

Town of Rothesay

Land Acknowledgement

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

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

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

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



ROTHESAY
COUNCIL MEETING
Town Hall Common Room
Monday, March 13, 2023
7:00 p.m.



PLEASE NOTE: Electronic means of communication may be used during the meeting.

Public access to the livestream will be available online:
<https://www.youtube.com/user/RothesayNB>

Rothesay Land Acknowledgement **Deputy Mayor Alexander**

1. APPROVAL OF AGENDA

- | | | |
|-------------------------------|-----------------|------------------|
| 2. APPROVAL OF MINUTES | Special Meeting | 13 February 2023 |
| | Regular Meeting | 13 February 2023 |

➤ **Business Arising from Minutes**

3. OPENING REMARKS OF COUNCIL

3.1 Declaration of Conflict of Interest

4. DELEGATIONS

- | | |
|--|--|
| 4.1 NB Power (Small Modular Reactors) | Andy Hayward, Director of Advanced Reactor Development |
| 4.2 Fundy Regional Service Commission Mandate and Work Plan | Phil Ouellette, CEO |
| 4.3 Kennebecasis Regional Police Force Sierra Avenue | Steve Gourdeau, Chief (<i>see Item 9.1.3</i>)
Lloyd Raymond |

5. CORRESPONDENCE FOR ACTION

- | | |
|----------------------|---|
| 5.1 20 January 2023 | Letter from resident RE: property purchase (Stack/Maliseet) PID 00223453
Refer to staff |
| 5.2 24 January 2023 | Request from Fibromyalgia Canada RE: May 12
Light Town Hall purple on May 12 and share on social media |
| 5.3 10 February 2023 | Email from resident RE: Flyer complaint (snowblower)
Refer to staff |
| 5.4 25 February 2023 | Request from LymeNB RE: Proclamation and May 1
Light Town Hall green on May 1 and share on social media |
| 5.5 6 March 2023 | Request from Epilepsy Association RE: Purple Day (March 26)
Promote Purple Day on social media |

6. CORRESPONDENCE - FOR INFORMATION

- | | |
|------------------------|--|
| 6.1.1 14 February 2023 | Letter from individual RE: Spyglass Hill |
| 6.1.2 15 February 2023 | Letter from individual RE: Spyglass Hill |
| 6.2 28 February 2023 | Thank you letter from Sophia Recovery Centre (Rothesay location) |

ROTHESAY

Regular Council Meeting

Agenda

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13 March 2023

7. REPORTS**7.0 March 2023 Report from Closed Session**

- 7.1 19 December 2022 Fundy Regional Service Commission (FRSC) meeting minutes
3 February 2023 FRSC Special meeting minutes
- 7.2 31 January 2023 Draft unaudited Rothesay General Fund Financial Statements
31 January 2023 Draft unaudited Rothesay Utility Fund Financial Statements
23 February 2023 Draft Finance Committee meeting minutes
- U13 AA Hawks Grant Request (March Tournament)
 - Debenture Financing (Fire Station #2)
- 7.3 2022 Rothesay Hive Annual Report
- 7.4 22 February 2023 Draft Works and Utilities Committee meeting minutes
- 7.5 6 March 2023 Draft Planning Advisory Committee meeting minutes
- Wanda Crescent (PID 00229526)
- 7.6 February 2023 Monthly Building Permit Report
- 7.7 8 March 2023 Capital Projects Summary

8. UNFINISHED BUSINESS

TABLED ITEMS**8.1 Strong Court Sidewalk – Anglophone South School District (Tabled April 2021)***No action at this time***8.2 Rothesay Arena Open House (Tabled September 2021)***No action at this time***8.3 Private Lanes Policy (Tabled July 2022)***No action at this time*

8.4 Accommodations Levy By-law 1-23

9 March 2023 Memorandum from Town Manager Jarvie
DRAFT Accommodations Levy By-law 1-23

9. NEW BUSINESS**9.1 BUSINESS ARISING FROM DELEGATIONS****9.1.1 NB Power (Small Modular Reactors) Presentation***Receive for information***9.1.2 Fundy Regional Service Commission Presentation***Receive for information***9.1.3 Kennebecasis Regional Police Force**

8 March 2023 Letter from Chief Gourdeau

Refer to the Works and Utilities Committee

ROTHERSAY

Regular Council Meeting

Agenda

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13 March 2023

ADMINISTRATION/FINANCE

9.2 Borrowing Application for a Wastewater Treatment Plant

9 March 2023 Memorandum from Town Manager Jarvie

6 March 2023 Memorandum from Treasurer MacDonald

DEVELOPMENT SERVICES

9.3 Real Property Data Distribution Agreement (Subscriber Agreement)

9 March 2023 Report prepared by DPDS White

RECREATION

9.4 Rothersey Pickleball Courts Phase 2

13 March 2023 Report prepared by DRP Jensen

OPERATIONS

9.5 Engineering Design and Construction Management Services: 2023 Asphalt Resurfacing Program

8 March 2023 Report prepared by DO McLean

ACTIVE TRANSPORTATION

9.6 Engineering Design Services: Gondola Point Road – Clark Road Intersection Upgrade

8 March 2023 Report prepared by DO McLean

9.7 Sidewalks – Clark/Spruce/Lennox Marr area

1 March 2023 Email from resident RE: Sidewalks – Clark/Spruce/Lennox/Marr area
(Graphics will be provided)

10. NEXT MEETING

Regular meeting TUESDAY, April 11, 2023 at 7:00 p.m.

11. ADJOURNMENT

Update on Advanced Small Modular Reactor Development

March 13, 2023

Energy Change Drivers

1. Climate Change
2. Energy Security
3. Cost
4. Economic Benefits
5. Innovation Mindset



SNC Forecasted 2050 Net Zero Generation Mix Scenario

As a result:

- >100 SMRs to satisfy energy needs
- A LOT of renewable energy

Source:

[SNC Lavalin – Net Zero 2050 scenario](#)



Obligation to Supply Power to NB

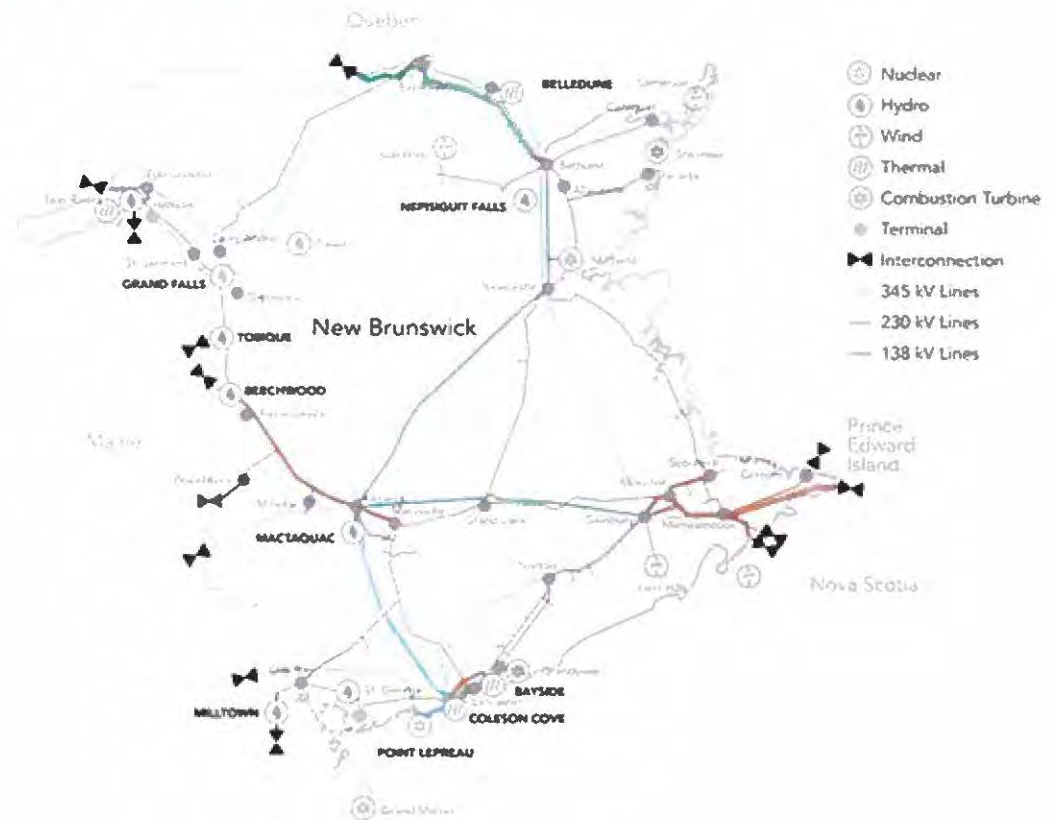
Highest demand in NB happened the morning of Feb 4, 2023 – 3432 MW
Regulated Obligation = 3432 MW + 20% ≈ 4000 MW

Clean Energy ≈ 1900 MW

- Hydro
- Nuclear
- Biomass
- Wind
- Solar
- Imports

Fossil ≈ 2100 MW

- Belledune – Coal
- Coleson Cove – Heavy Oil
- Millbank and St. Rose – #2 Oil
- Bayside – Gas



the power of possibility
débordant d'énergie

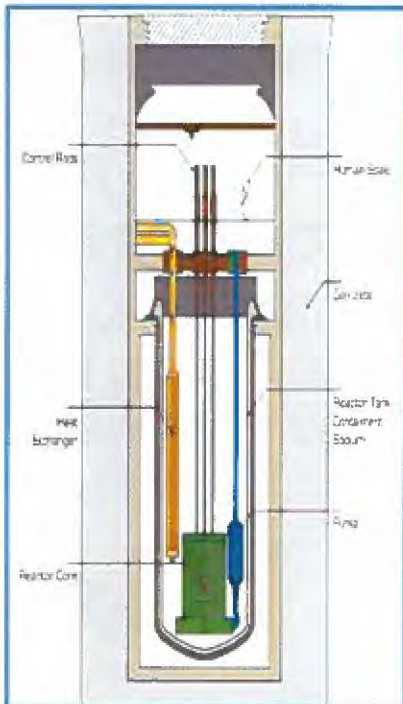
Vision

- Demonstrate advanced reactor technologies at Point Lepreau between early to mid 2030s
- Fleet deployment in New Brunswick / Canada / International markets
- Centralized fleet support centre in NB
- Establish supply chain in NB and Canada





ARC-100 Sodium Cooled Fast Reactor



- 150 MWe non-pressurized pool reactor
- Inherent safety characteristics and passive safety features
- Based on 30-year operation at EBR-II
- 20 year fueling cycle and could recycle its used fuel
- Superior load following capability
- Ideally suited for electricity and Super heated steam for co-gen / hydrogen / synthetic fuel production
- Good neutron spectrum for isotope production
- Proposed deployment at Point Lepreau site expected around 2030
- Subsequent units in NB, potentially in western Canada and for export

ARC-100 Current Activities

- Pre-project phase:
 - Completed Phase I of CNSC VDR process, working through Phase II
 - Site evaluation activities progressing
- LTPS to be submitted June 30 2023
- LTPS application submission will officially start the project and environmental assessment



the power of possibility
débordant d'énergie

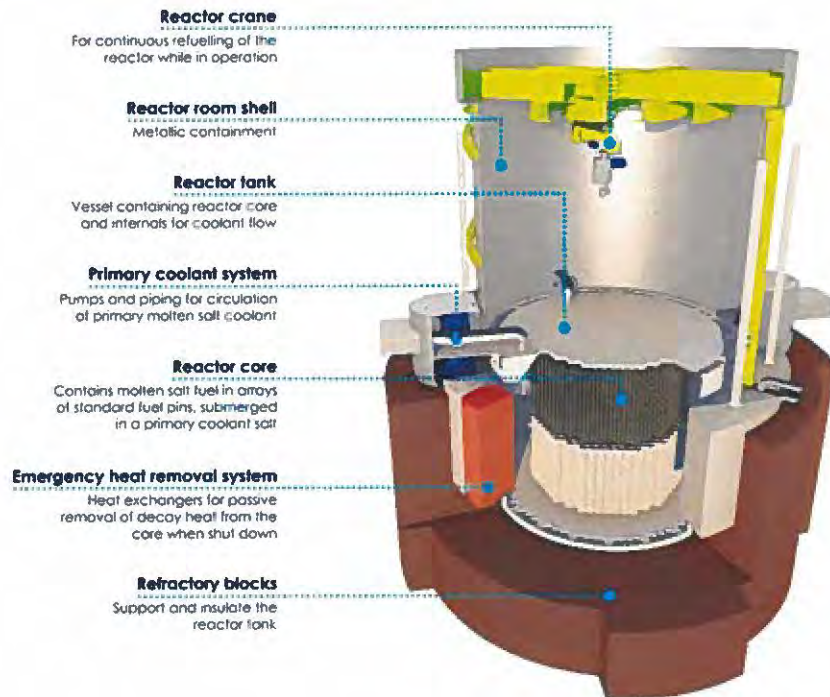
ARC-100 Sustainability and Well-Being Assessment

- A Sustainability and Well-being Assessment (SWA) is being conducted for the potential development of one ARC commercial demonstration advanced small modular reactor at Point Lepreau
- Evaluates the potential positive and adverse effects on social, economic, and human health conditions associated with the lifecycle of the SMR
- Involves engagement and collaboration with local community members within a defined study area (predominantly Charlotte and Saint John Counties) and with Indigenous communities from across NB





Moltex Energy SSR-W Molten Salt Fast Reactor



- 300 MWe non-pressurized pool reactor
- Fuelled online
- Fueled by used CANDU fuel and can recycle its used fuel
- Inherent safety characteristics and passive safety features
- Benefits related to high level radioactive waste disposal
- Grid reserve storage system
- Super heated steam for co-gen / Hydrogen / synthetic fuel production
- Proposed deployment at Point Lepreau site expected in mid 2030's
- Potential subsequent deployment in Ontario and for countries with used fuel stocks

Moltex SSR-W / WaTSS Current Activities

- Conceptual design and research and development phase
- Completed Phase I of CNSC VDR process, working to move on to Phase II
- Will require a Federal Impact Assessment for fuel recycling



Current Timelines



Supply Chain Sectors

Manufacturing and Assembly

Engineering and Technology Support

Materials

Labour

Planning and Management

Quality Assurance, Environmental and Safety

Transportation

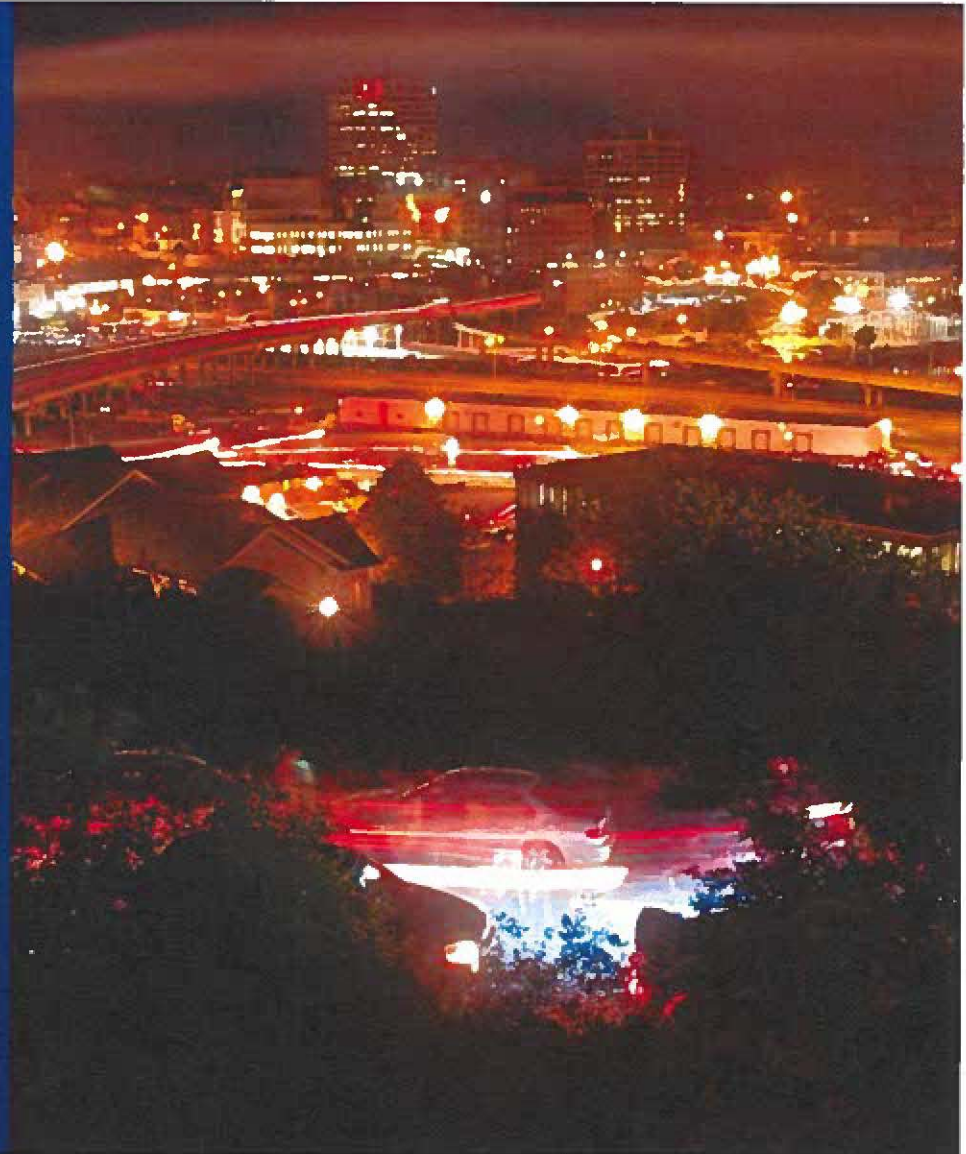
Ongoing Technical and Fleet Support

SMALL MODULAR REACTORS
IN NEW BRUNSWICK

Small reactors.
Big opportunities.

PETITS RÉACTEURS MODULAIRES
AU NOUVEAU-BRUNSWICK

Petits réacteurs.
Grandes possibilités.



The New Fundy Regional Service Commission

TOWN OF ROTHESAY

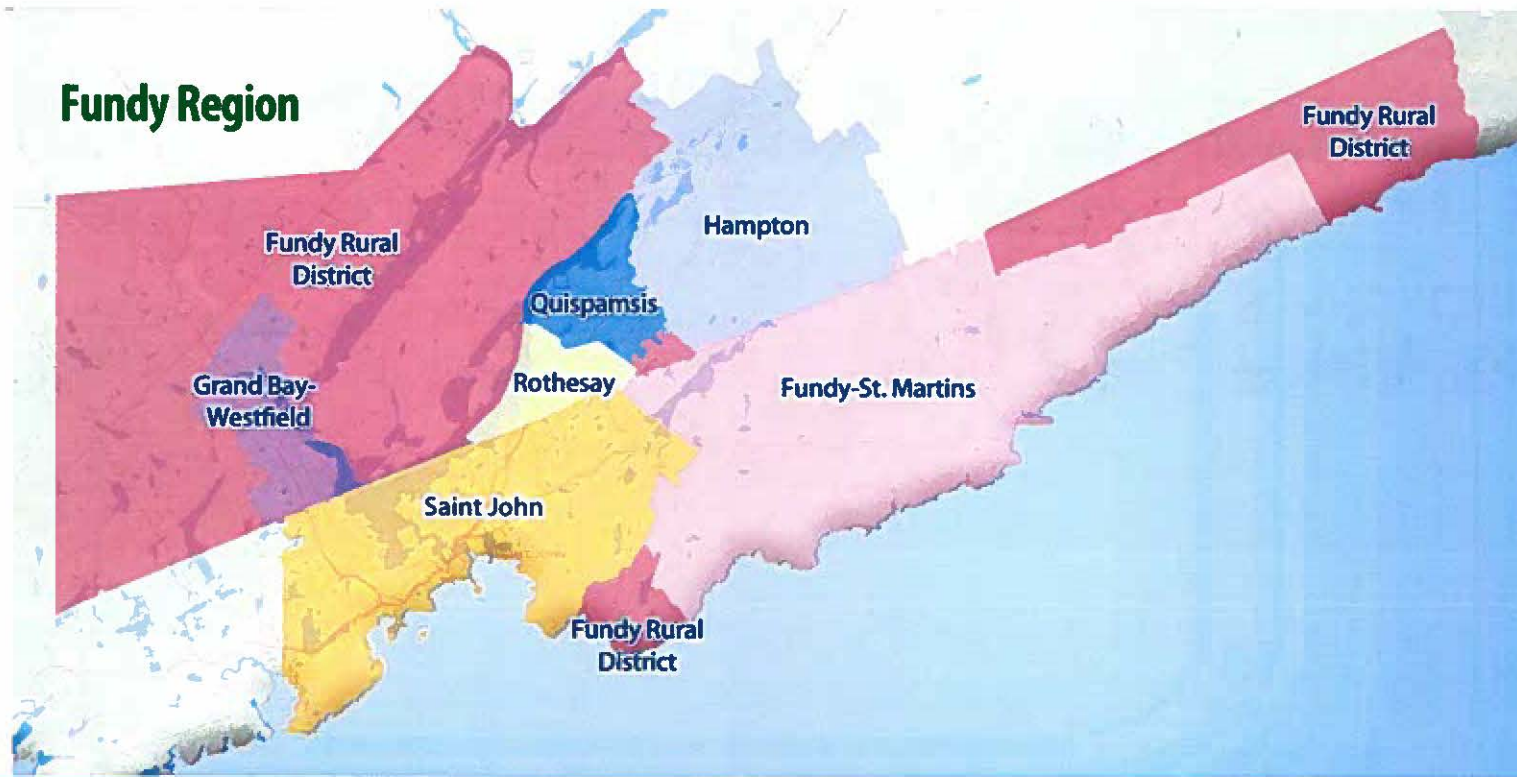
MONDAY MARCH 13, 2023



**Fundy Regional
Service Commission**

**Commission de Services
Régionaux de Fundy**

Fundy Regional Members





2023 Work Plan: Service Areas

Community Develop.	Regional Transportation	Public Safety	Tourism Promotion
\$149,728	\$55,269	\$56,769	\$763,694
Local Planning	Solid Waste	Regional Facilities	Economic Development
\$401,146	\$9,600,252	\$4,928,200	\$2,180,544
Cooperative Services	Electrical Generation		
\$9,188	\$183,415		



FRSC Objectives and Aspirations

1. Efficient and effective service delivery for citizens, businesses, and community partners.
2. Generating and implementing innovative approaches to gaps and opportunities across the region.
3. A high performing, public sector organization focus on continuous improvement.
4. Deliver on measurable results, transparency, and accountability.
5. Embed a culture of health, safety and wellness.
6. Uphold the considerations of social, economic, financial, and environmental factors in decision making.



Expanded Mandate

Mandated services	2013 RSC	2023 RSC
Solid Waste	✓	✓
Planning	✓	✓
Economic development		✓
Community development		✓
Tourism promotion		✓
Regional transportation		✓
Cost-sharing on recreation infrastructure		✓
Public safety committee		✓
Social mandate (South-East, Fundy, Capital region RSCs)		✓



New Mandate: Econ. Dev./Tourism Promo.

- Regional economic development and tourism promotion strategic plan and key performance indicators.
- Create marketing programs focused on unique selling proposition of the Fundy Region.
- Work with stakeholders and partners to provide overall strategic economic development focus.
- Ensure the Fundy Region is investment-ready and supports healthy business communities.
- Nurture workforce development and labour force growth.
- Operate a regional destination marketing organization, including the promotion of major events such as meetings and conventions.



New Mandate: Regional Facilities

- **Existing Facilities**
 - Evaluate proposals from five facilities for operating and capital expenditures.
 - Build recommendations for FRSC Board.
 - Encourage usage.
- **New Facilities**
 - Evaluate regional sport, recreation and cultural infrastructure needs in the Fundy Region.
 - Engagement with community.
 - Medium- and long-term planning.
 - Full or partial regional facilities.



New Mandate: Community Development

- Forum to support & improve outcomes for marginalized & vulnerable populations.
- Data driven.
- Asset mapping: service providers & organizations.
- Analyze strengths, gaps & opportunities.
- Communications network.
- Recommendations to Board – fund distribution, priorities & studies.

Social Inclusion
Newcomer Settlement &
Diversity Promotion
Affordable Housing
Healthy Communities

2024:
Mental Health
Homelessness
Poverty



New Mandate: Regional Transportation

- **Statistical data** on regional transportation.
- **Asset Inventory:** services, organizations, infrastructure.
- **Analysis:** assets, gaps, and opportunities.
- **Board recommendations:** regional strategy, work plan, external funding opportunities, initiatives to achieve regional strategy outcomes, public education, information sharing, capacity building, advocacy.

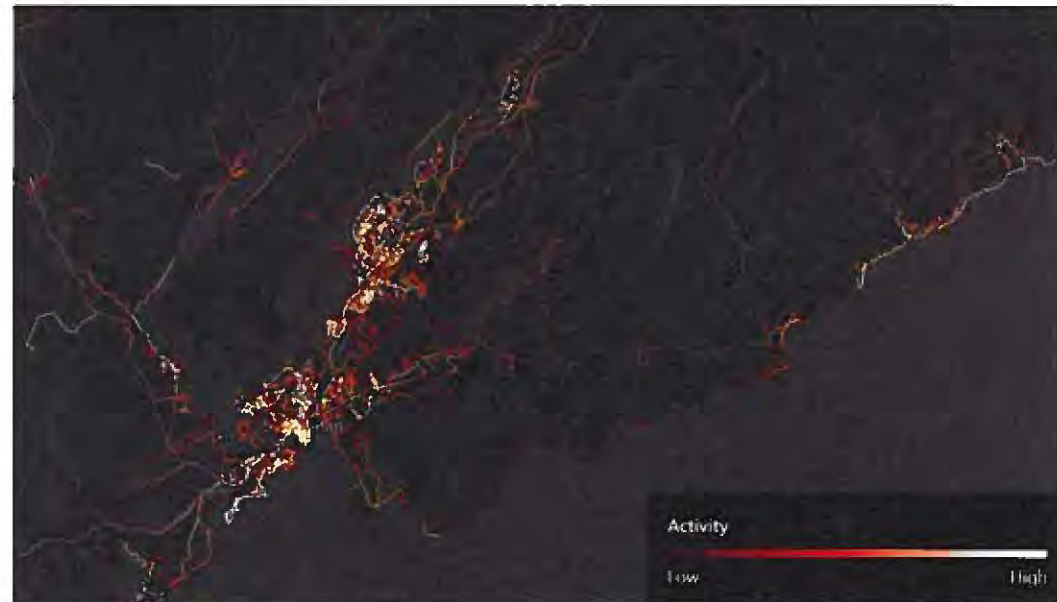


Photo: Heat map showing 2022 pedestrian activity in Fundy Region (Strava Metro)

New Mandate: Regional Public Safety

- Serve as a regional forum across police, fire, and emergency measures services.
- Conduct of studies, reviews or other activities to improve regional public safety service effectiveness and use of resources.
- Conduct and maintain a regional assessment that could include threats, risks and vulnerabilities that affect public safety and recommend priority issues.

There are over 35 public safety partners and stakeholders in the Fundy Region.



2023 Work Plan: Focus and Themes

- Building understanding and trust across the Fundy Region.
- Speaking with one voice and celebrate wins as the Fundy Region.
- Ability to be creative, entrepreneurial and persistent in our effort to deliver quality and value to the Fundy Region.
- Respecting time commitment of those within FRSC network.
- Regular reporting and evaluation of progress.
- Importance of building partnerships and relationships with community partners.
- Setting the tone through a continued change process.



Summary of 2023 FRSC Work Plan

- Regional Strategy and implementation plan.
- Creation of four new standing committees.
- Procedural bylaw updates and new code of conduct.
- Short- and long-term office space resolution.
- 18 solid waste management initiatives.
- Improve collection of information and disseminate to FRSC members and partners.
- Initiation of rural plan for Fundy-St. Martins.
- Investigate solid waste collection and regional enforcement enhancements.



Initial progress through new mandate

- 2023 FRSC Board Orientation.
- Adopted 2023 FRSC Work Plan.
- Initiation of Regional Strategy.
- Onboarding of new portfolios.
- Contract with Envision Saint John for Economic Development and Tourism.
- Four FRSC committee terms of reference (38 committee members):
 - Regional Transportation.
 - Regional Facilities.*
 - Regional Public Safety.
 - Community Development.
- Accessing GNB Funding.



What to expect in the coming months

- **March** – appointments to committees.
- **March – June** – Solid waste collection feasibility study.
- **April** – inaugural committee meetings.
- **April – May** - Regional Strategy consultation and development.
- **May** – FRSC annual report.
- **June** – Annual budget proposals from existing regional facilities.
- **July** – Completion of Regional Strategy.
- **August** – 2024 draft FRSC budget.
- **2024** – Committee recommendations + social mandate + ...



Questions?





3 Stack Road
Rothesay, N.B.
E2E 2C5

To Mayor Nancy Grant
and the Town Council of Rothesay
Attn: Brian White

and I own the property of
3 Stack Road PID# 00241612
PAN# 01235975

We are interested in purchasing the lot beside us, PID# 00223453, adjacent to Maliseet Drive. We are hoping to build a garage using a portion of this land (or all).

We are hoping to hear from you, to hear the next step.

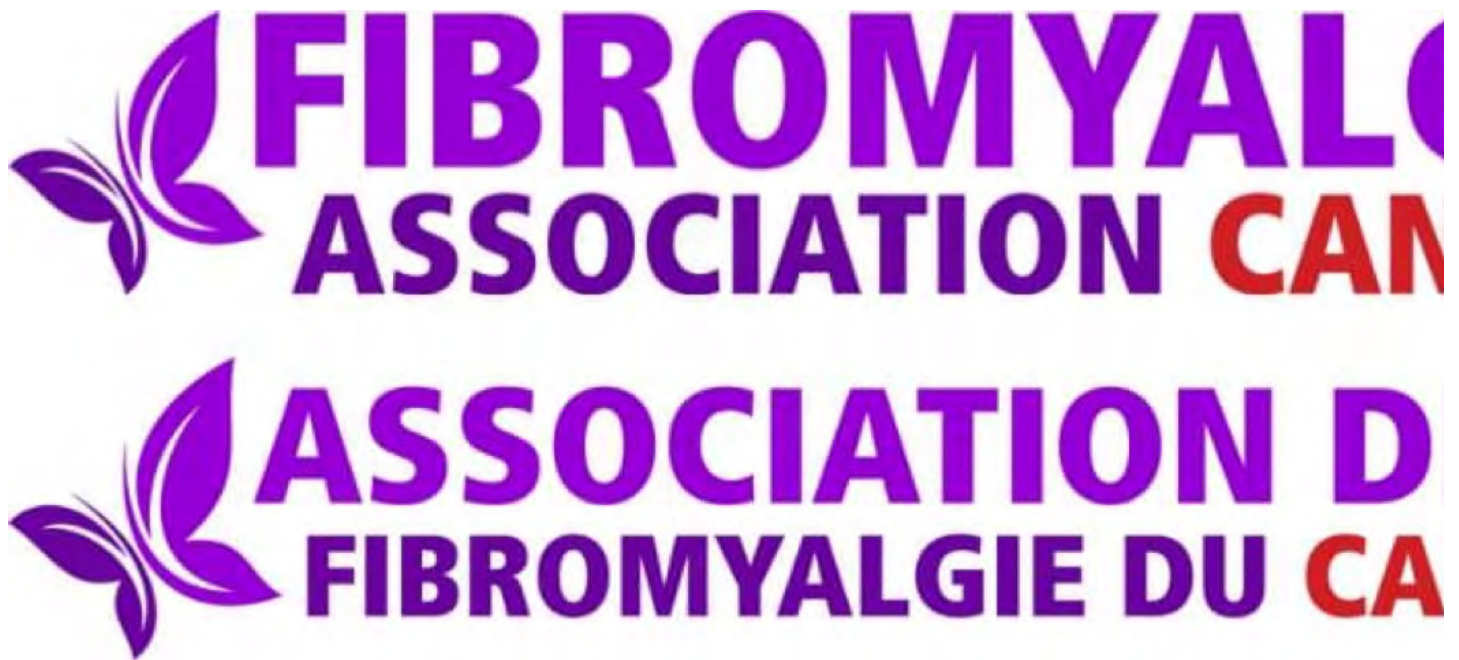
Sincerely -

Mary Jane Banks

From: Mary Jane Banks
Sent: February 28, 2023 11:34 AM
To: Mary Jane Banks
Subject: FW: Light up Rothesay Town Hall purple May 12 for Fibromyalgia Awareness Day

From: FAC-Administration <admin@fibrocanada.ca>
Sent: January 24, 2023 8:24 AM
To: Rothesay Info <rothesay@rothesay.ca>
Subject: Light up Rothesay Town Hall purple May 12 for Fibromyalgia Awareness Day

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



Good Morning

My name is Trudy Flynn and I am the Chair of Fibromyalgia Association Canada (FAC).

May 12, 2023 is the 31st anniversary of Fibromyalgia Awareness Day as recognized by the World Health Organization (WHO). I am contacting you to ask if you would light up the Rothesay Town Hall in purple, in recognition of the 2-4% of Canadians living with fibromyalgia. That is over 1 1/2 million Canadians who have been diagnosed with fibromyalgia. There are still many more Canadians waiting to be diagnosed or who are not counted in these numbers because they have another primary condition, such as cancer, cardiac issues, etc.

If you are able to light up the Rothesay Town Hall to raise awareness of fibromyalgia, would you please provide lighting from dusk on May 12th until dawn on May 13th?

Please see below on how to connect with us through FAC's social media, as we will be promoting all the buildings and landmarks that light up for fibromyalgia. Last year FAC had over 100 buildings and landmarks across Canada light up in purple to promote fibromyalgia awareness.

Thank you for helping FAC raise awareness of fibromyalgia.

Trudy Flynn
Chair
Fibromyalgia Association Canada

Website: <https://fibrocanada.ca>

Facebook: [FibroCanada2021](#)

Twitter: [@fibrocanada](#)

Instagram: [FibroCanadaFAC](#)

Pinterest: [@FibromyalgiaAssociationCanada](#)

LinkedIn: [Fibromyalgia Association Canada \(FAC\)](#)

Mary Jane Banks

From: Rothesay Info
Sent: February 13, 2023 1:56 PM
To: Mary Jane Banks
Subject: FW: Something must be done

From:
Sent: February 10, 2023 2:33 PM
To: Rothesay Info <rothesay@rothesay.ca>
Subject: Something must be done

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

Dear Mayor Grant and Council members, Below are pictures of our snowblower which is no longer working. This morning, after clearing our driveway with our snowblower, we decided to be good neighbours and at least partly clear our neighbours driveway. A few feet into the job our machine started to spit out paper and then seized up. It had grabbed a bag of flyers hidden under the snow. I believe it is time for the town to do something about the ongoing problem of flyers littering our town. I have contacted Brunswick News but am not confident that they will respond in any constructive manner. Can the Town not ban delivery of flyers? Can it mandate that flyers can only be left in designated spots, as has been done in other jurisdictions? There must be something that can be done to rid us of this unsightly and hazardous litter. Thank you for your attention to this matter

15 Cameron Road





Sent from my iPhone

Mary Jane Banks

From: Mike Allen <allenmr@live.com>
Sent: February 25, 2023 2:06 PM
To: Mary Jane Banks
Subject: RE: LymeNB 2023 Awareness Campaign - Municipal Proclamation

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Hello Mary Jane,

Thank you so much for bringing this forward.

Should the request be approved for one day, then May 1, 2023 would be appreciated.

Kind Regards
Mike

From: Mary Jane Banks <MaryJaneBanks@rothesay.ca>
Sent: Friday, February 24, 2023 10:44 AM
To: allenmr@live.com
Cc: Liz Hazlett <lizhazlett@rothesay.ca>
Subject: RE: LymeNB 2023 Awareness Campaign - Municipal Proclamation

Good morning Mr. Allen and thank you for your recent email.

Rothsay, by practice, does not normally read proclamations or declare the many and varied days requested by multiple organizations. However, your correspondence will be included in the Council agenda package for Monday, March 13, 2023, which will be posted to the Town website and does usually generate media awareness.

Requests to light Rothsay Town Hall are also reviewed by Council. The request is typically for one day as there are numerous requests received. If approved, it will be promoted on the Town's social media channels. I will be in touch following the decision of Council.

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

MaryJane

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

p (506)848-6664
f (506)848-6677

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From: Mike Allen <allenmr@live.com> 2023March13OpenSessionFINAL_052

Sent: Sunday, February 19, 2023 11:34:32 AM

To: Nancy Grant <NancyGrant@rothesay.ca>

Subject: LymeNB 2023 Awareness Campaign - Municipal Proclamation

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Town of Rothesay

Attention: Mayor Dr. Nancy Grant

Your Worship,

I am writing on behalf of the New Brunswick Lyme Disease Association Inc. – LymeNB to ask if you would kindly consider proclaiming May 2023 as Lyme Awareness Month, much like in other countries in the world including Canada.

I have attached a draft proclamation in both official languages for your consideration.

We are also asking if you would consider lighting up a structure of your choice in your municipality during May 2023 with green lights or a green spotlight. This lighting would follow the example of other Canadian municipalities who have implemented this practice, lighting up bridges, towers, flagpoles, fountains, and other structures, as a visible sign of Lyme awareness.

This could begin on the day of the proclamation and continue for a period of time that would work for the community.

As you know, awareness is the first step in preventing what can become a debilitating disease if not caught early. Unfortunately, too many New Brunswickers, some from your region, are suffering today due to a lack of appreciation of the potential seriousness of a tick-bite.

Thank you for considering this request.

Mike Allen, Vice-President

New Brunswick Lyme Disease Association Inc.



Any correspondence with employees, agents, or elected officials of the town of Rothesay may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act, S.N.B. 2009, c. R-10.6. Records may be shared with internal departments, external agencies or may be publicly released at a 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)

Any correspondence with employees, agents, or elected officials of the town of Rothesay may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act, S.N.B. 2009, c. R-10.6.

Sample Proclamations

Municipal Designation of May 2023 as Lyme Awareness Month

WHEREAS Lyme disease is one of the fastest growing vector-borne illnesses in the world; and

WHEREAS the population of ticks, the primary vector for the transmission of Lyme disease in New Brunswick and other parts of Canada, is growing and expanding in New Brunswick; and

WHEREAS the number of New Brunswickers suffering from Lyme disease is increasing from one year to the next; and

WHEREAS awareness plays a key role in making this disease known to the public as well as the steps to take to prevent contacting the disease;

THEREFORE BE IT RESOLVED THAT I, Mayor of XXX do hereby proclaim the month of May 2023 as Lyme Awareness Month in XXX, New Brunswick

Mois de la sensibilisation à la maladie de Lyme

Attendu que la maladie de Lyme est la maladie vectorielle la plus répandue au monde;

Attendu que la population de tiques, le principal vecteur pour la transmission de la maladie de Lyme, est en pleine expansion au Nouveau-Brunswick et au Canada;

Attendu que le nombre de personnes atteintes de la maladie de Lyme augmente d'une année à l'autre;

Attendu que la sensibilisation joue un rôle de premier ordre pour faire connaître et prévenir la maladie;

Par conséquent, je xxxxx proclame par la présente le mois de mai 2023, mois de la sensibilisation à la maladie de Lyme dans la ville de XXX au Nouveau-Brunswick.

PROCLAMATION

<u>MOIS DE LA SENSIBILISATION À LA MALADIE DE LYME MAI 2023</u>	<u>LYME AWARENESS MONTH MAY 2023</u>
<p>ATTENDU QUE la maladie de Lyme est la maladie vectorielle la plus répandue au monde; et</p>	<p>WHEREAS Lyme disease is one of the fastest growing vector-borne illnesses in the world; and</p>
<p>ATTENDU QUE la population de tiques, le principal vecteur pour la transmission de la maladie de Lyme au Nouveau-Brunswick et ailleurs au Canada, est en pleine expansion au Nouveau-Brunswick; et</p>	<p>WHEREAS the population of ticks, the primary vector for the transmission of Lyme disease in New Brunswick and other parts of Canada, is growing and expanding in New Brunswick; and</p>
<p>ATTENDU QUE le nombre de personnes atteintes de la maladie de Lyme augmente d'une année à l'autre; et</p>	<p>WHEREAS the number of New Brunswickers suffering from Lyme disease is increasing from one year to the next; and</p>
<p>ATTENDU QUE la sensibilisation joue un rôle de premier ordre pour faire connaître et prévenir cette maladie.</p>	<p>WHEREAS awareness plays a key role in making this disease known to the public as well as the steps to take to prevent contacting the disease;</p>
<p>PAR CONSÉQUENCE, IL EST RÉSOLU QUE Je, XXX, proclame le mois de mai 2023, mois de la sensibilisation à la maladie de Lyme dans la ville de XXX au Nouveau-Brunswick.</p>	<p>THEREFORE BE IT RESOLVED THAT I, Mayor of XXX do hereby proclaim the month of May 2023 as Lyme Awareness Month in XXX, New Brunswick</p>

Liz Hazlett

From: Mary Jane Banks
Sent: Monday, March 6, 2023 2:03 PM
To: Liz Hazlett
Subject: FW: Purple Day March 26th - Epilepsy Awareness Month

From: Mary Jane Banks
Sent: March 6, 2023 2:03 PM
To: Jordan Thomey <jordan.thomey@epilepsymaritimes.org>
Subject: RE: Purple Day March 26th - Epilepsy Awareness Month

Good afternoon and thank you for your recent email.

Rothesay, by practice, does not normally read proclamations or declare the many and varied days requested by multiple organizations. However, your correspondence will be included in the Council agenda package for Monday, March 13, 2023, which will be posted to the Town website and does usually generate media awareness. We can also assist by promoting Purple Day – March 26th on the Town's social media channels.

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

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

p (506)848-6664
f (506)848-6677

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From: Jordan Thomey <jordan.thomey@epilepsymaritimes.org>
Sent: March 6, 2023 12:50 PM
To: Epilepsy Association of the Maritimes <info@epilepsymaritimes.org>
Subject: Purple Day March 26th - Epilepsy Awareness Month

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

Hello!

The Epilepsy Association of the Maritimes (EAM), and Purple Day, are reaching out to all three Maritime Provinces to support Purple Day, March 26th.

We are asking every municipality to participate in Epilepsy Awareness month in March, to show support for your community members who live with epilepsy. We can provide purple ribbons for all council members to wear on Purple Day and all throughout epilepsy awareness month. By participating in our initiative, you're helping to reduce stigma and spread awareness.

EAM has been providing education, programming and support for people living with epilepsy and their families in the Maritime Provinces for over 40 years. We provide education and awareness to workplaces, schools, and community groups about supporting people with epilepsy and how to respond if someone has a seizure. We award scholarships and bursaries to youth living with epilepsy who pursue post-secondary education.

I have attached our official letter and proclamation! Please reach out with any questions!

Jordan Thomey



Jordan Thomey (she/her)
Purple Day Coordinator
7075 Bayers Rd. Unit 215, Halifax NS, B3L 2C2
902.429.4633 | 1.866.EPILEPSY
jordan.thomey@epilepsymaritimes.org

epilepsymaritimes.org | purpleday.org
Learn more. Become a member. Donate.

Epilepsy Association of the Maritimes educates, empowers and supports Maritimers living with epilepsy, their families and their communities.

We acknowledge that we are located on the lands of indigenous peoples. We are all treaty people.

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Dear Municipalities,

The Epilepsy Association of the Maritimes (EAM), and Purple Day, are reaching out to all three Maritime Provinces to support Purple Day, March 26th. Many have participated in the past and we are hoping this year, all Municipalities, Towns and Cities participate.

Cassidy Megan created the idea of Purple Day in 2008, motivated by her own struggles with epilepsy. Cassidy's goal is to get people talking about epilepsy in an effort to dispel myths and inform those with seizures that they are not alone. The Epilepsy Association of The Maritimes came on board in 2008 to help develop Cassidy's idea which is now known as Purple Day.

We are asking every municipality to participate in Epilepsy Awareness month in March, to show support for your community members who live with epilepsy. We can provide purple ribbons for all council members to wear on Purple Day and all throughout epilepsy awareness month. By participating in our initiative you're helping to reduce stigma and spread awareness.

EAM has been providing education, programming and support for persons living with epilepsy and their families in the Maritime Provinces for over 40 years. We provide education and awareness to workplaces, schools, and community groups about supporting people with epilepsy and how to respond if someone has a seizure. We award scholarships and bursaries to youth living with epilepsy who pursue post secondary education.

Contact us to arrange receiving ribbons and check out some of our attached resources that could be of value to your community. We have attached a copy of our proclamation for Purple Day, in English and French. We would be delighted to share photos from these meetings. The proclamation is read in the House of Commons, and many other cities and towns throughout the Maritimes and across the country.

Thank you for your time! We look forward to hearing from you about receiving ribbons and seeing pictures from your council meetings!

Kindest regards,

Angela McCarthy
Chair, Fundraising
902-430-2934
fundraising@epilepsymaritimes.org

Cassidy Megan
Founder, Purple Day
902-430-4271
cassidy@purpleday.org

Jordan Thomey
Purple Day Coordinator
902-429-2633 ext 0
Jordan.thomey@epilepsymaritimes.org

Purple Day Proclamation 2023

Whereas Purple Day is a global effort dedicated to promoting epilepsy awareness in countries around the world, and

Whereas epilepsy is one of the most common neurological conditions, estimated to affect over 50 million people worldwide and 42 people in Canada are diagnosed every day, and

Whereas one in ten persons will have at least one seizure during his or her lifetime, and

Whereas the public is often unable to recognize common seizure types, or how to respond with appropriate first aid, and

Whereas Purple Day will be celebrated on March 26 annually to increase understanding, reduce stigma and improve the quality of life for people with epilepsy throughout the country and globally.

Now, therefore, I do hereby proclaim March 26, 2023, “Purple Day”, in an effort to raise awareness of epilepsy in Canada.

Signed _____

Mary Jane Banks

From:
Sent: February 14, 2023 6:21 PM
To: Nancy Grant; Matthew Alexander; Tiffany Mackay French; Bill McGuire; Dave Brown; Helen Boyle; Peter Lewis; Don Shea; John Jarvie; Mary Jane Banks
Subject: Letter to the Town of Rothesay
Attachments: Letter to the Town of Rothesay - Google Docs.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

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

Please find attached a letter to the town regarding the Hillside Secondary Plan – Hillside North Study Area and the Plan property / Spyglass Hill.

If you are not the intended recipient of this email, please reply to notify us and delete this message. This email may contain confidential information and dissemination, distribution or copying of this message is prohibited.

February 13, 2023

Dear Mayor Grant, Deputy Mayor Alexander, Councillors, Mr. Jarvie and Ms Banks:

I am writing with respect to the Hillside Secondary Plan – Hillside North Study Area. I would like to appeal to you to revisit the plan and consult with your constituents on how residents would like to see this land used.

Now that the land is on the market for sale, I am feeling a collective sense of panic in the community that this important section of the beloved Spyglass Trail System could be lost forever. Although I appreciate that the Secondary Plan makes an effort to “preserve the scenic qualities of Spy Glass Hill,” suggesting the possibility of preserving a small lookoff area at the top, I respectfully suggest that the scenic qualities are not the only feature of this land that residents have come to cherish. Rather, it is the recreational quality of the trail system for hiking, mountain biking, walking, snowshoeing and sledding, and the vastness of the untouched, open, natural space in the middle of our town (which residents can access by foot from many neighbourhoods), that residents use daily, and have come to treasure.

The Hillside Secondary Plan states that it is a “made in Rothesay” plan for “quality development in which all residents can take pride.” Yet I feel that there are many residents who in fact do not agree with the plan, and would in fact be ashamed of the town if it allowed this beloved natural hiking area to become developed.

Younger families have moved to the area over the past few years since the Secondary Plan was developed. A shift to younger, more active families is a strong argument to revisit the plan. There has also been a marked shift in people’s priorities since living through covid. Covid has caused a shift in how people choose to socialize, preferring outdoor spaces, fresh air, and healthy recreation.

I believe if you allow residents to be heard, you will find that a significant portion of your constituents would like to see these lands preserved in their natural state for public access. I beg you to consider thinking creatively alongside your residents to find a way to preserve this land as natural undeveloped park land. This could be such an exciting moment for The Town of Rothesay to work with residents to build something spectacular and healthy for our whole community, to be cherished for generations to come (like Rockwood Park, or O’Dell Park in Fredericton).

There is ample reason to revisit the Hillside Secondary Plan’s Hillside North Study Area. This is an opportunity for our elected officials to demonstrate that they are 100% committed to representing the residents of Rothesay and to act on what the people are

telling you is important and valuable to them. I respectfully request that the town hold an **Open Public Meeting** to engage with your constituents on this issue. I would ask that the staff and council table a motion to offer a public meeting on this issue.

Additionally, if the Town of Rothesay does come up with an idea to raise money to purchase the property for the use by its residents, you'll find that many households will contribute to the purchase and maintenance of that land. It would take some planning, but you would be sure to gain many supporters through an initiative like this. I can imagine the team at RNS would be a great partner to work with, and all of their alumni would rally around it. It seems quite doable. As I mentioned in a Facebook post recently, if all 5000 residents of Rothesday contribute 600\$, you will have the land in hand. Many will contribute much more I'm sure, as is evidenced by the many other commenters on the social media page that you have opened up to your community. And on that note, I have heard that you do not consider those Facebook posts as part of the discussion. Since you have the page available to your constituents, I would ask that you reconsider this rule. Not everyone has the time or inclination to individually write letters to the town, but the people who are commenting on your Facebook page are people many of us know and who are citizens of the community. I am not sure why they would not be considered "heard" on that forum.

Thank you,

94 Gibbon Road (summer residence)

2023March13OpenSessionFINAL_063

From:
To: [Nancy Grant](#); [Matthew Alexander](#); [Tiffany Mackay French](#); [Bill McGuire](#); [Dave Brown](#); [Helen Boyle](#); [Peter Lewis](#); [Don Shea](#); [John Jarvie](#); [Mary Jane Banks](#)
Subject: spyglass hill
Date: February 15, 2023 11:58:01 AM
Attachments: [spyglass hill.pdf](#)

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

see attached

I'd love your feedback.

[WRITE A REVIEW](#)

February 14 2023

Send to:

nancygrant@rothesay.ca

mattalexander@rothesay.ca

tiffanymackayfrench@rothesay.ca

billmcguire@rothesay.ca

davebrown@rothesay.ca

helenboyle@rothesay.ca

peterlewis@rothesay.ca

donshea@rothesay.ca

johnjarvie@rothesay.ca

maryjanebanks@rothesay.ca

Dear Mayor Grant, Deputy Mayor Alexander, Councillors, Mr. Jarvie and Ms Banks:

I am writing with respect to the Hillside Secondary Plan – Hillside North Study Area. I would like to appeal to you to revisit the plan and consult with your constituents on how residents would like to see this land used.

Now that the land is on the market for sale, I am feeling a collective sense of panic in the community that this important section of the beloved Spyglass Trail System could be lost forever. Although I appreciate that the Secondary Plan makes an effort to “preserve the scenic qualities of Spy Glass Hill,” suggesting the possibility of preserving a small look off area at the top, I respectfully suggest that the scenic qualities are not the only feature of this land that residents have come to cherish. Rather, it is the recreational quality of the trail system for hiking, mountain biking, walking, snowshoeing and sledding, and the vastness of the untouched, open, natural space in the middle of our town (which residents can access by foot from many neighbourhoods), that residents use daily, and have come to treasure.

The Hillside Secondary Plan states that it is a “made in Rothesay” plan for “quality development in which all residents can take pride.” Yet I feel that there are many residents who in fact do not agree with the plan, and would in fact be ashamed of the town if it allowed this beloved natural hiking area to become developed.

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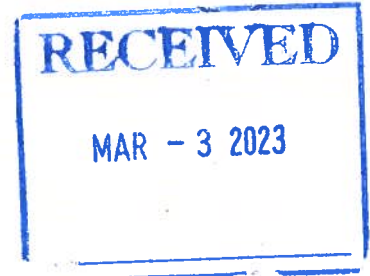


priorities since living through covid. Covid has caused a shift in how people choose to socialize, preferring outdoor spaces, fresh air, and healthy recreation.

I believe if you allow residents to be heard, you will find that a significant portion of your constituents would like to see these lands preserved in their natural state for public access. I beg you to consider thinking creatively alongside your residents to find a way to preserve this land as natural undeveloped park land. This could be such an exciting moment for The Town of Rothesay to work with residents to build something spectacular and healthy for our whole community, to be cherished for generations to come (like Rockwood Park, or O'Dell Park in Fredericton).

There is ample reason to revisit the Hillside Secondary Plan's Hillside North Study Area. This is an opportunity for our elected officials to demonstrate that they are 100% committed to representing the residents of Rothesay and to act on what the people are telling you is important and valuable to them. I respectfully request that the town hold an **Open Public Meeting** to engage with your constituents on this issue. I would ask that the staff and council table a motion to offer a public meeting on this issue.

PS – As an Alumni of RNS, Spyglass Hill has many memories to me. I feel strongly that this should be preserved, not developed. I am not a constituent and currently live in Toronto but I feel voices like mine should be heard as well.



Town Of Rothesay
Attn: Her Worship Dr. Nancy Grant
70 Hampton Road
Rothesay, New Brunswick
E2E 5Y2

February 28, 2023

Her Worship Dr. Nancy Grant,

Thank you for your generous contribution to our operational budget for our Rothesay office. This will help us to continue to support women who are suffering, in our community, and offer a safe space for them to land.

Typically, when the women first meet with us there is a strong sense of being lost and hopeless. Over time, seeing the shift from hopeless to hopeful is truly remarkable and quite inspiring. Recently, one of the women we work with shared this comment about the change she feels in herself because of Sophia's programs:

"Much of my life so far feels like I was asleep and living in fear and shame and now I am so thrilled to be feeling like I am AWAKE! I can't thank you enough for your support, compassion and encouragement."

Thank you for your part in transformations like this. We look forward to continued collaborations with you.

Kind regards,
Kathy

A handwritten signature in black ink that reads "Kathy Gorman". The signature is fluid and cursive.

Kathy Gorman
Director, Communications & Development



**Fundy Regional
Service Commission**
Commission de Services
Régionaux de Fundy

**Monthly Meeting
December 19, 2022**

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Monday, December 19, 2022, at 10 Crane Mountain Rd, Saint John, NB.

1. Call to Order

The Board Vice Chairperson, Jim Bedford, called the meeting to order at 12:19 p.m.

2. Record of Attendance

Jim Bedford	Vice Chairperson
John MacKenzie	Deputy Mayor, Saint John
Nancy Grant	Mayor, Rothesay
Libby O'hara	Mayor, Quispamsis
Ray Riddell	Local Service District Representative
Tina Dealy	Local Service District Representative
John Cairns	Local Service District Representative

Absent

Brittany Merrifield, Chairperson
Bette Ann Chatterton, Mayor, St. Martins

OTHERS

Phil Ouellette, Chief Executive Officer, FRSC
Marc MacLeod, Executive Director, FRSC
Alicia Raynes, Recording Secretary, FRSC
Robert Doucet, Mayor, Hampton

3. Approval of the Order of Business

The Vice Chairperson asked for approval of the Order of Business

Motion: To approve the December 19, 2022 Agenda as presented.

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

4. Disclosure of Conflict of Interest

None

5. Approval of the Minutes

a. October 19, 2022

Motion: To approve the October 19, 2022 minutes as presented.

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

b. November 28, 2022

Motion: To approve the November 28, 2022 minutes as presented.

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

6. Consent Agenda

None

7. Planning – Building Inspection– Nick Cameron

a. November, 2022

Nick Cameron, Assistant Development Officer, FRSC, presented the November, 2022 Report for Building, Development & Planning for the Village of St. Martins & FRSC Rural areas was provided. Year-to-date total estimated cost of construction at the end of November, 2022 was \$20,905,918 compared to 2021 which was \$13,296,240.

Motion: To receive and file as presented.

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

b. Revised PRAC Bylaw

Nick Cameron, Assistant Development Officer, FRSC, provided an overall background on the Planning Review and Adjustment Committee (PRAC) responsibilities as per the Regional Service Delivery Act. It was explained that PRAC and FRSC staff reviewed the PRAC by-law and approved recommendations for changes to the by-law at the PRAC November 29, 2021 meeting. These changes would help to align with Local Governance Reform legislation and would allow meeting times and locations which are more accessible for the public. It was further explained that changes were not implemented immediately after the initial review due to anticipated changes under local governance reform. PRAC reviewed the recommended changes again at the November 21, 2022 meeting. The recommendations approved by PRAC are:

1. Require that PRAC member vacancies are advertised.
2. Clarify FRSC board representation on PRAC.
3. Clarify time limits for public participation.

4. Have a final call for anyone else wishing to speak who has not yet spoken.
5. Allow different meeting locations and times, including virtual meetings.
6. Change notice to neighbours from 14 business days to “two weeks” before the meeting.
7. Incorporate required changes due to local governance reform.

Motion: To approve the recommended changes to the PRAC By-Law as presented.

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

8. Finance

a. Tender 2022-05 – Supply of Aggregate

Executive Director MacLeod noted that this tender is the standard annual contract for supply of aggregate for the 2023 calendar year which is used for things such as cover material, as well as road maintenance and animal control in the landfill as required.

It was explained that two (2) bids were received, however one (1) bid from Galbraith Construction was disqualified as it did not supply the material to the site as required under the contract. Additionally, it was explained that the only remaining bid is over the 2023 budget of \$9 per metric tonne and therefore, we will continue to look for other sources.

Motion: To award Tender 2022-05 Supply of Aggregate to the lowest qualified bidder Keel Construction Limited at \$11.95 per metric tonne for the 2023 fiscal year.

Moved: Director Grant
Seconded: Director O’Hara
Vote: *Motion Carried*

b. Tender 2022-06 – Standby Leachate Hauling

Executive Director MacLeod noted that this tender is the annual contract for supply of standby collection and haulage of leachate for the 2023 calendar year.

Motion: To award tender 2022-06 Supply of Standby Collection and Haulage of Leachate to the lowest qualified bidder Keel Construction Limited for the price of \$8.00 per metric tonne for the 2023 fiscal year.

Moved: Director O’Hara
Seconded: Director MacKenzie
Vote: *Motion Carried*

c. Year End Motions

Executive Director MacLeod explained that the Material Recovery Facility was built with a grant from the Building Canada Fund which requires reserves to be funded with \$25,000 annually, specifically for the MRF in order to sustain operations into the long term.

Motion: To approve the transfer of \$25,000 from the Solid Waste Operating Fund to the Solid Waste Capital Reserve Fund in accordance with the replacement reserve requirements of Project No. 27900 – Canada-New Brunswick Building Canada Fund – Communities Component.

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

Motion: To amend the agenda to include item eight (8) d "Vacation Payout" moved from closed session.

Moved: Director MacKenzie
Seconded: Director O'Hara
Vote: *Motion carried*

d. Vacation Payout

Motion: The Commission approve the payout of 25 days of vacation from 2022 for two employees who accumulated unused vacation due to the additional workload commitments in 2022 from local government reform activities.

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

Vice Chairperson Bedford called for a motion to adjourn.

Motion: To adjourn the meeting at 12:40 p.m.

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

APPROVED (date) Feb 16/23



Jim Bedford, Vice Chairperson



Alicia Raynes, Recording Secretary



**Fundy Regional
Service Commission**
Commission de Services
Régionaux de Fundy

**Special Meeting
February 3, 2023**

Minutes of the special meeting of the Board of Directors of Fundy Regional Service Commission held on Friday, February 3, 2023, at Kennebecasis 1 Room, Hilton Saint John, 1 Market Square, Saint John, NB.

1. Call to Order

The Board Chairperson, Brittany Merrifield, called the meeting to order at 1:03 p.m.

2. Record of Attendance

Brittany Merrifield	Chairperson
Jim Bedford	Vice Chairperson
John MacKenzie	Deputy Mayor, Saint John
Nancy Grant	Mayor, Rothesay
Libby O'hara	Mayor, Quispamsis
Ray Riddell	Fundy Rural District Representative
Robert Doucet	Mayor, Hampton

Absent

OTHERS

Phil Ouellette, Chief Executive Officer, FRSC
Alicia Raynes, Recording Secretary, FRSC
John Jarvie, CAO, Rothesay
Aaron Kennedy, CAO, Quispamsis
Brent McGovern, CAO, Saint John
John Enns-Wind, CAO, Grand Bay-Westfield
Brenda MacCallum, Public Relations & Program Development Officer, FRSC
Nick Cameron, Assistant Development Officer, FRSC
Tanya Chapman, President & Senior Consultant, The Chapman Group

3. Approval of the Order of Business

The Chairperson asked for approval of the Order of Business

Motion: To approve the February 3, 2023 Agenda as presented.

Moved: Director Grant

Seconded: Director Bedford
Vote: *Motion Carried*

4. Disclosure of Conflict of Interest

None

5. Election of Board Officers

CEO Ouellette presented the 'FRSC Chairperson and Vice Chairperson' report, explaining the process for the election procedure for the Fundy Regional Service Commission Board as per the FRSC Procedural Bylaw, the Act and its regulations and Robert's Rules. It was explained that the election for the FRSC Board normally takes place at the FRSC annual general meeting which regularly occurs in May. However, due to the local governance reform changes, and the new composition of the FRSC, an election is needed during the first 2023 FRSC Board meeting.

Director John MacKenzie was introduced as the volunteer to help with the selection of Chairperson and Vice Chairperson roles. After reaching out to all board members, there were two (2) individuals that were interested in running for Chairperson, Director Merrifield, nominated by Director Bedford and Director O'Hara, nominated by Director Grant.

Director MacKenzie called three times for nominations for Chairperson, no other nominations were received. An election via secret ballot took place and results were tallied by Director MacKenzie and CEO Ouellette.

Motion: To acclaim Libby O'Hara as Chairperson until December 31st, 2023 or until the FRSC Board elects a new chairperson and vice chairperson.

Moved: Director Grant
Seconded: Director Merrifield
Vote: *Motion Carried*

Director MacKenzie explained that there was only one (1) candidate interested in the position of Vice Chairperson, Director Bedford, nominated by Director Merrifield.

Director MacKenzie called three (3) times for nominations for Vice Chairperson, no other nominations were received.

Motion: To acclaim Jim Bedford as Vice Chairperson until December 31st, 2023, or until the FRSC Board elects a new chairperson and vice chairperson.

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

Chairperson O'Hara called for a motion to adjourn.

Motion: To adjourn the meeting at 1:18 p.m.

Moved: Director MacKenzie
Vote: *Motion Carried*

APPROVED (date) Feb. 16, 2023

Libby O'Hara
Libby O'Hara, Chairperson

Alicia Raynes
Alicia Raynes, Recording Secretary

Town of Rothesay

General Fund Financial Statements

2023-01-31

Includes:

General Capital Fund Balance Sheet	G2
General Reserve Fund Balance Sheet	G3
General Operating Fund Balance Sheet	G4
General Operating Revenue & Expenditures	G5-G7
Variance Report	G8
Capital Summary	G9

Town of Rothesay

G2

Balance Sheet - Capital General Fund
2023-01-31

ASSETS

Capital Assets - General Land	4,515,620
Capital Assets - General Fund Land Improvements	8,549,962
Capital Assets - General Fund Buildings	6,611,482
Capital Assets - General Fund Vehicles	4,158,062
Capital Assets - General Fund Equipment	3,767,578
Capital Assets - General Fund Roads & Streets	43,949,089
Capital Assets - General Fund Drainage Network	21,022,272
Capital Assets - Under Construction - General	879,861
	<u>93,453,927</u>
Accumulated Amortization - General Fund Land Improvements	(4,616,020)
Accumulated Amortization - General Fund Buildings	(2,713,264)
Accumulated Amortization - General Fund Vehicles	(2,548,258)
Accumulated Amortization - General Fund Equipment	(1,939,275)
Accumulated Amortization - General Fund Roads & Streets	(22,174,192)
Accumulated Amortization - General Fund Drainage Network	(7,830,854)
	<u>(41,821,864)</u>
	<u>\$ 51,632,063</u>

LIABILITIES AND EQUITY

Gen Capital due to/from Gen Operating	(100,000)
Total Long Term Debt	4,934,000
	<u>\$ 4,834,000</u>
Total Liabilities	
Investment in General Fund Fixed Assets	46,798,063
	<u>\$ 51,632,063</u>

Town of Rothesay

G3

Balance Sheet - General Fund Reserves
2023-01-31

ASSETS

BNS Gas Tax Interest Account	4,102,262
BNS General Operating Reserve #214-15	6,705
BNS - Gen Operating Reserve GIC	910,960
BNS General Capital Reserves #2261-14	1,582,193
BNS - Gas Tax Reserves - GIC	16,904
	<u>\$ 6,619,023</u>

LIABILITIES AND EQUITY

Def. Rev - Gas Tax Fund - General	3,580,543
Invest. in General Capital Reserve	1,409,484
General Gas Tax Funding	538,622
Invest. in General Operating Reserve	917,665
Invest. in Land for Public Purposes Reserve	153,240
Invest. in Town Hall Reserve	19,469
	<u>\$ 6,619,023</u>

Town of Rothesay
 Balance Sheet - General Operating Fund
 2023-01-31

G4

CURRENT ASSETS

Cash	1,840,556
Receivables	262,017
HST Receivable	390,777
Inventory	35,691
Gen Operating due to/from Util Operating	838,340
Total Current Assets	<u>3,367,381</u>
Other Assets:	
Projects	<u>21,989</u>
	<u>21,989</u>
 TOTAL ASSETS	 <u><u>3,389,370</u></u>

CURRENT LIABILITIES AND EQUITY

Accounts Payable	1,149,558
Other Payables	1,029,240
Gen Operating due to/from Gen Capital	100,000
Accrued Pension Obligation	(15,700)
Accrued Retirement Allowance	444,587
TOTAL LIABILITIES	<u>2,707,686</u>

EQUITY

Retained Earnings - General	170,473
Surplus/(Deficit) for the Period	<u>511,211</u>
	<u>681,684</u>
	<u><u>3,389,370</u></u>

Town of Rothesay

Statement of Revenue & Expenditure
1 Months Ended 2023-01-31

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET Y-T-D	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Warrant of Assessment	1,676,982	1,676,982	1,676,982	1,676,982	0		20,123,778
Sale of Services	53,260	44,969	53,260	44,969	8,291		464,704
Services to Province of New Brunswic	0	0	0	0	0		80,000
Other Revenue from Own Sources	13,857	11,442	13,857	11,442	2,416		142,008
CORE grant	8,732	8,732	8,732	8,732	0		104,778
Conditional Transfers	0	0	0	0	0		51,500
Other Transfers	274,070	274,070	274,070	274,070	0		796,570
	<u>\$2,026,900</u>	<u>\$2,016,193</u>	<u>\$2,026,900</u>	<u>\$2,016,193</u>	<u>\$10,707</u>		<u>\$21,763,338</u>
EXPENSES							
General Government Services	421,567	428,850	421,567	428,850	7,283		2,592,591
Protective Services	456,577	459,438	456,577	459,438	2,861		6,235,746
Transportation Services	358,702	403,481	358,702	403,481	44,779		3,668,562
Environmental Health Services	68,211	69,477	68,211	69,477	1,267		1,077,728
Environmental Development	41,117	66,759	41,117	66,759	25,641		829,950
Recreation & Cultural Services	169,059	161,033	169,059	161,033	(8,027)		2,496,171
Fiscal Services	456	333	456	333	(123)		4,862,591
	<u>\$1,515,689</u>	<u>\$1,589,371</u>	<u>\$1,515,689</u>	<u>\$1,589,371</u>	<u>\$73,682</u>		<u>\$21,763,338</u>
Surplus (Deficit) for the Year	<u>\$511,211</u>	<u>\$426,823</u>	<u>\$511,211</u>	<u>\$426,823</u>	<u>\$84,389</u>		<u>\$ -</u>

Town of Rothsay

Statement of Revenue & Expenditure
1 Months Ended 2023-01-31

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Sale of Services							
Bill McGuire Memorial Centre	1,368	1,667	1,368	1,667	(299)		20,000
Town Hall Rent	8,217	8,217	8,217	8,217	0		98,604
Community Garden	0	0	0	0	0		1,200
Fox Farm Rental	1,750	1,875	1,750	1,875	(125)		22,500
Arena Revenue	35,767	30,835	35,767	30,835	4,932		214,900
Recreation Programs	6,158	2,375	6,158	2,375	3,783		107,500
	<u>53,260</u>	<u>44,969</u>	<u>53,260</u>	<u>44,969</u>	<u>8,291</u>		<u>464,704</u>
Other Revenue from Own Sources							
Licenses & Permits	3,081	6,875	3,081	6,875	(3,794)		82,500
Recycling Dollies & Lids	31	67	31	67	(35)		800
Interest & Sundry	9,470	2,667	9,470	2,667	6,804	1	32,000
Miscellaneous	275	833	275	833	(558)		10,000
Fire Dept. Administration	1,000	1,000	1,000	1,000	0		12,000
Local Improvement Levy Mulberry Lane	0	0	0	0	0		4,708
	<u>13,857</u>	<u>11,442</u>	<u>13,857</u>	<u>11,442</u>	<u>2,416</u>		<u>142,008</u>
Conditional Transfers							
Canada Day Grant	0	0	0	0	0		1,500
Grant - Students	0	0	0	0	0		50,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>51,500</u>
Other Transfers							
Surplus of 2nd Previous Year	274,070	274,070	274,070	274,070	0		274,070
Utility Fund Transfer	0	0	0	0	0		522,500
	<u>274,070</u>	<u>274,070</u>	<u>274,070</u>	<u>274,070</u>	<u>0</u>		<u>796,570</u>
EXPENSES							
General Government Services							
Legislative							
Mayor	4,286	3,917	4,286	3,917	(370)		47,000
Councillors	10,852	11,258	10,852	11,258	406		135,100
Regional Service Commission 9	1,256	345	1,256	345	(911)		15,076
Other	402	292	402	292	(110)		13,500
	<u>16,797</u>	<u>15,812</u>	<u>16,797</u>	<u>15,812</u>	<u>(985)</u>		<u>210,676</u>
Administrative							
Administration - Wages & Benefits	86,832	84,799	86,832	84,799	(2,033)		1,189,610
Office Building	10,260	10,500	10,260	10,500	240		177,750
Supplies	8,745	11,917	8,745	11,917	3,172		143,000
Solicitor	305	4,167	305	4,167	3,862		50,000
Professional Fees	0	0	0	0	0		35,000
Other	16,688	17,917	16,688	17,917	1,229		110,000
	<u>122,828</u>	<u>129,299</u>	<u>122,828</u>	<u>129,299</u>	<u>6,471</u>		<u>1,705,360</u>
Other General Government Services							
Website/Other	714	250	714	250	(464)		3,000
Community Communications (Team)	987	460	987	460	(527)		5,525
Civic Relations	0	83	0	83	83		1,000
Insurance	280,086	282,462	280,086	282,462	2,376		282,462
Donations	154	150	154	150	(4)		36,500
Cost of Assessment	0	0	0	0	0		328,068
Property Taxes - L.P.P.	0	0	0	0	0		16,000
Fox Farm Rental Expenses	0	333	0	333	333		4,000
	<u>281,942</u>	<u>283,739</u>	<u>281,942</u>	<u>283,739</u>	<u>1,797</u>		<u>676,555</u>
Total General Government Services	421,567	428,850	421,567	428,850	7,283		2,592,591
Protective Services							
Police							
Police Protection	271,400	272,601	271,400	272,601	1,201		3,271,213
Crime Stoppers	0	0	0	0	0		2,800
	<u>271,400</u>	<u>272,601</u>	<u>271,400</u>	<u>272,601</u>	<u>1,201</u>		<u>3,274,013</u>
Fire							
Fire Protection	184,962	184,962	184,962	184,962	0		2,614,733
Water Costs Fire Protection	0	0	0	0	0		330,000
	<u>184,962</u>	<u>184,962</u>	<u>184,962</u>	<u>184,962</u>	<u>0</u>		<u>2,944,733</u>
Emergency Measures							
EMO Director/Committee	0	500	0	500	500		500
	<u>0</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>500</u>		<u>500</u>
Other							
Animal & Pest Control	215	417	215	417	202		5,000
Other	0	958	0	958	958		11,500
	<u>215</u>	<u>1,375</u>	<u>215</u>	<u>1,375</u>	<u>1,160</u>		<u>16,500</u>
Total Protective Services	456,577	459,438	456,577	459,438	2,861		6,235,746
Transportation Services							

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Common Services							
Administration (Wages & Benefits)	108,682	121,824	108,682	121,824	13,142	2	1,557,760
Workshops, Yards & Equipment	70,395	70,167	70,395	70,167	(229)		756,350
Engineering	0	625	0	625	625		7,500
	<u>179,077</u>	<u>192,616</u>	<u>179,077</u>	<u>192,616</u>	<u>13,539</u>		<u>2,321,610</u>
Roads & Streets							
Roads & Streets	135	0	135	0	(135)		65,000
Crosswalks & Sidewalks	420	1,491	420	1,491	1,071		17,300
Culverts & Drainage Ditches	0	0	0	0	0		80,000
Street Cleaning & Flushing	0	0	0	0	0		45,000
Snow & Ice Removal	162,952	193,333	162,952	193,333	30,381	3	810,000
Flood Costs	0	0	0	0	0		15,000
	<u>163,507</u>	<u>194,824</u>	<u>163,507</u>	<u>194,824</u>	<u>31,317</u>		<u>1,032,300</u>
Street Lighting							
Street Lighting	12,169	12,083	12,169	12,083	(86)		145,000
Traffic Services							
Street Signs	1,345	833	1,345	833	(512)		10,000
Traffic Lanemarking	0	0	0	0	0		35,000
Traffic Signals	812	833	812	833	22		10,000
Railway Crossing	1,646	2,083	1,646	2,083	437		25,000
	<u>3,803</u>	<u>3,750</u>	<u>3,803</u>	<u>3,750</u>	<u>(53)</u>		<u>80,000</u>
Public Transit							
Public Transit - Comex Service	0	0	0	0	0		87,152
Public Transit - Other	146	208	146	208	62		2,500
	<u>146</u>	<u>208</u>	<u>146</u>	<u>208</u>	<u>62</u>		<u>89,652</u>
Total Transportation Services	358,702	403,481	358,702	403,481	44,779		3,668,562
Environmental Health Services							
Solid Waste Disposal Land Fill garbage	18,807	18,690	18,807	18,690	(117)		224,280
Solid Waste Disposal Landfill Compost	1,825	3,204	1,825	3,204	1,379		38,448
Solid Waste Collection Fero	47,578	47,583	47,578	47,583	5		771,000
Solid Waste Recycling bins	0	0	0	0	0		4,000
Clean Up Campaign	0	0	0	0	0		40,000
	<u>68,211</u>	<u>69,477</u>	<u>68,211</u>	<u>69,477</u>	<u>1,267</u>		<u>1,077,728</u>
Environmental Development Services							
Planning & Zoning							
Administration	25,153	43,429	25,153	43,429	18,277	4	550,000
Planning Projects	0	4,583	0	4,583	4,583		55,000
Heritage Committee	0	1,250	0	1,250	1,250		15,000
	<u>25,153</u>	<u>49,263</u>	<u>25,153</u>	<u>49,263</u>	<u>24,110</u>		<u>620,000</u>
Envision Saint John							
Envision Saint John	15,965	15,996	15,965	15,996	31		191,950
Tourism	0	1,500	0	1,500	1,500		18,000
	<u>15,965</u>	<u>17,496</u>	<u>15,965</u>	<u>17,496</u>	<u>1,531</u>		<u>209,950</u>
	<u>41,117</u>	<u>66,759</u>	<u>41,117</u>	<u>66,759</u>	<u>25,641</u>		<u>829,950</u>
Recreation & Cultural Services							
Administration	29,619	29,444	29,619	29,444	(175)		399,000
Beaches	0	0	0	0	0		53,500
Rothesay Arena	32,173	31,357	32,173	31,357	(817)		367,000
Memorial Centre	2,647	4,917	2,647	4,917	2,270		67,850
Summer Programs	0	0	0	0	0		72,100
Parks & Gardens	43,008	33,026	43,008	33,026	(9,982)	5	691,725
Rothesay Common Rink	17,210	13,720	17,210	13,720	(3,490)		52,950
Playgrounds and Fields	984	5,250	984	5,250	4,266		134,000
The Hive expenses	797	1,167	797	1,167	370		14,000
Regional Facilities Commission	30,068	30,068	30,068	30,068	0		360,819
Kennebecasis Public Library	7,084	7,084	7,084	7,084	0		85,012
Special Events	5,469	5,000	5,469	5,000	(469)		40,000
PRO Kids	0	0	0	0	0		7,500
	<u>169,059</u>	<u>161,033</u>	<u>169,059</u>	<u>161,033</u>	<u>(8,027)</u>		<u>2,345,456</u>
Fiscal Services							
Debt Charges							
Interest	456	333	456	333	(123)		195,591
Debenture Payments	0	0	0	0	0		667,000
	<u>456</u>	<u>333</u>	<u>456</u>	<u>333</u>	<u>(123)</u>		<u>862,591</u>
Transfers To:							
Capital Fund for Capital Expenditures	0	0	0	0	0		3,750,000
Reserve Funds	0	0	0	0	0		250,000
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>4,000,000</u>
	<u>456</u>	<u>333</u>	<u>456</u>	<u>333</u>	<u>(123)</u>		<u>4,862,591</u>

Town of Rothesay

Variance Report - General Fund

G8

Note #	Actual	1 months ending Budget	2023-01-31 Better/(Worse)	Description of Variance
Revenue				
1	Interest & Sundry	9,470	2,667 \$	6,804 Conservative estimate of interest rates
			Total \$	6,804
			Variance per Statement	\$7,667
			Explained	89%
Expenses				
<i>General Government</i>				
<i>Protective Services</i>				
<i>Transportation</i>				
2	Administration (Wages & Benefits)	108,682	121,824 \$	13,142 Two vacant positions
3	Snow & Ice Removal	162,952	193,333 \$	30,381 Budget allocated based on previous year expenses
<i>Environmental Health</i>				
<i>Environmental Development</i>				
4	Administration	25,153	43,429 \$	18,277 Vacant position and budget for software
<i>Recreation & Cultural Services</i>				
5	Parks & Gardens	43,008	33,026 \$	(9,982) Welcome signs purchased for Town
<i>Fiscal Services</i>				
			Total \$	51,818
			Variance per Statement	81,349
			Explained	64%

Town of Rothesay

G9

Capital Projects 2023
General Fund
1 Months Ended 2023-01-31

	ANNUAL BUDGET	COUNCIL APPROVED	CURRENT Y-T-D	Remaining Budget	
General Government					
12010560 G-202*-001 Town Hall Improvement:	40,000	0	0	40,000	
12010760 G-202*-00* IT	17,000	0	0	17,000	
Total General Government	57,000	0	0	57,000	
Protective Services					
12011560 P-202*-0** Protective Serv. Equipm	1,270,000	0	0	1,270,000	
Total Protective Services	1,270,000	0	0	1,270,000	
Transportation					
12029160 T-2023-001 Asphalt 2023	1,225,000	0	0	1,225,000	
12028260 T-2022-003 Buildings - Master Drive	85,000	0	0	85,000	
12029260 T-2023-004 Intersection Improve	175,000	0	0	175,000	
12028460 T-202*-00* Fleet Replacement	750,000	691,429	0	750,000	
Unassigned:					
Total Transportation	2,235,000	691,429	0	2,235,000	
Recreation					
12028560 R-202*-00* Recreation Equipment	215,000	28,220	0	215,000	
12028960 R-202*-00* Recreation Master Plan	60,000	0	0	60,000	
12028660 R-2022-002 Recreation Pickle Ball	150,000	0	3,675	146,325	
12028860 R-2022-004 Wells Bldg	2,500,000	0	11,710	2,488,290	
12028760 R-202*-00* Arena Renovation	100,000	0	0	100,000	
12029060 R-2023-005 McGuire Centre Repairs	30,000	0	0	30,000	
Total Recreation	3,055,000	28,220	0	3,039,614	
Carryovers					
12028360 T-2022-004 Intersection Improve	0	0	6,603	-6,603	
	0	0	6,603	-6,603	
Total	\$ 6,617,000	\$ 719,649	\$ -	\$ 21,989	\$ 6,595,011

2023 Budget and Funding Allocation

Funding	2023	Operating	Reserve	Gas Tax	Borrow	Grant
General Government	57,000	57,000				
Protective Services	1,270,000	20,000			1,250,000	
Transportation	2,235,000	1,510,000		725,000		
Recreation	3,055,000	2,245,000		100,000		710,000
Total	\$ 6,617,000	\$ 3,832,000	\$ -	\$ 825,000	\$ 1,250,000	\$ 710,000

Town of Rothesay

Utility Fund Financial Statements

January 31, 2023

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 2023-01-31

ASSETS

Assets:

Capital Assets Utilities Land	119,970
Capital Assets Utilities Buildings	2,003,612
Capital Assets Utilities Equipment	813,621
Capital Assets Utilities Water System	29,170,712
Capital Assets Utilities Sewer System	25,942,199
Capital Assets Utilities Land Improvements	42,031
Capital Assets Utilities Roads & Streets	220,011
Capital Assets Utilities Vehicles	113,001
	<u>58,425,158</u>

Accumulated Amortization Utilites Buildings	(813,712)
Accumulated Amortization Utilites Water System	(8,767,457)
Accumulated Amortization Utilites Sewer System	(9,366,676)
Accumulated Amortization Utilites Land Improvements	(42,031)
Accumulated Amortization Utilites Vehicles	(37,447)
Accumulated Amortization Utilites Equipment	(307,357)
Accumulated Amortization Utilites Roads & Streets	(21,998)
	<u>(19,356,677)</u>

TOTAL ASSETS	<u><u>39,068,480</u></u>
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LIABILITIES

Current:

Util Capital due to/from Util Operating	<u>150,000</u>
Total Current Liabilities	150,000

Long-Term:

Long-Term Debt	<u>7,967,369</u>
Total Liabilities	<u>8,117,369</u>

EQUITY

Investments:

Investment in Fixed Assets	<u>30,951,111</u>
Total Equity	<u>30,951,111</u>
TOTAL LIABILITIES & EQUITY	<u><u>39,068,480</u></u>

Town of Rothesay
Balance Sheet - Utilities Fund Reserves
2023-01-31

U2

ASSETS

BNS Utility Capital Reserve # 00241 12	1,157,266
	<u>\$ 1,157,266</u>

LIABILITIES AND EQUITY

Invest. in Utility Capital Reserve	727,299
Invest. in Utility Operating Reserve	108,932
Invest. in Sewerage Outfall Reserve	321,034
	<u>\$ 1,157,266</u>

Town of Rothesay

U3

Utilities Fund Operating Balance Sheet
As at 2023-01-31ASSETS

Current assets:

Accounts Receivable Net of Allowance	684,454
Total Current Assets	<u>684,454</u>

Other Assets:

Projects	24,208
	<u>24,208</u>

TOTAL ASSETS	<u>\$ 708,663</u>
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LIABILITIES

Accrued Payables	17,332
Due from General Fund	838,340
Due to Capital Fund	(150,000)
Deferred Revenue	12,012
Total Liabilities	<u>717,684</u>

EQUITY

Surplus:

Opening Retained Earnings	32,898
Profit (Loss) to Date	<u>(41,918)</u>
	<u>(9,021)</u>

TOTAL LIABILITIES & EQUITY	<u>\$ 708,663</u>
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Town of Rothesay
 Utilities Operating Income Statement
 1 Months Ended 2023-01-31

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT YTD	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
RECEIPTS							
Sale of Water	0	0	0	0	0		1,155,000
Meter and non-hookup fees	0	0	0	0	0		64,420
Water Supply for Fire Prot.	0	0	0	0	0		330,000
Local Improvement Levy	0	0	0	0	0		59,000
Sewerage Services	0	0	0	0	0		1,942,500
Connection Fees	0	14,583	0	14,583	(14,583)	1	175,000
Interest Earned	8,568	7,500	8,568	7,500	1,068		90,000
Misc. Revenue	225	610	225	610	(385)		7,323
Surplus - Previous Years	41,757	41,757	41,757	41,757	0		41,757
TOTAL RECEIPTS	50,550	64,451	50,550	64,451	(13,901)		3,865,000
WATER SUPPLY							
Share of Overhead Expenses	0	0	0	0	0		209,000
Wages	13,810	13,835	13,810	13,835	26		232,000
Audit/Legal/Training	2,637	625	2,637	625	(2,012)	2	13,500
Other Water	517	42	517	42	(475)		500
Purification & Treatment	12,972	17,500	12,972	17,500	4,528	3	536,000
Transmission & Distribution	2,554	9,167	2,554	9,167	6,612	4	110,000
Power & Pumping	4,604	4,250	4,604	4,250	(354)		51,000
Billing/Collections	97	417	97	417	320		5,000
Water Purchased	0	100	0	100	100		1,200
Misc. Expenses	2,590	2,250	2,590	2,250	(340)		27,000
McGuire Road Operating	433	1,500	433	1,500	1,067		18,000
TOTAL WATER SUPPLY	40,213	49,685	40,213	49,685	9,472		1,203,200
SEWERAGE COLLECTION & DISPOSAL							
Share of Overhead Expenses	0	0	0	0	0		313,500
Wages	29,000	29,000	29,000	29,000	0		348,000
Audit/Legal/Training	468	417	468	417	(51)		11,000
Collection System Maintenance	623	2,917	623	2,917	2,294		85,000
Sewer Claims	4,721	5,000	4,721	5,000	279		20,000
Lift Stations	4,414	6,250	4,414	6,250	1,836		77,000
Treatment/Disposal	12,268	7,583	12,268	7,583	(4,684)	5	103,000
Misc. Expenses	761	2,167	761	2,167	1,405		26,000
TOTAL SWGE COLLECTION & DISPC	52,255	53,333	52,255	53,333	1,078		983,500
FISCAL SERVICES							
Interest on Long-Term Debt	0	0	0	0	0		254,803
Principal Repayment	0	0	0	0	0		548,497
Transfer to Reserve Accounts	0	0	0	0	0		175,000
Capital Fund Through Operating	0	0	0	0	0		700,000
TOTAL FISCAL SERVICES	0	0	0	0	0		1,678,300
TOTAL EXPENSES	92,468	103,019	92,468	103,019	10,550		3,865,000
NET INCOME (LOSS) FOR THE PER	(41,918)	(38,568)	(41,918)	(38,568)	(3,350)		(0)

Town of Rothesay

Variance Report - Utility Operating

U5

2023-01-31

Note #	Account Name	Actual YTD	Budget YTD	Variance Better(worse)	Description of Variance
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Revenue

1	Connection Fees	0	14,583	14,583	Budget smoothed over the year
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Expenditures

Water

2	Audit/Legal/Training	2,637	625	(2,012)	Training for 2 new employees
3	Purification & Treatment	12,972	17,500	4,528	Budget smoothed over yr
4	Transmission & Distribution	2,554	9,167	6,612	Budget smoothed over yr

Sewer

5	Treatment/Disposal	12,268	7,583	(4,684)	Budget smoothed over yr
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Fiscal Services

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Town of Rothesay

U6

Capital Projects 2022
Utility Fund
1 Months Ended 2023-01-31

	Original BUDGET	Council Approval	CURRENT Y-T-D	Remaining Budget
WATER				
12031430 W-2022-003 Filtration Bldg Water	630,000	-	0	630,000
	<u>\$ 630,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 630,000</u>
SEWER				
12028130 T-202*-001 Sewer work in Ashphalt contract	100,000	\$ -	0	100,000
12046030 S-2021-001 Turnbull Court Design	500,000	\$ -	0	500,000
12044130 S-2021-008 WWTP Design Phase II	50,000	\$ -	0	50,000
12050130 S-2023-002 Lagoon Dredging	1,320,000	\$ -	0	1,320,000
	<u>1,970,000</u>	<u>-</u>	<u>-</u>	<u>1,970,000</u>
Total Approved	<u>2,600,000</u>	<u>-</u>	<u>-</u>	<u>2,600,000</u>
Carryovers				
Funded from Reserves				
12045030 S-2020-001 Turnbull Court Design	0	0	19,936	-19,936
12043430 W-2021-004 Well Development - Quality	-	0	4,272	-4,272
	<u>0</u>	<u>0</u>	<u>0</u>	<u>24,208</u>
	<u>2,600,000</u>	<u>-</u>	<u>24,208</u>	<u>2,575,792</u>

Funding:

	Total	Operating	Reserves	Borrow	Gas Tax	Grants
Water	630,000	330,000			300,000	
Sewer	1,970,000	370,000		\$ 1,600,000		
	<u>\$ 2,600,000</u>	<u>\$ 700,000</u>	<u>\$ -</u>	<u>\$ 1,600,000</u>	<u>\$ 300,000</u>	<u>\$ -</u>

TOWN OF ROTHESAY

FINANCE COMMITTEE

February 23, 2023

In attendance:

Mayor Nancy Grant

Deputy Mayor Matt Alexander

Councillor Don Shea

Councillor Helen Boyle

Town Manager John Jarvie

Treasurer Doug MacDonald

Financial Officer Laura Adair

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

The agenda was accepted with an addition to item 5 to include a) Fire station debenture and b) Waste Water Treatment Plant debenture (DS/NG)

The minutes from January 19, 2023 were accepted as presented (DS/NG).

December Financial Information

- a) **General Fund** - Treasurer MacDonald explained one material change to include Asphalt invoice of approx. \$166k and Fire station accrual increase of approx. \$10k, resulting in a surplus of ~\$128K vs \$190k. Funding allocation amounts changed to reflect the increase in expenses.
- b) **Utility Fund** – Minor adjustment to accrue debenture interest, resulting in small surplus of approx. \$34k.

The statements were accepted as information (DS/NG).

January Financial Information

- a) **General Fund** – Treasurer Doug MacDonald explained January Statements are not finalized and a few adjustments are still required such as the monthly budget allocations. The variance report was reviewed and there are no significant variances to date.
- b) **Utility Fund** – Utility wages are included in this fund however allocation of expenses between Water vs Sewer needs to be entered. The variance report was reviewed and there are no significant variances to date.

The statements were accepted as information (DS/HB).

Donation Requests

Prude Inc – Treasurer Doug MacDonald received no response to request for further information.

U13 AA KV Hawks– It was agreed to **recommend to Council to fund up to \$500 if the tournament is at the Rothesay Arena (DS/HB, one nay HB)**

Municipal Capital Borrowing Board Application

- a) **Fire station debenture** – Authorized to borrow \$1.225M, however the full amount will not be required, as some of costs were funded by operating funds. **Motion to recommend to council to borrow \$1M (NG/DS)**
- b)
- c) **Waste Water Treatment Plant debenture** – Due to the timing and magnitude of the WWTP, motion to borrow funds will be presented directly to council rather than via the finance committee in order to meet the Government’s Capital Borrowing Board meeting schedule.

Joint Finance Meeting

Agreed to fixed date of September 28th. Budgets from Police and Fire will need to be requested for early September.

Compliance Report

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

Next Meeting

Regular Finance Meeting March 30, 2023

The meeting adjourned at 9:25am.

Deputy Mayor Matt Alexander
Chairman

Laura Adair
Recording Secretary



2023 March 13 Open Session FINAL_092

ROTHESAY MEMORANDUM



TO : Mayor and Council
FROM : Finance Committee
DATE : March 6, 2023
RE : Donation Recommendations

The finance committee recommends the following motions re donation requests:

Council deny the request for funding from "KV Hawks" U13 hockey team, as the tournament is not being held in Rothesay.

SCHEDULE A

Application for Rothesay Municipal Grant

App. Date: Feb 2, 2023 ~~2023~~ March 13 Open Session FINAL_093

Applicant: U13 Hockey NB Provincial Hosting Team

Address: _____

Contact: Shelley Michaud

Tel. _____

Email: _____

Organization Description: _____

The U13 AA KV Hawks will be hosting the HNB Provincial
Tournament March 24 – 26, 2023 in the Kennebecasis Valley area. _____

Amount Requested: \$ 2000.00

Descriptions of proposed event or activity: _____

The weekend of March 24-26, 2023 the U13 AA Hawks will host 8 teams
from all over NB.

Project costs: \$13,000

Benefits to town of Rothesay: _____

All games will be played in the KV area. With about 1000 visitors to the town that weekend, all business in the area will benefit. They will eat out at local restaurant as teams and families. Fans of the teams will purchase coffee, visit the bakeries, shop at local shops/businesses during their stay. Families will enjoy Rothesay Commons, walking trails and parks while they wait for their next game. We are very excited to be hosting this year so we can show off our beautiful town of Rothesay and the KV area.

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).



ROTHESAY MEMORANDUM



TO : Finance Committee
FROM : Doug MacDonald
DATE : February 22, 2023
RE : Debenture Financing

The Finance Committee recommends the following motion:

RESOLVED THAT the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of Rothesay debenture in the principal amount of **\$1,000,000.00** on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of Rothesay agree to issue post-dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture.

Background

As part of the 2022 Capital Budget, we budgeted for renovations to Fire Station #2 with our share of the total renovation cost (shared with Quispamsis) estimated at \$1,250,000, which is 40.78% of total estimated cost of \$3,021,439.

Subsequent to this original application the capital budget for the renovations was revised to an aggregate cost of \$3,836,897 (Rothesay's share being approximately \$1,550,000).

The project will be completed in fiscal 2023 with the expected aggregate cost being financed from operating funds and debt. We recommend obtaining a debenture in an amount (\$1,000,000) sufficient to finance the remaining cash flow requirements associated with the project.

To: THE NEW BRUNSWICK MUNICIPAL FINANCE CORPORATION
 Re: APPLICATION FOR FINANCING

MOVED by Deputy Mayor Alexander and seconded by Councillor _____, RESOLVED THAT the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of **Rothesay** debenture in the principal amount of **\$1,000,000.00** on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of **Rothesay** agree to issue post-dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture.

I certify that the above is a true and exact copy of a resolution passed by the Council of the Municipality of **Rothesay** while in regular session held March 13, 2023.

SEAL

 Clerk

<u>OIC/O.M. No.</u>	<u>Date of OIC/O.M.</u>	<u>Date of Council's Resolution authorizing Application to the MCBB</u>	<u>Purpose by Function</u>	<u>Amount in Dollars</u>	<u>Term for each Amount</u>
<u>General Revenue Fund</u>					
22-0018	March 14, 2022	Jan. 24, 2022	Protective Services	\$1,000,000	20 years
<u>Water & Sewer Fund</u>					

Transfer of Proceeds:

Bank Name: Bank of Nova Scotia
Institution Number: 0002
Branch Transit Number: 40444
Account Number: 00213-18

By submitting this application, the Municipality acknowledges that the New Brunswick Municipal Finance Corporation will not be notifying them of acceptance of this application for financing and waives such notice of acceptance.

This Application should be sent to:

**Department of Environment Local Government,
 2nd Floor, Marysville Place,
 20 McGloin Street, Fredericton, NB E3A 5T8
 ATTENTION: Grace Lee Cutler
 FAX Number: (506)453-7128**



Annual Report - 2022 -



Rothesay HIVE







February 1, 2023

Age Friendly Community Centre

Address: 70 Hampton Road, Rothesay NB

Website: www.rothesay.ca/recreation/rothesay-HIVE/

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2022 IN REVIEW

2022 brought with it many challenges, opportunities, and successes to the Rothesay HIVE. We are proud to present this 2022 Annual Report to outline the highlights of the past year.

Mission

The Rothesay HIVE's mission is to be a gathering place to nurture the health and well-being of adults (50+) through a hub of activities that focus on socialization, connection, health and wellness, intergenerational programming, lifelong learning, and outreach.

Covid-19

Due to the Covid-19 Pandemic and the restrictions put in place by the Provincial Government, the Rothesay HIVE delayed the re-opening of the Centre in the New Year from January 4, 2022, until February 7, 2022. For the remainder of 2022, the Rothesay HIVE followed all public health recommendations, and did not need to close again due to the Pandemic. We were fortunate to be able to offer a wider variety of programs once the restrictions by Public Health were removed and increase the number of participants in our programs.

Growth

Despite being closed for one month during 2022, the Rothesay HIVE had a very successful year of growth in programs, members, and reach. Please see further details on page 4.

"I have used and enjoyed various exercise classes at the Rothesay HIVE during this past year. The classes and Instructors are finely tuned to us "older adults" thus making these sessions very enjoyable and beneficial."

– Mary, Rothesay HIVE Member

Looking Ahead

We are always striving to add new programs and activities that will benefit our members. By connecting with community organizations, we can create lasting connections between older adults, future generations, and community supports.

GROWTH

We are excited to report that the Rothesay HIVE has seen growth over the course of 2022.

Rothesay HIVE Members

In January of 2022, we brought back the Rothesay HIVE memberships which were put on hold from November 2020 to December 2021 due to the Covid-19 Pandemic. The memberships are valid from January 1st until December 31st each year and cost \$25. The fee is prorated so that members do not pay for months that have passed (-\$2.00 per month passed). For the first year that the town of Rothesay has been responsible for the Rothesay HIVE we are proud of the number of people who decided to become a member. We also offer a 3 Visit Trial for those who want to test out the Rothesay HIVE programs and activities prior to becoming a member.

Number of Members in 2022: 122

Drop-In Visitors

Over the course of 2022, we have organized various programs that offer a drop-in option versus having to register, including our Coffee & Chats and Card & Board Games sessions.

Number of Drop-In Visitors: 296



E-Mail Contacts

The Rothesay HIVE uses electronic mail (e-mail) to send information to members and anyone who wishes to receive the monthly calendar, newsletter, and information about events and programs at the Rothesay HIVE. Our current email database has grown to over 244 emails.

Number of E-Mail Contacts: +244

Facebook Group Members

The Rothesay HIVE has a Facebook Group where information about all types of programs, services, events, and information is posted. At the beginning of 2022 we had 365 group members, by the end of 2022 we had 579.

Number of NEW Facebook Group Members in 2022: +214

PROGRAMS & ACTIVITIES

Highlights

The Rothesay HIVE has added many new programs and activities to the calendar in 2022. Here is the list of programs and activities that were offered throughout the year:

In-Person Activities

- Book Club
- Garden Club
- Card & Board Games
- Mahjong Games
- Coffee & Chats
- HIVE Library
- Movie Matinees
- St. Patrick's Day Celebration
- Rothesay's Age Friendly Celebration
- Playing Cribbage with Rothesay High School Students

Presentations & Information Sessions

- KV Work Room Résumé Writing Workshop
- Virtual Winter Speaker Series
- Mahjong Lessons
- Bridge Lessons
- FCNB Presentation: Stay Out of Fraud's Reach
- Coffee & Chat with:
 - KRPF
 - KVFD
 - Parkland in the Valley
 - PRUDE Inc.
- Virtual Fall Speaker Series
- Mindful Moments Video Series

In-Person Fitness Classes

- 50+ Fitness Class
- Chair Yoga
- Flex & Flow
- Sittercise
- Latin Line Dancing
- Tai Chi (Indoors & Outdoors)

Programs Offered by Other Organizations

- KV Walkers Earth Day Cleanup Walk
 - Saint John Newcomers Centre: Future Engage Program
 - UNB CELLab's Band-Frail Program
 - UNB CELLab's Zoomers on the Go
 - Rotary Club's Spring Cleanup Help
 - Rotary Club's Fall Cleanup Help
-

Growth in Programs

Here is a comparison to show the growth in programs offered at the Rothesay HIVE that has occurred between 2021 and 2022.

January 2021 Calendar

MONDAY's with Sharon	TUESDAY CLOSED	WEDNESDAY's with Deby	THURSDAY CLOSED	FRIDAY
4 10:00AM Older Adult Fitness 12:30PM Chair Yoga	5 Closed	6 10:00AM Flex & Flow 12:30PM Sittercise	7 Closed	8 12:00PM Beginners Latin Line Dancing
11 10:00AM Older Adult Fitness 12:30PM Chair Yoga	12 Closed	15 10:00AM Flex & Flow 12:30PM Sittercise	14 Closed	15 12:00PM Beginners Latin Line Dancing
18 10:00AM Older Adult Fitness 12:30PM Chair Yoga	19 Closed	20 10:00AM Flex & Flow 12:30PM Sittercise	21 Closed	22 12:00PM Beginners Latin Line Dancing
25 10:00AM Older Adult Fitness 12:30PM Chair Yoga	26 Closed	27 10:00AM Flex & Flow 12:30PM Sittercise	28 Closed	29 12:00PM Beginners Latin Line Dancing

January 2022 Calendar

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 Closed for the Holidays	4 10AM Bridge Lessons @ 1:30PM Coffee & Chat 2:30PM Card/Board Games	5 11AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat	6	7 11AM Latin Line Dancing @ \$5
10 9:30AM 50+ Fitness @ \$5 11AM Chair Yoga @ \$5 11:30AM Seniors Hockey 12:45PM Seniors Skate	11 10AM Bridge Lessons @ 1:30PM Coffee & Chat 2:30PM Card/Board Games	12 11AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat	13 10AM Mahjong Lessons @ 2:00PM Résumé Writing Workshop @	14 11AM Latin Line Dancing @ \$5
17 9:30AM 50+ Fitness @ \$5 11AM Chair Yoga @ \$5 11:30AM Seniors Hockey 12:45PM Seniors Skate	18 10AM Bridge Lessons @ 1:30PM Coffee & Chat 2:30PM Card/Board Games	19 11AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat	20 10AM Mahjong Lessons @	21 11AM Latin Line Dancing @ \$5
24 9:30AM 50+ Fitness @ \$5 11AM Chair Yoga @ \$5 11:30AM Seniors Hockey 12:45PM Seniors Skate 1:30PM Hive Book Club @	25 10AM Bridge Lessons @ 1:30PM Coffee & Chat 2:30PM Card/Board Games	26 11AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat	27 10AM Mahjong Lessons @ 2:00PM Résumé Writing Workshop @	28 11AM Latin Line Dancing @ \$5
31 9:30AM 50+ Fitness @ \$5 11AM Chair Yoga @ \$5 11:30AM Seniors Hockey 12:45PM Seniors Skate		Rothesay HIVE Membership 2022 - \$25 prorated In order to participate in all Rothesay Hive activities please complete the Membership Form (available on our website or at the Rothesay HIVE). <i>Unsure about a membership?</i> Test it out with our 3-visit trial! Contact us to learn more.		

COMMUNITY CONNECTIONS

File of Life

The Rothesay HIVE's mission is to be a gathering place to nurture the health and well-being of adults (50+) through a hub of activities that focus on socialization, connection, health and wellness, intergenerational programming, lifelong learning, and outreach.

The File of Life is a free resource for all residents of the Kennebecasis Valley. This program benefits everyone as medical emergencies can happen at any time to anyone. The File of Life is placed on your fridge for first responders to have instant access to invaluable information that could help save critical time during an emergency.

“Saving Time – Saving Lives”



This program is a collaboration between the Kennebecasis Regional Police Force, Kennebecasis Valley Fire Department & Rothesay HIVE. The File of Life packets can be picked up at the Rothesay HIVE.

“The File for Life was so useful for the paramedics and emergency staff. My medications and past history were immediately available. So easy for my wife too. No repetition of the same questions to me. I hope you never need it, but it is so valuable if you do. Pick one up today!”

– Shawn, Rothesay HIVE Member

Community Events

The Rothesay HIVE has been involved in many community events in 2022, including:

- Fundy Winterfest
- Canada Day at the Rothesay Common
- Quispamsis Fall Community Expo
- 50+ Friendship Games



Garden Club

The Garden Club began in 2022 and ran from April until October. The Garden Club had five members and has a plot at the Scribner Community Garden. The Garden Club members grew and delivered the following vegetables to KV Food Basket:

- Radishes: 229 radishes in bundles of 10
- Yellow Beans: 10 pounds 2 ounces
- Beets: 17 pounds 13 ounces
- Tomatoes: 75 pounds 5 ounces
- Carrots: 23 pounds

A special thank you to the Garden Club's Worker Bee who volunteered their time to lead the Garden Club. We are excited to have the Garden Club start up again in April 2023!



Age Friendly Celebration

On June 1st, 2022, we hosted an Open House at the Rothesay HIVE to celebrate the renewal of Rothesay's designation as an Age Friendly Community. We also celebrated the Rothesay HIVE's third year of operation. All were welcome to attend to celebrate these age friendly milestones.

The event was very successful with many Rothesay HIVE members, community members, generous sponsors, and community partners attending the festivities. Attendees enjoyed the musical talents of Rothesay High School students while chatting with good company.

We even had lawn games that had students from Rothesay Elementary School and people of all ages were able to enjoy and play together!



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Cribbage with RHS Students

During 2022, we had students from Rothesay High School come to the Rothesay HIVE on several occasions to play cribbage, card games, and board games with members. The class was using cribbage to learn about probability. These opportunities fostered positive interactions and opportunities for older adults to share their cribbage skills with the younger generation.



Future Engage

Future Engage is a program offered at the Rothesay HIVE by the Saint John Newcomers Centre. The program began in May 2022 and offers a weekly activity on Thursdays from 10am – 12pm. The activities vary each week, including card games, chess competitions, digital literacy training, craft sessions, painting classes, historical trips, dance lessons, and much more. The program is free and open to everyone of all ages, newcomers, and locals! The program's objective is to connect youth with seniors in a flexible virtual or in-person environment where they can share each other's culture, learn skills from each other and socially connect. We look forward to having more Future Engage sessions in 2023.



Rotary Club Spring and Fall Cleanup Help

During the Spring and Fall, the Rotary Club of Rothesay Kings volunteered their time to help older adults (50+) in Rothesay who needed assistance with their outdoor spring and fall chores. Thanks to their generosity, not only were they able to help older adults with cleaning up their yards and garden beds, but also help make our community more age-friendly!



Coffee & Chats

We are fortunate at the Rothesay HIVE to offer a weekly Coffee & Chat on Tuesday afternoons from 1:30pm – 2:30pm, following which is our Cards & Board Games session. Throughout 2022, we had many guests join us for a coffee and to share information about their organization.

Including the following:

- Kennebecasis Regional Police Force
- Kennebecasis Valley Fire Department
- Parkland in the Valley
- PRUDE Inc.'s All Women Project

Thank you to Java Moose for providing the delicious coffee and Parkland in the Valley for providing the teas to fuel our Coffee & Chats!



VIRTUAL PROGRAMS

2022 Virtual Winter Speaker Series

In partnership with Go Ahead Seniors we presented the 2022 Virtual Winter Speaker Series. Interviews were pre-recorded and posted to the Rothesay HIVE Facebook Group weekly from February 3rd to March 10th. The following were the topics, speakers, and number of views for each session.

- **KENNEBECASIS PUBLIC LIBRARY**
 - Norah Emerson, *Acting Library Director*
 - Views: 578
- **THE NEWCOMER CONNECTION**
 - Samah EL Maghlawy, *Saint John Newcomers Centre*
 - Views: 113
- **BECOMING AN AUTHOR**
 - Riel Nason, *Canadian Novelist & Textile Artist*
 - Views: 324
- **KENNEBECASIS VALLEY WORK ROOM**
 - Katlyn Boucher, *Work Room Coordinator*
 - Views: 159
- **EXPLORE THE WINTER RIVERS & TRAILS**
 - Sean Creary, *Owner of River & Trail Outdoor Company*
 - Views: 69
- **THE NB HEARS STUDY**
 - Danielle Kent, Gail Dornan, & Angela Ryan, *Loch Lomond Villa Research Team*
 - Views: 214

2022 Virtual Fall Speaker Series

In November 2022, we offered the 2022 Virtual Fall Speaker Series. Interviews were pre-recorded and posted each week to the Rothesay HIVE Facebook Group from November 2nd to 30th. The following were the topics, speakers, and number of views for each session.

- **NURSING HOME WITHOUT WALLS**
 - Dr. Suzanne Dupuis-Blanchard, *Université de Moncton*
 - Views: 315
- **THE POWER OF ART THERAPY**
 - Kim Cookson, *Art Psychotherapist, aka Art Mamma*
 - Views: 365

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- **PUTTING YOUR BEST FOOT FORWARD**
 - Dr. Helen Rees, *Podiatrist*
 - Views: 539
- **THE GROWTH & GAME OF PICKLEBALL**
 - Brenda Doucet, *President of the KV Pickleball Club*
 - Views: 360
- **OUR HEALTH & WELLBEING**
 - Dr. David Elias, *President & CEO of Canadian Health Solutions*
 - Views: 213

Mindful Moments Video Series

Throughout the year, videos are posted to the Rothesay HIVE Facebook Group that discuss a mindfulness practice that can help older adults adjust to change, bring more mindfulness into their daily lives, and find ways to improve their mental health and wellbeing. In 2022, we posted 10 Mindful Moments videos.

VIDEO TITLE	DATE	VIEWS	SHARES
5 Ways to Beat the Winter Blues	January 17, 2022	1.1K	23
Kindness is Good for Your health	February 17, 2022	458	18
Spring is Here!	March 20, 2022	379	11
Power of Poetry	April 11, 2022	364	11
Practice of Gratitude	May 16, 2022	381	11
Movement & Health	June 20, 2022	395	9
Quality ZZZ's	July 24, 2022	282	10
Get Active Outdoors	August 22, 2022	289	11
Enjoy the Changing Season	November 21, 2022	579	18
Preparing for the Holidays	December 19, 2022	327	14

COMMUNICATIONS

Print Communications

At the Rothesay HIVE, older adults can find information on many services and programs that will help them age-in-place. The bulletin board and pamphlet library offer information on a wide range of services accessible to them. Printed copies of the Buzz monthly newsletter and monthly activities calendar are available.

Digital Communications

The monthly newsletter is sent by e-mail to community organizations, partners, older adults, and the Age-Friendly Advisory Committee to keep everyone informed on what age-friendly initiatives are happening in Rothesay, New Brunswick, and across Canada. The monthly activities calendar and registration are sent by e-mail to all members and participants. The Rothesay HIVE Facebook Group and Webpage are updated regularly with information on programs and activities.

In the Community

Information about the Rothesay HIVE is posted on the town of Rothesay's electronic sign on Rothesay Road near the Bill McGuire Centre and on the bulletin boards located at East Riverside-Kingshurst Park and Wells Recreation Park (currently removed due to construction). Information about the Rothesay HIVE is also included in the R-Insider, which is the Rothesay e-newsletter. As well, we cannot underplay the importance of 'word of mouth'. The more people we have sharing information about the Rothesay HIVE with family, friends, neighbours, and community members the better! We often have members bringing their friends and family to the Rothesay HIVE and introducing them to our programs and activities.

Types of Communications Used

- E-mails
- Phone Calls
- Webpage
- Facebook Group
- "The Buzz" Monthly Newsletter
- HIVE Monthly Activities Calendar
- HIVE Bulletin Board
- HIVE Pamphlet Library
- Rothesay Bulletin Boards
- Rothesay Electronic Sign
- Rothesay R-Insider
- Word of Mouth

GIVING THANKS

The success of 2022 is due to the amazing sponsors, community partners, instructors, and volunteers that make up the Rothesay HIVE. We look forward to the opportunity of working with them again in 2023.

2022 Sponsors

Thank you to the generous sponsors of the Rothesay HIVE in 2022:

- Canadian Health Solutions
- Go Ahead Seniors
- Java Moose Coffee Roasters
- Parkland in the Valley

Their support directly helps keep our programming affordable for seniors on fixed incomes. This allows us to further the Rothesay HIVE's mission to nurture the well-being of seniors in our community. With an ever-growing membership, the Rothesay HIVE is helping seniors improve their physical, emotional, and social well-being thanks to their support.

2022 Community Partners

Thank you to all the community partners who were part of the Rothesay HIVE in 2022:

- Kennebecasis Valley Fire Department
- Kennebecasis Regional Police Department
- Saint John Newcomers Centre
- KV Work Room
- FCNB
- Rotary Club
- Rothesay High School
- KV Walkers

They have directly helped create a more age-friendly community here in Rothesay by supporting programs, services, or activities at the Rothesay HIVE.

2022 Instructors & Volunteers

Thank you to our instructors and volunteers who run our programs. Without these dedicated people to lead the various classes, we would not be able to offer so many beneficial programs to older adults in the Kennebecasis Valley.



ROTHESAY
2023 March 13 Open Session FINAL 110
WORKS AND UTILITIES COMMITTEE MEETING
Rothesay Town Hall Common Room
Wednesday, February 22, 2023
5:30 p.m.



PRESENT: DEPUTY MAYOR ALEXANDER, CHAIRPERSON COUNCILLOR
DAVE BROWN
SARAH RICHARDS
CYNTHIA VANBUSKIRK

DRAFT

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

ABSENT: STEPHEN ROSENBERG
SHAWN CARTER, VICE CHAIRPERSON
GEORGE THAMBI

Deputy Mayor Alexander acted as chairperson and called the meeting to order at 5:32 p.m.

1. ELECTION OF OFFICERS

➤ Deferred to next meeting of March 22, 2023 due to lack of attendees.

2. APPROVAL OF AGENDA

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

CARRIED.

3. APPROVAL OF MINUTES

3.1 Regular Works and Utilities Committee meeting of January 18, 2023

MOVED by Counc. Brown and seconded by S. Richards the minutes be approved as circulated.

CARRIED.

4. DECLARATION OF CONFLICT OF INTEREST

N/A

5. DELEGATIONS

N/A

6. REPORTS & PRESENTATIONS

N/A

7. UNFINISHED BUSINESS

- 7.1 Capital Projects Summary
- 7.2 Solid Waste Tonnage Report
- 7.3 Speed Radar Signs Report

8. CORRESPONDENCE FOR ACTION

8.1 23 January 2023 email from resident RE: having a three way stop sign installed at intersection of Broadway Street and Elizabeth Parkway in K-Park

DO McLean stated the geometry is off for a 3-way stop sign, it's not just a simple T intersection; It's a very wide intersection, and it would need lines painted to direct traffic properly or would need to have some asphalt removed. DO McLean suggested having digital speed signs put on Broadway Street and Elizabeth Parkway to determine if there is need for a 3-way stop sign.

MOVED by C. Vanbuskirk and seconded by Counc. Brown to send a letter to the individual and acknowledge their concerns, advise them of the speed study and commit to further discussion on the matter once speed study results are analyzed.

CARRIED.

8.2 10 February 2023 Email from resident RE: having crosswalk lights on the section of Hampton Road between Marr Road and Campbell Drive

The Committee discussed the visibility at the crosswalks. DO McLean noted that an application for a lighting grant has been submitted to NB Power which would see Hampton Road lights converted to LED lighting. This conversion will provide better visibility at the crosswalks.

MOVED by S. Richards and seconded by Counc. Brown to send a letter to the individual and acknowledge their concerns and advise them that the Town is exploring the option of retrofitting the streetlights on Hampton Road between Marr Road and Campbell Drive with LED lighting.

CARRIED.

9. NEW BUSINESS

N/A

10. CORRESPONDENCE FOR INFORMATION

10.1 Discussion – Conversion of streetlamps to LED and addition of post top lights in the medians

- DO McLean explained that the Town is exploring the option of retrofitting the streetlights on Hampton Road and that an application has been submitted for a rebate for conversion to LED.
- Counc. Brown suggested putting color changing LED lights, to change with different occasions. DO McLean explained that the lights are individually controlled which means there is no master control, the lights would have to be changed manually one at a time. DO McLean will look into the cost difference of clear lights versus color changing lights.

10.2 Discussion - Street Light Policy

- DO McLean explained that he always interpreted the street light policy to include lighting at intersections only, however the policy actually includes intersections and streets with sidewalks. DO McLean will do an audit to determine if there are deficiencies with respect to the policy and report back to the Committee.

10.3 Discussion - Fleet Replacement Program – Spreadsheet prepared by DO McLean

- DO McLean explained that in 2017, a plan was made to replace equipment older than 10 years. Replacement costs have generally been in the range of \$600,000/per year. DO McLean will create a plan to determine what the new annual spend should be and to get back on track to maintain a fleet less than 10 years.

10.4 Discussion – Wastewater Treatment Plant update

- Town Manager Jarvie explained that the overall estimated cost is over budget, so the Town is asking the government to look at the project again. With inflation the cost for the contemplated project is expected to be around \$40,000,000.00. The Town has identified an alternative in the \$32,000,000.00 range. DO McLean stated that the Town is submitting two applications to equal \$32,000,000.00 for the same program, under which the original project was approved. The deadline for this program is the end of March 2023.

10.5 Active Transportation Plan – report by Brian Gillis – for information only.

11. DATE OF NEXT MEETING:

Wednesday, March 22, 2023

12. ADJOURNMENT

MOVED by S. Richards and seconded by Counc. Brown the meeting be adjourned.

CARRIED.

The meeting adjourned at 6:28pm



ROTHESAY
 2023 March 13 Open Session FINAL_113
 PLANNING ADVISORY COMMITTEE MEETING
 Rothesay Town Hall Common Room
 Monday, March 6, 2023 at 5:30 p.m.



DRAFT

PRESENT: COUNCILLOR DON SHEA, CHAIRPERSON
 JOHN BUCHANAN
 TRACIE BRITTAIN
 RALPH FORTE
 CHRISTIANE VAILLANCOURT

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

ABSENT: COUNCILLOR TIFFANY MACKAY FRENCH
 KELLY ADAMS
 MATTHEW GRAHAM, VICE-CHAIRPERSON

TOWN MANAGER JOHN JARVIE

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

1. APPROVAL OF THE AGENDA

MOVED by T. Brittain and seconded by R. Forte the agenda be approved as circulated. **CARRIED.**

2. ADOPTION OF MINUTES

2.1 Regular Meeting of February 6, 2023

MOVED by T. Brittain and seconded by C. Vaillancourt the Minutes of February 6, 2023 be adopted as circulated. **CARRIED.**

3. DECLARATION OF CONFLICT OF INTEREST

N/A

4. NEW BUSINESS

4.1	Vacant Land Wanda Crescent	Jeffrey Allan
	OWNER:	Jeffrey Allan
	PID:	00229526
	PROPOSAL:	1 Lot Subdivision

DPDS White informed the Committee that the applicant, Mr. Allan, was unable to attend the meeting. He gave a brief summary of the report, noting the request is to subdivide a 25 acre property to create a new lot (2 acres). The new lot exceeds the minimum lot size requirement (1 acre), however a variance is required to permit the proposed public road frontage of 10 meters instead of the required 55 meters. The new lot would be considered a flag lot, which is permitted in the Municipal Plan as long as there are no more than three contiguous flag lots. The new lot will share a private driveway with the parent parcel and maintenance will be outlined in a private driveway agreement registered on the property title.

ROTHESAYPlanning Advisory Committee **2023 March 13 Open Session FINAL_114**

Minutes

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6 March 2023

DPDS White advised polling was conducted and a concern was raised that the additional lot may require changes to civic addresses on Wanda Crescent. Staff are exploring options including possible creation of a private laneway address.

DPDS White reviewed staff's recommendation to use an appraised land value rate of \$0.87 per square foot, used for a nearby property in 2021, to calculate cash in lieu of land for public purposes. In this case it is recommended Council accept \$6,063.76 as cash in lieu of land for public purposes.

The Committee inquired about the preference for cash rather than land, potential future development, and length of the driveway/emergency access.

DPDS White advised, in this case, staff believe a monetary contribution is of greater value for land for public purposes, as opposed to a portion of land. With respect to further development, DPDS White advised it is possible however the grade of the land, and adherence to municipal requirements – including creation of a public street – would limit the maximum number of lots (likely 2-3). DPDS White estimated roughly 500ft for the length of the proposed shared driveway, which is not unusual. No issues are anticipated for emergency access.

MOVED by T. Brittain and seconded by J. Buchanan the Planning Advisory Committee hereby grants a variance to allow for a reduced frontage of 10 meters for the proposed building LOT 22-04 and the remnant parcel PID 00229526 off Wanda Crescent on the condition that the maintenance of the common driveway shall be attributed to both properties and documented through a private shared driveway agreement registered on the property title of both properties.

ON THE QUESTION:

R. Forte requested further clarification on the issue related to civic addresses. DPDS White advised decisions on civic addresses are beyond the Committee's authority as it relates to public safety. Staff will consult with the fire and police departments to determine the best solution.

CARRIED.

MOVED by T. Brittain and seconded by R. Forte the Planning Advisory Committee hereby recommends that Council accept \$6063.76 as cash in lieu of LPP for the proposed building Lot 22-04 to be subdivided from vacant land off Wanda Crescent (PID 00229526).

CARRIED.**5. OLD BUSINESS****TABLED ITEMS**

Tabled February 5, 2018 – no action at this time

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

Tabled September 8, 2020 – no action at this time

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

Tabled October 3, 2022 – no action at this time

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

ROTHESAY

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Minutes

DRAFT

6 March 2023

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6. CORRESPONDENCE FOR INFORMATION
N/A

7. DATE OF NEXT MEETING(S)
The next meeting will be held on **Monday, April 3, 2023.**

8. ADJOURNMENT
MOVED by T. Brittain and seconded by C. Vaillancourt the meeting be adjourned.

CARRIED.

The meeting adjourned at 5:47 p.m.

CHAIRPERSON

RECORDING SECRETARY



2023 March 13 Open Session FINAL_116
ROTHERSAY
MEMORANDUM

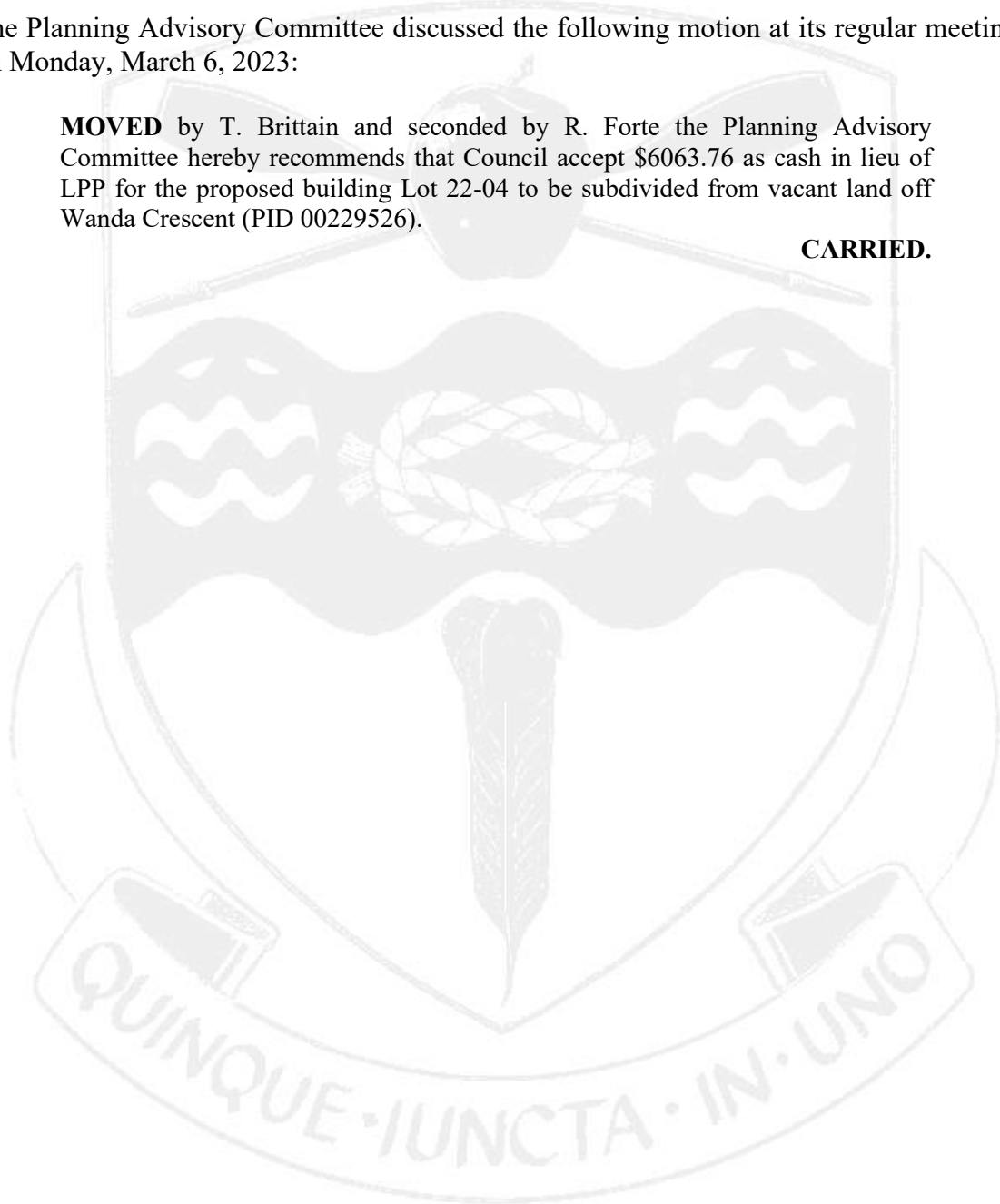


TO : Mayor and Council
FROM : Planning Advisory Committee
DATE : March 7, 2023
RE : Wanda Crescent (PID 00229526)

The Planning Advisory Committee discussed the following motion at its regular meeting on Monday, March 6, 2023:

MOVED by T. Brittain and seconded by R. Forte the Planning Advisory Committee hereby recommends that Council accept \$6063.76 as cash in lieu of LPP for the proposed building Lot 22-04 to be subdivided from vacant land off Wanda Crescent (PID 00229526).

CARRIED.





To: Chair and Members of Rothesay Planning Advisory Committee
From: Brian L. White, MCIP, RPP
Director of Planning and Development Services
Date: Tuesday, February 28, 2023
Subject: 1 Lot Subdivision – Vacant Land Wanda Crescent

Applicant:	Jeffrey Allan	Property Owner:	Jeffrey Allan
Mailing Address:	24 Cameron Road Rothesay, NB E2E 2B3	Mailing Address:	24 Cameron Road Rothesay, NB E2E 2B3
Property Location:	39 Wanda Crescent	PID:	00229526
Plan Designation:	Rural	Zone:	Single Family Residential – unserviced - RIC
Application For:	Lot Frontage Variances and Cash in Lieu of Land for Public Purposes		
Input from Other Sources:	Polling, Director of Operations		

ORIGIN:

A subdivision application from Mr. Jeffrey Allan to subdivide his 10.3 hectares (25.45 acres) land off 39 Wanda Crescent, for one new building lot (8094 sq. meters – 2 acres) with reduced public road frontage (PID 00229526). Please refer to Lot 22-04 on the proposed plan of subdivision attached.

BACKGROUND:

The subject property “parent parcel” of land currently has a single-family home under construction. The land is zoned Single Family Residential – Unserviced (R1-C) which permits lots with a minimum area of 4000 square meters (1 acre). The proposed 8094 sq. meter lot (2 acres) exceeds the minimum lot size requirement, and the remnant parcel of land would be 18.1 acres; however, a variance is requested as follows for the new building lot:

By-law Requirement for R1-C Lots	Variance Requested
Required Public Road Frontage 55 meters	Proposed Frontage 10 meters requires a variance of 82%

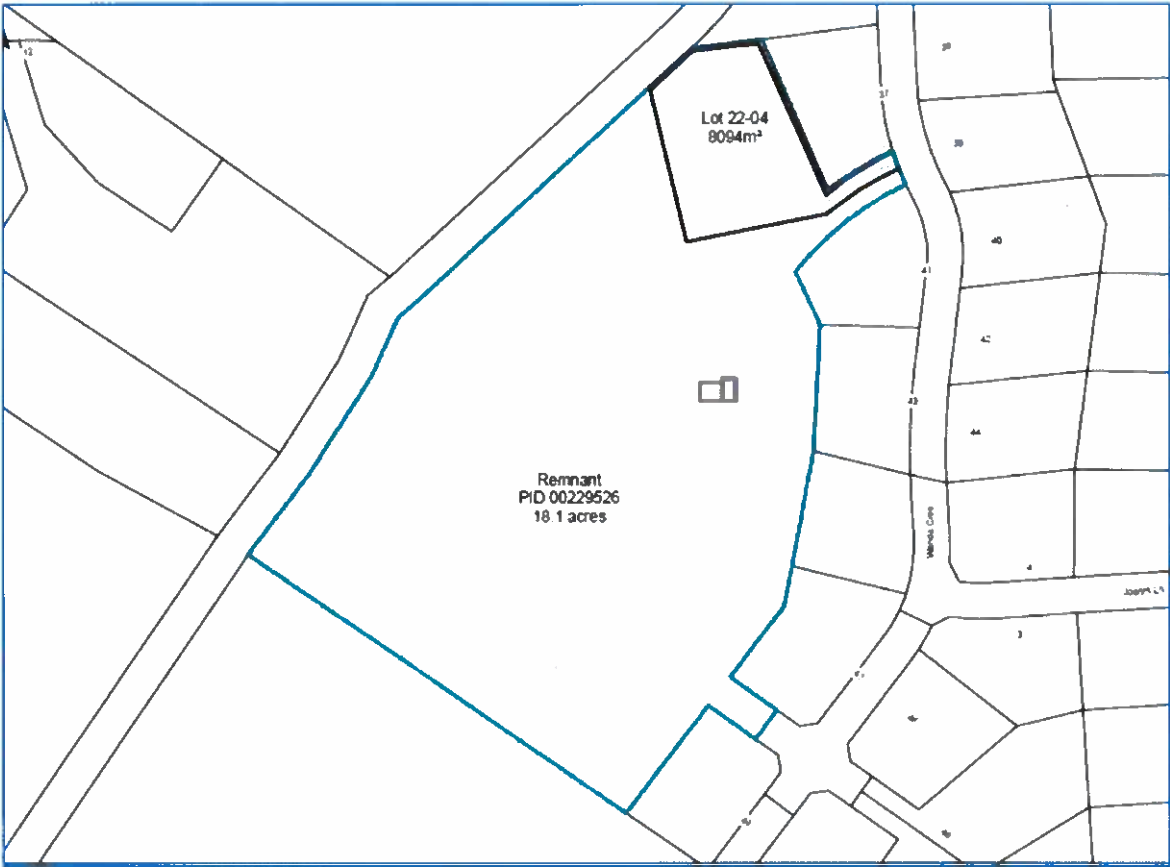


Figure 1 - Proposed Lot 22-04

The vacant land off Wanda Crescent 10.3 hectares (25.45 acres) is a remnant parcel of the original several hundred-acre land holdings of Dofred Developers Ltd. Dofred Developers were the original developers of the circa 1980's phased subdivision of the area.



Figure 2 - Proposed LOT 22-04 off 39 Wanda Crescent

A 20-meter-wide frontage was originally intended to accommodate a public street from Wanda Crescent into future phases of the subdivision. The current does not intend to develop a public street and further subdivide the property. Staff reviewed the Tentative Plan Drawing (see Attachment A) submitted by Hughes Surveys & Consultants Inc. and can confirm that both lots are suitable for residential development and capable of being developed such that the homes would meet the required setbacks, lot coverage and all other relevant requirements for a single-family dwelling in the R1-C zone.

Staff note that 10 meters is enough width to accommodate a private driveway. Staff also note that both lots (existing lot and proposed lot 22-04) will require long (100+ meter) driveways and that these will be privately owned and Town services (garbage pickup, plowing, or maintenance) will be offered only to the public/private curbside connection along Wanda Crescent.

Flag lots such as the proposed lot are contemplated by the Municipal Plan specifically Policy PS-2; which states that no more than three flag lots are permitted where they are contiguous to each other with all access through a common right-of-way. The maintenance of the common right-of-way shall be attributed to all properties and documented through a private driveway agreement registered on the property title.

Flag lot subdivisions are a type of land subdivision in which a narrow strip of land, known as a "flagpole," provides access to a larger, irregularly shaped lot located behind it. This type of subdivision is often used in situations where a large lot cannot be subdivided in a more traditional manner due to topographical, zoning, or financial constraints.

The decision to permit flag lot subdivisions depends on a variety of factors, such as the efficient use of land by making use of irregularly shaped or difficult-to-develop lots. Likewise, flag lot subdivisions can provide a greater sense of privacy by allowing homes to be located further back from the street.

LAND FOR PUBLIC PURPOSES

Section 42 (3) g of the Community Planning Act gives Council the discretionary authority to determine what amount of money if any could be accepted as Cash in Lieu of Land for Public Purposes. In lieu of land set aside under Section 5.1¹, Council would ordinarily require that a sum of money be paid to the municipality in the amount of 8% of the market value of the proposed new LOT 22-04. When determining the market value of a new Lot being created there are two options for a property owner as follows:

- Option A using an \$13.50 per square meter as stated in Schedule C of the Subdivision By-law 4-10, this formula would value the land at \$13.50/sq.meters. The 8094 sq. meter lot would be valued at \$109,269.00 and the applicant would be required to pay 8% of that amount which would be \$8,741.52; or
- Option B using a certified, independent appraiser to determine the true market value of the land. The applicant did supply an appraisal however the appraisal was for the entire 25-acre parcel of land and not the proposed 2 acre lot. The appraisal of the 25-acre parcel is valued at \$210k. Staff believe it would not be reasonable to prorate the value and suggest the 2 acre parcel represented only 10% share of the \$210k property value.

Staff are recommending that PAC consider the appraised land value formula submitted (May 2021 for PID 30149199) being a 1 lot subdivision off Wanda Crescent which presented a "price per square foot" rate of \$.87. Staff have applied that cost to the applicant's proposed 2-acre lot with the following result $$.87/\text{ft}^2 \times 87123 \text{ ft}^2 = \$75,797.00$ and 8% LPP fee would be \$6063.76.

Staff are supportive of PAC using the appraisal we received from the May 2021 subdivision, and are recommending that the proposed cash in lieu of Land for Public Purposes be no less than **\$6063.76** for the proposed vacant LOT 22-04.

POLLING

Polling was conducted for the proposed subdivision and at least one resident called to ask general questions regarding the application, and they raised concerns regarding lot drainage and the potential re-addressing of civic numbers on the street.

RECOMMENDATION:

Staff are recommending that PAC consider the following MOTIONS:

- A. PAC **HEREBY**, grants a variance to allow for a reduced frontage of 10 meters for the proposed building LOT 22-04 and the remnant parcel PID 00229526 off Wanda Crescent on the condition that the maintenance of the common driveway shall be attributed to both properties and documented through a private shared driveway agreement registered on the property title of both properties.

¹ Rothesay Subdivision By-law No. 4-10: Section 5.1 Land For Public Purposes - Amount of Land to be Provided to the Town "land in the amount of ten percent (10%) of the area of the subdivision, exclusive of the public streets, at such a location as assented to by Council pursuant to the Act, is to be set aside as "Land for Public Purposes" and so indicated on the plan."

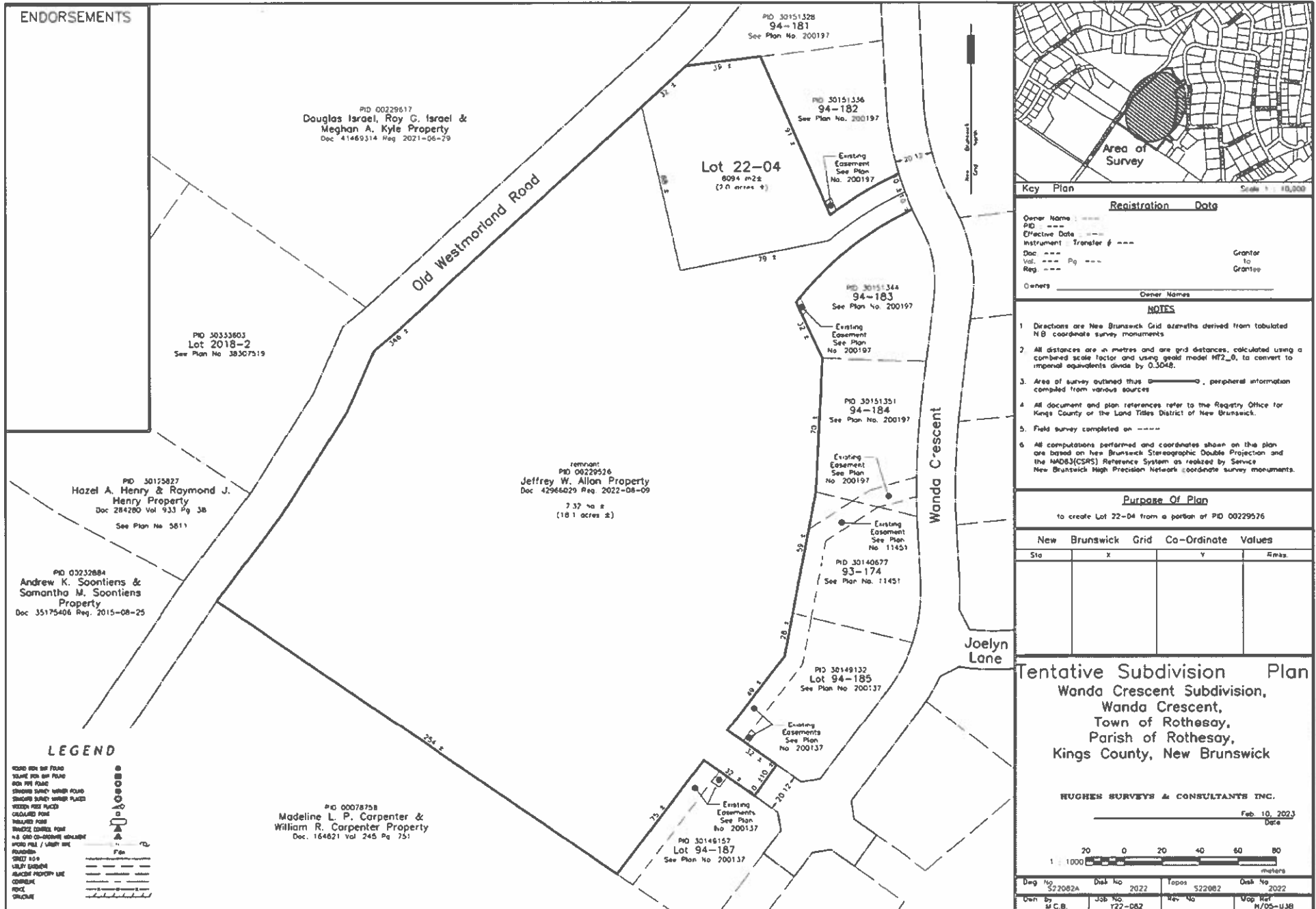
B. PAC **HEREBY** recommends that Council accept **\$6063.76** as cash in lieu of LPP for the proposed building Lot 22-04 to be subdivided from vacant land off Wanda Crescent (PID 00229526).

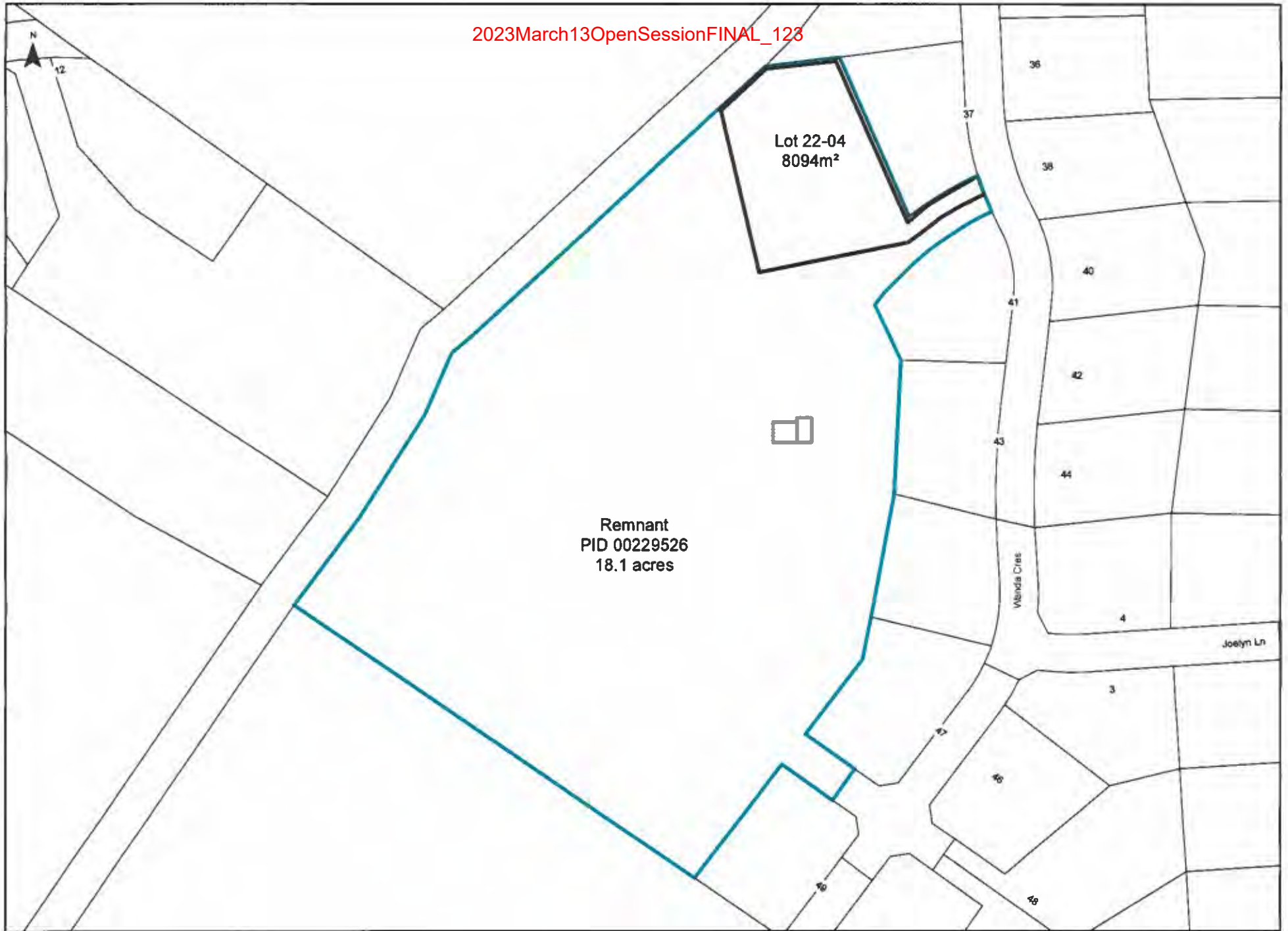
Attachments:

- Map 1 Site Location Map
- Attachment A Proposed Subdivision Plan
- Attachment B Property Appraisal (PID 00229526)

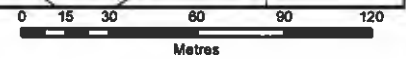


Report Prepared by: Brian L. White, MCIP, RPP
Date: Tuesday, February 28, 2023





Wanda Crescent Subdivision



APPRAISAL OF

Vacant Parcel of Land

LOCATED AT:

Off Wanda Crescent
Rothesay, NB

FOR:

Jeffrey W. Allan

BORROWER:

N/A.

AS OF:

August 30, 2022

BY:

Doug Ramier, CRA, P. App

Appraisals (Fundy) Ltd.
29 Duke Street
Saint John, NB, E2L 2L3

September 21, 2022

Jeffrey W. Allan

Address of Property: Off Wanda Crescent
Rothesay, NB

Market Value: \$ \$210,000

In accordance with your request and authorization an investigation, analysis and appraisal report on the above described property has been completed for the purpose of estimating the Market Value for land development fees only.

The intended user of this appraisal report is Jeffrey William only. Liability to any unintended users is strictly denied.

After careful consideration of all the factors that affect value, the market value was estimated to be as referenced above.

This estimate is subject to the limiting conditions attached to this appraisal and to which the reader's attention is specifically directed.

The following report presents the basis of all opinions expressed herein.

The information contained herein should be sufficient for your purposes. Should you require further information or clarification as to any portion of this report, please contact me.

I certify that I have no interest, present or contemplated in the property appraised.

Yours truly,



Doug Ramier, CRA, P. App
NBAREA #222450

2023March13OpenSessionFINAL_126
RESIDENTIAL LAND APPRAISAL REPORT

REFERENCE:			FILE NO	22-0715	
CLIENT	CLIENT:	Jeffrey W. Allan		APPRAISER:	Doug Ramier, CRA, P. App
	ATTENTION:			COMPANY:	Appraisals (Fundy) Ltd.
	ADDRESS:			ADDRESS:	29 Duke Street Saint John, NB, E2L 1M9
	E MAIL:			E MAIL:	appraise@nb.albn.com
	PHONE:			PHONE:	506 634 1274
	FAX:			FAX:	
SUBJECT	PROPERTY ADDRESS:	Off Wanda Crescent		CITY:	Rothesay
	LEGAL DESCRIPTION:	Deed #42966029 PID 229526, PAN 4616722		PROVINCE:	NB
	MUNICIPALITY AND DISTRICT:	Rothesay NB		POSTAL CODE:	
	ASSESSMENT:	Land \$ 22,800	Assessment Date	January 1 2022	Taxes \$ 541.68
	EXISTING USE:	Vacant land			
ASSIGNMENT	NAME:	Jeffrey William		Name Type:	Owner
	PURPOSE:	<input checked="" type="checkbox"/> To estimate market value <input type="checkbox"/>			
	INTENDED USE:	<input type="checkbox"/> First mortgage financing only <input type="checkbox"/> Second mortgage financing only <input type="checkbox"/> Other <input checked="" type="checkbox"/> Establish Market Value to Ass st in Land Development Fees			
	INTENDED USERS (by name):	Jeffrey William			
	REQUESTED BY:	<input checked="" type="checkbox"/> Client above <input type="checkbox"/> Other			
	VALUE:	<input checked="" type="checkbox"/> Current <input type="checkbox"/> Retrospective <input type="checkbox"/> Prospective			
		<input type="checkbox"/> Update of original report completed on _____ with an effective date of _____		File No _____	
	PROPERTY RIGHTS APPRAISED:	<input checked="" type="checkbox"/> Fee Simple <input type="checkbox"/> Leasehold <input type="checkbox"/> Condominium/Strata <input type="checkbox"/>			
	IS THE SUBJECT A FRACTIONAL INTEREST, PHYSICAL SEGMENT OR PARTIAL HOLDING?	<input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, see comments)			
	APPROACHES USED:	<input checked="" type="checkbox"/> DIRECT COMPARISON APPROACH			
EXTRAORDINARY ASSUMPTIONS & LIMITING CONDITIONS:	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES (see attached addendum)				
HYPOTHETICAL CONDITIONS:	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (see attached addendum. A hypothetical condition requires an extraordinary assumption)				
JURISDICTIONAL EXCEPTION:	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (see attached addendum)				
NEIGHBOURHOOD	NATURE OF DISTRICT:	<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Agricultural <input type="checkbox"/>			
	TYPE OF DISTRICT:	<input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban <input type="checkbox"/> Rural <input type="checkbox"/> Residential <input type="checkbox"/>			
	TREND OF DISTRICT:	<input checked="" type="checkbox"/> Improving <input type="checkbox"/> Stable <input type="checkbox"/> Transition <input type="checkbox"/> Deteriorating <input type="checkbox"/>			
	BUILT-UP:	<input checked="" type="checkbox"/> Over 75% <input type="checkbox"/> 25 - 75% <input type="checkbox"/> Under 25% <input type="checkbox"/> Rural			
	CONFORMITY:	<input checked="" type="checkbox"/> Larger <input type="checkbox"/> Similar <input type="checkbox"/> Smaller <input type="checkbox"/>			
				AGE RANGE OF PROPERTIES (years):	From new To 50+
				PRICE RANGE OF PROPERTIES:	\$ 200,000 to \$ 500,000
				MARKET OVERVIEW Supply:	<input type="checkbox"/> High <input type="checkbox"/> Average <input checked="" type="checkbox"/> Low
				Demand:	<input type="checkbox"/> High <input checked="" type="checkbox"/> Average <input type="checkbox"/> Low
				PRICE TRENDS:	<input type="checkbox"/> Increasing <input checked="" type="checkbox"/> Stable <input type="checkbox"/> Declining
COMMENTS:	Value trends, market appeal, proximity to employment and amenities, anticipated public/private improvements, apparent detrimental conditions (road tracks, unempt properties, major traffic arteries, hydro facilities, commercial/industrial sites, land fill sites)				
	The subject property is located in the former Wells area of Rothesay. The area is developed with a mix of housing styles which are for the most part modern. The area is somewhat distant from most amenities but has easy access to the highway, located approximately 5 kms to the west. Schools and shopping are located in Quispamsis or Saint John. Homes in the area are generally well maintained and exhibit pride of ownership. The subject neighbourhood does not appear to contain any negative features.				
SITE AND IMPROVEMENTS	SITE DIMENSIONS:	120' x 840', approximations			
	LOT SIZE:	25.4		Unit of Measurement:	acres
	SOURCE:	Scaled from SNB maps.			
	TOPOGRAPHY:	Gradually increases when proceeding from Wanda Crescent.			
	CONFIGURATION:	Slightly irregular			
	ZONING:	R1C		Source: Rothesay Website	
	OTHER LAND USE CONTROLS (see comments):				
	USE CONFORMS:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (see comments)			
	ASSEMBLAGE:	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (see comments)			
	TITLE SEARCHED:	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (see comments and limiting conditions)			
COMMENTS:	The subject parcel of land contains approximately 25.4 acres of land and is being purchased for future residential development. Site offers two entry points to Wanda Crescent, both are 60+ feet wide. A street has been roughed in one of these access points. This road turns south and runs parallel with Wanda Crescent. Construction of a future street has started off the aforementioned roughed in street. Majority of the site is tree covered and in a natural state. Site topography steadily increases when proceeding away from Wanda Crescent, in a northerly direction.				

2023March13OpenSessionFINAL_127
RESIDENTIAL LAND APPRAISAL REPORT

REFERENCE

FILE NO. 22-0715

HIGHEST AND BEST USE	EXISTING USE Vacant Residential Land ANALYSES AND COMMENTS The subject property consists of a larger, vacant parcel of land which is improved with a roughed in street for future residential development. Subject site is located in a stable residential neighbourhood. No other type of development is present in the subject area. Permitted uses in the subject neighbourhood are single family homes, public park and public playground. Highest and best use of the subject parcel of land is residential in nature with future residential subdivision the most likely use.
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SUBJECT	COMPARABLE NO. 1		COMPARABLE NO. 2		COMPARABLE NO. 3	
	Description	\$ Adjustment	Description	\$ Adjustment	Description	\$ Adjustment
Off Wanda Crescent Rothesay DATA SOURCE: SNB DATE OF SALE: August, 2022 SALE PRICE: \$ 210,000 DAYS ON MARKET: n/a. List Price: n/a. LOCATION: good SITE DIMENSIONS/LOT SIZE: 25.4 acres ZONING/LAND USE CONTROLS: R1C TOPOGRAPHY: increases VIEW: good physical features: similar road frontage: 120 feet adjusted pr/acre:	Off French Village Road Rothesay MLS June 29 2021 \$ 115,000 252 119,900 inferior 14.3 acres R1C increases good similar 60 feet \$9,650	486 Bonney Road Nauwigewauk MLS May 21 2021 \$ 130,000 41 149,900 inferior 34.85 acres NB Planning Act basically level good similar 1200 feet \$4,663	Brookview Drive Hampton MLS October 21, 2021 \$ 135,000 167 140,000 similar 8.13 acres R-1 basically level good similar 340 feet \$16,605			
ADJUSTMENTS (Gross\$, Net\$)	Gross: \$ 23,000 Net: \$ 23,000	Gross: \$ 32,500 Net: \$ 32,500	Gross: \$ 0 Net: \$ 0			
ADJUSTMENTS (Gross%, Net%)	Gross: 20.0% Net: 20.0%	Gross: 25.0% Net: 25.0%	Gross: 0.0% Net: 0.0%			
ADJUSTED VALUES	\$ 138,000	\$ 162,500	\$ 135,000			

DIRECT COMPARISON APPROACH	ANALYSES AND COMMENTS: The sales consist of larger tracts of land purchased for residential development purposes. Sale 1 consists of 14.3 acres of tree covered land just north of the subject site, separated by a future road which was never developed. This property offered 60 feet frontage along the French Village Road and offered similar physical features as the subject site. Subject site was considered superior in location, having to access points off an interior street while sale 1 has one access point off a busier road. This sale produced a rate per acre of \$9,650. Sale 2 is situated along Bonney Road, in Nauwigewauk, an inferior location. This land has been subsequently subdivided into three sites but had the potential for more intense development. This sale produced an adjusted rate per acre of \$4,663. Sale 3 consists of a smaller tract of land which was approved for 14 building lots. Overhead transmission lines traverse the eastern sector of this site. Land was level and clear. This sale produced a price per acre of \$16,605. Once adjusted for differences, the sales produced an adjusted rate per acre range between \$4,663 and \$16,605. There was a definite "inverse relationship" between land size and corresponding acreage rates produced, i.e., the larger the land size, the lower the acreage rate produced. Based on our analysis of the sales we consider the purchase price of the subject site to represent market value.
ESTIMATED VALUE BY THE DIRECT COMPARISON APPROACH (rounded) \$ 210,000 \$8,268/acre	

2023March13OpenSessionFINAL_128
RESIDENTIAL LAND APPRAISAL REPORT

FILE NO 22-0715

REFERENCE

SUBJECT SOLD WITHIN 3 YEARS OF EFFECTIVE DATE YES NO
ANALYSES OF SALE TRANSFER HISTORY (minimum of three years)
 Based on a brief search of MLS records, the subject parcel of land has not been exposed to the real estate market over the past 36 months.

HISTORY

SUBJECT LISTED WITHIN 1 YEAR OF EFFECTIVE DATE: YES NO **SUBJECT CURRENTLY LISTED:** YES NO
ANALYSES OF AGREEMENTS FOR SALE, OPTIONS, LISTINGS OR MARKETING OF THE SUBJECT (minimum of one year)
 Based on an MLS search, the subject property has not been exposed to the market over the past 12 months. Based on a search of SNB records and a purchase and sale agreement provided by our client, an amount of \$210 000 was paid for the subject parcel of land registered on August 9, 2022. Based on our market analysis, this amount appears reasonable.

EXPOSURE-TIME

ANALYSES OF REASONABLE EXPOSURE TIME
 The estimated length of time the property interest being appraised would have to be offered on the open market prior to a hypothetical sale at market value is between 3-6 months. Exposure time refers to the past and is not intended to indicate what the projected marketing time is for a property, "exposure time" refers to the past while "marketing time" refers to the future. Exposure time is the length of time a property would have been exposed to the market if sold on the effective date of the report. It is a retrospective estimate based upon an analysis of past events assuming an open and competitive market. Exposure time is based on statistical information about days on market information gathered through sales verification and interviews with market participants.

RECONCILIATION AND FINAL VALUE

RECONCILIATION AND FINAL ESTIMATE OF VALUE
 Being a vacant parcel of land only the Direct Comparison Approach to Value was applicable. The Direct Comparison Approach is an approach to value which reflects the actions of the marketplace.

UPON REVIEWING AND RECONCILING THE DATA AND ANALYSES AND CONCLUSIONS, THE MARKET VALUE OF THE INTEREST IN THE SUBJECT PROPERTY AS AT August 30, 2022 (Effective Date of the Appraisal) IS ESTIMATED AT \$ 210,000
COMPLETED ON September 22, 2022 (Date of Report) As set out elsewhere in this report, this report is subject to assumptions and limiting conditions, the verification of which is outside the scope of this report

DEFINITIONS

DEFINITION OF MARKET VALUE: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably and for self interest, and assuming that neither is under undue duress. (Appraisal of Real Estate Third Canadian Edition 2010)
 In this definition the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: buyer and seller are typically motivated; both parties are well informed or well advised, and acting in what they consider their own best interests; a reasonable time is allowed for exposure in the open market; payment is made in terms of cash in Canadian dollars or in terms of financial arrangements comparable thereto, and the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

DEFINITION OF MARKET RENT (if applicable): The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion. (International Valuation Standards 2017)

DEFINITION OF HIGHEST AND BEST USE: The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible, maximally productive and that results in the highest value. (CUSPAP 2018)

SCOPE

The scope of the appraisal encompasses the due diligence undertaken by the appraiser (consistent with the terms of reference from the client, the purpose and intended use of the report) and the necessary research and analyses to prepare a report in accordance with the Canadian Uniform Standards of Professional Appraisal Practice (CUSPAP) of the Appraisal Institute of Canada. The following comments describe the extent of the process of collecting, confirming and reporting data and its analyses, describe relevant procedures and reasoning details supporting the analyses, and provide the reason for the exclusion of any usual valuation procedures.

The appraisal issue that is the focus of this engagement has been discussed and defined with the client, the work required to solve the issue planned, and the necessary market data acquired, analyzed and reconciled into an estimate of market value in a manner typically expected in a "form" report.

The specific tasks and items necessary to complete this assignment include a summary of the following:

- 1 assembly and analyses of relevant information pertaining to the property being appraised, including listing and acquisition particulars if acquired within three years prior to the effective date of the appraisal.
- 2 a site visit and observation of the subject property and the surrounding area.
- 3 assembly and analyses of pertinent economic and market data.
- 4 an analyses of land use controls pertaining to the subject property.
- 5 an analyses of "Highest and Best Use" or most probable use.
- 6 a discussion of the appraisal methodologies and procedures employed in arriving at the indications of value.
- 7 inclusion of photographs, maps, graphics and addendum/exhibits when deemed appropriate; and
- 8 reconciliation of the collected data into an estimate of the market value or the market value range as at the effective date of the appraisal.

All data considered appropriate for inclusion in the appraisal is, to the best of our knowledge, factual. Due to the type of property being appraised and the nature of the appraisal issue, the findings have been conveyed in this "form" format.

Other:

- 1) Information regarding the site characteristics were gathered at the time of our inspection.
- 2) Information regarding the subject neighbourhood was gathered at the time of our inspection & from our office records.
- 3) Information regarding the site size, easements, etc. was abstracted from SNB records & our office records.
- 4) In estimating highest & best use an analysis of the site was made. Current market conditions were also investigated.
- 5) Market data used in estimating land value was abstracted from MLS data & from our office records.
- 6) After assembling & analyzing the data defined within the scope of this assignment a final estimate of market value was developed.

2023March13OpenSessionFINAL_129 RESIDENTIAL LAND APPRAISAL REPORT

FILE NO: **22-0715**

REFERENCE:

- The certification that appears in this appraisal report is subject to compliance with the Personal Information and Electronics Documents Act (PIPEDA), Canadian Uniform Standards of Professional Appraisal Practice ("CUSPAP") and the following conditions:
- This report is prepared only for the client and authorized users specifically identified in this report and only for the specific use identified herein. No other person may rely on this report or any part of this report without first obtaining consent from the client and written authorization from the authors. Liability is expressly denied to any other person and, accordingly, no responsibility is accepted for any damage suffered by any other person as a result of decisions made or actions taken on this report. Liability is expressly denied for any unauthorized user or for anyone who uses this report for any use not specifically identified in this report. Payment of the appraisal fee has no effect on liability. Reliance on this report without authorization or for an unauthorized use is unreasonable.
 - Because market conditions, including economic, social and political factors, may change rapidly and, on occasion, without warning, this report cannot be relied upon as of any date other than the effective date specified in this report unless specifically authorized by the author(s).
 - The author will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The property is appraised on the basis of it being under responsible ownership. No registry office search has been performed and the author assumes that the title is good and marketable and free and clear of all encumbrances. Matters of a legal nature, including confirming who holds legal title to the appraised property or any portion of the appraised property, are outside the scope of work and expertise of the appraiser. Any information regarding the identity of a property's owner or identifying the property owned by the listed client and/or applicant provided by the appraiser is for informational purposes only and any reliance on such information is unreasonable. Any information provided by the appraiser does not constitute any title confirmation. Any information provided does not negate the need to retain a real estate lawyer, surveyor or other appropriate experts to verify matters of ownership and/or title.
 - Verification of compliance with governmental regulations, bylaws or statutes is outside the scope of work and expertise of the appraiser. Any information provided by the appraiser is for informational purposes only and any reliance is unreasonable. Any information provided by the appraiser does not negate the need to retain an appropriately qualified professional to determine government regulation compliance.
 - No survey of the property has been made. Any sketch in this report shows approximate dimensions and is included only to assist the reader of this report in visualizing the property. It is unreasonable to rely on this report as an alternative to a survey, and an accredited surveyor ought to be retained for such matters.
 - This report is completed on the basis that testimony or appearance in court concerning this report is not required unless specific arrangements to do so have been made beforehand. Such arrangements will include, but not necessarily be limited to: adequate time to review the report and related data, and the provision of appropriate compensation.
 - Unless otherwise stated in this report, the author has no knowledge of any hidden or unapparent conditions (including, but not limited to its soils, physical structure, mechanical or other operating systems, foundation, etc.) of on the subject property or of a neighbouring property that could affect the value of the subject property. It has been assumed that there are no such conditions. Any such conditions that were visibly apparent at the time of inspection or that became apparent during the normal research involved in completing the report have been noted in the report. This report should not be construed as an environmental audit or detailed property condition report, as such reporting is beyond the scope of this report and/or the qualifications of the author. The author makes no warranties or warranties, express or implied, regarding the condition of the property, and will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. The bearing capacity of the soil is assumed to be adequate.
 - The author is not qualified to comment on detrimental environmental, chemical or biological conditions that may affect the market value of the property appraised, including but not limited to pollution or contamination of land, buildings, water, groundwater or air which may include but are not limited to moulds and mildews or the conditions that may give rise to either. Any such conditions that were visibly apparent at the time of inspection or that became apparent during the normal research involved in completing the report have been noted in the report. It is an assumption of this report that the property complies with all regulatory requirements concerning environmental, chemical and biological matters, and it is assumed that the property is free of any detrimental environmental, chemical and biological conditions that may affect the market value of the property appraised. If a party relying on this report requires information about or an assessment of detrimental environmental, chemical or biological conditions that may impact the value conclusion herein, that party is advised to retain an expert qualified in such matters. The author expressly denies any legal liability related to the effect of detrimental environmental, chemical or biological matters on the market value of the property.
 - The analyses set out in this report relied on written and verbal information obtained from a variety of sources the author considered reliable. Unless otherwise stated herein, the author did not verify client-supplied information, which the author believed to be correct.
 - The term "inspection" refers to observation only as defined by CUSPAP and reporting of the general material finishing and conditions observed for the purposes of a standard appraisal inspection. The inspection scope of work includes the identification of marketable characteristics/amenities offered for comparison and valuation purposes only.
 - The opinions of value and other conclusions contained herein assume satisfactory completion of any work remaining to be completed in a good and workmanlike manner. Further inspection may be required to confirm completion of such work. The author has not confirmed that all mandatory building inspections have been completed to date nor has the availability/issuance of an occupancy permit been confirmed. The author has not evaluated the quality of construction workmanship or materials. It should be clearly understood that this visual inspection does not imply compliance with any building code requirements as this is beyond the professional expertise of the author.
 - The contents of this report are confidential and will not be disclosed by the author to any party except as provided for by the provisions of the CUSPAP and/or when property entered into evidence of a duly qualified judicial or quasi-judicial body. The author acknowledges that the information collected herein is personal and confidential and shall not use or disclose the contents of this report except as provided for in the provisions of the CUSPAP and in accordance with the author's privacy policy. The client agrees that in accepting this report, it shall maintain the confidentiality and privacy of any personal information contained herein and shall comply in all material respects with the contents of the author's privacy policy and in accordance with the PIPEDA.
 - The author has agreed to enter into the assignment as requested by the client named in this report for the use specified by the client, which is stated in this report. The client has agreed that the performance of this report and the format are appropriate for the intended use.
 - This report, its content and all attachments/addendums and their content are the property of the author. The client, authorized users and any appraisal facilitator are prohibited, strictly forbidden, and no permission is expressly or implicitly granted or deemed to be granted, to modify, alter, merge, publish (in whole or in part) screen scrape, exploit, reproduce, decompile, reassemble or participate in any other activity intended to separate, collect, store, reorganize, scan, copy, manipulate electronically, digitally manually or by any other means whatsoever this appraisal report, addendum, all attachments and the data contained within for any commercial, or other use.
 - If transmitted electronically, this report will have been digitally signed and secured with personal passwords to lock the appraisal file. Due to the possibility of digital modification, only originally signed reports and those reports sent directly by the author can be reasonably relied upon.
 - This report form is the property of the Appraisal Institute of Canada (AIC) and for use only by AIC members in good standing. Use by any other person is a violation of AIC copyright.
 - Where the intended use of this report is for financing or mortgage lending or mortgage insurance, it is a condition of reliance on this report that the authorized user has or will conduct lending, underwriting and rigorous due diligence in accordance with the standards of a reasonable and prudent lender or insurer, including but not limited to ensuring the borrower's demonstrated willingness and capacity to service his/her debt obligations on a timely basis, and to conduct loan underwriting or insuring due diligence similar to the standards set out by the Office of the Superintendent of Financial Institutions (OSFI), even when not otherwise required by law. Liability is expressly denied to those that do not meet this condition. Any reliance on this report without satisfaction of this condition is unreasonable.

ASSUMPTIONS, LIMITING CONDITIONS, DISCLAIMERS AND LIMITATIONS OF LIABILITY

I certify that, to the best of my knowledge and belief that:

- The statements of fact contained in this report are true and correct;
- The reported analyses, opinions and conclusions are limited only by the reported assumptions and limiting conditions and are my impartial and unbiased professional analyses, opinions and conclusions;
- I have no past, present or prospective interest in the property that is the subject of this report and no personal and/or professional interest or conflict of interest with respect to the parties involved with this assignment;
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment;
- My engagement in and compensation is not contingent upon developing or reporting predetermined results, the amount of value estimate, a conclusion favouring the client, or the occurrence of a subsequent event;
- My analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the Canadian Uniform Standards of Professional Appraisal Practice (CUSPAP);
- I have the knowledge and experience to complete this assignment competently, and where applicable this report is co-signed in compliance with the Canadian Uniform Standards of Professional Appraisal Practice (CUSPAP);
- No one has provided professional assistance to the member(s) signing this report.
 The following individual provided the following professional assistance:

PROPERTY IDENTIFICATION


ADDRESS **Off Wanda Crescent** CITY **Rothsay** PROVINCE **NB** POSTAL CODE _____
 LEGAL DESCRIPTION **Deed #42966029, PID 229526, PAN 4616722**

BASED UPON THE DATA, ANALYSES AND CONCLUSIONS CONTAINED HEREIN, THE MARKET VALUE OF THE INTEREST IN THE PROPERTY DESCRIBED,

AS AT **August 30 2022** (Effective Date of the Appraisal) IS ESTIMATED AT \$ **210,000**

AS SET OUT ELSEWHERE IN THIS REPORT, THIS REPORT IS SUBJECT TO CERTAIN ASSUMPTIONS AND LIMITING CONDITIONS, THE VERIFICATION OF WHICH IS OUTSIDE THE SCOPE OF THIS REPORT.

APPRAISER

SIGNATURE 
 NAME **Doug Ramier, CRA, P. App**
 AIC DESIGNATION/STATUS: Candidate Member CRA/P App AACIP App Membership # **222450**
 DATE OF REPORT/DATE SIGNED: **09/21/2022**
 PERSONALLY INSPECTED EXTERIOR OF THE SUBJECT PROPERTY: YES NO
 DATE OF INSPECTION: **August 30, 2022**
 LICENSE INFO (where applicable) **NBAREA #222450**

CO-SIGNING AIC APPRAISER (if applicable)

SIGNATURE _____
 NAME: _____
 AIC DESIGNATION/STATUS: CRA/P App AACIP App Membership # _____
 DATE OF REPORT/DATE SIGNED: _____
 PERSONALLY INSPECTED EXTERIOR OF THE SUBJECT PROPERTY: YES NO
 DATE OF INSPECTION _____
 LICENSE INFO: (where applicable) _____

NOTE: For this appraisal to be valid, an original or a password protected digital signature is required

NOTE: For this appraisal to be valid, an original or a password protected digital signature is required


SOURCE OF DIGITAL SIGNATURE SECURITY:

- ATTACHMENTS AND ADDENDA: ADDITIONAL SALES EXTRAORDINARY ASSUMPTIONS/LIMITING CONDITIONS NARRATIVE PHOTOGRAPHS
 MAPS SCOPE OF WORK

2023March13OpenSessionFINAL_130
RESIDENTIAL LAND APPRAISAL REPORT

REFERENCE:

FILE NO. 22-0715

CLIENT	CLIENT: Jeffrey W. Allan	APPRAISER	AIC MEMBER: Doug Ramier, CRA, P. App	 Appraisal Institute of Canada
	ATTENTION:		COMPANY: Appraisals (Fundy) Ltd.	
	ADDRESS:		ADDRESS: 29 Duke Street	
	E-MAIL:		E-MAIL: appraise@nb.aibn.com	
	PHONE:		PHONE: 506 634 1274 FAX:	

EXTRAORDINARY ASSUMPTIONS & LIMITING CONDITIONS

An extraordinary assumption is a hypothesis, either supposed or unconfirmed, which, if not true, could alter the appraiser's opinions and conclusions (e.g. an absence of contamination where such contamination is possible, the presence of a municipal sanitary sewer where unknown or uncertain). An extraordinary limiting condition is a necessary modification or exclusion of a Standard Rule which must be explained and justified by the appraiser (e.g. exclusion of one or more valuation approaches). The appraiser must conclude before accepting the assignment which involves invoking an Extraordinary Limiting Condition that the scope of the work applied will result in opinions and conclusions which are credible. Both must accompany statements of each opinion/conclusion so affected.

N/A.

EXTRAORDINARY ITEMS ADDENDUM

HYPOTHETICAL CONDITIONS

Hypothetical conditions may be used when they are required for legal purpose, for purposes of reasonable analyses or for purposes of comparison. Common hypothetical conditions include proposed improvements, completed repairs, rezoning, or municipal services. For every Hypothetical Condition, an Extraordinary Assumption is required. Following is a description of each hypothetical condition applied to this report, the rationale for its use and its effect on the result of the assignment.

N/A.

JURISDICTIONAL EXCEPTION

The Jurisdictional Exception permits the appraiser to disregard a part or parts of the Standards determined to be contrary to law or public policy in a given jurisdiction and only that part shall be void and of no force or effect in that jurisdiction. The following comments identify the part or parts disregarded, if any, and the legal authority justifying these actions.

N/A.

COMPARABLE PROPERTY PHOTO ADDENDUM
2023 March 30 Open Session INAL 121

Borrower: N/A	File No: 22-0715	
Property Address: Off Wanda Crescent	Case No:	
City: Rothesay	Prov: NB	P.C.:
Lender: Jeffrey W. Allan		



COMPARABLE SALE #1

Off French Village Road
Rothesay
Sale Date: June 29, 2021
Sale Price: \$ 115,000



COMPARABLE SALE #2

486 Bonney Road
Nauwigawuk
Sale Date: May 21, 2021
Sale Price: \$ 130,000



COMPARABLE SALE #3

Brookview Drive
Hampton
Sale Date: October 21, 2021
Sale Price: \$ 135,000

Borrower: N/A	File No 22-0715	
Property Address: Off Wanda Crescent	Case No.:	
City: Rothesay	Prov. NB	PC
Lender: Jeffrey W. Allan		



Road running parralel with Wanda Cres



Road running parralel with Wanda Cres



Road running parralel with Wanda Cres

Borrower: N/A	File No.: 22-0715	
Property Address Off Wanda Crescent	Case No.:	
City: Rothesay	Prov.: NB	P.C.:
Lender: Jeffrey W. Allan		



Subject site



Road running parallel with Wanda Cres



Rough in road

Borrower: N/A.	File No.: 22-0715	
Property Address: Off Wanda Crescent	Case No.:	
City: Rothesay	Prov: NB	P.C.:
Lender: Jeffrey W. Allan		



Rough in road



Road leading into subject site



Street View - Wanda Crescent

LOCATION MAP

Borrower: N/A	File No: 22-0715	
Property Address: Off Wanda Crescent	Case No:	
City: Rothesay	Prov: NB	P.C.
Lender: Jeffrey W. Allan		





2023March13OpenSessionFINAL_136

BUILDING PERMIT REPORT

2/1/2023 to 2/28/2023

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
02/07/2023	BP2022-00148	3 GREENBRIER ST	SINGLE FAMILY	\$500,000.00	\$3,625.00
02/28/2023	BP2023-00014	35 MONACO DR	ATTACHED GARAGE	\$30,000.00	\$217.50
02/14/2023	BP2023-00018	162 GONDOLA POINT RD	WINDOWS	\$6,800.00	\$50.75
02/22/2023	BP2023-00019	83 HAMPTON RD	INTERIOR RENOVATIONS - COMMERCIAL	\$40,000.00	\$290.00
Totals:				\$576,800.00	\$4,183.25
Summary for 2023 to Date:				\$857,050.00	\$7,220.50

2022 Summary

	<u>Value of Construction</u>	<u>Building Permit Fee</u>
Monthly total:	\$248,000.00	\$1,798.00
Summary to Date:	\$273,000.00	\$1,979.25



ROTHESAY

INTEROFFICE MEMORANDUM

TO : Mayor Grant & Council
 FROM : John Jarvie
 DATE : 8 March 2023
 RE : Capital Project – Status Report

The following is a list of 2023 capital projects, holdover 2019, 2020 and 2022 capital projects and the status of each along with a continuing project from 2016.

	PROJECT	BUDGET	\$ TO 31/12/22*	COMMENTS
2016	General Specification for Contracts	40,000	40%	Draft document under review by staff
2019	Trail & sidewalk connector Wells	\$1.62M	-	Subject to grants; estimate revised to current – land acquisition discussions with Province underway
	Secondary Plan road design	50,000	-	Wiljac – design underway
2020	Drainage Study	200,000	80%	Final Report Submitted -urgent deficiencies under construction
2021	WWTP Phase II design	600,000	89%	Preliminary Design in Review Stage
	Shadow Hill Court water	400,000		Preliminary design and cost estimates complete
2022	Turnbull Ct sewer replacm't Phase I	1,000,000	20%	Complete
	Fire Department Stn 2 Reno	1,250,000	50%	Approved by Municipal Capital Borrowing Board, budget adjustment made and increase approved by both Towns
	Intersection improvements Grove Avenue at Hampton Road	475,000	37%	Conduit and pole bases complete, awaiting delivery of poles and signals, expected in March
	Turnbull Ct sewer replacement Ph II	\$1.0M	50%	Tender awarded; EIA review underway
	Water quantity	100,000		pending
	Water model update	100,000		deferred
	Wells New Building	\$3.1M	30%	Construction Underway
	Hillsview water line replacement	50,000		Preliminary design complete, deferred
	2023 Street Resurfacing inc C&S	\$1.225M		Engineering Design award on March agenda
	Fleet	750,000		Vacuum Truck has been ordered
	Pickle Ball Courts Phase II	150,000		Tender on Agenda for award
	Parks Equipment	215,000		
	Recreation Master Plan	60,000		
	2023	Works Buildings	85,000	
Parks Equipment		215,000		
Arena Condenser		100,000		
McGuire Centre Repairs		30,000		
Town Hall – HVAC controls		40,000		
IT (software upgrades)		17,000		
Water Treatment Train expansion		630,000	10%	Purchased and on order - April 2024 delivery expected
Lagoon Dredging		\$1.32M		Considered part of the WWTF complex construction in revised funding application

* Funds paid to this date.

INTEROFFICE MEMORANDUM

TO : Mayor Grant and Council
FROM : John Jarvie
DATE : 9/03/2023
RE : Accommodation Levy By-law Revisions

Recommendation:

It is recommended Council give second reading to By-law 1-23 the Rothesay Accommodations Levy By-law.

Background:

At its February meeting Council gave first reading to By-law 1-23, the Rothesay Accommodation Levy Bylaw. Since that time, staff have reviewed the comments from the public meeting, received additional comments from two of the owners whose properties might be subject to the Bylaw and held a meeting with a third accompanied by staff from Envision Saint John.

Both Rothesay Netherwood School and the Villa Madonna Retreat House do not wish to be subject to the bylaw. RNS believes that the school does not meet the criteria for the Tourism Accommodation Levy since it is not readily available to the public (refer to 2h, 2j) and is focused on students (minors). The school is fully occupied by students from September to June. Any business that may occur in the summer months would also be focused in support of students (i.e. camps). The representatives of the Villa on behalf of the Roman Catholic Bishop state that its overnight visitors would not be drawn from the general public and would be there as members of the faith and involved in a Church-sponsored activity. It should be noted the facility is currently presented on the [Discover Saint John & the Towns by the Bay](#) webpage including the phrase: 'Comfortable private rooms with affordable rates'. The Villa also maintains a website extolling the virtues of the property for guests. We note the emphasis on serving the Roman Catholic community and understand there may be a change in the utilization of the property in future that could be relevant to consideration.

Staff observe that there are aspects of the activities on each property that may allude to the definition under this By-law and common to the other by-laws in the region but are persuaded that the *raison d'être* of each is outside the primary intent of the By-law. Accordingly, it is recommended to add a schedule to the By-law specifically excluding those two properties and perhaps others in future. (If the nature of the operations at either were to change in the future, Council could amend the Schedule accordingly.)

The owners of the other two properties are not necessarily contesting that their properties fit the definition in the By law. Rather, their concerns were for fairness and value (whether their properties would attract sufficient attention in the greater region). The fairness aspect was raised by both with respect to Air B&B's and similar businesses. This is a concern of many overnight accommodation proprietors and will be the topic of further discussion. Staff hope to have a discussion with one of the business owners prior to final reading and are suggesting second reading. Attached is a revised draft of By-law 1-23 for Council's consideration.

BY-LAW NO. 1-23

A BY-LAW OF THE MUNICIPALITY OF ROTHESAY FOR THE IMPOSITION OF A LEVY ON SHORT TERM ACCOMMODATIONS

The Council of Rothesay, under authority vested in it by the Local Governance Act (S.N.B. 2017, Chapter 18), Section 101.1 and amendments thereto enacts as follows:

TITLE

1. This by-law may be cited as the "Rothesay Accommodations Levy By-law".

DEFINITIONS

2. In this By-law:

- (a) "Act" means the Local Governance Act (S.N.B. 2017, Chapter 18), amendments thereto and regulations adopted thereunder;
- (b) "business day" means a day other than a Saturday, Sunday or statutory holiday in New Brunswick;
- (c) "By-law Enforcement Officer" means a By-law enforcement officer, a consultant or any other person or entity appointed under this By-law and designated by resolution of Council;
- (d) "Council" means the elected Mayor and Councillors of Rothesay;
- (e) "Councillor" means a Member of Council other than the Mayor;
- (f) "Levy" means the tourism accommodation levy collected pursuant to this By-law;
- (g) "Member" or "Members of Council" means any person elected to the Council;
- (h) "Operator" means a person, partnership or corporation who, in the normal course of its business, sells, offers to sell, provides or offers to provide tourism accommodation in Rothesay;
- (i) "Rothesay" means the town of Rothesay, as established by *New Brunswick Regulation 85-6*, under the Act (Section 196),
- (j) "Tourism Accommodation" means any premises operated to provide, for remuneration, temporary sleeping accommodation for the public for a continuous period not exceeding 31 days, and includes hotels, motels, inns, bed and breakfasts, resorts, hostels, campgrounds consisting of tents, yurts, cabins and trailer sites, buildings owned or operated by a post-secondary institution, any other facility or building which contains rooms offered as accommodations or rental units and dwelling units that are offered as lodgings; and for greater certainty does not include those properties listed in Schedule A.
- (k) "Town" means the town of Rothesay, as established by *New Brunswick Regulation 85-6*, under the Act (Section 196),

INTERPRETATION

3. Rules for interpretation of the language in this By-law are as follows.
 - (a) Captions, article and section names and numbers appearing in this By-law are for convenience of reference only and have no effect on its interpretation,
 - (b) Where the context requires, the singular shall be taken to also mean the plural and references to the male or female gender shall be taken to include the other,
 - (c) Each reference to legislation in this By-law is printed in *Italic font*; the reference is intended to include all applicable amendments to the legislation, including successor legislation. Where this By-law references other By-laws of Rothesay, the term is intended to include all applicable amendments to those By-laws, including successor By-laws.
 - (d) The requirements of this By-law are in addition to any requirements contained in any other applicable By-laws of Rothesay or applicable provincial or federal statutes or regulations.
 - (e) If any section, subsection, part or parts or provision of this By-law, is for any reason declared by a court or tribunal of competent jurisdiction to be invalid, the ruling shall not affect the validity of the By-law as a whole, nor any other part of it.

APPOINTMENT OF BY-LAW ENFORCEMENT OFFICERS

4. Council may, for the purposes of the administration and enforcement of this By-law, appoint By-law enforcement officers who may exercise such powers and perform such duties as may be set out in this By-law or the Local Governance Act.

APPLICATION OF LEVY

5. A levy of 3.5% of the purchase price of tourism accommodation shall be imposed by Operators in Rothesay.

COLLECTION OF LEVY

6. Operators shall collect the levy from the purchaser at the time the tourism accommodation is purchased and shall remit the levy to the By-Law Enforcement Officer at the times and in the manner set forth in this By-law.

SEPARATE LINE ITEM FOR LEVY

7. An operator shall include on every invoice and receipt for the purchase of tourism accommodation a separate line item for the amount of the Levy imposed pursuant to section 5.

EXEMPTIONS

8. The Levy shall not apply to:

- (a) a student who is accommodated in a building owned or operated by a post-secondary educational institution while the student is registered at and attending a post-secondary educational institution; and
- (b) a person who is accommodated in a room for more than 31 consecutive days.

REPORT ON LEVY

9. Reports related to the collection of the Levy shall be submitted as follows.

- (a) Subject to subsection (b), unless otherwise provided, all Operators shall submit to the By-Law Enforcement Officer, in a form acceptable to Rothesay, a monthly report detailing the tourism accommodation sales and Levy collected.
- (b) The By-Law Enforcement Officer may at any time require an Operator to provide a report of sales and levy collected for any period.
- (c) The report referred to in subsection (a) shall be submitted by an Operator for each place of business of that Operator, unless the By-Law Enforcement Officer has agreed that the operator may submit a single consolidated report for all its places of business.
- (d) The report referred to in subsection (a) shall be submitted to the By-Law Enforcement Officer no later than the 20th day of the month following the month in which the levy was collected by the operator.

REMITTANCE OF LEVY

10. The Levy collected by an Operator shall be remitted to the By-Law Enforcement Officer in accordance with the following.

- (a) The Levy collected by an Operator shall be remitted to the By-Law Enforcement Officer no later than the last day of the month following the month in which the Levy was collected.
- (b) If an Operator did not collect any Levy during a given month, that Operator shall nevertheless submit a report to the By-Law Enforcement Officer to that effect in a form acceptable to the By-Law Enforcement Officer.
- (c) Where an Operator ceases to carry on or disposes of its business, said Operator shall submit the monthly report contemplated at section 9 and remit the levy to the By-Law Enforcement Officer within 20 business days of the date this Operator ceases to carry on or disposes of its business.

RECORDS

11.(1) An Operator shall keep books of account, records and documents sufficient to furnish the By-Law Enforcement Officer with the necessary particulars of:

- (a) sales of tourism accommodation,
 - (b) amounts of levy collected, and
 - (c) remittance of levy
- 11.(2) All entries concerning the Levy in such books of account, records and documents shall be separate and distinguishable from other entries made therein.
- 11.(3) Every operator shall retain any book of account, record or other document referred to in this section for a minimum of 6 years following the date on which said documents were created.
- 11.(4) The By-Law Enforcement Officer may, at any time, inspect and audit all books, records, accounts, transactions and other documents of an Operator and require an Operator to produce copies of any document or record it deems necessary for the purposes of administering and enforcing this By-law.

CALCULATION OF LEVY

12. Where an operator sells tourism accommodation in combination with meals and other specialized services in the form of an all-inclusive package, the purchase price of the all-inclusive package shall be deemed to be the purchase price of the tourism accommodation for the purpose of calculating the levy pursuant to section 5 hereof.

REFUND OF LEVY COLLECTED IN ERROR

13. If the By-Law Enforcement Officer is satisfied that an operator has remitted to the By-Law Enforcement Officer an amount as collected Levy that the operator neither collected nor was required to collect under this By-law, the By-Law Enforcement Officer shall refund this amount to the operator.

INTEREST

14. Interest is payable to the By-Law Enforcement Officer on the levy to be collected and remitted under this By-law at the rate of 1.5% per month on all levies not paid on the prescribed date.

LIEN

15. Any levy payable under this By-law and interest thereon owed to Rothesay shall, until they are fully paid, form a lien and charge against the operator's lands, and Rothesay may file with the Land Registry Office a notice to that effect.

ENFORCEMENT

16. (1) By-law Enforcement Officers are hereby authorized to carry out any inspection necessary for the administration or enforcement of this By-law.
- 16 (2) By-law Enforcement Officers are hereby authorized to take such actions, exercise such powers and perform such duties as may be set out in this By-law or in the Local Governance Act and as they may deem to be necessary to enforce any provision of this By-law.

OFFENCES

- 17. (1) A person who violates any of the provisions of this By-law is guilty of an offence and liable on conviction to a fine of \$500.00.
- 17 (2) If an offence continues for more than one day, the fine established at subsection (1) shall be multiplied by the number of days during which the offence continues.

ADMINISTRATIVE PENALTIES

- 18. (1) A By-law Enforcement Officer may require an administrative penalty to be paid with respect to a violation of any provision of this By-law as set out in subsection 18(2).
- 18 (2) A person who violates any provision of this By-law may pay to a By-law Enforcement Officer within 30 business days from the date of such violation an administrative penalty of \$250.00, and upon such payment, the person who committed the violation is not liable to be prosecuted therefor.

EFFECTIVE DATE

- 19. This By-law comes into effect on June 1st, 2023.

FIRST READING BY TITLE	<u>February 13th, 2023</u>
SECOND READING BY TITLE	_____
READ IN ITS ENTIRETY	_____
THIRD READING BY TITLE AND ENACTMENT	_____

Nancy Grant, Mayor

Mary Jane Banks, Clerk

SCHEDULE A

PROPERTY NAME	CIVIC ADDRESS	PID
Villa Madonna	115 Villa Madonna Drive	233189
Rothesay Netherwood School	40 College Hill Road	97204



KENNEBECASIS REGIONAL POLICE FORCE/ FORCE DE POLICE RÉGIONALE KENNEBECASIS

ADDRESS ALL CORRESPONDENCE TO/
ADDRESSER TOUTE CORRESPONDANCE À:
CHIEF OF POLICE/CHEF DE POLICE
126 Millennium Drive/126 rue Millennium
Quispamsis, NB E2E 6E6

STEVE GOURDEAU
CHIEF OF POLICE
CHEF DE POLICE

Tel: (506) 847-6300
Fax/Facsimile: (506) 847-6301
Admin: (506) 847-6313
E-mail/Courriel: krfadmin@nbpolice.ca
www.kennebecasisregionalpolice.com

Mayor Nancy Grant, and Council
Town of Rothesay
70 Hampton Road
Rothesay, NB, E2E 5L5

Re: Safer Roadways – Safer Communities
Safety issue on Sierra Ave, Rothesay, NB
An Open Letter to Mayor and Council

Your Worship, Council Members,

We recently completed a new Strategic Plan, the road map that will guide our policing service over the next 5 years. We conducted consultation with several groups through various means including an in-person evening with several resident families from Sierra Avenue. When we asked those in attendance what they expected from their police service, the responses varied except for one. All agreed that there is a serious issue concerning traffic and visibility on Sierra Avenue, and how this affects the safety of the many children in the area.

There are over 120 families living on Sierra Avenue, including “new comers”. It is estimated that there are well over 150 children within those families. The speed limit maybe seen as being adequate and the last Vehicle Count Study of November 2021 did not surface a so-called speed problem. However, I would suggest that the data and the posted speed limit do not accurately reflect the public safety issue caused by the fact that a large number of children run back and forth across the street, particularly between 11 and 14 Sierra Avenue, at various times of the day. There is also poor visibility between 11 and 21 Sierra Avenue. There is lighting at both ends of that particular stretch of the Avenue but for some reason, that does not seem to suffice. I have driven there during an overcast and dark night and found that I could not risk driving at the posted speed limit by fear of not being able to react in time should I come across a pedestrian.

The KRPF has taken a proactive approach interacting with families living on Sierra Avenue with extra foot and traffic patrols, pancake breakfasts, BBQ events, education and support work. If there is only one thing I learned from our in-person consultation in October 2022 with the many families from Sierra Avenue, was that no matter where one lives and works, one’s level of education, health or wealth, all want their children and grandchildren to be safe and they want to feel safe.

Traffic safety remains a priority for the KRPF. I firmly believe in the basic fact that a competent and active Traffic Enforcement Unit is critical to further enhance public safety in the community. Our traffic unit has been visible on Sierra Avenue however, the feeling by residents of not being safe persists. We can't do it alone, we need your help.

Your Worship, Members of Council, with spring fast approaching, I respectfully ask that you give consideration to installing additional lighting between 11 and 21 Sierra Avenue and installing traffic calming devices such as speed bumps or other types between 14 and 11 Sierra Avenue.

Respectfully submitted.

A handwritten signature in blue ink, appearing to read "Steve Gourdeau".

Steve Gourdeau, Chief
Kennebecasis Regional Police Force.



ROTHESAY

INTEROFFICE MEMORANDUM



TO : Mayor Grant & Rothesay Council
 FROM : John Jarvie
 DATE : 9/03/2023
 RE : Borrowing Application for a Wastewater Treatment Plant

Recommendation:

Staff recommend that Council pass the following resolutions:

Be it resolved that the Municipality of ROTHESAY submit to the Municipal Capital Borrowing Board an application for authorization to borrow money in an amount not to exceed \$10,000,000 for the following:

Purpose	Term	Amount
NAME OF FUND: Utility		
Waste Water Treatment Facility		
Building	20 YRS	\$1,500,000
Equipment	30 YRS	\$ 8,500,000

And

Be it resolved that the Municipality of ROTHESAY submit to the Municipal Capital Borrowing Board an application for authorization to borrow money in an amount not to exceed \$10,000,000 for the following:

Purpose	Term	Amount
NAME OF FUND: Utility		
Waste Water Treatment Facility		
Interim financing	5 YRS	\$10,000,000

Background:

Staff are cautiously optimistic that approval will soon be received for the increased amount for the wastewater treatment plant project. In order to expedite this process, it is recommended that an application to the Municipal Capital Borrowing Board proceed as soon as possible once confirmation of the funding from the other orders of government is received.

Attached is a detailed memorandum from the Treasurer In support of these recommendations. and outlining the process and amounts.



ROTHESAY MEMORANDUM



TO : John Jarvie
 FROM : Doug MacDonald
 DATE : March 6, 2023
 RE : MCBB Application

The town is considering a loan application to the MCBB regarding Phase 2 of the Waste Water Treatment Facility project. I understand the estimated cost of Phase 2 is approximately \$32,000,000 of which funding is expected from the federal and Provincial Governments for 70% or more of the project.

The Rothesay portion of the aggregate cost being in the range of \$9,600,000, to be financed via long term debt. While the final details are not available to complete a full application there is also a desire to proceed as soon as possible. Due to the timing of MCBB hearings it will be necessary to make a formal application on or before April 5th to be considered at the hearing scheduled for May 8, 2023.

Therefore, I recommend we request a motion from Council, acknowledging that the full details of the application will be provided at a later date, as follows:

Be it resolved that the Municipality of ROTHESAY submit to the Municipal Capital Borrowing Board an application for authorization to borrow money in an amount not to exceed \$10,000,000 for the following:

Purpose	Term	Amount
NAME OF FUND: Utility		
Waste Water Treatment Facility		
Building	20 YRS	\$1,500,000
Equipment	30 YRS	\$ 8,500,000

The funding from the Federal and Provincial Government programs is received periodically as the project progresses upon the submission of receipts for eligible expenditures. This process results in the town using its cash resources with reimbursement a number of weeks or months later. Should the project proceed the town does not have sufficient resources available to finance the cash flow requirements associated with the project. Therefore, it will be necessary to obtain interim financing to meet the cash flow requirements. The interim financing is repaid with the grant proceeds.

ROTHESAY

TO: John Jarvie

FROM: Doug MacDonald **2023March13OpenSessionFINAL_149**

RE: MCBB Application

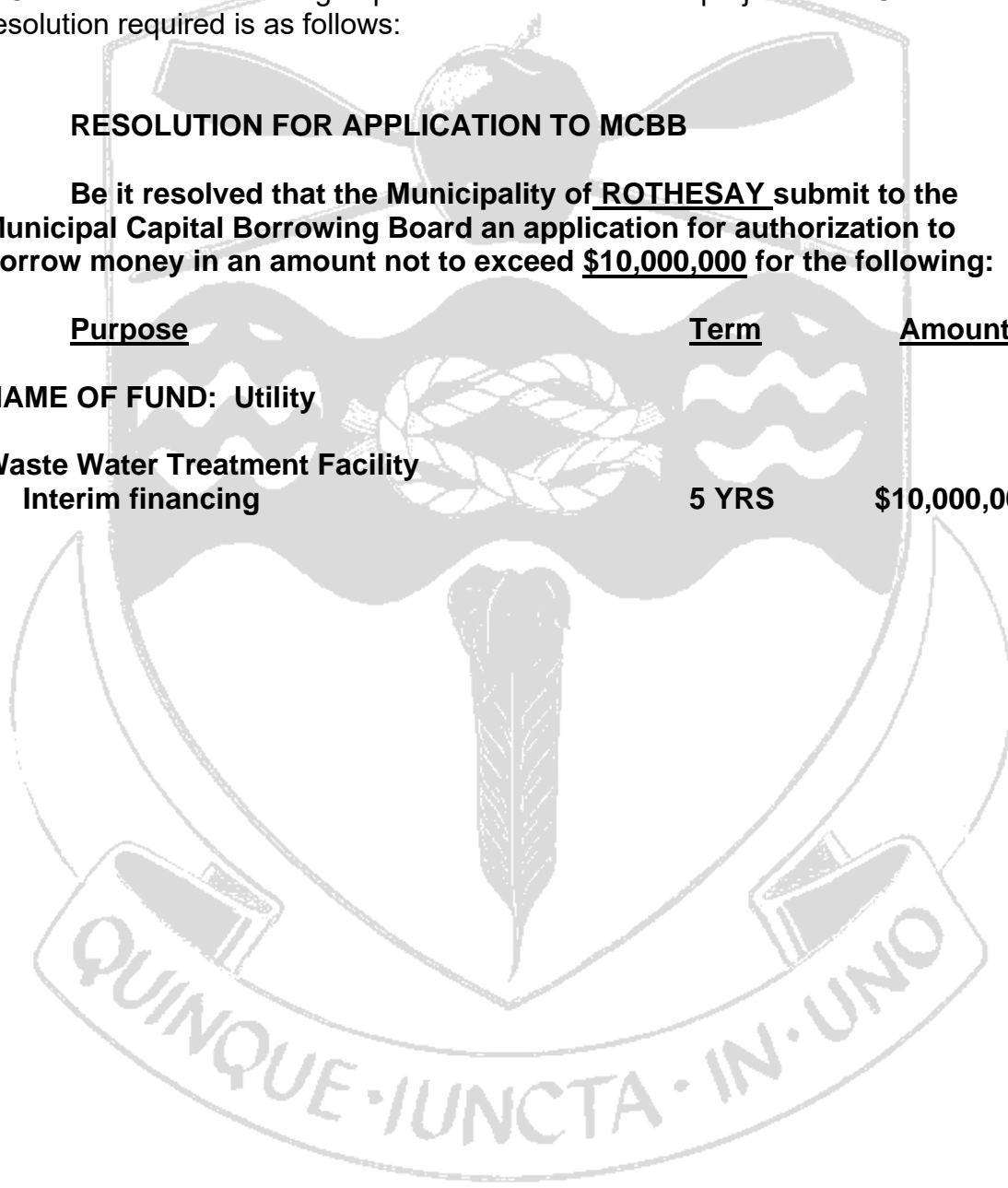
March 6, 2023

Interim financing is obtained via a line of credit with our financial institution. The Municipalities Act does not permit us to obtain such a line of credit without first obtaining Ministerial approval. I recommend an application be submitted to the MCBB for interim financing to provide cash flow for the project. The Council resolution required is as follows:

RESOLUTION FOR APPLICATION TO MCBB

Be it resolved that the Municipality of ROTHESAY submit to the Municipal Capital Borrowing Board an application for authorization to borrow money in an amount not to exceed \$10,000,000 for the following:

<u>Purpose</u>	<u>Term</u>	<u>Amount</u>
NAME OF FUND: Utility		
Waste Water Treatment Facility		
Interim financing	5 YRS	\$10,000,000

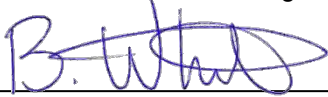




70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
March 13th, 2023

TO: John Jarvie, Town Manager

SUBMITTED BY: 
Brian White, Director of Planning & Development Services

DATE: Thursday, March-09-23

SUBJECT: REAL PROPERTY DATA DISTRIBUTION AGREEMENT – (Subscriber Agreement)

RECOMMENDATION:

It is recommended that Rothesay Council consider the following Motion:

Rothesay Council HEREBY authorizes the Mayor and Clerk to enter into a Real Property Data Distribution Agreement with Service New Brunswick to receive and utilize Real Property Data.

BACKGROUND:

In the summer of 2020, a communication from Service New Brunswick (SNB) was sent to municipal administrators and Government departments to inform them of the upcoming modernized PLANET Real Property Information Browser and the changes in the charging model. In the notice, SNB mentioned that a review of agreements which provided data and access to real property information would be reviewed.

To access the real property information, a self-serve extraction tool for municipalities has been in place since January 1, 2023. It requires a paid subscription to PLANET at \$125 per month. The courtesy PLANET accounts that were provide to municipal organizations, under the Georeferenced Civic Address Database agreements, were terminated as of January 1, 2023. These agreements had been expired for many years; and Service NB had extended these as a courtesy.

The attached DRAFT agreement provides Rothesay with access to the Real Property Data which includes data, which is imported into the Town's GIS, mapping system.

ATTACHMENTS

Attachment A – Real Property Data Distribution Agreement with Service New Brunswick

REAL PROPERTY DATA DISTRIBUTION AGREEMENT – SUBSCRIBERS

THIS AGREEMENT dated this _____ day of _____, _____.

BETWEEN:

SERVICE NEW BRUNSWICK, a Crown corporation of the Province of New Brunswick (hereafter referred to as "SNB")

- and -

[Name of Client] a body corporate, (hereinafter referred to as "User")

AS SNB owns and maintains the digital cadastre known as PLANET including all information contained and presented therein; and

AS the User is a government department or crown Corporation of the Province of New Brunswick, a local government as defined in the *Local Governance Act* (S.N.B. 2017, c.18), or a regional service commission as defined in the *Regional Service Delivery Act* (S.N.B. 2012, c.37); and

AS the User has purchased a PLANET subscription under PLANET **Client #** for good and valuable consideration, the receipt of which is acknowledged;

NOW THEREFORE in consideration of the covenants and conditions contained herein, the parties agree as follow:

1. DEFINITIONS

In this Agreement or in any amendments hereto, the following terms shall have the following meanings:

"Agreement" means this Agreement including the Schedules and any amendment hereto in writing signed by all the parties hereto;

"Comma-separated values" means a delimited text file which uses a comma to separate tabular data fields across each record or row within the file.

"Data" means real property attribute information for active and inactive parcels maintained by the Land Registry Unit of Service New Brunswick in digital form;

"Deliverables" means the Data and associated Digital Property Mapping for all parcels within the geographic extents defined herein;

"Digital Property Mapping" means the approximate graphical representation of active parcels maintained by the Land Registry Unit of Service New Brunswick;

"PLANET" means the electronic cadastre maintained by SNB and available to the public;

2. USE OF DELIVERABLES

2.1 The User intends to use the Deliverables internally to support [explanation of planned use of Deliverables].

3. GEOGRAPHIC EXTENT

3.1 This Agreement applies only to those Deliverables for real property located within the following geographic extents:

(a) Province of New Brunswick OR applicable counties

4. USER OBLIGATIONS

4.1 The User agrees to maintain their monthly PLANET subscription for the term of this agreement and compensate SNB for same in accordance with the applicable PLANET fee schedule.

5. SNB OBLIGATIONS

- 5.1 SNB agrees to deliver to the User the Deliverables as set out in Schedule "A" attached hereto applicable to the geographic extents as provided in Article 3.
- 5.2 Deliverables will be available to the user monthly via a PLANET portal.
- 5.3 If the Deliverables are unavailable for any reason, SNB will use all reasonable efforts to remedy the delay as quickly as possible. However, SNB shall not be liable to the User for any delay or failure to transmit the Deliverables, regardless of cause.

6. OWNERSHIP AND LIMITATIONS

- 6.1 SNB will retain sole ownership rights to the Deliverables.
- 6.2 The User shall have an unlimited, but not exclusive, right to use the Deliverables and in the case of a corporation, this right shall not extend to affiliates of the User as defined in the *Business Corporations Act* (S.N.B. 1981, c. B-9.1).
- 6.3 The User shall have an unlimited, but not exclusive, right to create value-added products from the Deliverables.
- 6.4 The User may not give, loan, lease, sell or otherwise make the Deliverables available to any other party in its original form or as part of a value-added product without negotiating a licensing agreement with SNB.
- 6.5 The User shall not use the Deliverables for purposes other than those stated in Article 2 without first having obtained the written approval of SNB.
- 6.6 The User shall immediately notify SNB of any unauthorized use or unauthorized disclosure of the Deliverables or any portion thereof by the User, its employees, associates, servants, agents or any third party.
- 6.7 The provisions of this article shall continue to bind the User notwithstanding the expiration or termination of this Agreement.

7. ASSIGNMENT

- 7.1 The rights and liabilities of this Agreement are not assignable by the parties without the prior written consent of the other.
- 7.2 If the User undergoes a change in either ownership or organization, this agreement shall be come null and void.

8. LIABILITY AND INDEMNITY

- 8.1 While the Deliverables may not be free from error or omission, care has been taken to ensure the best possible quality. All Deliverables under this Agreement are provided "as is" without any representations, warranties, guarantees or conditions, of any kind, whether express or implied, statutory or otherwise, including but not limited to, warranties as to accuracy, completeness, currency, reliability, timeliness, legality, suitability, security, quality, title, or fitness for a particular purpose, or those arising out of a course of dealing or usage of trade.
- 8.2 The use of the Deliverables is at the risk of the User and SNB assumes no liability or responsibility pertaining to the content, the User's use of the Deliverables, or the receipt, storage, transmission, or other use thereof.
- 8.3 The User acknowledges that the Digital Property Mapping is a graphical representation of property boundaries which approximates the size, configuration and location of properties. It is not a land survey and is not intended to be used for legal purposes, including descriptions, or to calculate exact dimensions or parcel areas.
- 8.4 The User shall indemnify, hold harmless and defend SNB from and against all claims, losses, damages, expenses, actions and other proceedings made, sustained, brought, prosecuted, threatened to be brought or prosecuted in any manner, based upon, occasioned by, attributable to, or arising from the use of the Deliverables or from errors, deficiencies or faults therein, whether such damage is caused by negligence or otherwise.

9. TERM

- 9.1 The parties agree that this Agreement shall commence **DEFINE DATES OF TERM** unless terminated earlier in accordance with Article 10 of this Agreement.
- 9.2 The Agreement may be renewed for one or more additional terms.

10. TERMINATION

- 10.1 The parties may terminate this Agreement at any time provided the decision to terminate is mutually consented to in writing.
- 10.2 If either party is in breach of any of its obligations under this Agreement, the other party may give notice in writing of the breach to the defaulting party and request the latter to remedy it. If the party in breach fails to remedy the breach within twenty (20) days after the date of delivery of such written notice, then this Agreement may be terminated immediately by further written notice of termination given by the complaining party.
- 10.3 SNB may terminate this agreement by written notice to take effect immediately upon receipt of it by the User if:
 - (a) the User is in breach of Articles 4 or 6 of this Agreement; or
 - (c) the User attempts to assign or cede any interest in this agreement without the prior written consent of SNB.

11. NOTICES

Wherever in this Agreement notice is required or permitted to be given or served by either party to or on the other, the notice shall be in writing and shall be delivered personally to the authorized designate or sent by prepaid, registered mail, or by email, and each such notice shall be deemed given on the date of delivery namely three (3) days after mailing in the case of mail and two (2) hours after sending in the case of email transmission sent during normal business hours. No notice may be given by mail during a real or apprehended mail strike in Canada. The specified addresses may be changed from time to time by either party by notice as above provided.

To the User	To SNB
Client Account Number: NUMBER	Authorized designate of SNB
xxxx	Charles-Henri Boutot Lincoln Place P.O. Box 1998 Fredericton, NB E3B 5G4

12. GENERAL CONDITIONS

- 12.1 Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes all previous agreements, arrangements, or understandings between the Parties hereto whether written or oral, in connection with or incidental to the real property attribution information and digital property mapping.
- 12.2 Governing law. This Agreement shall be governed by and construed in accordance with the laws of the Province of New Brunswick and the laws of Canada in force therein.
- 12.3 Interpretation. It is hereby agreed that where the context requires, words in the singular include the plural, and words in the plural include the singular and words imparting the masculine gender include the feminine and neuter genders.
- 12.4 Invalidity of provision. The invalidity or unenforceability of any provision of this Agreement or any covenant in it shall not affect the validity or enforceability of any other provision or covenant in it and the invalid provision or covenant shall be deemed to be severable.
- 12.5 Force Majeure means a delay in the performance of Obligations occurring without the fault or negligence of either party, which delay both parties could not have reasonably foreseen, caused by events beyond the control of either party.
- In the event of a "Force Majeure", the time for fulfilling the obligations which have been delayed shall be extended by a period equal to the delay so caused. SNB may terminate this Agreement if the event of Force Majeure exceeds a period of 60 days.
- 12.6 Amendment. No modification of this Agreement is valid unless set out in writing by the parties.
- 12.7 Language. The parties have required that this Agreement and all documents relating thereto be drawn-up in English. Les parties ont demandé que cette convention ainsi que tous les documents qui s'y rattachent soient rédigés en Anglais.
- 12.8 Time of the Essence. Time shall be of the essence of this Agreement.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the date written below.

SERVICE NEW BRUNSWICK.

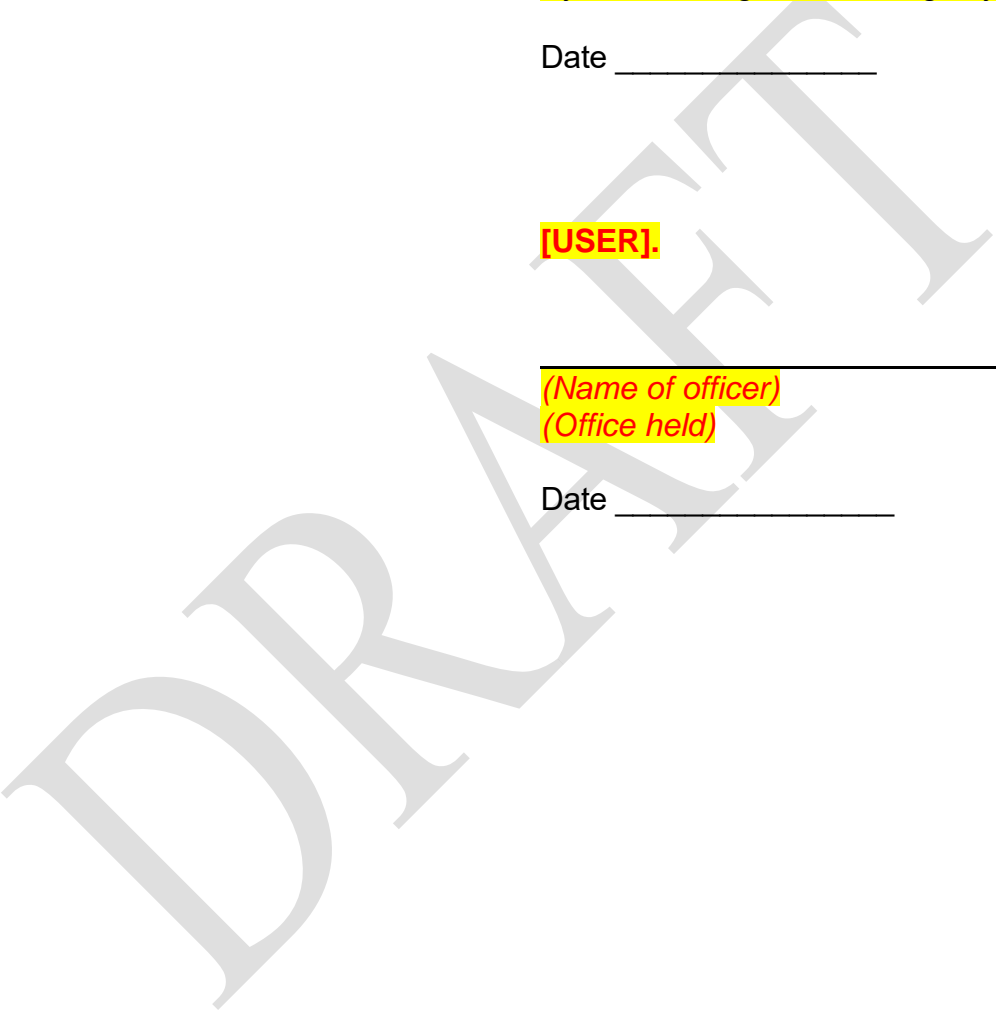
Charles-Henri Boutot
System Manager, Land Registry

Date _____

[USER].

(Name of officer)
(Office held)

Date _____



SCHEDULE "A"

DELIVERABLES

1. Standard Deliverables

1.1 The Deliverables referred to in the Agreement consist of:

(a) real property attribute information (Data) for active and inactive parcels maintained by the Land Registry Unit of SNB as a set of nineteen (19) distinct files per county in comma separated value (.csv) format; and

(b) The Digital Property Mapping files can be downloaded with the DPM download app which can be found here: <http://geonb.snb.ca/dd/index.html>
The Digital Property Mapping files can also be downloaded from the following - <https://geonb.snb.ca/downloads/dpm/>

1.2 The Data will include the following one-hundred-and-five (105) real property attributes:

Attribute (Computer Name)	Attribute Description
ACTIVE_DATETIME	The date the PID for this parcel was activated.
ADDRESS_1	Indicates the first line of the mailing address.
ADDRESS_2	Indicates the second line of the mailing address.
ADDRESS_3	Indicates the third line of the mailing address.
ADDRESS_4	Indicates the fourth line of the mailing address.
ADMIN_COUNTY	The county responsible for the graphics and attributes related to a PID and the county from whose range of PIDs the PID is created.
AREA	This field contains a value which indicates the area of the parcel in square metres.
AREA_SOURCE	The field contains a 2-digit numeric field which describes the source of the data contained within the Area/Volume field.
BOOK	This field contains the Registry Office Volume (Book) Identifier within which the registered instrument was stored.
CIVIC_NUM	A civic number assigned to a land parcel as part of a civic address.
CIVIC_NUM_SUFF	A civic number extension used with a civic number assigned to a parcel to uniquely identify a civic location (e.g. A).
CLASS	This field contains a code that describes the type of action taken against a property (e.g. a new PID created by a subdivision plan).
COMMENTS	Comment field used to capture additional relevant information.

COUNTRY_CD	This field contains a code which describes the country in which an interest holder resides.
COUNTY_CD	This field contains a unique 2-digit County Code indicating a County within New Brunswick in which the land parcel is located.
CTY_CD	Duplicate field – this is the same as COUNTY_CD.
DESIGNATION	This field contains information describing any special designations of interest holders (e.g. Jr, Sr, Dr).
DISCHARGE_FLAG	This field contains a code that indicates whether the registered document has been discharged.
DOC_PROBLEM_CD	Document Problem Code is the field which contains a code which describes any problems associated with the registration of this document.
ENTERPRISE_NAME	This field contains information identifying interest holders that are enterprises rather than individuals.
ENTERPRISE_SUB_TYPE	This field contains a code that describes the type of enterprise that has an ownership interest in the property.
FAX_IMAGE_TRK_NUM	This field contains the unique identifier number assigned to the faxed image of the PLANET document.
FILING_REFERENCE	This field contains information to identify where instruments have been filed (e.g. filing cabinet drawer, bin #).
FIRST_NAME	This field contains the first name of interest holders when that interest holder is an individual.
HARMONIZATION_STATUS	Indicates whether or not the information for a PID has been harmonized or verified against the information for the PAN in the Property Assessment File.
ID	A unique record identifier that is used as the primary record index key within most PLANET data tables.
INSTRUMENT_DATETIME	The date and time associated with the creation or extension of the non-registered instrument
INSTRUMENT_NUM	Unique number assigned to document being registered.
INSTRUMENT_SUFF	Field used to create a unique identifier in cases where INSTRUMENT_NUM are duplicated.
INTEREST_TYPE	Code describing type of ownership acquired by individual or enterprise (e.g. lease, owner, estate).
LAND_RELATED_CD	A code that indicates whether a PID is representing a parcel of land or some other transferable entity such as a condominium unit, a water lot, etc.
LAND_TITLES_DATETIME	This field contains information describing when the parcel was converted from the registry system to land titles.
LAND_TITLES_STATUS	A code indicating the status of a parcel with respect to the Land Titles Registry (e.g. Not land titles, Pending land titles, Land titles).
LANG_OF_INSTRUMENT	The language, English, French, or both, in which an instrument was received.
LAST_NAME	This field contains the last name of an interest holder when that interest holder is an individual.
LAST_UPDATE_DATETIME	This field contains the date and time when the parcel information was last updated.
LOCATION	This field contains information describing where the registered plan is located.
LOT_VALUE_1	Duplicate field – this is the same as LOT_VALUE1.
LOT_VALUE_2	Duplicate field – this is the same as LOT_VALUE2.

LOT_VALUE1	This is the numeric or alpha identifier for the parcel created on a plan and is used on combination with "Lot Code 1" to identify the lot.
LOT_VALUE2	This is the numeric or alpha identifier for the area or sub-unit on a plan and is used in combination with "Lot Code 2" to identify the lot.
MANAGEMENT_UNIT	Field identifies the management unit file for the digital property map database which wholly contains the parcel.
MANNER_OF_TENURE_CD	The type of title held by owners of a parcel, as conveyed to them as Grantees in transfer, or deed (e.g. joint tenants, tenants in common).
MIDDLE_NAME	This field contains the middle name of interest holders when that interest holder is an individual.
NAME	The name of an individual or enterprise possessing title for the subject piece of property on a plan (e.g. ABC Company Ltd.)
NEIGHBOURHOOD	This field contains a code for the assessment neighborhood within a Tax Authority (District). A neighbourhood is a geographic area of assessment administration forming part of a Taxing Authority which is characterized by a homogeneity of property type or age, is logically demarcated by streets or natural boundaries, or contains some other administrative or distinguishing characteristics separating it from adjoining neighbourhoods.
NR INSTRUMENT_NUM	Not available
NR INSTRUMENT_SUFF	Not available
ORIENTATION_CD	Identifies the north point reference and format of a plan.
PAGE	The page number of an instrument as it is stored in the books at a Registry Office.
PAN	This is the unique identifier in the assessment database for a property account that may be comprised of one or more parcels.
PAN_CODE_ID	Denotes either the type of account in PATS or that a parcel is exempted from PATS for some reason (e.g. public roadway).
PAR_CD	This field contains a 2-digit Parish Code indicating the parish within a county in which the parcel is located.
PARCEL_LOCATION	The "physical" location of a parcel of property.
PI_OITC_CD	Old LORIS system instrument type code. A parcel indexing code from a legacy system.
PI_PAR_PID	Duplicate field – this is the same as PID.
PI_PAR_PID_PAR1	Listed of related PIDs.
PID	Parcel Identifier, an 8-digit number that uniquely identifies each parcel within the Province of New Brunswick.
PID_DESCRIPTOR_FLAG	Flag is set to Yes to identify the plan which forms the legal description of the parcel.
PLAN_NAME	The name assigned to a plan filed at a Registry Office (e.g. ABC Company Ltd. Subdivision).
PLAN_NUM	This field contains a unique number assigned to a plan stored at a Registry Office.
PLAN_PROB_CD	This field indicates the type of problem identified (if any) when the plan was registered.
PLAN_SUFF	Alpha extension to the plan number to define uniqueness or filing conventions for the plan.
PLC1_CD	This is the text description for the type of parcel created (e.g. lot, parcel or unit).

PLC2_CD	This field is text description of the area or sub-unit of the plan which the parcel is contained in (e.g. tier, block, level, tract).
PLN_CD	Code identifying city, town, village or other place name in which the parcel is located.
PNITC_CD	Non-registered instrument type code. Document or plan received from a government department, or an individual or enterprise, that has not been registered in the Registry Office, but affects parcel attributes or graphic file composition. Example: Order in Council.
PNOC_CD	The code assigned to the office where the instrument is filed.
PNRI_ID	Pointer to non-registered instrument table. This field contains the key of the associated record within the NRI data table.
POSTAL_CODE	The postal code component of the mailing address for the first parcel interest holder.
PROBLEM_CD	This field contains a code which describes any problem associated with registration of instrument.
PROV_CD	A numeric code assigned to uniquely identify a province or territory of Canada.
PTA_CD	Tax Authority (TA) Code, indicates municipal or Local Service District boundaries.
QUALIFIER	This field contains qualifying information about interest type (e.g. in trust, estate).
REGISTRATION_DATETIME	This field contains information describing the date and time of registration of the document/plan.
REGISTRATION_STATUS	Registration status code indicates the status of registration process.
REGISTRATION_SYSTEM	Registration system code indicates whether an instrument is registered in the Registry system or the Land Titles system (e.g. registry or land titles).
RETIRED_DATETIME	This field contains information describing the date and time when a PID is retired.
RI_ID	Pointer to registered document table. This field contains the key of the associated record within the DOC data table.
RI_ID_THE_SUBJECT_OF	Registered document association. This field contains a pointer to an instrument that is associated with a new PLANET registered document.
RI_IT_CD	Instrument type code. A numeric code table value with associated text descriptions with respect to the purpose or function of documents or plans.
RI_OITC_CD	Old instrument type code (ROFS). Registry and land title codes from legacy indexing system which have been modified for conversion to PLANET.
RI_OPI_ID	Pointer to historical registered plan table. This field contains the key of the associated record within the HPLAN data table.
RI_OPI_ID_THE_SUBJECT_OF	Historical plan association. This field contains a pointer to an instrument that is associated with a historical plan.
RI_OPTC_CD	Old plan type code. Parcel index codes for PLANET from legacy system that have been converted to PLANET.
RI_ORI_ID	Pointer to historical registered document table. This field contains the key of the associated record within the HDOC data table.
RI_ORI_ID_THE_SUBJECT_OF	Historical document association. This field contains a pointer to an instrument that is associated with a historical document.
RI_PI_ID	Pointer to registered plan table. This field contains the key of the associated record within the PLAN data table.

RI_PI_ID_THE_SUBJECT_OF	Registered plan association. This field contains a pointer to an instrument that is associated with a new PLANET registered plan.
RI_PTC_CD	Plan type code. This field contains a code that identifies the category or purpose of a plan.
RISC_CD	Instrument association code. Code used to define the type of association between instruments.
S_ENTERPRISE_NAME	Sort field to facilitate searching on enterprise name.
S_FIRST_NAME	Sort field to facilitate searching on first name.
S_LAST_NAME	Sort field to facilitate searching on last name.
S_MIDDLE_NAME	Sort field to facilitate searching on middle name.
S_NAME	Sorted plan owner name. Sort field to facilitate searching on plan owner name.
S_PLAN_NAME	Sorted plan name. Sort field to facilitate searching on plan name.
S_STREET_NAME	Sort field to facilitate searching on street name.
ST_TYPE_CD	A numeric code given to a street type.
STATUS_CD	The Parcel Status Code indicates the current status of the parcel.
STREET_DIR_CD	Used to describe street direction. Indicates an area of town or city, such as quadrant or section (e.g. South, North, North East).
STREET_NAME	The identifying name of the street, road, etc. on which the parcel is located.
SURVEYOR_NAME	The surveyor name for the plans related to instrument being viewed.
TYPE_OF (relation)	Identifies the type of relationship between related PIDs (e.g. parent, infant, located on, located at).
VOLUME	This field contains a volume measurement in cubic meters for a property.



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
March 13, 2023

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY:



John Jarvie, Town Manager

DATE: March 13, 2023

SUBJECT: Rothesay Pickleball Courts Phase 2

RECOMMENDATION

It is recommended that Mayor and Council approve contract #R-2023-003: Rothesay Pickleball Court-Phase 2, in the amount of \$85 000 inclusive of HST, to NRB Construction Company Ltd. and further that Mayor and Town Clerk be authorized to execute the necessary contract documents.

ORIGIN

The 2023 General Fund Capital Budget included an amount of \$150 000 for installation of two pickleball courts (phase 2) to be funded from the operating account.

BACKGROUND

An add was placed on the New Brunswick Opportunities Network (NBON) requesting bids for phase 2 of the Rothesay pickleball project. One compliant bid was received.

Tender Results

The call for invited tenders closed on Thursday, February 16 with one bid submitted. The bid was deemed compliant by the tender opening committee. The results were as follows:

NRB Construction Company Ltd. - \$85 000.00 inclusive of HST

The tender was reviewed by staff and was found to be formal in all respects. Staff is of the opinion that the bidder has the necessary resources and expertise to perform the work.

Financial Implications

The 2023 General Capital Budget included an amount of \$150 000 for installation of two pickleball courts(phase2).

The cost of the project will be approximately \$77,000.00 after the HST rebate.

Report Prepared by: 

Charles Jensen, Director of Parks and Recreation

Report Reviewed by: 

Doug MacDonald, Treasurer

A copy of this report can be obtained by contacting the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
March 13, 2023

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY: _____

John Jarvie, Town Manager

DATE: March 8, 2023

SUBJECT: Engineering Design and Construction Management Services:
2023 Asphalt Resurfacing Program

RECOMMENDATION

It is recommended that the proposal submitted by Engineering by Houghton (EBH) in the amount of \$122,836.56 including HST for the 2022 Asphalt Resurfacing Program be accepted and further that the Mayor and Town Clerk be authorized to execute the appropriate documentation in that regard.

ORIGIN

The 2023 General Fund Capital Budget includes funding for the design work associated with the Asphalt Resurfacing Program proposed for 2023.

BACKGROUND

As part of the 2023 General Fund Budget Mayor and Council approved a plan to issue an RFP for engineering design services for the Asphalt Resurfacing Program.

The following list of streets has been developed for the 2023 Asphalt Resurfacing Program using the standard formula:

- Bel Air Avenue
- Biscayne Court
- Capri Avenue
- Charles Crescent - including sidewalk construction
- Fernwood Lane
- McGuire Road
- McMackin Lane
- Phoenix Court
- Aries Court

DISCUSSION

On January 30, 2023, with a comprehensive and detailed scope of work document developed by staff, a proposal for consulting engineering services was requested from the engineering consulting community at large by way of a proposal call on the New Brunswick Opportunities Network (NBON) online service.

In response to this proposal call, two (2) compliant submissions were received from consulting engineering firms on March 7, 2023. Proposals were received from the following firms:

- Brunswick Engineering & Consulting Inc.,
- Engineering by Houghton.

The proposals were submitted in sealed envelopes with the Technical and Financial Proposals being submitted under separate cover. A review Committee consisting of the following staff completed an independent analysis and ranking of each Technical Proposal:

John Jarvie, Town Manager
Brett McLean, Director of Operations

Subsequent to the Technical Proposal Analysis, the Committee jointly discussed the information presented and opened the sealed envelopes containing the Financial Proposals for each submission. The upset price contained in each proposal was evaluated, ranked and combined with the scores from the technical evaluation.

The result of this process was to obtain the highest-ranking proposal for recommendation to Mayor and Council for award. The EBH proposal ranked highest overall and also carried the lowest price.

The submission from EBH met all of the requirements of the proposal call, in a manner acceptable to the committee, with a cost-effective bid for the project.

FINANCIAL IMPLICATIONS

The 2023 General Fund Capital Budget included an amount of \$1,225,000 for the 2023 Asphalt Resurfacing Program.

Engineering fees for this type of work are generally accepted to be 12 – 17% of the overall budget.

Assuming award by Council, an analysis has been completed for the fee schedule submitted by the consultant and the anticipated costs are shown in the table below:

	Including HST	HST rebate	Subtotal	2022 Budget	% of budget	Remaining budget
Fees	122,836.56	11,441.96	111,394.60	1,225,000	9.1	1,113,605.40

Council, by virtue of approving this consultant engagement, is **not** committing the Town to spending the additional \$1,113,605.40 of the \$1,225,000 budget for the construction component on any of the proposed streets. The construction will be publicly tendered through the New Brunswick Opportunities Network (NBON) and a recommendation for award of that tender will be brought back to Council for approval at a later date.

Report Prepared by: 
Brett McLean, Director of Operations

Report Reviewed by: 
Doug MacDonald, Treasurer

A copy of this report can be obtained by contacting the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
March 13, 2023

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY:



John Jarvie, Town Manager

DATE: March 8, 2023

SUBJECT: Engineering Design Services:
Gondola Point Road – Clark Road Intersection Upgrade

RECOMMENDATION

It is recommended that the proposal submitted by Englobe in the amount of \$236,770.40 including HST for the Gondola Point Road – Clark Road Intersection Upgrade project be accepted and further that the Mayor and Town Clerk be authorized to execute the appropriate documentation in that regard.

ORIGIN

The 2023 General Fund Capital Budget includes funding for the Gondola Point Road – Clark Road Intersection Upgrade.

BACKGROUND

Preliminary design of the intersection upgrade was completed by Englobe in 2015. A number of complicating factors led to the project being put on hold once the preliminary design was completed. In late 2022 the factors affecting the project were resolved.

Council voted to include the project as part of the 2023 Capital Program Budget. Council also voted in favour of submitting an application to the Municipal Capital Borrowing Board (MCBB) to borrow funds to complete the project in 2023.

DISCUSSION

Englobe has been involved with this project since 2015. The firm has collected survey data, created base maps and completed the preliminary design of the intersection upgrade. Staff recommend directly engaging Englobe to complete the project design and provide construction management services. Staff are of the opinion that issuing a public call for proposals to complete the project would result in increased costs to the Town in that a new consultant would be required to duplicate the work already completed by Englobe.

The expected range of engineering costs for this type of project ranges between 12% and 17% of the overall budget. The overall budget is \$2,400,000. The proposal submitted by Englobe to design and manage the project amounts to 8.9% of the overall budget.

The submission from Englobe met all the requirements of the project with a cost effective price.

The Public Procurement Act does allow municipalities to directly engage for the provision of engineering services without issuing a public call for proposals.

FINANCIAL IMPLICATIONS

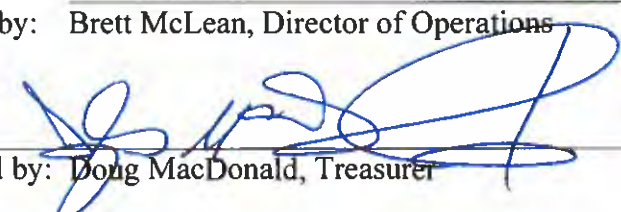
The anticipated completion cost for the Gondola Point Road – Clark Road Intersection upgrade design and construction management work is \$214,715.75 derived as follows:

	Total incl. HST	HST rebate	Total	Project Budget	Difference
Engineering Fees	236,770.40	22,054.65	214,715.75	2,400,000.00	2,185,284.25

It should be noted that no work will proceed on this project until the MCBB application has been approved.



Report Prepared by: Brett McLean, Director of Operations



Report Reviewed by: Doug MacDonald, Treasurer

A copy of this report can be obtained by contacting the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).

Mary Jane Banks

From: Mary Jane Banks
Sent: March 2, 2023 3:32 PM
To: Mary Jane Banks
Subject: FW: Expanded intersection of Clark Road and Spruce Street

-----Original Message-----

From:
Sent: Thursday, February 16, 2023 6:23 PM
To: 'Brett McLean' <BrettMcLean@rothesay.ca>
Subject: Expanded intersection of Clark Road and Spruce Street

Hello Brett,

As a blind pedestrian and long time resident of Rothesay, I have some comments and some questions about the expanded intersection of Clark Road and Spruce Street:

1. Is the new section of street that runs from the Clark Road to Lennox Drive, part of Spruce Street or part of Lennox Drive? For now, I will call it the new part of Spruce Street.
2. Last year I discovered the new section of sidewalk along the upper side of the new section of Spruce Street. Recently I heard about a newer section of sidewalk along the original part of Spruce Street, running from Scott Avenue to Clark Road; however, I have discovered that this new section of sidewalk is on the lower side of Spruce Street. I am puzzled about the change from one side of Struce Street to the other side after crossing Clark Road; Why was this done? Are there plans for additional crosswalks to accommodate this change? Also, are there plans for more push buttons to permit safe crossings to and from the new section of sidewalk?

3. The present poles containing push buttons for the audio pedestrian signals are set back quite a distance from the Clark Road sidewalk; what is the reason for this? By the time I go to one of these poles and then return to the Clark Road sidewalk, especially in winter, and get myself oriented again, the countdown is finished. This afternoon I was walking down the Clark Road sidewalk and hurried as fast as I could and, as a result, I ended up walking diagonally across the Clark Road and ended up near the beginning of the new section of sidewalk along the lower side of Spruce Street, which I only found out because a driver got out of his car and offered me assistance. On my way home later, I just followed the traffic and walked straight across the new section of Spruce Street; I believe this is safer than trying to use the push buttons on the present poles. Further to this, last spring I found that I had to walk in mud to get to the poles containing the push buttons.

4. On another matter, I am just wondering if there any plans for a sidewalk along the right side of the Marr Road (heading up, away from the river). I ask this because there are a number of businesses along that side now that cannot be reached safely by pedestrians since there is no sidewalk or crosswalks.

I look forward to hearing from you.

Thanks in advance,

9 Dobbin Street
Rothesay, NB E2E 2P7