



# ROTHESAY

Regular Council Meeting  
Minutes

-2-

14 November 2023

## 3.1 Declaration of Conflict of Interest N/A

## 4. DELEGATIONS

### 4.1 Cameron Road Beach Liz Kramer (*see Item 9.1.1*)

Mayor Grant welcomed Ms. Kramer. Ms. Kramer began by stating her correspondence was put together hastily which means she did not take careful time to formulate her words. She clarified that she respects everyone equally and appreciates what Council does. She referenced her prior presentation to Council in 2019 regarding Cameron Road beach. She displayed an aerial photograph of Cameron Road beach and claimed it was amalgamated with Jordan Miller Park property which is an issue as it was deeded to roughly 60 residents of the community in a Registered Plan (#36) dated July 19, 1912 by Gigi Murdoch. She offered to share the deeded information should Council request it. She mentioned the situation is similar to River Road with a common beach area. She spoke of her correspondence with four requests, and apologized as it may be demanding, but the issue is of great concern.

Ms. Kramer requested the following:

- The rock slope (created for flood mitigation on Cameron Road) be maintained – the area is not being maintained; drivers have dug holes in it
- Efforts be taken to demonstrate the separation of properties between donated land (Jordan Miller Park) and the common beach area (deeded to homeowners, including River Road)
- The beach be restored back to common land – a homeowner on Mulberry Lane has staked a claim on the land by disallowing access to the beach and has built a flood mitigation berm that encroaches beyond their property line onto the common beach area, thereby extending their “enjoyment area”. This also includes removal of “no trespassing” signs and derelict wharfs
- Help restore property rights at other common beach areas in the neighbourhood (River Road).

Ms. Kramer expressed concern that she, as a property owner with legal rights to the common beach, can no longer access the area where the berm was constructed. She claimed construction of the berm was loosely justified as flood mitigation and inaction has emboldened the property owner.

Ms. Kramer quoted a Rothesay by-law, stating that “the municipality has the responsibility for ensuring public land can be used for the purposes of which it is intended without obstruction by private property owners or others, and for ensuring such use can take place in a manner which is safe and does not cause nuisance to private property owners nearby. This by-law is intended to balance these interests and those of the municipality in general to protect itself from liability claims and to provide recreation opportunities for its citizens”.

Ms. Kramer reached her allotted time and was granted additional time to wrap up her presentation.

Ms. Kramer spoke of additional requests added to her initial correspondence:

- Clarification regarding the purpose of the black and white pipes that protrude from the rock pile
- The purpose of the privacy fence on the common beach area and Stuart Dobbin Park that only benefits a sole property owner. Was proper permission obtained? She requested its removal.

Mayor Grant informed Ms. Kramer her time was up, and the presentation is to cease.

Mayor Grant invited questions from Council. Counc. McGuire suggested the issue is a dispute between property owners, as Ms. Kramer has stated the land belongs to the aforementioned 60 property owners and is not “public” land owned by the Town. Ms. Kramer noted a Watercourse and Wetland Alteration Permit (WAWA) was obtained by the Town in 2019 to modify the common beach area which she claimed was met with public opposition. She also claimed the Town was involved with the WAWA permit for the property owner’s berm. She relayed a condition for the WAWA permit stating “if the work is to take place outside of the municipalities right-of-way, the permittee [the Town], is responsible for obtaining permission from all landowners listed on the property where the alteration is to take place before commencement of the work”. It was noted this refers to when Cameron Road was raised. Ms. Kramer noted she has submitted a right to information request to obtain the WAWA permit for construction of the berm at 3 Mulberry Lane. She claims this WAWA permit was applied for by the Town.

# ROTHESAY

Regular Council Meeting  
Minutes

-3-

14 November 2023

## Item brought forward.

### 9.1.1 Cameron Road Beach

8 November 2023

Email from Liz Kramer with attachment

**MOVED** by Counc. McGuire and seconded by Counc. Lewis the email from Liz Kramer with attachment dated 8 November 2023 be referred to staff.

**CARRIED.**

Mayor Grant thanked Ms. Kramer.

### 4.2 Brock Court

Alice Marie and Pat Holden (*see Item 9.1.2*)

Mayor Grant welcomed Mr. and Mrs. Holden. Mrs. Holden identified an error in her correspondence noting their property (16 Goldie Court) borders 5 and 7 Brock Court, not 3 Brock Court. She read the letter, and provided a brief background, noting the property was purchased by her parents in 1961, and she and her husband took ownership in 2002. She stated they are aware of drainage issues in the area but claims that this issue was created this year. In November 2017 the owner of 20 Goldie Court applied to the Planning Advisory Committee to subdivide a property into two lots. She referenced an inquiry from Counc. Shea who asked if additional water was expected to run off the property once developed. She noted Gerry Roberts, representative of the applicant, stated that proper stormwater management infrastructure would be used to ensure the volume would not exceed pre-development volumes. She added the Mayor, Counc. Lewis, and Town Manager Jarvie were also present at the meeting. During this meeting, she said Town Manager Jarvie made a point that water saturates the property and would need to be addressed by the developers of properties in the area.

In September 2019, there was an application from the Lawton family, and A.E. McKay to subdivide the rear portion of 5 Grove Avenue with driveway access off Brock Court – to become 5 Brock Court. She continued to note at that time they were informed of a municipal services easement 5 meters along the property border. She reported that in September 2023 trees were trimmed and removed for the easement. On September 11<sup>th</sup> a ditch was dug, lines were installed, and shortly thereafter she claimed the spring pushed through and is constantly running. She listed issues such as water saturating the ground and under their pool deck (causing a portion to sink), excess moisture in their basement which requires constant operation of a dehumidifier, water tracks on the bottom of their pool liner, and destruction of large tree roots for pipe installation so it is likely those trees will not survive. She noted they have emailed, spoken to, or left messages with several Town staff, Council, and others including: Steve Nason, Darcy Hudson, Town Manager Jarvie, Counc. Boyle, Counc. Mackay French, Counc. McGuire, Mayor Grant, Deputy Mayor Alexander, Bruce King, Tony Henry, DO McLean, Scotiabank, A.E. McKay, Minister Flemming, lawyers, engineers, and CBC News. She asked who was responsible for installation, inspection, and who is responsible for fixing the issue. She expressed concern that the spring will run through the winter causing more damage. She concluded by noting she has photographs and a log of all emails and calls.

Town Manager Jarvie advised he visited the property and acknowledged there is dampness but noted there was no open water at the time. He shared the Town's interest in securing an easement to develop a ditch along the Scotiabank property to help redirect water to the Town system around the Rothesay Common. He noted this will be a proposed capital project for 2024.

Mr. Holden disputed the claim about open water, stating the Town Manager needed to step around it at least twice. He recalled that the Town Manager's main concern was that the former property owners left tires in the back corner. He added at the November 2017 meeting it was claimed the water was directed straight onto the Scotiabank property, whereas it was stated during the visit that water flows onto the Scotiabank property and their property. He further noted Counc. Boyle can attest to the water as she witnessed it. He mentioned the water still runs, referencing a recent comment from his wife that it sounds like a babbling brook along the edge of the property.

Deputy Mayor Alexander expressed interest in referring the matter to the Works and Utilities Committee to be discussed further with Town staff and the Holdens.

# ROTHERSAY

Regular Council Meeting  
Minutes

-4-

14 November 2023

## Item brought forward.

### 9.1.2 Brock Court

7 November 2023

Letter from the Holdens

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Brown the letter from the Holdens dated 7 November 2023 be referred to the Works and Utilities Committee.

#### ON THE QUESTION:

Mayor Grant extended an invitation to the Holdens to attend the next Works and Utilities Committee meeting.

**CARRIED.**

Mayor Grant thanked Mr. and Mrs. Holden.

While leaving, Ms. Kramer dropped a letter with all her expanded requests for Item 4.1 onto Council's desk, and threatened legal action if the Town does not take action by the next meeting.

### 4.3 Envision Saint John

Andrew Beckett, Interim CEO (*see Item 9.1.3*)

Mayor Grant welcomed Mr. Beckett. Mr. Beckett began by thanking Council and sharing that it has been two months since he has become Interim CEO for Envision Saint John. Over the last couple months work had been done to review the original Prospectus – the document that led to the formation of Envision Saint John – and conduct a gap analysis. He spoke of the responsibilities of the organization: marketing and sales, people attraction, growth sector development, tourism development, entrepreneurial ecosystem growth and development, economic data/decision support, economic infrastructure development, and supporting municipal economic development initiatives (for instance encouraging developers to explore construction of senior-housing). He mentioned internal changes that have occurred to better align with these responsibilities, adding that there is cooperation amongst groups to provide support to other areas when needed. He noted the intent is to have more front-line facing positions and a more proactive than reactive approach. He identified a real estate service role and three growth coordinator positions that have been added. Mr. Beckett expressed interest in returning to Council a few different times in a year to discuss different areas of the organization.

For tonight's presentation he focused on a couple areas, including:

- Population growth
  - o a focus on immigration but migration is involved as well
  - o successful campaigns to attract individuals from Ontario
  - o immigration may be key to reaching population growth targets
  - o employment is key driver to population growth
  - o intersectionality related to immigration
    - place brand
    - talent
    - real estate/housing – needs to be enough to accommodate growth
  - o data driven
- Real Estate Development Support Service
  - o Designated position added
  - o Industrial, Commercial, and Residential (advocacy work with the Province and developers)
    - Hosted a developer's forum (created connections for modular home development)
- Internal Initiatives
  - o Realignment of roles
  - o Changes to website
  - o Improving transparency and accountability
    - Building new KPIs
    - Service based budget
  - o Three key strategies with opportunities for public engagement
    - Regional Economic Development Strategy
    - Regional Tourism Master Plan
    - Regional Immigration Strategy

## ROTHESAY

Regular Council Meeting  
Minutes

-5-

14 November 2023

Mr. Beckett assured Council that the organization is aware that as a regional agency the unique aspects and attributes of each municipality must be respected. He noted a region's strength is in its diversity.

Mayor Grant noted her appreciation for interest in municipal individuality and improving accountability and transparency, noting these have been issues in the past.

Counc. Shea asked what comes first – immigration or housing? He mentioned he was at the developer's forum and inquired if modular home manufacturers could fill the need in New Brunswick if they operated 24/7. The answer was no, and in that case he asked why there are no plans for a modular manufacturer in southern New Brunswick. Mr. Beckett explained that modular homes are part of but not the entire solution. He added New Brunswick is fortunate that there are five modular home manufacturers in the province. There is concern that these plants could accept more orders from outside the province if there are insufficient orders from within New Brunswick. Counc. Shea recalled that the manufacturers ship to other Atlantic provinces, Ontario, and Maine.

Clarification was requested, and Mr. Beckett confirmed that the three growth coordinator positions are new roles.

### Item brought forward.

#### 9.1.3 Envision Saint John Presentation

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Brown the Envision Saint John presentation be received/filed.

**CARRIED.**

Mayor Grant thanked Mr. Beckett.

## 5. CORRESPONDENCE FOR ACTION

5.1 30 October 2023 Response to resident RE: Almon Lane – traffic detour concerns  
*Various* Correspondence (4) from residents

**MOVED** by Counc. Lewis and seconded by Counc. Boyle the response to resident and correspondence (4) RE: Almon Lane – traffic detour concerns dated 30 October 2023 be referred to the Works and Utilities Committee.

### ON THE QUESTION:

Deputy Mayor Alexander agreed with the concerns, noting he walks in the area and has witnessed torn up lawns from vehicles trying to pass on the narrow road, and drivers not paying attention to pedestrians when using the road as a shortcut. He noted it is important to refer the matter to the Works and Utilities Committee to discuss further.

**CARRIED.**

## 6. CORRESPONDENCE – FOR INFORMATION

6.1 8 November 2023 Letter from UMNb to Premier Higgs RE: Federal Funding

**MOVED** by Counc. Boyle and seconded by Counc. Lewis the letter from UMNb to Premier Higgs RE: Federal Funding dated 8 November 2023 be received/filed.

**CARRIED.**

6.2 9 November 2023 Letter to Anglophone South School District RE: Request for School Bus Stop at Glenwood Drive with attachment

**MOVED** by Counc. Mackay French and seconded by Counc. McGuire the letter to Anglophone South School District RE: Request for School Bus Stop at Glenwood Drive with attachment dated 9 November 2023 be received/filed.

**CARRIED.**

# ROTHESAY

Regular Council Meeting  
Minutes

-6-

14 November 2023

## 7. REPORTS

### 7.0 November 2023 Report from Closed Session

- **Kennebecasis Regional Joint Board of Police Commissioners Borrowing**  
7 November 2023 Memorandum from Treasurer MacDonald

**MOVED** by Counc. Mackay French and seconded by Counc. Boyle Rothesay Council guarantee borrowing by the Kennebecasis Regional Joint Board of Police Commissioners for renovations to the Kennebecasis police station in an amount equal to 39.75% of a total project cost not to exceed \$4.25 million.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle Rothesay Council direct staff to write a letter to the Kennebecasis Regional Joint Board of Police Commissioners requesting that prior to 6 December 2023 Rothesay be provided with:

- 1) a set of marked up drawings that show what the overall floor plan will look like when the renovation and addition are completed;
- 2) a plan to monitor the contingency fund throughout the renovation and addition construction work;
- 3) strategy to try and reduce the overall cost of furnishings by considering such options as purchasing good used furnishings as opposed to new furnishings.

**CARRIED.**

- 7.1 3 August 2023 Fundy Regional Service Commission (FRSC) meeting minutes  
24 August 2023 FRSC meeting minutes

**MOVED** by Counc. Brown and seconded by Counc. Shea the Fundy Regional Service Commission (FRSC) meeting minutes dated 3 August 2023 and 24 August 2023 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander asked why the FRSC applied for a US Bank Visa and not a Canadian card. Mayor Grant noted she is not sure but will find out.

**CARRIED.**

October 2023 Fundy Regional Arena Needs Assessment

**MOVED** by Counc. Mackay French and seconded by Counc. Boyle the Fundy Regional Arena Needs Assessment dated October 2023 be received/filed.

ON THE QUESTION:

Mayor Grant highlighted a recommendation for urgent replacement of arenas in Rothesay and Saint John, multi-generational facilities, and accessible designs. Deputy Mayor Alexander shared that the data for the growth rate and catchment area for the Rothesay Arena (2032 Catchment: 98,118) demonstrates the need for the facility.

**CARRIED.**

- 7.2 6 September 2023 Kennebecasis Valley Fire Department (KVFD) Board meeting minutes  
31 July 2023 KVFD Statement of Expense with Budget Variance  
6 September 2023 KVFD Compliance Report  
6 September 2023 KVFD Fire Chief's Report  
June 2023 KVFD Call Summary  
July 2023 KVFD Call Summary  
11 October 2023 Kennebecasis Valley Fire Department (KVFD) Board meeting minutes  
30 September 2023 KVFD Statement of Expense with Budget Variance  
30 October 2023 KVFD Compliance Report  
11 October 2023 KVFD Fire Chief's Report  
October 2023 KVFD Call Summary

## ROTHESAY

Regular Council Meeting  
Minutes

-7-

14 November 2023

**MOVED** by Counc. Lewis and seconded by Counc. Brown the Kennebecasis Valley Fire Department (KVFD) Board meeting minutes dated 6 September 2023, the KVFD Statement of Expense with Budget Variance dated 31 July 2023, the KVFD Compliance Report dated 6 September 2023, the KVFD Fire Chief's Report dated 6 September 2023, the June 2023 Call Summary, the July 2023 Call Summary, the KVFD Board meeting minutes dated 11 October 2023, the KVFD Statement of Expense with Budget Variance dated 30 September 2023, the KVFD Compliance Report dated 30 October 2023, the KVFD Fire Chief's Report dated 11 October 2023, and the Call Summary dated October 2023 be received/filed.

**CARRIED.**

7.3 30 September 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 September 2023 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander spoke of transferring funds from capital projects to reserves, noting a small surplus is expected for the end of the year.

**CARRIED.**

30 September 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 September 2023 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander reiterated that a small surplus is expected for the end of the year.

**CARRIED.**

30 September 2023 Donation Summary

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

**CARRIED.**

19 October 2023 Draft Finance Committee meeting minutes

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis the draft Finance Committee meeting minutes dated 19 October 2023 be received/filed.

**CARRIED.**

➤ Gala Ballet Productions

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle Council approve a donation to Gala Ballet Productions in the amount of \$250.

**CARRIED.**

➤ Kennebecasis Paddling Centre

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea Council provide a grant to the Kennebecasis Paddling Centre in the amount of \$13,920.

ON THE QUESTION:

Deputy Mayor Alexander mentioned the ask would comprise 38% of the annual donation budget and there was no option to provide a smaller amount. The Committee recommendation is against the request.

**DEFEATED.**

➤ Rothesay Nursery School

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire Council provide a grant to the Rothesay Nursery School in the amount of \$1,000.

ON THE QUESTION:

The Committee recommended against the request as it could set a precedent.

**DEFEATED.**

## ROTHESAY

Regular Council Meeting  
Minutes

-8-

14 November 2023

➤ Kennebecasis Crime Stoppers

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French Council approve a grant from the 2024 budget to Kennebecasis Crime Stoppers in the amount of \$2,800.

**CARRIED.**

7 November 2023 Draft Finance Committee meeting minutes

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea the draft Finance Committee meeting minutes dated 7 November 2023 be received/filed.

**CARRIED.**

➤ 2024 Rothesay Operating Budgets  
**See Item 9.2**

7.4 17 October 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 17 October 2023 be received/filed.

ON THE QUESTION:

Counc. Boyle summarized the minutes. Mayor Grant noted membership at the Hive has grown and the facility is at capacity.

**CARRIED.**

7.5 17 October 2023 Draft Parks and Recreation Committee meeting minutes

**MOVED** by Counc. McGuire and seconded by Counc. Boyle the draft Parks and Recreation Committee meeting minutes dated 17 October 2023 be received/filed.

ON THE QUESTION:

Counc. Mackay French relayed public interest in starting a fundraising campaign for a scoreboard and lights at Arthur Miller Fields. The purpose would be to extend use of the facility later in the year, creating more availability for teams to practice, including those from Rothesay High School. She shared a public query asking if there is a covenant restricting the installation of lights. Counc. McGuire noted he is not sure about a covenant but recalls lights were not originally installed because of a significant cost, and the possibility of nuisance to properties nearby. Counc. Mackay French contended that properties are not visible from Arthur Miller Fields, and the lights could be set on a timer – shutting off by 9 or 10 p.m. Town Manager Jarvie confirmed that potential nuisance was a prior concern, but a report can be provided to Council, including results of polling nearby residents. He cautioned that a turf replacement project, for Arthur Miller Fields, will be required in the near future which requires a substantial cost.

**CARRIED.**

➤ Draft 2024 Parks and Recreation Department Operating and Capital Budgets  
**See Item 9.2**

7.6 18 October 2023 Draft Works and Utilities Committee meeting minutes

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French the draft Works and Utilities Committee meeting minutes dated 18 October 2023 be received/filed.

**CARRIED.**

➤ 31 Frances Avenue (flooding)

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Brown Council direct staff to prepare a report considering the installation of a second culvert at 31 Frances Avenue and also consideration of discussions with Quispamsis regarding upstream infrastructure and potential flooding, and also looking at other options to mitigate flooding at 31 Frances Avenue.

**CARRIED.**

➤ Sidewalk Extension on Iona Avenue

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French Council request a report from staff regarding potential costs to put a sidewalk extension on Iona Avenue.



## ROTHESAY

Regular Council Meeting  
Minutes

-9-

14 November 2023

### ON THE QUESTION:

It was noted the request is not for sidewalk along the entirety of Iona Avenue but a portion.

**CARRIED.**

#### ➤ Bartlett Road

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle Town staff send a letter to the residents providing 2 options for dealing with the deteriorating conditions on Bartlett Road as discussed at the 18 October 2023 Works and Utilities Committee meeting.

### ON THE QUESTION:

Mayor Grant noted there is a sense of urgency as the snow removal cannot be completed because of the poor condition of the road. Town Manager Jarvie reiterated that the responsibility for the cost will need to be confirmed, noting Bartlett Road is privately owned by one of the property owners.

**CARRIED.**

7.7 18 October 2023 Draft Heritage Preservation Review Board meeting minutes

**MOVED** by Counc. Mackay French and seconded by Counc. Lewis the draft Heritage Preservation Review Board meeting minutes dated 18 October 2023 be received/filed.

**CARRIED.**

7.8 6 November 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 6 November 2023 be received/filed.

**CARRIED.**

#### ➤ School Avenue/Kaitlyn Street (PIDs 30146708 & 30146674) **November 20<sup>th</sup> Public Hearing 6:30 p.m. at Town Hall.**

#### ➤ Schedule B of Rothesay Zoning By-law 2-10 – Fee Schedule **See Item 9.3**

7.9 October 2023 Monthly Building Permit Report

**MOVED** by Counc. Lewis and seconded by Deputy Mayor Alexander the October 2023 Monthly Building Permit Report be received/filed.

**CARRIED.**

7.10 9 November 2023 Capital Projects Summary

**MOVED** by Counc. Boyle and seconded by Counc. Mackay French the Capital Projects Summary dated 9 November be received/filed.

### ON THE QUESTION:

Mayor Grant highlighted that after a long process the Watercourse and Wetland Alteration Permit was received for the Turnbull Court project.

**CARRIED.**

## 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.*

---

# ROTHESAY

Regular Council Meeting  
Minutes

-10-

14 November 2023

## 9. NEW BUSINESS

### 9.1 BUSINESS ARISING FROM DELEGATIONS

#### 9.1.1 Cameron Road Beach

8 November 2023

Email from Liz Kramer with attachment

**Dealt with above.**

#### 9.1.2 Brock Court

7 November 2023

Letter from the Holdens

**Dealt with above.**

#### 9.1.3 Envision Saint John

Presentation

**Dealt with above.**

## FINANCE

### 9.2 2024 Rothesay Operating Budgets

#### ➤ 2024 General Fund

3 November 2023

Memorandum from Treasurer MacDonald RE: 2024 Operating Budget Amendments

7 November 2023

Memorandum from Treasurer MacDonald RE: Motions for General Fund Operating Budget 2024

Highlights

General Operating Fund Budget

Master Budget

General Operating Budget

Treasurer MacDonald spoke of three minor changes from the budget previously reviewed by Council, relating to: a change in the aggregate assessment value of properties to reflect a more precise figure (revenue and fee slightly less); an amendment to the Fundy Regional Service Commission budget (additional revenue resulting in a lower municipal contribution); and modification of shared funding formulas with Quispamsis (police, fire, and library) to reflect assessment changes. He clarified that the recommendations, including the tax rate, remain the same.

Mayor Grant invited Deputy Mayor Alexander, as the Chair of the Finance Committee, to speak. Deputy Mayor Alexander spoke of the budget process, noting a viable budget was created that allows the Town to maintain the tax rate at \$1.19. He mentioned that while assessment revenue has increased, it has been offset by the rising cost of regular operations. Town Manager Jarvie agreed costs are going up, and informed Council this impacts capital projects as well which will be discussed in December.

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire that the sum of **\$23,766,250** be the total operating budget of the local government, that the sum of **\$22,262,389** be the Warrant of the local government for the ensuing year, that the residential tax rate for the local government be **\$1.1900**, and that the non-residential tax rate for the local government be **\$2.0230**, and further that Council orders and directs the levying by the Minister of Local Government of said amount on real property liable to taxation under the *Assessment Act* within the local government of Rothesay.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle that the 2024 budget of the Kennebecasis Public Library be approved at \$254,117 and the Rothesay contribution be approved as \$98,994.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle that the 2024 operating budget of the Kennebecasis Valley Fire Department Inc. be approved at \$6,562,917 and the Rothesay contribution be approved as \$2,657,183.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle that the 2024 capital budget of the Kennebecasis Valley Fire Department Inc. be approved at \$499,946 and the Rothesay contribution be approved as \$203,003.

**CARRIED.**

**ROTHESAY**

Regular Council Meeting  
Minutes

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French that the 2024 operating budget of the Kennebecasis Regional Joint Board of Police Commissioners be approved at \$8,485,864 and the Rothesay contribution be approved as \$3,372,789.

**CARRIED.**

➤ **2024 Utility Fund**

7 November 2023	Memorandum from Treasurer MacDonald RE: Motions for Utility Fund Operating Budget 2024
Highlights	Utility Operating Fund
Master Budget	Utility Operating Fund

Treasurer MacDonald advised the only change pertained to a minor reallocation within fiscal services between debenture principal and interest payments. Deputy Mayor Alexander spoke of increases to water and sewer rates noting these relate to rising costs to provide the services. Town Manager Jarvie agreed, noting the rise in construction (building permits) plays a role.

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle that pursuant to subsection 117(4) of the Local Governance Act, the total budget for the Water and Wastewater Utility for the ensuing year would consist of total revenues of \$3,985,000 and total expenditures of \$3,985,000.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle that the Sewer Service Charge (Section 9) in schedule "B" of bylaw 1-15 be \$475.00 per equivalent user unit.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle that the definition of equivalent user units include the following:

Apartment and condominium buildings with 4 units and above equate to 0.75 equivalent users per unit.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle that the Water User Charges (Section 7) Fixed Component fee schedule "E" of by-law 1-18, page 1, be changed to the following rates:

Meter Size	Factor	Fixed Charge Per Qtr	Annual Charge
5/8	1.00	\$ 53 .75	\$ 225.00
3/4	1.44	\$ 77.40	\$ 324.00
1	2.56	\$ 137.60	\$ 576.00
1-1/2	5.76	\$ 309.60	\$1,296.00
2	10.24	\$ 550.40	\$2,304.00
4	40.96	\$ 2,201.60	\$9,216.00
6	92.16	\$4,953.60	\$20,736.00
8	163.84	\$ 8,806.40	\$36,864.00

**CARRIED.**

# ROTHESAY

Regular Council Meeting  
Minutes

-12-

14 November 2023

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle that the Water System Consumption Charges - schedule "E" of by-law 1-18, page 2, be changed to the following rates per quarter:

Single Family Residence	Up to 96 m <sup>3</sup> \$1.29	over 96 up to 800 m <sup>3</sup> \$1.935	above 800m <sup>3</sup> \$2.9025
Residence with rental or self-contained unit	\$1.29	\$1.935	\$2.9025
Apt building up to 3 units	\$1.29	\$1.935	\$2.9025
Townhouses - individual meters	\$1.29	\$1.935	\$2.9025
Commercial	\$1.29	\$1.935	\$2.9025
Apt building 4 units or more	Up to 72 m <sup>3</sup> /unit \$1.29	over 72 up to 600 m <sup>3</sup> /unit \$1.935	above 600m <sup>3</sup> /unit \$2.9025
Townhouses group meters	\$1.29	\$1.935	\$2.9025
Institutional (schools)	Up to 3,250 m <sup>3</sup> \$1.29	over 3,250 m <sup>3</sup> \$1.935	

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle that the Standby Sprinkler Charges (Section 7) schedule "E" of by-law 1-18, page 1, be changed to the following rates:

Meter Size	Annual Charge
4	\$1,100.00
6	\$1,375.00
8 or larger	\$1,650.00

**CARRIED.**

### 9.3 Zoning By-law 2-10 Amendment to Fees

- 7 November 2023 Memorandum from Town Clerk Banks
- 14 November 2023 Amended Schedule B – Rothesay Zoning By-law 2-10
- 3 November 2023 Staff Report to Planning Advisory Committee

For the benefit of the public, Mayor Grant gave a brief background.

**MOVED** by Counc. Shea and seconded by Counc. McGuire Council adopt Schedule B, Rothesay Zoning By-law 2-10, as amended and dated 14 November 2023.

**CARRIED.**

### 9.4 Circular Materials Concerns

- 10 November 2023 Memorandum from Town Manager Jarvie

**MOVED** by Counc. Mackay French and seconded by Counc. McGuire Council direct that Recycle NB and the Minister of Environment be advised of the Town's dissatisfaction with the application of the New Brunswick Stewardship Plan for Packaging and Paper to date.

ON THE QUESTION:

Town Manager Jarvie summarized his memorandum.

**CARRIED.**

**ROTHESAY**

Regular Council Meeting  
Minutes

-13-

14 November 2023

**10. NEXT MEETING**

The next meetings are scheduled as follows:

**Public Hearing** Monday, November 20, 2023 at 6:30 p.m.

**Regular meeting** Monday, December 11, 2023 at 7:00 p.m.

**11. ADJOURNMENT**

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

**CARRIED.**

The meeting adjourned at 8:42 p.m.

*original signed by*

---

MAYOR

*original signed by*

---

CLERK