parks and Recreation Committee recommends the DRAFT 2022 operating and capital budgets.

CARRIED.

9. **CORRESPONDENCE FOR INFORMATION**
N/A

10. **DATE OF NEXT MEETING**

The next meeting is scheduled for Tuesday November 22, 2022

11. **ADJOURNMENT**

MOVED by H. Young and seconded by Coun. Boyle.

CARRIED.

Meeting adjourned at 7:03pm.

CHAIRPERSON

RECORDING SECRETARY



ROTHESAY
2022 November 14 Open Session FINAL_108
WORKS AND UTILITIES COMMITTEE MEETING
Rothsay Town Hall Common Room
Wednesday, October 19, 2022
5:30 p.m.



PRESENT: DEPUTY MAYOR ALEXANDER, CHAIRPERSON
COUNCILLOR DAVE BROWN
GEORGE THAMBI
CYNTHIA VANBUSKIRK
SHAWN CARTER, VICE CHAIRPERSON

DRAFT

TOWN MANAGER JOHN JARVIE
DIRECTOR OF OPERATIONS BRETT McLEAN
RECORDING SECRETARY DEBBIE KEYES

ABSENT: SARAH RICHARDS
PETER GRAHAM

Chairperson Alexander called the meeting to order at 5:45 p.m.

1. APPROVAL OF AGENDA

MOVED by S. Carter and seconded by G. Thambi the agenda be approved as circulated.

CARRIED.

2. APPROVAL OF MINUTES

2.1 Regular Works and Utilities Committee meeting of Sept 21, 2022.

MOVED by S. Carter and seconded by Counc. Brown the agenda be approved as circulated.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST

N/A

4. DELEGATIONS

N/A

5. REPORTS & PRESENTATIONS

N/A

6. UNFINISHED BUSINESS

6.1 Capital Projects Summary

- Rothsay Road Asphalt Project is still ongoing and on schedule

6.2 Solid Waste Tonnage Report

RECEIVED FOR INFORMATION.

6.3 Speed Radar Sign Report

RECEIVED FOR INFORMATION.

7. CORRESPONDENCE FOR ACTION

7.1 03 Oct 2022 email from resident RE: Install speed limit sign near Highland/Eriskay

MOVED by S. Carter and seconded by Counc. Brown to receive and file.

ROTHESAY

Works and Utilities Committee
Minutes

-2-

19 October 2022

7.2 07 Oct 2022 email RE: Crosswalk Project @ Fairvale Elementary School

DO McLean brought up map on screen to show where the crosswalks in question are located. These are existing crosswalks that the school is requesting to paint to represent an Indigenous theme (painted orange with seven white feathers to represent the Seven Grandfather teachings) and a rainbow theme. They are not requesting any resources from the Town, just permission to paint the crosswalks.

C. Vanbuskirk asked if they will get proper paint so it doesn't wear, DO McLean stated that we would make sure paint is up to specifications.

MOVED by S. Carter and seconded by G. Thambi to recommend that Council endorse this request from Fairvale Elementary School.

CARRIED.**8. NEW BUSINESS****8.1 Discussion – K Park School Trailway maintenance - mapping attached**

Discussion continued among Committee members as follows:

- Cost of this project,
- 1.94 km of trails to clean each snowfall,
- Manpower,
- Capital cost of \$159,000 to get them ready to maintain and then maintenance work on top of that,
- There are 3 of the trails that go onto public streets that have sidewalks so the sidewalk plow would already be in the area,
- The remainder of the paths would require taking the sidewalk plow to the trail locations which would add cost,
- The option to clean trail with hand equipment, snow blower equipment, probably requiring half a day of work per storm,
- The only trail maintained is the one from Gondola Point Road down into West Beach Estates only because it's a paved trail that gets very slippery and there were a couple of slips/falls there,

Counc. Brown asked the question that if the trails are maintained and someone does slip and fall, then wouldn't the Town be liable for the injury? The way the trails are now is "at your own risk".

The Committee agreed that the following would be concerns:

- There would not be enough foot traffic to support the overall cost,
- From a manpower standpoint would be difficult to manage,
- It's the timing more so than the work: If the trails cannot be maintained before school hours for kids to get to school, then what's the point?

The only trail that has to be used is Spruce Street trail because parents cannot drive into Harry Miller school. The Town could commit to keeping ends of trails cleared from snowbanks to allow better access.

Town Manager Jarvie spoke about the scooters using the trails if they were paved. This could be a hazard to the people walking.

ROTHESAY

Works and Utilities Committee
Minutes

-3-

19 October 2022

Town Manager Jarvie mentioned Parks Department wants to invest in trail counters and if acquired these could be used to measure how much activity there is on each of these trails.

Town Manager Jarvie brought up trails from Charles Crescent to Colonsay Place. The adjacent property owner has raised an inquest more than once as he believes a portion of the trail crosses private property. The Town may have to relocate the trail at some point and a culvert would have to be installed if trail is moved.

MOVED by Counc. Brown and seconded by C. Vanbuskirk to keeping ends of trails cleared from snowbanks and maintain status quo for the remainder of the trails.

CARRIED.**8.2 Discussion – Add budget for a vac-con truck**

DO McLean raised the possibility of adding a Vac-Con truck to the town fleet. He went on to explain that the availability to secure one of these trucks has been difficult, the Town budget for 7 weeks, 4 weeks for storm sewer flushing and 3 weeks of sanitary sewer flushing. The Town budgets about \$140,000/year for maintenance, flushing and cleaning of sewers. The cost of the truck is approximately \$700,000.

This Vac-Con truck is expected to last for 15 years, and it would pay for itself the first 4 to 5 years. Looking back on 2020-2021, the Town spent approximately \$250,000 on vacuum truck services just for the 7 weeks of planned rental. There are also isolated events where a sewer backup or blockages require renting a truck.

S. Carter suggested if the Town owned one, the Town could rent out to different municipalities, DO McLean said he wasn't sure that is possible because of towns/employees that are unionized, but it's something that could be looked into.

8.3 Discussion - Water treatment plant expansion

DO McLean explained that the plant had been upgraded in 2008 and 2014, plant is ready for another upgrade, The PLC that operates the plant did not get replaced in the 2014 upgrades. The cost to do another upgrade in addition to the new treatment train installation that is already planned is approximately \$200,000-\$300,000. These would be age related upgrades. Aging components should be replaced before they fail. Delivery times for these types of components can be excessive.

When asked about budget, DO McLean explained the operational budgets will go to the November Council meeting for approval, and the capital budgets will come to Committee in November as well.

9. CORRESPONDENCE FOR INFORMATION

N/A

10. DATE OF NEXT MEETING

The next meeting is scheduled on Wednesday, November 16, 2022.

11. ADJOURNMENT

MOVED by Counc. Brown and seconded by S. Carter to adjourn the meeting.

ROTHESAY

Works and Utilities Committee
Minutes

-4-

19 October 2022

12. ADJOURNMENT

The meeting adjourned at 6:50 p.m.

CHAIRPERSON

RECORDING SECRETARY



2022 November 14 Open Session FINAL_112

ROTHSAY

MEMORANDUM



TO : Mayor and Council
FROM : Works & Utilities Committee
DATE : October 19, 2022
RE : Crosswalk Project @ Fairvale Elementary School

Please be advised the Works & Utilities Committee passed the following motion at its regular meeting on Wednesday, October 19, 2022:

MOVED by S. Carter and seconded by G. Thambi to recommend that Council endorse this request from Fairvale Elementary School.

CARRIED.



2022 November 14 Open Session FINAL_113

ROTHSAY

MEMORANDUM

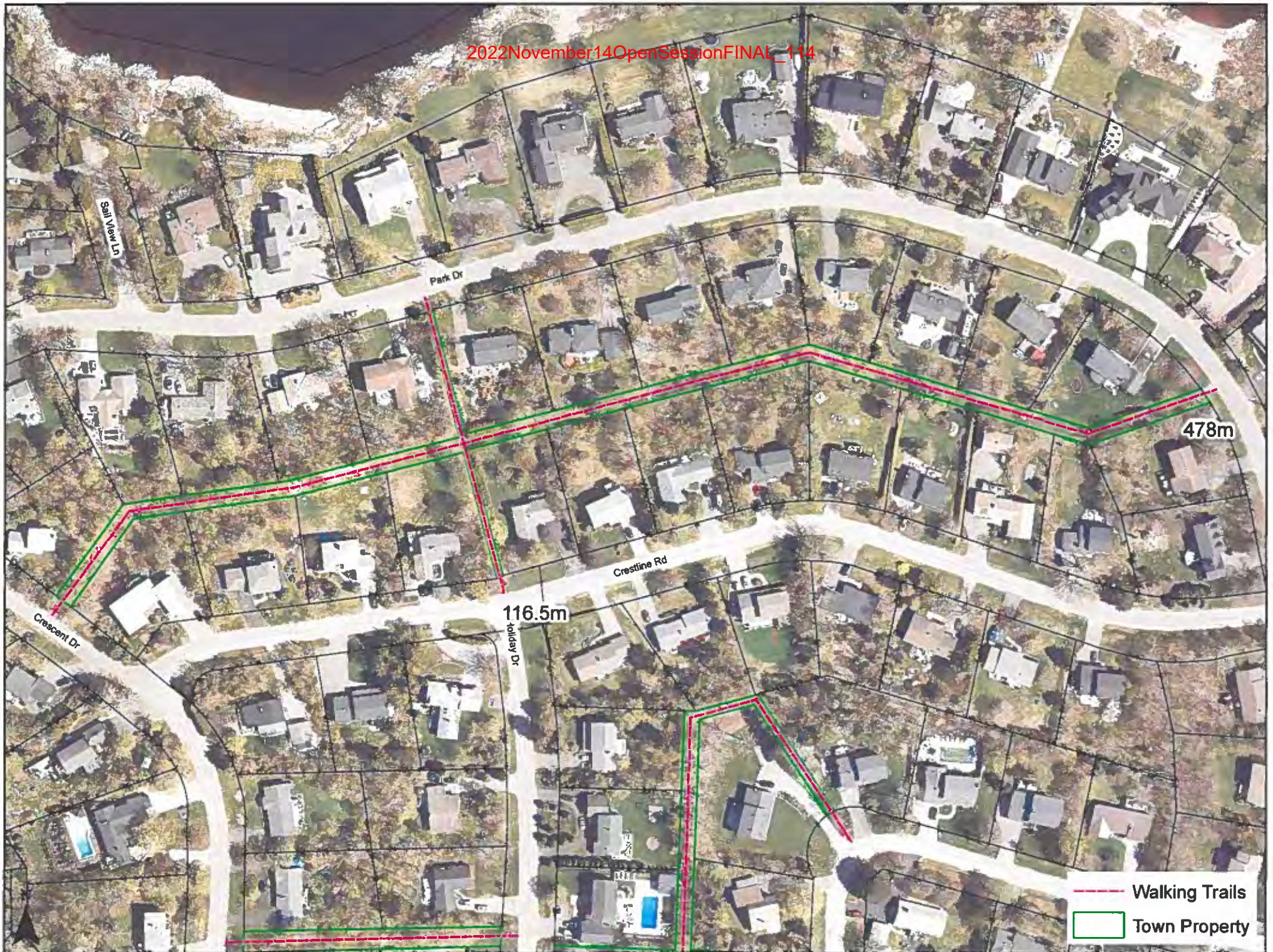


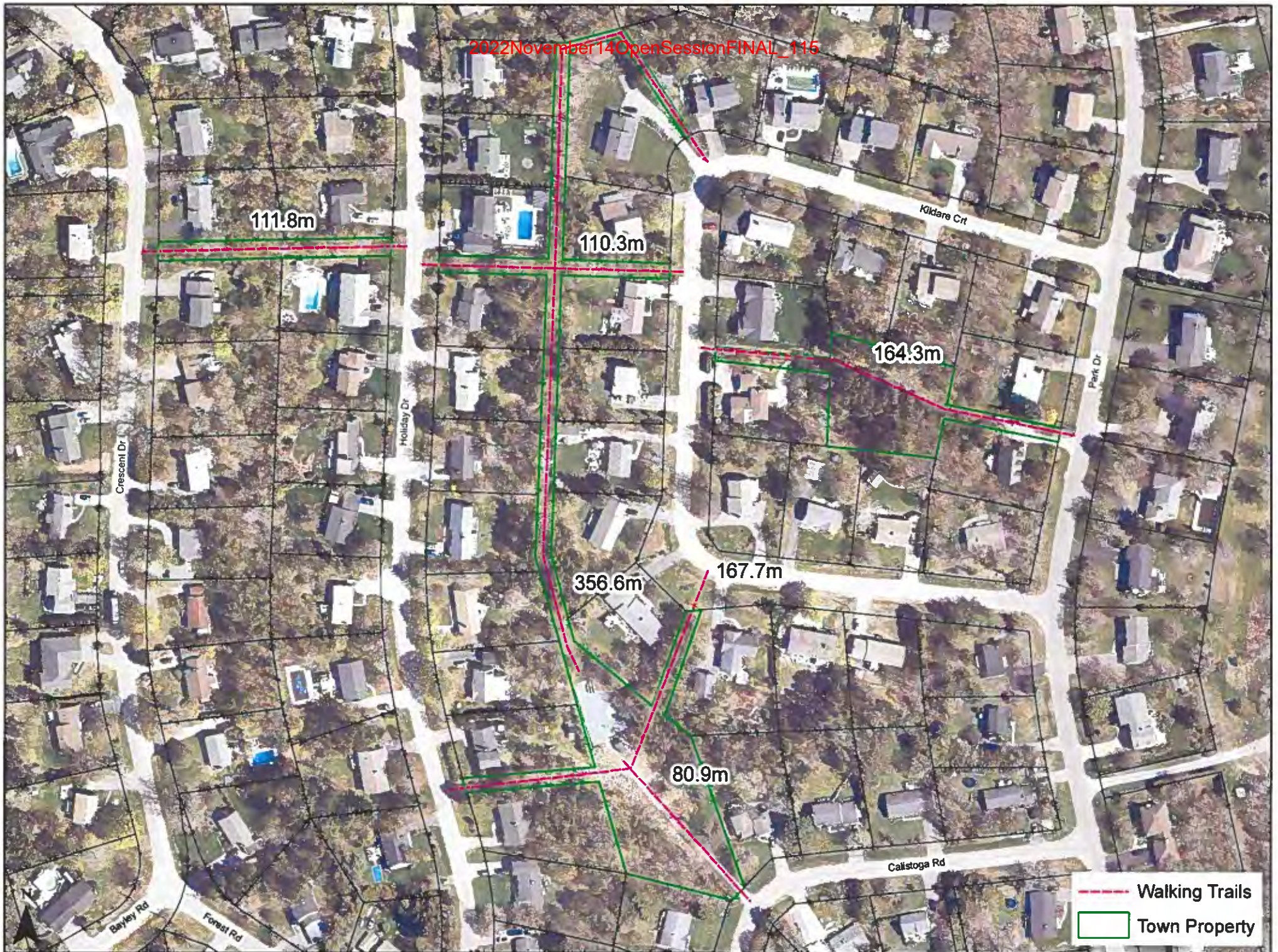
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|------|---|------------------------------------|
| TO | : | Mayor and Council |
| FROM | : | Works & Utilities Committee |
| DATE | : | October 19, 2022 |
| RE | : | K-Park School Trailway Maintenance |

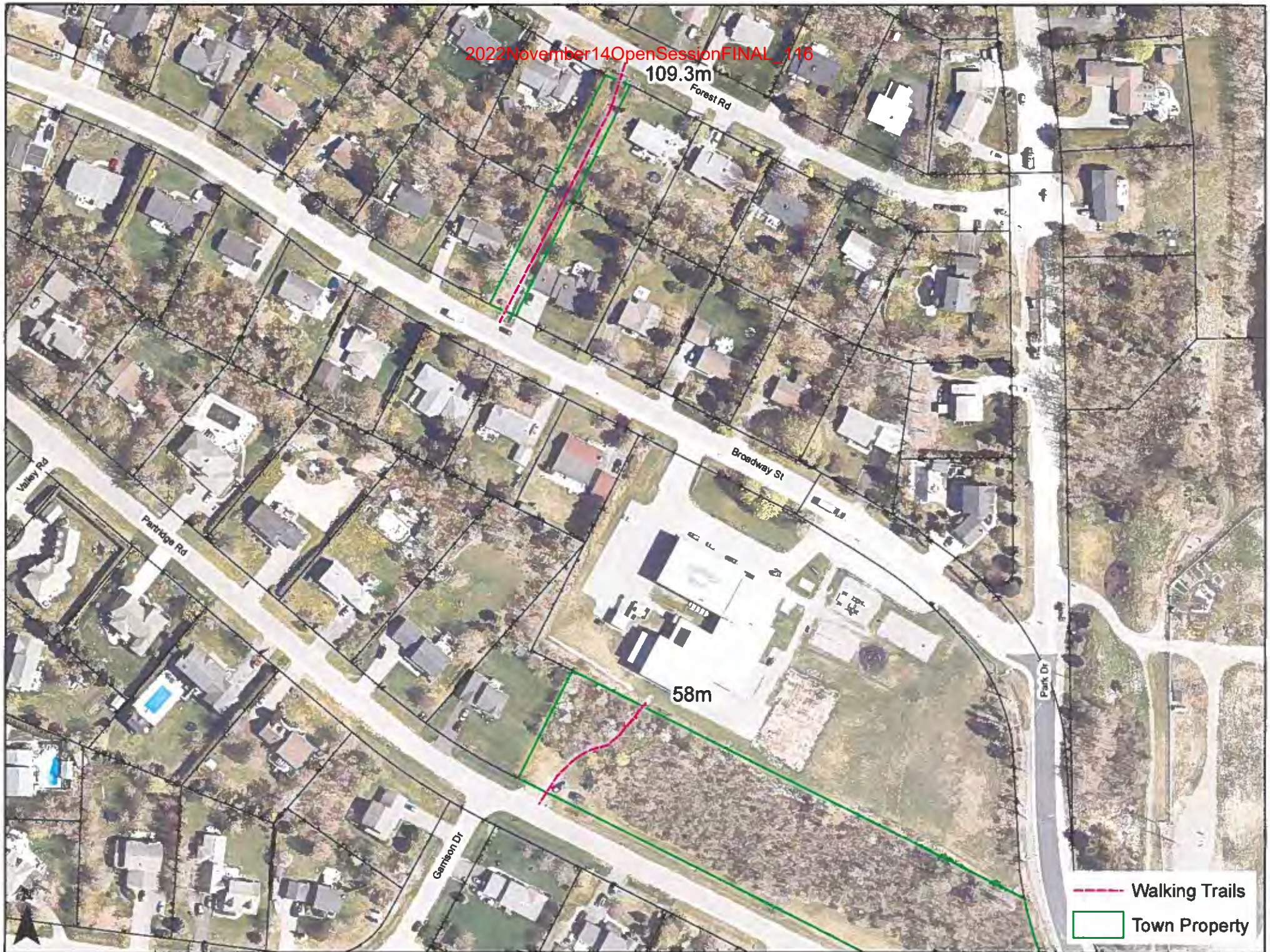
Please be advised the Works & Utilities Committee passed the following motion at its regular meeting on Wednesday, October 19, 2022:

MOVED by Counc. Brown and seconded by C. Vanbuskirk to keeping ends of trails cleared from snowbanks and maintain status quo for the remainder of the trails.

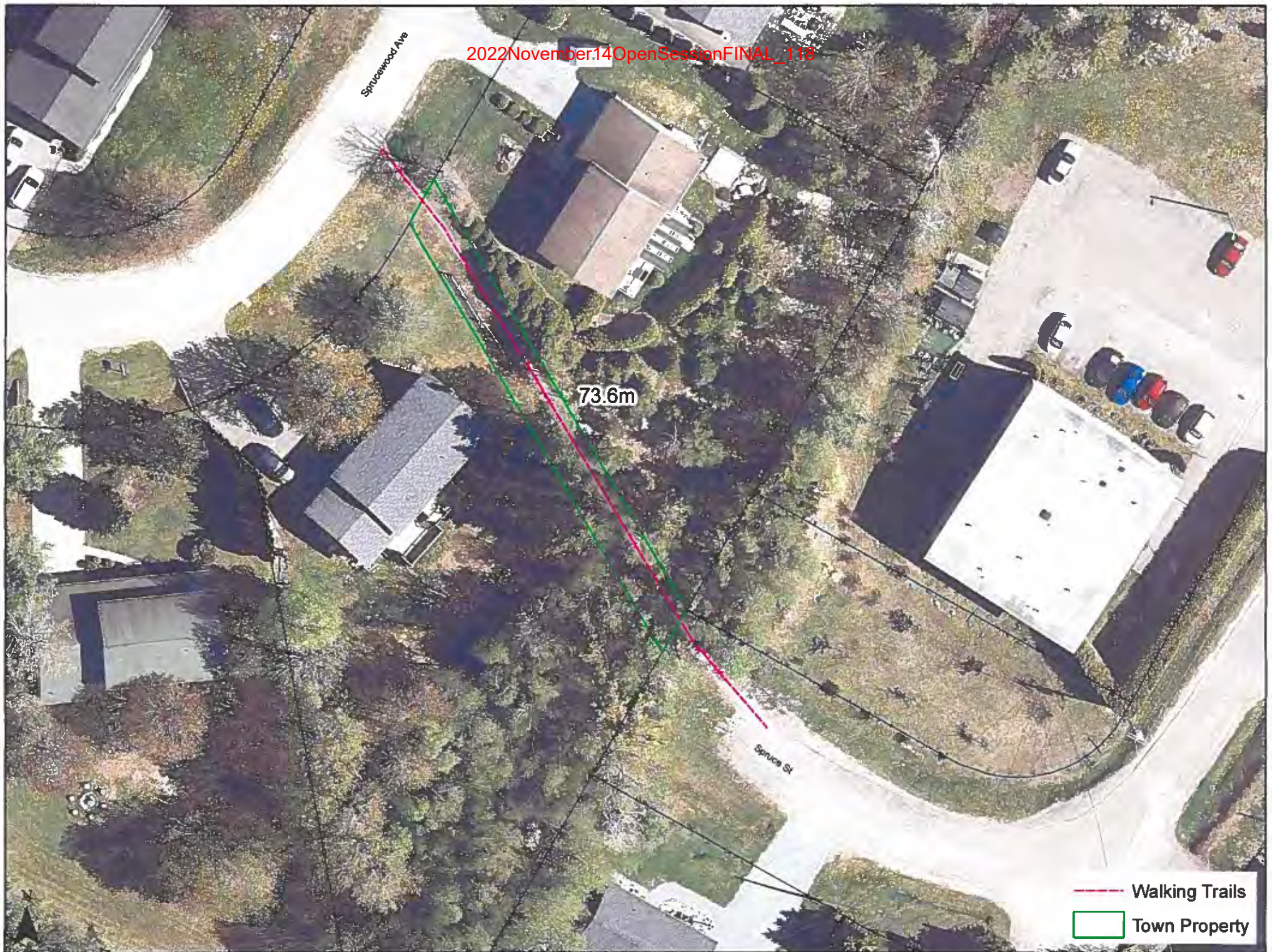
CARRIED













Walking Trails
Town Property

| Trail | Length (m) |
|-------|------------|
| 1 | 478 |
| 2 | 116.5 |
| 3 | 111.8 |
| 4 | 110.3 |
| 5 | 164.3 |
| 6 | 356.6 |
| 7 | 167.7 |
| 8 | 80.9 |
| 9 | 109.3 |
| 10 | 58 |
| 11 | 55 |
| 12 | 73.6 |
| 13 | 38.7 |
| 14 | 60.7 |
| | 1981.4 |

60.7m

Gondola Point Rd

Cow Creek

Walking Trails
Town Property



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
September 12, 2022

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY:



John Jarvie, Town Manager

DATE: September 1, 2022

SUBJECT: Kennebecasis Park Pathway – Broadway to Forest

RECOMMENDATION

It is recommended that Council maintain the status quo with respect to gravel pathways in Rothesay.

ORIGIN

In February 2022 Council received an email from a resident of Kennebecasis Park suggesting that the pathway between Broadway and Forest be upgraded and receive continual winter maintenance service going forward.

DISCUSSION

The email correspondence received in February was included with the March 2022 Council agenda. Council referred the item to staff.

Generally, when a request for capital work is received during any budget year, the request is dealt with during formation of the budget for the next year. Staff were of the opinion that this request, similar to other current year capital requests, should be held for 2023 budget discussions which will commence in October.

The originator of the February email has submitted a second written request with an expectation that the capital work, requested in 2022, would be completed in 2022 and further that the continual maintenance aspect would commence during the 2022/2023 winter maintenance season.

FINANCIAL IMPLICATIONS

The anticipated construction cost of the total project is in the order of \$51,000 based on tendered unit rates from the 2022 Asphalt Resurfacing Contract. This amount includes a paved surface as the town sidewalk units (blowers) would cause a significant safety hazard if operated on gravel or stone surfaces.

The path between Broadway and Forest is not extremely long however adding it to the winter maintenance schedule, given the way in which it would need to be maintained, adds an additional 700 metres to the current routes. The time associated with this would be a minimum of 1 hour per winter storm event.

The sidewalk network has consistently been maintained over the past 10 years by three (3) sidewalk plow units and three (3) operators; one (1) of which is hired on a casual basis for the season. In recent years the sidewalk network has been expanded to include Green Road, Iona/Eriskay, additions to Gondola Point Road (both sides), Spruce Street, Victorian Gardens and soon to be Sagamore Heights and the Dobbin Street Serenity neighborhood project. The tipping point to add a fourth sidewalk plow and operator to maintain the existing level of service for sidewalks has already been surpassed and the result is increased overtime for sidewalk operators as well as longer time frames to completely clear all the sidewalks. This is a complicated issue which involves the potential purchase of additional machinery and adding staff or making the difficult decision to not maintain some sidewalks during the winter. Staff are of the opinion that this issue and the important decisions associated with it should be properly analyzed and vetted between Staff, Committee and Council and should not be expedited based on a singular request from the public.

In addition to the time involved with adding maintenance of this pathway to a service area that is already stressed beyond capacity, paving and maintaining this pathway sets a precedent for the many other paths in town used for the same purpose.



Report Prepared by: Brett McLean, Director of Operations



Report Reviewed by: Doug MacDonald, Treasurer

Liz Hazlett

From: Liz Hazlett
Sent: Monday, August 15, 2022 9:13 AM
To: Liz Hazlett
Subject: FW: Upgrade to path between Forest Road and Broadway Street in Kennebecasis Park

From: Peter Lewis <PeterLewis@rothesay.ca>
Sent: August 13, 2022 5:22 AM
To: Mary Jane Banks <MaryJaneBanks@rothesay.ca>
Subject: Fwd: Upgrade to path between Forest Road and Broadway Street in Kennebecasis Park

Could you add this email to our next council meeting with some background information
And a undate when the work is set to proceed.

Councillor Peter Lewis

From:
Sent: Friday, August 12, 2022 4:00:18 PM
To: Peter Lewis <PeterLewis@rothesay.ca>
Subject: Upgrade to path between Forest Road and Broadway Street in Kennebecasis Park

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello Peter,

Thanks for speaking to me yesterday regarding the above noted matter.

I forwarded a letter to Rothesay Town Mayor and Councillors this past spring suggesting that this above noted path be upgraded by the Town of Rothesay. I pointed out in my letter that during the winter this path is filled with snow, and it is blocked at both entrances by tall snow banks. In the spring and summer this path is usually wet and muddy. This path is used every day by small children when travelling between their homes and the Kennebecasis Park Elementary School during the school year.

My suggestion involved upgrading this path sufficiently to allow the Rothesay Town snow blower to clear it of snow in the winter as well as to avoid it being muddy in the spring and fall.

The mayor had advised me in May or June that the town had included in the work plans for this summer to upgrade this path, as well as the existing path to the Kennebecasis Park School from Partridge Street.

I have called the Town Office on a few occasions during the past month inquiring as to the plan and schedule for the completion of these path upgrades (the summer school break will soon be ending). Each time I inquired I was advised that someone from the Rothesay Works Department would get back to me.

Also each time inquired I was advised that everyone in the Works Department was very busy. I presume that the reason I have not as yet been contacted by the Town Staff, is due to the over work situation which the town works department staff is experiencing.

This being the case I would suggest the Town consider appointing a staff person (information officer) to be responsible

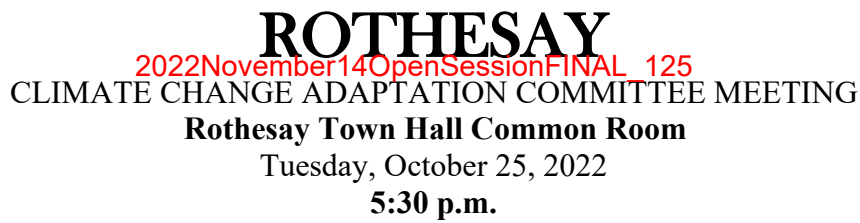
to investigate and respond (hopefully in short order) to all questions from the citizens of the town. I believe that this might take some stress off the town staff who are working to complete their appointed duties, and allow the citizens' questions to be addressed.

Please let me know the status of the plans for the path upgrades.

Thanks

38 Broadway Street, Kennebecasis Park,
Rothesay, N.B., E2H1B2

Sent from my iPad



TOWN MANAGER JOHN JARVIE
RECORDING SECRETARY ELIANE KNOX

CARRIED.

CARRIED.

Town Manager Jarvie said he expects some general push backs and spoke about how it would be implemented. Certain staff spend their day in their vehicle. Several vehicles need to warm up to work properly. The significant impact is to move this to the public with the Town as a leader.

He gave the example of the students with vehicles at Rothesay High School and learning to drive. He indicated that the Town does not have volunteers that require vehicle.

K. Nixon questioned being a volunteer on this Committee and his vehicle use.

A. McAllister said she will remove the volunteer wording from her document.

Chairperson Alexander thanked A. McAllister for her work. He said he needs more information from Brett McLean. The Committee does need to know the impact on the staff and health and safety issues. The Town must lead by example to teach the public.

C. Lang asked to go back to Brett McLean who might have more ideas and clarification.

Mayor Grant thanked A. McAllister for her presentation and agreed with the policy. She said now it is the time to get the staff involved. She suggested to install sign on the fence at the wharf which would be a good place. The Town needs to be a leader and make this well known to all residents.

A discussion took place regarding the staff and drive-throughs.

Town Manager Jarvie talked about challenges extending the policy to Town contractors, such as snow removal. Chairperson Alexander agreed.

Town Manager Jarvie indicated that he will consult the staff regarding the legislation side and documentation. He will talk to the garbage contractor.

MOVED by Mayor Grant and seconded by A. McAllister the Town Manager to consult with town staff regarding the idling reduction policy.

CARRIED.

6. UNFINISHED BUSINESS

6.1 Flyer Distribution – Memorandum

Town Manager Jarvie mentioned to the Committee that Éliane Knox tested how to stop receiving the Flyer. She explained that it was an easy one-step phone call and within a week she stopped receiving the flyers at her home.

The Committee members shared their experience regarding the distribution of flyers.

K. Nixon pledged to call Brunswick News to stop flyer distribution at his property and proposed that all Committee members to do same.

The Committee asked the Town Manager Jarvie to draft a by-law, similar to Moncton and to bring it back to the Committee. To ask related businesses for their input also. The Town Manager Jarvie will speak to the printing company.

7. DOCUMENTATION FOR REFERENCE (Please keep for future reference)

7.1 Update on Corporate GHG Action Plan - Project Portfolio (Colleen Lang)

The Town Manager Jarvie explained the updates in the recommendation sections. He indicated that Éliane Knox attached the documents for future reference.

C. Lang asked the Town Manager Jarvie to update the Committee on the Corporate GHG Action Plan.

Town Manager Jarvie updated on the energy efficiencies, fleet renewal policy, idling policy, streetlights, water and sewage, and lagoons.

A. McAllister asked the Town Manager Jarvie to obtain the amount of gas reduction since the plan is in place. The Town Manager Jarvie said he does not have it at this time but will try to have the information in 2025.

7.2 Update on Community GHG/Energy Action Plan - Project Portfolio (as found in the Action Plan of June 2018) (*Colleen Lang*)

Chairperson Alexander explained this action plan is for residents. He asked to keep track and proposed to do the exercise again in 2025.

K. Nixon suggested to appeal to resident's wallet. To reach them with price of fuel and cost savings.

C. Lang said the idling free policy and fuel efficiency work in tandem and suggested using educational and town social medias.

8. NEW BUSINESS

8.1 Raven's Nest - Outdoor Learning Space at Rothesay Park Middle School - Collaboration and Engagement Opportunities (*Colleen Lang*)

C. Lang explained she attended a learning space at Rothesay Middle School this past summer and learned that the Town was very involved with the project. It is a good opportunity to collaborate with the school and support them too in learning about climate change. Mayor Grant also attended the event.

C. Lang will reach out to the school to find the teachers who oversee this project and have a discussion with them. The Town Manager Jarvie suggested to have someone from the school at the next Committee meeting.

9. CORRESPONDENCE FOR INFORMATION

N/A

10. DATE OF NEXT MEETING

It was agreed the next meeting will be scheduled either for Tuesday, January 17th or Tuesday, January 24th at 5:30 p.m. This gives staff and the Town Manager time to further research, consult, and prepare for the idling policy and flyer by-law.

11. ADJOURNMENT

MOVED by A. McAllister and seconded by K. Nixon the meeting be adjourned.

CARRIED.

The meeting adjourned at 7:36 p.m.

CHAIRPERSON

RECORDING SECRETARY



ROTHESAY
~~2022 November 14 Open Session~~ FINAL 129
PLANNING ADVISORY COMMITTEE MEETING
Rothesay Town Hall Common Room
Monday, November 7, 2022 at 5:30 p.m.



DRAFT

PRESENT: ANDREW MCMACKIN, CHAIRPERSON
KELLY ADAMS
TRACIE BRITTAIN, VICE-CHAIRPERSON
MATTHEW GRAHAM
COUNCILLOR DON SHEA
CHRISTIANE VAILLANCOURT

TOWN MANAGER JOHN JARVIE (*arrived at 5:35 p.m.*)
TOWN CLERK MARY JANE BANKS
DIRECTOR OF PLANNING/DEVELOPMENT (DPDS) BRIAN WHITE
RECORDING SECRETARY LIZ HAZLETT

ABSENT: JOHN BUCHANAN
COUNCILLOR TIFFANY MACKAY FRENCH

Chairperson McMackin called the meeting to order at 5:30 p.m.

1. APPROVAL OF THE AGENDA

MOVED by Counc. Shea and seconded by M. Graham the agenda be approved.

CARRIED.

2. ADOPTION OF MINUTES

2.1 Regular Meeting of October 3, 2022

MOVED by T. Brittain and seconded by K. Adams the Minutes of October 3, 2022 be adopted as circulated.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST

N/A

4. NEW BUSINESS

N/A

5. OLD BUSINESS

TABLED ITEMS

Tabled February 5, 2018 – no action at this time

5.1 Subdivision Approval - 7 Lots off Appleby Drive (PID 30175467)

Tabled September 8, 2020 – no action at this time

5.2 Removal of PAC conditions and variance – 59 Dolan Road (PID 00094938)

Tabled October 3, 2022 – no action at this time

5.3 School Avenue (PIDs 30146708 & 30146674) – Rezoning & Subdivision Agreement

5.4 50 Hampton Road

Andrew McKay

OWNER:

Glynn Johnston

PID:

00255984

PROPOSAL:

Rezoning (1 apartment building – 27 units)

MOVED by Counc. Shea and seconded by M. Graham the rezoning application for 50 Hampton Road be removed from the table.

CARRIED.

Mr. Joe Bent was in attendance on behalf of the applicant, Andrew McKay. DPDS White advised the request is to permit a three story 27-unit apartment building at 50 Hampton Road.

Town Manager Jarvie arrived at the meeting.

DPDS White noted the application was originally tabled pending polling, and creation of the draft by-law and development agreement. Notifications were sent to adjacent property owners, including residents of the condominium buildings next door – ten responses were received. Draft By-law 2-10-33 and a draft development agreement were attached to the staff report. He identified an error in the report, noting it shows a photograph of the Hampton Road/Highland Avenue crosswalk, and mentions pedestrian crossing signals will be relocated for use near Arthur Miller Fields. He advised the statement is correct, however the equipment removed from the Grove Avenue/Hampton Road intersection – currently in storage – will be used. He added 20% of the cost (up to a maximum of \$10,000) will be borne by the developer to relocate the equipment. When questioned, he confirmed that the signalized crossing near Rothesay High School will remain.

DPDS White continued by highlighting the following: Andrew McKay is the applicant, not A.E. Builders Limited; the location, size, zoning, and designation of the property; alignment with the Municipal Plan (location is a “bookend” for high density along Hampton Road); the entrance/driveway; underground (32 spaces) and surface parking; elevation (3 story building with pitched roof); materials (gray faux cedar shake shingles) and white trim; landscaping plan (berm similar to 52-54 Hampton Road); a traffic study by Englobe which indicates a negligible impact on traffic, and no recommendations for additional measures; despite the Englobe report, staff believe a crosswalk is warranted; location of the driveway is suitable; twenty-two units are permitted – a density bonus of five units is possible subject to ten units designed as affordable (3) or universal barrier-free (7) units (included in development agreement); the exact location of the crosswalk has not been determined but will be near Arthur Miller Fields; and polling identified concerns related to property values, traffic congestion and public safety, neighbourhood character, and density.

The Committee inquired about the following: the distance from the building to Hampton Road and 52-54 Hampton Road; balconies; the traffic study; overall impact of apartment buildings on property values; a shadow study; affordable units (rent per month); timeframe (start and end) with suggestion for a completion clause; sidewalk; signage to advertise rental units; stormwater management; and consideration of the blind knoll when discussing placement of the crosswalk.

DPDS White responded with the following: setback distances adhere to by-law requirements, and landscaping will be used as privacy screening between the property and 52-54 Hampton Road; the angle of the condominium buildings is mimicked in the apartment building design; tenants will be able to utilize the balconies; the developer was responsible for commissioning a traffic study to be reviewed by the Town; these studies are conducted by professional engineers and are based on traffic volume thresholds; the traffic study suggests the impact of one apartment building is negligible; the Town has not conducted a study on the impact of apartment buildings on property values; typically, negative impacts of multi-unit housing are overestimated, but should be considered on a case-by-case basis; a shadow study was conducted identifying no impact to surrounding properties; rent for the affordable units would be roughly \$1700 per month; a clause in the development agreement stipulates that the project must begin within 5 years; staff will investigate best practices for possible inclusion of a completion clause; sidewalk exists in front of the property but ends at Arthur Miller Fields; it is unclear if the applicant plans to use signage to advertise rental units, but this is not a typical problem for the Town; a letter of intent was provided from Don-More Surveys & Engineering Ltd. which indicates a detailed stormwater management plan is forthcoming; it is anticipated the proposed site will employ similar methods for stormwater retention as 52-54 Hampton Road (by-laws require a net-zero plan); and the Town Engineer reviewed potential placement of the crosswalk and did not raise concerns with respect to visibility.

Mr. Bent relayed Mr. McKay regrets that he could not attend the meeting. He noted Mr. McKay intends to own the building, and start the project as soon as possible – construction may begin in the spring if approval is granted. DPDS White asked if Mr. McKay would be agreeable to a fixed timeline for completion. Mr. Bent suggested this be discussed with Mr. McKay. He spoke of current trends of labour and supply chain issues, beyond a developer's control, that can impact construction projects. With respect to signage, Mr. Bent noted advertising is usually conducted online or in the newspaper. He added some of Mr. McKay's recent projects have not required advertising at all, instead potential tenants have reached out resulting in a waiting list.

Chairperson McMackin invited comments from the public.

The following people spoke: Bill Todd, condominium resident of 52-54 Hampton Road; Valerie Mason, condominium resident of 52-54 Hampton Road; and Doug Mason, condominium resident of 52-54 Hampton Road. They raised concerns with respect to: shadows (height of the building); distance from the apartment building to the condominium buildings; the undesirable/unfinished state of the retention pond at 52-54 Hampton Road which may occur with the proposed project; insufficient space to provide an adequate landscaped privacy screen; disagreement with the predicted negligible impact on traffic; the flat roof; the impact on property values of condominium owners; and the developer's reputation for lengthy/incomplete projects (the Town should protect its residents).

DPDS White advised: the shadow study does not anticipate an impact to 52-54 Hampton Road; there is a distance of 40+ feet between the apartment building car port and closest condominium building; and the roof is not flat but pitched – similar to, but not exactly like, the condominium buildings.

Mr. Bent was asked if he could address the public's concerns. Mr. Bent suggested the concerns pertain to completion, or prior projects, and would be better addressed by Mr. McKay at the Public Hearing.

C. Vaillancourt mentioned the driveway appears narrower than the driveway at Arthur Miller Fields. DPDS White advised it is – the driveway is not uniform in width but permits two lanes and turning movements. C. Vaillancourt asked about the distance of the opening for the driveway and the faux cedar shake shingles. DPDS White advised it is 28 feet across the sidewalk. The proposed siding is a good quality building material – intended for longevity and easy maintenance – that can be found on single family homes. It was noted the cost is similar to cedar shake shingles with a lower cost for installation.

When questioned, DPDS White advised the concerns about the retention pond at 52-54 Hampton Road are a responsibility of the Condominium Association, not the Town.

There was further discussion regarding a potential clause, in development agreements, to ensure projects are completed in a timely manner. DPDS White advised an investigation is required to explore options, best practices, enforcement etc.

MOVED by C. Vaillancourt and seconded by T. Brittain the Planning Advisory Committee hereby recommends that Council schedule a Public Hearing to consider the application from Mr. Andrew McKay to develop a multi-unit apartment building at 50 Hampton Road (PID 00255984).

CARRIED.

MOVED by Counc. Shea and seconded by M. Graham the Planning Advisory Committee table Zoning By-law 2-10-33 and the draft development agreement, for the land located at 50 Hampton Road (PID 00255984).

NAY vote recorded from T. Brittain.

CARRIED.

Counc. Shea requested clarification on whether a further motion was required. Town Clerk Banks advised the By-law and development agreement are interrelated and can be tabled in one motion. M. Graham asked if it is likely the Public Hearing will be scheduled before the next PAC meeting. Town Clerk Banks advised the Community Planning Act requires a minimum notice of 21 days for advertising once a date has been set, so the earliest the Public Hearing could be held is December 5th, which is the same date of the next PAC meeting. Council will set the date at the Council meeting on Monday, November 14.

6. CORRESPONDENCE FOR INFORMATION

N/A

7. DATE OF NEXT MEETING(S)

The next meeting will be held on **Monday, December 5, 2022.**

8. ADJOURNMENT

MOVED by T. Brittain and seconded by Counc. Shea the meeting be adjourned.

CARRIED.

The meeting adjourned at 6:33 p.m.

CHAIRPERSON

RECORDING SECRETARY



ROTHESAY

MEMORANDUM



TO : Mayor Grant and Council
FROM : Town Clerk Mary Jane Banks
DATE : 8 November 2022
RE : 50 Hampton Road – Public Hearing
(PID 00255984)

RECOMMENDATION:

- Rothesay Council schedule a Public Hearing for **Monday, January 16, 2023 at 7:00 p.m.**, to consider rezoning the land at 50 Hampton Road (PID 00255984) from Single Family Residential – Large Serviced Zone [R1a] to the Multi-Unit Residential Zone [R4] to allow a multi-unit apartment building, subject to the execution of a Development Agreement in accordance with the Community Planning Act, SNB 2017, c 19 and amendments thereto.

ORIGIN:

The Planning Advisory Committee (PAC) table the above-noted application at its October 3, 2022 meeting pending the receipt of polling results, a draft development agreement and a draft by-law.

The Committee removed the matter from the table at its regular meeting on Monday, November 7, 2022. There was general discussion with respect to the proposal which included discussion regarding a potential clause in the development agreement to ensure the project is completed in a timely manner. DPDS White advised further investigation would be needed to explore possible options, best practices and enforcement.

The Committee passed the following motions:

MOVED by C. Vaillancourt and seconded by T. Brittain the Planning Advisory Committee hereby recommends that Council schedule a Public Hearing to consider the application from Mr. Andrew McKay to develop a multi-unit apartment building at 50 Hampton Road (PID 00255984).

CARRIED.

MOVED by Counc. Shea and seconded by M. Graham the Planning Advisory Committee table Zoning By-law 2-10-33 and the draft development agreement, for the land located at 50 Hampton Road (PID 00255984).

NAY vote recorded from T. Brittain.

CARRIED.

Original signed by
Mary Jane Banks
Town Clerk



2022 November 14 Open Session FINAL_134

ROTHESAY

MEMORANDUM



TO : Mayor and Council
FROM : Planning Advisory Committee
DATE : November 7, 2022
RE : 50 Hampton Road (PID 00255984)

The Planning Advisory Committee discussed the following motions at its regular meeting on Monday, November 7, 2022:

MOVED by C. Vaillancourt and seconded by T. Brittain the Planning Advisory Committee hereby recommends that Council schedule a Public Hearing to consider the application from Mr. Andrew McKay to develop a multi-unit apartment building at 50 Hampton Road (PID 00255984).

CARRIED.

MOVED by Counc. Shea and seconded by M. Graham the Planning Advisory Committee table Zoning By-law 2-10-33 and the draft development agreement, for the land located at 50 Hampton Road (PID 00255984).

NAY vote recorded from T. Brittain.

CARRIED.



ROTHESAY

2022November14OpenSessionFINAL_135

BUILDING PERMIT REPORT

10/1/2022 to 10/31/2022

| Date | Building Permit No | Property Location | Nature of Construction | Value of Construction | Building Permit Fee |
|------------|--------------------|------------------------|-------------------------------|-----------------------|---------------------|
| 10/19/2022 | BP2022-00070 | 30 HORTON RD | FENCE | \$25,000.00 | \$181.25 |
| 10/12/2022 | BP2022-00095 | 10 ALEXSCOT CRT | ADDITION | \$35,000.00 | \$253.75 |
| 10/26/2022 | BP2022-00118 | 75 FRENCH VILLAGE ROAD | UTILITY BUILDING - recreation | \$2,425,000.00 | \$17,581.25 |
| 10/05/2022 | BP2022-00131 | 142 JAMES RENFORTH DR | RENOVATION | \$50,000.00 | \$362.50 |
| 10/07/2022 | BP2022-00137 | 39 WANDA CRES | SINGLE FAMILY | \$300,000.00 | \$2,175.00 |
| 10/21/2022 | BP2022-00144 | 30 KIRKPATRICK RD | SINGLE FAMILY | \$385,000.00 | \$2,791.25 |
| 10/04/2022 | BP2022-00149 | 16 MAPLE CRES | FENCE | \$5,000.00 | \$36.25 |
| 10/05/2022 | BP2022-00150 | 50 ELIZABETH PKY | ACCESSORY BUILDING | \$4,000.00 | \$29.00 |
| 10/12/2022 | BP2022-00152 | 34 HIGHLAND AVE | DETACHED GARAGE | \$30,000.00 | \$217.50 |
| 10/19/2022 | BP2022-00153 | 84 LONGWOOD DR | SINGLE FAMILY | \$323,000.00 | \$2,341.75 |
| 10/11/2022 | BP2022-00154 | 20 DUNEDIN RD | ADDITION | \$40,000.00 | \$290.00 |
| 10/20/2022 | BP2022-00155 | 11 LINDEN CRES | RENOVATION | \$50,000.00 | \$362.50 |
| 10/14/2022 | BP2022-00158 | 23 ANNA AVE | DEMOLITION | \$0.00 | \$500.00 |



ROTHESAY

2022 November 14 Open Session FINAL 136

BUILDING PERMIT REPORT

10/1/2022 to 10/31/2022

| Date | Building Permit No | Property Location | Nature of Construction | Value of Construction | Building Permit Fee |
|---------------------------|--------------------|----------------------|------------------------|------------------------|---------------------|
| 10/24/2022 | BP2022-00159 | 5 EYDIE DR | DECK | \$7,000.00 | \$50.75 |
| 10/27/2022 | BP2022-00161 | 288 GONDOLA POINT RD | STORAGE SHED | \$4,000.00 | \$29.00 |
| Totals: | | | | \$3,683,000.00 | \$27,201.75 |
| Summary for 2022 to Date: | | | | \$13,786,457.96 | \$100,600.00 |

2021 Summary

| | <u>Value of Construction</u> | <u>Building Permit Fee</u> |
|------------------|------------------------------|----------------------------|
| Monthly total: | \$2,024,727.00 | \$15,239.50 |
| Summary to Date: | \$7,762,295.23 | \$58,820.50 |



ROTHESAY

INTEROFFICE MEMORANDUM



TO : Mayor Grant & Council
 FROM : John Jarvie
 DATE : 9 November 2022
 RE : Capital Project – Status Report

The following is a list of 2022 capital projects, holdover 2019, 2020 and 2021 capital projects and the status of each along with a continuing project from 2016.

| | PROJECT | BUDGET | \$ TO 30/09/22* | COMMENTS |
|------|--|-----------|-----------------|---|
| 2016 | General Specification for Contracts | 40,000 | 40% | Draft document under review by staff |
| | Trail & sidewalk connector Wells | \$1.62M | - | Subject to grants; estimate revised to current – land acquisition discussions with Province underway |
| 2019 | Secondary Plan road design | 50,000 | - | Wiljac – design underway |
| | Drainage Study | 200,000 | 80% | Final Report Submitted -recommendations for 2023 budget |
| 202 | Wells Ballfield | 250,000 | 95% | Substantially Complete |
| | WWTP Phase II design | 600,000 | 89% | Preliminary Design in Review Stage |
| 2021 | Production Wells (#7) | 290,000 | 30% | Regulatory approval for withdrawal rate pending final approval from NB Environment |
| | Shadow Hill Court water | 400,000 | | Preliminary design and cost estimates complete |
| | Station Rd, cast iron line replacement | 250,000 | | Deferred |
| | Turnbull Ct sewer replacm't Phase II | 1,000,000 | 20% | Project pending WAWA permit approval |
| | SCADA | 35,000 | 26% | In design phase |
| | Fire Department Stn 2 Reno | 1,250,000 | | Approved by Municipal Capital Borrowing Board, budget adjustment made and increase approved by both Towns |
| | 2022 Street Resurfacing | 1,760,000 | 81% | Work 9% complete |
| | 2022 Curb & Sidewalk | 350,000 | 81% | Sidewalk on Spruce Street under construction, Dobbin deferred, Kingswood included with asphalt resurfacing tender |
| | 2022 Designated Highways | 500,000 | | Provincial funding approved, project 95% complete |
| | Storm Sewers | 100,000 | | Included in resurfacing tender |
| 2022 | Intersection improvements Grove Avenue at Hampton Road | 420,000 | 37% | Conduit and pole bases complete, awaiting delivery of poles and signals |
| | Fleet/Equipment | 615,000 | 80% | Sweeper purchased and in service; one of two 1 Ton trucks purchased |
| | Buildings | 85,000 | | HVAC system delivered, installation underway |
| | Information Technology | 125,000 | 67% | Inc new photocopier, booking software |
| | Town Hall HVAC | 100,000 | 10% | |
| | Parks Equipment | 200,000 | 56% | Mowers in service |
| | Pickle Ball Courts | 50,000 | 20% | Item on September Agenda |
| | Renforth park concrete walkway | 15,000 | | Included in asphalt resurfacing project |
| | Fitzgerald Field fencing | 6,000 | | Completed |
| | Arena | \$2.0M | | |
| | Turnbull Ct sewer replacement Ph II | \$1.0M | 28% | Tender awarded, waiting for permit approvals |
| | Water quantity | 100,000 | | pending |
| | Water model update | 100,000 | | pending |
| | Water Treatment Train expansion | 550,000 | 10% | Purchased and on order |
| | Wells New Building | \$1.7M | 30% | Design Work Underway |
| | Hillview water line replacement | 50,000 | | Preliminary design complete |

* Funds paid to this date.



ROTHESAY

GENERAL OPERATING FUND

Draft BUDGET 2023 – HIGHLIGHTS

1. Total Operating Budget \$21.76 million
2. 10.55% increase in aggregate property tax assessments
3. Decrease the tax rate to \$1.19 per \$100 of assessment – a 1 cent decrease
4. Increase the mark-up % re non-residential properties to 170%.
5. Aggregate warrant of assessment = \$20,123.778
6. Core equalization funding decrease of \$26,195

7. **General Government** includes the administrative costs, insurance and other overhead expenditures and has an increase of approximately 1.9%
5. **Protective Services** budgets reflect the submissions from the Fire and Police Boards
 - **KVFD - \$2,614,732 – increase of 10.93% (including capital expenditures)**
 - **KRJBPC - \$3,271,213 – increase of 7.78%**
6. **Transportation Services** includes costs of snow removal contracts, salt expenditures and expected wages adjustments – an aggregate increase of 14.3%
 - **Fuel escalation costs of approximately \$350,000**
7. **Environmental Health Services** includes garbage collection and disposal and has an increase of approximately 25% due to increased tipping fees and fuel price increases
8. **Environmental Development Services** – increase of 21.6% includes proposal for one additional staff member
9. **Recreation & Cultural Services** reflect an increase of 8.64% to reflect costs including the maintenance of trail infrastructure, regional facilities, parks, etc.
 - **Increased cost of Regional Facilities (including capital) of \$155,000**
10. **Fiscal Services** includes debt service costs and an increase in the funding of capital projects
 - **New debenture costs related to fire station renovations = \$100,000 annually**
 - **Capital funding from operations increased to \$4 million**

GENERAL OPERATING FUND

Draft BUDGET 2023 – HIGHLIGHTS

Total proposed expenditures by category are as follows: % of total Budget

| | | |
|--------------------------------------|--------------|-------|
| General Government Services | \$ 2,593,000 | 11.9% |
| Protective Services | \$ 6,236,000 | 28.6% |
| Transportation Services | \$ 3,669,000 | 16.9% |
| Environmental Health Services | \$ 1,078,000 | 5.0% |
| Environmental Development (planning) | \$ 830,000 | 3.8% |
| Recreation and Cultural Services | \$ 2,496,000 | 11.5% |
| Fiscal Services (P&I) | \$ 863,000 | 4.0% |
| Capital Expenditures | \$ 4,000,000 | 18.3% |

Town of Rothesay

Account Detail

| | ACTUAL YTD 09-30 | BUDGET 2022 | DRAFT BUDGET 2023 | |
|--------------------------------------|---------------------|---------------------|----------------------|-------|
| REVENUE | | | | |
| Warrant of Assessment | 13,636,133 | 18,181,510 | 20,123,778 | |
| Sale of Services | 313,692 | 447,600 | 464,704 | |
| Services to Province of New Brunswic | 57,975 | 60,000 | 80,000 | |
| Other Revenue from Own Sources | 173,658 | 94,943 | 142,008 | |
| CORE Equalization | 98,229 | 130,973 | 104,778 | |
| Conditional Transfers | 324,782 | 40,000 | 51,500 | |
| Other Transfers | 840,174 | 552,674 | 796,570 | |
| | <u>\$15,444,643</u> | <u>\$19,507,700</u> | <u>\$21,763,338</u> | |
| EXPENSES | | | | |
| General Government Services | 1,915,680 | 2,543,618 | 2,592,591 | 1.9% |
| Protective Services | 4,438,416 | 5,765,750 | 6,235,746 | 8.2% |
| Transportation Services | 2,770,357 | 3,209,550 | 3,668,562 | 14.3% |
| Environmental Health Services | 639,699 | 862,000 | 1,077,728 | 25.0% |
| Environmental Development | 419,490 | 682,700 | 829,950 | 21.6% |
| Recreation & Cultural Services | 1,859,855 | 2,297,632 | 2,496,171 | 8.6% |
| Fiscal Services | 448,984 | 4,146,450 | 4,862,591 | 17.3% |
| | <u>\$12,492,481</u> | <u>\$19,507,700</u> | <u>\$21,763,339</u> | 11.6% |
| Surplus (Deficit) for the Year | <u>\$2,952,163</u> | <u>\$0</u> | <u>\$ (0)</u> | |

Town of Rothesay

Statement of Revenue & Expenditure

| | ACTUAL YTD 2022-09-30 | BUDGET 2022 | DRAFT BUDGET 2023 |
|---------------------------------------|--------------------------|----------------|----------------------|
| REVENUE | | | |
| Sale of Services | | | |
| Bill McGuire Memorial Centre | 16,625 | 20,000 | 20,000 |
| Town Hall Rent | 60,045 | 73,000 | 98,604 |
| Community Garden | 1,120 | 1,000 | 1,200 |
| Fox Farm Rental | 11,270 | 20,000 | 22,500 |
| Arena Revenue | 111,008 | 224,900 | 214,900 |
| Recreation Programs | 113,624 | 108,700 | 107,500 |
| | <u>313,692</u> | <u>447,600</u> | <u>464,704</u> |
| Other Revenue from Own Sources | | | |
| Licenses & Permits | 84,562 | 55,000 | 82,500 |
| Recycling Dollies & Lids | 529 | 800 | 800 |
| Interest & Sundry | 33,261 | 12,000 | 32,000 |
| Miscellaneous | 41,598 | 10,435 | 10,000 |
| Fire Dept. Administration | 9,000 | 12,000 | 12,000 |
| Local Improvement Levy Mulberry Lane | 4,708 | 4,708 | 4,708 |
| | <u>173,658</u> | <u>94,943</u> | <u>142,008</u> |
| Conditional Transfers | | | |
| Canada Day Grant | 1,680 | 1,500 | 1,500 |
| Grant - Other | 264,512 | 0 | 0 |
| Grant - Students | 58,590 | 38,500 | 50,000 |
| | <u>324,782</u> | <u>40,000</u> | <u>51,500</u> |
| Other Transfers | | | |
| Surplus of 2nd Previous Year | 52,674 | 52,674 | 274,070 |
| Utility Fund Transfer | 787,500 | 500,000 | 522,500 |
| | <u>840,174</u> | <u>552,674</u> | <u>796,570</u> |

EXPENSES**General Government Services**

Legislative

| | | | |
|-------------------------------|----------------|----------------|----------------|
| Mayor | 29,531 | 47,000 | 47,000 |
| Councillors | 97,733 | 135,100 | 135,100 |
| Regional Service Commission 9 | 3,929 | 6,000 | 15,076 |
| Other | 5,586 | 12,500 | 13,500 |
| | <u>136,779</u> | <u>200,600</u> | <u>210,676</u> |

Administrative

| | | | |
|-----------------------------------|------------------|------------------|------------------|
| Administration - Wages & Benefits | 776,621 | 1,173,818 | 1,189,610 |
| Office Building | 149,856 | 179,250 | 177,750 |
| Supplies | 110,922 | 144,000 | 143,000 |
| Solicitor | 13,393 | 50,000 | 50,000 |
| Professional Fees | 31,155 | 35,000 | 35,000 |
| Covid-19 Expenses | 6,697 | 25,000 | 0 |
| Other | 90,097 | 116,110 | 110,000 |
| | <u>1,178,741</u> | <u>1,723,178</u> | <u>1,705,360</u> |

Other General Government Services

| | | | |
|---------------------------------|----------------|----------------|----------------|
| Website/Other | 1,356 | 2,763 | 3,000 |
| Community Communications (Team) | 2,887 | 7,237 | 5,525 |
| Civic Relations | 0 | 1,000 | 1,000 |
| Insurance | 254,475 | 256,784 | 282,462 |
| Donations | 20,675 | 36,500 | 36,500 |
| Cost of Assessment | 293,934 | 293,934 | 328,068 |
| Property Taxes - L.P.P. | 17,824 | 17,622 | 16,000 |
| Fox Farm Rental Expenses | 9,009 | 4,000 | 4,000 |
| | <u>600,160</u> | <u>619,840</u> | <u>676,555</u> |

Total General Government Services

| | | |
|------------------|------------------|------------------|
| 1,915,680 | 2,543,618 | 2,592,591 |
|------------------|------------------|------------------|

Protective Services

Police

| | | | |
|-------------------|------------------|------------------|------------------|
| Police Protection | 2,278,710 | 3,035,186 | 3,271,213 |
| Crime Stoppers | 2,800 | 2,800 | 2,800 |
| | <u>2,281,510</u> | <u>3,037,986</u> | <u>3,274,013</u> |

Fire

| | | | |
|-----------------------------|------------------|------------------|------------------|
| Fire Protection | 1,822,581 | 2,360,764 | 2,614,733 |
| Water Costs Fire Protection | 330,000 | 330,000 | 330,000 |
| | <u>2,152,581</u> | <u>2,690,764</u> | <u>2,944,733</u> |

Emergency Measures

| | | | |
|------------------------|------------|---------------|------------|
| EMO Director/Committee | 116 | 20,000 | 500 |
| | <u>116</u> | <u>20,000</u> | <u>500</u> |

Other

| | | | |
|-----------------------|--------------|---------------|---------------|
| Animal & Pest Control | 2,040 | 5,000 | 5,000 |
| Other | 2,168 | 12,000 | 11,500 |
| | <u>4,208</u> | <u>17,000</u> | <u>16,500</u> |

Total Protective Services

| | | |
|------------------|------------------|------------------|
| 4,438,416 | 5,765,750 | 6,235,746 |
|------------------|------------------|------------------|

Transportation Services**Common Services**

| | | | |
|-----------------------------------|------------------|------------------|------------------|
| Administration (Wages & Benefits) | 1,286,512 | 1,322,999 | 1,557,760 |
| Workshops, Yards & Equipment | 542,681 | 679,413 | 756,350 |
| Engineering | 15,301 | 5,000 | 7,500 |
| | <u>1,844,494</u> | <u>2,007,412</u> | <u>2,321,610</u> |

| | | | |
|-----------------------------|----------------|----------------|------------------|
| Roads & Streets | 64,500 | 55,000 | 65,000 |
| Crosswalks & Sidewalks | 6,197 | 20,200 | 17,300 |
| Culverts & Drainage Ditches | 114,566 | 60,000 | 80,000 |
| Street Cleaning & Flushing | 7,737 | 45,000 | 45,000 |
| Snow & Ice Removal | 498,095 | 667,000 | 810,000 |
| Flood Costs | 616 | 15,000 | 15,000 |
| | <u>691,712</u> | <u>862,200</u> | <u>1,032,300</u> |

| | | | |
|-----------------|---------|---------|---------|
| Street Lighting | 110,475 | 145,000 | 145,000 |
|-----------------|---------|---------|---------|

Traffic Services

| | | | |
|---------------------|---------------|----------------|---------------|
| Street Signs | 9,335 | 12,500 | 10,000 |
| Traffic Lanemarking | 32,456 | 40,000 | 35,000 |
| Traffic Signals | 7,794 | 40,000 | 10,000 |
| Railway Crossing | 15,031 | 25,000 | 25,000 |
| | <u>64,615</u> | <u>117,500</u> | <u>80,000</u> |

Public Transit

| | | | |
|--------------------------------|---------------|---------------|---------------|
| Public Transit - Comex Service | 57,601 | 74,938 | 87,152 |
| Public Transit - Other | 1,460 | 2,500 | 2,500 |
| | <u>59,061</u> | <u>77,438</u> | <u>89,652</u> |

| | | | |
|--------------------------------------|-------------------------|-------------------------|-------------------------|
| Total Transportation Services | <u>2,770,357</u> | <u>3,209,550</u> | <u>3,668,562</u> |
|--------------------------------------|-------------------------|-------------------------|-------------------------|

Environmental Health Services

| | | | |
|--|----------------|----------------|------------------|
| Solid Waste Disposal Land Fill garbage | 154,699 | 210,000 | 224,280 |
| Solid Waste Disposal Landfill Compost | 24,924 | 36,000 | 38,448 |
| Solid Waste Collection Fero | 428,159 | 571,000 | 771,000 |
| Solid Waste Recycling bins | 3,093 | 0 | 4,000 |
| Clean Up Campaign | 28,824 | 45,000 | 40,000 |
| | <u>639,699</u> | <u>862,000</u> | <u>1,077,728</u> |

Environmental Development Services**Planning & Zoning**

| | | | |
|--------------------|----------------|----------------|----------------|
| Administration | 273,990 | 460,000 | 550,000 |
| Planning Projects | 1,500 | 25,000 | 55,000 |
| Heritage Committee | 0 | 2,500 | 15,000 |
| | <u>275,490</u> | <u>487,500</u> | <u>620,000</u> |

| | | | |
|---------------------|----------------|----------------|----------------|
| Envision Saint John | 144,000 | 192,000 | 191,950 |
| Tourism | 0 | 3,200 | 18,000 |
| | <u>144,000</u> | <u>195,200</u> | <u>209,950</u> |

| | | | |
|--|-----------------------|-----------------------|-----------------------|
| | <u>419,490</u> | <u>682,700</u> | <u>829,950</u> |
|--|-----------------------|-----------------------|-----------------------|

Recreation & Cultural Services

| | | | |
|--|------------------|------------------|------------------|
| Administration | 289,905 | 385,025 | 399,000 |
| Beaches | 48,766 | 51,000 | 53,500 |
| Rothsay Arena | 285,597 | 383,000 | 367,000 |
| Memorial Centre | 33,582 | 72,988 | 67,850 |
| Summer Programs | 63,791 | 61,800 | 72,100 |
| Parks & Gardens | 483,140 | 638,500 | 691,725 |
| Rothsay Common Rink | 36,394 | 54,800 | 52,950 |
| Playgrounds and Fields | 90,675 | 134,000 | 134,000 |
| The Hive expenses | 7,572 | 29,700 | 14,000 |
| Regional Facilities Commission | 430,117 | 356,102 | 360,819 |
| Regional Facilities Commission Capital | 0 | 0 | 150,715 |
| Kennebecasis Public Library | 66,897 | 83,217 | 85,012 |
| Special Events | 23,418 | 40,000 | 40,000 |
| PRO Kids | 0 | 7,500 | 7,500 |
| Rothsay Living Museum | 0 | 0 | 0 |
| | <u>1,859,855</u> | <u>2,297,632</u> | <u>2,496,171</u> |

Fiscal Services

| | | | |
|--------------------|----------------|----------------|----------------|
| Debt Charges | | | |
| Interest | 83,984 | 187,450 | 195,591 |
| Debenture Payments | 365,000 | 784,000 | 667,000 |
| | <u>448,984</u> | <u>971,450</u> | <u>862,591</u> |

Transfers To:

| | | | |
|---------------------------------------|----------------|------------------|------------------|
| Capital Fund for Capital Expenditures | 0 | 3,000,000 | 3,750,000 |
| Reserve Funds | 0 | 175,000 | 250,000 |
| | <u>0</u> | <u>3,175,000</u> | <u>4,000,000</u> |
| | <u>448,984</u> | <u>4,146,450</u> | <u>4,862,591</u> |



ROTHESAY

INTEROFFICE MEMORANDUM



| | | |
|------|---|---|
| TO | : | Mayor and Council |
| FROM | : | Doug MacDonald, Treasurer |
| DATE | : | November 4, 2022 |
| RE | : | Motions for General Fund Operating Budgets 2023 |

The finance committee recommends the following motions:

Motion: General Operating Fund

RESOLVED that the sum of **\$21,763,338** be the total operating budget of the Municipality, that the sum of **\$20,123,778** be the Warrant of the Municipality for the ensuing year, that the Residential tax rate for the municipality be **\$1.1900**, and that the **Non-residential tax rate be \$2.0230**.

The Council orders and directs the levying by the Minister of Environment and Local Government of said amount on real property liable to taxation under the *Assessment Act* within the Municipality of Rothesay.

RESOLVED that the 2023 budget of the Kennebecasis Public Library be approved at \$231,008 and the Rothesay contribution be approved as \$85,012.

RESOLVED that the 2023 operating budget of the Kennebecasis Valley Fire Department Inc. be approved at \$6,114,647 and the Rothesay contribution be approved as \$2,404,520.

RESOLVED that the 2023 capital budget of the Kennebecasis Valley Fire Department Inc. be approved at \$516,005 and the Rothesay contribution be approved as \$210,231.

RESOLVED that the 2023 operating budget of the Kennebecasis Regional Joint Board of Police Commissioners be approved at \$8,171,111 and the Rothesay contribution be approved as \$3,256,798.



ROTHESAY

INTEROFFICE MEMORANDUM



TO : Mayor and Council
FROM : Doug MacDonald, Treasurer
DATE : November 7, 2022
RE : Motions for 2023 donations requests

The finance committee recommends the following motions:

Symphony NB – Council to donate \$1,000 with concert to be held at RHS (DS/HB)

Saint John theatre Company - Council to deny request as funding was provided earlier in 2022.

Kennebecasis Crime Stoppers - Council to accept funding request in the amount of \$2,800.

Tami Koi Judo - Council to deny the funding request.

Kingsway Care Centre – Council deny the funding request.

RESOLVED that the following 2023 funding requests be approved as part of the annual donation budget:

| | | |
|----------------------------|----------|----------------------------|
| Rothsay High School | \$ 1,000 | Fairweather Scholarship |
| KV3C | \$ 2,500 | maximum, in kind |
| NB Medical Education Trust | \$ 5,000 | medical school scholarship |
| Pro-Kids | \$ 7,500 | |



UTILITY OPERATING FUND BUDGET 2023 HIGHLIGHTS

1. Total Revenue \$3,865,000
2. Revenue from sale of water of \$1,155,000 includes a 5% increase in rates
(base water rate - \$1.24 per cubic metre and \$215 per annum fixed fee)
3. Revenue from sewerage services \$1,942,500 includes a 5% increase of \$25 to an
annual base rate of \$435 per equivalent user per year
4. Aggregate “typical” residential utility fees total approximately \$1,000 annually
5. Total operating expenses, including debt service charges but excluding capital from
operating, increased to \$2,990,000 (4.55%)

- **Expenses:**

| | |
|-------------------------------|---------------------|
| Water Supply | \$ 1,203,200 |
| Sewer Collection and Disposal | 983,500 |
| Fiscal Services | <u>803,300</u> |
| Total | <u>\$ 2,990,000</u> |

- **Revenue:**

| | |
|-------------------|---------------------|
| Water services | \$ 1,155,000 |
| Sewerage services | 1,942,500 |
| Other Revenue | <u>767,500</u> |
| | <u>\$ 3,865,000</u> |

Town of Rothesay

2022 November 14 Open Session FINAL_148

2022 UTILITY OPERATING FUND BUDGET

| | YTD September 30, 2022 | 2022 Budget | 2023 Budget | |
|---|---------------------------|---------------------|---------------------|--------------|
| REVENUE | | | | |
| 1 Sale of Water | \$ 827,890 | \$ 1,127,500 | \$ 1,155,000 | |
| 2 Water Connection Fees | 54,750 | 45,000 | 100,000 | |
| 3 Meter and Non-Hookup Fees | 46,286 | 50,000 | 64,420 | |
| 4 Water Supply for Fire Protection | 330,000 | 330,000 | 330,000 | |
| 5 Sewerage Services | 1,850,772 | 1,860,000 | 1,942,500 | |
| 6 Sewer Connection Fees | - | 35,000 | 75,000 | |
| 7 Infrastructure grants | - | | | |
| 8 Interest Earned | 80,056 | 80,000 | 90,000 | |
| 9 Transfer from operating reserve | - | | | |
| 10 Prior Years surplus | 48,220 | 48,220 | 41,757 | |
| 11 Local improvement levy | 58,881 | 59,000 | 59,000 | |
| 12 Misc Revenue (meter reading) | 7,451 | 5,280 | 7,323 | |
| TOTAL REVENUE | \$ 3,304,306 | \$ 3,640,000 | \$ 3,865,000 | |
| EXPENDITURES | | | | |
| WATER SUPPLY | | | | |
| 13 Share of Overhead Expenses | 315,000 | 200,000 | 211,000 | 5.00% |
| 14 Direct wages and benefits | | 220,000 | 230,000 | |
| 15 Profess. Fees/Legal/Training | 8,481 | 17,000 | 14,000 | |
| 16 Purification/Treatment | 443,210 | 487,500 | 536,000 | |
| 17 Water Purchased | 1,499 | 1,000 | 1,200 | |
| 18 Trans/Distribution | 79,628 | 120,000 | 110,000 | |
| 19 Power & Pumping | 39,771 | 44,000 | 51,000 | |
| 20 Billing and Collections | 3,569 | 5,000 | 5,000 | |
| 21 Other Expenses | 20,692 | 36,000 | 45,000 | |
| TOTAL WATER SUPPLY | \$ 911,850 | \$ 1,130,500 | \$ 1,203,200 | 6.43% |
| SEWERAGE COLLECTION AND DISPOSAL | | | | |
| 22 Share of Overhead Expenses | 472,500 | 300,000 | 311,500 | 5.00% |
| 23 Direct wages and benefits | | 330,000 | 350,000 | |
| 24 Profess. Fees/Legal/Training | 7,270 | 11,000 | 11,000 | |
| 25 Collection System | 23,240 | 99,000 | 105,000 | |
| 26 Lift Stations | 36,247 | 56,000 | 77,000 | |
| 27 Treatment/Disposal | 87,535 | 93,500 | 103,000 | |
| 28 Other Expenses | 37,230 | 17,000 | 26,000 | |
| TOTAL SEWERAGE COLL & DISP | 664,022 | 906,500 | 983,500 | 8.49% |
| | \$ 1,575,872 | \$ 2,037,000 | \$ 2,186,700 | 7.35% |
| FISCAL SERVICES | | | | |
| 29 Interest on Short Term Loans | | 5,320 | - | |
| 30 Interest on Long Term Debt- Water | 169,585 | 156,300 | 138,544 | |
| 31 Interest on Long Term Debt- Sewer | - | 131,570 | 116,259 | |
| 32 Principal Repayment- Water | 194,808 | 322,440 | 334,990 | |
| 33 Principal Repayment- Sewer | | 207,370 | 213,507 | |
| 34 New Debenture | | - | - | |
| 35 | 364,393 | 823,000 | 803,300 | |
| 36 | | | | |
| 37 Trf to Reserves - connect fees | | 80,000 | 175,000 | |
| 38 Trf to Reserves-Dev infrastruc. | | | | |
| 39 Trsfr to Reserve Accts - other | - | | | |
| 40 Capital Fund | - | 700,000 | 700,000 | |
| 41 Prev Yrs Deficits | | | | |
| TOTAL FISCAL SERVICES | \$ 364,393 | \$ 1,603,000 | \$ 1,678,300 | 4.70% |
| TOTAL EXPENSES | \$ 1,940,265 | \$ 3,640,000 | \$ 3,865,000 | 6.18% |
| NET INCOME (LOSS) | \$ 1,364,041 | \$ - | \$ (0) | |



ROTHESAY

INTEROFFICE MEMORANDUM



TO : Mayor and Council
FROM : Doug MacDonald, Treasurer
DATE : November 4, 2022
RE : Motions for Utility Fund Operating Budgets 2023

The finance committee recommends the following motions be adopted:

Motion: Utility Operating Fund

RESOLVED that pursuant to subsection 117(4) of the Local Governance Act, the total budget for the Water and Sewerage Utility for the ensuing year would consist of total revenues of \$3,865,000 and total expenditures of \$3,865,000

Motion:

RESOLVED that the Sewer Service Charge (Section 9) in schedule "B" of by-law 1-15 be \$435.00 per equivalent user unit.

Motion:

RESOLVED that the Water User Charges (Section 7) Fixed Component fee schedule "E" of by-law 1-18, page 1, be changed to the following rates:

| Meter Size | Factor | Fixed Charge Per Qtr | Annual Charge |
|------------|--------|----------------------|---------------|
| 5/8 | 1.00 | \$ 53.75 | \$ 215.00 |
| 3/4 | 1.44 | \$ 77.40 | \$ 309.60 |
| 1 | 2.56 | \$ 137.60 | \$ 550.40 |
| 1-1/2 | 5.76 | \$ 309.60 | \$ 1,238.40 |
| 2 | 10.24 | \$ 550.40 | \$ 2,201.60 |
| 4 | 40.96 | \$ 2,201.60 | \$ 8,806.40 |
| 6 | 92.16 | \$ 4,953.60 | \$19,814.40 |
| 8 | 163.84 | \$ 8,806.40 | \$35,225.60 |

ROTHESAY

TO: Mayor and Council

FROM: Doug MacDonald 2022November14OpenSessionFINAL_150

RE: Utility Budget Motions

-2-

November, 2022

Motion:

RESOLVED that the Water System Consumption Charges - schedule "E" of by-law 1-18, page 2, be changed to the following rates per quarter:

| | Up to 96 m3 | over 96 up to 800 m3 | above 800m3 |
|--|-------------|----------------------|-------------|
| Single Family Residence | \$1.24 | \$1.86 | \$2.79 |
| Residence with rental or self contained unit | \$1.24 | \$1.86 | \$2.79 |
| Apt building up to 3 units | \$1.24 | \$1.86 | \$2.79 |
| Townhouses – individual meters | \$1.24 | \$1.86 | \$2.79 |
| Commercial | \$1.24 | \$1.86 | \$2.79 |

| | Up to 72 m3/unit | over 72 up to 600 m3/unit | above 600m3/unit |
|------------------------------|------------------|---------------------------|------------------|
| Apt building 4 units or more | \$1.424 | \$1.86 | \$2.79 |
| Townhouses group meters | \$1.24 | \$1.86 | \$2.79 |

| | Up to 3,250 m3 | over 3,250 m3 |
|-------------------------|----------------|---------------|
| Institutional (schools) | \$1.24 | \$1.86 |

Motion:

RESOLVED that the Standby Sprinkler Charges (Section 7) schedule "E" of by-law 1-18, page 1, be changed to the following rates

| Meter Size | Annual Charge |
|-------------|---------------|
| 4 | \$1,050.00 |
| 6 | \$1,312.50 |
| 8 or larger | \$1,575.00 |



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
November 14, 2022

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY:

John Jarvie, Town Manager

DATE: November 14, 2022

SUBJECT: Tractor Purchase- Parks Department

RECOMMENDATION

It is recommended that Council accept the submission from Kennebecasis Land & Leisure for the purchase of a tractor for the price of \$52,959.00 plus HST for the Rothesay Parks Department.

ORIGIN

The 2022 General Fund Capital Budget included an amount of \$60 000 for the purchase of a tractor for the Rothesay Parks Department.

BACKGROUND

Several local tractor dealers were called and asked to submit quotes. Results included below:

| | |
|--|-----------------------------|
| Kioti (Kennebecasis Land & Leisure) | \$52 959.00 plus HST |
| Massey Ferguson | \$61 100.00 plus HST |
| Kubota | \$69 845.82 plus HST |
| John Deere | \$79 478.15 plus HST |

FINANCIAL IMPLICATIONS

The 2022 General Capital Budget included an amount of \$60 000 for the purchase of a tractor for the Rothesay Parks Department. The cost of the:

2022 Kioti Tractor will be approximately \$ 55,230.00 after the HST rebate.

Report Prepared by:

Charles Jensen, Director of Parks and Recreation

Report Reviewed by:

Doug MacDonald, Treasurer



ROTHESAY MEMORANDUM



| | | |
|------|---|----------------------|
| TO | : | Mayor and Council |
| FROM | : | Town Clerk Banks |
| DATE | : | 3 November 2022 |
| RE | : | Rothesay Flag Policy |

RECOMMENDATION:

Council approve the amended Flag Policy, dated 14 November 2022, more specifically to adopt the amendment to Section 5.3 (d) to acknowledge National Truth and Reconciliation Day (September 30).

Background:

On September 22, 2022 the provincial government declared September 30 a provincial holiday in recognition of the National Day for Truth and Reconciliation (<https://www.canada.ca/en/canadian-heritage/campaigns/national-day-truth-reconciliation.html>). The day honours the children who never returned home from residential schools, as well as survivors, their families and communities.

National Truth and Reconciliation Day was first declared by the federal government on September 30, 2021 and it coincides with Orange Shirt Day.

Orange Shirt Day is an Indigenous-led grassroots commemorative day that honours the children who survived residential schools and remembers those who did not. This day relates to the experience of Phyllis Webstad, a Northern Secwepemc (Shuswap) from the Stswecem'c Xgat'tem First Nation (Canoe Creek Indian Band), on her first day of school, where she arrived dressed in a new orange shirt, which was taken from her. It is now a symbol of the stripping away of culture, freedom and self-esteem experienced by Indigenous children over generations (<https://www.orangeshirtday.org/phyllis-story.html>)

ROTHESAY

Policy

| | |
|--------------|----------------|
| Topic: | Flag Policy |
| Application: | Administration |

| | |
|------------------|------------|
| Date Prepared | 31/08/2018 |
| Date Amended | 10/09/2018 |
| Date Amended | 8/09/2020 |
| Date Amended | 14/11/2022 |
| Date Adopted | 14/09/2020 |
| Mayor & Council: | |
| Town Manager: | |

1. **POLICY**

- 1.1 To establish guidelines for the display of flags at municipal buildings, facilities and events.

2. **PURPOSE**

- 2.1 To provide a uniform and harmonized protocol for the raising, displaying and half-masting of flags at all properties and facilities owned and operated by Rothesay and at events conducted by the Town at other locations.

3. **SCOPE**

- 3.1 This policy applies to all properties and facilities owned and operated by Rothesay, as well as the locations of all Town-run events, except those that take place where the policies of another government body would take precedence.

4. **RESPONSIBILITY**

- 4.1 The Town Manager, Town Clerk, or their designate will be authorized to order the raising or lowering of flags at properties and facilities owned and operated by Rothesay.
- 4.2 The Town Manager or Town Clerk will notify Council when flags are raised, displayed, or are ordered to a half-mast position.

5. **GOVERNING RULES AND REGULATIONS**

5.1 **ROTHESAY FLAG**

- (a) The Rothesay Flag will be flown at all Town owned buildings or facilities where there are sufficient flagpoles to do so. In the event that only one flagpole exists on the property, either the Canadian Flag or the Rothesay Flag may be displayed.

(b) The Rothsay Flag may be displayed indoors, in the Council Chambers, the Mayor's Office and functions where such flags are required.

(c) The Rothsay Flag shall be flown or displayed properly and treated with dignity and respect.

(d) The Rothsay Flag shall not be used for commercial purposes by any organization.

(e) Rothsay reserves the right to refuse, deny or restrict the use of the Rothsay Flag with respect to where or how it will be flown or displayed.

5.2 PROTOCOL

(a) Flags will be flown and displayed in accordance with the guidelines outlined by the Department of Canadian Heritage on their website, www.pch.gc.ca.

(b) Where the Rothsay flag is flown or displayed with the Canadian Flag, the Canadian Flag will take the place of honour, which is to the left of the observer of the flags and the Rothsay Flag on the right.

(c) Where the Rothsay Flag is flown or displayed with the Canadian Flag and Province of New Brunswick Flag, the Canadian Flag will occupy the center position to the observer of the flag, New Brunswick Flag to the left and the Rothsay Flag to the right.

(d) When using flags with a speaker's podium, the flags may either be positioned directly behind, or to the left of the podium from the observer's view of the speaker. Furthermore, flags shall be positioned in accordance with the guidelines by the Department of Canadian Heritage and as outlined in sections 5.2(b) and 5.2(c) of this policy.

(e) When hung indoors without a flagpole, flags must be hung horizontally or vertically.

(f) In the event that multiple flags are flown together, the flags should be identical in size and flown from separate flagpoles.

(g) When multiple flags are to be raised and lowered, and where it is not possible to perform this task at the same time, the flags will be raised in accordance to rank, with the Canadian Flag first, followed by the New Brunswick Flag, and followed by the Rothsay Flag. The flags will then be lowered in the opposite order beginning with the Rothsay Flag.

(h) Where an official representative of a Canadian province is visiting Rothsay on an official visit, that particular provincial flag may be flown at all municipal buildings and facilities where it is feasible to do so.

(i) Where a delegation is visiting Rothsay on an official visit, that particular flag may also be flown inside where appropriate, such as but not limited to the Mayor's Office or Council Chambers.

(j) Where an official representative of a country recognized by Canada, is visiting Rothsay on an official visit, that country's flag may be flown at all municipal buildings and facilities where it is feasible to do so.

(k) Where an official delegation is visiting Rothsay from a recognized twin municipality, that municipality's flag may be flown at Town Hall.

(l) Flags will be destroyed and disposed of in a dignified manner and replaced as soon as they show signs of wear.

5.3 HALF-MASTING FOR MOURNING

(a) The flying of flags at half-mast represents a period of official mourning or commemoration.

(b) To honour the deceased, flags will be flown at half-mast from the time of death notification until sunset on the day of the memorial service, or dusk on the third day following death notification if there is no service.

(c) Flags flown at municipal buildings and facilities shall be lowered to a half-mast position, where it is feasible to do so, as a sign of mourning upon the death of the following persons:

- Her Majesty the Queen and members of the Royal Family;
- The Governor General and former Governor Generals;
- A past or present Canadian Prime Minister;
- The Lieutenant Governor of New Brunswick and former vice-regal representatives of the Province;
- A past or present day elected area representative of the Federal, Provincial and Municipal governments;
- Past or present Mayor and Members of Council;
- Present day employees of Rothsay;
- As directed by Proclamation from the Governor General of Canada or Lieutenant Governor of New Brunswick;
- Canadian Armed Forces personnel while deployed on duty and with a direct relationship to the town of Rothsay; OR

- As directed by the Mayor and Council, or the Town Manager

(d) Flags flown at municipal buildings and facilities shall be lowered to a half-mast position from sunrise to sunset to observe the following days:

- Workers' Day of Mourning (April 28)
- National Day of Remembrance for Victims of Terrorism (June 23)
- Firefighters' National Memorial Day (September 13)
(amendment added 14 September 2020)
- Last Sunday in September, Police and Peace Officers' National Memorial Day
- National Truth and Reconciliation Day (September 30)
- Remembrance Day (November 11)
- National Day of Remembrance and Action on Violence Against Women (December 6)

(e) In the event of the death of a current municipal employee including those employed by Kennebecasis Regional Police Force and Kennebecasis Valley Fire Department, flags should be lowered to half-mast at that person's immediate workplace in accordance with Section 5.3(b) of this policy. Should that workplace not fly flags, the flags flown at 70 Hampton Road will be lowered to half-mast to honour the deceased employee.

(f) When lowering to half-mast, the flag should be raised fully to the top of the flagpole, then lowered immediately to the half-mast position.

(g) In the event of multiple flags being flown together, all will be flown at half-mast.

(h) The half-mast position will depend on the height of the flagpole itself; however, the flag should be lowered to the approximated center position of the flagstaff.

(i) Decisions to fly flags at half-mast on municipal property, on occasions not provided for in this policy, will be made in consultation between the Mayor, Town Manager, and Town Clerk.



Kennebecasis Valley Fire Department

To: Cathy Snow, Quispamsis Clerk; Mary Jane Banks, Rothesay Clerk

From: John Jarvie, Administrator

Cc: Chief Boyle

Re: Extension - Regional Fire Agreement

Date: November 10, 2022

The purpose of this memo is to advise the Councils of Quispamsis and Rothesay that the Regional Fire Agreement and extensions will expire at year end. Consequently, it is requested that each Council pass a motion to extend the current agreement once again.

It is recommended that:

Council agrees to extend the Regional Fire Protection Agreement for one (1) year to December 31st, 2023.

Background

The current Regional Fire Agreement included a fifteen-year term expiring at the end of 2020. With the end of that period approaching and uncertainty about the implications of municipal reform, the Towns executed a Memorandum of Understanding (MOU) extending the agreement for two years (copy attached).

Since that time a Strategic Plan has been adopted by the Department and there is some clarity on the direction the provincial government is moving regarding fire services. It is likely a new agreement can be adopted before the end of next year.

Should both Councils agree, a formal MOU, like the attached will be prepared for execution.

This memorandum would normally be coming from a meeting of the Board of Fire Commissioners. Unfortunately, the meeting scheduled for November 9th was unable to secure a quorum and the meeting has been postponed.

Memorandum of Understanding

Extension of Regional Fire Protection Agreement and Administration Agreement – Kennebecasis Valley Fire Department Inc.

This is a memorandum of understanding (MOU) between Quispamsis, Rothesay and the Kennebecasis Valley Fire Department Inc. for the purpose of extending the existing Regional Fire Protection Agreement and Administration Agreement for a two-year period.

This MOU will serve as the specific instrument required to formalize the extension of the existing agreements based on the following authorization(s):

1. Section 14.01 of Article XIV of the Regional Fire Protection Agreement allows the agreement to be extended on an annual basis on the same terms with the written mutual agreement of all the participating municipalities.
2. Section 18 of the Administration Agreement also allows the agreement to be amended and/or extended with the written agreement of the parties.
3. On September 15, 2020, the Quispamsis Council passed a motion inviting Rothesay to extend both agreements on the same terms for a maximum of two-years.
4. On October 13, 2020, the Rothesay Council passed a motion agreeing to a two-year extension of both agreements.

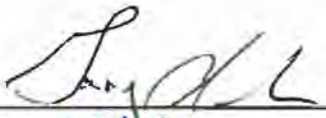
Therefore; this MOU shall be attached to and form part of the Regional Fire Protection Agreement and Administration Agreement and will expire on December 31, 2022.

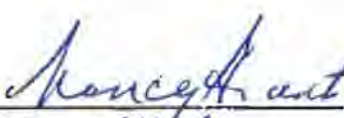
Signed and sealed this 24th day of ^{March}~~February~~, 2021.
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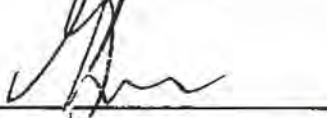
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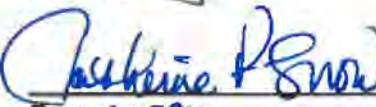
ROTHESAY

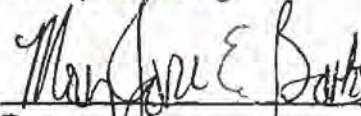
KENNEBECASIS VALLEY
FIRE DEPARTMENT INC.


Per: MAYOR


Per: MAYOR


Per: _____


Per: CLERK


Per: TOWN CLERK


Per: _____

