



**ROTHESAY**  
COUNCIL MEETING  
Rothesay Town Hall Common Room  
**Monday, June 12, 2023**  
**7:00 p.m.**



**PRESENT:** MAYOR NANCY GRANT  
DEPUTY MAYOR MATT ALEXANDER  
COUNCILLOR DAVE BROWN  
COUNCILLOR HELEN BOYLE  
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. Lewis and seconded by Counc. Mackay French the agenda be approved with the following amendments:

- Item 9.2.1 be brought forward to follow Item 4.1
- Item 9.2.2 be brought forward to follow Item 4.2

**CARRIED.**

**2. ADOPTION OF MINUTES**

- Regular Meeting      8 May 2023

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French the Open Session Council minutes of May 8, 2023 be adopted as circulated.

**CARRIED.**

- Public Hearing      15 May 2023

**MOVED** by Counc. Boyle and seconded by Deputy Mayor Alexander the Public Hearing minutes of May 15, 2023 be adopted as circulated.

ON THE QUESTION:

Counc. Shea mentioned he did not attend the public hearing, and asked if he should excuse himself from the room during Item 9.1. Town Clerk Banks confirmed this is standard procedure for council members that are precluded from voting.

**CARRIED.**

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

**3. OPENING REMARKS OF COUNCIL**

Mayor Grant began by extending condolences to Counc. Shea on the recent passing of his sister.

Mayor Grant congratulated Deputy Mayor Alexander on being elected Treasurer for Geoscientists Canada.

Mayor Grant announced the following: appearance of the Canadian Forces Snowbirds (June 13<sup>th</sup>) for the Soldier On Golf Tournament at Riverside Country Club; Canada Day on the Rothesay Common (July 1<sup>st</sup> 12 p.m. – 3 p.m.); and start of the Concert on the Common events July 6<sup>th</sup>.

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Mayor Grant reported regional municipalities each received two custom hockey jerseys (one for each mayor and town) on behalf of the 2022 Memorial Cup.

Counc. McGuire mentioned the popularity of the Wells Recreation Park with all its amenities – ball fields, walking trails, a soccer field, a dog park, a playground, and a community building under construction. He noted it is a recreational facility that the Town should be proud of. Parking has become problematic but will hopefully be alleviated following completion of the Wells Building project.

Counc. Shea spoke of his sister's passing on May 15<sup>th</sup>, and thanked all who sent condolences, including the Town. He added his family is very appreciative of all the support.

Counc. Boyle extended condolences to Kennebecasis Regional Police Force Insp. Mary Henderson and her daughter, on the passing of, husband and father, Blaine Henderson.

Counc. Boyle congratulated the Rothesay High School Girls Track and Field Team as three brought home points.

Counc. Boyle encouraged all, including the Town, to plant milkweed seeds to help preserve monarch butterflies. Mayor Grant reported there is a milkweed garden in Veterans Memorial Park in front of Town Hall. DRP Jensen confirmed there are milkweed gardens in the Town, but staff can look into promoting milkweed gardens and planting more.

Counc. Mackay French extended condolences to the family and friends of Dr. Lawrence MacDonald, a former teacher at Rothesay High School.

Counc. Mackay French congratulated the upcoming graduates of Rothesay High School and Rothesay Netherwood School. She cautioned that the East Riverside-Kingshurst Park area is expected to be busy next Tuesday June 20<sup>th</sup> since it is the date of the Rothesay High School prom.

With respect to Wells Park, Mayor Grant reminded all of the upcoming East Coast Games on June 24<sup>th</sup>.

### **3.1 Declaration of Conflict of Interest**

Counc. Shea noted he will excuse himself from the discussion for Item 9.1 Holland Drive as he was not in attendance for the public hearing.

Counc. Mackay French confirmed her conflict of interest with respect to Item 7.4 Finance Committee minutes (Ball Hockey) is no longer applicable.

## **4. DELEGATIONS**

### **4.1 Envision Saint John 2022 Year in Review**

Heather Libbey

Jillian MacKinnon (*see item 9.2.1*)

Mayor Grant welcomed Ms. Libbey and Ms. MacKinnon. Ms. Libbey and Ms. MacKinnon gave a presentation highlighting the following: an intent to create conditions for growth; creation of a place brand through collaboration with stakeholders; regional data provided on the website through the Regional Growth Dashboard 2.0; UNB's Integrated Health Initiative (IHI) and the agency's help to secure \$27.2 million dollars in infrastructure funding; the Lycée International Français des Provinces Atlantiques (LIFPA) project – Envision Saint John and the 2022 Memorial Cup's role in showcasing that Saint John (Market Square location) is the best choice for hundreds of students and staff (1,000 expected once full capacity is reached); providing expertise to the Saint John Theatre Company's Courthouse to Playhouse project; regional collaboration for the 2022 Memorial Cup; the Area 506 Festival, the Boxcar Country Music Festival, and the Waterfront Container Village; amplifying Port Saint John (800 new job opportunities); 10-year Outcomes & Scorecard (exceeding 2022 targets); and 2023 initiatives – ex. talent campaigns targeting youth, new residents, and retention, population and workforce growth, and a Doctor Recruitment and Retention Strategy and Plan.

Council inquired about: sufficient capacity for 1,000 individuals at the LIFPA location in Market Square; efforts for doctor recruitment; and impact on Rothesay as projects are primarily in Saint John.

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Ms. Libbey and Ms. MacKinnon responded with the following: the LIFPA is a staged project with only 200-300 students/staff initially – eventually the space will accommodate 1,000; Envision Saint John is working with the Family Medicine Practice with Dalhousie University to help provide entrepreneurial support to doctors wishing to start a new practice or takeover an existing one; and each project has potential for economic and population growth for surrounding communities, including Rothesay. For instance, students/staff from LIFPA may choose to reside in Rothesay, Rothesay residents may take advantage of the job opportunities with Port Saint John, and it is likely Rothesay residents may attend events such as Area 506 etc. There was discussion with respect to growth for Port Saint John. Ms. Libbey and Ms. MacKinnon reiterated that Envision Saint John is working with stakeholders to ensure that the region is prepared for growth. For example, ensuring transportation routes in the region are able to accommodate growth in operations for the Port of Saint John. This means factoring in how each decision will impact the safety and quality of life of residents.

## **Item brought forward.**

### **9.2.1 Envision Saint John** Presentation

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French the Envision Saint John 2022 Year In Review presentation be received/filed.

**CARRIED.**

Mayor Grant thanked the Envision Saint John representatives for their presentation. Ms. Libbey and Ms. MacKinnon thanked Council and left the meeting.

### **4.2 Out Fer' A Rip (Seasonal Watercraft Rentals)** John O'Brien (*see item 9.2.2*)

Mayor Grant welcomed Mr. O'Brien. Mr. O'Brien thanked Council and summarized his correspondence by asking permission from the Town to operate his Sea-Doo rental business, on a seasonal basis, from a property near the Renforth Wharf beach. He noted this will draw more people to the area and allow individuals to rent the equipment for shorter periods (20 minutes – 2 hours rather than 1-2 day rentals). He stated he hopes an arrangement can be made with the Town to make this happen.

Council expressed interest in the idea citing a desire to increase recreational waterfront opportunities. However, the building referenced is not owned by the Town, and the Renforth Wharf may not be a suitable location in terms of safety as it is a popular swimming area. Council proposed exploring other potential locations such as the underutilized Jordan Miller Park (equipped with a boat launch). Mr. O'Brien stated he is flexible in terms of location and is open to finding a suitable location for all parties. He added the nature of his business is not unique and can be done in a safe and enjoyable manner. In response to an inquiry, Mr. O'Brien confirmed the business is thorough in terms of insurance and waivers for the release of liability. He noted he is agreeable to any changes to the documents to ensure that the Town is protected from liability.

## **Item brought forward.**

### **9.2.2 Out Fer' A Rip (Seasonal Watercraft Rentals)**

7 June 2023 Email from John O'Brien with attachments

Town Manager Jarvie explained staff were unable to prepare a recommendation owing to the short timeframe of the request. He agreed that the Renforth Wharf is not a suitable location and cautioned that Jordan Miller Park may have its own challenges with land ownership and potential for nuisance (proximity to residential properties). He recommended referring the item to the Parks and Recreation Committee but stated a decision may come too late in the season for any action to be taken.

**MOVED** by Counc. Mackay French and seconded by Counc. McGuire the email from John O'Brien with attachments dated 7 June 2023 be referred to the Parks and Recreation Committee.

## **ON THE QUESTION:**

Counc. McGuire mentioned recreational use of waterfront areas was discussed as an interest of Council. He suggested the floating dock (intended for flood mitigation) could be used after flood season. He noted the item will be discussed at the Parks and Recreation Committee but reiterated that a decision may not come until July. Mr. O'Brien was appreciative of Council's willingness to explore the opportunity, noting this is a step in the right direction.

**CARRIED.**

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Mayor Grant thanked Mr. O'Brien for his presentation. Mr. O'Brien thanked Council and left the meeting.

### 5. CORRESPONDENCE FOR ACTION

5.1 29 May 2023 Email from resident RE: Fire concerns and fireworks

**MOVED** by Counc. Mackay French and seconded by Deputy Mayor Alexander the email from resident RE: Fire concerns and fireworks dated 29 May 2023 be referred to staff for a response, *and further, the Province be contacted with respect to firework concerns, more specifically, consideration of public education (dangers and nuisance) and sales (ease of access by minors).*

#### ON THE QUESTION:

Mayor Grant explained that Rothesay's Fire Protection and Prevention By-law 3-20 conditionally permits both display and consumer fireworks. Mayor Grant mentioned the concerns are valid, noting members of the public are more aware of the risks of flooding than the risks of fire because of drought or dryness.

Council acknowledged the nuisance, and safety concerns associated with fireworks. Council debated potential strategies for mitigation, including: a provincial ban on the sale of fireworks, a public fire risk rating system, or a seasonal or geographical ban on fireworks (not permitted during high-risk times or in highly populated residential areas). Town Manager Jarvie mentioned there are restrictions in the By-law for fireworks, however enforcement is complaint driven and challenging in terms of evidence. In response to an inquiry, Mayor Grant clarified that By-law 3-20 requires permission for display fireworks (ex. municipal Canada Day displays), not consumer fireworks. Council agreed that fireworks are enjoyable but should be conducted in a safe and considerate manner.

**MOVED** by Counc. Mackay French and seconded by Counc. McGuire the motion be amended to add "and further, the Province be contacted with respect to firework concerns, more specifically, consideration of public education (dangers and nuisance) and sales (ease of access by minors)".

**Amending motion CARRIED.  
MAIN motion as amended, CARRIED.**

**MOVED** by Counc. Brown and seconded by Counc. Lewis the email from resident RE: Fire concerns and fireworks dated 29 May 2023 be referred to the Fire Chief for a report.

**CARRIED.**

Counc. Shea asked if municipalities have the power to ban fireworks in residential areas. Mayor Grant noted By-law 3-20 conditionally permits fireworks in residential areas. Town Manager Jarvie confirmed Council has the power to restrict fireworks in certain areas, but cautioned the impact of fireworks is not always restricted to the immediate vicinity of where they were set off.

5.2 1 June 2023 Request to sell cotton candy at the Concert on the Common events

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French the request to sell cotton candy at the Concert on the Common events dated 1 June 2023 be referred to the Parks and Recreation Committee.

#### ON THE QUESTION:

There was discussion about Rothesay Common covenant restrictions, Canada Day activities, precedent-setting, litter, and charitable groups. It was noted these topics will be discussed by the Parks and Recreation Committee.

**CARRIED.**

5.3 7 June 2023 Letter from the Kennebecasis Public Library RE: Request for additional operational funding 2023

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea the letter from the Kennebecasis Public Library RE: Request for additional operating funding 2023 dated 7 June 2023 be referred to the Finance Committee.

**CARRIED.**

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### 6. CORRESPONDENCE - FOR INFORMATION

6.1 8 May 2023 Email from Police Chief Gourdeau RE: Traffic Enforcement Update  
**MOVED** by Counc. Boyle and seconded by Counc. Lewis the email from Police Chief Gourdeau RE: Traffic Enforcement Update dated 8 May 2023 be received/filed.

**CARRIED.**

6.2 May 2023 Letter from the Turnbull (NB) Chapter of the Canadian Aviation Historical Society RE: RCAF 100 NB Banner Project 1924-2024  
**MOVED** by Counc. Mackay French and seconded by Counc. Lewis the letter from the Turnbull (NB) Chapter of the Canadian Aviation Historical Society RE: RCAF 100 NB Banner Project 1924-2024 dated May 2023 be received/filed.

#### ON THE QUESTION:

Staff confirmed the information will be shared on the Town's social media.

**CARRIED.**

6.3 5 June 2023 Letter to Minister Scott-Wallace RE: Taxation of Properties Used for Short Term Rentals (Airbnb)  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Brown the letter to Minister Scott-Wallace RE: Taxation of Properties Used for Short Term Rentals (Airbnb) dated 5 June 2023 be received/filed.

**CARRIED.**

6.4 5 June 2023 Letter from Fundy Regional Service Commission (FRSC) to the Regional Development Corporation (RDC) RE: Support towards Fundy Regional Facilities  
**MOVED** by Counc. Shea and seconded by Deputy Mayor Alexander the letter from Fundy Regional Service Commission (FRSC) to the Regional Development Corporation (RDC) RE: Support towards Fundy Regional Facilities dated 5 June 2023 be received/filed.

**CARRIED.**

### 7. REPORTS

7.0 **June 2023** **Report from Closed Session**  
N/A

7.1 23 March 2023 Fundy Regional Service Commission (FRSC) meeting minutes  
6 April 2023 FRSC Special meeting minutes  
27 April 2023 FRSC Meeting minutes

**MOVED** by Counc. Mackay French and seconded by Counc. Shea the Fundy Regional Service Commission (FRSC) meeting minutes dated 23 March 2023, the FRSC Special meeting minutes dated 6 April 2023, and the meeting minutes dated 27 April 2023 be received/filed.

#### ON THE QUESTION:

Deputy Mayor Alexander noted the record of attendance does not convey all meeting participants. Mayor Grant agreed to bring this to the Commission's attention.

**CARRIED.**

7.2 31 December 2022 Envision Saint John Audited Financial Statements

**MOVED** by Counc. Mackay French and seconded by Deputy Mayor Alexander the Envision Saint John Audited Financial Statements dated 31 December 2022 be received/filed.

#### ON THE QUESTION:

Treasurer MacDonald directed Council's attention to the Land Bank Fund in the balance sheet (page 70 of the Council agenda package). He noted he believes this might be a legacy entity from Develop Saint John. There is a note at the end of the Financial Statements that states the fund has been transferred back to the city of Saint John. On page 71, with respect to operations, Treasurer MacDonald, highlighted a surplus of \$816,000. He informed Council the surplus is actually \$216,000 as \$600,000 was transferred to the Strategic Growth Funds Reserve. The purpose of this fund was not defined in the Financial Statements.

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Counc. Shea inquired about Interfund Receivables/Payables in the Statement of Financial Position. Treasurer MacDonald suggested these funds may be used to transfer between accounts, comparing them to transfers between Rothesay's General and Utility Funds.

Counc. Shea mentioned that Salaries and benefits are \$1,559,668 and asked if this amount included all employees, and if so, how many individuals are employed with the Agency. Treasurer MacDonald assumed this is for all employees, but he does not know how many employees there are. Mayor Grant noted she believes the organization employs 16 individuals.

**CARRIED.**

7.3 29 March 2023 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) meeting minutes  
30 April 2023 KRJBPC Statement of Financial Position  
14 May 2023 KRJBPC Crime Statistics

**MOVED** by Counc. Mackay French and seconded by Counc. Shea the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) meeting minutes dated 29 March 2023, the KRJBPC Statement of Financial Position dated 30 April 2023, and the KRJBPC Crime Statistics dated 14 May 2023 be received/filed.

ON THE QUESTION:

Counc. Mackay French spoke of an informative presentation from the Internet Child Exploitation (ICE) unit. She praised the unit for their work, and noted this service used to be sourced out to the RCMP.

**CARRIED.**

7.4 30 April 2023 Draft unaudited Rothesay General Fund Financial Statements

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea the draft unaudited Rothesay General Fund Financial Statements dated 30 April 2023 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander reported the following: Arena Revenue is \$26,000 overbudget; renovations on the second floor of Town Hall is for tenant space; a vacant position in Transportation (Administration); and higher Transportation costs owing to fuel costs and building repairs. Treasurer MacDonald added grant funds were received from ACOA for the Wells Building project.

**CARRIED.**

30 April 2023 Draft unaudited Rothesay Utility Fund Financial Statements

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea the draft unaudited Rothesay Utility Fund Financial Statements dated 30 April 2023 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander reported that Sale of Water is \$24,000 underbudget – less consumption means a lower demand for water production.

**CARRIED.**

30 April 2023 Donation Summary

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle the Donation Summary dated 30 April 2023 be received/filed.

**CARRIED.**

1 June 2023 Draft Finance Committee meeting minutes

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle the draft Finance Committee meeting minutes dated 1 June 2023 be received/filed.

**CARRIED.**

➤ Fundy Gymnastics and Port City Elite

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle Council deny the request for reduced rental fees from Fundy Gymnastics and Port City Elite.

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### ON THE QUESTION:

Deputy Mayor Alexander explained the rationale, noting rental rates for the Bill McGuire Centre are the lowest in comparison to surrounding municipalities, and the facility is in high demand – there are already bookings for 2025.

**CARRIED.**

#### ➤ Assessment Process Changes (*for information*)

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea the memorandum from Treasurer MacDonald RE: Assessment Process Changes dated May 12, 2023 be received/filed.

### ON THE QUESTION:

Treasurer MacDonald explained this matter stems from communication received about the manner in which the assessments will be determined – which will ultimately impact any decisions on the annual tax rate. He noted staff are concerned because instead of estimating the balance of total property values at the end of a year, an amount from the previous year may be used, plus actuals for a portion of the year. This suggests there may be a gap in the year of implementation (2024 or 2025) where the Town may not receive an increase that accurately represents a full year, and there is no opportunity to recover the amount. However, the actual impact is yet to be determined. He noted the amount in his memorandum assumes similar growth to what was experienced last year (10%) which was highly unusual. Should the percentage increase be lower, the impact may be less, but staff predict it could reduce overall revenue.

**CARRIED.**

#### ➤ Ball Hockey (*addendum*)

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea Council donate a Rothesay arena rental rate credit of \$1,000 for a ball hockey tournament for Rothesay High School.

### ON THE QUESTION:

Treasurer MacDonald clarified, following communication with the coordinators, it was established that the event was originally scheduled for May 28<sup>th</sup> and it is unclear if it will occur in the future.

**MOTION WITHDRAWN.**

7.5 16 May 2023

Draft Age Friendly Advisory Committee meeting minutes

**MOVED** by Counc. Boyle and seconded by Counc. Mackay French the draft Age Friendly Advisory Committee meeting minutes dated 16 May 2023 be received/filed.

### ON THE QUESTION:

Counc. Boyle summarized the minutes. Mayor Grant mentioned Rothesay was fortunate to have Sharon MacKenzie, Executive Director of the Intergenerational Society of Canada, in attendance at the Intergenerational Day Open House (June 1<sup>st</sup>).

**CARRIED.**

7.6 16 May 2023

Draft Parks and Recreation Committee meeting minutes

**MOVED** by Counc. McGuire and seconded by Counc. Lewis the draft Parks and Recreation Committee meeting minutes dated 16 May 2023 be received/filed.

### ON THE QUESTION:

Council inquired about efforts to improve accessibility at beaches, handicap parking at the Wells Park, and emergency access to trails should the need arise. Staff responded, advising: Mobi-Mats were explored in the past for wheelchair beach access and the topic can be revisited; staff are looking into temporary handicap parking spots at the Wells Park until completion of the Wells Building Project; and though emergency services do not have keys to trail gates, they have means to eliminate obstacles (ex. bolt cutters). Counc. Shea proposed it would be worthwhile to complete an audit of all recreational facilities in terms of accessibility. He noted this service may be available through Ability NB.

**CARRIED.**

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7.7 17 May 2023 Draft Works and Utilities Committee meeting minutes  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea the draft Works and Utilities Committee meeting minutes dated 17 May 2023 be received/filed.

**CARRIED.**

➤ Traffic By-law (winter traction tires)

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle Council send a letter to the Minister of Public Safety and have a discussion with the Kennebecasis Regional Police Force (KRPF) about the Town's Traffic By-law (Winter Traction Tires clause).

ON THE QUESTION:

Mayor Grant asked what the aim of the letter would be. Deputy Mayor Alexander explained that not all municipalities have the same clause and it was thought that clarification should be provided to the Province and the Police Department since the clause helps eliminate obstacles for municipal snow removal.

**CARRIED.**

➤ Parking By-law

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis Council direct staff to explore the creation of a separate Parking By-law.

ON THE QUESTION:

Counc. McGuire asked for clarification. It was noted parking regulations will be established in a separate by-law from the Traffic By-law. This creates greater ease if the need for changes arise and directs the fines back into the municipality.

**CARRIED.**

7.8 5 June 2023 Draft Planning Advisory Committee meeting minutes  
**MOVED** by Counc. Shea and seconded by Counc. Mackay French the draft Planning Advisory Committee meeting minutes dated 5 June 2023 be received/filed.

**CARRIED.**

7.9 May 2023 Monthly Building Permit Report  
**MOVED** by Counc. Lewis and seconded by Counc. Mackay French the May 2023 Monthly Building Permit Report be received/filed.

**CARRIED.**

7.10 8 June 2023 Capital Projects Summary  
**MOVED** by Counc. Lewis and seconded by Counc. Mackay French the Capital Projects Summary dated 8 June 2023 be received/filed.

ON THE QUESTION:

Counc. Mackay French requested a status update on the Grove Avenue/Hampton Road traffic signals. DO McLean explained the materials were ordered in April 2022, everything else has been installed but the Town is still waiting for the control cabinet and signal heads. The supplier claims the delay is because the items were requested in green to meet Heritage Area requirements. A recent update indicates the materials were received by the supplier and are ready for assembly. In response to an inquiry, DO McLean confirmed the road lines have been painted. Town Manager Jarvie spoke of a plan to preorder materials for the Clark Road/Gondola Point Road intersection project. DO McLean mentioned the same company was unable to provide a quote in time for inclusion on tonight's agenda. When questioned, he explained all streetlights in Rothesay are the same type and only one company (out of two) is equipped to provide the specific technology. He noted it would not be beneficial to change the technology at this time.

**CARRIED.**



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## 8. UNFINISHED BUSINESS

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### TABLED ITEMS

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

*No action at this time*

#### 8.2 Rothesay Arena Open House (Tabled September 2021)

*No action at this time*

#### 8.3 Private Lanes Policy (Tabled July 2022)

*No action at this time.*

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Counc. Shea excused himself from the meeting, for the discussion, as he was not in attendance for the public hearing.

## 9. NEW BUSINESS

### 9.1 BUSINESS ARISING FROM PUBLIC HEARING (May 15, 2023)

**Holland Hills Development** PID #00056598 - 48 Unit apartment building

17 May 2023            Memorandum from Town Clerk Banks

3 May 2023            Recommendation from Planning Advisory Committee

9 June 2023           Memorandum from DPDS White

30 May 2023          Memorandum from KVFD Fire Chief Michael Boyle

DRAFT                By-law 2-10-34

DRAFT                Development Agreement

For the benefit of the public, Mayor Grant summarized the application, noting: approval is recommended by the Planning Advisory Committee, a Public Hearing was held on May 15<sup>th</sup>, and a memorandum from the Fire Chief was obtained regarding fire-related concerns.

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French Council give 1<sup>st</sup> Reading, by Title, to By-law 2-10-34, “A By-law to Amend the Zoning By-law”.

#### ON THE QUESTION:

Deputy Mayor Alexander referenced the Fire Chief’s recommendation – that the apartment building be accessible from both Chapel Road and Hampton Road – noting it is contrary to the current design. He asked if access through Hampton Road would be possible for a fire truck in the event of an emergency. DO McLean advised the portion of Holland Drive leading to Hampton Road is not a sufficient width to permit two-way traffic. Allowing a large vehicle to travel in the wrong direction would create traffic conflicts. Deputy Mayor Alexander suggested emergency responders could block traffic to enable safe passage for the fire truck. From an engineering standpoint, DO McLean advised it is not recommended that a one-way street be called a two-way street. In response to an inquiry, DPDS White confirmed the final design of the cul-de-sac will be confirmed, through consultation with the developer’s project engineers and the Town Engineer, during the detailed design phase.

Counc. Boyle noted she does not think she can support the project if the Fire Chief has reservations about it. She indicated she is wary of approving the project until it can be determined that it is safe.

Counc. McGuire stated he has a different interpretation of the Fire Chief’s memorandum. His understanding is that it is not a concern but the Fire Chief recognizes that the continuing trend of high-rise buildings will require equipment upgrades. For instance, when Quint 1 reaches its end of life, the replacement vehicle will need to be better equipped to address these issues.

Counc. Lewis was pleased that the Fire Chief was able to review the file. He noted the issue is not unique as Saint John fire trucks cannot reach the top of all buildings in Saint John. However, these issues are mitigated by fire suppression measures (ex. sprinkler systems). He noted he is in favour of the project and would like to see it move forward.

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Counc. Mackay French stated she is in favour of the project as it will help address housing concerns – a prominent topic at the Federation of Canadian Municipalities (FCM) Conference.

Deputy Mayor Alexander was appreciative of the developer's efforts to reduce the scope of the project from 6 storey buildings to a 4-storey building.

Upon request by Mayor Grant, Deputy Mayor Alexander assumed the Chair.

Mayor Grant stated she supports the project, noting her appreciation for the reduction in building height. She stressed the need for housing and this project helps support this goal, especially with the designated affordable housing units. The project also aligns with the Town's Municipal Plan in terms of increased density in commercial areas and walkability. She added she is pleased with the aesthetic, more specifically, the courtyard design.

Mayor Grant resumed the Chair.

**NAY voted recorded from Counc. Boyle.**

**CARRIED.**

Town Clerk Banks read By-law 2-10-34 by title.

**MOVED** by Counc. Mackay French and seconded by Deputy Mayor Alexander Council give 2<sup>nd</sup> Reading, by Title, to By-law 2-10-34, "A By-law to Amend the Zoning By-law".

**NAY voted recorded from Counc. Boyle.**

**CARRIED.**

Town Clerk Banks read By-law 2-10-34 by title.

### **9.2 BUSINESS ARISING FROM DELEGATIONS**

#### **9.2.1 Envision Saint John Presentation**

**Dealt with above.**

#### **9.2.2 Out Fer' A Rip (Seasonal Watercraft Rentals)**

7 June 2023 Email from John O'Brien with attachments

**Dealt with above.**

Counc. Shea returned to the meeting.

### **ADMINISTRATION**

#### **9.3 Committee Appointment – Kennebecasis Public Library**

17 May 2023 Memorandum from Nominating Committee

**MOVED** by Counc. Lewis and seconded by Deputy Mayor Alexander Council appoint Patrick H. Smith as a Rothesay representative to the Kennebecasis Public Library Board for a term to expire December 31, 2024.

**CARRIED.**

#### **9.4 Council Priorities 2021-2026**

8 June 2023 Memorandum from Town Manager Jarvie

DRAFT Council Priorities 2021-2026

**MOVED** by Counc. McGuire and seconded by Counc. Mackay French Council adopt the attached Rothesay Council priorities 2021-2026.

### **ON THE QUESTION:**

Town Manager Jarvie complimented Council on the ambitious, but doable, plan. Though the number of priorities is not large, it will still require significant work. He stated staff look forward to working with Council on these items. Counc. Shea stated he hopes in 2026 the Town is not in the same position with respect to the Rothesay Arena. He noted at some point a change in tactic may be required. Counc. Mackay French was pleased with the format of the document. She requested a paper copy for all Council members.

**CARRIED.**

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### 9.5 Flyer Distribution By-law

9 June 2023 Memorandum from Town Manager Jarvie  
DRAFT Flyer Distribution By-law 2-23

**MOVED** by Deputy Mayor Alexander and seconded by Council. Mackay French Council give 1<sup>st</sup> Reading, by Title, to By-law 2-2023, A By-law Respecting Flyer Distribution in Rothesay; and a copy of the draft by-law be sent to the flyer distributor (Brunswick News) for comments.

#### ON THE QUESTION:

Town Manager Jarvie clarified that the By-law stipulates that flyers must be delivered to either the front door or a mailbox which is likely to impact operations for the flyer distributor. Council. Shea asked why the onus is on residents that do not want flyers to put up a sign rather than vice-versa. Town Manager Jarvie explained that it does not appear to be in a municipality's legal purview to ban flyers altogether. He added residents are able to request discontinuation of flyer deliveries to their property by contacting the flyer distributor. Council. Mackay French relayed her attempt to cancel flyer deliveries to her property but was unsuccessful. Council's attention was directed to a sign that showcases the exact size of the signs mentioned in the By-law. Council. Mackay French proposed posting a PDF of the sign to the Town's social media so residents can print out the exact size. Mayor Grant stated #5 in the comparison chart "Accumulation of Flyers" suggests this is not included in the Rothesay by-law but, on the contrary, it appears to be under Section 4(g). Town Manager Jarvie mentioned the Saint John by-law is a bit broader in this sense.

**CARRIED.**

Town Clerk Banks read By-law 2-2023 by title.

## OPERATIONS

### 9.6 Water Treatment Plant Expansion

7 June 2023 Report prepared by DO McLean

**MOVED** by Deputy Mayor Alexander and seconded by Council. Lewis Council authorize the Director of Operations to issue a purchase order in the amount of \$66,195 plus HST to CBCL Ltd. to design the process/automation upgrade to accompany the treatment capacity expansion at the McGuire Road Water Treatment Facility.

#### ON THE QUESTION:

Town Manager Jarvie mentioned that although the Sale of Water (earlier financial statements discussion) is less than expected, this is to address an anticipated increase in demand following construction of approved apartment buildings.

**CARRIED.**

**MOVED** by Council. Shea and seconded by Council. Boyle Council authorizes the Director of Operations to approve a change-order to the Veolia Treatment Train Supply contract in the amount of \$77,000 plus HST to include a new logic controller for the McGuire Road Water Treatment Facility.

**CARRIED.**

### 9.7 Food Cycle Science (Foodcycler)

9 June 2023 Memorandum from Town Manager Jarvie with attachment

**MOVED** by Deputy Mayor Alexander and seconded by Council. Mackay French Council authorize the Mayor and Town Clerk to execute the attached contract with Food Cycle Science Corporation for the supply of 200 Foodcycler (kitchen composting) units at a cost of \$68,500 plus HST.

#### ON THE QUESTION:

Mayor Grant noted the net cost to the Town will be \$24,500, and interested participants will pay a subsidized amount for the units. Council. Mackay French inquired about advertising the program to residents. Town Manager Jarvie advised it will be posted to the Town's regular communication channels, including social media. He added that Food Cycle Science also has strategies to help with securing community participation. Once confirmation (including payment) is received from at least 150 participants the order will be placed. He encouraged Council to spread the word and have interested parties contact the Town. In response to an inquiry, he confirmed that details regarding the units (i.e. size, use, etc.) will be available in the social media post.

## ROTHESAY

Regular Council Meeting  
Minutes

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Counc. Shea asked if the Town is locked in to ordering 200 units. Town Manager Jarvie advised Food Cycle Science may be flexible on the amount of units however Council has only agreed to subsidize 200 units – beyond that, another motion would be required. Counc. Boyle stated she was able to see the unit in action and it was fascinating. Town Manager Jarvie added Council expressed interest in promoting the units to apartment buildings – which can be done through placing posters in buildings.

**CARRIED.**

## COUNCIL

**9.8 Annual Federation of Canadian Municipalities (FCM) Conference and Trade Show Report**  
7 June 2023 Report prepared by Councils. Mackay French and Boyle

### ON THE QUESTION:

Mayor Grant thanked Councils. Mackay French and Boyle for their report. Council. Mackay French noted it was a great conference. She clarified that her praise towards Elizabeth May was intended to compliment her ability to speak publicly unscripted which was unique amongst the other speakers. Council. Boyle stated she also enjoyed the conference despite the long days. She mentioned homelessness is more prominent in Toronto, which was clearly evident on her travels to and from the conference. From her discussions with other municipal representatives, she learned that many municipalities share the same issues – for example, trouble sourcing external funding for arena projects.

**RECEIVED FOR INFORMATION.**

### 10. NEXT MEETING

The next meeting is scheduled as follows:

**Regular meeting**

Monday, July 10, 2023 at 7:00 p.m.

### 11. ADJOURNMENT

**MOVED** by Deputy Mayor Alexander and seconded by Council. McGuire the meeting be adjourned.  
**CARRIED.**

The meeting adjourned at 8:51 p.m.

*Original signed by Mayor*

*Original signed by Clerk*

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MAYOR

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CLERK