

## **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 13<sup>th</sup>, 2021



**ROTHESAY**  
COUNCIL MEETING  
Town Hall Common Room  
Tuesday, October 11, 2022  
7:00 p.m.



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Public access to the livestream will be available online:

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

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**Rothesay Land Acknowledgement**

**Deputy Mayor Alexander**

**1. APPROVAL OF AGENDA**

**2. APPROVAL OF MINUTES** Regular Meeting 12 September 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 22 September 2022 Grant request from Symphony New Brunswick

**Refer to the Finance Committee**

**6. CORRESPONDENCE - FOR INFORMATION**

6.1 20 September 2022 Thank you from Rothesay Park School RE: Raven's Nest

6.2 20 September 2022 Letter from KV Committee for Disabled Persons (KVCDP) RE: Funds

6.3 4 October 2022 Thank you from 2022 Rothesay Medical Education Scholarship recipient

**7. REPORTS**

**7.0 October 2022 Report from Closed Session**

7.1 25 July 2022 Fundy Regional Service Commission (FRSC) meeting minutes

7.2 15 June 2022 Kennebecasis Valley Fire Department (KVFD) Board meeting minutes

30 April 2022 KVFD Statement of Expense

15 June 2022 KVFD Chief's Report

15 June 2022 KVFD Response Report

7.3 22 June 2022 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) meeting minutes

31 August 2022 KRJBPC Statement of Financial Position

14 September 2022 KRJBPC Crime Statistics

7.4 31 August 2022 Draft unaudited Rothesay General Fund Financial Statements

31 August 2022 Draft unaudited Rothesay Utility Fund Financial Statements

31 August 2022 Donation Summary

29 September 2022 Draft Finance Committee meeting minutes

3 October 2022 Memorandum from Treasurer MacDonald

➤ **Draft 2023 Budgets:**

- Regional Facilities

- Kennebecasis Regional Police Force
- Kennebecasis Valley Fire Department
- Kennebecasis Public Library

- 22 September 2022 Draft Joint Finance Committee meeting minutes
- 7.5 20 September 2022 Draft Age Friendly Advisory Committee meeting minutes
- 7.6 20 September 2022 Draft Parks and Recreation Committee meeting minutes
- 7.7 21 September 2022 Draft Works and Utilities Committee meeting minutes
- 7.8 3 October 2022 Draft Planning Advisory Committee meeting minutes
- 7.9 September 2022 Monthly Building Permit Report
- 7.10 5 October 2022 Capital Projects Summary

## 8. UNFINISHED BUSINESS

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### 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*

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#### 8.4 122 Gondola Point Road/2 and 4 Clark Road (PIDs 30262448, 30262430, 00254912)

- |                   |                                  |
|-------------------|----------------------------------|
| 16 September 2022 | Memorandum from Town Clerk Banks |
| DRAFT             | By-law 2-10-32                   |
| 16 September 2022 | Memorandum from DPDS White       |
| DRAFT             | Discharge Agreement              |
| DRAFT             | Development Agreement            |

#### 8.5 Wells Community Centre

- |                |                                     |
|----------------|-------------------------------------|
| 5 October 2022 | Memorandum from Town Manager Jarvie |
|----------------|-------------------------------------|

## 9. NEW BUSINESS

### 9.1 Committee Appointment

- |                |  |
|----------------|--|
| 4 October 2022 | Memorandum from the Nominating Committee |
|----------------|--|

### 9.2 Preliminary Budget Information

- |                |  |
|----------------|--|
| 6 October 2022 | Memorandum from Town Manager Jarvie with attachments |
|----------------|--|

## 10. NEXT MEETING

- |                 |  |
|-----------------|--|
| Special meeting | Tuesday, November 1, 2022 at 7:00 p.m. |
| Regular meeting | Monday, November 14, 2022 at 7:00 p.m. |

## 11. ADJOURNMENT

**SCHEDULE A**

**Application for Rothesay Municipal Grant**

App. Date: September 22, 2022

Applicant: Symphony NB

Address: 39 King St., Brunswick Square Level 3

Contact: Gillian Gresh

Tel. 506-608-0792

Email: ggresh.snb@bellaliant.com

Organization Description: SNB operates the province's only professional symphony orchestra. The Symphony encompasses Camerata New Brunswick; its professional chamber orchestra, SJ String Quartet, Ventus Machina; a professional woodwind quintet based in Dieppe, and Resonance; a new music ensemble in Saint John.

Amount Requested: \$ 5000.00

Descriptions of proposed event or activity: Rothsay School Concerts

Help us to continue to share symphonic music with our Rothesay schools through a fun, educational, and interactive musical experience. Beyond entertaining and engaging, the focus of these experiences is education, and each program features curriculum connections.

Project costs: \$5000.00 covers the cost of sending the SJSQ musicians to a 5 schools of your choice. This includes rehearsal services required.

Benefits to town of Rothesay: SNB promotes the awareness and appreciation of symphonic music in an increasingly diverse New Brunswick through beautiful performances, educational programs, and community partnerships. By supporting SNB you are allowing us to continue our school concerts in Rothesay and helping us perform in town through our Virtuoso series. Covid hit us hard, and we need funding more than ever to help us take our classical music out of the concert hall and share it with our people. Our impacts go far beyond our audiences. SNB is a significant employer and a powerful economic driver, helping to attract people and companies to our area. When you give, you're investing in our vision of NB as a vibrant and prosperous province.

All records in the custody and control of the town of Rothesay are subject to the provisions of the Right to Information and Protection of Privacy Act ("the Act"), SNB 2009, c R-10.6 and may be subject to disclosure under the provisions of "the Act". The information collected on this form may be shared with internal departments, external agencies or released at a public Town Council or committee meeting.

Any questions regarding the collection of this information can be directed to the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).



**SYMPHONY NEW BRUNSWICK INC.**

**Financial Statements**

**Year Ended June 30, 2021**

**SYMPHONY NEW BRUNSWICK INC.**  
**2022 October 11 Open Session FINAL\_016**  
**Index to Financial Statements**  
**Year Ended June 30, 2021**

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	Page
<b>INDEPENDENT AUDITORS' REPORT</b>	1 - 2
<b>FINANCIAL STATEMENTS</b>	
Statement of Financial Position	3
Statement of Revenues and Expenditures	4
Statement of Changes in Net Assets	5
Statement of Cash Flows	6
Notes to Financial Statements	7 - 10

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## INDEPENDENT AUDITORS' REPORT

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To the Directors of Symphony New Brunswick Inc.

### *Qualified Opinion*

We have audited the financial statements of Symphony New Brunswick Inc. (the "organization"), which comprise the statement of financial position as at June 30, 2021, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* paragraph of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at June 30, 2021, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### *Basis for Qualified Opinion*

In common with many charitable organizations, the organization derives revenue from donations and fundraising, the completeness of which is not susceptible of satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the organization and we were not able to determine whether any adjustments might be necessary to revenue, excess of revenues over expenditures, and net assets.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

### *Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

*(continues)*



Independent Auditors' Report to the Directors of Symphony New Brunswick Inc. *(continued)*

*Auditors' Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Saint John, New Brunswick  
October 25, 2021



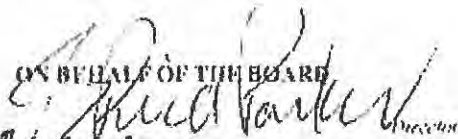
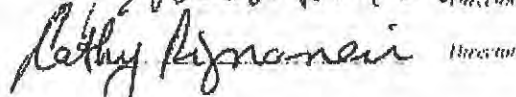
CHARTERED PROFESSIONAL ACCOUNTANTS



SYMPHONY NEW BRUNSWICK INC.  
2022 October 11 Open Session FINAL\_019  
Statement of Financial Position

June 30, 2021

	2021	2020
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 375,656	\$ 278,099
Accounts receivable	1,412	5,760
Harmonized sales tax recoverable	4,141	636
Due from Symphony New Brunswick Foundation (Note 7)	1,218	-
Prepaid expenses	6,928	23,036
	<u>389,355</u>	<u>307,531</u>
<b>CAPITAL ASSETS (Note 4)</b>	<u>9,099</u>	<u>11,117</u>
	<u>\$ 398,454</u>	<u>\$ 318,648</u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable	\$ 21,021	\$ 12,020
Employee deductions payable	3,778	5,764
Deferred revenue (Note 5)	196,250	127,913
	<u>221,049</u>	<u>145,697</u>
<b>LONG TERM DEBT (Note 6)</b>	<u>40,000</u>	<u>30,000</u>
	<u>261,049</u>	<u>175,697</u>
<b>NET ASSETS</b>		
Unrestricted	<u>137,405</u>	<u>142,951</u>
	<u>137,405</u>	<u>142,951</u>
	<u>\$ 398,454</u>	<u>\$ 318,648</u>
<b>COMMITMENT (Note 9)</b>		

ON BEHALF OF THE BOARD  
  


SYMPHONY NEW BRUNSWICK INC.  
 2022October11OpenSessionFINAL\_020  
 Statement of Revenues and Expenditures  
 For the Year Ended June 30, 2021

	2021	2020
<b>REVENUE</b>		
Government grants <i>(Note 8)</i>	\$ 430,232	\$ 228,259
Symphony New Brunswick Foundation Inc. <i>(Note 7)</i>	115,000	157,832
Donations, grants and sponsorships	91,334	100,751
Tickets sales	69,581	81,476
Forgivable portion of loan <i>(Note 6)</i>	10,000	10,000
Other income	1,529	3,995
SNB Friends: Fredericton, Moncton and Saint John	1,064	3,720
Program advertising	-	2,497
Special events	-	1,500
	<u>718,740</u>	<u>590,030</u>
<b>EXPENDITURES</b>		
Artistic fees	336,596	311,841
Administration <i>(Note 9)</i>	133,868	153,052
Publicity and promotion	121,898	19,832
Concert production	49,712	29,041
Travel	49,142	39,204
Hall rentals	31,052	21,106
Amortization	2,018	2,018
	<u>724,286</u>	<u>576,094</u>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<u>\$ (5,546)</u>	<u>\$ 13,936</u>

**SYMPHONY NEW BRUNSWICK INC.**  
 2022 October 11 Open Session FINAL\_021  
**Statement of Changes in Net Assets**  
**Year Ended June 30, 2021**

	2021	2020
<b>NET ASSETS - BEGINNING OF YEAR</b>	<b>\$ 142,951</b>	<b>\$ 129,015</b>
Excess (deficiency) of revenue over expenditures	<u>(5,546)</u>	<u>13,936</u>
<b>NET ASSETS - END OF YEAR</b>	<b><u>\$ 137,405</u></b>	<b><u>\$ 142,951</u></b>

SYMPHONY NEW BRUNSWICK INC.  
 2022October11OpenSessionFINAL\_022  
 Statement of Cash Flows  
 Year Ended June 30, 2021

	2021	2020
<b>OPERATING ACTIVITIES</b>		
Excess (deficiency) of revenue over expenditures	\$ (5,546)	\$ 13,936
Items not affecting cash:		
Amortization of capital assets	2,018	2,018
Forgivable portion of loan	(10,000)	(10,000)
	<u>(13,528)</u>	<u>5,954</u>
Changes in non-cash working capital:		
Accounts receivable	4,348	8,240
Harmonized sales tax recoverable	(3,505)	4,538
Due from Symphony New Brunswick Foundation Inc.	(1,218)	-
Prepaid expenses	16,108	1,218
Accounts payable	9,001	(7,952)
Employee deductions payable	(1,986)	4,105
Deferred revenue	68,337	127,913
	<u>91,085</u>	<u>138,062</u>
Cash from operating activities	<u>77,557</u>	<u>144,016</u>
<b>FINANCING ACTIVITY</b>		
Proceeds from long term financing	<u>20,000</u>	<u>40,000</u>
<b>INCREASE IN CASH</b>	<u>97,557</u>	<u>184,016</u>
<b>CASH - BEGINNING OF YEAR</b>	<u>278,099</u>	<u>94,083</u>
<b>CASH - END OF YEAR</b>	<u>\$ 375,656</u>	<u>\$ 278,099</u>



**1. DESCRIPTION OF BUSINESS**

Symphony New Brunswick Inc. (the "organization") is incorporated under the Companies Act of New Brunswick. The organization's principal business activity, as a non-profit organization, is to provide classical musical performances to various audiences throughout New Brunswick. The organization's goal is to present high-quality, live orchestral and chamber music from all periods and to promote the appreciation of music through educational activities in New Brunswick. As a registered charity, the organization is exempt from income taxes.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Basis of Presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNFP").

Cash and Cash Equivalents

The organization considers cash on hand and balances with banks as cash or cash equivalents.

Capital Assets

Capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a straight-line basis at the following rates:

Computer equipment	20%
Musical instruments	10%

The organization regularly reviews its capital assets to eliminate obsolete items.

Capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Revenue Recognition

Symphony New Brunswick Inc. follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenditures are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Symphony New Brunswick Inc. earns revenue from the sale of tickets and the sale of advertising and sponsorship for its classical music performances. Revenue is recognized when all the obligations of the organization are satisfied which generally occurs when the classical music performances take place. During the year, the organization conducted seventeen orchestra performances (2020 - nine).

Contributed Services

Volunteers contribute an undeterminable number of hours per year. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

*(continues)*

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Financial Instruments Policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in excess (deficiency) of revenue over expenditures. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Measurement Uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Examples of significant estimates include:

- the allowance for doubtful accounts;
- the estimated useful lives of assets; and
- the recoverability of tangible assets.

**3. FINANCIAL INSTRUMENTS**

The organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the organization's risk exposure and concentration as of June 30, 2021.

Credit Risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The organization is exposed to credit risk from customers. In order to reduce its credit risk, the organization reviews a new customer's credit history before extending credit and conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The organization has a significant number of customers which minimizes concentration of credit risk.

Liquidity Risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its receipt of funds from its customers and other related sources, accounts payable and other obligations.

Currency Risk

Currency risk is the risk to the organization's earnings that arise from fluctuations of foreign exchange rates and the degree of volatility of these rates. The organization is not exposed to foreign currency exchange risk as it does not hold funds in U.S. dollars.



**SYMPHONY NEW BRUNSWICK INC.**  
**Notes to Financial Statements**  
**Year Ended June 30, 2021**

**4. CAPITAL ASSETS**

	Cost	Accumulated amortization	2021 Net book value	2020 Net book value
Computer equipment	\$ 2,181	\$ 2,181	\$ -	\$ -
Musical instruments	20,184	11,085	9,099	11,117
	<u>\$ 22,365</u>	<u>\$ 13,266</u>	<u>\$ 9,099</u>	<u>\$ 11,117</u>

**5. DEFERRED REVENUE**

	2021	2020
Province of New Brunswick	\$ 127,250	\$ 85,313
Federal grants	65,000	31,100
Arts N.B.	4,000	4,000
Corporate sponsorships	-	5,000
Municipal grants	-	2,500
	<u>\$ 196,250</u>	<u>\$ 127,913</u>

**6. LONG TERM DEBT**

	2021	2020
Canadian Emergency Business Account non interest bearing loan. The loan matures on December 31, 2022 and if repaid, \$20,000 of the \$60,000 loan is forgivable. If the loan is not repaid on or before December 31, 2022, it is extended to a three year loan bearing interest at 5%.	\$ 40,000	\$ 30,000
Amounts payable within one year	-	-
	<u>\$ 40,000</u>	<u>\$ 30,000</u>

**7. RELATED PARTY TRANSACTIONS**

Symphony New Brunswick Inc. shares a common director with Symphony New Brunswick Foundation Inc. The Foundation's purpose includes providing support to Symphony New Brunswick Inc. in its efforts to provide high-quality, live orchestral music in New Brunswick and accordingly, for the year ended June 30, 2021, contributed \$115,000 (2020 - \$157,832) to Symphony New Brunswick Inc. This transaction is measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties. As at year end, there was \$1,218 (2020 - \$nil) due from the Foundation.

**SYMPHONY NEW BRUNSWICK INC.**  
**Notes to Financial Statements**  
**Year Ended June 30, 2021**

**8. GOVERNMENT GRANTS**

	2021	2020
Federal	\$ 267,982	\$ 112,509
Provincial	154,250	113,750
Municipal	8,000	2,000
	<u>\$ 430,232</u>	<u>\$ 228,259</u>

Included in federal grants are \$183,142 (2020 - \$70,465) from the Canada Emergency Wage Subsidy and \$3,540 (2020 - \$nil) from the Canada Emergency Rent Subsidy, part of the fiscal relief measures enacted by the Federal government to support businesses in response to COVID-19.

**9. COMMITMENT**

During the prior year, the organization committed \$299 per month payable over 66 months to Xtra Document Solutions for a photocopier. The lease commenced on January 1, 2020 and during the year total payments of \$3,588 were made. The minimum annual payments due over the next four years are:

Contractual obligation repayment schedule:

2022	\$ 3,588
2023	3,588
2024	3,588
2025	3,588

**10. COVID-19**

COVID-19 has had and will continue to have an impact on the financial results, operations and cash flows of the organization. SNB was able to present a full season of live performances in 2020-2021 using Camerata New Brunswick while adhering to strict hygienic protocols established by the Province which required restricted seating in the major venues. Only one concert cancellation became necessary in Moncton. This impact can be seen in reduced revenue from ticket sales (\$69,581 in 2021 compared to \$81,476 in 2020) in spite of conducting more orchestra performances in 2021 compared to 2020. The recent spread of the Delta variant has caused a significant pandemic flare-up in several parts of the Province and it is uncertain how this will impact financial results in 2021-2022. Symphony New Brunswick Inc. has benefited from a number of measures announced by the Federal Government to support businesses through Canada's COVID-19 Economic Response Plan, including the Canada Emergency Wage Subsidy, the Canada Emergency Business Account non-interest bearing loan and the Canada Emergency Rent Subsidy.



Mélanie Léonard,  
*Music Director, Symphony NB*

# 2022 & 2023

PARTNERSHIP PACKAGE



**Symphony**  
New Brunswick





## **ABOUT SYMPHONY NB**

Symphony New Brunswick Inc. operates the Province's only full-scale, full-season professional symphony orchestra as well as Camerata New Brunswick, a 20-member professional chamber orchestra. The Company also hosts the Saint John String Quartet, Ventus Machina of Moncton and Résonance, a chamber music group in Saint John.

Through high-quality educational offerings and performances, innovation and creativity, we promote the awareness and appreciation of symphonic music in an increasingly diverse New Brunswick.

IN A TYPICAL YEAR...

**12,000+**

STUDENTS REACHED  
ACROSS 40 SCHOOLS

**10,500+**

PATRONS

**90**

CONCERTS

**50+**

PROFESSIONAL  
MUSICIANS



*"An orchestra is much larger than what we see onstage. Like the musicians, the leaves on a tree are what we see, but the roots are what allows it to grow and thrive. Grounded in the strength of our community, you are the roots that allow us to enrich New Brunswick's landscape and we are grateful for the privilege of serving our province with music."*

— Mélanie Léonard,  
Music Director, Symphony NB





## **PARTNERSHIP OPPORTUNITIES**

Symphony New Brunswick offers our corporate partners key opportunities to align their business goals with support of the arts. Our community plays a critical role in sustaining our professional symphony and in turn our economy. Align with Symphony NB and you will see the power of live orchestral music to bring people together.

## PARTNERSHIP OPPORTUNITIES



### **BRAVO / CAMERATA SERIES**

\$10,000 per series

The series sponsor will receive top visibility in Fredericton, Saint John and Moncton at a chosen concert tour or special event.

### **BRAVO / CAMERATA CONCERT**

\$5,000 per city

This category includes selecting one of our main events in Fredericton, Saint John or Moncton.

### **VIRTUOSO SERIES**

\$5,000 per series

This category includes sponsoring one of our seasonal Virtuoso concert tours held in intimate venues throughout New Brunswick.

### **VIRTUOSO CONCERT**

\$1,000 per city

This category includes aligning your brand with one of our Virtuoso events for the tour.

### **SCHOOL / COMMUNITY**

\$5,000 per city

This category includes aligning your brand with five of our school concerts in the area of your choice.

Help us to continue to share symphonic music with our schools through a fun, educational, and interactive musical experience. Beyond entertaining and engaging, the focus of these experiences is education, and each program features curriculum connections.

### **TICKETS FOR YOUTH**

\$5,000 per season

This is an opportunity to align your brand with youth and education by supporting the donation of tickets for youth attending the Symphony. In a typical year, Symphony NB subsidises over 500 tickets to youth. By supporting this initiative, you are allowing SNB to provide \$15 tickets for youth.

\$2,500 per season

This is an opportunity for those interested in sending youth through schools and community groups to our concerts at no cost. SNB will manage the communication with the chosen schools or groups.

*This opportunity is available for 50 students/show and can be divided.*



SYMPHONY NEW BRUNSWICK  
PARTNERSHIP PACKAGE 2020/21



## PARTNERSHIPS AT A GLANCE

	CAMERATA SERIES	CAMERATA CONCERT	VIRTUOSO SERIES	VIRTUOSO CONCERT	SCHOOL / COMMUNITY	TICKETS FOR YOUTH
<b>PRE-EVENT</b>						
Logo on Website	✓	✓	✓	✓	✓	✓
Mention in Press Release	✓		✓		✓	✓
Logo on Social Media	✓	✓	✓	✓		
<b>EVENT</b>						
Complimentary Tickets	6 per city	10	6 per city	10	12	12
Speaking Opportunity	✓		✓		✓	
Logo on Slideshow	✓	✓	✓	✓	✓	✓
<b>POST EVENT</b>						
Logo on "Thank You" Email	✓	✓	✓	✓	✓	✓

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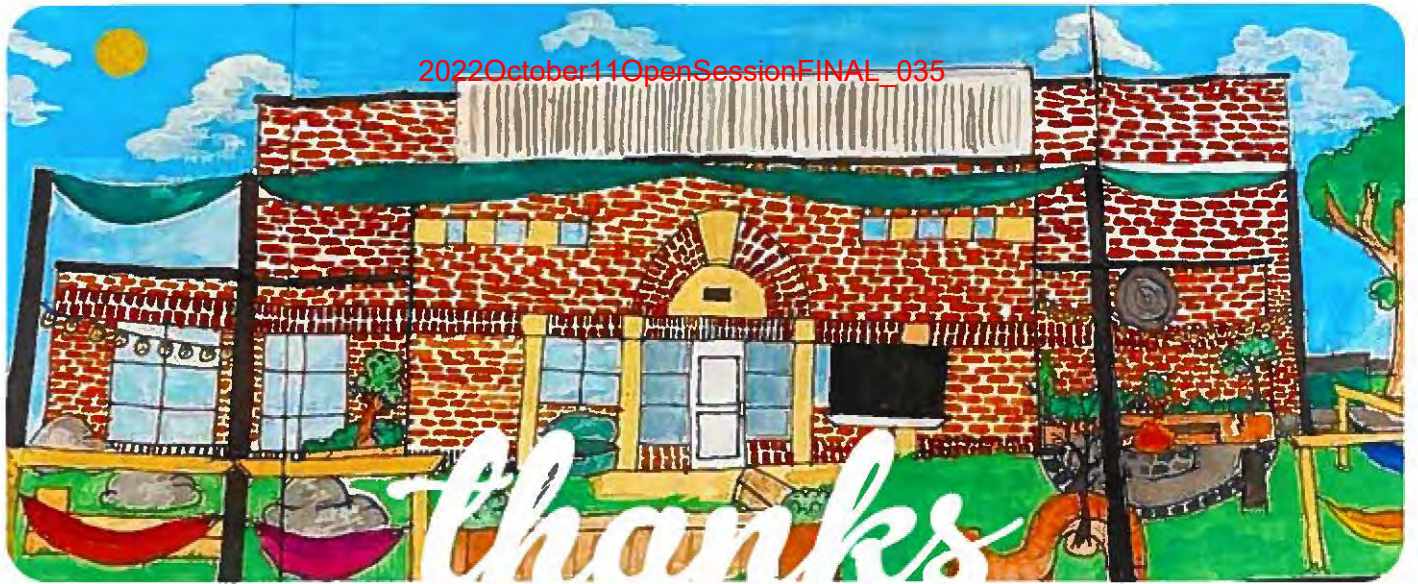
*Gillian Gresh*

Director, Donor Relations

📞 (506) 608-0792

✉ [ggresh.snb@bellaliant.com](mailto:ggresh.snb@bellaliant.com)





**From all of us at Rothesay Park School**

Town of Rotheray,

2022October11OpenSessionFINAL\_036

Thanks so much for your  
support with the construction  
and opening of our Ravens' Nest

D. Denech  
RPS

September 20, 2022

S Jennings BSc MD

Rothsay, NB

Dear Mayor and Councillors,

Thank you for supporting KV Committee for Disabled Persons (KVCDP) and our Accessible Transport Program. We will not be requesting any funds at this time for the upcoming year.

COVID has reduced the requests for wheelchair transportation. Last year KVCDP spent almost \$3000 supplementing power wheelchair users for transportation costs within the KV and SJ area. We anticipate that the use of accessible transit will grow this coming year. However, KVCDP still has \$9295.18 of grant money remaining from the towns of Quispamsis and Rothsay, and this amount should be sufficient.

Again, thank you for your support,

Shawn Jennings, secretary

Vicki Mullin, president

Dean Mullin, treasurer



Erin Andrew

October 4, 2022  
Dr. Nancy Grant  
Mayor of Rothesay  
70 Hampton Road  
Rothesay, NB  
E2E 5L5

Dear Dr. Nancy Grant and Rothesay Town Council Members,

I am writing today to express my immense gratitude for being selected as the recipient of the Town of Rothesay Medical Education Scholarship for the 2022 year. Receiving this support from my hometown has been an amazing source of encouragement as I begin my second year of medical school at Memorial University of Newfoundland.

I was born and raised in Rothesay and have been thankful for the strong foundation my hometown has given me. Years of schooling, sports, friendships, and family are centered in the province of New Brunswick, specifically around the Rothesay-Saint John area. I am thankful to the Town of Rothesay for supporting my education not only throughout my primary and secondary years, but still to this day as I pursue my dreams of becoming a physician and joining the medical community.

Pursuing this medical education comes with many demands, the most intense being academic and financial. Your financial contribution to my education has alleviated a significant stressor thereby allowing me to devote more of my time and energy to learning. At times it is hard to be living away from my loved ones who are back on the mainland in NB. Receiving this support from my hometown has helped me feel connected to my home, even as I sit here writing to you from across the waters.

My passion for community health and wellbeing began in Rothesay, and I look forward to returning home next year for clerkship and to being able to continue to serve our community with my new education and skills.

Thank you very much for your endless support towards my education and aspirations,

Sincerely,

A handwritten signature in black ink, appearing to read 'Erin Andrew', with a stylized, cursive script.

Erin Andrew

MD Candidate 2025  
Memorial University of Newfoundland



**Fundy Regional  
Service Commission**

Commission de Services  
Régionaux de Fundy

**Regular Monthly Meeting  
July 25, 2022**

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Monday, July 25, 2022, at 10 Crane Mountain Rd., Saint John NB.

**1. Call to Order**

The Board Chairperson, Brittany Merrifield, called the meeting to order at 11:18 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

Alicia Raynes, Recording Secretary, FRSC

Nick Cameron, Assistant Development Officer, FRSC

**3. Approval of the Order of Business**

The Chairperson asked for approval of the Order of Business

**Motion:** To approve the July 25 2022 Agenda as presented with the re-numbering of number ten (10) "Adjournment" to number 11 and the addition of number ten (10) "Hampton Mayor – Board membership" moved from closed session.

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

**4. Disclosure of Conflict of Interest**

None

**5. Approval of the Minutes**

**Motion:** To approve the May 30, 2022 minutes as presented.

Moved: Director Chatterton

Seconded: Director Bedford

Vote: *Motion Carried*

**6. Consent Agenda – None**

**7. Planning – Building Inspection – May & June 2022 – Nick Cameron**

Nick Cameron, Assistant Development Officer, FRSC, presented the May and June, 2022 Reports 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 May, 2022 was \$6,865,000 compared to 2021 which was \$3,533,740. Year-to-date total estimated cost of construction at the end of June, 2022 was \$10,476,500 compared to 2021 which was \$6,638,740.

Mr. Cameron also noted that an application for a Lobster Holding Facility in Dipper Harbour was received but was transferred to the Southwest RSC due to a potential conflict of interest with Commission staff. Any variance considerations will still remain with the FRSC PRAC.

**Motion:** To receive and file as presented.

Moved: Director O'Hara

Seconded: Director Bedford

Vote: *Motion Carried*

**8. Finance – Q2 2022**

Executive Director MacLeod presented the Q2 2022 Financial Statements explaining that as per legislation, a statement of performance must be submitted every quarter. Currently the FRSC is sitting in a favorable position with a surplus of approximately \$882,000 which is mostly related to timing in operations.

It was highlighted that recycling markets are doing well at the current time, however fuel costs are extremely high. It was also noted that the FRSC will be putting out a notice regarding the further closure of our blue bin depots at the end of August. Additionally, it was explained that we are not seeing the production that we anticipated from our generation system which is the reason for lower revenue.

**Motion:** To receive and file the Q2 2022 Financial Statements as presented.

Moved: Director MacKenzie

Seconded: Director O'Hara

Vote: *Motion Carried*



**9. Minister of Local Government Letter**

A copy of a letter from the Minister's office directed to Chairperson Brittany Merrifield was provided. The letter was in response to a request for financial support for community stakeholders involved in addressing the new mandated services for the RSCs. It was explained in the letter that there is no formal compensation for those involved.

**Motion:** To receive and file as presented.

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

**10. Hampton Mayor – Board membership**

The Hampton Mayor board membership was discussed. It was determined that the only mechanism for the Hampton Mayor to participate in discussion on Local Government Reform was to form an ad hoc committee on the topic under the bylaws. It was recommended that the ad hoc committee include all board members and the Mayor of Hampton retaining the structure of the board, except votes would be recommendations to be considered by the Board at a later time.

**Motion:** To create an ad hoc committee comprised of all RSC board members and the Mayor of the Town of Hampton to report to the Board on matters relating to the Town of Hampton becoming a member of FRSC in 2023.

Moved: Director MacKenzie  
Seconded: Director Bedford  
Vote: *Motion Carried*

Chairperson Merrifield called for a motion to adjourn.

**Motion:** To adjourn the meeting at 11:39 a.m.

Moved: Director MacCready  
Seconded: Director Riddell  
Vote: *Motion Carried*

APPROVED (date) Aug. 29, 2022

  
Brittany Merrifield, Chairperson

  
Alicia Raynes, Recording Secretary

**KENNEBECASIS VALLEY FIRE DEPARTMENT INC BOARD MEETING  
FIRE STATION ONE, CAMPBELL DRIVE, ROTHESAY, NB  
JUNE 15, 2022**

---

Present: Chair Kirk Miller	John Jarvie, Administrator
Vice Chair Stéphane Bolduc	Chief Michael Boyle
Treasurer Peter Lewis	Carlene MacBean, Executive Assistant
Commissioner Mike Biggar	
Commissioner Dave Brown	
Commissioner Norah Soobratee	

---

1.0 Call to Order

Chair Miller called the meeting to order at 5:54 pm.

2.0 Chair's Remarks

None

3.0 Approval of Agenda

Moved by D. Brown and seconded by P. Lewis, that the agenda be approved as presented.

**CARRIED**

4.0 Conflict of Interest

None

5.0 Approval of Previous Minutes

5.1 April 13, 2022

Moved by N. Soobratee and seconded by D. Brown, that the minutes of April 13, 2022 be approved with the addition of Commissioner Biggar to the members listed present at the meeting.

**CARRIED**

## 6.0 Unfinished Business

### 6.1 Station Two – Renovation Update

Chief Boyle reported that with the additional funding approved by both Town Councils, the project is moving forward. In discussions with the construction manager, it was determined that items that are being removed but could be used (ie. toilets, doors, etc) will be donated to Habitat For Humanity with Chief Boyle having the discretion on times with a monetary value be sold.

Moved by N. Soobratee and seconded by P. Lewis that during the renovation, surplus items will be donated to Habitat For Humanity with Chief Boyle having the discretion on items with monetary value to be treated otherwise.

**CARRIED**

### 6.2 Station Two – Renovation Consultation

Deputy Chief Dan McCoy has been the lead contact for the Station Two renovation from the beginning. Chief Boyle stated he is confident in Deputy Chief White's ability to manage the project from now to completion; however, there may be times when the assistance of Deputy Chief McCoy to assist and consult on the project will be required. Therefore, Chief Boyle will develop a contract to hire Deputy Chief McCoy on a temporary basis, paid hourly as needed, that will outline expectations, payment and termination of agreement.

Moved by P. Lewis and seconded by N. Soobratee agree in principle to have Chief Boyle and Administrator Jarvie develop a contract, that if required, would be on an "as needed" basis with Retired Deputy Chief McCoy.

**CARRIED**

## 7.0 Correspondence

None



## 8.0 New Business

### 8.1 September Meeting

Chief Boyle requested that the September 14<sup>th</sup> Fire Board meeting be moved to September 7<sup>th</sup>. He is an active member of the Canadian Association of Fire Chiefs (CAFC) and is the Co-Chair of the National Fire Prevention Committee and a member of the Executive Chief Fire Officer (ECFO) Council. As a member of the ECFO council, he assesses submissions from other chief officers pursuing their ECFO designation. Currently, he is evaluating five chief officers moving through the process.

The annual conference for the CAFC runs from September 11<sup>th</sup> to 14<sup>th</sup> in Ottawa, Ontario. As this is generally the only time that committees can meet in person and provide an update to the membership.

Moved by M. Biggar and seconded by N. Soobratee to change the September meeting of the Fire Board to September 7, 2022.

**CARRIED**

### 8.2 Shared Services – Public Safety Committees

Chief Boyle reported that in 2021, the Government of New Brunswick released their white paper on local governance reform titled "Working Together for Vibrant and Sustainable Communities". As part of this reform is the development of a Public Safety Committee for each regional service commission in the province.

He stated he believes it is important that KVFD have a seat on this committee. As Fire Chief he will have the opportunity to sit on this committee. However, he recently accepted the position as chair of the Royal Firefighters Association (Zone 2) which should further guarantee participation.

Chief Boyle has had informal discussions with area Fire Chiefs including Saint John, Hampton, Nauwigewauk and Simonds. All have agreed to begin moving forward on sharing services and enhancing our current mutual aid practices. He has spoken to the Police Chief and he is doing the same; Valley fire and police are working together to coordinate as well. Chief Boyle stated it is important KVFD be involved in this.

Moved by D. Brown and seconded by N. Soobratee the Fire Board supports the participation of Chief Boyle.

**CARRIED**

### 8.3 Attendance of Deputy Chief

Chief Boyle requested that Deputy Chief Shawn White begin attending the Fire Board meetings with him as part of succession planning and for Deputy Chief White to have the knowledge in Chief Boyle's absence.

Moved by S. Bolduc and seconded by D. Brown that at Chief Boyle's discretion, the Deputy Chief attend Fire Board meetings.

**CARRIED**

## 9.0 Financial

### 9.1 Draft Financial Statements for the Month Ended April 30, 2022

Moved by P. Lewis and seconded by M. Biggar to receive and file.

**CARRIED**

### 9.2 Budget Variance Analysis

Moved by P. Lewis and seconded by D. Brown to receive and file.

**CARRIED**

## 10.0 Business Arising from Committee of the Whole

None

## 11.0 Reports

### 11.1 Chief's Report

Moved by N. Soobratee and seconded by S. Bolduc to receive and file.

**CARRIED**

11.2 Response Summary

Moved by P. Lewis and seconded by S. Bolduc to receive and file.

**CARRIED**

12.0 Adjournment

Moved by P. Lewis that the meeting be adjourned at 6:33 pm.

**Date of next meeting – September 7, 2022**

Respectfully submitted,

  
\_\_\_\_\_  
CHAIR

  
\_\_\_\_\_  
SECRETARY / TREASURER



Statement of Expense with Budget Variance  
 2022 October 11 Open Session FINAL\_047  
 For the 4 months ending April 30, 2022

	BUDGET YEAR TO DATE	ACTUAL YEAR to DATE	VARIANCES YEAR TO DATE (Under Budget)	BUDGET 2022
<b>Line REVENUE:</b>				
1 Members Contributions	\$1,734,423	<b>\$1,734,423</b>	\$0	<b>\$5,636,875</b>
2 Rebate of Property Tax (Miscellaneous Revenue)	\$0	<b>\$0</b>	\$0	<b>\$58,566</b>
3 Local Service Districts	\$0	<b>\$0</b>	\$0	<b>\$0</b>
4 Revenue Fee Structure	\$0	<b>\$0</b>	\$0	<b>\$0</b>
5 Misc. Revenue	\$250	<b>\$925</b>	\$675	<b>\$1,000</b>
6 Interest Income C/A	\$1,667	<b>\$2,485</b>	\$819	<b>\$5,000</b>
7 Deficit 2nd previous year	\$213,454	<b>\$213,454</b>	\$0	<b>\$213,454</b>
8	<u>\$1,949,793</u>	<u><b>\$1,951,287</b></u>	<u>\$1,494</u>	<u>\$5,914,895</u>
<b>EXPENSES:</b>				
<b>ADMINISTRATION:</b>				
9 Admin. Wages and Benefits	\$232,993	<b>\$191,813</b>	(\$41,180)	\$660,700
10 Convention/dues/training	\$5,000	<b>\$2,770</b>	(\$2,230)	<b>\$15,000</b>
11 Administrative Agreement	\$3,000	<b>\$4,000</b>	\$1,000	<b>\$12,000</b>
12 Professional Services	\$16,667	<b>\$3,703</b>	(\$12,964)	<b>\$50,000</b>
13 CPSE Accreditation	\$1,000	<b>\$135</b>	(\$865)	<b>\$3,000</b>
14 Office supplies/Copy Machine/ S/C	\$2,533	<b>\$1,866</b>	(\$667)	<b>\$7,600</b>
15 Computer hardware/software/IT	\$19,850	<b>\$17,944</b>	(\$1,906)	\$36,000
16 Telephone/ Internet	\$4,750	<b>\$4,870</b>	\$120	\$14,250
17	<u>\$285,793</u>	<u><b>\$226,966</b></u>	<u>(\$57,827)</u>	<u>\$798,551</u>
<b>FIREFIGHTING FORCE:</b>				
18 Salaries Basic	\$994,500	<b>\$881,409</b>	(\$113,091)	<b>\$2,873,000</b>
19 Dedicated FP Salary	\$0	<b>\$0</b>	\$0	<b>\$69,187</b>
19 Overtime	\$21,000	<b>\$9,363</b>	(\$11,637)	<b>\$70,000</b>
20 Vacation Pay on Retirement	\$0	<b>\$0</b>	\$0	<b>\$17,270</b>
21 Force Benefits	\$263,622	<b>\$238,754</b>	(\$24,868)	\$683,600
22 FP Position Benefits	\$6,394	<b>\$0</b>	(\$6,394)	<b>\$18,471</b>
23 Career Uniforms and maintenance	\$9,500	<b>\$4,891</b>	(\$4,609)	<b>\$28,500</b>
24 Medical and Fitness Testing	\$6,667	<b>\$4,501</b>	(\$2,165)	<b>\$20,000</b>
25 Employee Wellness	\$3,000	<b>\$3,890</b>	\$890	<b>\$9,000</b>
26 Career Recognition	\$750	<b>\$1,706</b>	\$956	<b>\$3,000</b>
27 Holiday Relief Wages and overtime	\$122,088	<b>\$77,111</b>	(\$44,977)	\$352,700
28 Holiday Relief Benefits	\$42,923	<b>\$30,288</b>	(\$12,636)	\$124,000
29	<u>\$1,470,445</u>	<u>\$1,251,913</u>	<u>(\$212,137)</u>	<u>\$4,268,728</u>

**TELECOMMUNICATIONS:**

30	Cellular Telephones	\$1,667	<b>\$1,808</b>	\$142	<b>\$5,000</b>
31	Communication Equipment	\$350	<b>\$991</b>	\$641	<b>\$1,000</b>
32	Maintenance / Repairs	\$350	<b>\$336</b>	(\$14)	<b>\$700</b>
33	Dispatch Service	\$103,105	<b>\$103,105</b>	\$0	<b>\$206,210</b>
34		<u>\$105,472</u>	<u><b>\$106,240</b></u>	<u>\$768</u>	<u>\$212,910</u>

**INSURANCE:**

35	Insurance	\$55,504	<b>\$57,722</b>	\$2,218	<b>\$55,504</b>
36		<u>\$55,504</u>	<u><b>\$57,722</b></u>	<u>\$2,218</u>	<u>\$55,504</u>

**PREVENTION AND TRAINING:**

37	Firefighter / Co. Officer Training	\$15,000	<b>(\$5,688)</b>	(\$20,688)	<b>\$45,000</b>
38	Fire Prevention	\$4,000	<b>\$3,729</b>	(\$271)	<b>\$6,000</b>
39	Public Education	\$833	<b>\$375</b>	(\$458)	<b>\$2,500</b>
40	Training Supplies	\$1,667	<b>\$0</b>	(\$1,667)	<b>\$5,000</b>
41		<u>\$21,500</u>	<u><b>(\$1,583)</b></u>	<u>(\$23,083)</u>	<u>\$58,500</u>

**FACILITIES:**

42	Station 1 Operating	\$30,190	<b>\$34,696</b>	\$4,506	<i>\$183,700</i>
43	Station 2 Operating	\$15,627	<b>\$13,839</b>	(\$1,788)	<i>\$51,500</i>
44	Station Supplies	\$4,000	<b>\$3,695</b>	(\$305)	<b>\$12,000</b>
45		<u>\$49,817</u>	<u>\$52,230</u>	<u>\$2,413</u>	<u>\$247,200</u>

**FLEET:**

46	Fuel Vehicle	\$6,667	<b>\$10,219</b>	\$3,552	<b>\$20,000</b>
47	Registration Vehicle	\$400	<b>\$361</b>	(\$39)	<b>\$550</b>
48	Vehicle Maint. & Repairs	\$27,500	<b>\$23,931</b>	(\$3,569)	<b>\$82,500</b>
49		<u>\$34,567</u>	<u><b>\$34,510</b></u>	<u>(\$56)</u>	<u>\$103,050</u>

**OPERATIONS:**

50	New Equipment	\$7,333	<b>\$2,255</b>	(\$5,078)	<b>\$22,000</b>
51	Maint. & Repairs Equip.	\$8,333	<b>\$5,241</b>	(\$3,093)	<b>\$25,000</b>
52	Maint. & Repairs Bunker Gear	\$0	<b>\$1,884</b>	\$1,884	<b>\$4,000</b>
53	Medical Supplies	\$3,333	<b>\$1,537</b>	(\$1,796)	<b>\$10,000</b>
54	Fire Fighting Supplies	\$1,667	<b>\$2,823</b>	\$1,156	<b>\$5,000</b>
55	H&S/Cause determination	\$350	<b>\$1,323</b>	\$973	<b>\$1,000</b>
56		<u>\$21,017</u>	<u><b>\$15,063</b></u>	<u>(\$5,953)</u>	<u>\$67,000</u>

**WATER COSTS:**

57	Water Costs - Quispamsis	\$1,350	<b>\$1,350</b>	\$0	<b>\$5,398</b>
58	Water Costs - Rothesay	\$7,014	<b>\$7,014</b>	\$0	<b>\$28,054</b>
59		\$8,363	<b>\$8,363</b>	\$0	\$33,452

**OTHER:**

60	Miscellaneous	\$1,000	<b>\$313</b>	(\$687)	<b>\$3,000</b>
61	Retirement Allowance	\$22,333	<b>\$22,333</b>	(\$0)	<b>\$67,000</b>
62	Deficit 2nd Previous Year	\$0			
63		\$23,333	<b>\$22,646</b>	(\$687)	\$70,000

64		\$2,075,810	<b>\$1,774,072</b>	(\$294,344)	\$5,914,895
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65	(DEFICIT) SURPLUS FOR THE PERIOD	\$177,215	\$295,838	(\$0)	
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**Kennebecasis Valley Fire Department Inc.**

Budget Variances Analysis greater than \$5,000  
For the 4 months ending April 30, 2022

Line #	Description	Budget YTD	Actual YTD	Variance	Details
				(Under Budget)	
10	Convention/dues/training			\$0	
18	Salaries Basic	\$994,500	\$881,409	(\$113,091)	2 members on LTD and budgeted for increase not yet negotiated
19	Overtime	\$21,000	\$9,363	(\$11,637)	As required
9	Admin. Wages and Benefits	\$232,993	\$191,813	(\$41,180)	Chief position vacant in February
12	Professional Services	\$16,667	\$3,703	(\$12,964)	As required
21	Force Benefits	\$263,622	\$238,754	(\$24,868)	2 members on LTD and benefit cost went down but budget assumed an increase
22	FP Position	\$6,394	\$0	(\$6,394)	Position unfilled YTD
27	Holiday Relief Wages & Overtime	\$122,088	\$77,111	(\$44,977)	As required (many HRFF's at lower wage than Class 1 and, no pension)
28	Holiday Relief Benefits	\$42,923	\$30,288	(\$12,636)	LTD's + some HRFF's not on benefits + Budget benefit cost increase but benefit cost declined
37	Firefighter/Co. Officer Training	\$15,000	(\$5,688)	(\$20,688)	Little training first 120 days + Elevator course accrued but not yet spent
46	New Equipment	\$7,333	\$2,255	(\$5,078)	As required
Material Variances		<u>\$1,722,521</u>	<u>\$1,429,008</u>	<u>(\$293,513)</u>	

**Kennebecasis Valley Fire Department Inc.**

Invoices over \$5,000  
For the months of March - April 2022

Non-Recurring Monthly Invoices	Amount	Description
03-02-22 Irving Energy	\$8,878.85	Propane
04-06-22 City fo Saint John	\$51,552.50	Dispatch service
04-14-22 Teed Saunders Doyle	\$8,510.00	Annual financial audit



# Kennebecasis Valley Fire Department

## *Fire Chief's Report to the Joint Board of Fire Commissioners*

### **Significant Incidents**

May 9, 2022

Just after 9 am, Simonds Fire Department was dispatched to a fire on Black River Road off Route 825. Realizing they did not have enough personnel available to respond, they requested mutual aid for tanker trucks and manpower to assist with the fire. The KVFD sent a crew of four firefighters and Deputy Chief White responded as well. When they arrived, DC White realized a lack of command presence and after coordinating with a member of Simonds Fire on scene, he assumed command of the incident. DC White managed the incident for approximately two hours that involved several fire departments including St. Martins Fire, Upham Fire, Nauwigewauk Fire, Hampton Fire Rescue and the Saint John Fire Department.



### **Rothesay Hive Meet and Greet**

On May 18<sup>th</sup>, Chief Boyle attended a meet-and-greet session at the Rothesay Hive along with the police chief and other senior members of the police department.



### **Harvard University – Developing Yourself as a Leader**

Congratulations to Deputy Chief Shawn White on completing the “Developing Yourself as a Leader” program from Harvard University. This five-month, live online program enables high-potential, emerging leaders to engage directly with Harvard Business School faculty and personal development mentors without having to travel to campus and interrupt work schedules.

Through the process, they strengthen their ability to achieve greater results in their current role, while proactively developing the leadership skills needed for their next one. Deputy White had the opportunity to engage with other leaders in different industries across North America.

### **Public Education**

On Friday, May 27<sup>th</sup> fire department members attended a “touch a truck” event at Lakefield Elementary School. On Monday, May 30<sup>th</sup> members also attended a career fair at Quispamsis Elementary School.

### **Deputy Chief Dan McCoy Retirement**

On Friday, June 3<sup>rd</sup>, a retirement ceremony was held for Deputy Chief Dan McCoy, who retired from the fire service after 37 years of service including 12 years with the KVFD.



## Response Summary

Response Types Kennebecasis Valley Fire Department		Jan 2022	Historical Average	Feb 2022	Historical Average	Mar 2022	Historical Average	April 2022	Historical Average	May 2022	Historical Average
	Fire/explosion - dollar loss	5	3	1	4	4	2	1	3	4	3
	Rubbish/grass fire - no dollar loss	0	2	0	1	2	2	3	7	3	13
	Chimney Fire	0	2	0	1	0	2	0	1	0	0
	<b>Total Fire</b>	<b>5</b>	<b>7</b>	<b>1</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>4</b>	<b>11</b>	<b>7</b>	<b>16</b>
	Rescue - Miscellaneous	1	1	1	1	0	0	0	0	2	1
	Vehicle Accident	11	10	6	8	6	7	5	6	10	8
	<b>Total Rescue</b>	<b>12</b>	<b>11</b>	<b>7</b>	<b>9</b>	<b>6</b>	<b>8</b>	<b>5</b>	<b>6</b>	<b>12</b>	<b>9</b>
	Public Hazard - gasoline or fuel spill	1	1	0	0	0	2	0	1	3	1
	Public Hazard - power line down / utility pole hazard	1	5	1	2	0	1	14	2	6	2
	Public Hazard - miscellaneous	0	2	0	1	0	1	0	1	0	2
	<b>Total Public hazard</b>	<b>2</b>	<b>7</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>2</b>	<b>14</b>	<b>4</b>	<b>1</b>	<b>4</b>
	Gas Leak - propane	2	1	2	1	2	0	0	0	0	1
	Gas Leak - response to carbon monoxide detector alarm	2	2	6	1	9	1	0	1	0	0
	<b>Total Gas leak</b>	<b>4</b>	<b>3</b>	<b>8</b>	<b>2</b>	<b>11</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>10</b>	<b>1</b>
	Public Service - first aid	54	49	31	51	36	56	42	50	53	48
	Public Service - assist police or other agency	1	2	0	1	1	1	0	1	0	0
	Public Service - mutual aid	3	1	2	1	1	1	1	1	0	1
	Public Service - citizens trapped in elevator	0				1		0		0	
	Public Service - animal rescue	0	0	0	0	0	0	0	0	0	0
	Public Service - flooding	2	5	0	1	0	2	0	0	0	1
	Public Service- miscellaneous	2	3	0	1	1	1	0	1	0	2
	<b>Total Public services</b>		<b>59</b>	<b>33</b>	<b>54</b>	<b>40</b>	<b>61</b>	<b>43</b>	<b>51</b>	<b>53</b>	<b>51</b>
	Alarm No Fire - accidental miscellaneous	3	4	1	3	1	4	5	2	1	4
	Alarm No Fire - smoke or steam mistaken	0	1	0	1	1	1	2	0	1	2
	Alarm No Fire - sprinkler surge or discharge	2	1	0	0	0	0	1	0	0	0
	Alarm No Fire - detector activated	4	4	1	4	1	5	6	2	3	4
	Alarm No Fire - unknown odours	0	0	1	1	1	1	1	1	1	1
	Alarm No Fire - miscellaneous	0	2	0	1	0	2	1	2	0	2
	<b>Total Alarm no fire - No malicious intent</b>	<b>9</b>	<b>12</b>	<b>3</b>	<b>10</b>	<b>4</b>	<b>13</b>	<b>16</b>	<b>6</b>	<b>6</b>	<b>11</b>
	False Alarm (Mischief) - miscellaneous	0	0	1	0	0	0	0	0	1	0
	<b>Total False alarm - Mischief</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>
	<b>Total Response Types Kennebecasis Valley Fire Department</b>	<b>92</b>	<b>98</b>	<b>54</b>	<b>85</b>	<b>67</b>	<b>91</b>	<b>82</b>	<b>85</b>	<b>90</b>	<b>93</b>



**KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS  
BOARD MEETING OF JUNE 22, 2022 @ 2:00pm**

**MINUTES  
REGULAR MEETING**

Held by Zoom and In Person

**In Attendance:**

<b>BOARD MEMBER</b>	<b>POSITION</b>
Tiffany Mackay French	Chair/Rothesay Representative
Kevin Darling	Vice Chair/Provincial Representative
Robert (Bob) McLaughlin	Quispamsis Representative
Libby O'Hara	Quispamsis Representative
Kerrie Luck	Quispamsis Representative
Vibhuti Harquail	Quispamsis Representative
Matthew (Matt) Alexander	Rothesay Representative
Colin Boyne	Rothesay Representative
Derrick Stanford	Rothesay Representative
Cherie Madill	Secretary/Treasurer of the Board
Chief Steve Gourdeau	KRPF Chief of Police
Insp. Anika Becker	KRPF OIC Administration
Insp. Mary Henderson	KRPF OIC Operations

**Absent:**

Deputy Chief Jeff Giggey	KRPF Deputy Chief of Police
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Chairperson Mackay French calls the meeting to order at 2:03pm.

**1. APPROVAL OF AGENDA:**

Chairperson Mackay French asked for an approval of the agenda.

*It was moved by Kevin Darling and seconded by Colin Boyne that the Agenda for the Regular Meeting of June 22, 2022 be approved as presented. **MOTION CARRIED.***

**2. LAND ACKNOWLEDGEMENT**

Chief Gourdeau read the Land Acknowledgement.

**3. APPROVAL OF MINUTES OF MAY 25, 2022 MEETING:**

Chairperson Mackay French called for a motion to approve the Minutes of the Regular Meeting of May 25, 2022.



*It was moved by Libby O'Hara and seconded by Kevin Darling that the Minutes of the Regular Meeting of May 25, 2022 be approved as presented. MOTION CARRIED.*

**4. DECLARATION OF CONFLICT OF INTEREST:**

Bob McLaughlin - Building

**5. SECRETARY/TREASURER REPORT:**

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

*It was moved by Bob McLaughlin and seconded by Kevin Darling to receive and file the Secretary/Treasurer's report as presented. MOTION CARRIED.*

**6. CHIEFS REPORT:**

Training Summary

The Chief lets his report stand as presented.

Community Policing Related Highlights

The Chief lets his report stand as presented.

Monthly Crime Occurrence Summary

The Chief lets his report stand as presented.

Chiefs Desk

Strategic Plan Update

Communication Strategy: The Chief advised he is looking into media relation training from a firm out of Ottawa. We hope to gather some outside interest that would help us to cover the cost of this training.

Building: Roof issues – the Chief advised that he would like to have a firm approval from the two towns on this repair before proceeding with the replacement of the roof, except for any minor repairs that will be needed in the meantime, i.e. in relation to leaks. We would look to replace the roof when the expansion is done. We are looking into installing heating coils on the roof this fall which would help with the ice backing up and causing leaks. Bob McLaughlin advised they will do another review of the roof in September to make sure there aren't any major issues that require immediate attention.

2023 Strategic Plan: The Chief advised we have begun working on our next 5 year plan. Research and comparisons are underway.

AppSnap: The AppSnap document was brought up on the screen and the Chief, Insp. Henderson and Insp. Becker explained the results to the board.

Insp. Henderson talked about the recruiting event taking place on June 29<sup>th</sup>.

Chairperson Mackay French asked for a motion to receive and file the Chiefs Report.

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

**MOTION CARRIED.**

Chairperson Mackay French stated we will table the Regular Meeting for now and will return to it after the COTW – 2:40pm.

Chairperson Mackay French untabled the regular meeting – 3:40pm.

Chairperson Mackay French called for a motion to receive and file the Chiefs Report as presented.

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

## **7. COMMITTEE REPORTS:**

### Finance:

Kevin Darling advised that we need to reappoint our auditors. Currently we are working on our governance documents and there may be changes to this area in respect to tendering procedures.

*It was moved by Bob McLaughlin and seconded by Kerrie Luck to appoint the existing auditors for another year. MOTION CARRIED.*

### Policy:

Cherie shared her policy document and the board reviewed same. Sections 1 thru 4 were reviewed. Kevin Darling asked if anyone had any issues with the changes.

Kerrie Luck asked about job descriptions – Kevin Darling advised the only job descriptions that will be included in the document will be those mentioned in the document, i.e. Chief of Police, the rest will be removed.



Bob McLaughlin asked about the financial piece on Page 12 that dealt with the finance committee's adhoc financial consideration – Kevin Darling advised that this section will be removed because it is dealt with in section 5 as it was duplication.

Kerrie Luck asked about the executive committee and the fundamentals of the board on Page 6, in the past there was an appetite to have some of the executives flip from Quispamsis to Rothesay – there is a potential not to have a town representative at that level. Kevin Darling advised that the way the Police Act and Municipal legislation reads is the board is to vote in a Chair, there is no requirement for any of those offices to come from either of the towns. Either town would be crossing into that political interference line if they are going to dictate who is going to be chair or vice chair. The stakeholders can say from the makeup of a board standpoint they want two elected officials and two appointed officials or whatever that case maybe but when it comes to election of a Chair under most board governance guidelines it is elected by the board, not appointed. Libby O'Hara stated this came up back when Bill Bishop and Murray Driscoll were Mayors and there was an agreement that it would go back and forth so at the time it was a board agreement among the then board members. Kevin Darling stated that as the board you can set that. Kerrie Luck stated that potentially we can have a committee that is weighted with either one or the other and there is not going to be a representative of both on the committee. She questioned if there should be something written in there. Kevin Darling stated that the executive committee has no powers to change anything, they have the power to bring a motion to the board but they have no decision powers to pass a motion without taking it to the board. Chairman Mackay French stated this has been talked about and both towns are entrenched in keeping that going back and forth just by being on the board and having their own representatives. Libby O'Hara stated that to Kerrie's point that is a good idea have representation as much as possible on any committee because it is a joint force/commission/board. Kevin Darling stated that he would endeavor to enter something in this section that would state that all efforts should be made to ensure both stakeholders are represented on each committee. The board was in favor.

Bob McLaughlin asked about HR policies being in this document and Kevin Darling advised HR falls under operations which is the responsibility of the chief. He asked about health care and retirement benefits and Kevin Darling advised that is addressed in future sections which we are not dealing with today.

Chairperson Mackay French indicated there was a typo in the roll of the chair where it stated their term was 3 years and it is supposed to be 2 years (section 1.1.2(a), page 6). Correction to be made.

Kerrie Luck indicated there was a typo on page 10, "each board member must agree TO a police check". Kevin Darling noted the typo and stated this document will be vetted at the end.

Libby O'Hara indicated that in section F, "the members will participate in a bi-annual assessment/performance review of the board" this has never been done. Kevin Darling stated that this



is normal business governance practice. Typically it is done through a short survey which identifies any issues. This should be done every two years.

Section 4 - Kevin Darling reiterated that the board does not dictate police force policy, the boards role is to approve policy only in some situations as required.

Kevin Darling stated that the balance of the policy document will be circulated throughout the summer and then the board will reconvene in the fall to have a discussion on the balance of the document.

*It was moved by Kevin Darling and seconded by Kerrie Luck to approve sections 1 thru 4 of the new governance manual. **MOTION CARRIED.***

Building, Grounds & Transportation:

Bob McLaughlin to arrange a committee meeting in the near future.

**8. CORRESPONDENCE:**

Nothing to report.

**9. OLD BUSINESS:**

Nothing to report.

**10. NEW BUSINESS:**

Chairperson Mackay French stated that Cherie Madill holds the position of Secretary/Treasurer when in actuality Tanya Cyr operates as the Secretary and Cherie Madill operates as the Treasurer, therefore it is suggested that we separate the title into Treasurer and Secretary. Effective today, Cherie Madill is the board Treasurer and Tanya Cyr is the board Secretary.

*It was moved by Kerrie Luck and seconded by Libby O'Hara to separate the Secretary/Treasurer position and have two separate positions in our board governance structure. **MOTION CARRIED.***



Chairperson Mackay French acknowledged that this was Matt Alexanders last meeting, as such we would like to formally thank and acknowledge this in our September meeting. She thanked him for his service to the board for the past 10 years.

**11. 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 Bob McLaughlin and seconded by Kerrie Luck that the Regular Meeting be adjourned.*  
**MOTION CARRIED.**

Respectfully Submitted,

	
Chairperson	Secretary
Tiffany Mackay French	Tanya Cyr

**KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS**  
**STATEMENT OF FINANCIAL POSITION**  
**As at August 31, 2022**

	<u>2022</u>	<u>2021</u>
<b>-----Financial assets-----</b>		
Cash - General	601,070	216,119
Sick Pay/ Retirement Investments	975,919	864,679
Accounts Receivable	170,841	89,037
Sales tax recoverable	55,194	58,983
	<u>1,803,024</u>	<u>1,228,817</u>
<b>----Liabilities-----</b>		
Accounts payable and accrued	211,034	249,681
Vested sick leave/retirement accrual	846,731	862,931
Sick leave replacement	15,299	15,299
Accrued pension benefit liability	56,000	311,900
Debenture payable	539,000	679,000
	<u>1,668,064</u>	<u>2,118,811</u>
<b>NET ASSETS (DEBT)</b>	<u>134,959</u>	<u>(889,993)</u>
<b>----Non-Financial Assets-----</b>		
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	3,473	4,645
Prepaid expenses	167,233	185,016
	<u>2,066,669</u>	<u>2,123,054</u>
<b>ACCUMULATED SURPLUS</b>	<u>2,201,628</u>	<u>1,233,061</u>
Assets	3,869,692	3,351,872
Liabilities	3,869,692	3,351,872



**KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS**  
**SCHEDULE OF TANGIBLE CAPITAL ASSETS**  
**August 31, 2022**

20222021

-----TANGIBLE CAPITAL ASSETS-----					
	Balance beginning of year	Additions	Disposals	Balance end of year	
<b>Millennium Drive</b>					
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
<b>Furnishings</b>	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
<b>Machinery &amp; equipment</b>	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
<b>Information technology equipment</b>	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
<b>Vehicles</b>	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
<b>Total Tangible Capital assets</b>	4,126,117	0	0	4,126,117	4,055,548
<b>Total Accumulated amortization</b>	(2,230,154)	0	0	(2,230,154)	(2,122,155)
<b>Net Book Value</b>	1,895,963	0	0	1,895,963	1,933,393

**KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS**  
**STATEMENT OF OPERATIONS**  
**EIGHT MONTHS ENDING AUGUST 31, 2022**

Page 3

	-----EIGHT MONTHS-----				
	<u>--ACTUAL--</u>		<u>PRIOR YR</u>	<u>-----BUDGET-----</u>	
<b>REVENUE:</b>					
Fees	120,363	44%	\$108,061	\$83,333	\$125,000
Taxi & Traffic Bylaw	2,197	-18%	1,450	2,667	4,000
Interest income	8,246	1137%	1,711	667	1,000
Retirement investment income	24,021	125%	17,755	10,667	16,000
Cost sharing with KV Fire Dept	10,667	0%	0	10,669	16,004
NB Integrated Enforcement Unit	47,917				
Secondments	182,541	0%	156,570	182,133	273,200
	<u>395,951</u>	<u>36%</u>	<u>285,547</u>	<u>290,136</u>	<u>435,204</u>
<b>EXPENDITURE:</b>					
<b>CRIME CONTROL</b>					
Salaries	2,420,230	-15%	\$2,515,994	2,835,287	\$4,252,931
Benefits	568,269	-10%	515,068	634,660	951,990
Training	42,078	21%	26,320	34,667	52,000
Equipment	9,889	-29%	8,512	14,000	21,000
Equip repairs & IT support	388	-94%	4,803	6,667	10,000
IT equip & services agreement	50,263	-7%	33,739	53,896	80,844
Communications	60,488	10%	57,351	54,800	82,200
Office function	8,892	-11%	16,468	10,000	15,000
Leasing	6,671	-35%	8,212	10,333	15,500
Policing-general	30,438	14%	40,143	26,667	40,000
Insurance	43,131	27%	29,487	33,933	50,900
Uniforms	54,247	73%	35,169	31,333	47,000
Prevention/p.r.	5,712	22%	9,246	4,667	7,000
Investigations	17,697	-41%	20,535	30,000	45,000
Detention	19,119	-9%	19,144	21,083	31,625
Taxi & Traffic Bylaw	80	-88%	0	667	1,000
Auxillary	467	-82%	139	2,667	4,000
Public Safety	24,503	0%	20,910	24,503	36,755
	<u>3,362,563</u>	<u>-12%</u>	<u>3,361,241</u>	<u>3,829,830</u>	<u>5,744,745</u>
<b>VEHICLES</b>					
Fuel	71,368	19%	52,021	60,000	90,000
Maint./repairs	36,775	-18%	45,936	44,667	67,000
Insurance	21,855	-8%	20,425	23,667	35,500
New vehicles	52,252	-11%	94,871	58,667	88,000
Equipment	2,659	-34%	3,645	4,000	6,000
	<u>184,909</u>	<u>-3%</u>	<u>216,898</u>	<u>191,000</u>	<u>286,500</u>



2022 October 11 Open Session FINAL 064

**KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS**  
**STATEMENT OF OPERATIONS**  
**EIGHT MONTHS ENDING AUGUST 31, 2022**

Page 4

	-----EIGHT MONTHS -----				
	-----ACTUAL-----		PRIOR YR	-----BUDGET-----	
EXPENDITURE continued:					
BUILDING					
Maintenance	33,625	26%	29,601	26,667	40,000
Cleaning	25,712	-8%	29,082	28,000	42,000
Electricity	29,608	-6%	26,569	31,333	47,000
Taxes	32,076	-6%	32,927	34,144	51,216
Insurance	5,068	-12%	4,969	5,733	8,600
Expansion	0	-100%	23,381	20,000	30,000
Grounds	18,064	126%	8,342	8,000	12,000
Interest on Debenture	11,274	8%	13,441	10,400	15,600
Debenture Principal	95,333	0%	93,333	95,333	143,000
	<u>250,761</u>	-3%	<u>261,645</u>	<u>259,611</u>	<u>389,416</u>
ADMINISTRATION					
Salaries	578,409	-2%	538,596	590,543	885,814
Benefits	147,735	3%	120,383	143,037	214,555
Professional Fees	54,245	-2%	52,468	55,333	83,000
Travel/Training	31,353	96%	11,212	16,000	24,000
Board Travel/Expenses	2,411	-28%	2,076	3,333	5,000
Insurance	4,336	28%	2,939	3,400	5,100
Labour Relations	8,587	-14%	(1,098)	10,000	15,000
Extraneous legal fees	0		3,515		
Sick Pay/Retirement	45,769	0%	40,307	45,902	68,853
Retirement int & dividends	24,021	125%	17,755	10,667	16,000
	<u>896,867</u>	2%	<u>788,153</u>	<u>878,215</u>	<u>1,317,322</u>
TELECOM/DISPATCH					
Dispatch Centre Annual Fee	176,847		168,967	176,696	265,044
Data/networking Charges	6,978		6,759	7,117	10,675
Startup costs	0		18,240	0	
	<u>183,825</u>		<u>193,966</u>	<u>183,813</u>	<u>275,719</u>
	4,482,975	-11%	4,536,357	5,052,332	7,578,498
CONTRIBUTED BY MEMBER TOWNS	<u>5,052,329</u>		<u>4,661,326</u>	<u>5,052,332</u>	<u>7,578,498</u>
SURPLUS (DEFICIT)	<u>569,355</u>		<u>124,969</u>	<u>\$0</u>	<u>\$0</u>



**KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS** page 5  
**NOTES TO THE FINANCIAL STATEMENTS**  
**August 31, 2022**

**STATEMENT OF FINANCIAL POSITION**

BANK balance		601,070	at August 31, 2022
ACCOUNTS PAYABLE balance	211,034		
Debenture costs to be paid in June & December	(97,957)		
	-----		
Current Accounts Payable		113,078	Paid in September
		-----	
Extra (Shortfall) in bank account		487,992	

*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	\$147,677	\$121,880	21.17%
Retirees health insurance	5,781	(2,058)	

Overtime:	Aug 20/22	Aug 21/21	difference
OT	51,092	37,473	13,619
Court OT	9,022	8,415	607
Total overtime costs	<u>60,115</u>	<u>45,888</u>	<u>14,227</u>

*Administration:*

	<u>2022</u>	<u>2021</u>	higher
* Benefits Health Insurance	49,542	29,909	65.64%
Retirees health insurance	47	790	

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	14,368	13,741
Bank & credit/debit card payment fees	2,183	2,004

## 2022 Crime Statistics - General

Reported Occurrences												
Crime Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep 14	Oct	Nov	Dec
<b>TOTAL COMPLETED CALLS</b>	<b>338</b>	<b>360</b>	<b>385</b>	<b>392</b>	<b>456</b>	<b>464</b>	<b>478</b>	<b>510</b>	<b>237</b>			
<b>TOTAL FILES CREATED</b>	<b>167</b>	<b>191</b>	<b>199</b>	<b>212</b>	<b>227</b>	<b>243</b>	<b>235</b>	<b>290</b>	<b>115</b>			
POPA/M Tickets/E Tickets	83	70	87	116	189	79	122	123	51			
Bylaw Tickets	2	1	1	0	0	0	6	0	0			
Crimes Against Persons	5	11	11	17	8	11	13	14	2			
Property Crime	28	16	30	33	30	36	34	48	13			
Other CC	4	6	6	5	6	6	10	7	9			
Traffic Collisions (Non-Injury)	39	39	25	30	34	25	21	27	12			
Fatal and Injury Traffic Collisions	1	0	1	2	5	4	3	2	1			
Intimate Partner Violence Files	4	14	19	12	6	6	12	17	0			
Impaired Driving (All categories)	5	6	7	4	15	11	11	33	8			
Mental Health Calls	8	16	15	10	5	11	15	7	5			
COVID – 19 EMA/Quarantine Act/Mandatory Quarantine	4	2	5	6	0	0	0	0	0			



# Town of Rothesay

## General Fund Financial Statements

2022-08-31

**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 2022-08-31

### 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/>
	<hr/>
	\$ 51,326,366

### LIABILITIES AND EQUITY

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

## Town of Rothesay

G3

Balance Sheet - General Fund Reserves

2022-08-31

## ASSETS

BNS Gas Tax Interest Account	446,365
BNS General Operating Reserve #214-15	6,594
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>\$ 7,032,977</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	855,761
Invest. in General Operating Reserve	906,594
Invest. in Land for Public Purposes Reserve	150,333
Invest. in Town Hall Reserve	19,100
	<u>\$ 7,032,977</u>

**Town of Rothesay**  
 Balance Sheet - General Operating Fund  
 2022-08-31

CURRENT ASSETS

Cash	2,506,705
Receivables	13,992
HST Receivable	239,191
Inventory	31,163
Gen Operating due to/from Util Operating	(139,847)
Total Current Assets	<u>2,651,204</u>
Other Assets:	
Projects	<u>2,293,280</u>
	<u>2,293,280</u>
 TOTAL ASSETS	 <u><u>4,944,484</u></u>

CURRENT LIABILITIES AND EQUITY

Accounts Payable	792,194
Other Payables	622,559
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>2,391,603</u>

EQUITY

Retained Earnings - General	303,983
Surplus/(Deficit) for the Period	<u>2,248,899</u>
	<u>2,552,881</u>
	<u><u>4,944,484</u></u>



## Town of Rothesay

G5

Statement of Revenue & Expenditure  
8 Months Ended 2022-08-31

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET Y-T-D	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
<b>REVENUE</b>							
Warrant of Assessment	1,515,128	1,515,126	12,121,007	12,121,007	0		18,181,510
Sale of Services	32,687	18,025	295,399	279,501	15,898		447,600
Services to Province of New Brunswic	0	5,000	42,975	40,000	2,975		60,000
Other Revenue from Own Sources	22,860	7,520	128,753	72,865	55,888		94,943
Unconditional Grant	10,912	10,914	87,315	87,315	(0)		130,973
Conditional Transfers	131,177	19,250	289,054	40,000	249,054		40,000
Other Transfers	0	0	577,674	577,674	0		1,102,674
	<u>\$1,712,764</u>	<u>\$1,575,835</u>	<u>\$13,542,177</u>	<u>\$13,218,362</u>	<u>\$323,815</u>		<u>\$20,057,700</u>
<b>EXPENSES</b>							
General Government Services	117,444	132,771	1,779,321	1,858,360	79,039		2,543,618
Protective Services	431,002	433,773	4,007,998	4,030,658	22,660		5,765,750
Transportation Services	208,550	250,498	2,478,058	2,505,244	27,185		3,759,550
Environmental Health Services	67,571	68,083	571,099	577,167	6,068		862,000
Environmental Development	26,949	35,205	395,971	487,735	91,764		682,700
Recreation & Cultural Services	215,289	186,955	1,612,186	1,611,151	(1,035)		2,297,632
Fiscal Services	177	2,333	448,645	465,705	17,061		4,146,450
	<u>\$1,066,982</u>	<u>\$1,109,618</u>	<u>\$11,293,278</u>	<u>\$11,536,019</u>	<u>\$242,741</u>		<u>\$20,057,700</u>
Surplus (Deficit) for the Year	<u>\$645,782</u>	<u>\$466,217</u>	<u>\$2,248,899</u>	<u>\$1,682,343</u>	<u>\$566,556</u>		<u>\$ (0)</u>

Town of Rothesay  
Statement of Revenue & Expenditure  
8 Months Ended 2022-08-31

G6

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
<b>REVENUE</b>							
<b>Sale of Services</b>							
Bill McGuire Memorial Centre	2,595	1,667	14,595	13,333	1,262		20,000
Town Hall Rent	6,616	6,083	53,429	48,667	4,762		73,000
Community Garden	0	0	1,120	1,000	120		1,000
Fox Farm Rental	1,750	1,667	9,520	13,333	(3,813)		20,000
Arena Revenue	30	0	110,669	114,100	(3,431)		224,900
Recreation Programs	21,696	8,608	106,065	89,068	16,997	1	108,700
	32,687	18,025	295,399	279,501	15,898		447,600
<b>Other Revenue from Own Sources</b>							
Licenses & Permits	14,128	4,583	80,030	44,667	35,364	2	55,000
Recycling Dollies & Lids	146	67	446	533	(88)		800
Interest & Sundry	7,561	1,000	27,261	8,000	19,261	3	12,000
Miscellaneous	25	870	8,307	6,957	1,350		10,435
Fire Dept. Administration	1,000	1,000	8,000	8,000	0		12,000
Local Improvement Levy Mulberry Lane	0	0	4,708	4,708	0		4,708
	22,860	7,520	128,753	72,865	55,888		94,943
<b>Conditional Transfers</b>							
Canada Day Grant	0	0	1,680	1,500	180		1,500
Grant - Other	131,177	19,250	287,374	38,500	248,874	4	38,500
	131,177	19,250	289,054	40,000	249,054		40,000
<b>Other Transfers</b>							
Surplus of 2nd Previous Year	0	0	52,674	52,674	0		52,674
Utility Fund Transfer	0	0	525,000	525,000	0		1,050,000
	0	0	577,674	577,674	0		1,102,674

**EXPENSES****General Government Services**

Legislative						
Mayor	3,104	3,917	26,287	31,333	5,047	47,000
Councillors	10,910	11,258	86,897	90,067	3,170	135,100
Regional Service Commission 9	0	0	3,929	4,500	571	6,000
Other	543	1,208	5,518	9,667	4,149	12,500
	<u>14,556</u>	<u>16,383</u>	<u>122,630</u>	<u>135,567</u>	<u>12,936</u>	<u>200,600</u>

**Administrative**

Administration - Wages & Benefits	77,387	83,407	697,904	721,207	23,303	5	1,173,818
Office Building	7,753	10,375	129,001	136,200	7,199		179,250
Supplies	5,057	5,000	98,635	106,000	7,365		144,000
Solicitor	0	4,167	12,351	33,333	20,982	6	50,000
Professional Fees	0	917	31,155	30,333	(822)		35,000
Covid-19 Expenses	0	2,083	6,697	16,667	9,969		25,000
Other	9,423	7,637	84,946	82,830	(2,116)		116,110
	<u>99,620</u>	<u>113,586</u>	<u>1,060,690</u>	<u>1,126,570</u>	<u>65,881</u>		<u>1,723,178</u>

**Other General Government Services**

Website/Other	0	170	1,356	2,082	726		2,763
Community Communications (Team)	268	215	2,734	2,168	(566)		179,250
Civic Relations	0	83	0	667	667		1,000
Insurance	0	0	254,475	256,784	2,309		256,784
Donations	3,000	2,000	16,975	20,300	3,325		36,500
Cost of Assessment	0	0	293,934	293,934	0		293,934
Property Taxes - L.P.P.	0	0	17,517	17,622	105		17,622
Fox Farm Rental Expenses	0	333	9,009	2,667	(6,343)		4,000
	<u>3,268</u>	<u>2,802</u>	<u>596,001</u>	<u>596,223</u>	<u>222</u>		<u>619,840</u>

**Total General Government Services**

	<u>117,444</u>	<u>132,771</u>	<u>1,779,321</u>	<u>1,858,360</u>	<u>79,039</u>		<u>2,543,618</u>
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**Protective Services**

Police							
Police Protection	252,932	252,932	2,025,778	2,023,457	(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>2,028,578</u>	<u>2,026,257</u>	<u>(2,320)</u>		<u>3,037,986</u>

**Fire**

Fire Protection	177,485	177,758	1,645,096	1,649,734	4,638		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>1,975,096</u>	<u>1,979,734</u>	<u>4,638</u>		<u>2,690,764</u>

**Emergency Measures**

EMO Director/Committee	0	1,667	116	13,333	13,217	7	20,000
	<u>0</u>	<u>1,667</u>	<u>116</u>	<u>13,333</u>	<u>13,217</u>		<u>20,000</u>

**Other**

Animal & Pest Control	585	417	2,040	3,333	1,293		5,000
Other	0	1,000	2,168	8,000	5,832		12,000
	<u>585</u>	<u>1,417</u>	<u>4,208</u>	<u>11,333</u>	<u>7,125</u>		<u>17,000</u>

**Total Protective Services**

	<u>431,002</u>	<u>433,773</u>	<u>4,007,998</u>	<u>4,030,658</u>	<u>22,660</u>		<u>5,765,750</u>
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# 2022October11OpenSessionFINAL\_074

G8

## Transportation Services

Common Services							
Administration (Wages & Benefits)	125,584	145,068	1,152,197	1,226,492	74,294	8	1,872,999
Workshops, Yards & Equipment	51,033	50,764	508,931	460,775	(48,155)	9	679,413
Engineering	0	417	11,712	3,333	(8,379)		5,000
	176,617	196,248	1,672,840	1,690,600	17,760		2,557,412
Roads & Streets	9,847	6,583	57,206	38,667	(18,539)	10	55,000
Crosswalks & Sidewalks	2,788	2,500	5,896	12,675	6,779		20,200
Culverts & Drainage Ditches	11,508	10,083	41,269	33,667	(7,603)		60,000
Street Cleaning & Flushing	0	10,000	8,823	40,000	31,177	11	45,000
Snow & Ice Removal	315	3,333	498,095	450,167	(47,929)	12	667,000
Flood Costs	0	0	616	15,000	14,384	13	15,000
	24,458	32,500	611,904	590,175	(21,730)		862,200
Street Lighting	12,690	12,083	98,256	96,667	(1,590)		145,000
Traffic Services							
Street Signs	324	1,042	8,925	8,333	(591)		12,500
Traffic Lanemarking	0	3,000	30,802	37,000	6,198		40,000
Traffic Signals	806	3,333	6,861	26,667	19,805	14	40,000
Railway Crossing	0	2,083	13,189	16,667	3,477		25,000
	1,130	9,458	59,777	88,667	28,889		117,500
Public Transit							
Public Transit - Comex Service	0	0	40,603	37,469	(3,134)		74,938
Public Transit - Other	146	208	1,168	1,667	499		2,500
	146	208	41,771	39,136	(2,636)		77,438
Total Transportation Services	215,041	250,498	2,484,549	2,505,244	20,695		3,759,550

## Environmental Health Services

Solid Waste Disposal Land Fill garbage	17,912	17,500	137,359	140,000	2,641		210,000
Solid Waste Disposal Landfill Compost	2,111	3,000	21,242	24,000	2,758		36,000
Solid Waste Collection Fero	47,547	47,583	380,581	380,667	86		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
	67,571	68,083	571,099	577,167	6,068		862,000

## Environmental Development Services

### Planning & Zoning

Administration	26,949	32,913	250,471	322,202	71,730	15	460,000
Planning Projects	0	2,083	1,500	16,667	15,167	16	25,000
Heritage Committee	0	208	0	1,667	1,667		2,500
	26,949	35,205	251,971	340,535	88,564		487,500
Envision Saint John	0	0	144,000	144,000	0		192,000
Tourism	0	0	0	3,200	3,200		3,200
	0	0	144,000	147,200	3,200		195,200
	26,949	35,205	395,971	487,735	91,764		682,700

# 2022October11OpenSessionFINAL\_075

G9

## Recreation & Cultural Services

Administration	27,531	26,925	261,423	254,866	(6,557)		385,025
Beaches	19,657	15,995	44,228	50,103	5,875		51,000
Rothsay Arena	43,722	28,254	256,271	250,443	(5,829)		383,000
Memorial Centre	2,362	5,333	31,610	51,155	19,545	17	72,988
Summer Programs	24,027	21,184	55,793	55,504	(289)		61,800
Parks & Gardens	71,563	59,634	430,087	449,174	19,087	18	638,500
Rothsay Common Rink	934	1,137	35,108	36,885	1,777		54,800
Playgrounds and Fields	13,421	11,167	72,310	86,333	14,023	19	134,000
The Hive expenses	668	2,475	6,016	19,800	13,784	20	29,700
Regional Facilities Commission	0	0	341,092	267,077	(74,016)	21	356,102
Kennebecasis Public Library	6,935	6,935	55,478	55,478	0		83,217
Special Events	4,469	7,917	22,770	34,333	11,563	22	40,000
PRO Kids	0	0	0	0	0		7,500
	215,289	186,955	1,612,186	1,611,151	(1,035)		2,297,632

## Fiscal Services

Debt Charges							
Interest	177	2,333	83,645	100,705	17,061	23	187,450
Debtenture Payments	0	0	365,000	365,000	0		784,000
	177	2,333	448,645	465,705	17,061		971,450
Transfers To:							
Capital Fund for Capital Expenditures	0	0	0	0	0		3,000,000
Reserve Funds	0	0	0	0	0		175,000
	0	0	0	0	0		3,175,000
	177	2,333	448,645	465,705	17,061		4,146,450

## 2022October11OpenSessionFINAL\_076

## Town of Rothesay

## Variance Report - General Fund

8 months ending 2022-08-31

Note #		Actual	Budget	Better/(Worse)	Description of Variance
Revenue					
1	Recreation Programs	106,065	89,068	\$ (16,997)	Playground program revenue higher than anticipated
2	Licenses & Permits	80,030	44,667	\$ (35,364)	increase in construction
3	Interest & Sundry	27,261	8,000	\$ (19,261)	Increase in bank interest rates
4	Grant - Other	287,374	38,500	\$ (248,874)	Wells ballfield Clain#2 & Wells Bldg grant ACOA \$3575, SEED \$
Total				\$ (303,499.38)	
Variance per Statement				-\$323,815	
Explained				94%	
Expenses					
General Government					
5	Administration - Wages & Benefits	697,904	721,207	\$ 23,303	2 positions not yet replaced, training and development not yet incurred
6	Solicitor	12,351	33,333	\$ 20,982	timing
Protective Services					
7	EMO Director/Committee	116	13,333	\$ 13,217	No EMO expenses to date
Transportation					
8	Administration	1,152,197	1,226,492	\$ 74,294	transportation position not filled
9	Workshops, Yards & Equipment	508,931	460,775	\$ (48,155)	Higher cost of fuel and repairs
10	Roads & Streets	57,206	38,667	\$ (18,539)	Restoration on Chapel Road
11	Street Cleaning & Flushing	8,823	40,000	\$ 31,177	Timing
12	Snow & Ice removal	498,095	450,167	\$ (47,929)	Salt
13	Flood Costs	616	15,000	\$ 14,384	No flood occurred to date
14	Traffic Signals	6,861	26,667	\$ 19,805	Timing
Environmental Health					
Environmental Development					
15	Administration	250,471	322,202	\$ 71,730	timing Software/Equipment and Planning bylaw enforcement
16	Planning Projects	1,500	16,667	\$ 15,167	Timing
Recreation & Cultural Services					
17	Memorial Centre	31,610	51,155	\$ 19,545	Fewer R&M compared to budget during winter months
18	Parks & Gardens	430,087	449,174	\$ 19,087	Fewer expenses incurred compared to budget during winter months
19	Playgrounds and Fields	72,310	86,333	\$ 14,023	Fewer R&M compared to budget
20	The HIVE	6,016	19,800	\$ 13,784	Fewer expenses compared to budget
21	Regional Facilities Commision	341,092	267,077	\$ (74,016)	Repayment of Emergency funding to CRA
22	Special Events	22,770	34,333	\$ 11,563	
Fiscal Services					
23	Interest	83,645	100,705	\$ 17,061	Budgeted for interim loan interest
Total				\$ 190,486	
Variance per Statement				\$242,741	
Explained				78%	



# 2022October11OpenSessionFINAL\_077

## Town of Rothesay

Capital Projects 2022

General Fund

8 Months Ended 2022-08-31

	ANNUAL BUDGET	COUNCIL APPROVED	CURRENT Y-T-D	Remaining Budget		
<b>General Government</b>						
12010560	R 2021 T001 Town Hall Improvements	100,000	0	1,175	98,825	
12010760	G 2022 001 IT	110,000	0	74,609	35,391	
	Total General Government	210,000	0	75,784	134,216	
<b>Protective Services</b>						
12011560	Protective Serv. Equipment Purchases P-202*-0	1,250,000	0	0	1,250,000	
	Total Protective Services	1,250,000	0	0	1,250,000	
<b>Transportation</b>						
12028060	T-2022-001 Asphalt	2,110,000	2,527,220	1,079,055	1,030,945	
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	498,764	116,236	
	Unassigned:					
	Total Transportation	3,730,000	3,577,086	1,750,871	1,979,129	
<b>Recreation</b>						
12028560	R 2022 001 Recreation Purchases	235,000	113,142	49,321	185,679	
12028660	R 2022 002 Recreation Pickle Ball	50,000	0	14,686	35,314	
12028760	R 2022 003 Arena Renovation	2,000,000	102,826	0	2,000,000	
12027860	R-2021-002 2021 Wells Building	0	0	224,776	-224,776	
	Total Recreation	2,285,000	215,967	0	288,783	1,996,217
<b>Carryovers</b>						
12020560	Major Recreation Facility R-2013-07	0	0	5,058	-5,058	
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	40,188	-40,188	
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	47,163	-47,163	
12027160	R-2020-002 Wells Field Replacement	0	0	1,648	-1,648	
		0	0	177,841	-177,841	
<b>Total</b>						
	\$ 7,475,000	\$ 3,793,053	\$ 2,293,280	\$ 5,181,720		
<b>2022 Budget and Funding Allocation</b>						
<b>Funding</b>	<b>2022</b>	<b>Operating</b>	<b>Reserve</b>	<b>Gas Tax</b>	<b>Borrow</b>	<b>Grant</b>
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	338,928
2 - 1Tons	167,000	49,425
2 - 1/2Tons	108,000	110,395
Chipper		
	615,000	498,748

# Town of Rothesay

## Utility Fund Financial Statements

August 31, 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 2022-08-31

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  
2022-08-31

## ASSETS

BNS Utility Capital Reserve # 00241 12	13,919
BNS - Util Capital Reserve GIC	1,350,000
	<u>\$ 1,363,919</u>

## LIABILITIES AND EQUITY

Invest. in Utility Capital Reserve	948,972
Invest. in Utility Operating Reserve	106,489
Invest. in Sewerage Outfall Reserve	308,459
	<u>\$ 1,363,919</u>

# Town of Rothesay

U3

Utilities Fund Operating Balance Sheet  
As at 2022-08-31

## ASSETS

### Current assets:

Accounts Receivable Net of Allowance	737,091
Total Current Assets	<u>737,091</u>

### Other Assets:

Projects	840,482
	<u>840,482</u>

TOTAL ASSETS	<u>\$ 1,577,573</u>
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## LIABILITIES

Accrued Payables	18,322
Due from General Fund	(139,847)
Deferred Revenue	<u>13,346</u>
Total Liabilities	<u>(108,178)</u>

## EQUITY

### Surplus:

Opening Retained Earnings	40,526
Profit (Loss) to Date	<u>1,645,225</u>
	<u>1,685,751</u>

TOTAL LIABILITIES & EQUITY	<u>\$ 1,577,573</u>
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Town of Rothesay  
Utilities Operating Income Statement  
8 Months Ended 2022-08-31

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT YTD	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
<b>RECEIPTS</b>							
Sale of Water	0	0	544,576	576,082	(31,506)	1	1,127,500
Meter and non-hookup fees	0	0	31,141	25,000	6,141		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	171	0	1,850,772	1,860,000	(9,228)	2	1,860,000
Connection Fees	11,400	6,667	54,750	53,333	1,417		80,000
Interest Earned	9,611	6,667	71,257	53,333	17,923	3	80,000
Misc. Revenue	450	440	6,839	3,520	3,319		5,280
Surplus - Previous Years	0	0	48,220	48,220	0		48,220
<b>TOTAL RECEIPTS</b>	<b>21,632</b>	<b>13,773</b>	<b>2,996,435</b>	<b>3,008,489</b>	<b>(12,053)</b>		<b>3,640,000</b>
<b>WATER SUPPLY</b>							
Share of Overhead Expenses	0	0	210,000	210,000	0		420,000
Audit/Legal/Training	0	625	8,481	12,500	4,019		15,000
Other Water	949	167	1,519	1,333	(186)		2,000
Purification & Treatment	24,991	38,458	416,061	413,667	(2,395)		487,500
Transmission & Distribution	770	10,000	53,214	80,000	26,786	4	120,000
Power & Pumping	3,879	3,667	36,646	29,333	(7,312)		44,000
Billing/Collections	219	417	7,768	3,333	(4,435)		5,000
Water Purchased	0	83	956	667	(290)		1,000
Misc. Expenses	2,198	3,417	4,891	15,333	10,442	5	17,000
McGuire Road Operating	269	1,583	13,269	12,667	(602)		19,000
<b>TOTAL WATER SUPPLY</b>	<b>33,275</b>	<b>58,417</b>	<b>752,804</b>	<b>778,833</b>	<b>26,029</b>		<b>1,130,500</b>
<b>SEWERAGE COLLECTION &amp; DISPOSAL</b>							
Share of Overhead Expenses	0	0	315,000	315,000	0		630,000
Audit/Legal/Training	0	417	7,270	9,333	2,064		11,000
Collection System Maintenance	3,061	3,917	22,750	31,333	8,584		79,000
Sewer Claims	0	0	14,813	15,000	187		20,000
Lift Stations	2,399	4,667	30,846	37,333	6,488		56,000
Treatment/Disposal	5,633	6,500	72,576	67,500	(5,076)		93,500
Misc. Expenses	172	1,417	21,501	11,333	(10,167)	6	17,000
<b>TOTAL SWGE COLLECTION &amp; DISPC</b>	<b>11,264</b>	<b>16,917</b>	<b>484,754</b>	<b>486,833</b>	<b>2,079</b>		<b>906,500</b>
<b>FISCAL SERVICES</b>							
Interest on Bank Loans	0	0	0	0	0		18,194
Interest on Long-Term Debt	0	0	99,651	99,651	0		268,998
Principal Repayment	0	0	14,000	14,000	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
<b>TOTAL FISCAL SERVICES</b>	<b>0</b>	<b>0</b>	<b>113,651</b>	<b>113,651</b>	<b>0</b>		<b>1,603,000</b>
<b>TOTAL EXPENSES</b>	<b>44,539</b>	<b>75,333</b>	<b>1,351,210</b>	<b>1,379,318</b>	<b>28,108</b>		<b>3,640,000</b>
<b>NET INCOME (LOSS) FOR THE PER</b>	<b>(22,907)</b>	<b>(61,560)</b>	<b>1,645,225</b>	<b>1,629,171</b>	<b>16,054</b>		<b>(0)</b>

2022October11OpenSessionFINAL\_083

# Town of Rothesay

Capital Projects 2022

Utility Fund

8 Months Ended 2022-08-31

	Original BUDGET	Council Approval	CURRENT Y-T-D	Remaining Budget
<b>WATER</b>				
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	68,469	481,531
12031530 W-2022-004 Hillview Water line replacement	50,000	-	0	50,000
	<u>\$ 800,000</u>	<u>\$ 638,227</u>	<u>\$ 68,469</u>	<u>\$ 731,531</u>

<b>SEWER</b>				
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	383,622	216,378
	<u>1,700,000</u>	<u>\$ 1,622,675</u>	<u>654,834</u>	<u>1,045,166</u>

<b>Total Approved</b>	<u>2,500,000</u>	<u>2,260,902</u>	<u>723,303</u>	<u>1,776,697</u>
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**Carryovers**

Funded from Reserves

12045030 S-2020-001 Turnbull Court Design	0	0	117,179	-117,179
	<u>0</u>	<u>0</u>	<u>117,179</u>	<u>-117,179</u>
	<u>2,500,000</u>	<u>2,260,902</u>	<u>840,482</u>	<u>1,659,518</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

2022-08-31

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's		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		1200 Sep
Kennebecasis Rowing & Canoe Club		2500 Sep
Make-A-Wish Canada		
Compassionate Grief Centre		
YMCA		
SJ Regional Hospital Foundation		
St Joseph's Hospital Foundation		
Kennebecasis Lions Club - Tony McGuire		
Empty Stocking Fund		
Alzheimer's Soceity NB		
Town of Quispamsis - Food Bank		
Kennebecasis Food basket		
sub	21,000.00	9,975.00

36,500.00	16,975.00
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G/L Balance

16,975.00

-

## 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	16,975.00	

# TOWN OF ROTHESAY

FINANCE COMMITTEE

September 29, 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 8:40am.

The agenda was accepted with the addition 3b Rothesay Ballet School and deletion of the Wells Building discussion (NG/HB)

The minutes from August 25, 2022 were accepted as presented (NG/HB).

## **August Financial Statements**

Treasurer MacDonald reviewed the financial statements and variance report.

General – Treasurer Doug MacDonald reviewed the variance report. Additional grants received in August for Wells Bldg offset the capital costs but it makes the surplus look much larger than it actually is. It will be adjusted at year end. Solicitor variance explanation of “timing” is reference not sure when or if an expenses may occur. There are no outstanding issues that we are aware of.

Utilities - Treasurer MacDonald reviewed the variance report and reported water consumption is down, resulting in lower revenue. Capital expenditures related to Turnbull Court Phase I should be complete.

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

## **Budget Discussion**

- a) **FRSC** – The committee received 4th version of budget and further revisions are expected. The Committee discussed difficulty in preparing 2023 budget with so much uncertainty as to what services, whether capital will be included and how the new funding formula will impact the cost allocation. (A new method for the Equalization formula is being determined. It will be called the Community Funding formula.)

Treasurer Doug MacDonald prepared a draft analysis of budget request compared to previous year based on the Version 4. Rothesay costs have increased by approximately \$300,000 (51%). Councillors discussed the appropriateness of the items included in the FRSC like the Trade and Convention centre and whether surplus/deficits should be funded.

**Mayor Nancy Grant has asked councillors to please comment whether they agree with the FRSC budget.**

### **Motion to receive and file (DS/HB)**

- b) **KJBPC** – 9% increase from previous year which is primarily related to additional 4 new officers and 1 IT. There doesn't appear to be many other areas to cut spending.

Motion from Joint Finance Meeting minutes prepared by Quispamsis should read "Received budget for consideration, not budget was approved" as the Joint Finance Committee doesn't have the authority to approve it. The purpose of the Joint Finance Committee is to have consensus on finance information.

**It was agreed to recommend to council to approve the KJBPC budget as presented as part of the 2023 budget process. (DS/HB)**

- c) **KVFD** – 2.5% operational increase from previous year. Large request for capital purchase of approximately \$680,000 which is more like an 11.5% increase.

It was noted the funding agreement with Quispamsis expires at the end of 2023.

**It was agreed to recommend to council to approve the KVFD budget as presented as part of the 2023 budget process (DS/HB)**

- d) **Library** – no significant increase in the budget. Professional salaries are paid by the province.

**It was agreed to recommend to council to approve the Library budget as presented as part of the budget process. (DS/HB)**

- e) **Meeting Schedule** – Treasurer Doug MacDonald will circulate a new memo regarding additional dates and times to councillors.

**Donations**

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

- a) Sunny Side Up Sponsorship request – Mayor Nancy will purchase tickets.
- b) Rothesay Ballet School (tickets) – no funding request was received. Mayor Grant will follow up with the school

**Items for Information**

- a) Compliance report – all items filed

Accepted as presented.

**Next Meeting**

October 20th, 2022

The meeting adjourned at 9:55am.

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Deputy Mayor Matt Alexander  
Chairman

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Laura Adair  
Recording Secretary





# ROTHESAY

## MEMORANDUM



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TO : Mayor and Council  
FROM : Treasurer  
DATE : October 3, 2022  
RE : Finance Committee - budgets

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### Recommendation

Refer the documents to the budget process and schedule budget meetings as listed.

### Background

As part of its recent meeting the Finance Committee reviewed the following documents.

- Memo re budget process
- Summary of 2023 Rothesay draft budget expenditures (still under review)
- Fundy Regional Service Commission – member fees budget summary (still under review)
- Regional Facilities Proposed 2023 budget - attached
- KRJBPC draft 2023 operating budget - attached
- KVFD draft 2023 operating and capital budgets - attached
- KPL draft 2023 operating budget - attached
- Joint Finance Committee meeting minutes - attached



2022 October 11 Open Session FINAL\_089  
**ROTHESAY**  
MEMORANDUM



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TO	Finance Committee
FROM	Doug MacDonald
DATE	September 26, 2022
RE	Budget Process

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Provincial regulations require the Town to submit operating budgets annually on or before November 15<sup>th</sup> for both the General Fund and the Utilities Fund. We generally have conducted at least one public meeting as part of the process and opportunities for Council, either directly or through the Finance Committee, to review and approve both operating budgets. The recommended 2023 process is as follows:

- Preliminary discussion of “third party” submissions at the regular Finance Committee meeting on September 29<sup>th</sup>.
- Review of status and potential implications with Council at its regular session on October 11<sup>th</sup>.
- Draft budgets discussed with the Finance Committee at its regular meeting on October 20<sup>th</sup>.
- 2<sup>nd</sup> Draft budgets discussed with the Finance Committee at a special meeting on October 27<sup>th</sup>.
- Draft budgets presented for discussion to Council and the public on Tuesday November 1st, 2022 at 7:00 pm.
- The public is invited to provide written comments to the Town on or before noon Friday November 4th.
- Comments will be presented by staff to the Finance Committee for a final recommendation to Council on November 7th.
- If necessary, an additional meeting could be scheduled between the 7th and 8<sup>th</sup> of November (council submissions are required not later than the 9<sup>th</sup>).
- Final budget presented to Council its regular meeting on Monday November 14th.

# REGIONAL FACILITIES COMMISSION

2022 October 13 Open Session FNAO 09  
2023 Budget - Proposed

	<u>Harbour Station</u>	<u>Imperial</u>	<u>Trade Centre</u>	<u>Aquatic Centre</u>	<u>Arts Centre</u>	<u>Total</u>
<b>2023 Proposed Approved</b>	\$ 857,149	\$ 530,000	\$ 243,297	\$ 794,279	\$ 122,841	\$ 2,547,566
Additional Resource Funding				\$ 140,000		\$ 140,000
Arts Center Lease					\$ 196,916	\$ 196,916
Market Square			456,024			456,024
Surplus/(Deficit) from 2nd preceding year (2021)	(62,964)		196,687	(214,148)		(80,425)
	<u>\$ 920,113</u>	<u>\$ 530,000</u>	<u>\$ 502,634</u>	<u>\$ 1,148,427</u>	<u>\$ 319,757</u>	<u>\$ 3,420,931</u>

Municipal Contributions:

2023 Proposed	2022 Tax Base							Total Share	Quarterly
Grand Bay/Westfield	435,513,300	3.775%	34,731	20,006	18,973	43,349	12,070	\$ 129,129	\$ 32,282
Quispamsis	2,018,558,700	17.495%	160,975	92,724	87,937	200,919	55,942	598,498	149,624
Rothsay	1,515,125,800	13.132%	120,828	69,599	66,005	150,810	41,990	449,231	112,308
Saint John	7,568,609,704	65.598%	603,579	347,671	329,720	753,349	209,755	2,244,074	561,018
Total	<u>\$ 11,537,807,504</u>	<u>100.00%</u>	<u>920,113</u>	<u>530,000</u>	<u>502,634</u>	<u>1,148,427</u>	<u>319,757</u>	<u>\$ 3,420,931</u>	<u>\$ 855,232</u>

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS  
CASH FLOW BUDGET 2023

2022 October 11 Open Session FINAL\_091

Aug 25/22

	BUDGETS			--ACTUALS--	
	2023	2022	2021	2021	2020
CRIME CONTROL:	\$				
Salaries	4,630,027	4,252,931	3,906,110	3,835,480	3,713,482
Benefits	1,102,208	951,990	742,161	757,873	744,511
Training + rifle range	80,000	52,000	52,000	47,608	35,820
Equipment	21,000	21,000	22,000	67,817	57,746
IT equip & services agreement	102,500	80,844	50,650	69,312	49,324
Equip repairs & IT support	10,000	10,000	10,000	4,447	8,892
Communications	82,200	82,200	82,200	84,510	86,314
Office function	15,000	15,000	15,000	27,695	19,475
Leasing	12,500	15,500	15,500	11,663	11,732
Policing-general	40,000	40,000	40,000	85,612	46,375
Insurance (estimated 15% over actual)	74,400	50,900	21,065	44,697	19,150
Uniforms	60,000	47,000	47,000	63,589	60,804
Public Relations	12,000	7,000	7,000	17,625	9,376
Detention	31,625	31,625	28,700	28,710	28,685
Investigations	55,000	45,000	52,000	33,911	44,176
Auxillary	4,000	4,000	4,000	907	6,944
Taxi & Traffic Bylaw	500	1,000	1,000	0	270
Covid 19 supplies			0	1,244	36,630
Public Safety/PIMITS (per PNB)	41,755	36,755	29,500	32,428	29,310
	6,374,715	5,744,745	5,125,886	5,215,130	5,009,016
	10.966%	12.073%	2.695%		
VEHICLES:					
Fuel	120,000	90,000	90,000	78,809	65,449
Maint./repairs	72,000	67,000	67,000	61,338	68,116
Insurance (+15%)	37,700	35,500	32,413	30,638	29,466
New vehicles qty-1	40,000	88,000	88,000	125,904	60,068
Traffic unit equipment	6,000	6,000	6,000	9,018	6,223
	275,700	286,500	283,413	305,706	229,322
	-3.769%	1.089%	1.696%		
PROPERTY:					
Maintenance	48,000	40,000	46,000	47,151	59,163
Cleaning	45,000	42,000	32,000	44,976	28,197
Heat and power	47,000	47,000	47,000	39,401	42,320
Taxes (+2%)	49,427	51,216	50,210	49,390	49,224
Insurance (+15%)	8,742	8,600	6,989	7,454	6,354
Expansion	100,000	30,000	60,000	33,527	0
Grounds	18,000	12,000	12,000	11,622	11,962
Bldg debenture - int	11,720	15,600	19,000	20,162	23,185
- princ.	146,000	143,000	140,000	140,000	136,000
	473,889	389,416	413,199	393,683	356,405
	21.692%	-5.756%	17.393%		
ADMINISTRATION:					
Salaries	922,770	885,814	806,952	833,502	899,533
Benefits	237,203	214,555	185,032	170,715	207,391
Professional Fees	80,000	83,000	63,500	76,559	71,854
Travel/Training	30,000	24,000	24,000	19,150	18,728
Insurance "E&O" (+ 15%)	7,480	5,100	1,858	4,408	1,689
Legal fees - labour issues				3,629	195,092
Labour Relations	15,000	15,000	13,000	4,321	17,725
Board expenses	5,000	5,000	5,000	3,951	1,531
	1,297,453	1,232,469	1,099,342	1,116,235	1,413,543
	5.273%	12.110%	4.141%		
TELECOM/DISPATCH:					
Dispatch Centre annual fee	273,726	265,044	258,976	254,139	0
One time startup costs	0	0	58,966	18,240	24,737
Data/networking charges	10,675	10,675	10,675	10,213	0
	284,401	275,719	328,617	282,592	24,737
	3.149%	-16.097%			
REVENUE:					



-----BUDGETS-----  
 2022 2021 2020  
 2023 2022 2021

---ACTUALS---  
 2021 2020

- interest	-24,000	-17,000	-22,000	-42,350	-15,690
- taxi & traffic bylaw	-1,900	-4,000	-5,000	-1,658	-3,815
- other	-125,000	-125,000	-80,000	-202,314	-115,395
- cost sharing with fire dept	-20,169	-16,004			
- secondments	-244,000	-273,200	-230,925	-262,149	-227,803
- NB Integrated Enforcement Unit	-115,000	0	0		
	-530,069	-435,204	-337,925	-508,471	-362,703
	21.798%	28.787%	-3.604%		
RETIREMENT ACCRUAL:					
Retirement	73,297	65,854	60,458	47,301	75,292
Interest & dividends	22,000	19,000	19,000	39,539	10,738
	95,297	84,854	79,458	86,840	86,030
TOTAL BUDGET	\$8,271,387	\$7,578,499	\$6,991,990	\$6,891,715	\$6,756,350
	9.143%	8.388%	5.556%		
2nd prior yr (surplus) deficit	-100,276	0	0		
				6,891,714	6,756,350
TOTAL CONTRIBUTION BY TOWNS	\$8,171,111	\$7,578,499	\$6,991,990	\$6,991,990	\$6,756,350
	7.820%			100,276	0 surplus

2023 Operating Budget

Line		ACTUAL	BUDGET		BUDGET		Variance	
		2021	2022	2022 YTD July 31	2023	Budget Comparison 2023 vs. 2022	% Change	Variance Explanation
REVENUE:								
1	Members Contributions	\$ 5,419,084	\$ 5,636,875	\$ 3,468,845	\$ 5,779,791	\$ 142,916	2.5%	2021 surplus helps mitigate overall increase
2	Rebate of Property Tax	57,138	58,567	56,322	62,667	4,101	7.0%	Rebates based on 2023 large expected assessment increases
3	Local Service Districts	0	0	0	0	0		
4	Revenue Fee Structure	-	-	-	-	-		
5	Misc. Revenue	276	1,000	925	21,000	20,000	2000.0%	\$20K estimated salvage value for 2008 GMC
6	Interest Income C/A	5,989	5,000	7,641	10,000	5,000	100.0%	Interest rates doubled on savings in 2022
7	Surplus 2nd previous year	145,730	213,454	213,545	241,189	27,735	13.0%	2nd year prior surplus
8		\$ 5,628,217	\$ 5,914,895	\$ 3,747,187	\$ 6,114,647	\$ 199,752	3.4%	
EXPENSES: ADMINISTRATION:								
9	Admin. Wages and Benefits	\$ 640,664	\$ 660,700	\$ 375,492	\$ 662,300	\$ 1,600	0.2%	Increase 4% + Lower Chief Wages
10	Convention/dues/training	3,188	15,000	5,791	24,000	9,000	60.0%	4 new Chiefs (additional training)
11	Administrative Agreement	12,000	12,000	6,000	12,000	-	0.0%	Paid to Rothesay
12	Professional Services	31,023	50,000	17,202	55,000	5,000	10.0%	Includes shared HR costs (10% of KRPF costs)
13	CPSE Accreditation	-	3,000	135	10,000	7,000	233.3%	Accreditation phase required additional funding (applicants agency status)
14	Office supplies/Copy Machine/ S/C	7,314	7,600	3,742	8,350	750	9.9%	
15	Computer hardware/software/IT	28,071	36,000	18,972	46,400	10,400	28.9%	Includes shared IT costs (10% of KRPF costs) + New FPO computer + stn 2
16	Telephone/ Internet	13,999	14,250	17,797	15,000	750	5.3%	New FPO phone
17		\$ 736,260	\$ 798,550	\$ 435,929	\$ 833,050	\$ 34,500	4.3%	
FIREFIGHTING FORCE:								
18	Salaries Basic	2,667,829	2,942,187	1,653,982	3,002,700	60,513	2.1%	2.25% increase + lower FF Class 3 replacements
19	Overtime	55,412	70,000	18,532	75,000	5,000	7.1%	Based on anticipated O/T expected
20	Retirement Vacation benefit	-	17,270	-	-	(17,270)	-100.0%	New CBA doesn't require full years vacation at retirement
21	Force Benefits	624,466	702,071	422,123	712,800	10,729	1.5%	2 new career FF's at Class 3 replaced Class 1's who were promoted (negated benefit cost increase)
22	Career Uniforms and maintenance	24,345	28,500	16,343	29,500	1,000	3.5%	
23	Medical and Fitness Testing	17,077	20,000	7,945	20,000	-	0.0%	
24	Employee Wellness	9,740	9,000	6,361	11,000	2,000	22.2%	Based on 2022 YTD
25	Career Recognition	2,754	3,000	2,388	3,000	-	0.0%	
26	Holiday Relief Wages and overtime	395,420	352,700	197,400	369,900	17,200	4.9%	Anticipated hours in 2023 expected + Lower cost Class 3 HRRF's in 2023
27	Holiday Relief Benefits	112,468	124,000	63,459	124,300	300	0.2%	3 new HRRF's. 2 only qualify for benefits in Q4 2023 and 1 in 2024. Inflationary category increases negated by lower benefit costs
28		\$ 3,909,510	\$ 4,268,728	\$ 2,388,530	\$ 4,348,200	\$ 79,472	1.9%	
TELECOMMUNICATIONS:								
29	Cellular Telephones	\$ 3,888	\$ 5,000	\$ 2,874	\$ 5,250	\$ 250	5.0%	New FPO phone
30	Communication Equipment	1,000	1,000	991	1,500	500	50.0%	Based on 2022 YTD + New FPO computer
31	Maintenance / Repairs	36	700	336	700	-	0.0%	
32	Dispatch Service	200,371	206,210	154,658	226,156	19,946	9.7%	Tied to 2022 tax base assessment
33		\$ 205,295	\$ 212,910	\$ 158,858	\$ 233,606	\$ 20,696	9.7%	
INSURANCE:								
34	Insurance	\$ 52,362	\$ 55,504	\$ 57,722	\$ 61,185	\$ 5,681	10.2%	Based on 2022 actual + large expected increase
35		\$ 52,362	\$ 55,504	\$ 57,722	\$ 61,185	\$ 5,681	10.2%	



# Kennebecasis Valley Fire Department Inc.

## 2023 Operating Budget

Line		ACTUAL	BUDGET		BUDGET		Variance	
		2021	2022	2022 YTD July 31	2023	Budget Comparison 2023 vs. 2022	% Change	Variance Explanation
	PREVENTION AND TRAINING:							
36	Firefighter / Co. Officer Training	\$ 25,354	\$ 45,000	\$ (2,441)	\$ 61,000	\$ 16,000	35.6%	\$13K increase for recruitment boot camp
37	Fire Prevention	5,091	6,000	4,194	7,000	1,000	16.7%	Expected FPO activities
38	Public Education	563	2,500	2,418	3,600	1,100	44.0%	Based on 2022 YTD
39	Training Supplies	1,791	5,000	-	5,000	-	0.0%	Based on 2022 YTD
40		\$ 32,799	\$ 58,500	\$ 4,171	\$ 76,600	\$ 18,100	30.9%	
	FACILITIES:							
41	Station 1 Operating	179,355	183,700	152,794	209,800	26,100	14.2%	Inflationary increase + New lawn
42	Station 2 Operating	40,662	51,500	33,343	58,200	6,700	13.0%	Cost for entire building (best estimate for new size/design)
43	Station Supplies	12,796	12,000	7,169	12,000	-	0.0%	
44		\$ 232,814	\$ 247,200	\$ 193,306	\$ 280,000	\$ 32,800	13.3%	
	FLEET:							
45	Fuel Vehicle	\$ 21,051	\$ 20,000	\$ 21,412	\$ 30,000	\$ 10,000	50.0%	Based on 2022 YTD
46	Registration Vehicle	323	550	361	550	-	0.0%	
47	Vehicle Maint. & Repairs	58,788	82,500	33,658	75,000	(7,500)	-9.1%	Based on 2022 YTD (newer vehicles)
48		\$ 80,162	\$ 103,050	\$ 55,431	\$ 105,550	\$ 2,500	2.4%	
	OPERATIONS:							
49	New Equipment	\$ 23,407	\$ 22,000	\$ 5,653	\$ 24,000	\$ 2,000	9.1%	
50	Maint. & Repairs Equip	17,436	25,000	8,004	25,000	-	0.0%	
51	Maint. & Repairs Bunker Gear	4,755	4,000	2,304	4,000	-	0.0%	
52	Medical supplies	7,486	10,000	2,861	10,000	-	0.0%	
53	Fire fighting supplies	4,964	5,000	3,433	6,000	1,000	20.0%	Based on 2022 YTD
54	H&S/Cause determination	797	1,000	1,323	2,000	1,000	100.0%	Based on 2022 YTD
55		\$ 58,845	\$ 67,000	\$ 23,579	\$ 71,000	\$ 4,000	6.0%	
	WATER COSTS:							
56	Water Costs - Quispamsis	\$ 5,244	\$ 5,398	\$ 2,699	\$ 5,560	\$ 162	3.0%	3% annual increase
57	Water Costs - Rothesay	27,237	28,054	14,027	28,896	842	3.0%	3% annual increase
58		\$ 32,482	\$ 33,452	\$ 16,726	\$ 34,456	\$ 1,004	3.0%	
	OTHER:							
59	Miscellaneous	\$ (340)	\$ 3,000	\$ 596	\$ 4,000	\$ 1,000	33.3%	
60	Retirement Allowance	67,000	67,000	39,083	67,000	-	0.0%	
61		\$ 47,800	\$ 70,000	\$ 39,680	\$ 71,000	\$ 1,000	1.4%	
63	Totals	\$ 5,388,328	\$ 5,914,894	\$ 3,373,931	\$ 6,114,647	\$ 199,753	3.38%	Overall increase to ongoing operating costs
64	SURPLUS FOR THE PERIOD	\$ 239,889	\$ 0		\$ -			

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Kennebecasis Valley Fire Department - 2023 Capital Budget - September 20, 2022		
Fleet	Cost	Notes
Replace 2008 GMC HD 2500 4X4 3/4 ton - trailer	\$ 63,200.03	*Based on online quote for 2023 SIERRA 2500HD 4WD Crew Cab, Standard Bed SLT (\$20K salvage estimate added to Misc revenue budget)(includes net unrecoverable HST/full amount \$69,693)
Subtotal	\$ 63,200.03	
Equipment		
Replace expiring Scott Air Packs	\$ 287,829.35	24 air packs x 11 500 plus net HST *estimate from Safety Source Fire, July 2022
Replace expiring air cylinders	\$ 125,143.19	60 cylinders x 2 000 plus net HST
Replace expiring face pieces	\$ 21,900.06	40 face piece x 525 plus net HST
New bunker gear suits (new employees)	\$ 17,932.66	4 suits x 4 299 plus net HST *estimate from Cumings Fire & Safety August 2022
Subtotal	\$ 452,805.26	
Facilities		
Station 2 Renovation cost increase (difference between 2022 approved amount & current estimate)	\$815,458	Estimate from FCC at September 12, 2022
Additional Capital approved May 2022	-\$650,000	
New capital to be approved	\$165,458	
Subtotal	\$ 165,458	
<b>TOTAL CAPITAL BUDGET</b>	<b>Total \$681,463.50</b>	





## KENNEBECASIS PUBLIC LIBRARY

### 2023 Proposed Operating Budget Overview vs. 2022

Description	2023 Proposed Budget	2022 Budget	Change vs 2022 %	Change vs. 2022 \$	Note
Building Maintenance	78,973	76,271	4%	2,702	
Communications	7,981	7,896	1%	85	
Grounds & Roads Mtce.	18,770	18,093	4%	677	
Insurance	8,465	8,062	5%	403	
Miscellaneous Expense	1,220	1,220	0%	0	
Office Expenses	6,990	9,480	-26%	-2,490	
Professional Development	2,000	2,000	0%	0	
Professional Services	13,079	10,755	22%	2,324	
Programs	4,500	4,500	0%	0	
Public Relations	2,000	2,500	-20%	-500	
Small Equipment and Furniture	8,115	8,112	0%	3	
Utilities	47,380	48,912	-3%	-1,532	Based on 2021/2022 actuals, with 2% increase
Wages	29,962	28,860	4%	1,102	
<b>Total Operating Expenses</b>	<b>232,938</b>	<b>226,661</b>	<b>3%</b>	<b>6,277</b>	
<b>Revenue</b>	<b>-\$4,500</b>	<b>-\$4,500</b>			
<b>Deficit (Surplus) 2nd Previous Year</b>	<b>-\$8,306</b>	<b>-\$14,779</b>			
<b>Municipal Fundings - Operations</b>	<b>220,132</b>	<b>207,382</b>	<b>6%</b>	<b>12,750</b>	

**THANK YOU FOR YOUR SUPPORT!**



**JOINT FINANCE COMMITTEE  
QUISPAMSIS AND ROTHESAY  
MINUTES  
SEPTEMBER 22, 2022, 9:00 AM  
COUNCIL CHAMBERS  
QUISPAMSIS TOWN HALL**

Present: Mayor Libby O'Hara (Quispamsis)  
Deputy Mayor Mary Schryer (Quispamsis)  
Councillor Kirk Miller (Quispamsis)  
Councillor Emil Olsen (Quispamsis)  
MacInnis, Lisa; Asst. Clerk (Quispamsis)  
Scott, Chrissy ; GIS Technologist (Quispamsis)  
Snow, Catherine; Town Clerk (Quispamsis)  
Young, Nancy; Asst. Treasurer (Quispamsis)

Mayor Nancy Grant (Rothesay)  
Deputy Mayor Matt Alexander (Rothesay)  
Councillor Don Shea (Rothesay)  
Jarvie, John; Town Manager (Rothesay)  
MacDonald, Doug; Treasurer (Rothesay)

Absent: Councillor Beth Thompson (medical appointment) (Quispamsis)  
Councillor Helen Boyle (Rothesay)  
Brandon, Krista; Treasurer (illness) (Quispamsis)

**1. Approval of Agenda**

**Moved By** Councillor Shea  
**Seconded By** Councillor Grant

The agenda be approved as prepared.

**Motion Carried**

**2. Kennebecasis Regional Joint Board of Police Commissioners - Proposed 2023 Budget – In Attendance: Police Chief Steve Gourdeau, Chair Kevin Darling; Deputy Chief Jeff Giggey, and Cherrie Madill, Treasurer**

Chief Gourdeau presented the proposed 2023 Police Budget, as per the attached Presentation, with the following items highlighted:

- Total Operating Budget \$8,171,112
- Total Increase in Annual Budget: \$592,613
  - 9.14% increase to Operating Budget
  - 7.82% Actual Funding Increase due to 2021 Surplus Impact
- Salary and Benefits Increase \$586,919
- Total Increase in Quispamsis Portion \$355,272
- Total increase in Rothesay Portion \$237,341
- Budget increase mostly due to Salaries/Benefits – includes 4 additional officers & Technical Services Positions' full year salary as opposed to ½ year in 2022.
- Uniforms for New Hires.
- Training – Critical Incident Capabilities – Mental Wellness – Governance.
- IT Services & Agreements.
- Investigations – Secondments
- Property –Site prep to be done in spring of 2023; with view to construct building expansion in early 2024. Site work will address current parking renovations (\$100,000). (Estimated Building Expansion Costs - \$1.6m – Construction Cost – Estimate as of August 2022 – a \$600,000 increase since initial estimate. Already own land required for parking lot and building expansion.)

A question and answer period followed.

**MOVED BY** Councillor Miller

**SECONDED BY** Deputy Mayor Matt Alexander

The Joint Finance Committee recommends the Proposed 2023 Kennebecasis Regional Joint Board of Police Commissioners' Budget be referred to the respective Quispamsis and Rothesay Councils, as presented, for approval as part of the 2023 budget process.

**MOTION CARRIED.**

**3. Kennebecasis Valley Fire Department Inc. - Proposed 2023 Budget; In Attendance: Fire Chief Mike Boyle, Deputy Fire Chief Sean White and Finance Officer, Ron Catchet**

Chief Boyle presented the proposed 2023 Fire Budget, as per the attached Presentation, with the following items highlighted:

Proposed 2023 Budget Overview -

- \$6,114,647 Total Budget 2023
- \$199,753 Operating Budget Increase from 2022 to 2023
  - 3.38% increase to Operating Budget;
  - 2.5% Actual Funding Increase due to 2021 Surplus Impact;
- \$3.4 million (approx.) Town of Quispamsis;
- \$2.4 million (approx.) Rothesay.

Highlights that will impact 2023 budget -

- New management team has been in place since March of 2022 including a new Fire Chief, Deputy Chief and two new Division Chiefs hired in May.
- Total of 41 KVFD staff, 32 full time.
- New collective agreement signed in 2022.
- New Fire Prevention Officer position (FPO), hired in May.
- Departments involvement in the accreditation process with the Commission on Fire Accreditation International (CFAI).
- Enhanced mutual aid relationships with neighbouring fire departments.
- Retirements and new hires; Chief and Deputy Chief retired in 2022 and at least one retirement expected in 2023.
- Station 2 renovation – capital costs have been updated. Operating costs have been estimated (there is an addition to the building along with significant changes internally).
- Shared human resources and IT services with Kennebecasis Regional Police.
- Training Budget – Conventions/Dues/Training – over the past 2 ½ years the training budget was greatly underbudget due to pandemic. The Department will now be catching up in its training requirements, including mid-rise firefighting training, and a recruit class/bootcamp to create a roster of potential hires.

KVFD Inc. – Proposed 2023 Capital Budget - \$681,463 - Highlights –

- Station 2 Renovation – \$165,458. (The difference between 2022 approved amount & current estimate of the total \$3,836,897 Station 2 Reno Budget is \$815,458, minus \$650,000 that both Councils approved in May 2022; for a new balance of \$165,458 to be approved. Capital costs have been recently updated and includes an addition to the building along with significant changes internally).



- Vehicle Replacement – \$63,200; Replacing 2008 GMC (Unit 51).
- Equipment - \$452,805.26; includes Bunker Gear & Air Packs (24), Cyclinders & Face Pieces - (Replacing outdated equipment).

A question and answer period followed.

**MOVED BY** Councillor Miller

**SECONDED BY** Deputy Mayor Schryer

The Joint Finance Committee recommends the Proposed 2023 Kennebecasis Valley Fire Department Inc.'s Budget be referred to the respective Quispamsis and Rothesay Councils, as presented, for consideration as part of the 2023 budget process.

**MOTION CARRIED.**

**4. Kennebecasis Public Library Inc. - Proposed 2024 Budget – In Attendance: Norah Emerson, Acting Library Director; and Amy Watling, KPL Treasurer**

Ms. Emerson presented the proposed 2023 Kennebecasis Public Library Budget, as per the attached Presentation, with the following items highlighted:

Proposed 2023 Budget Overview –

- Total Operating Expenses \$231,008
- Revenue -\$4,500; Deficit (Surplus) 2<sup>nd</sup> Previous Year; -\$8,306
- Municipal Funding – Operating Budget Only - \$218,202; a 2% increase over 2022.
- 2022 Flood had KPL building closed from January 24, 2022 to August 23, 2022 Reopening.
  - May 31, 2022 Curbside Service Began;
  - June 15, 2022 – Outdoor Programs Began;
  - The KPL had 2,118 visits in 7 Open Days in August 2022 compared to 4,347 visits in 21 open days of August 2021;
- Total of 16,276 total memberships at KPL as of August 31, 2022, with 320 new patrons in 2022 to date.

A question and answer period ensued.

**MOVED BY** Deputy Mayor Alexander

**SECONDED BY** Deputy Mayor Schryer

The Joint Finance Committee recommends the Proposed 2023 Kennebecasis Public Library Budget be referred to the respective Quispamsis and Rothesay Councils, as presented, for consideration as part of the 2023 budget process.

**MOTION CARRIED.**

**5. Fixed Scheduling of Joint Finance Committee Meetings for Future Years (4th Thursday of September)**

It was the consensus of the Joint Finance Committee that future Annual Joint Finance Committee Meetings will be held on the 4<sup>th</sup> Thursday in September.

**6. Adjournment**

Given that there were no matters to be discussed in closed session , it was

**Moved By** Councillor Olsen

**Seconded By** Councillor Miller

Meeting adjourn. Meeting adjourned at 11:00 a.m.

**Motion Carried**

Respectfully submitted,

Catherine Snow  
Town Clerk (Quispamsis)

Enclosures – Proposed 2023 Budgets – KRJBPC, KVFD Inc. & KPL Budget Presentations



# ROTHESAY

AGE FRIENDLY ADVISORY COMMITTEE MEETING  
Rothesay Town Hall Common Room  
Tuesday, September 20, 2022 at 10:00 a.m.



**DRAFT**

**PRESENT:** MAYOR NANCY GRANT, *ex-officio member*  
COUNCILLOR HELEN BOYLE  
JILL JENNINGS  
DR. SHAWN JENNINGS  
NANCY HASLETT  
DIANE O'CONNOR, CHAIRPERSON  
WILLA MAVIS  
ROBERT TAYLOR  
SAMAH EL MAGHLAWY (arrived at 10:21am)  
ANGELA CAMPBELL

GUEST: DIANNE TAYLOR

TOWN MANAGER JOHN JARVIE  
AGE-FRIENDLY COMMUNITY COORDINATOR KIRSTIN DUFFLEY  
RECREATION COORDINATOR KERI FLOOD

**ABSENT:** KARA JOHNSTON  
NEA STEPHENSON  
MIRIAM WELLS, VICE-CHAIRPERSON

Chairperson O'Connor called the meeting to order at 10:03 a.m.

## 1. APPROVAL OF AGENDA

**MOVED** by R. Taylor and seconded by S. Jennings the agenda be approved as circulated.

**CARRIED.**

## 2. APPROVAL OF MINUTES

2.1 Meeting minutes of June 21, 2022.

**MOVED** by W. Mavis and seconded by Nancy H. the Age Friendly Advisory Committee meeting minutes of June 21, 2022, be adopted as circulated.

**CARRIED.**

## 3. DECLARATION OF CONFLICT OF INTEREST

N/A

## 4. DELEGATIONS

N/A

## 5. REPORTS AND PRESENTATIONS

N/A

## 6. UNFINISHED BUSINESS

N/A

**7. NEW BUSINESS****7.1 Age-Friendly Programming Update**

K. Duffley welcomed Diane Taylor who has been coming to the Rothesay Hive for a while now. She is interested in potentially being on the committee, so she is present today to get an idea of what the committee is all about.

K. Duffley reported the following:

<b>Canadian Health Solutions Donation</b>	At this point, no update, waiting to hear back from Vicky / Dr. David Elias on more details about their ideas. They have been on vacation all summer so hoping to hear from them soon.
<b>Rothesay Hive Programming July - September</b>	<p><b>What's Going On:</b></p> <ul style="list-style-type: none"> <li>• Canada Day: July 1<sup>st</sup> the Rothesay Hive had a booth set up for Canada Day. Thank you to our volunteers Diane and Nancy H, and Robert Taylor.</li> <li>• Tai Chi Tuesdays: went on throughout the summer months, cancelled a few because of the weather. Participants and Instructor were interested in having these classes offered during the winter months indoors, this is being looked into.</li> <li>• Movie Matinee: First movie matinee of Mama Mia! was on September 15<sup>th</sup>. Will be offered on a monthly basis from September to June.</li> <li>• The Rothesay Hive has a booth set up at the Quispamsis Fall Expo at the qplex.</li> </ul> <p><b>Rothesay Hive Facebook Group:</b> 517 Members.  <b>Rothesay Hive Registered Members:</b> 102 Members.</p>
<b>The Rothesay Hive Garden Club (5 members)</b>	The Rothesay Hive Garden Club has been really successful first year, they will close up the garden by the end of October. They have been donating the produce to the Food Basket.
<b>Mindful Moments</b>	<ul style="list-style-type: none"> <li>• <b>July:</b> Quality ZZZ's has 270 Views</li> <li>• <b>August:</b> Get Active Outdoors has 273 Views</li> </ul>
<b>Renforth Senior Exercise Classes (Bill McGuire Centre)</b>	The Renforth Seniors Exercise Classes has returned in September. The class is still being offered at the Bill McGuire Centre on Mondays and Wednesdays.
<b>Fall Speaker Series</b>	<p>The speaker line up is as follows:</p> <ol style="list-style-type: none"> <li>1. Kim Cookson, Artist – Art Therapy</li> <li>2. Suzanne Dupuis-Blanchard, Director Research Centre on Aging - Nursing Homes Without Walls</li> <li>3. Dr. Carpenter, Gastroenterologist</li> <li>4. Brenda Doucette, President of the KV Pickle Ball Club</li> <li>5. Dr. David Elias, Canadian Health Solutions</li> </ol>



<b>UNB CELLLAB Brand Frail Program</b>	Had 5 participants now have 3. Is held on Tuesday and Thursday mornings at 8:30am. Ends November.
<b>50+ Friendship Games Saint John</b>	Kicking off next week, the games will be held from Sunday, September 25 <sup>th</sup> to Thursday, September 26 <sup>th</sup> . The Rothesay Hive will be hosting Bridge.
<b>Zoomers on the Go</b>	Has 16 participants. Will be in person at the Rothesay Hive starting in October. Instructor away for 3 weeks. Ends in December.
<b>PassiveAware</b>	Recruiting participants until September 30, 2022.
<b>Cyber Seniors</b>	Expressed interest, have not heard back if they received funding.

D. O'Connor mentioned they are always looking for more speakers. N. Haslett questioned whether or not 'Scams' would be a good speaker series topic. She suggested Eugene Belliveau from the KRPF might be a good speaker to talk about what scams are out there. This topic could help people know what you can do if you feel like you are possibly getting scammed. D. O'Connor mentioned that FCNB has been a speaker in the past and suggested possibly bringing them back again. S. El Maghlawy suggest the topic of Cultural Competency and how to communicate effectively with different cultures. The committee was very interested in having this topic be included in speaker series. S. Jennings suggested the topic of how to save money. With inflation and the cost of everything going up people are really interested in learning how to save money. He suggested getting one of those debt solvers. Solveyourdebts.com. D. O'Connor mentioned that a lot of seniors are existing on CPP and Old Age Security. It would be great for people to learn how to save those pennies and make them go further. This is something that we are dealing with right now.

K. Duffley informed the committee that there has been a lot of inquiries for space for different activities for people 50+. She has worked with the people making the requests to find a suitable place for them.

## 7.2 Fundy regional Community Capacity and Resiliency Steering Committee

D. O'Connor informed the committee that she has been involved with the Fundy Wellness Network for over 10 years. The Wellness Network brings different non profits, organizations and community groups together to discuss health related issues in the Fundy Region. Since the Government of New Brunswick Wellness branch has been phased out, this new resiliency committee has taken it's place. Community-led teams are working across the province to help recover from the pandemic and build resiliency against future disasters or crises. Their efforts are supported and funded under the provincial government's Community Capacity and Resiliency initiative. Under the initiative a team was created within the boundaries of each of the province's 12 regional service commissions, supported by the Department of Justice and Public Safety. D. O'Connor has been attending the committee meetings as a representative of the Rothesay Hive and as a Rothesay Resident.

Four main pillars:

1. Economic Security / Employment
2. Stable Housing / Healthy Built Environment
3. Health, Social Service, Justice and Education system
4. Environmental Sustainability

Priorities include:

- Support Systems (promote 211)
- Housing - access to parks and participate in community activities
- Access to Food – basic technology training and access to needed tools

This is a newly formed committee, and the next meeting is on Wednesday, September 28<sup>th</sup>, 2022. D. O'Connor requested committee members let her know of any concerns so she can bring them to the next steering committee meeting. Mayor Grant requested more information about this committee and how it fits in with the Regional Service Commission and their three subcommittees.

N. Haslett questioned how information is communicated to seniors. How does it get out there. Not everyone has internet or social media. There is a move away from print – how do you get this information to the people. D. O'Connor mentioned Oldies 96 radio station. Radio seems to be one thing that really connects people. This particular radio station seems to be focused on the past. D. O'Connor suggested connecting with Oldies 96 to gain interest in the committee and create a partnership to help get the information to older adults in the community. D. O'Connor also mentioned they are hoping to bring back in-person senior's fairs where people can come together to connect and have access to valuable resources.

The Committee discussed 211. 211 is Canada's primary source of information for government and community-based, non-clinical health and social services. K. Duffley mentioned 211 is only for provincial services, not local.

W. Mavis mentioned how she has received great information from her church bulletin and suggested reaching out to the local churches to see if information about the Rothesay Hive could be included. Mayor Grant suggested creating an information package and splitting up to take the information to each church. H. Boyle also suggested the public library would be a great place to have information about the Rothesay Hive. N. Haslett added that senior's homes could benefit from having this information as well. There are older adults who live in these homes that still need to be aware of the services that exist out there. S. El Maghlawy said her apartment complex has a community room that is used by residents and suggested someone could do a presentation on what the Rothesay have has to offer to the residents who live there.

W. Mavis mentioned that the KV Old Boys are always looking for guest speakers. If someone could go and talk to them. They have meetings at the OLPH Church. They put thousands of dollars back into the community.

W. Mavis asked if it would be possible to have a bring a friend day at the Rothesay Hive. She believe a lot of people are frightened to try new things. If there is an option to bring a friend more people might give it a try. K. Duffley explained the Rothesay Hive Trial Membership where people can come and try three classes free before committing to become a member.

D. O'Connor mentioned an important recourse called "Aging in New Brunswick – A User's Guide". Students from St. Thomas University conducted research and compiled all the information into a handbook. This resource is available online or at the public libraries.

<https://www.stu.ca/aging-in-nb-en/>

D. Taylor spoke about her experience as a new member of the Rothesay Hive. She has enjoyed all the programs and has made some new connections. She had been speaking with some neighbours who said they thought the Hive was for REALLY old people. D. Taylor has a friend who is in a senior's home who is still driving, and she drives to the coffee shop just to see people. She believes there are a lot of people out there who would really benefit from being connected to the Rothesay Hive. D. Taylor explained that as a new person looking in – the exercise classes have a unique demographic. There are young “seniors” and then there are older people. H. Boyle explained that the younger 50+ age group aren't always available in the mornings because they are working. So that could be why there are older people at the morning exercise classes.

### 7.3 Committee Member Terms

K. Duffley mentioned a few committee member terms are expiring in 2023 and one in 2025. K. Duffley encouraged committee members to tell anyone they know who might be interested to fill out the application online.

### 7.4 Minutes

K. Duffley reported that there have been some internal changes and Liz Hazlett will no longer be taking minutes for this committee. We are looking for someone on the committee to take meeting minutes going forward.

## 8. CORRESPONDENCE FOR ACTION

N/A

## 9. CORRESPONDENCE FOR INFORMATION

### 9.1 UNB CELLab Zoomers on the Go

K. Duffley reported the program: 16 participants – registration is full. In September they are doing it online. They will do it in person starting in October until December.

9.2 CIRA PassiveAware Research Study – K. Duffley informed the Committee the program is still recruiting participants until Sept 30<sup>th</sup>.

9.3 Cyber-Seniors Connected Community – have not heard back if they have received the funding or not. Could potentially be a great partnership with David Elias.

## 10. DATE OF NEXT MEETING

The next meeting is tentatively scheduled for Tuesday, October 18, 2022, at 10:00 a.m.

## 11. ADJOURNMENT

**MOVED** by Nancy H. and seconded by Jill J. the meeting be adjourned.

**CARRIED.**

The meeting adjourned at 11:12 a.m.

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CHAIRPERSON

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RECORDING SECRETARY



**ROTHESAY**  
PARKS AND RECREATION COMMITTEE MEETING  
Rothesay Town Hall Common Room  
Tuesday, September 20, 2022 at 6:30 p.m.



**PRESENT:**

DR. SHAWN JENNINGS  
GARY MYLES, VICE CHAIRPERSON  
HOLLY YOUNG  
HELEN BOYLE  
JEAN-FRANCOIS LEGARE  
JON McEACHERN  
BILL McGUIRE (remote)

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

**ABSENT:**

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

**1. APPROVAL OF AGENDA**

**MOVED** by H. Boyle and seconded by Dr. S. Jennings the agenda be approved as circulated.

**CARRIED.**

**2. APPROVAL OF MINUTES:**

2.1 Meeting minutes of May 25<sup>th</sup>, 2022

**MOVED** by H. Young and seconded by H. Boyle the Meeting Minutes of May 25<sup>th</sup>, 2022 be approved as circulated.

**CARRIED.**

**3. DECLARATION OF CONFLICT OF INTEREST**

N/A

**4. DELEGATIONS**

N/A

**5. REPORTS & PRESENTATIONS**

N/A



**ROTHESAY**

Parks and Recreation Committee

Minutes

-2-

22 March 2022

**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:

- Summer Programs were very busy.
  - 314 kids applied for playground programs (50 more than last year)
  - The swimming programs at both beaches returned this year with 24 registrations.
  - Sunset yoga occurred 3 times at Renforth Wharf with an attendance ranging from about 30-50 people.
- The ice is currently going into the rink and it is planned to open October 3<sup>rd</sup>. Ice times are already booked up.
- The new building at Wells Park is currently predicted to be over budget. At present ways of cutting down on costs while maintaining the key components of the plan are being explored.
- The Wells ball field is expected to open next spring, netting will be placed in the next week or so.
- Summer students are now done with their work term.
- The Halloween event at Rothesay arena is October 30th with David Goss in attendance, face painting, hot chocolate, etc. Hoping to have better attendance this year as Covid affected last year's participation.
- The Annual KV Santa Claus Parades theme this year is "Christmas at the movies". Last year was very successful although hoping for improvement this year relating to the end of the route. Planning on having better traffic flow at Rothesay High School and the arena.
- Winter programming: Would like to bring back special skating events at the common (examples from prior years: glow in the dark, paw patrol, sea dogs)
- The Hive:
  - Students are running free programs
  - 102 members currently from Rothesay High School
  - 516 members total in the facebook group
  - Now trying to increase the amount of members/bringing new people in
- The winner of the 9th Through the lens photo contest is Don Arsenault with an image of a pink moon.
- The residential property in front of Arthur Miller Fields is suspected to be out of reach for the town but will be discussed further, potentially at the next meeting.

**8.2 Draft Parks and Recreation Budget**

**ROTHESAY**

Parks and Recreation Committee  
Minutes

-3-

22 March 2022

- Budgets have to be in by November, if any members have further questions or thoughts feel free to mention so at the next meeting.
- Fall weddings will now be occurring at the Bill McGuire center. Availability will include Friday nights to Sunday afternoons. rates increased around 4 years ago and might be increased again.
- 2-3km worth of trails are planning to be opened at Wells. It's become a thought to purchase required machinery for spreading sand next winter.
- The Bill McGuire Memorial Center made a 20,000\$ revenue which is consistent with previous years.

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

**10. DATE OF NEXT MEETING**

The next meeting is scheduled for Oct. 18th, 2022

**11. ADJOURNMENT**

Meeting adjourned at 7pm.

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CHAIRPERSON

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RECORDING SECRETARY



~~2022 October 11 Open Session FINAL 110~~  
**ROTHESAY**  
**WORKS AND UTILITIES COMMITTEE MEETING**  
**Rothsay Town Hall Common Room**  
Wednesday, September 21, 2022  
**5:30 p.m.**



**DRAFT**

**PRESENT:** DEPUTY MAYOR ALEXANDER, CHAIRPERSON  
COUNCILLOR DAVE BROWN  
GEORGE THAMBI (arrived at 6pm)  
CYNTHIA VANBUSKIRK

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

**ABSENT:** SHAWN CARTER, VICE CHAIRPERSON  
SARAH RICHARDS  
PETER GRAHAM

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

**1. APPROVAL OF AGENDA**

**MOVED** by C. Vanbuskirk and seconded by Counc. Brown the agenda be approved as circulated. **CARRIED.**

**2. APPROVAL OF MINUTES**

**2.1** Regular Works and Utilities Committee meeting of July 20, 2022.

**MOVED** by C. Vanbuskirk 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  
**RECEIVED FOR INFORMATION.**

**6.2** Solid Waste Tonnage Report  
**RECEIVED FOR INFORMATION.**

**6.3** Speed Radar Sign Report  
**RECEIVED FOR INFORMATION.**

**7. CORRESPONDENCE FOR ACTION**

**7.1** 25 July 2022 email from resident RE: Upgrades to Rothesay Intersection Begin Monday  
Committee discussed the installation of traffic lights at the Hampton/Grove intersection. There was a traffic study done and traffic lights were recommended. Council approved a project to install traffic signals due to safety concerns for pedestrians and motorists. Underground work is complete, but signal hardware is backordered so the RA-5 flasher will be reinstalled until poles and lights are delivered.

-4-

**MOVED** by C. Vanburskirk and seconded by Counc. Brown to send a letter to the individual and acknowledge their concerns regarding the installation of traffic lights at the Hampton/Grove intersection.

**CARRIED.**

**7.2.1** 09 Aug 2022 letter to resident RE: Grove/Hampton Traffic Signals

**MOVED** by C. Vanburskirk and seconded by Counc. Brown to send a letter to the individual and acknowledge their concerns regarding the installation of traffic lights at the Hampton/Grove intersection.

**CARRIED.**

**7.2.2** 11 July 2022 letter from resident RE: Concerns RE Grove/Hampton Traffic Signals

**MOVED** by C. Vanburskirk and seconded by Counc. Brown to send a letter to the individual and acknowledge their concerns regarding the installation of traffic lights at the Hampton/Grove intersection.

**CARRIED.**

**7.3** 11 July 2022 email from resident RE: Hampton/Grove Traffic Lights Request for KRPf Almon Ln  
The resident has requested a baseline count of vehicle movements on Almon Lane prior to construction of the signalized intersection at Grove Ave and Hampton Rd. Committee discussed denying this request and notifying the author of the letter that Almon Lane is a public street for use by all of the motoring public.

**MOVED** by C. Vanburskirk and seconded by Counc. Brown to send a letter to the individual and acknowledge their concerns and deny their request because it is a public street for use by all of the motoring public.

**CARRIED**

**7.4** 11 Aug 2022 email from resident RE Cross Walk or Lights at Marr Rd and Victoria Cres  
Committee discussed looking at installing a crosswalk somewhere along Marr Rd. A study will be completed to determine if traffic signals are required at the intersection with Chapel Rd and this intersection would include crosswalks.

Committee also discussed writing to Canada Post about putting a mailbox on same side of street as Victoria Cres or on Victoria Cres for the residents of that subdivision.

**MOVED** by C. Vanburskirk and seconded by Counc. Brown to contact individual stating that we are doing a study to determine if signals and crosswalks are required at Chapel Rd intersection and approval to request from Canada Post another mailbox for residents.

**CARRIED.**

**7.5** 07 Sept 2022 email from resident RE: Request for Traffic Lights on Upper Marr Rd

**MOVED** by C. Vanburskirk and seconded by Counc. Brown to contact individual stating that we are doing a study to determine if signals and crosswalks are required at Chapel Rd intersection.

**CARRIED.**

## **8. NEW BUSINESS**

### **8.1 General Discussion – Road Maintenance**

- Still have not received a formal notice from DTI about Rothesay Rd project
- Counc. Brown mentioned road towards fire station where there was a bad spot, there is one area



-4-

that got missed when patching.

- Rothesay Sign update - application came back with a request for more details. Sign shop is working on producing the physical signs.

## **8.2 Discussion – K Park School Pathway maintenance**

- Resident had requested pathway to school be plowed during winter. Issues associated with plowing is where to put the snow. Path would have to be paved in order to use town blowers (cost is about \$40K), If we do one, then we should do all paths to all schools. Timing is another factor. Would they all be groomed before school?  
Counc. Brown suggested if the school has a skid steer, maybe they can clear the path.

## **8.3 Fall Clean-up – November 7-11, 2022**

## **8.4 Draft report on water withdrawal rate increase**

14 September 2022 – report prepared by DO McLean

The hydrogeologists have determined that we can sustainably withdraw more water from well field. The report has to go back to the Depart of Environment for final approval. The delay occurred because our consultant, Wood, was not comfortable making that recommendation to the department without drilling 2 additional monitoring wells and measuring draw down on those over a period of time. They have now completed these measurements, We will be limited to a maximum of 1000/day from Well #7, we don't have to clean Well #7 (a project we had in our budget at a cost of \$300,000) because Well #7 can produce the maximum withdrawal volume as it is.

**MOVED** by G. Thambi and seconded by Councillor D. Brown to file

**CARRIED.**

## **9. DATE OF NEXT MEETING**

The next meeting is scheduled on Wednesday, October 19, 2022.

## **10. ADJOURNMENT**

**MOVED** by G. Thambi and seconded by C. Vanbuskirk to adjourn the meeting.

**CARRIED.**

## **11. ADJOURNMENT**

The meeting adjourned at 6:30 p.m.

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CHAIRPERSON

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RECORDING SECRETARY



**ROTHESAY**  
~~2022 October 11 Open Session FINAL 113~~  
PLANNING ADVISORY COMMITTEE MEETING  
Rothesay Town Hall Common Room  
Monday, October 3, 2022 at 5:30 p.m.



**DRAFT**

**PRESENT:** ANDREW MCMACKIN, CHAIRPERSON  
KELLY ADAMS  
TRACIE BRITTAIN, VICE-CHAIRPERSON  
MATTHEW GRAHAM  
COUNCILLOR TIFFANY MACKAY FRENCH  
COUNCILLOR DON SHEA

TOWN MANAGER JOHN JARVIE  
TOWN CLERK MARY JANE BANKS  
DIRECTOR OF PLANNING/DEVELOPMENT (DPDS) BRIAN WHITE  
RECORDING SECRETARY LIZ HAZLETT

**ABSENT:** JOHN BUCHANAN  
CHRISTIANE VAILLANCOURT

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

**1. APPROVAL OF THE AGENDA**

**MOVED** by T. Brittain and seconded by Counc. Shea the agenda be approved.

**CARRIED.**

**2. ADOPTION OF MINUTES**

2.1 Regular Meeting of August 2, 2022

**MOVED** by Counc. Mackay French and seconded by T. Brittain the Minutes of August 2, 2022 be adopted as circulated.

**CARRIED.**

**3. DECLARATION OF CONFLICT OF INTEREST**

N/A

**4. NEW BUSINESS**

**4.1 50 Hampton Road**

OWNER: Andrew McKay  
Glynn Johnston

PID: 00255984

PROPOSAL: Rezoning (1 apartment building – 27 units)

The applicant, Andrew McKay, was not in attendance. DPDS White advised the request is to permit a three story 27-unit apartment building at 50 Hampton Road. He summarized the report, noting the property is 1.1 acres, designated for high density residential in the Municipal Plan, and abuts Arthur Miller Fields and the condominium buildings at 52-54 Hampton Road. He informed the Committee the applicant was the developer of the condominium buildings, and he has expressed interest in owning the apartment building once constructed. For the following reasons, staff are generally in support of the project: it creates a “bookend” of high-density properties expanding from the commercial district to Arthur Miller Fields; access from Hampton Road; and underground and surface parking.

DPDS White mentioned moving the building closer to Arthur Miller Fields may be explored to provide more space between the apartment building and condo buildings. He added the design of the apartment building is similar to the condo buildings, with some exceptions – slope of the roof, and siding will not be cedar shingles. DPDS White recommended tabling the application pending polling results, a draft development agreement and draft rezoning by-law.

Andrew McKay arrived at the meeting.

The Committee inquired about consideration of access from the Arthur Miller Fields property to create a greater distance from Henderson Park Road; parking spaces; units; and a berm.

DPDS White advised staff will report back with details regarding the suggestion for access from Arthur Miller Fields (Town owned land), parking spaces, and a landscaping plan. He mentioned the intent was for a preliminary review with a recommendation to table the proposal until further details are provided by the developer and staff. With respect to units, the size of the property permits 24 units, however the applicant has requested a density bonus of 3 additional units – whether they are affordable or accessible has yet to be determined.

DPDS White summarized the discussion before Mr. McKay arrived. Mr. McKay confirmed the siding will appear similar to cedar shake shingles (condominium buildings) but will be better for longevity and maintenance. DPDS White mentioned it may be possible to bring a sample in the future. When questioned, Mr. McKay noted he would like to begin the project in the spring (February/March).

**MOVED** by Counc. Mackay French and seconded by M. Graham the Planning Advisory Committee hereby tables the rezoning application for a multi-unit apartment building located at 50 Hampton Road (PID 00255984) pending the receipt of a supplemental staff report containing the following:

1. Polling results;
2. Draft Development Agreement; and
3. Draft Rezoning By-law.

**CARRIED.**

Mr. McKay left the meeting.

4.2	<b>School Avenue</b>	Stephen Maltby
	OWNER:	MR Investments Inc.
	PID:	30146708, 30146674
	PROPOSAL:	Rezoning & Subdivision Agreement

The applicant Mr. Maltby was not in attendance. DPDS White advised the request is to develop a mixed density residential community. He summarized the report, noting: the subject land requires an extension of public roads (School Avenue and Kaitlyn Street) and the provision of sewer and water services for the new lots; the total area is 7.3 acres, zoned single family residential (R1B) and would yield 22 lots; and the proposal is for 36 residential units comprised of small lot single family homes and townhomes. DPDS White spoke of more work to be done to finalize the concept, for instance, staff need to confirm if the land for public purposes is suitable to extend the trail system, and site plan adjustments may be required to ensure the road configuration meets municipal standards.

DPDS White concluded noting the density aligns with the Municipal Plan however there are more details to work out.

The Committee inquired about road design, and a traffic study (high traffic area). DPDS White and Town Manager Jarvie confirmed that these topics will be discussed further by staff and the developer.

**MOVED** by T. Brittain and seconded by Counc. Shea the Planning Advisory Committee hereby tables the rezoning and subdivision application from MR Investments Ltd. for lands off School Avenue and Kaitlyn Street (PIDs 30146708 and 30146674) pending the receipt of a supplemental staff report containing the following:

1. Polling results;
2. Draft Subdivision Agreement; and
3. Draft Rezoning By-law.

**CARRIED.**

## **5. OLD BUSINESS**

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### **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)

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## **6. CORRESPONDENCE FOR INFORMATION**

N/A

## **7. DATE OF NEXT MEETING(S)**

The next meeting will be held on **Monday, November 7, 2022.**

## **8. ADJOURNMENT**

**MOVED** by Counc. Mackay French and seconded by T. Brittain the meeting be adjourned.

**CARRIED.**

The meeting adjourned at 5:53 p.m.

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CHAIRPERSON

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RECORDING SECRETARY





# ROTHESAY

2022October11OpenSessionFINAL\_116

## BUILDING PERMIT REPORT

9/1/2022 to 9/30/2022

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
09/13/2022	BP2022-00120	13 HUTSON STREET	SINGLE FAMILY	\$490,000.00	\$3,552.50
09/06/2022	BP2022-00130	25 ERISKAY DR	DECK	\$5,200.00	\$43.50
09/06/2022	BP2022-00132	35 SCHOOL AV	DECK	\$7,500.00	\$58.00
09/07/2022	BP2022-00135	23 WEDGEWOOD DRIVE	FENCE	\$1,500.00	\$20.00
09/22/2022	BP2022-00138	9 MARR RD	DECK	\$2,900.00	\$21.75
09/14/2022	BP2022-00140	2 HILLSVIEW CRES	WINDOWS	\$4,300.00	\$36.25
09/15/2022	BP2022-00141	67 ELIZABETH PKY	WINDOWS	\$3,000.00	\$21.75
09/22/2022	BP2022-00143	9 HILLCREST DR	IN GROUND POOL	\$50,000.00	\$362.50
09/28/2022	BP2022-00145	4 JOELYN LANE	WINDOWS	\$5,200.00	\$43.50
09/23/2022	BP2022-00146	31 PARTRIDGE RD	WINDOWS	\$9,400.00	\$72.50



# ROTHESAY

2022October11OpenSessionFINAL (17

## BUILDING PERMIT REPORT

9/1/2022 to 9/30/2022

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
Totals:				\$579,000.00	\$4,232.25
Summary for 2022 to Date:				\$10,103,457.96	\$73,398.25

### 2021 Summary

	<u>Value of Construction</u>	<u>Building Permit Fee</u>
Monthly total:	\$235,625.00	\$2,269.25
Summary to Date:	\$5,737,568.23	\$43,581.00



## ROTHESAY

## INTEROFFICE MEMORANDUM



TO : Mayor Grant & Council  
 FROM : John Jarvie  
 DATE : 5 October 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 30/06/22*	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	64%	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	45%	Work 80% complete
	2022 Curb & Sidewalk	350,000	45%	Sidewalk on Spruce Street under construction, Dobbin deferred, Kingswood included with asphalt resurfacing tender
	2022 Designated Highways	500,000		Provincial funding approved, project underway
	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 installation on back order
	Information Technology	125,000	67%	Inc new photocopier, booking software
	Town Hall HVAC	100,000	10%	
	Parks Equipment	200,000	23%	Mowers in service
	Pickle Ball Courts	50,000	10%	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

## MEMORANDUM



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TO : Mayor and Council  
FROM : Town Clerk Mary Jane Banks  
DATE : 16 September 2022  
RE : Rezoning Application -122 Gondola Point Road, 2/4 Clark Road  
(PIDs 30262448, 30262430, 00254912)

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### RECOMMENDATION:

- Council give Reading in its Entirety to By-law 2-10-32
- Council give 3rd Reading by Title and Enactment to By-law 2-10-32
- Council authorize the Mayor and Clerk to enter into an agreement, to allow for the development of a 24-unit apartment building on land located at 122 Gondola Point Road, 2 Clark Road, and 4 Clark Road, Rothesay (PIDs 30262448, 30262430, 00254912)
- Council hereby discharges the existing development agreement registered as document number 29522464 on the Land Title of PIDs 00254912, 30262430 and 30262448 and authorize the Mayor and Clerk to enter into discharging agreement

### BACKGROUND:

Please be advised the following motions were passed by the Planning Advisory Committee at its regular meeting on Monday, July 4, 2022:

**MOVED** by T. Brittain and seconded by J. Buchanan the Rothesay Planning Advisory Committee hereby recommends that Rothesay Council enact By-law 2-10-32 to rezone land located at 122 Gondola Point Road, 2 Clark Road, and 4 Clark Road, Rothesay (PIDs 30262448, 30262430, 00254912) to the Multi-Unit Residential Zone [R4] for a 24-unit apartment building subject to the execution of a Development Agreement.

**CARRIED.**

**MOVED** by T. Brittain and seconded by Counc. Shea the Rothesay Planning Advisory Committee hereby recommends that Rothesay Council authorize the Mayor and Clerk to enter into an agreement, to allow for the development of a 24-unit apartment building on land located at 122 Gondola Point Road, 2 Clark Road, and 4 Clark Road, Rothesay (PIDs 30262448, 30262430, 00254912).

**CARRIED.**

### Attachments:

*By-law 2-10-32*  
*Memorandum from DPDS White (16 September 2022)*  
*Discharging Agreement (previous agrmt w/ Granville NB Prop Ltd)*  
*Development Agreement (727547 NB Ltd.)*





**BY-LAW 2-10-32  
A BY-LAW TO AMEND THE ZONING BY-LAW  
(No.2-10 Rothesay)**

The Council of the town of Rothesay, under authority vested in it by the Community Planning Act, and amendments thereto, hereby amends By-Law 2-10 “Rothesay Zoning By-law” and enacts as follows:

That Schedule A, entitled “Zoning” as attached to By-Law 2-10 “ROTHESAY ZONING BY-LAW” is hereby amended, as identified on the attached sketch, identified as Attachment “2-10-32”.

The purpose of the amendment is to rezone land located at 122 Gondola Point, 2 Clark Road, and 4 Clark Road, Rothesay from the Two-family Residential zone and the Neighbourhood Commercial zone to the Multi-Unit Residential Zone for a twenty-four unit residential apartment building subject to the execution of a Development Agreement in accordance with the Community Planning Act, supra.

FIRST READING BY TITLE	:	12 September 2022
SECOND READING BY TITLE	:	12 September 2022
READ IN ENTIRETY	:	
THIRD READING BY TITLE AND ENACTED	:	

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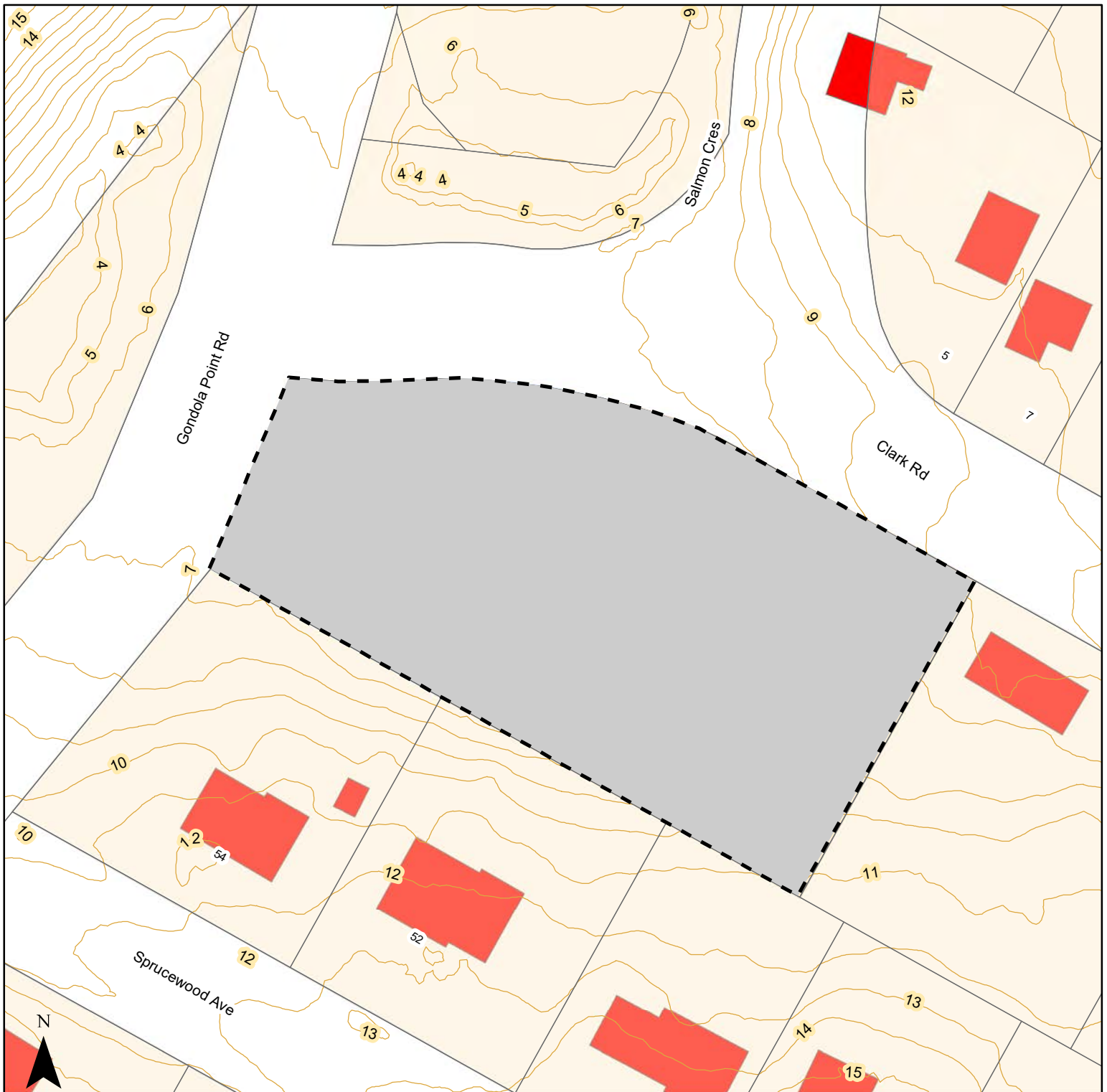
MAYOR

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CLERK

# Attachment - Bylaw 2-10-32

2022 October 11 Open Session FINAL 121  
 PIDs 00254912, 30262430, 30262448



## Zoning

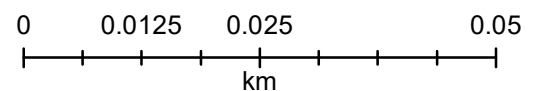
- R1B
- R2
- Neighbourhood Commercial

## Buildings

- Commercial
- Residential

2022-06-29, 2:22:35 PM

1:800



The Town of Rothesay does not warrant the accuracy or completeness of the information, text, graphics, links or other items contained within the material.



70 Hampton Road  
Rothesay, NB  
E2E 5L5 Canada

**Rothesay Council**  
**September 12, 2022**

**TO:** Mary Jane Banks, Town Clerk

**SUBMITTED BY:**

Brian White, Director of Planning and Development Services

**DATE:** 16 September 2022

**SUBJECT:** Discharge Agreement – Gondola Point Road / Clark Road

---

### **RECOMMENDATION REPORT**

#### **RECOMMENDATION**

Council HEREBY discharges the existing development agreement registered as document number 29522464 on the Land Title of PIDs 00254912, 30262430, and 30262448.

#### **ORIGIN**

At the regular meeting of September 12, 2022 Rothesay Council gave 1<sup>st</sup> and 2<sup>nd</sup> reading to By-law 2-10-32 to rezone three parcels of land on the corner of the Gondola Point Road and Clark Road to the R-4 Multi-Unit Residential Zone to permit a 24-unit apartment building by development agreement.

#### **AMENDED AGREEMENT**

The subject property has an existing development agreement registered to all three parcels (PIDs 00254912, 30262430, 30262448). That agreement was registered on the Land Title as document number 29522464 on November 26, 2010.

The agreement was a condition of rezoning the property to Neighbourhood Convenience for the purpose of a constructing convenience store. The agreement also acknowledged that the ownership of a portion of PID 00254912 along the Clark Road was in dispute. Furthermore, the agreement restricted the development from that disputed portion of the land parcel.

Staff understand that the property boundary is no longer disputed and furthermore that development of the proposed building would not interfere with the Town's plans to improve the Gondola point Road Clark Road intersection. Should Council consider the rezoning of the property by development agreement, it would also require the preparation of a DISCHARGE AGREEMENT to remove the obligations of the existing agreement.

#### **ATTACHMENTS**

Attachment A – Draft Discharge Agreement

Rothesay

DISCHARGING AGREEMENT

Land Titles Act, S.N.B. 1981, c.L-1.1, s.24

Parcel Identifier of Parcels Burdened by Agreement: 30262448, 30262430, 00254912

Owners of Land Parcels: 727547 NB Ltd.  
PO BOX 21064  
Quispamsis, New Brunswick  
E2E 4Z4  
(Hereinafter called the "Developer")

Agreement with: **ROTHERSAY**  
70 Hampton Road  
Rothesay, N.B.  
E2E 5L5 (Hereinafter called the "Town")

a body corporate under and by virtue of the Local Governance Act, RSNB 2017, Chapter 18, located in the County of Kings and Province of New Brunswick

WHEREAS the Developer is the registered owner of certain lands located at 122 Gondola Point, 2 Clark Road, and 4 Clark Road, Rothesay (PIDs 30262448, 30262430, 00254912) and which said lands are more particularly described in Schedule A hereto (hereinafter called the "Lands");

AND WHEREAS the Town entered into a Development Agreement with Granville NB Prop. Ltd. to allow for the development of a neighbourhood convenience store which was registered in Kings County as Document Number 29522464 on November 26, 2010 (hereinafter called the "Existing Agreement");

AND WHEREAS the Developers have requested that the Existing Agreement be discharged;

AND WHEREAS, pursuant to the procedures and requirements contained in the Community Planning Act, Rothesay Council approved this request by resolution at a meeting held on **INSERT DATE**;

WITNESS that it is agreed that the Lands are HEREBY discharged from the Agreement.

This Agreement shall be binding upon and endure to the benefit of the parties hereto and their respective heirs, administrators, successors and assigns.



**IN WITNESS WHEREOF**, each of the parties set out below has caused this Agreement, made in duplicate, to be duly executed by its respective, duly authorized officer as of **INSERT DATE**, 2022.

Witness: 727547 NB Ltd.

\_\_\_\_\_  
Dave Brown

\_\_\_\_\_  
Russell MacDonald

Witness: ROTHESAY

\_\_\_\_\_  
Nancy E. Grant, Mayor

\_\_\_\_\_  
Mary Jane E. Banks, Clerk

**SCHEDULE A**

**PIDs:**    |    **30262448, 30262430, 00254912**

DRAFT

Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: Russell MacDonald  
PO BOX 21064  
Quispamsis, New Brunswick  
E2E 4Z4

Office Held by Deponent: Director

Corporation: 727547 NB Ltd.

Place of Execution: Rothesay, Province of New Brunswick.

Date of Execution: \_\_\_\_\_, 2022.

I, **Russell MacDonald**, the deponent, make oath and say:

- 1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
- 2. That the attached instrument was executed by me as the officer(s) duly authorized to execute the instrument on behalf of the Corporation;
- 3. the signature "**Russell MacDonald**" subscribed to the within instrument is the signature of me and is in the proper handwriting of me, this deponent.
- 4. the Seal affixed to the foregoing indenture is the official seal of the said Corporation was so affixed by order of the Board of Directors of the Corporation to and for the uses and purposes therein expressed and contained;
- 5. That the instrument was executed at the place and on the date specified above;

DECLARED TO at Rothesay,  
in the County of Kings, )  
and Province of New Brunswick, )  
This \_\_\_\_ day of \_\_\_\_\_, 2022. )

BEFORE ME: )  
)  
)  
\_\_\_\_\_)  
Commissioner of Oaths )

\_\_\_\_\_  
Russell MacDonald

Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: Dave Brown  
90 Gondola Point Road  
Rothesay, New Brunswick  
E2E 2H6

Office Held by Deponent: Director

Corporation: 727547 NB Ltd.

Place of Execution: Rothesay, Province of New Brunswick.

Date of Execution: \_\_\_\_\_, 2022.

I, **Dave Brown**, the deponent, make oath and say:

- 1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
- 6. That the attached instrument was executed by me as the officer(s) duly authorized to execute the instrument on behalf of the Corporation;
- 7. the signature “**Dave Brown**” subscribed to the within instrument is the signature of me and is in the proper handwriting of me, this deponent.
- 8. the Seal affixed to the foregoing indenture is the official seal of the said Corporation was so affixed by order of the Board of Directors of the Corporation to and for the uses and purposes therein expressed and contained;
- 9. That the instrument was executed at the place and on the date specified above;

DECLARED TO at Rothesay,  
in the County of Kings, )  
and Province of New Brunswick, )  
This \_\_\_\_ day of \_\_\_\_\_, 2022. )

BEFORE ME: )  
)  
)  
\_\_\_\_\_)  
Commissioner of Oaths )

\_\_\_\_\_  
**Dave Brown**



Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: MARY JANE E. BANKS

Rothsay  
70 Hampton Road  
Rothsay, N.B.  
E2E 5L5

Office Held by Deponent: Clerk

Corporation: ROTHESAY

Other Officer Who Executed the Instrument: NANCY E. GRANT

Rothsay  
70 Hampton Road  
Rothsay, N.B.  
E2E 5L5

Office Held by Other Officer Who Executed the Instrument: Mayor

Place of Execution: Rothsay, Province of New Brunswick.

Date of Execution: \_\_\_\_\_, 2022

I, MARY JANE E. BANKS, the deponent, make oath and say:

- 1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
- 10. That the attached instrument was executed by me and NANCY E. GRANT, the other officer specified above, as the officer(s) duly authorized to execute the instrument on behalf of the corporation;
- 11. The signature "NANCY E. GRANT" subscribed to the within instrument is the signature of Nancy E. Grant, who is the Mayor of the town of Rothsay, and the signature "Mary Jane E. Banks" subscribed to the within instrument as Clerk is the signature of me and is in the proper handwriting of me, this deponent, and was hereto subscribed pursuant to resolution of the Council of the said Town to and for the uses and purposes therein expressed and contained;
- 12. The Seal affixed to the foregoing indenture is the official seal of the said Town and was so affixed by order of the Council of the said Town, to and for the uses and purposes therein expressed and contained;
- 13. That the instrument was executed at the place and on the date specified above;

DECLARED TO at town of  
Rothsay, in the County of Kings, )  
and Province of New Brunswick, )  
This \_\_\_\_ day of \_\_\_\_\_, 2022 )

BEFORE ME: )  
)  
)  
)  
\_\_\_\_\_)  
Commissioner of Oaths )

\_\_\_\_\_  
MARY JANE E. BANKS

Rothesay

DEVELOPMENT AGREEMENT

Land Titles Act, S.N.B. 1981, c.L-1.1, s.24

Parcel Identifier of Parcels Burdened by Agreement: 30262448, 30262430, 00254912 (to be consolidated)

Owner of Land Parcels: 727547 NB Ltd.  
PO BOX 21064  
Quispamsis, New Brunswick  
E2E 4Z4 (Hereinafter called the "Developer")

Agreement with: **Rothesay**  
70 Hampton Road  
Rothesay, N.B.  
E2E 5L5 (Hereinafter called the "Town")

a body corporate under and by virtue of the Local Governance Act, RSNB 2017, Chapter 18, located in the County of Kings and Province of New Brunswick

**WHEREAS** the Developer is the registered owner of certain lands located at 122 Gondola Point, 2 Clark Road, and 4 Clark Road, Rothesay (PIDs 30262448, 30262430, 00254912) and which said lands are more particularly described in Schedule A hereto (hereinafter called the "Lands");

**AND WHEREAS** the Developer is now desirous of entering into an development agreement to allow for the development of a twenty-four (24) unit apartment building on the Lands as described in Schedules A through D. (herein after called the "Project")

**AND WHEREAS** Rothesay Council did, on INSERT DATE, authorize the Mayor and Clerk to enter into a Development Agreement with 727547 NB Ltd to develop a multi-unit residential apartment building on the Lands.

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that for and in the consideration of the mutual covenants and agreements herein expressed and contained, the parties hereto covenant and agree as follows:

- 1. The Developer agrees that the total number of residential units situated on the Lands shall not exceed twenty-four (24) apartment units.

**Schedules**

- 2. The Developer agrees to develop the Lands in a manner, which, in the opinion of the Development Officer, is generally in conformance with the following Schedules attached to this Agreement:
  - a. Schedule A Legal Description of Parcels
  - b. Schedule B Proposed Site Plan and Location of Building
  - c. Schedule C Building Elevations (4)
  - d. Schedule D Landscape Plan
  - e. Schedule E Storm Water Management Plan

**Site Development**

- 3. The Developer agrees that except as otherwise provided for herein the use of the Lands shall comply with the requirements of the Rothesay Zoning By-law and Subdivision By-law, as may be amended from time to time.

The Developer agrees to develop the Lands in a manner, which, in the opinion of the Development Officer, is generally in conformance with Schedules B, C, D.

**Architectural Guidelines**

4. The Developer agrees that an objective of this development is to provide a high quality and visually attractive development, which exhibits an architectural design that reinforces the community character and that is generally consistent with the existing styles of housing in Rothesay. The Developer agrees to ensure the following:
  - a. The architectural design of the building shall be, in the opinion of the Development Officer, generally in conformance with Schedule C.
  - b. All exterior mounted ventilation and related mechanical equipment, including roof mechanical units, shall be concealed by screening in a manner to reduce clutter and negative impacts on the architectural character of the building.

**Storm Water**

5. The Developer shall carry out, subject to inspection and approval by Town representatives, the installation of a storm water system as per Schedule E of this agreement. The Developer agrees to accept responsibility for all costs associated such installation including the following:
  - a. Construction, to Town standards, of a storm water system including pipes, fittings, precast sections for manholes and catch basins capable of removing surface water from the entire developed portion of the lands to a predetermined location selected by the Developer's Engineer and approved by the Town Engineer; and
6. The Developer agrees to submit for approval by the Town, prior to commencing any work on the storm water system such plans, as required by the Town, that shall conform with the design schematics and construction standards of the Town, unless otherwise acceptable to the Town Engineer.
7. The Developer agrees that all roof leaders, down spouts, and other storm water drains from the building, parking lot and landscape features shall not be directed or otherwise connected or discharged without attenuation directly to the Town's storm water or sanitary collection system.
8. The Developer agrees to provide to the Town Engineer written certification of a Professional Engineer, licensed to practice in New Brunswick that the storm water system has been satisfactorily completed and constructed in accordance with the Town specifications.

**Sidewalks**

9. The Developer shall carry out and pay for the entire actual cost of a sidewalk and associated barrier curbing as required to comply with Town standards extending the sidewalk from the proposed building to the public sidewalk, subject to inspection and approval by Rothesay's Engineer:

**Water Supply**

10. The Developer agrees to connect to the Town's nearest and existing water system at a point to be determined by the Town Engineer and utilizing methods of connection approved by the Town Engineer.
11. The Town agrees to supply potable water for the purposes and for those purposes only for a total number of twenty-four(24) two-bedroom apartment units and for minor and accessory purposes incidental thereto and for no other purposes whatsoever.
12. The Developer agrees to pay the Town a fee for connection of the building to the Town water system including sprinkler feed to the Town water system calculated in the manner set out in By-law 1-18, Rothesay Water By-law as amended from time to time, to be paid to the Town twelve (12) months following the issuance of the building permit.

13. The Developer agrees that the Town does not guarantee and nothing in this Agreement shall be deemed a guarantee of an uninterrupted supply or of a sufficient or uniform water pressure or a defined quality of water. The Town shall not be liable to the Developer or to any person, firm or corporation for any damage or injury caused by the interruption of the supply of water, the lack of uniform pressure thereof or the quality of water.
14. The Developer agrees that all connections to the Town water mains shall be approved and inspected by the Town Engineer or such other person as is designated by the Town prior to backfilling and that the operation of water system valves is the sole responsibility of the Town.
15. The Developer agrees to comply with the Town's Water By-law and furthermore that a separate water meter shall be installed, at their expense, for each residential connection made to the Town's water system.
16. The Developer agrees that the Town may terminate the Developer's connection to the Town water system in the event that the Town determines that the Developer is drawing water for an unauthorized purpose or for any other use that the Town deems in its absolute discretion or if an invoice for water service is more than 90 days in arrears.
17. The Developer agrees to provide, prior to the occupation of the building, written certification of a Professional Engineer, licensed to practice in New Brunswick that the connection to the Town water system has been satisfactorily completed and constructed in accordance with the Town specifications.

#### **Sanitary Sewer**

18. The Developer agrees to connect to the existing sanitary sewer system at a point to be determined by the Town Engineer and utilizing methods of connection approved by the Town Engineer.
19. The Developer agrees to pay the Town a fee for connection to the Town sewer system calculated in the manner set out in By-law 1-15 Rothesay Sewage By-law, as amended from time to time, to be paid to the Town twelve (12) months following the issuance of the building permit.
20. The Developer agrees to carry out subject to inspection and approval by Town representatives and pay for the entire actual costs of Engineering design, supply, installation, inspection and construction of all service lateral(s) necessary to connect to the existing sanitary sewer system inclusive of all pipes, laterals, fittings, and precast concrete units.
21. The Developer agrees to submit for approval by the Town, prior to commencing any work to connect to the sanitary sewer system, any plans required by the Town, with each such plan meeting the requirements as described in the Town specifications for such development.
22. The Developer agrees that connection to the Town sanitary sewer system shall be supervised by the Developer's engineer and inspected by the Town Engineer or such other person as is designated by the Town prior to backfilling and shall occur at the sole expense of the Developer.

#### **Retaining Walls**

23. The Developer agrees that dry-stacked segmental concrete (masonry block) gravity walls shall be the preferred method of retaining wall construction for the purpose of erosion control or slope stability on the Lands and furthermore that the use of metal wire basket cages filled with rock (gabions) is not an acceptable method of retaining wall construction.
24. The Developer agrees to obtain from the Town a Building Permit for any retaining wall, as required on the Lands, in excess of 1.2 meters in height and that such retaining walls will be designed by a Professional Engineer,



licensed to practice in New Brunswick.

### **Indemnification**

25. The Developer does hereby indemnify and save harmless the Town from all manner of claims or actions by third parties arising out of the work performed hereunder, and the Developer shall file with the Town prior to the commencement of any work hereunder a certificate of insurance naming the Town as co-insured evidencing a policy of comprehensive general liability coverage on "an occurrence basis" and containing a cross-liability clause which policy has a limit of not less than Two Million Dollars (\$2,000,000.<sup>00</sup>) including a project wrap-up liability policy (with no less than 24 months coverage after project completion). The aforesaid certificate must provide that the coverage shall stay in force and not be amended, canceled, or allowed to lapse within thirty (30) days prior to notice in writing being given to the Town. The previously mentioned insurance coverage must remain in full force and effect during the period available to the Developer pursuant to this agreement to complete the work set out as described in this Agreement.

### **Notice**

26. Any notice or advice which is to be given under this Agreement shall be deemed to have been satisfactorily given to the Developer if delivered personally or by prepaid mail addressed to 727547 NB Ltd., PO BOX 21064, QUISPAMSIS, NEW BRUNSWICK, E2E 4Z4 and to the Town if delivered personally or by prepaid mail addressed to **ROTHESAY**, 70 HAMPTON ROAD, ROTHESAY, NEW BRUNSWICK, E2E 5L5. In the event of notice by prepaid mail, the notice will be deemed to have been received four (4) days following its posting.

### **By-laws**

27. The Developer agrees to be bound by and to act in accordance with the By-laws of the Town as amended from time to time and such other laws and regulations that apply or that may apply in the future to the site and to activities carried out thereon.

### **Termination**

28. The Town reserves the right and the Developer agrees that the Town has the right to terminate this Agreement without compensation to the Developer if the specific proposal has not been completed on or before **INSERT DATE** being a date 5 years (60 months) from the date of Council's decision to enter into this Agreement. Accordingly, the Agreement shall have no further force or effect and henceforth the development of the Lands shall conform to the provisions of the Rothesay Zoning By-law.
29. Notwithstanding the preceding paragraph (29) above, the Parties agree that the development shall be deemed to have commenced if within a period of not less than three (3) months prior to **INSERT DATE** the construction of the municipal service infrastructure has begun and that such construction is deemed by the Development Officer in consultation with the Town Engineer as being continued through to completion as continuously and expeditiously as deemed reasonable.
30. The Developer agrees that should the Town terminate this Agreement the Town may call the Letter of Credit described herein and apply the proceeds to the cost of completing the work or portions thereof as outlined in this Agreement. If there are amounts remaining after the completion of the work in accordance with this Agreement, the remainder of the proceeds shall be returned to the Institution issuing the Letter of Credit. If the proceeds of the Letter of Credit are insufficient to compensate the Town for the costs of completing the work mentioned in this Agreement, the Developer shall promptly on receipt of an invoice pay to the Town the full amount owing as required to complete the work.

**Security & Occupancy**

31. The Town and Developer agree that Final Occupancy of the proposed building(s), as required in the Building By-law, shall not occur until all conditions above have been met to the satisfaction of the Development Officer and an Occupancy Permit has been issued.
32. Notwithstanding Schedule D and E of this Agreement, the Town agrees that the Occupancy Permit may be issued provided the Developer supplies a security deposit in the amount of one hundred twenty percent (120%) of the estimated cost to complete the required storm water management and landscaping. The security deposit shall comply with the following conditions:
- a. security in the form of an automatically renewing, irrevocable letter of credit issued by a chartered bank dispensed to and in favour of Rothesay;
  - b. Rothesay may use the security to complete the work as set out in Schedule D and E of this Agreement including landscaping or storm water works not completed within a period not exceeding six (6) months from the date of issuance of the Occupancy Permit;
  - c. all costs exceeding the security necessary to complete the work as set out in Schedule D and E this Agreement shall be reimbursed to Rothesay; and
  - d. any unused portion of the security shall be returned to the Developer upon certification that the work has been completed and acceptable to the Development Officer.

**Failure to Comply**

33. The Developer agrees that after sixty (60) days written notice by the Town regarding the failure of the Developer to observe or perform any covenant or condition of this Agreement, then in each such case:
- (a) The Town shall be entitled to apply to any court of competent jurisdiction for injunctive relief including an order prohibiting the Developer from continuing such default and the Developer hereby submits to the jurisdiction of such Court and waives any defense based upon the allegation that damages would be an adequate remedy;
  - (b) The Town may enter onto the Lands and perform any of the covenants contained in this Agreement or take such remedial action as is considered necessary to correct a breach of the Agreement, whereupon all reasonable expenses whether arising out of the entry onto the Lands or from the performance of the covenants or remedial action, shall be a first lien on the Lands and be shown on any tax certificate issued under the Assessment Act;
  - (c) The Town may, by resolution of Council, discharge this Agreement whereupon this Agreement shall have no further force or effect and henceforth the development of the Lands shall conform with the provisions of the Land Use By-law; and/or
  - (d) In addition to the above remedies, the Town reserves the right to pursue any other remediation under the *Community Planning Act* or Common Law in order to ensure compliance with this Agreement.

**Entire Agreement**

34. This Agreement contains the whole agreement between the parties hereto and supersedes any prior agreement as regards the lands outlined in the plan hereto annexed.

**Severability**

35. If any paragraph or part of this agreement is found to be beyond the powers

of the Town Council to execute, such paragraph or part or item shall be deemed to be severable and all other paragraphs or parts of this agreement shall be deemed to be separate and independent therefrom and to be agreed as such.

**Reasonableness**

36. Both parties agree to act reasonably in connection with any matter, action, decision, comment or approval required or contemplated under this Agreement.

This Agreement shall be binding upon and endure to the benefit of the Parties hereto and their respective heirs, administrators, successors, and assigns.

**IN WITNESS WHEREOF**, each of the parties set out below has caused this Agreement, made in duplicate, to be duly executed by its respective, duly authorized officer(s) as of \_\_\_\_\_, 2022.

Witness:

**727547 NB Ltd.**

\_\_\_\_\_

\_\_\_\_\_  
Dave Brown

\_\_\_\_\_

\_\_\_\_\_  
Russell MacDonald

**Rothesay**

Witness:

\_\_\_\_\_  
Nancy E. Grant, Mayor

Witness:

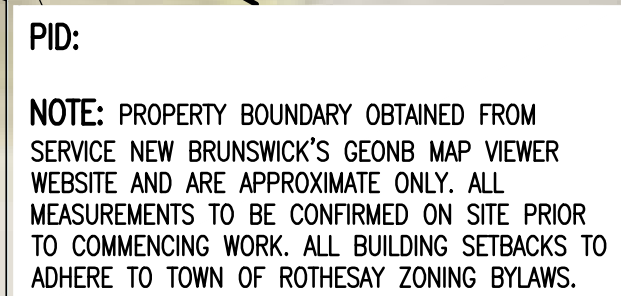
\_\_\_\_\_  
Mary Jane E. Banks, Clerk

**SCHEDULE A**

<b>PID:</b>	<b>30262448, 30262430, 00254912</b> <b>(PIDS TO BE CONSOLIDATED)</b>
-------------	---

DRAFT





**NOTE:** PROPERTY BOUNDARY OBTAINED FROM SERVICE NEW BRUNSWICK'S GEONB MAP VIEWER WEBSITE AND ARE APPROXIMATE ONLY. ALL MEASUREMENTS TO BE CONFIRMED ON SITE PRIOR TO COMMENCING WORK. ALL BUILDING SETBACKS TO ADHERE TO TOWN OF ROTHESAY ZONING BYLAWS.



EV 0





④ WEST ELEVATION  
SCALE: 3/32"=1'-0"



③ SOUTH ELEVATION  
SCALE: 3/32"=1'-0"



② EAST ELEVATION  
SCALE: 3/32"=1'-0"



① NORTH ELEVATION  
SCALE: 3/32"=1'-0"

General Notes:

1. THE CONTRACTOR IS HELD RESPONSIBLE TO VERIFY ALL DIMENSIONS, THEIR RELATIONSHIP TO EXISTING SITE CONDITIONS AND THE PROPOSED WORK INTENDED FOR INSTALLATION PRIOR TO COMMENCING OR INSTALLING THE WORK. REPORT ANY DISCREPANCIES THAT MAY AFFECT THE WORK TO THE CONSULTANT FOR REVISION PRIOR TO PROCEEDING. ALL WORK INSTALLED SHALL BE DEEM AS BEING VERIFIED BY THE CONTRACTOR AND BECOMES THE CONTRACTOR'S SOLE RESPONSIBILITY FOR CORRECTNESS.
2. PERFORM ALL WORK TO THE LATEST EDITION OF THE NATIONAL BUILDING CODE OF CANADA.
3. ALL PLUMBING, ELECTRICAL, MECHANICAL, AND VENTILATION BY OTHERS.

**Polyline Designs Inc.**  
BUILDING AND SITE DESIGN SERVICES

MONCTON OFFICE  
506.850.3630  
melissa@polylinedesigns.ca

SUSSEX OFFICE  
506.434.1157  
kelly@polylinedesigns.ca

WWW.POLYLINEDESIGNS.CA

Stamp:

**ISSUED FOR  
PAC  
SUBMISSION**  
APRIL 14, 2022

**24 UNIT APARTMENT BUILDING**  
**4 CLARK ROAD**  
**ROTHESAY, NEW BRUNSWICK**

Drawing Title: BUILDING ELEVATIONS	
Project No: 22-051	Drawn By: KP
Date: APRIL 2022	Scale: AS SHOWN

**A-4**  
OF X



# 24 UNIT APARTMENT BUILDING

## 4 CLARK ROAD

### ROTHESAY, NEW BRUNSWICK

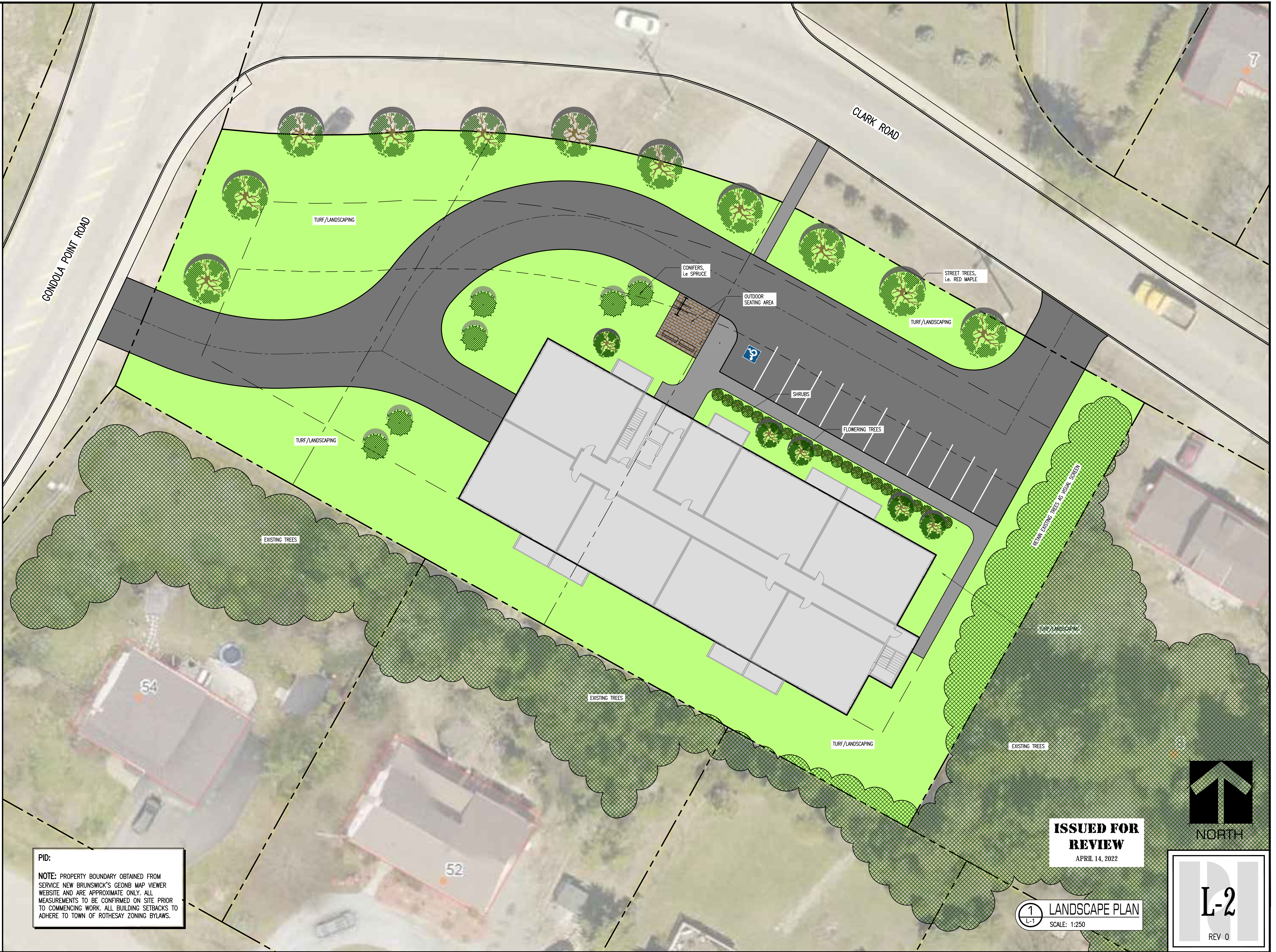


MONCTON OFFICE  
506.850.3630  
melissa@polylinedesigns.ca  
WWW.POLYLINEDESIGNS.CA

SUSSEX OFFICE  
506.434.1157  
kelly@polylinedesigns.ca

PID:

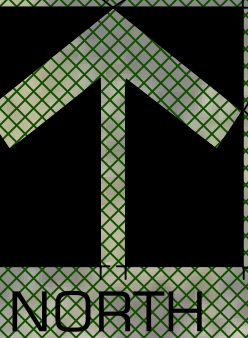
**NOTE:** PROPERTY BOUNDARY OBTAINED FROM SERVICE NEW BRUNSWICK'S GEONB MAP VIEWER WEBSITE AND ARE APPROXIMATE ONLY. ALL MEASUREMENTS TO BE CONFIRMED ON SITE PRIOR TO COMMENCING WORK. ALL BUILDING SETBACKS TO ADHERE TO TOWN OF ROTHESAY ZONING BYLAWS.



**ISSUED FOR REVIEW**

APRIL 14, 2022

**1 LANDSCAPE PLAN**  
L-1  
SCALE: 1:250



**L-2**

REV 0



Ref: 22111-StormwaterReview

April 8, 2022

Mr. McLean,

## Re: 4 Clark Road - 24 Unit Apartment - Stormwater Review

Don-More Surveys & Engineering Ltd. (DMSE) has been engaged to perform a high level review of a proposed development at the above address relative to a stormwater management strategy.

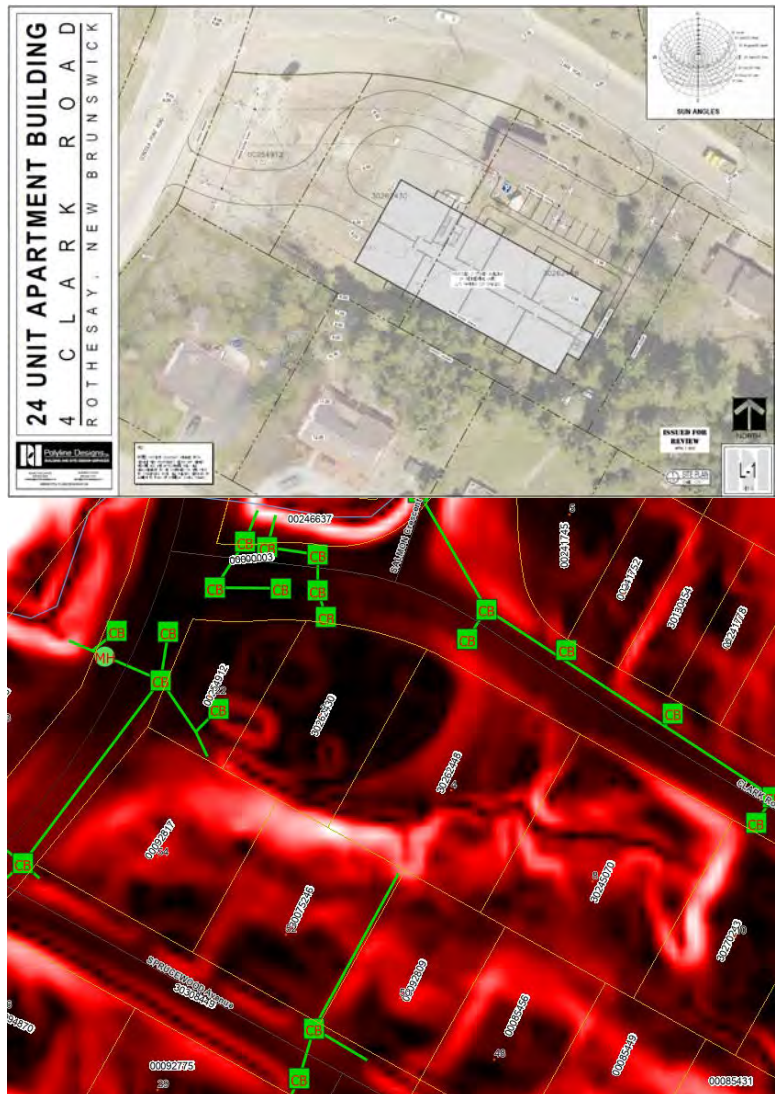
We have been provided with a conceptual site plan prepared by Polyline Designs dated April 7, 2022 and this review is limited to details shown on this site plan.

### Existing Site

The existing site can be characterised as a generally flat area with an existing single family home near the centre of the site. The left and rear portion of the site are wooded. The right portion of the site is generally gravel and lower vegetation.

The site slopes from the southeast to northwest and generally sheet drains to the intersection of Gondola Point Road and Clark Road. Both Gondola Point Road and Clark Road have catch basins and a piped storm system which drains to Salmon Creek.

The areas south and east of the site slope towards the site and sheet flows drain onto and through the site. There is an existing drainage channel entering the site near the midpoint of



the eastern side of the site, and a storm outfall directed onto the site along the southern property line. This outfall and channel combine and flow northwest across the rear of the site and enter a storm inlet on the site which is directed to an outfall into Salmon Creek.

The remainder of the site that is not directed to this drainage channel sheet drains from the site and crosses the curb and enters the piped system in the streets and ultimately drains into Salmon Creek.

### **Stormwater Management Approach**

The proposed site plan shows the new building sitting on the southern portion of the site and lying on top of the existing drainage channel. We would likely extend the existing piped storm system from the existing inlet pipe near Gondola Point Road southeast to connect to the existing outfall from Sprucewood Avenue, and further southeast and northeast to include a new inlet to intercept the existing drainage channel entering the site. A secondary overland flow path would be provided around the rear of the building in the event of the piped system failing or surcharging.

The new site would be designed to perform stormwater management to limit peak flows to pre development levels. Water draining from the parking areas would be directed to a hydrodynamic separator to provide treatment of water quality. Below are preliminary design ideas for how this will be achieved.

The new parking area would be designed to have a catch basin system which will collect the water and direct it to a hydrodynamic separator, then discharge to the piped system leaving the property. The parking lot around the catch basins will be graded to create "ponds" at the catch basins and Inlet Control Devices (ICD's) will be installed on the catch basins to limit peak flows into the piped system. This results in water ponding on the parking area in peak rain events.

Following detailed design and once modelling of this approach has been completed, if additional measures are required to reduce peak flows we would look at either a traditional stormwater management pond at the northwest corner of the property, or along the southern side of the driveway.

### **Closing**

We trust this is sufficient for your present needs. Please feel free to contact the undersigned at 506.636.2136 or at [at@dmse.ca](mailto:at@dmse.ca) for any additional information or clarification.

Yours truly,

*Andrew Toole*

Don-More Surveys & Engineering Ltd.

Andrew Toole, NBLS, P.Eng.



Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: Russell MacDonald  
PO BOX 21064  
Quispamsis, New Brunswick  
E2E 4Z4

Office Held by Deponent: Director

Corporation: 727547 NB Ltd.

Place of Execution: Rothesay, Province of New Brunswick.

Date of Execution: \_\_\_\_\_, 2022.

I, **Russell MacDonald**, the deponent, make oath and say:

1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
2. That the attached instrument was executed by me as the officer(s) duly authorized to execute the instrument on behalf of the Corporation;
3. the signature "**Russell MacDonald**" subscribed to the within instrument is the signature of me and is in the proper handwriting of me, this deponent.
4. the Seal affixed to the foregoing indenture is the official seal of the said Corporation was so affixed by order of the Board of Directors of the Corporation to and for the uses and purposes therein expressed and contained;
5. That the instrument was executed at the place and on the date specified above;

DECLARED TO at Rothesay,  
in the County of Kings, )  
and Province of New Brunswick, )  
This \_\_\_\_ day of \_\_\_\_\_, 2022. )

BEFORE ME:

\_\_\_\_\_  
Commissioner of Oaths

\_\_\_\_\_  
Russell MacDonald

Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: Dave Brown  
90 Gondola Point Road  
Rothesay, New Brunswick  
E2E 2H6

Office Held by Deponent: Director

Corporation: 727547 NB Ltd.

Place of Execution: Rothesay, Province of New Brunswick.

Date of Execution: \_\_\_\_\_, 2022.

I, **Dave Brown**, the deponent, make oath and say:

- 1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
- 6. That the attached instrument was executed by me as the officer(s) duly authorized to execute the instrument on behalf of the Corporation;
- 7. the signature “**Dave Brown**” subscribed to the within instrument is the signature of me and is in the proper handwriting of me, this deponent.
- 8. the Seal affixed to the foregoing indenture is the official seal of the said Corporation was so affixed by order of the Board of Directors of the Corporation to and for the uses and purposes therein expressed and contained;
- 9. That the instrument was executed at the place and on the date specified above;

DECLARED TO at Rothesay,  
in the County of Kings, )  
and Province of New Brunswick, )  
This \_\_\_\_ day of \_\_\_\_\_, 2022. )

BEFORE ME:

\_\_\_\_\_  
Commissioner of Oaths

\_\_\_\_\_  
**Dave Brown**

Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: MARY JANE E. BANKS

Rothsay  
70 Hampton Road  
Rothsay, N.B.  
E2E 5L5

Office Held by Deponent: Clerk

Corporation: ROTHESAY

Other Officer Who Executed the Instrument: NANCY E. GRANT

Rothsay  
70 Hampton Road  
Rothsay, N.B.  
E2E 5L5

Office Held by Other Officer Who Executed the Instrument: Mayor

Place of Execution: Rothsay, Province of New Brunswick.

Date of Execution: \_\_\_\_\_, 2022

I, MARY JANE E. BANKS, the deponent, make oath and say:

- 1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
- 10. That the attached instrument was executed by me and NANCY E. GRANT, the other officer specified above, as the officer(s) duly authorized to execute the instrument on behalf of the corporation;
- 11. The signature "NANCY E. GRANT" subscribed to the within instrument is the signature of Nancy E. Grant, who is the Mayor of the town of Rothsay, and the signature "Mary Jane E. Banks" subscribed to the within instrument as Clerk is the signature of me and is in the proper handwriting of me, this deponent, and was hereto subscribed pursuant to resolution of the Council of the said Town to and for the uses and purposes therein expressed and contained;
- 12. The Seal affixed to the foregoing indenture is the official seal of the said Town and was so affixed by order of the Council of the said Town, to and for the uses and purposes therein expressed and contained;
- 13. That the instrument was executed at the place and on the date specified above;

DECLARED TO at town of  
Rothsay, in the County of Kings, )  
and Province of New Brunswick, )  
This \_\_\_\_ day of \_\_\_\_\_, 2022 )

BEFORE ME: )  
)  
)  
)  
Commissioner of Oaths )

\_\_\_\_\_  
MARY JANE E. BANKS



# ROTHESAY

## INTEROFFICE MEMORANDUM



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TO	:	Mayor Grant and Council
FROM	:	John Jarvie
DATE	:	5 October 2022
RE	:	Wells Community Centre

---

### **Recommendation:**

It is recommended Council:

- a) approve an increase to the budget for the project to \$3.1M; and
- b) authorize requests to the funding agencies to increase their proportionate contributions.

### **Background:**

The Wells Building, dubbed the 'Community Canopy' by Acre Architects, was initiated in the spring of 2019 with the preparation of a preliminary concept study prepared by Acre. Funding was successfully sought from ACOA and RDC with the understanding the project was to be substantially complete by March 31<sup>st</sup>, 2023.

Construction costs have escalated since inception and this memorandum is intended to seek authorization from Council to continue with a higher budget allocation. Significant cost increases have been felt across the construction industry. Even after a comprehensive effort to reduce the project cost through detailed design work and redesign work, trades put out for pricing and repricing and considerable effort to arrive at a favourable construction cost, a budget increase is required to continue.

Should Council decide to proceed, staff will pursue additional monies from the original funding partners.

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# ROTHESAY

## MEMORANDUM



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TO	:	Mayor and Council
FROM	:	Nominating Committee
DATE	:	4 October 2022
RE	:	Committee Appointment

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### RECOMMENDATION:

- Council appoint John Buckley to the Imperial Theatre Board for a term to expire December 31, 2024

### Background:

In accordance with the Rothesay Procedural By-law, residents can serve on committees for a term of up to six years and appointments are usually considered annually at the December Council meeting. The current appointee was originally appointed in March 2017 and would reach his six year limit in March 2023. He decided not to serve an additional five months.

Mr. John Buckley submitted an application to serve on the Imperial Theatre Board in September and the Committee reviewed his application and is recommending his appointment.



# ROTHESAY

## INTEROFFICE MEMORANDUM



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TO	:	Mayor Grant & Council
FROM	:	John Jarvie
DATE	:	6 October 2022
RE	:	Preliminary Budget Information

---

### **Recommendation:**

It is recommended this memorandum be received for information.

### **Background:**

Attached is a spreadsheet prepared by the Treasurer showing contributions to external agencies as forecast at this time. Council members should understand the process to establish a budget for the Fundy Regional Service Commission is not yet complete and the projections on the spreadsheet may be considered as a best-case scenario.

In total there is an estimated increase in transfers totalling \$662,853 over 2022. At present the increase in transfers to the Commission identified to date is 25% of the increase with the remainder attributable largely to Fire and Police increases.

Discussion is ongoing about including of the Trade and Convention Centre as a regional facility as it does not appear to meet the definition provided by the Province.

The increased costs may be potentially offset by and tax base increase of more than 10%. Staff will be recommending the rate to be applied to non-residential property as Council may determine a multiplier between 1.4 and 1.7 for the first time. (Previously this was set by legislation at 1.5 times the residential rate.)

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**ANALYSIS of DRAFT Budget requests (still under review)**

6/10/2022

		2022	2023			
RSC - coop & regional planning	CRP	\$ 6,000.00	\$ 297.00			
RSC - landfill charges	SW	246,000.00	281,547.00	14.45%		
RSC - other services	CD/RT/PSC	-	20,194.00			
RFC - approved budget operating and capital	SRC	356,102.00	360,512.15 150,714.85	1.24%		
RFC - CGAC "extras"		-	-			
Envision (plus corporate)	TP/ED	192,000.00	261,876.00	36.39%		
		\$ 800,102.00	\$ 1,075,141.00	\$ 275,039.00	34.38%	
New PNB funding			\$ 107,734.00			
<b>RSC net totals</b>		<b>\$ 800,102.00</b>	<b>\$ 967,407.00</b>	<b>\$ 167,305.00</b>	<b>25.2%</b>	
		2022	2023			
Fire		2,357,005.48	2,614,732.36	257,726.88	10.93%	38.88%
Police		3,035,186.12	3,271,212.78	236,026.66	7.78%	35.61%
Library		83,217.00	85,011.50	1,794.50	2.16%	0.27%
	0.3896					
Aggregate increase				\$ 662,853.03		

**2023 Community Funding and Equalization Grant (CFEG) and 2023 Tax Base Growth**  
**Subvention de financement et péréquation communales (SFPC) 2023 et Croissance de l'assiette fiscale 2023**

Entities	CFEG / SFPC			Tax Base and Property Taxes Revenue / Assiettes fiscales et revenus de taxes foncières			
	2023 Core and Equalization Grant	2023 RSC Grant <sup>3</sup>	Net Change in CFEG	2023 Tax Base	Growth	Potential Additional Property Tax Revenue at 1.5 ratio <sup>4</sup>	Potential Additional Property Tax Revenue at 1.7 ratio <sup>4</sup>
	Subvention de base et péréquation 2023	Subvention CSR 2023 <sup>3</sup>	Changement net dans la SFPC	Assiette fiscale 2023	Croissance	Potentiels revenus d'impôts fonciers additionnels au ratio 1.5 <sup>4</sup>	Potentiels revenus d'impôts fonciers additionnels au ratio 1.7 <sup>4</sup>
Aacadian Peninsula RD/DR de la Péninsule acadienne	\$19,439	\$4,567	\$2,549	31,350,900	5.51%	\$16,723	\$21,510
Alnwick <sup>1</sup>	\$188,741	\$22,735	\$3,717	195,866,700	8.31%	\$107,237	\$115,991
Arcadia	\$20,559	\$24,683	\$19,543	442,860,350	9.25%	\$337,708	\$353,849
Bathurst	\$3,774,685	\$161,081	(\$40,560)	1,441,570,150	6.71%	\$1,461,279	\$2,154,471
Beaurivage	\$198,486	\$46,065	\$17,789	414,502,750	9.15%	\$368,146	\$465,399
Beausoleil <sup>1</sup>	\$119,141	\$108,359	\$84,858	1,013,380,650	13.44%	\$683,607	\$713,627
Belle-Baie	\$1,993,288	\$102,685	(\$47,283)	938,047,950	8.93%	\$906,656	\$1,035,607
Belledune	\$238,511	\$41,132	(\$18,495)	347,016,150	0.60%	\$24,207	\$463,159
Bois-Joli	\$517,393	\$29,630	\$15,683	217,246,200	4.47%	\$123,382	\$164,178
Butternut Valley <sup>1</sup>	\$53,988	\$41,440	\$30,144	465,660,950	6.74%	\$197,889	\$244,182
Campbellton	\$2,454,420	\$140,738	\$60,853	1,033,125,800	4.59%	\$734,843	\$1,155,283
Campobello Island <sup>1</sup>	\$45,108	\$6,490	\$3,626	107,943,200	6.98%	\$46,671	\$53,516
Cap-Acadie	\$90,399	\$61,520	\$38,920	1,137,228,300	14.16%	\$1,072,081	\$1,188,761
Capital Region RD/DR de la région de la capitale	\$83,851	\$51,562	\$30,632	930,412,550	9.87%	\$461,478	\$555,454
Caraquet	\$1,245,842	\$100,073	\$18,487	700,087,700	7.53%	\$638,099	\$849,635
Carleton North	\$415,273	\$86,114	\$30,567	768,221,250	6.77%	\$453,197	\$688,589
Central York <sup>1</sup>	\$59,730	\$33,086	\$18,153	608,252,850	11.94%	\$361,418	\$396,796
Chaleur RD/DR de Chaleur	\$281,238	\$25,527	\$4,552	228,282,300	6.63%	\$102,242	\$125,781
Champdoré	\$308,032	\$42,429	\$6,424	390,881,950	11.75%	\$354,610	\$384,251
Dieppe	\$902,710	\$236,743	\$11,065	4,408,606,350	15.00%	\$8,695,060	\$11,261,767
Doaktown	\$231,007	\$10,452	(\$7,603)	90,290,050	8.60%	\$87,900	\$133,458
Eastern Charlotte <sup>1</sup>	\$654,258	\$40,152	(\$15,512)	678,376,350	8.67%	\$456,975	\$676,764
Edmundston	\$6,200,705	\$174,492	(\$19,202)	1,744,614,700	4.99%	\$1,301,668	\$2,102,419
Five Rivers	\$46,324	\$40,153	\$29,999	386,586,600	16.78%	\$493,326	\$531,290
Fredericton	\$1,610,022	\$545,351	\$142,846	10,147,790,200	13.30%	\$16,154,374	\$20,778,505
Fredericton Junction	\$56,939	\$2,809	(\$1,231)	50,377,950	9.21%	\$56,714	\$62,857
Fundy Albert	\$274,915	\$28,741	(\$5,043)	523,190,550	12.42%	\$445,312	\$474,373
Fundy RD/ RD de Fundy	\$33,483	\$42,902	\$34,531	657,655,850	8.98%	\$292,287	\$302,592
Fundy Shores <sup>1</sup>	\$57,917	\$40,493	\$37,287	650,496,900	3.33%	\$84,077	\$343,285
Fundy-St. Martins	\$28,034	\$24,118	\$17,110	374,287,300	10.33%	\$181,951	\$186,362
Grand Bay-Westfield	\$257,866	\$35,359	\$14,143	545,395,900	9.66%	\$604,896	\$633,624
Grand Lake	\$1,458,481	\$24,043	(\$67,707)	427,632,450	8.30%	\$284,899	\$395,496
Grand Manan	\$217,056	\$14,257	(\$8,338)	245,583,150	10.80%	\$297,550	\$355,681



# 2023 Community Funding and Equalization Grant (CFEG) and 2023 Tax Base Growth

## Subvention de financement et péréquation communales (SFPC) 2023 et Croissance de l'assiette fiscale 2023

	CFEG / SFPC			Tax Base and Property Taxes Revenue / Assiettes fiscales et revenus de taxes foncières			
Entities	2023 Core and Equalization Grant  Subvention de base et péréquation 2023	2023 RSC Grant <sup>3</sup>  Subvention CSR 2023 <sup>3</sup>	Net Change in CFEG  Changement net dans la SFPC	2023 Tax Base  Assiette fiscale 2023	Growth  Croissance	Potential Additional Property Tax Revenue at 1.5 ratio <sup>4</sup>  Potentiels revenus d'impôts fonciers additionnels au ratio 1.5 <sup>4</sup>	Potential Additional Property Tax Revenue at 1.7 ratio <sup>4</sup>  Potentiels revenus d'impôts fonciers additionnels au ratio 1.7 <sup>4</sup>
Grand-Bouctouche	\$91,156	\$61,569	\$42,036	558,719,550	10.07%	\$475,551	\$570,985
Grand-Sault / Grand Falls	\$886,487	\$115,017	\$36,773	1,156,464,850	5.58%	\$707,373	\$1,158,623
Greater Miramichi RD/RD du Grand Miramichi	\$475,114	\$40,718	\$12,821	344,011,400	6.22%	\$120,497	\$149,371
Hampton	\$66,760	\$57,601	\$40,911	897,226,850	10.74%	\$830,099	\$889,625
Hanwell <sup>1</sup>	\$54,572	\$51,850	\$38,207	963,405,250	13.14%	\$582,021	\$690,339
Hartland	\$106,977	\$39,671	\$23,344	356,831,000	7.65%	\$211,352	\$265,396
Harvey <sup>1</sup>	\$125,906	\$22,133	\$2,286	416,392,500	14.56%	\$301,554	\$313,535
Hautes-Terres	\$194,352	\$51,142	\$30,794	349,268,150	4.97%	\$165,707	\$230,518
Haut-Madawaska	\$166,189	\$37,513	\$17,726	374,981,350	4.97%	\$210,439	\$354,436
Heron Bay / Baie-des-Hérons	\$1,713,835	\$56,071	(\$15,084)	418,973,450	6.46%	\$381,139	\$544,598
Île-de-Lamèque	\$471,438	\$49,097	\$18,104	339,719,300	6.35%	\$221,194	\$300,594
Kedgwick <sup>1</sup>	\$336,579	\$19,680	\$4,638	146,339,600	5.95%	\$102,445	\$142,011
Kent RD/RD de Kent	\$173,541	\$26,478	\$11,741	233,726,050	7.07%	\$111,059	\$142,108
Kings RD/ RD de Kings	\$37,186	\$44,188	\$34,892	487,401,000	4.77%	\$132,009	\$231,279
Lakeland Ridges	\$199,386	\$28,559	\$12,202	259,305,400	8.67%	\$159,395	\$172,531
Maple Hills <sup>1</sup>	\$50,030	\$49,870	\$37,407	928,495,700	14.98%	\$556,994	\$600,347
McAdam	\$609,457	\$3,436	(\$27,644)	57,496,700	7.65%	\$60,012	\$77,354
Memramcook	\$881,001	\$22,878	(\$80,516)	419,717,100	13.29%	\$681,219	\$732,999
Miramichi	\$6,785,237	\$207,746	(\$252,771)	1,793,306,900	8.52%	\$2,373,110	\$3,397,488
Miramichi River Valley <sup>1</sup>	\$897,481	\$66,100	\$25,712	555,319,400	5.62%	\$198,123	\$290,727
Moncton	\$2,586,440	\$613,943	(\$32,667)	11,411,206,800	14.78%	\$22,551,160	\$29,881,797
Nackawic-Millville <sup>1</sup>	\$143,432	\$17,507	(\$1,399)	317,343,400	10.37%	\$257,692	\$296,225
Nashwaak <sup>1</sup>	\$39,425	\$19,087	\$9,473	360,129,550	14.89%	\$265,711	\$277,626
Neguac	\$284,553	\$21,123	\$5,598	146,873,050	6.87%	\$131,456	\$180,589
New Maryland	\$6,480	\$24,668	\$23,048	456,688,050	12.73%	\$659,104	\$672,225
Northwest RD/DR du Nord-Ouest	\$35,220	\$21,940	\$13,135	217,529,050	4.11%	\$62,034	\$68,432
Nouvelle-Arcadie	\$506,050	\$17,376	(\$19,485)	156,156,200	9.01%	\$132,788	\$150,224
Oromocto	\$485,913	\$96,932	(\$24,547)	1,719,057,300	7.99%	\$1,431,992	\$2,388,181
Quispamsis	\$92,203	\$143,486	\$120,435	2,260,688,350	12.01%	\$3,191,755	\$3,415,692
Restigouche RD/DR de Restigouche	\$77,039	\$12,706	\$7,483	90,842,750	1.87%	\$15,316	\$38,272
Riverview	\$1,302,500	\$110,826	(\$84,877)	2,066,279,800	15.14%	\$4,226,935	\$4,663,261
Rivière-du-Nord	\$969,033	\$28,805	(\$21,407)	201,735,750	7.64%	\$200,234	\$231,504
Rothsay	\$104,778	\$107,734	\$81,539	1,672,864,300	10.39%	\$1,889,698	\$2,108,177

# 2023 Community Funding and Equalization Grant (CFEG) and 2023 Tax Base Growth

## Subvention de financement et péréquation communales (SFPC) 2023 et Croissance de l'assiette fiscale 2023

Entities	CFEG / SFPC			Tax Base and Property Taxes Revenue / Assiettes fiscales et revenus de taxes foncières			
	2023 Core and Equalization Grant	2023 RSC Grant <sup>3</sup>	Net Change in CFEG	2023 Tax Base	Growth	Potential Additional Property Tax Revenue at 1.5 ratio <sup>4</sup>	Potential Additional Property Tax Revenue at 1.7 ratio <sup>4</sup>
	Subvention de base et péréquation 2023	Subvention CSR 2023 <sup>3</sup>	Changement net dans la SFPC	Assiette fiscale 2023	Croissance	Potentiels revenus d'impôts fonciers additionnels au ratio 1.5 <sup>4</sup>	Potentiels revenus d'impôts fonciers additionnels au ratio 1.7 <sup>4</sup>
Saint Andrews	\$122,217	\$34,081	\$12,774	600,096,500	13.26%	\$696,026	\$830,544
Saint John <sup>2</sup>	\$15,321,432	\$546,630	(\$779,057)	8,362,576,700	8.76%	\$11,445,375	\$20,445,690
Saint-Quentin	\$486,753	\$28,323	\$12,790	282,217,600	4.63%	\$133,607	\$207,382
Salisbury	\$114,831	\$38,774	\$17,593	708,505,200	12.84%	\$515,728	\$560,880
Shediac	\$142,826	\$79,628	\$43,921	1,515,911,050	17.57%	\$2,400,861	\$2,795,799
Shippagan	\$759,251	\$57,748	\$9,790	404,161,950	7.57%	\$381,413	\$511,374
Southeast RD/RD du Sud-Est	\$7,243	\$6,355	\$4,544	107,913,100	4.87%	\$22,750	\$46,030
Southern Victoria	\$411,871	\$21,937	(\$4,696)	197,562,500	7.79%	\$149,891	\$204,898
Southwest RD/ RD du Sud-Ouest	\$195,201	\$22,257	\$14,849	355,917,500	2.86%	\$59,707	\$161,486
St. Stephen	\$1,809,339	\$41,390	(\$91,533)	699,776,050	8.75%	\$639,470	\$876,591
Strait Shores <sup>1</sup>	\$29,118	\$14,631	\$10,693	248,638,250	4.94%	\$68,633	\$84,732
Sunbury-York South <sup>1</sup>	\$58,429	\$39,019	\$24,412	728,501,800	13.69%	\$386,681	\$410,429
Sussex	\$483,612	\$55,076	\$322	630,853,650	8.80%	\$628,826	\$922,805
Tantramar	\$167,338	\$57,130	\$27,527	1,005,887,450	8.73%	\$1,117,612	\$1,395,311
Three Rivers	\$309,908	\$18,529	(\$9,471)	329,843,900	9.93%	\$224,086	\$269,662
Tobique Valley	\$430,782	\$23,409	(\$3,407)	210,423,900	7.58%	\$135,084	\$161,743
Tracadie <sup>1</sup>	\$1,065,972	\$177,689	\$99,685	1,211,210,900	4.77%	\$736,242	\$1,059,445
Tracy	\$173,048	\$1,662	(\$10,662)	29,901,150	9.58%	\$30,563	\$32,358
Upper Miramichi <sup>1</sup>	\$507,879	\$15,140	\$5,796	126,040,150	4.66%	\$38,711	\$43,792
Vallée-des-Rivières	\$642,210	\$31,434	\$14,899	311,718,100	4.13%	\$125,482	\$221,410
Valley Waters	\$232,087	\$39,347	\$19,889	450,301,200	8.71%	\$260,150	\$275,625
Western Valley RD/RD de la Vallée-de-l'ouest	\$48,307	\$18,812	\$10,755	167,601,500	6.63%	\$61,127	\$65,163
Woodstock	\$830,899	\$124,872	\$36,178	1,136,470,700	8.93%	\$977,037	\$1,326,838
<b>Total</b>	<b>\$69,444,149</b>	<b>\$6,171,305</b>	<b>\$0</b>	<b>84,299,349,600</b>	<b>10.73%</b>	<b>\$102,720,691</b>	<b>\$137,905,563</b>

<sup>1</sup> The grant for the Rural Communities and Regional Municipalities will be prorated between the budget for the services provided by the Minister and the budget for the services provided by the RC or RM

<sup>2</sup> 2022 tax base is including the full LNG Terminal Tax Base.

<sup>3</sup> The RSC grant is estimated by prorating the total RSC grant on the tax base of the entities of the region. This grant should reduce the share of each member entity within their respective RSC

<sup>4</sup> Previous tax base formula consisted of the total residential assessment plus 1.5 times the non-residential assessment. With the recent changes introduced with *An Act Respecting Local Governance Reform*, flexibility was given in setting the non-residential rate ratio and heavy industrial rate ratio to range from 1.4 to 1.7 times the local residential rate, instead of having to use the current ratio that had been fixed at 1.5 times. This table shows the additional revenue if entities keep the ratio at 1.5 or if they choose to use the full 1.7 ratio.

# 2023 Community Funding and Equalization Grant (CFEG) and 2023 Tax Base Growth Subvention de financement et péréquation communautaire (SFPC) 2023 et Croissance de l'assiette fiscale 2023

	CFEG / SFPC			Tax Base and Property Taxes Revenue / Assiettes fiscales et revenus de taxes foncières			
Entities	2023 Core and Equalization Grant  Subvention de base et péréquation 2023	2023 RSC Grant <sup>3</sup>  Subvention CSR 2023 <sup>3</sup>	Net Change in CFEG  Changement net dans la SFPC	2023 Tax Base  Assiette fiscale 2023	Growth  Croissance	Potential Additional Property Tax Revenue at 1.5 ratio <sup>4</sup>  Potentiels revenus d'impôts fonciers additionnels au ratio 1.5 <sup>4</sup>	Potential Additional Property Tax Revenue at 1.7 ratio <sup>4</sup>  Potentiels revenus d'impôts fonciers additionnels au ratio 1.7 <sup>4</sup>

<sup>1</sup> La subvention pour les Communautés rurales et les Municipalités régionales sera calculée au prorata entre le budget pour les services administrés par le ministre et le budget des services administrés par la CR ou la MR

<sup>2</sup> L'assiette fiscale 2022 inclut l'assiette fiscale total du Terminal GNL.

<sup>3</sup> La subvention CSR est estimée au prorata de la subvention de la CSR totale sur l'assiette fiscale des entités de la région. Cette subvention va réduire la quote-part de chaque entité membre de la CSR

<sup>4</sup> Auparavant, la formule de l'assiette fiscale consistait en l'évaluation résidentielle totale plus 1,5 fois l'évaluation non résidentielle. Avec les récents changements apportés par la *Loi concernant la réforme de la gouvernance locale*, une flexibilité a été accordée aux gouvernements locaux pour fixer les ratios pour les biens non résidentiels et les biens industriels lourds entre 1,4 et 1,7 fois le tarif résidentiel local, au lieu d'avoir à utiliser le ratio actuel qui était autrefois fixé à 1,5 fois. Ce tableau montre les revenus supplémentaires si les entités maintiennent le ratio à 1,5 ou si elles choisissent d'utiliser le ratio complet de 1,7.