



**ROTHESAY**  
COUNCIL MEETING  
Rothesay Town Hall Common Room  
**Monday, January 9, 2023**  
**7:00 p.m.**



**PRESENT:** MAYOR NANCY GRANT  
DEPUTY MAYOR MATT ALEXANDER  
COUNCILLOR HELEN BOYLE  
COUNCILLOR DAVE BROWN  
COUNCILLOR PETER J. LEWIS  
COUNCILLOR TIFFANY MACKAY FRENCH  
COUNCILLOR BILL McGUIRE  
COUNCILLOR DON SHEA

TOWN MANAGER JOHN JARVIE  
TOWN CLERK MARY JANE BANKS  
DIRECTOR OF PLANNING/DEVELOPMENT (DPDS) BRIAN WHITE  
DIRECTOR OF OPERATIONS (DO) BRETT McLEAN  
DIRECTOR OF REC/PARKS (DRP) CHARLES JENSEN  
TREASURER DOUG MacDONALD  
ADMINISTRATIVE ASSISTANT LIZ HAZLETT

**Rothesay Land Acknowledgement**      **Deputy Mayor Alexander**  
Deputy Mayor Alexander read the Rothesay Land Acknowledgement.

Mayor Grant called the meeting to order at 7:00 p.m.

**1. APPROVAL OF AGENDA**

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

**CARRIED.**

**2. ADOPTION OF MINUTES**

➤ Regular Meeting      12 December 2022

**MOVED** by Counc. Mackay French and seconded by Counc. Lewis the Open Session Council minutes of December 12, 2022 be adopted as circulated.

**CARRIED.**

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

**3. OPENING REMARKS OF COUNCIL**

Mayor Grant noted Council and staff are wearing blue forget-me-not flower pins in honour of Alzheimer's Awareness Month (January) and raising awareness for dementia. The initiative will be promoted on the Town's social media.

Mayor Grant announced the passing of Bernie Desmond Jr., a Rothesay Parks Department employee since 2009. She noted Bernie will be greatly missed, and extended condolences to Bernie's family, friends, and coworkers.

Counc. Brown spoke of attending a successful Christmas with Cops event. Rothesay was recognized as a sponsor and there were members of the Kennebecasis Regional Police Force in attendance. Mayor Grant mentioned she was unaware of the event as usually an invitation is sent to the Town but one was not received.

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## 3.1 Declaration of Conflict of Interest N/A

## 4. DELEGATIONS

### 4.1 Active Transportation

Brian Gillis (*see Item 9.1.1*)

Mayor Grant welcomed Mr. Gillis. Mr. Gillis thanked Council, noting he could have met with staff but wanted Council's buy in as there is a lot more to be done on active transportation. He offered timely and cost-effective suggestions for improvements in the documentation provided. He stated his goal, which is to rekindle an interest in active transportation for the Town, and strive for a ripple effect within the region. He stressed the importance of keeping active transportation front-of-mind to ensure continuous improvements, especially for public safety. He acknowledged progress has been made but the Town cannot hang its hat on bike lanes created nine years ago. He noted moving the bike rack at Town Hall to the front of the building would demonstrate the Town's interest in active transportation and deter theft. He added bike lanes should be added along Hampton Road between Clark Road and Town Hall. He acknowledged this does not adhere to Transportation Association of Canada (TAC) standards, but noted these are recommendations as opposed to laws. Mr. Gillis concluded by mentioning federal funds are available, for active transportation, and the Town should contact the local MP and MLA to gather support. He offered to assist the Town to promote active transportation as much as possible.

Counc. Mackay French noted cycling amongst the public is on the rise and there is always room for improvement. She relayed that the public may favour routes in Rothesay compared to other municipalities. Mr. Gillis mentioned he also lobbies Quispamsis for active transportation improvements but there seems to be a reluctance based on misinformation that Rothesay does not want to expand its active transportation system. Discussion ensued noting painted routes (bike lanes and shared routes) give cyclists confidence that they will be safe using these amenities. Mr. Gillis encouraged the Town to repaint these as early as possible in the spring.

Counc. Shea asked Mr. Gillis to define active transportation, and grade Rothesay on its progress to date based on the Town's 2012 Active Transportation Plan. Mr. Gillis explained that active transportation is broader than simply bike lanes and encompasses human-powered or non-engine related methods of transport. For instance, the Wells ball field is considered recreation whereas active transportation is the means to get there. With respect to the 2012 Plan, he stated the Town started off strong with bike lanes and the Hillside Trail, but lost steam around 2016. He explained his repeat visits to Council are to remind the Town to remain on track so that the public can receive benefits of an interconnected active transportation system.

Deputy Mayor Alexander noted that some of Mr. Gillis's suggestions may be easy fixes while others may be more challenging. He mentioned it is important to plan for future upgrades, especially as some areas involve provincial roads. Mr. Gillis spoke of the upcoming Clark Road and Gondola Point Road intersection project, noting he hopes the Town does not miss the opportunity to incorporate active transportation into the design. He addressed other areas, near schools, that have sidewalk but also opportunity for active transportation features.

Mayor Grant referenced Mr. Gillis's presentation, confirming that CN was consulted with respect to a level crossing for the Dobson Lane and Monaco Drive connection. Town Manager Jarvie expanded on this, noting CN appear reluctant to have a pedestrian crossing at that location. The Town reached out years ago but can ask again, if desired.

Mayor Grant thanked Mr. Gillis for his presentation, noting the item will be dealt with later on the agenda.

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### 5. CORRESPONDENCE FOR ACTION

5.1 9 December 2022 Letter from resident RE: Sale of land at 7 Jersey Lane  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French the letter from resident RE: Sale of land at 7 Jersey Lane dated 9 December 2022 be referred to staff.

#### ON THE QUESTION:

Deputy Mayor Alexander noted Council is aware of public interest in acquiring land near Spyglass Hill for recreation and preservation of greenspace. Pages 37-41 of the Rothesay Hillside Secondary Plan highlight plans to achieve this goal – which requires land for public purposes provided through development. He encouraged community members to utilize existing trail systems (Wells Park), noting owners of the Spyglass Hill property discourage trespassing as individuals have been disrespectful by littering, and failing to clean up after their pets.

Counc. Mackay French mentioned acquiring Spyglass Hill as public lands is a common interest of community members but would require a significant donation of privately own lands – similar to the origin of the Rothesay Common. She agreed the area is of cultural importance to Rothesay, utilized by many, and should be preserved. Granted, other trails do exist in Rothesay, but she does not think the Town can have too many.

There was discussion pertaining to acquiring land for public purposes through development. Town Manager Jarvie advised staff are operating under Town policy for the area, as outlined in the Rothesay Hillside Secondary Plan.

Counc. Boyle expressed interest in preserving as much greenspace as possible. With respect to other trails (Wells Park), she noted community members appreciate a variety of recreational opportunities. Town Manager Jarvie spoke of federal funding mentioned earlier by Mr. Gillis, noting the application for the Wells Connector Link remains active, and if approved, would create a pedestrian connection across the highway.

Mayor Grant cautioned that maintenance costs would also need to be considered if land is acquired for recreational purposes.

**CARRIED.**

5.2 9 December 2022 Email from resident RE: Accessibility  
**MOVED** by Counc. Lewis and seconded by Deputy Mayor Alexander the email from resident RE: Accessibility dated 9 December 2022 be referred to staff.

#### ON THE QUESTION:

Counc. Shea asked what would happen once the letter is referred to staff. Town Manager Jarvie advised new construction must adhere to Building Code requirements for accessibility. Accessibility improvements to privately owned existing buildings requires interest on the part of building owners. Staff intend to contact the author to better understand the references to specific properties, explain the Town's current practices (ex. curb drops, audible crosswalks, universal design – Town policy/development), and open a discussion about possible improvements.

**CARRIED.**

5.3 21 December 2022 Sponsorship request from PRUDE Inc.  
**MOVED** by Counc. Mackay French and seconded by Deputy Mayor Alexander the sponsorship request from PRUDE Inc. dated 21 December 2022 be referred to the Finance Committee.

#### ON THE QUESTION:

Mayor Grant asked staff to inquire about the desired amount as none was stated.

**CARRIED.**

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### 6. CORRESPONDENCE - FOR INFORMATION

- 6.1 9 December 2022 2023 Budget approval letters (3) from Quispamsis
- Kennebecasis Public Library
  - Kennebecasis Valley Fire Department
  - Kennebecasis Regional Police Force

**MOVED** by Counc. McGuire and seconded by Counc. Mackay French the 2023 Budget approval letters (3) from Quispamsis for the Kennebecasis Public Library, the Kennebecasis Valley Fire Department, and the Kennebecasis Regional Joint Board of Police Commissioners dated 9 December 2022 be received/filed.

**CARRIED.**

- 6.2 4 January 2023 Letter from Envision Saint John RE: Quarterly Financial Statements  
19 December 2022 Letter to Envision Saint John  
**See Item 7.2**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire the letter from Envision Saint John RE: Quarterly Financial Statements dated 4 January 2023, and the letter to Envision Saint John dated 19 December 2022 be received/filed.

**CARRIED.**

### 7. REPORTS

- 7.0 **January 2023** **Report from Closed Session**  
N/A

- 7.1 19 October 2022 Fundy Regional Service Commission (FRSC) meeting minutes  
28 November 2022 FRSC meeting minutes

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire the Fundy Regional Service Commission meeting minutes dated 19 October 2022 and 28 November 2022 be received/filed.

#### ON THE QUESTION:

Mayor Grant summarized the minutes. In response to an inquiry, she explained the CEO and Executive Director are separate management positions. She added new by-laws are not in place at this time.

**CARRIED.**

- 7.2 30 September 2022 Envision Saint John Q3 Unaudited Financial Statements

**MOVED** by Counc. McGuire and seconded by Counc. Mackay French the Envision Saint John Q3 Unaudited Financial Statements dated 30 September 2022 be received/filed.

#### ON THE QUESTION:

Treasurer MacDonald shared an observation that the agency is forecasting a year-end surplus which suggests they are operating within their budget.

**CARRIED.**

- 7.3 30 November 2022 Draft unaudited Rothesay General Fund Financial Statements

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle the draft unaudited Rothesay General Fund Financial Statements dated 30 November 2022 be received/filed.

#### ON THE QUESTION:

Treasurer MacDonald advised the variance report is consistent with the prior month, and a small surplus is expected for the year-end of 2022.

**CARRIED.**

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30 November 2022 Draft unaudited Rothesay Utility Fund Financial Statements  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle the draft unaudited Rothesay Utility Fund Financial Statements dated 30 November 2022 be received/filed.

**CARRIED.**

30 November 2022 Donation Summary  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis the Donation Summary dated 30 November 2022 be received/filed.

### ON THE QUESTION:

Mayor Grant reported she made a \$500 donation, on behalf of Rothesay, to the KV Food Basket in December.

**CARRIED.**

7.4 December 2022 Monthly Building Permit Report  
**MOVED** by Counc. Lewis and seconded by Counc. Mackay French the December 2022 Monthly Building Permit Report be received/filed.

**CARRIED.**

7.5 5 January 2023 Capital Projects Summary  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis the Capital Projects Summary dated 5 January 2023 be received/filed.

**CARRIED.**

## 8. UNFINISHED BUSINESS

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### TABLED ITEMS

**8.1 Strong Court Sidewalk – Anglophone South School District** (Tabled April 2021)  
*No action at this time*

**8.2 Rothesay Arena Open House** (Tabled September 2021)  
*No action at this time*

Counc. McGuire asked if Item 8.2 should be removed from the table. Town Clerk Banks proposed addressing this request at the next Council meeting in February.

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

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## 9. NEW BUSINESS

### 9.1 BUSINESS ARISING FROM DELEGATIONS

9.1.1 4 January 2023 Letter from Brian Gillis RE: Active Transportation  
**MOVED** by Counc. Mackay French and seconded by Counc. Lewis the letter from Brian Gillis RE: Active Transportation dated 4 January 2023 be referred to the Works and Utilities Committee and the Climate Change Adaptation Committee.

### ON THE QUESTION:

Counc. Mackay French asked if the letter should go to the Parks and Recreation Committee as well. Town Manager Jarvie suggested it is not necessary as the suggestions can be addressed by the Works and Utilities Committee, and the Climate Change Adaptation Committee.

**CARRIED.**

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**10. NEXT MEETING**

The next meetings are scheduled as follows:

<b>Public Hearing (50 Hampton Road)</b>	Monday, January 16, 2023 at 7:00 p.m.
<i>Pending</i> <b>Public Mtg (Accommodations Levy By-law)</b>	Monday, January 23, 2023 at 5:30 p.m.
<b>Regular meeting</b>	Monday, February 13, 2023 at 7:00 p.m.

**11. ADJOURNMENT**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French the meeting be adjourned.

**CARRIED.**

The meeting adjourned at 7:40 p.m.

*Original signed by Mayor*

MAYOR

*Original signed by Clerk*

CLERK