

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 11, 2024
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

Regular Meeting

12 February 2024

➤ **Business Arising from Minutes**

3. OPENING REMARKS OF COUNCIL

3.1 Declaration of Conflict of Interest

4. DELEGATIONS

N/A

5. CORRESPONDENCE FOR ACTION

5.1 18 February 2024 LymeNB Awareness Month request

Light Town Hall green for one day in May

5.2 26 February 2024 Request to build a community garden on the Rothesay Common

Refer to the Parks and Recreation Committee

5.3.1 29 February 2024 Email from Mayor Grant RE: Renforth Wharf and Fishing Shacks

5.3.2 6 March 2024 Memorandum from Deputy Mayor Alexander

Review options

5.4 4 March 2024 Sponsorship request from the Kennebecasis Valley Food Basket

Refer to the Finance Committee

6. CORRESPONDENCE - FOR INFORMATION

6.1 31 January 2024 Donation thank you letter from Junior Achievement New Brunswick

6.2 6 February 2024 Letter from Rothesay High School RE: Request for traffic lights (*see Item 7.4*)

6.3 9 February 2024 Donation thank you letter from Saint John Seafarers' Mission Inc.

6.4 21 February 2024 Canadian Amyloidosis Support Network (CASN) Awareness Month

6.5 22 February 2024 Fundy Regional Service Commission (FRSC) Urban/Rural Ride Update

6.6 28 February 2024 Letter from UMNB to Minister Wilson RE: Provincial/Municipal roles in property assessment and taxation

6.7 4 March 2024 Purple Day for Epilepsy Awareness (March 26th)

6.8 6 March 2024 Letter from resident RE: Pothole on Hampton Road

6.9 7 March 2024 UMNB Pre-Budget Submission (February 2024)

6.10 8 March 2024 Letter of support to PNB for Saint John Theatre Company – Sydney Street Courthouse project

ROTHESAY

2024March11OpenSessionFINAL_002

Regular Council Meeting

Agenda

-2-

11 March 2024

7. REPORTS

7.0 March 2024

Report from Closed Session

- 7.1 8 November 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
- 8 November 2023 KVFD Fire Chief's Report
- October 2023 KVFD Response Report
- 7.2 31 January 2024 Draft unaudited Rothesay General Fund Financial Statements
- 31 January 2024 Draft unaudited Rothesay Utility Fund Financial Statements
- 31 January 2024 Donation Summary
- 23 February 2024 Draft Finance Committee meeting minutes
 - Compassionate Grief Centre
 - Heart and Stroke Foundation
 - KVFD Quint 1 Replacement Proposal
 - Debenture Financing (Turnbull Court)
- 7.3 20 February 2024 Draft Age Friendly Advisory Committee meeting minutes
- 7.4 21 February 2024 Draft Works and Utilities Committee meeting minutes
 - Marr Road crosswalk
 - Highland Avenue/Eriskay Drive stop signs
 - Rothesay High School/Town Hall signalized crosswalk
 - Parking By-law
- 7.5 4 March 2024 Draft Planning Advisory Committee meeting minutes
- 7.6 February 2024 Monthly Building Permit Report
- 7.7 6 March 2024 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 45 Marr Road & 6 Old Mill Lane PIDs 00245415 & 00118067 (Tabled January 2024)

No action at this time

8.5 Rezoning - 7 Scott Avenue (PID 00064105)

4 March 2024

Memorandum from Town Clerk Banks

DRAFT

By-law 2-10-37

ROTHERSAY

Regular Council Meeting
Agenda

11 March 2024

9. NEW BUSINESS
N/A

10. NEXT MEETING

Regular meeting Monday, April 8, 2024 at 7:00 p.m.

11. ADJOURNMENT

Liz Hazlett

From: Mary Jane Banks
Sent: Wednesday, February 21, 2024 9:18 AM
To: Liz Hazlett
Subject: FW: LymeNB 2024 Awareness Campaign - Municipal Proclamation

From: Mary Jane Banks <MaryJaneBanks@rothesay.ca>
Sent: Wednesday, February 21, 2024 9:18 AM
To: Mike Allen <allenmr@live.com>
Cc: Nancy Grant <NancyGrant@rothesay.ca>; Keri Flood <keriflood@rothesay.ca>
Subject: RE: LymeNB 2024 Awareness Campaign - Municipal Proclamation

Good morning and thanks for your inquiry.

As you know, Rothesay, by practice, does not normally read proclamations or declare the many and varied days requested by multiple organizations. However, your correspondence and request to light the Town Hall green for a day in May will be included in the Council agenda package for Monday, March 11, 2024, which will be posted to the Town website and does usually generate media awareness.

If you have prepared social media messages, we are happy to share them on the Town's social media networks. You can forward them to KeriFlood@rothesay.ca.

Enjoy your day~

Mary Jane

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

Before printing, please think about the environment. Respectez l'environnement, réfléchissez avant d'imprimer

From: Mike Allen <allenmr@live.com>
Sent: Sunday, February 18, 2024 5:26 PM
To: Nancy Grant <nancygrant@rothesay.ca>
Cc: Mary Jane Banks <MaryJaneBanks@rothesay.ca>
Subject: LymeNB 2024 Awareness Campaign - Municipal Proclamation

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

Town of Rothesay

Attention: Mayor Dr. Nancy Grant 2024March11OpenSessionFINAL_016

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 2024 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.

While we are aware and understand that you do not normally do proclamations, we ask if you would again consider lighting up a structure of your choice at some point during May 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.



New Brunswick Lyme Disease Association Inc.
Association néo-brunswickaise de la maladie de Lyme inc.

Sample Proclamations

Municipal Designation of May 2024 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 contracting the disease;

THEREFORE BE IT RESOLVED THAT I, Mayor of XXX do hereby proclaim the month of May 2024 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 2024, 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 2024</u>	<u>LYME AWARENESS MONTH MAY 2024</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 2024, 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 2024 as Lyme Awareness Month in XXX, New Brunswick</p>

Liz Hazlett

From: Liz Hazlett
Sent: Monday, February 26, 2024 3:40 PM
To: Liz Hazlett
Subject: FW: Community garden project

From: Mary Jane Banks <MaryJaneBanks@rothesay.ca>
Sent: Monday, February 26, 2024 3:37 PM
To: Liz Hazlett <lizhazlett@rothesay.ca>
Cc: John Jarvie <JohnJarvie@rothesay.ca>; Charles Jensen <CharlesJensen@rothesay.ca>
Subject: FW: Community garden project

From: Peter Lewis <PeterLewis@rothesay.ca>
Sent: Monday, February 26, 2024 3:24 PM
To: Mary Jane Banks <MaryJaneBanks@rothesay.ca>
Subject: Fwd: Community garden project

Please add this email for discussion at our next council meeting. Thanks.

Councillor Peter Lewis

From:
Sent: Monday, February 26, 2024 9:55:25 AM
To: Peter Lewis <peterlewis@rothesay.ca>
Subject: Community garden project

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

Hello,

My name is _____ and I'm a grade eight student a Centre scolaire Samuel-de-Champlain. In school, we are doing a project to make an impact in our community, and I'd like to build a community garden in the Rothesay commons area. I'd love there to be a community garden as I feel it would be a great way to bring the community closer together. I'm wondering what steps I need to take to get my project presented to council, and be approved. Do you have any suggestions?

If you have any questions, feel free to ask them! I hope we can stay in touch and further collaborate on this project. The teacher who will be assisting me with this project is Mr. Duncan, here is his email: william.duncan@nbed.nb.ca

Thank you,

Liz Hazlett

From: Liz Hazlett
Sent: Friday, March 1, 2024 8:47 AM
To: Liz Hazlett
Subject: FW: Renforth Wharf and Fishing Shacks Feb 29, 2024

From: Nancy Grant <NancyGrant@rothesay.ca>
Sent: Thursday, February 29, 2024 7:15:09 PM
To: Mary Jane Banks <MaryJaneBanks@rothesay.ca>
Subject: Renforth Wharf and Fishing Shacks Feb 29, 2024

"I passed by the Renforth Wharf on the way to Town Hall this morning, and was dismayed at what I saw after yesterday's warmup, heavy rain and wind. The river was wide open, and there were 4 fishing shacks plus a significant amount of debris on what was left of the ice near the wharf. Pictures at 8:30am and 12:30 pm are attached.

As the day wore on, volunteers tried to rescue the structures on the ice, using kayak and crane, and one was brought to the wharf. However, unfortunately, I believe that three shacks and a porta pottie sank.

This is very disheartening to me, and to the many residents who called complaining about the debris, and asking us to do something. Of course, we cannot, as the jurisdiction is that of the Dept of the Environment. Unfortunately, and sadly, they seem not to enforce their rules, or watch what is happening there.

While most fishers are responsible, and many shacks were removed before the well-forecasted weather yesterday, some are not, and this issue of debris and shacks left on the ice has happened before. This is not acceptable, and I think it is time for Council to deal with this issue, so we do not have a repeat of this next year.

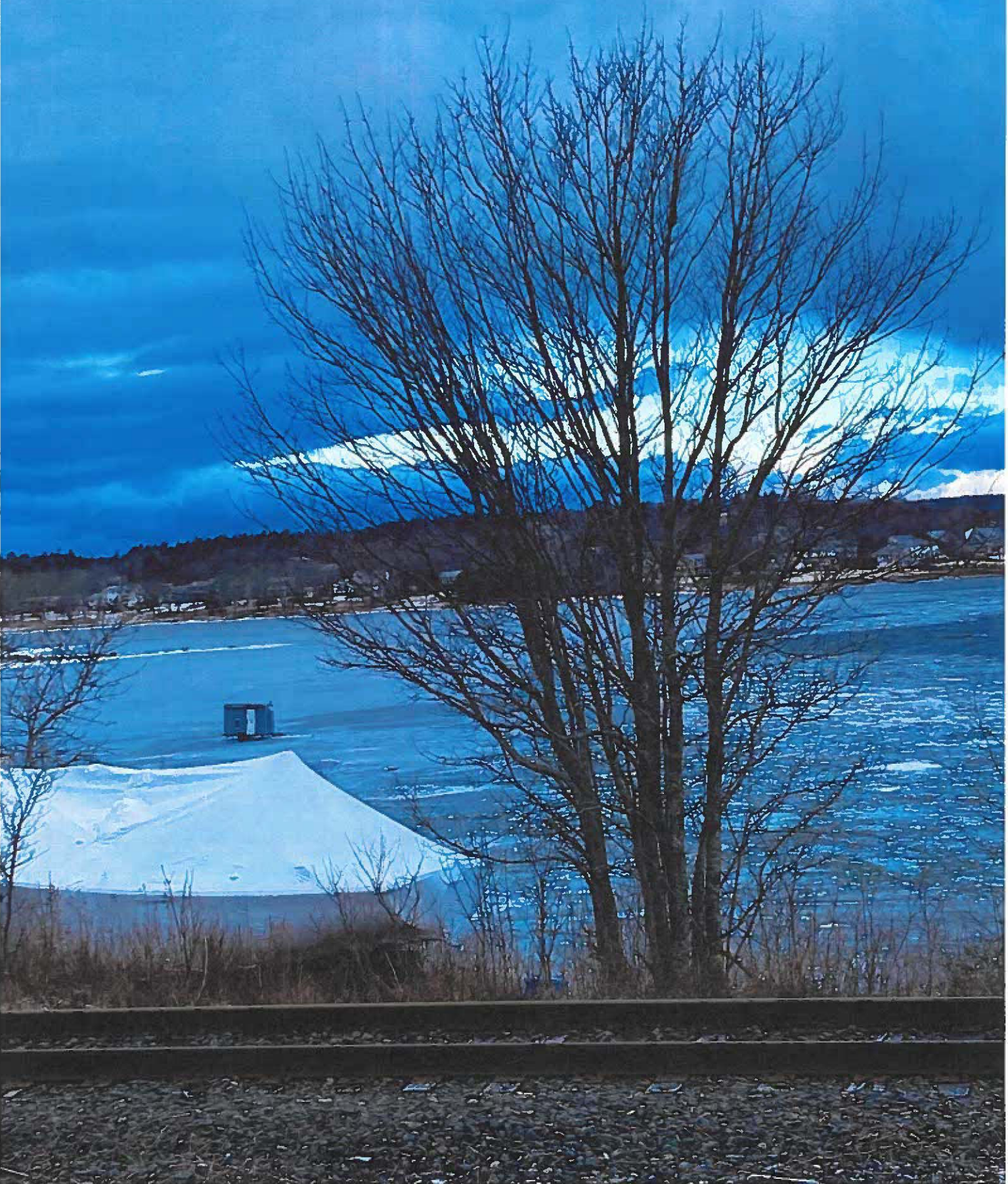
I have a couple of suggestions: first, I would like to see a strong letter go to Hon. Gary Crossman, outlining the issue, and asking why his Department is not more involved. Perhaps a meeting would be more effective.

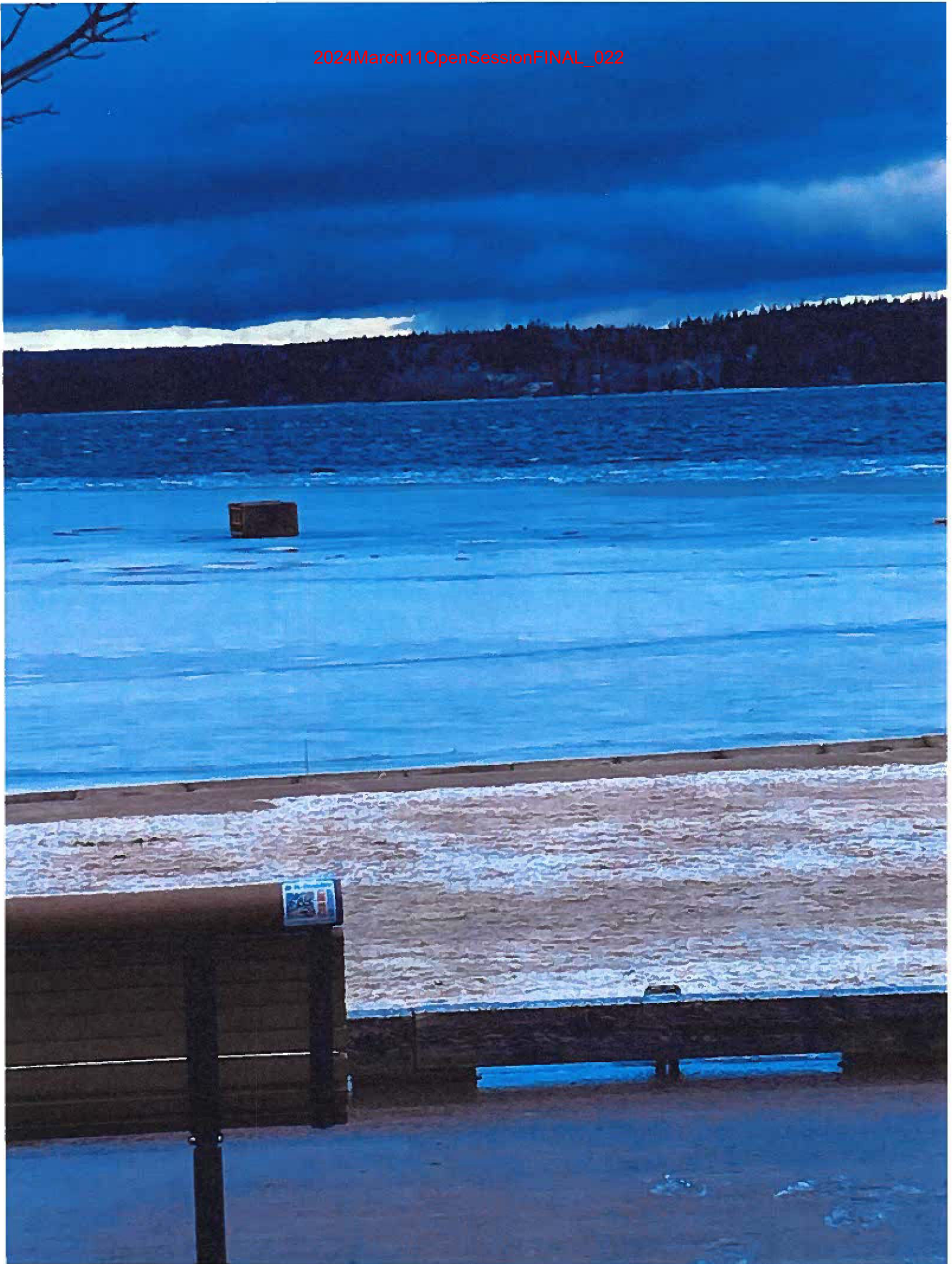
Secondly, I believe it is time to get all the players in the room to figure out how to mitigate this environmental damage from fishing. That should include the Town, Dept of Environment, Kennebecasis Regional Police, and perhaps a representative of the fishers.

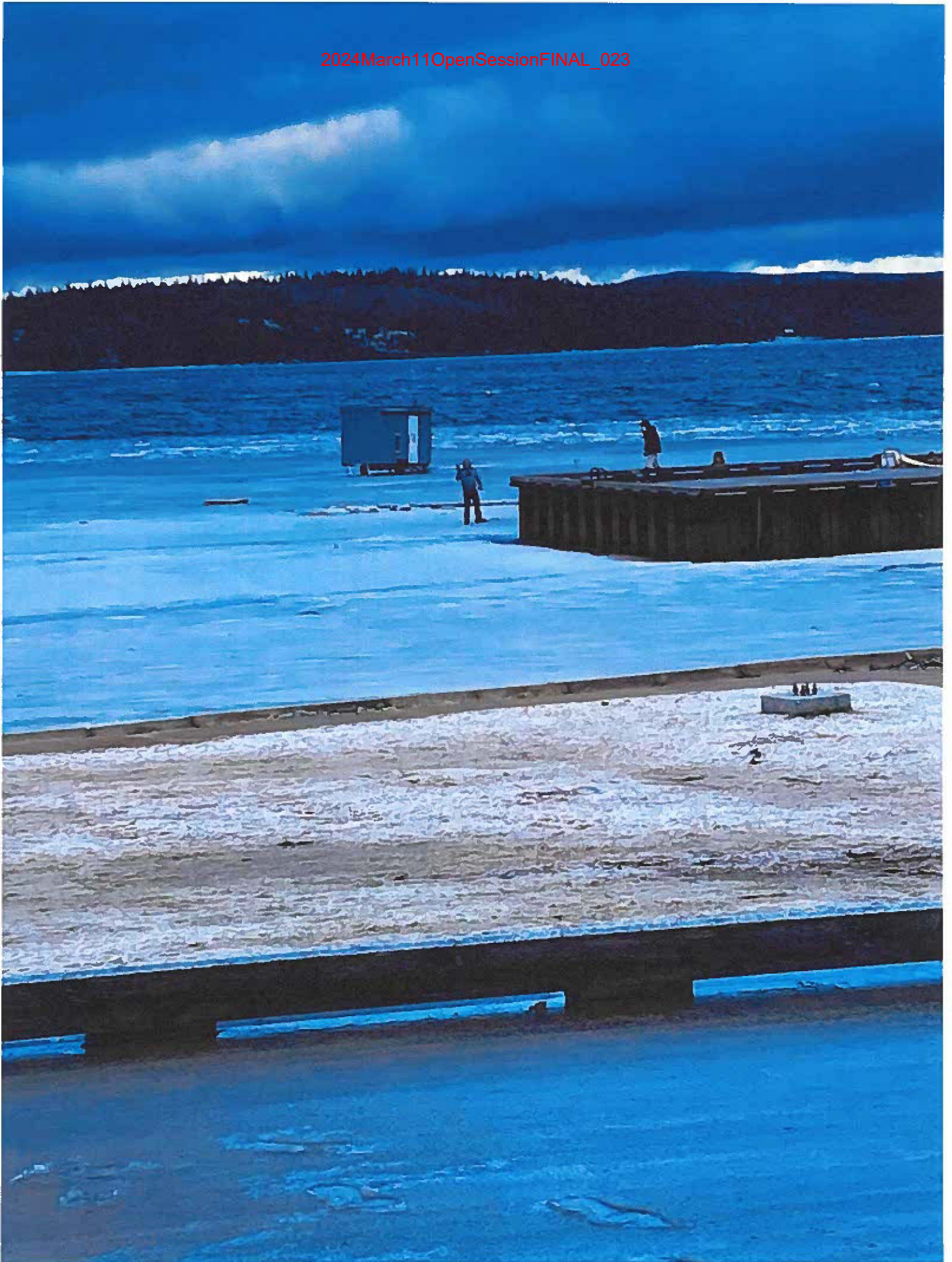
Finally, It may even be time to consider blocking access to all wooden structures, and allow only tents on the river. Perhaps prevention is the key."

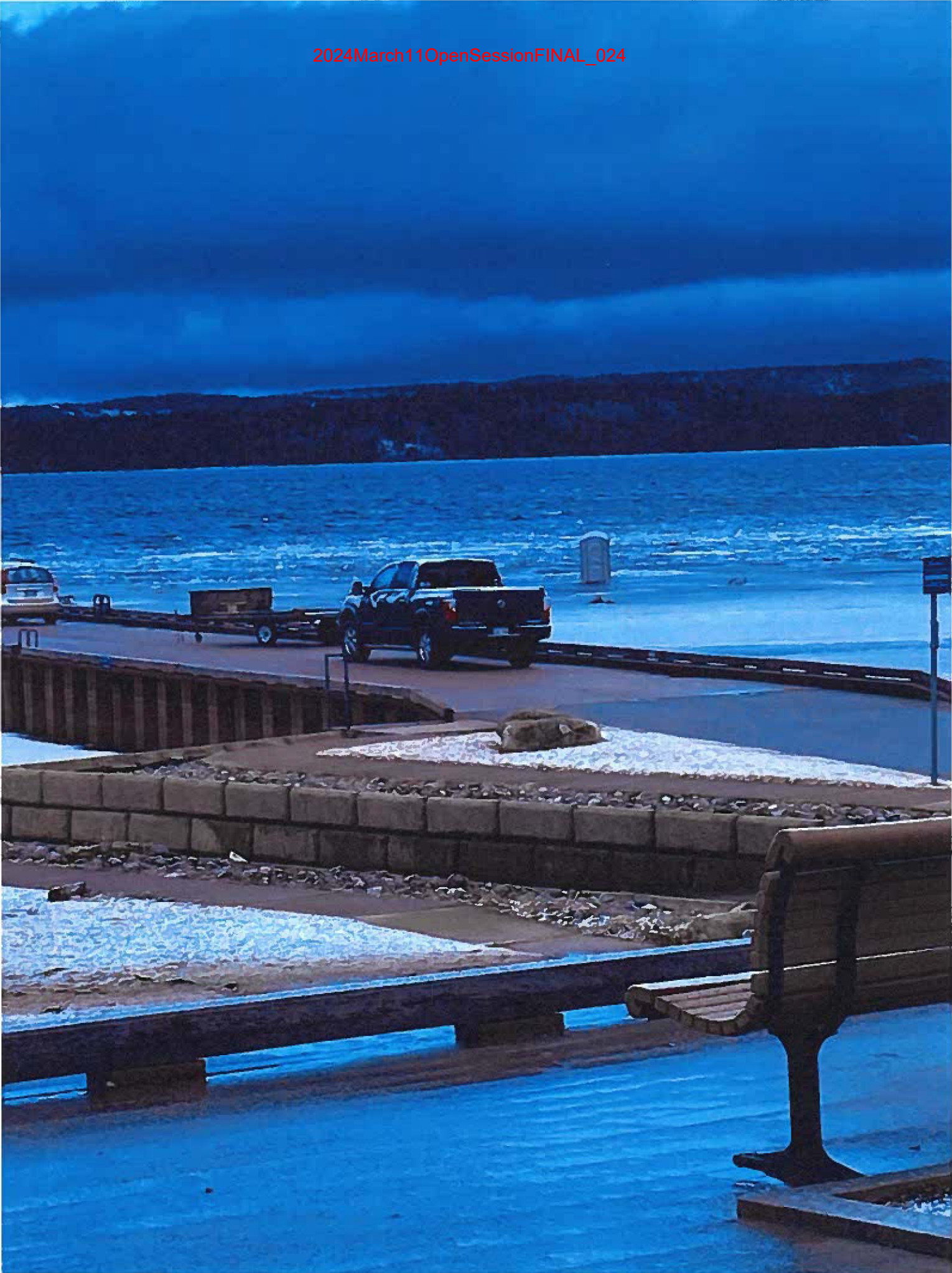
Please add this item to the March Council agenda.

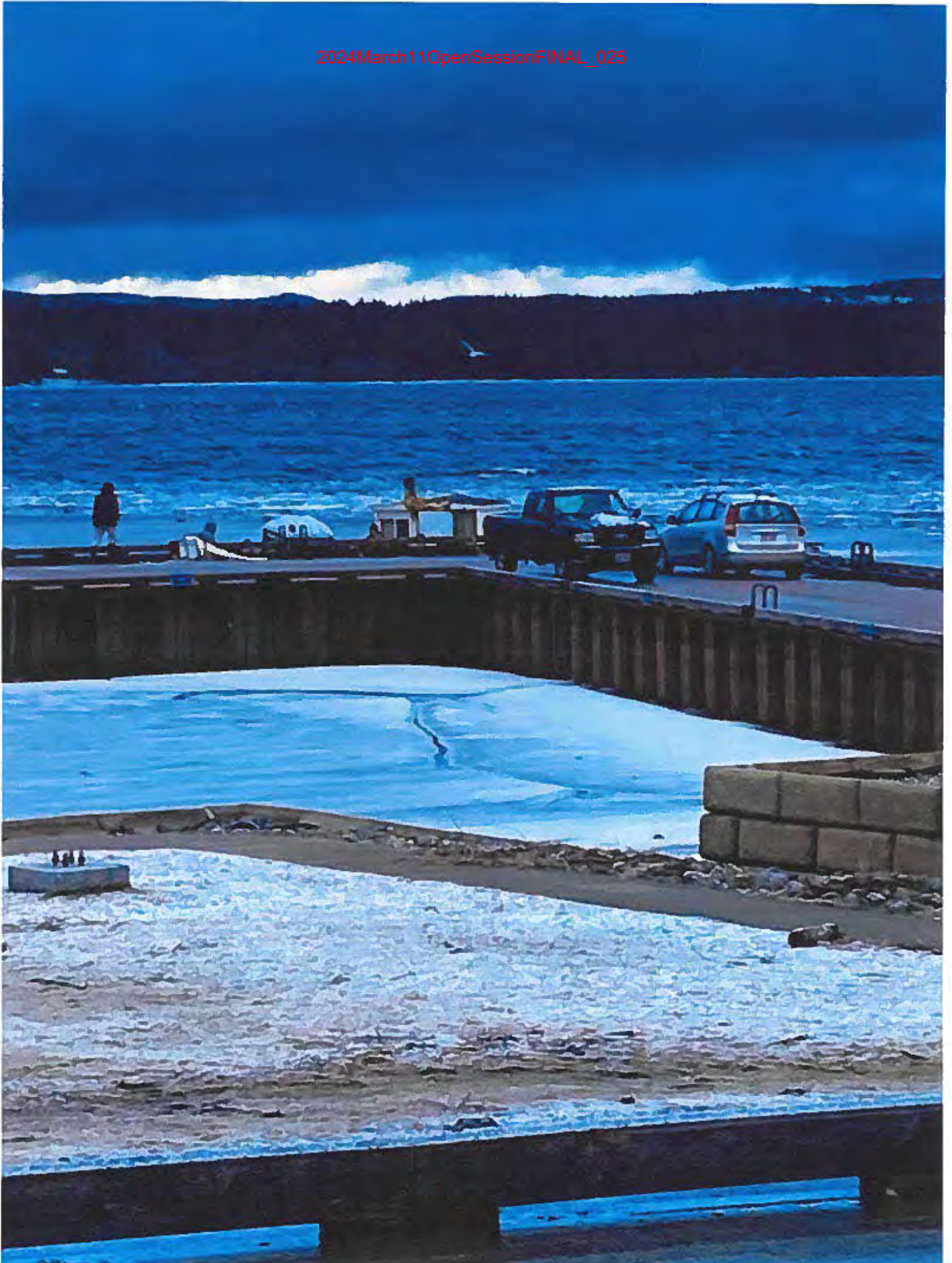
Dr. Nancy Grant
Mayor

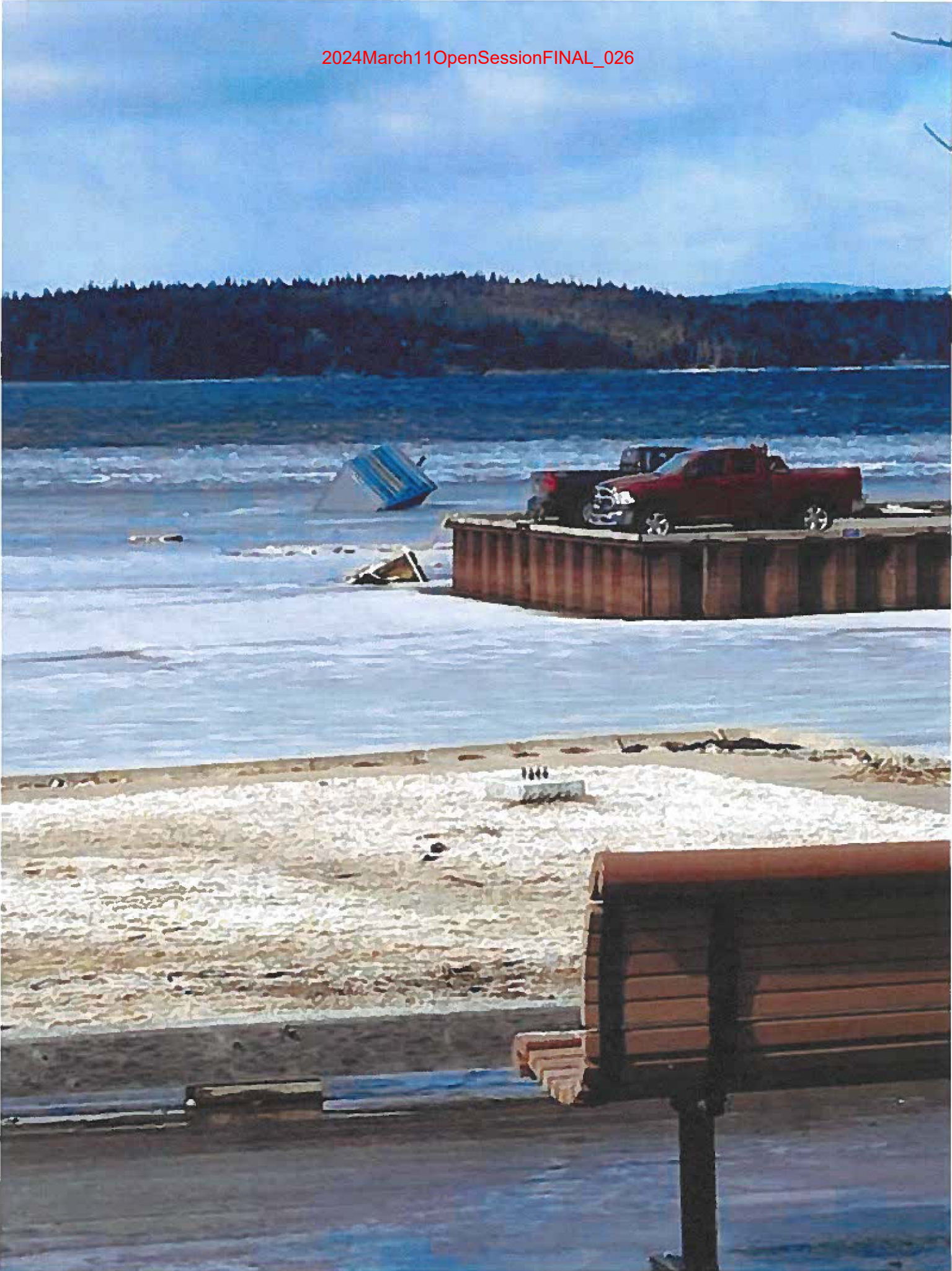










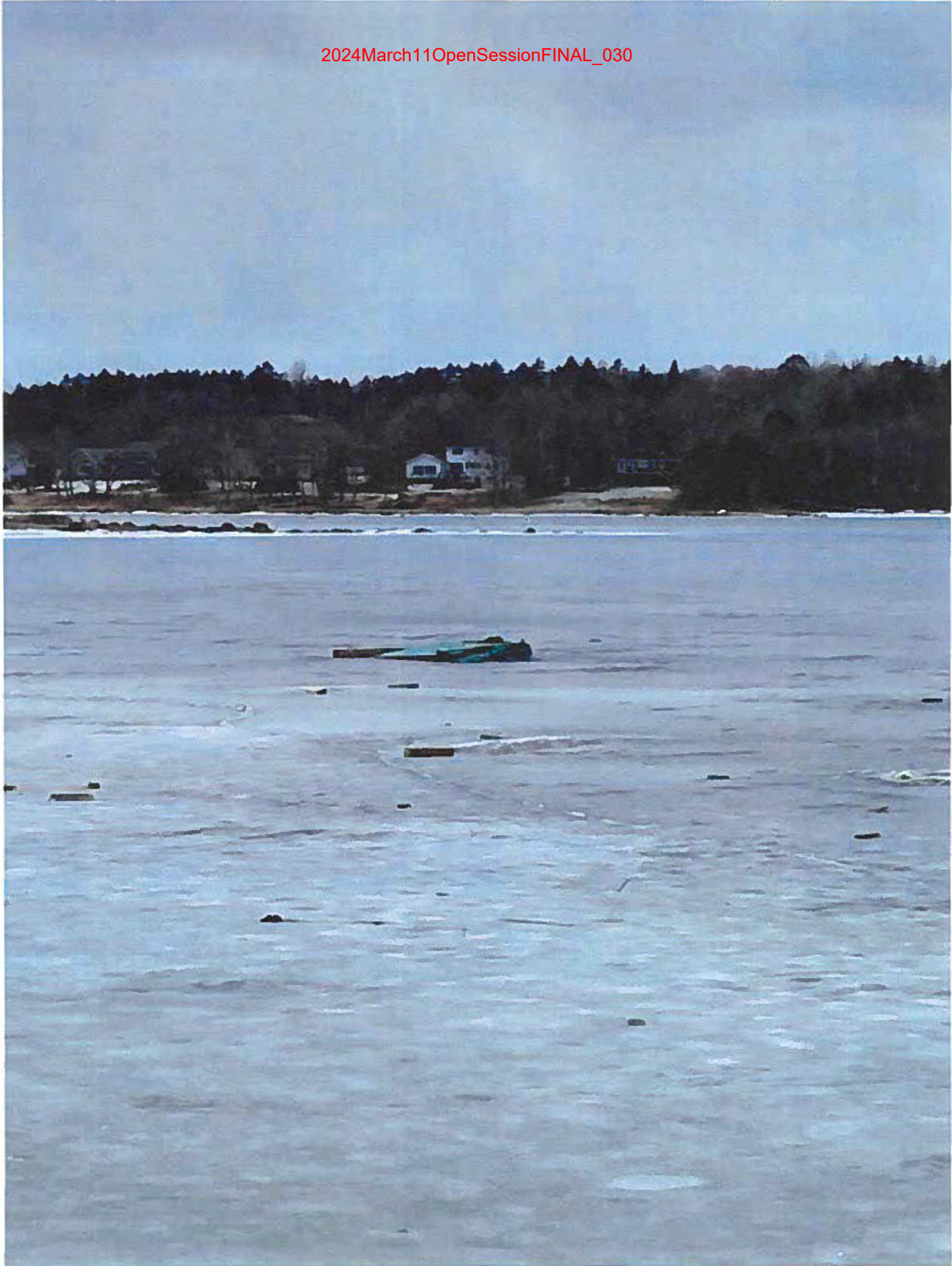


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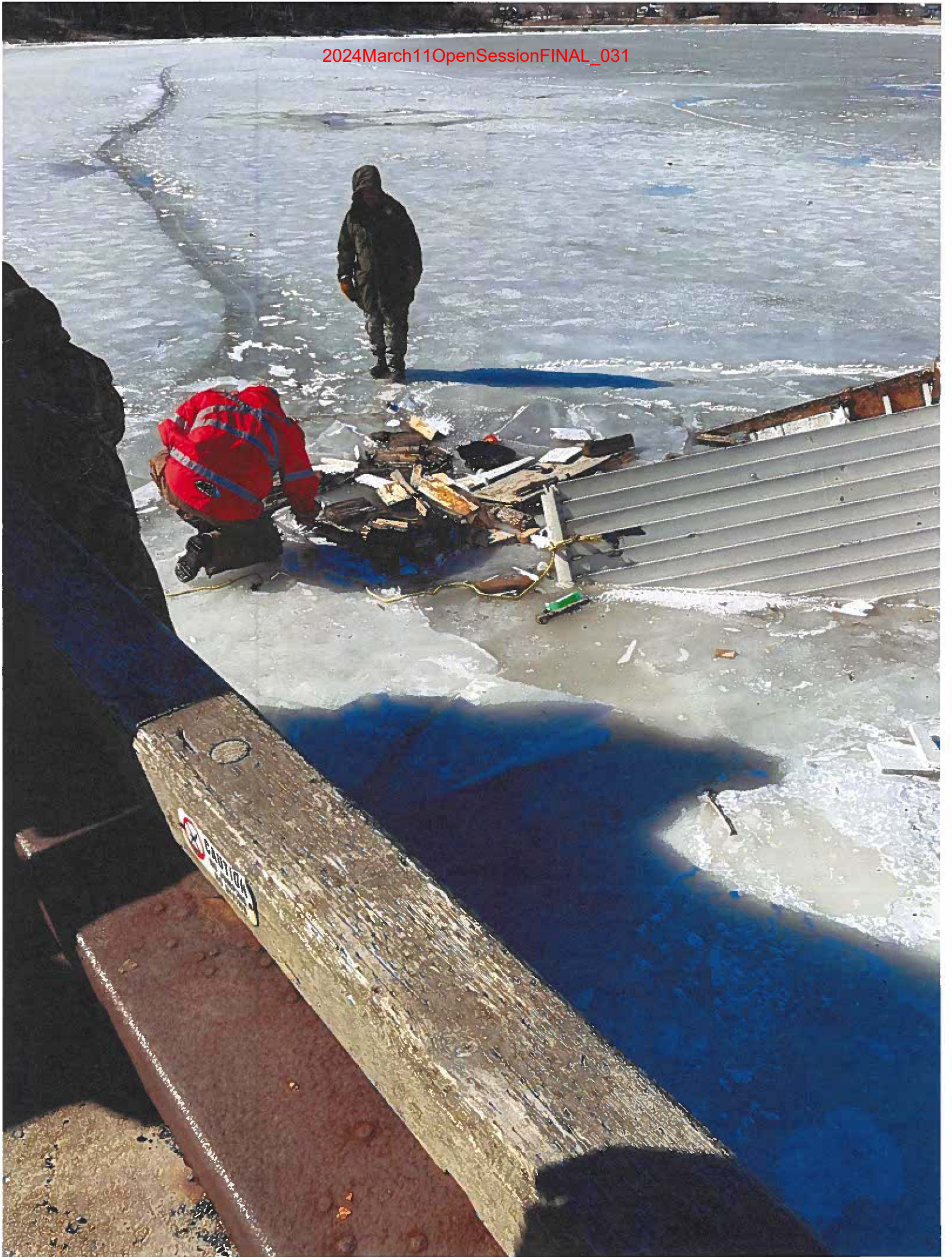








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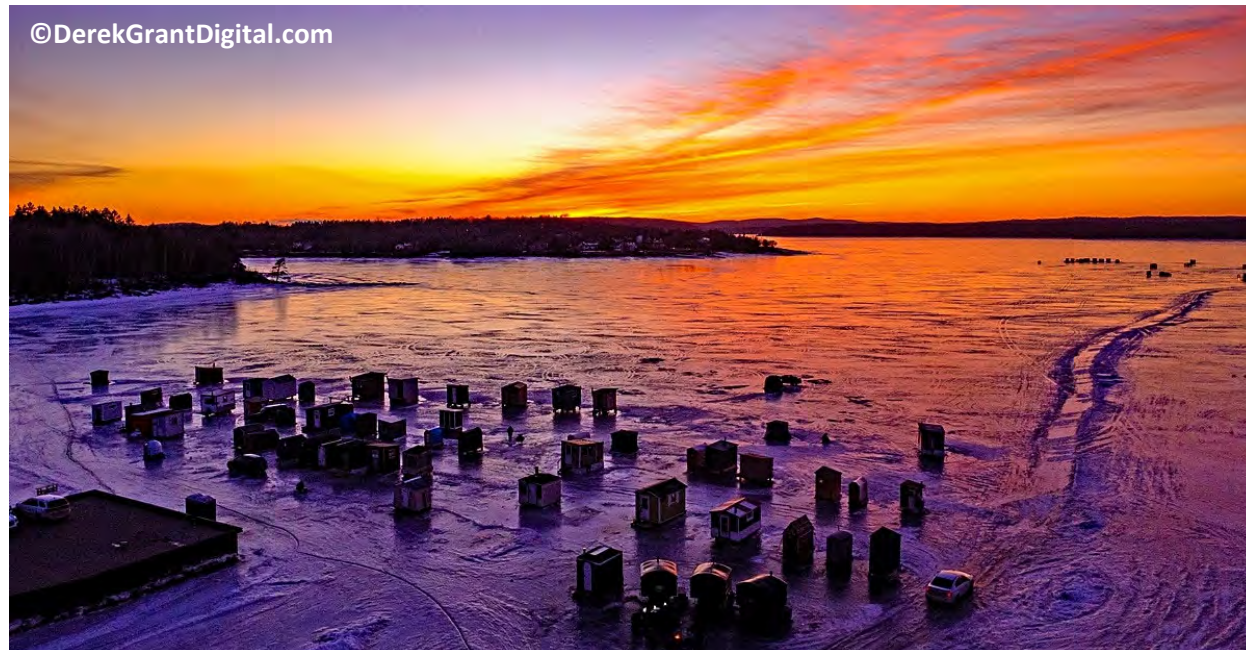


ike Reply

TO: Mayor and Council
FROM: Deputy Mayor Alexander
DATE: 6 March 2024
RE: Ice Fishing in Rothesay

Background

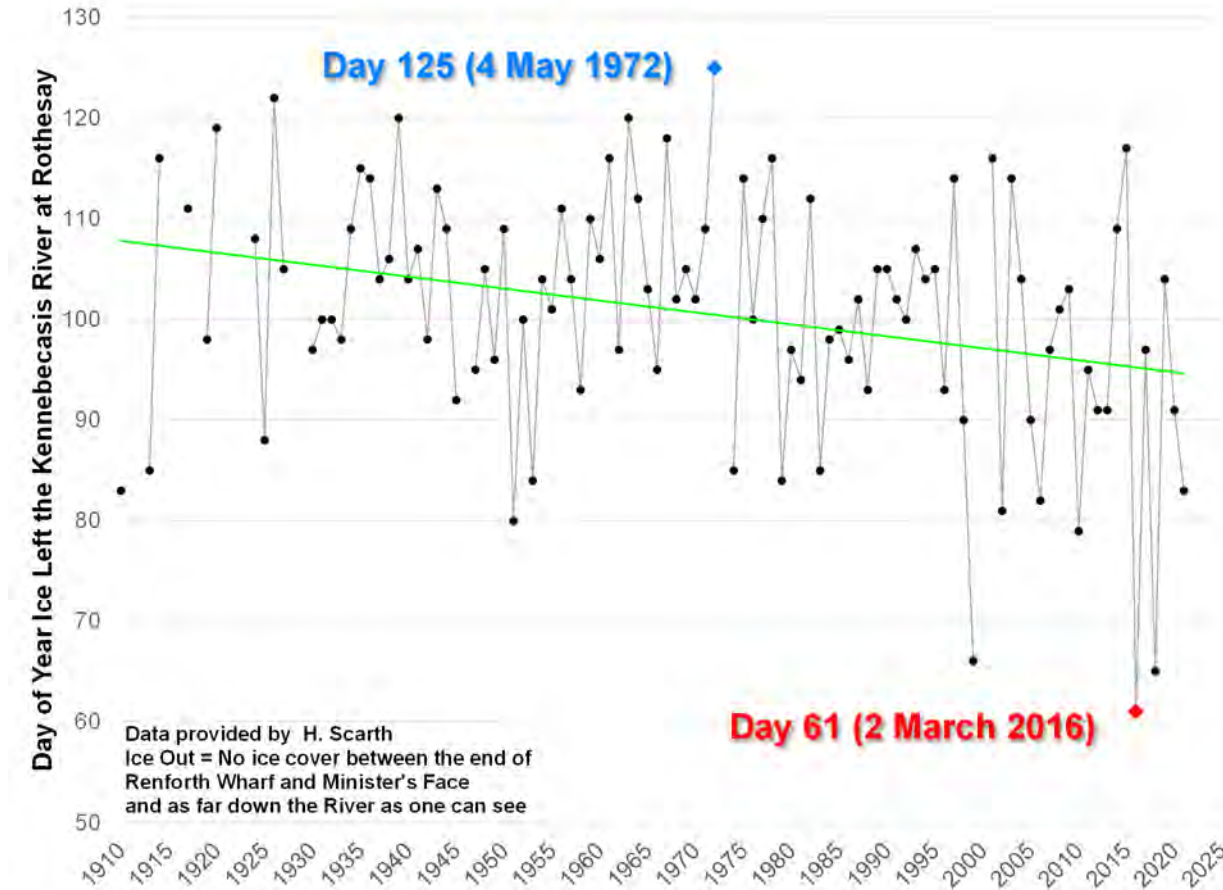
The Kennebecasis River forms Rothesay's western boundary. Many Rothesay residents value the beauty of the River and use it for a variety of recreational activities, including swimming, fishing, ice fishing, rowing, boating, sailing, ice-sailing, and skating. Fishing from the ice for smelt and hake is a favourite past time of many residents and visitors. Each year soon after freeze up, the ice off Renforth Wharf and Cameron Road become popular spots for the placement of ice fishing shacks. Some years there are a few shacks, while others there are many (sometimes > 100). The ice fishing community that pops up at Renforth Wharf has been the subject of photographs that have received national and international attention. At Renforth, there is a community that fishes for smelt close to the wharf and a community that fishes for hake about a kilometre offshore.



Our climate is changing and the season for ice cover is getting shorter; records kept by Rothesay residents since about 1910 clearly show a warming trend. The longest period ice remained on the River was in 1972 while the shortest was in 2016. Ice shacks have changed over time as well. More and more ice fishers are giving up the traditional Do-It-Yourself wooden shacks for commercially available portable pop-up tents or prefabricated / injection moulded synthetic shacks. Ice conditions are also becoming unpredictable, and this year thin ice off K-Park led to one fatality. Thin ice conditions also likely aided in the rapid loss of ice this year.

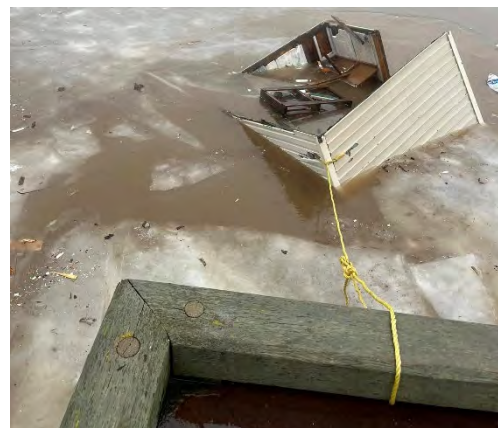
On Wednesday 28 February 2024, an intense storm brought almost 100 mm of warm rain (~5 °C to 10 °C) to the area. I believe all shacks were removed from the hake grounds prior to the storm. Despite the many warnings issued prior to the storm by NB EMO and weather networks, about a dozen ice fishers opted to leave their shacks on the ice adjacent to the Renforth Wharf. At the height of the storm, a small group of ice fishers risked dangerous ice conditions, putting their lives and others at risk, to remove most

remaining shacks. The few remaining shacks were the subject of risky removal attempts in the days following. At the time of this memo submission, one partly destroyed ice shack is tied to the Renforth Wharf and at least one ice shack sits on the bottom of the River about 100 m from the Renforth Wharf.



Attempted removal of shack now tied to the Renforth Wharf.

The Renforth Wharf is a popular spot in the summer heat for people to jump off, cool off, and swim in the River. Ice fishing debris can affect the safety of swimmers using that area. Therefore, the Town will most likely have to hire divers this spring to do a debris search and removal around the wharf to ensure no dangerous debris remains.





Attempted removal of shack now on the River bottom about 100 m offshore from Renforth Wharf.



Shack sinking below the ice.

Following repeated actions of some ice fishers leaving garbage on the ice after shack removal, Rothesay representatives met with regulatory representatives in 2015. Following those meetings, signs were erected by the Province reminding ice fishers of their responsibilities. Some education and enforcement patrols were also undertaken by Provincial representatives post-2015 and prior to COVID. Those patrols appear to have ceased and as a result, a few bad actors caused problems again this year.



Provincial sign at Renforth Wharf.

Considerable debris was left on the ice at the hake grounds (*n.b.*, it even appeared as though an entire shack was demolished on the hake grounds and left there to be carried away by the River). The debris, which included wooden pallets, spent propane canisters, tarps, wheels, beer cans, plastic bottles, Styrofoam, steel, doors, *etc.* was washed into the River during the 28 February 2024 storm. The fate of that debris is wide-reaching; some likely ended up on the River bottom, some may have been washed down River and may end up on shorelines or sink to the bottom, and some likely moved down River and out into the Bay of Fundy. Any debris not removed from the ice contaminates the watershed and the environment. Continued contamination may affect fish and the food they eat, which may eventually result in a decline of the very species ice fishers are seeking. Why are the troublemakers not being better stewards?



Some of the debris left on the ice at the hake grounds.



Some of the debris left on the ice at the hake grounds (a completely destroyed shack?).

Concerns

The following is a list of concerns with the current situation:

- pollution and impacts to fish and fish habitat;
- material washing up on private and public shorelines left to be cleaned up and disposed of by others;
- safety concerns related to debris on the river bottom;
- risking the lives of ice fishers who may fall through thin ice;
- risking the lives of first responders who may fall through the ice attempting a rescue; and
- risking the lives of others who may see fishers on the ice and falsely believe the ice is safe.

Path Forward

Most ice fishers follow the rules and clean up after themselves and others. Those who do seem to be the ones scrambling at the end of the season to clean up the mess left behind by others. Despite those noble efforts, some debris always remains and ends up polluting our watershed and the environment. The continued pollution and unnecessary safety concerns should not be allowed to continue. These issues have gone on far too long without being adequately addressed. A difficult issue is that the water / ice is not under Rothesay's jurisdiction. It is a provincial mandate to regulate waterway activities.

In my opinion, there are several options that Rothesay Council can consider moving forward, including:

- doing nothing;
- blocking vehicle access to the Kennebecasis River on all Town rights-of-way;
- working with fishers to re-establish an association (*i.e.*, the Renforth Ice Fishing Association) to oversee fishing and ensure rules are followed;
- working with fishers to encourage the use of portable pop-up tents or prefabricated / injection moulded synthetic shacks; and
- meeting with the Provincial representatives (*i.e.*, Departments of Environment, Natural Resources, and Public Safety) to discuss future monitoring and strict enforcement of the various Acts, regulations, and rules related to ice fishing.

Doing nothing is not a feasible option because it will result in the continued pollution of the watershed and the environment. Based on social media posts, many residents are not happy with the continued

pollution being left behind on the ice and those living along the shoreline are unhappy with having to cleanup and dispose of the debris that washes up. They are also concerned about what the pollution is doing to fish and fish habitat and the potential safety hazards that material presents.

Blocking vehicle access to the Kennebecasis River on all Town rights-of-way might seem like an easy solution, but it would likely be difficult to enforce. A few years ago, concrete barriers were installed at Renforth Wharf to restrict vehicle access and a gate was installed at the rowing club. To restore vehicle access, the concrete barriers at the wharf were covertly moved and the lock on the gate at the rowing club was cut. A guardrail installed at the Cameron Road site to restrict vehicle access, but not pedestrian access, was also covertly removed to restore vehicle access. Even if all the Town rights-of-way were blocked, once the River is frozen over, it is essentially an open highway that vehicles can access from numerous locations.

The Renforth Ice Fishing Association used to exist to oversee fishing and ensure rules were being followed. They also ensured garbage cans and porta-potties were onsite. Anecdotally, there were some personality issues and bullying from those not wanting to belong that resulted in disbanding of the association. Lack of an association means that some people today are not following the rules. If an association existed, there may be an opportunity to require that fishers provide a deposit before placing their shacks. That deposit could be used for cleanup and disposal costs if they fail to remove their shack. The association could also be used to provide information on what the ice conditions are like and when fishers should remove their shacks, such as before a pending major storm such as that experienced on 28 February 2024.

The DIY shacks appear to be the most problematic at the Renforth Wharf. Often, those structures are too heavy to be easily moved by hand, and some are not placed on runners making them difficult to move as demonstrated during the 28 February 2024 storm. If not properly monitored, the DIY shacks often freeze into the ice and pieces of them are left behind when removed. That material, regardless of how benign people think it is, ends up polluting the watershed and the environment. In the future, fishers should be encouraged to use portable pop-up tents or prefabricated / injection moulded synthetic shacks that are commercially available.

Several years ago, the Province conducted education and enforcement patrols at the fishing shack sites; however, those visits seem to be non-existent. Meetings should be convened with the various regulatory agencies to petition for reinstating education and enforcement patrols. For example, a patrol could have easily rectified those fishing shacks that were not tagged this year, as required, with the owner's name and contact information. They could have also dealt with the garbage that was being left behind. In recent years, the New Brunswick Department of Justice and Public Safety appears to have increased the number of peace officers patrolling the Province's highways. Perhaps those individuals could also patrol the ice fishing grounds.

Closing

Something needs to be about the continued pollution and unnecessary safety concerns associated with annual ice fishing activities in Rothesay. The solution likely has to be arrived at by Rothesay working together with residents, ice fishers, and the regulators.



Greetings from the Kennebecasis Valley Food Basket!

We are in our 39th year of operation and our client numbers continue to grow monthly. We served approximately 4,000 clients in 2023, an increase of 15% over 2022. Food costs, which make up close to 70% of our annual budget continue to grow, increasing 16% in 2023 over 2022. We are also currently in the planning stages of a renovation and expansion of our existing facility in order to better serve the needs of our growing community. With increasing client numbers, higher food costs and a planned building expansion and renovation underway, we decided to launch a fundraising event.

A talented group of Valley musicians are volunteering their time to help us with ongoing fundraising. We will be staging a "Come Together for the KV Food Basket" Beatles Tribute show at the Imperial Theater on April 26th. We will celebrate the 60th Anniversary of the Beatles and hope you will join us. We are offering sponsorship opportunities at different levels as seen in the attachment to assist in our fundraising efforts. Please consider one of the options listed based on your interest and ability to donate. If you are able to purchase tickets and attend the event that is equally important. Tickets are \$20.00 for Students and \$30.00 for Adults, all fees included and available online imperialtheatre.ca.

Your donation and/or purchase of show tickets will be vital to the success of this fundraising endeavor for an extremely worthy cause. Please join the fun!

Thank you for your consideration,

Brian Rignanesi

Board Chair

KV Food Basket





KENNEBECASIS VALLEY FOOD BASKET FUNDRAISER SPONSORSHIP OPPORTUNITIES

The *Come Together Houseband* presents a celebration of 60 years of the Beatles! Join us as a sponsor of this concert at the Imperial Theatre on April 26, 2024 and support the Kennebecasis Valley Food Basket in their fight against hunger in our community.



PRESENTING
SPONSOR
\$5,000

- Imperial Theatre marquee on show day
- Exclusivity
- Option to present verbal greetings before concert
- Verbal recognition during show
- Verbal mention on radio
- Recognition on Kennebecasis Valley Food Basket Facebook page
- Logo on social media posts
- 10 VIP tickets



GOLD
SPONSOR
\$2,000

- Verbal recognition during show
- Verbal mention on radio
- Logo on social media posts
- 6 VIP tickets



SILVER
SPONSOR
\$1,000

- Verbal recognition during show
- Verbal mention on radio
- Logo on social media posts
- 4 VIP tickets



BRONZE
SPONSOR
\$500

- Verbal recognition during show
- Verbal mention on radio
- Logo on social media posts
- 2 VIP tickets

NOTE: Sponsors confirmed by March 22 will have logo placed on printed posters.

THE BEATLES

THANK YOU - WE APPRECIATE YOUR GENEROUS SUPPORT



Town of Rothesay
70 Hampton Road
Rothesay, NB
E2E 5L5



Attention: John Jarvie

Dear John,

On behalf of the Board of Directors of Junior Achievement New Brunswick, I would like to thank you for your contribution to Junior Achievement New Brunswick and our programs! Students who participate in our programs are learning the ins and outs of running their very own small business and will one day, hopefully use those skills to start a business of their own. With your continued support we are well on our way to ensuring any child who wishes to complete a JA program can do so completely free of charge.

Thanks in part to your support, more than 30,000 young New Brunswickers will be able to participate in life-changing programs centred around Financial Literacy, Work Readiness and Entrepreneurship this year. The Junior Achievement Digital Campus (www.jacampus.org), our state-of-the-art learning platform, houses our suite of enrichment programs for students in grades 3 – 12 and provides our young people with the skills and understanding they will need to succeed.

Please find enclosed your official tax receipt for your financial contribution. It is our sincere belief that Junior Achievement programs instil in our youth the value of an education, the importance of financial literacy and that they can have a successful future right here in New Brunswick. Your assistance in accomplishing our goals is sincerely appreciated.

Thank you for your support to Junior Achievement New Brunswick and to the youth of this region.
"Success Starts Here!"

Sincerely,

Haley Bungay
Vice President, Development & Communication
Junior Achievement New Brunswick

*John,
Thank you so, so much
for your continued support
to JA and our students.
Many thanks.
H*

Enclosure

506.455.6552

PO Box 631, Station A, Fredericton, NB E3B 5A6

www.janewbrunswick.ca



ROTHESAY HIGH SCHOOL

61 HAMPTON ROAD
ROTHESAY, NB E2E 5L6
T: 506.847.6204
www.rothesayhigh.ca

BEVERLEE MACDONALD, PRINCIPAL
ANDREW PETERS, VICE PRINCIPAL
SONYA MORAN, VICE PRINCIPAL

Mayor Nancy Grant

70 Hampton Road

Rothesay, NB

E2E 5Y2

February 6, 2024

RECEIVED FEB 12 2024

Subject: Request for Traffic Lights for Pedestrian Safety

Dear Mayor Nancy Grant,

As the principal of Rothesay High and on behalf of our PSSC, I am writing to express my concern regarding the safety of pedestrians, specifically our students, when crossing the streets surrounding the school.

As you are aware, our school is in an area that has heavy traffic during peak hours. Each day, numerous students, parents, as well as town hall employees are required to cross the streets to reach the school premises, posing a potential risk to their safety. I believe it is imperative to take immediate action to ensure the well-being of our community.

After careful consideration and discussions with concerned parents, staff, and students, we strongly recommend the installation of traffic lights at the crosswalk connecting town hall and Rothesay High. These lights would greatly assist in creating a safer environment for everyone, reducing the risk of accidents, and promoting the overall well-being of our community.

I kindly request your consideration and support in prioritizing this matter. I am more than willing to collaborate with relevant departments, attend meetings, or provide any additional information required to facilitate the implementation of this important safety measure.

Thank you for your attention to this matter. I look forward to hearing your thoughts and working together to create a safer community for our pedestrians.

Yours sincerely,

Bev MacDonald (Principal of Rothesay High School)

*Received Feb 12/24
Nancy gave -
for Council agenda
please
NS*

2023 March / Open Seafarers' Mission 018
SAINT JOHN SEAFARERS' MISSION INC.

92 Tilley Lane
Saint John, NB E2M 5Y1
Telephone: 506.635.1731
E-mail: seaf@nb.aibn.com

February 9, 2024

Town of Rothesay
c/o Mr. Doug MacDonald
70 Hampton Road
Rothesay, NB E2E 5L5



Dear Mr. MacDonald:

On behalf of the Board of Directors for the Seafarers' Mission, I want to express appreciation for the Town of Rothesay's 'Hole' sponsorship, in the Mission's 2023 golf tournament.

Our annual golf tournament helps offset our operational expenses for the year. In 2023 the golf tournament was well supported. All three of the committee's goals were met: 1) golfers enjoyed the day and had fun; 2) awareness of the Mission increased as there were new golfers and new sponsorships, and 3) we made a very good profit (\$22K).

Your support helps our Mission to remain open and to fulfill our motto as a "Home Away from Home" for seafarers.

"Thank you" very much for your donation. Your income tax receipt is below.

Sincerely,

A handwritten signature in black ink, appearing to read "Beverley Sullivan".

Beverley Sullivan, Manager

Official INCOME TAX Receipt

Receipt #:
Date: 2023 12 31

Saint John Seafarers' Mission
92 Tilley Lane
Saint John NB E2M 5Y1

Charitable Org. Tax No.

RECEIVED FROM: *Town of Rothesay*
Eligible amount for tax purposes: **\$ \$200.00**

RECEIVED by:

A handwritten signature in black ink, appearing to read "Beverley Sullivan".
Beverley Sullivan, Manager

Canada Revenue Agency: www.canada.ca/charities_giving
Thank You!

Liz Hazlett

From: Liz Hazlett
Sent: Monday, February 26, 2024 8:34 AM
To: Liz Hazlett
Subject: FW: lighting up City Hall for March of 2024

From: Mary Jane Banks
Sent: Friday, February 23, 2024 11:37 AM
To: Jennifer Enright
Subject: RE: lighting up City Hall for March of 2024

Good morning Jennifer and thanks for your recent inquiry. I have checked with our Comms Team and the date selected to light Town Hall red is March 21, 2024.

As you may know, 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 11, 2024, which will be posted to the Town website and does usually generate media awareness.

If you have prepared social media messages, we are happy to share them on the Town's social media networks. You can forward them to KeriFlood@rothesay.ca.

Enjoy your day~

Mary Jane

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

Before printing, please think about the environment. Respectez l'environnement, réfléchissez avant d'imprimer

From: Jennifer Enright
Sent: Wednesday, February 21, 2024 8:47 AM
To: Rothesay Info <rothesay@rothesay.ca>
Subject: Re: lighting up City Hall for March of 2024

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

Hello,

I am just following up on this request now. My apologies. I think I am likely too late for this year. However, if we are successful and can have the Town Hall lit up in red for this year, please let us know.

2024March11OpenSessionFINAL_045

In the meantime, if you need more information or to reach out to us you can contact me at ejennifer569@gmail.com or at 289-682-1404. You can also contact the Secretary for CASN, Keith Dares, at casn.secretary@gmail.com. Keith is aware of the work I am doing to support our awareness campaign. Aside from his work as Secretary, Keith is in charge of the Atlantic Region for our organization. He is a Nova Scotian resident.

Keith was recently recognized as a Heart Hero by the World Heart Federation. To see an interview he gave about his experiences as a cardiac amyloidosis patient, see the following link:

<https://world-heart-federation.org/heart-heroes/>

I've attached a copy of our draft proclamation for reference as well as the provincial proclamations that have been approved up to this point. I am happy to say that New Brunswick has approved our proclamation request again for this year.

Kind regards,

Jennifer Enright

On Sun, Aug 6, 2023 at 9:06 AM Jennifer Enright wrote:

Hello,

I am a volunteer with the Canadian Amyloidosis Support Network (CASN), a federally registered non-profit organization that supports patients and families impacted by amyloidosis. Amyloidosis is a group of diseases caused by the buildup of abnormal proteins in organs of the body. Left untreated, the disease can result in organ failure and can be fatal. One of our goals is to raise awareness each year about this disease during Amyloidosis Awareness Month in March.

This year, thanks to the efforts of Town staff including Mary Jane Banks and Keri Food, the Town Hall was lit up in red during Amyloidosis Awareness Month in March of 2023. We are planning ahead for next year and wanted to know if the Town Hall could be lit up in March of 2024.

Please let me know if there is an online form that I need to fill out in order to submit this request and if you could send the link to me.

In the meantime, if you need additional information you can reach me at
You can also contact the Secretary of CASN, Keith Dares, at casn.secretary@gmail.com or 902-757-2711. Keith is aware of the work I am doing for our awareness campaign.

For more information about CASN, please visit our Facebook page or the website <https://amyloidosiscanada.org/>

Thanks, in advance, for any assistance you can provide.

Kind regards,

Jennifer Enright

WHEREAS, March is Amyloidosis Awareness Month, a month dedicated to raising awareness, funding research, and supporting those living with amyloidosis and their loved ones; and

WHEREAS, Amyloidosis is a group of diseases that occurs when an abnormal protein, known as amyloid, builds up in the tissues and organs of the body. Left untreated, the disease can result in organ failure and can be fatal; and

WHEREAS, Amyloidosis can mimic the signs and symptoms of more common medical conditions and the disease can be challenging to diagnose; and

WHEREAS, Amyloidosis often affects people who are older or middle aged; however, younger people have been diagnosed with this disease; and

WHEREAS, Some of the signs and symptoms of amyloidosis can include shortness of breath, weight loss, fatigue, swelling in the ankles and legs, numbness in the hands and feet, foamy urine, carpal tunnel syndrome, bruising around the eyes, and an enlarged tongue; and

WHEREAS, Early diagnosis can lead to better outcomes for both patients and their families; and

WHEREAS, Raising awareness about all the amyloidosis diseases, including hereditary and non-hereditary forms of the disease, can contribute to the building of healthier communities across Canada.

ATTENDU QUE mars est le Mois de la sensibilisation à l'amylose, un mois consacré à la sensibilisation, au financement de la recherche et au soutien des personnes atteintes d'amylose et de leurs proches; et

ATTENDU QUE l'amylose est un groupe de maladies qui se développe lorsqu'une protéine se replie de façon anormale, entraînant des dépôts d'amyloïde, s'accumulant dans les tissus et les organes du corps. Si elle n'est pas traitée, la maladie peut entraîner une défaillance d'organe et peut être fatale; et

ATTENDU QUE l'amylose peut imiter les signes et les symptômes de situations médicales plus courantes et que la maladie peut être difficile à diagnostiquer; et

ATTENDU QUE l'amylose touche souvent les personnes âgées ou d'âge moyen; cependant, des personnes plus jeunes ont reçu un diagnostic de cette maladie; et

ATTENDU QUE certains des signes et symptômes de l'amylose peuvent inclure l'essoufflement, la perte de poids, la fatigue, des œdèmes des chevilles et des jambes, l'engourdissement des mains et des pieds, l'urine mousseuse, le syndrome du canal carpien, les ecchymoses autour des yeux et une langue épaissie ;et

ATTENDU QUE le diagnostic précoce peut mener à de meilleurs résultats pour les patients et leurs familles; et

ATTENDU QUE la sensibilisation à tous les types d'amyloses, y compris les formes héréditaires et non héréditaires de la maladie, peut contribuer à l'édification de communautés plus saines partout au Canada.

Who is The Canadian Amyloidosis Support Network?

The Canadian Amyloidosis Support Network, Inc. is a federally registered, not-for-profit, all volunteer organization, formed by amyloidosis patients and those close to them. We are committed to making a positive difference in the lives of patients and families.

Our Mission

The Canadian Amyloidosis Support Network, Inc. is committed to improving survivability and quality of life of amyloidosis patients in order to:

1. Promote amyloidosis disease awareness in the medical community so it can be recognized earlier and appropriately treated.
2. Provide patient education, advocacy, support groups and resources.
3. Support high-value research projects.

Charitable Registration
85343 1583 RR0001

What Services Are Provided?

We operate the Canadian Amyloidosis Network patient support line and the www.thecasn.org website. Our website offers useful information on patient education; links to treatment centers, and support groups, national and international amyloidosis resources, as well as other important information.

Please visit our website at:
www.thecasn.org

The support network can help patients, caregivers and families stay informed about survivorship concerns and quality of life issues.

All of our activities are operated entirely by volunteers. Our major source of income is from contributions made at our website, fundraisers and patient memorials. All contributions support our mission, including the telephone line and website.

Please contact us anytime. We are here to help.

email: info@thecasn.org

The CASN Support Line:
Toll free number 1-877-303-4999

Marsha McWhinnie 647.351.0532
Norma Gilbert 403.255.1730
En Francais jeanguygiroux@videotron.ca

Canadian Amyloidosis Support Network



Early diagnosis is key to managing the disease

The Canadian Amyloidosis Support Network is committed to:

- Connecting patients and families with medical and support systems..
- Supporting awareness and education for patients, families and medical professionals so the disease can be recognized earlier and appropriately treated.

Please visit our website at:
www.thecasn.org

What is Amyloidosis?

Amyloidosis represents a group of diseases in which one or more organ systems in the body accumulate deposits of abnormal proteins causing organ impairment or failure. Only within the past 20 years have physicians understood the specific make up and structure of amyloid protein.

While amyloidosis is not cancer, it is very serious and some types are treated at cancer treatment centres. Amyloidosis may be debilitating or life threatening. If undetected or treated symptomatically, the mortality rate is high.

Early diagnosis allows treatment to begin before the amyloid protein burden in the body becomes too great to overcome. Without treatment, for most forms of the disease, the outlook for patients is not good. Early diagnosis is the key to managing the disease.

8 people in a million are afflicted with Amyloidosis

What is the Challenge?

Because Amyloidosis is a rare disease, most primary care physicians do not recognize when they must test for it. This often results in delays in diagnosis and receiving appropriate and earliest possible treatment.

Types of Amyloidosis

Over twenty different types of amyloid have been described in human amyloidosis, each with a different clinical picture. The three major categories of systemic amyloidosis are:

LIGHT CHAIN (AL) – also called Primary. This is the most common form of amyloidosis, the cause of which is unknown. The bone marrow plasma cells produce mis-folded proteins (parts of antibodies called “light chains”) that travel through the body and deposit as amyloid in various organs (heart, kidney, GI tract and peripheral nerves), ultimately causing organ failure if the deposition is not stopped. AL amyloidosis occurs with multiple myeloma in 10-15% of cases.

SECONDARY (AA) – This is a rarer form of the disease which may occur in the course of a chronic inflammatory disease or chronic infection such as rheumatoid arthritis, familial mediterranean fever (FMF), osteomyelitis, tuberculosis or inflammatory bowel disease. The kidneys are most commonly affected by AA amyloidosis.

FAMILIAL (AF) – As the name implies, this form of amyloiosis can be inherited, is the only form that is hereditary and is not as rare as originally thought. Presence of the disease is due to inheriting a gene which leads to production of proteins that have the potential for forming amyloid.

Other Amyloid Diseases – Other localized diseases involve amyloid protein deposits, but they **do not** have systemic implications. These include b2 Micro Globulin Amyloid, associated with type II diabetes, and Alzheimer's disease (b-Amyloid protein).

Symptoms

Symptoms vary widely because they are related to the organs that become affected with the amyloid deposits. Symptoms could include fatigue, weight loss, edema, a feeling of fullness, tingling and numbness in the lower extremities, shortness of breath, irregular heart rhythm and possibly an enlarged tongue.

With early diagnosis, the outlook for patients has shifted to hopeful in the last decade.

How is Amyloidosis Diagnosed?

The diagnosis starts with a thorough physical examination and history to identify specific body organ involvement. The symptoms presented will help determine tests to be performed.

Biopsy – Any diagnosis of amyloidosis must be confirmed with a positive biopsy. Samples may be taken from tissue or bone marrow.

Immunofixation Electrophoreses (IFE) – blood or 24 hour urine test for free light chains.

Serum Free Light Chain Assay (FLC) – indicates if the precursor protein to AL amyloid is present.

Serum Mutant Transthyretin – confirms gene mutation in familial amyloidosis.

Once amyloidosis is diagnosed, further analysis of type or sub-type is very important, since the treatments may differ.



Declaration

WHEREAS March is Amyloidosis Awareness Month, a month dedicated to raising awareness, funding research, and supporting those living with amyloidosis and their loved ones; and

WHEREAS Amyloidosis is a group of diseases that occurs when an abnormal protein, known as amyloid, builds up in the tissues and organs of the body. Left untreated, the disease can result in organ failure and can be fatal; and

WHEREAS Amyloidosis can mimic the signs and symptoms of more common medical conditions and the disease can be challenging to diagnose; and

WHEREAS Amyloidosis often affects people who are older or middle aged; however, younger people have been diagnosed with this disease; and

WHEREAS Some of the signs and symptoms of amyloidosis can include shortness of breath, weight loss, fatigue, swelling in the ankles and legs, numbness in the hands and feet, foamy urine, carpal tunnel syndrome, bruising around the eyes, and an enlarged tongue; and


WHEREAS Early diagnosis can lead to better outcomes for both patients and their families; and

WHEREAS Raising awareness about all the amyloidosis diseases, including hereditary and non-hereditary forms of the disease, can contribute to the building of healthier communities across Canada.

THEREFORE, I, Blaine M. Higgs, Premier of New Brunswick, do hereby declare the month of March 2024 as:

“Amyloidosis Awareness Month”

IN NEW BRUNSWICK


The Honourable Blaine M. Higgs / L'honorable Blaine M. Higgs
Premier of New Brunswick / Premier ministre du Nouveau-Brunswick

Déclaration

ATTENDU QUE mars est le Mois de la sensibilisation à l'amylose, un mois consacré à la sensibilisation, au financement de la recherche et au soutien des personnes atteintes d'amylose et de leurs proches; et

ATTENDU QUE l'amylose est un groupe de maladies qui se développent lorsqu'une protéine se replie de façon anormale, entraînant des dépôts d'amyloïde, s'accumulant dans les tissus et les organes du corps. Si elle n'est pas traitée, la maladie peut entraîner une défaillance d'organe et peut être fatale; et

ATTENDU QUE l'amylose peut imiter les signes et les symptômes de situations médicales plus courantes et que la maladie peut être difficile à diagnostiquer; et

ATTENDU QUE l'amylose touche souvent les personnes âgées ou d'âge moyen; cependant, des personnes plus jeunes ont reçu un diagnostic de cette maladie; et

ATTENDU QUE certains des signes et symptômes de l'amylose peuvent inclure l'essoufflement, la perte de poids, la fatigue, des œdèmes des chevilles et des jambes, l'engourdissement des mains et des pieds, l'urine mousseuse, le syndrome du canal carpien, les ecchymoses autour des yeux et une langue épaissie; et

ATTENDU QUE le diagnostic précoce peut mener à de meilleurs résultats pour les patients et leurs familles; et

ATTENDU QUE la sensibilisation à tous les types d'amyloses, y compris les formes héréditaires et non héréditaires de la maladie, peut contribuer à l'édification de communautés plus saines partout au Canada.

PAR CONSÉQUENT, je, Blaine M. Higgs, premier ministre du Nouveau-Brunswick, déclare le mois de mars 2024 comme étant le :

« Mois de la sensibilisation à l'amylose »

AU NOUVEAU-BRUNSWICK



DECLARATION

WHEREAS: Amyloidosis is a rare and chronic disease in which an abnormal protein called amyloid accumulates in the heart, liver, kidney, skin and nerves, leading to organ damage and can be life threatening;

AND WHEREAS: Amyloidosis can be challenging to diagnose as many signs and symptoms are similar to other diseases, including fatigue, weight loss, numbness of fingers and toes, swollen ankles and legs, shortness of breath and diarrhea;

AND WHEREAS: There is no cure for amyloidosis; however, treatments are available to manage symptoms and slow the progression of disease;

AND WHEREAS: Raising awareness about amyloidosis can help lead to early diagnosis and treatment, leading to better outcomes for patients and their families;

THEREFORE: THE HONOURABLE ADRIANA LAGRANGE IS PROUD TO DECLARE MARCH 2024 AS AMYLOIDOSIS AWARENESS MONTH IN ALBERTA.



Adriana LaGrange

The Honourable Adriana LaGrange
Minister of Health



Nova Scotia

Proclamation

Amyloidosis Awareness Month

WHEREAS *Amyloidosis is a group of diseases caused by deposits of an abnormal protein, known as amyloid, in one or more organs in the body which if left untreated, could lead to organ failure and death; and*

WHEREAS *due to lack of awareness amongst the medical community and the general public, Amyloidosis is rarely diagnosed early; and*

WHEREAS *the Province of Nova Scotia recognizes and acknowledges the importance of greater awareness and understanding of the diseases that cause Amyloidosis which will lead to earlier detection and treatment of these diseases and promote better health outcomes for those who have them;*

THEREFORE *I, Tim Houston, Premier of Nova Scotia, do hereby proclaim March 2024 to be Amyloidosis Awareness Month in the Province of Nova Scotia.*



Tim Houston

Honourable Tim Houston, M.L.A.
Premier of Nova Scotia

Signed at Halifax, Nova Scotia



Canada
Province of British Columbia
A Proclamation

CHARLES THE THIRD, by the Grace of God, King of Canada
and His other Realms and Territories, Head of the Commonwealth

To all to whom these presents shall come – Greeting

WHEREAS amyloidosis refers to a group of conditions caused by the buildup of abnormal proteins known as amyloid in one or more organs and other tissues of the body, and

WHEREAS left untreated, amyloidosis can result in organ failure and can be fatal, and

WHEREAS all forms of amyloidosis, hereditary or non-hereditary, can be challenging to diagnose, and its symptoms can sometimes mimic those of more common medical conditions, and

WHEREAS Amyloidosis Awareness Month is an opportunity to educate the public in British Columbia about the signs and symptoms of amyloidosis and to support patients with this disease, their caregivers and the medical community;

NOW KNOW YE THAT We do by these presents proclaim and declare that March 2024 shall be known as

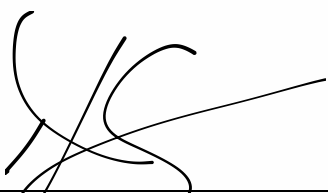
“Amyloidosis Awareness Month”


in the Province of British Columbia.

IN TESTIMONY WHEREOF, We have caused these Our Letters to be made Patent and the Great Seal of Our Province of British Columbia to be hereunto affixed.

WITNESS, The Honourable Janet Austin, Lieutenant Governor of Our Province of British Columbia, in Our City of Victoria, in Our Province, this first day of December, two thousand twenty-three and in the second year of Our Reign.

BY COMMAND.


Attorney General


Lieutenant Governor



**Fundy Regional
Service Commission**

**Commission de Services
Régionaux de Fundy**

Urban/Rural Ride
Update- Winter 2024

FEBRUARY 22, 2024

FRSC BOARD MEETING

CAT PAULIN

Background

- Economic and Social Inclusion Corporation (ESIC) is providing funding for a volunteer-based community transportation
- We have hired an organisation called Urban/Rural Rides to provide this service in our region to replace Dial-A-Ride.
- Urban/Rural Rides is a Not-for-profit charitable organisation and is currently offering services in the Northwest region, the Southeast region, and the Capital region.
- The goal of a program like Urban/Rural Rides is to connect vulnerable community members to essential services.



Urban/Rural Rides-

Role of Urban/Rural Rides:

- Administration of the program.
- Insurance and liability.
- Training of volunteers.
- Documentation.
- Payment.
- Dispatch service.



Role of FRSC

- Recruitment of volunteers.
- Promotion of the program.



Timeline

Time	Action
Summer 2023	<ul style="list-style-type: none">• Community transportation has been put on pause in our region.• Short-term agreement with Urban/Rural Rides to sustain a small portion of the program.
Fall 2023	<ul style="list-style-type: none">• Agreement with Urban/Rural rides to start being active in our region- volunteer recruitment initiative, focus on rural areas.• Volunteer recruitment initiative, focus on rural areas.
Winter 2024	<ul style="list-style-type: none">• Enhancement of volunteer recruitment initiative for the whole region.



Key Feature of Urban/Rural Rides

- Reputable organisation, active in other regions.
- Robust volunteer training program.
- Structured vetting of volunteers.
- Supported by ESIC.
- Efficiencies through sharing of human resource.



Updates

133 rides completed from September to December.

7 volunteers on-boarded

- 1 Quispamsis,
- 1 Fundy-St Martins
- 1 Saint John
- 4 Grand bay-Westfield

Growing demands for rides.



T

“ I enjoy it so much that time has flown. The Biggest reason for volunteering is that we need to help our fellow humans wherever possible. I am a person who enjoys helping others who need something I can help with...”

-Tim Walford
Our Volunteer Driver



Become a Volunteer Driver Today!



“ I have been a volunteer driver for over a year. The fact that you can help not only the client broaden their circle, but indirectly their entire family, even if it is once a week, makes it all so much more worth doing it. Scheduling when you can drive is easy and very flexible...”

-Annemarie Balcomb
Our Volunteer Driver



Become a Volunteer Driver Today!





February 28th, 2024

Hon. Mary Wilson, Minister
Service New Brunswick
Lincoln Place
P.O Box 1998
Fredericton, New Brunswick
E3B 5G4

Dear Minister Wilson,

We appreciated the opportunity to speak with you in person earlier this month regarding our previous letter expressing our disappointment over the comments that were reported in the newspaper. It is of critical importance that we work collaboratively to ensure that property owners and the public understand the distinct roles and responsibilities of the provincial government and individual municipalities regarding property assessment and taxation in New Brunswick.

With property tax bills being mailed in early March, we understand that increases in assessment will continue to be a concern not only for property owners, but for municipalities and the provincial government as well. On behalf of UMNB's 56 member communities, I want to remind you that municipalities are seeking a collaborative partnership with the provincial government and with you as Minister of Service New Brunswick. We hope that your upcoming communications will reflect that partnership and not try and pass blame to another order of government.

The continuing change in assessment showcases the need for increased tax reform and new revenue sharing agreements that consider the increased responsibilities of local governments along with the rapid growth individuals in the residential market are facing. Our members are looking to the upcoming municipal fiscal reform process as an opportunity for us and the province to work together on improvements to build a better system for the residents who we collectively serve. Mutual respect for the challenges faced by both levels of government will be an integral part of that process.

Yours sincerely,

A handwritten signature in black ink that reads 'Andrew Black'. The signature is written in a cursive style.

Andrew Black, President
Union of Municipalities of New Brunswick



CC:

Hon. Glen Savoie, Minister of Environment and Local Government
Premier Blaine Higgs
Charbel Awad, Deputy Minister, Environment and Local Government
Lisa Dionne, Service New Brunswick
Jennifer Wilkins, Assistant Deputy Minister, Environment and Local Government
Dan Murphy, Executive Director, UMNB
UMNB Members

Liz Hazlett

From: Liz Hazlett
Sent: Monday, March 4, 2024 2:04 PM
To: Liz Hazlett
Subject: FW: Journée pourpre, 26 mars - Mois de la sensibilisation à l'épilepsie. Purple Day, March 26th - Epilepsy Awareness Month.

From: Mary Jane Banks <MaryJaneBanks@rothesay.ca>
Sent: Monday, March 4, 2024 2:01 PM
To: jordan.thomey@epilepsymaritimes.org
Cc: Keri Flood <keriflood@rothesay.ca>
Subject: FW: Journée pourpre, 26 mars - Mois de la sensibilisation à l'épilepsie. Purple Day, March 26th - Epilepsy Awareness Month.

Good afternoon and thank you for your email.

As you may be aware, 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 11, 2024, which will be posted to the Town website and does usually generate media awareness.

Below you will find the social media messages we shared last year and will post again this year.

If you have any other social media messages, we are happy to share them on the Town's social media networks. You can forward them to KeriFlood@rothesay.ca.

Mary Jane

Mary Jane E. Banks, BComm, NACLA 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

Before printing, please think about the environment. Respectez l'environnement, réfléchissez avant d'imprimer

Yes – this is the post we made last year:

♥ Today, March 26, is **PURPLE DAY for EPILEPSY**. Purple Day is an international grassroots effort dedicated to increasing awareness about epilepsy worldwide. Wear purple today to show your support for people living with epilepsy.

📄 Learn more about **#PurpleDay**, visit: www.purpleday.org

📄 Learn more about **#CanadianEpilepsyAlliance**: www.canadianepilepsyalliance.org

#PurpleDay2023 #PurpleDayMarch26 #ThePowerofPurple

March 26 Purple Day

Show Your Support By Wearing Purple

[Learn More](#)



Keri Flood

Recreation & Communications Coordinator, Rothesay

(T) 506-847-6398 | (F) 506-848-6677

www.rothesay.ca

"Rothesay - a great place to live, play, raise a family, and enjoy life!"

From: Jordan Thomey <jordan.thomey@epilepsymaritimes.org>

Sent: Monday, March 4, 2024 11:10 AM

To: Epilepsy Association of the Maritimes <info@epilepsymaritimes.org>

Cc: Cassidy Megan <cassidy@purpleday.org>; angela mccarthy <angmccarthy@hotmail.com>

Subject: Journée pourpre, 26 mars - Mois de la sensibilisation à l'épilepsie. 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.

Good Morning!

The Epilepsy Association of the Maritimes (EAM), and Purple Day, are contacting all three Maritime Provinces to support epilepsy awareness on 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 provided education, program support, and advocacy for persons living with epilepsy and their families, and our communities 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.

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

Jordan Thomey

Bonjour !

L'Epilepsy Association of the Maritimes (EAM) et la Journée pourpre communiquent avec les trois provinces maritimes pour appuyer la sensibilisation à l'épilepsie lors de la Journée pourpre, le 26 mars.

Nous demandons à toutes les municipalités de participer au Mois de la sensibilisation à l'épilepsie en mars, afin de montrer leur soutien aux membres de leur communauté qui vivent avec l'épilepsie. Nous pouvons fournir des rubans mauves que tous les membres du conseil municipal pourront porter lors de la Journée pourpre et tout au long du mois de sensibilisation à l'épilepsie. En participant à notre initiative, vous contribuez à réduire la stigmatisation et à sensibiliser la population.

Depuis plus de 40 ans, l'EAM offre de l'éducation, des programmes, du soutien et de la défense aux personnes atteintes d'épilepsie et à leurs familles, ainsi qu'à nos communautés dans les provinces maritimes. Nous sensibilisons les lieux de travail, les écoles et les groupes communautaires au soutien des personnes atteintes d'épilepsie et à la façon de réagir en cas de crise.

Vous trouverez ci-joint notre lettre officielle et notre proclamation ! N'hésitez pas à nous contacter si vous avez des questions!

Jordan Thomey



Jordan Thomey (she/her)

Office Administrator
7075 Bayers Rd. Unit 215, Halifax NS, B3L 2C2
902.429.2633 | 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.

[JOIN OUR NEWSLETTER!](#)



Dear Municipalities,

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

Cassidy Megan created Purple Day in 2008, motivated by her struggles with epilepsy. Cassidy's goal is to get people talking about epilepsy 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 this 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 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, support, advocacy, and navigation for those living with epilepsy, their families, and our communities.

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
Office Administrator
902-429-2633 ext 0
Jordan.thomey@epilepsymaritimes.org

Purple Day Proclamation 2024

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, 2024, “Purple Day”, in an effort to raise awareness of epilepsy in Canada.

Signed _____



39 Newport Road
Rothesay, New Brunswick
E2H 1T6 Canada

March 6, 2024

Mayor Nancy Grant
Rothesay Town Council
70 Hampton Road
Rothesay, NB E2E 5Y2

Dear Mayor Grant and Town Council:

RE: Rothesay Road PotHole

On Monday evening March 4 at about 8pm I was driving on the Hampton Road just past the Irving, headed to the drug store. Near the market I hit a very large pothole which damaged both right side tires. There were no warning signs (or warning lights) or markers at the site to warn of the dangerous hazard and the pothole was not visible due to oncoming traffic headlights. Both tires were damaged beyond repair and the front rim was dented. The car had to be towed to the dealership for the repairs.

I moved a warning sign close to the pothole so others would not suffer similar damage.

This pothole was very deep with sharp edges. It would have taken many days to create a pothole of this depth and size. Although it had obviously been a very visible hazard and dangerous for sometime, no action had been taken to fill or smooth over the hole much less actually repair it. A small amount of gravel would have alleviated most of this dangerous hazard until necessary repairs could be completed. There was no warning sign anywhere near this huge pothole.

On Tuesday March 5, I returned at about 11:00 am to the site to examine the hole and the site only to find about 5 or 6 workmen and trucks at the site filling the hole and covering it with asphalt. The repair was well done. However, it was more than a day too late and more than \$1,000 too late for me.

This failure to timely repair the pothole or to adequately warn of a very dangerous hazard or to barricade this hazard was very costly to me.

Two new tires \$800 (on order)

Replace Rim \$600 (on order)

Towing costs

plus more than a day of my time getting the car towed and repaired. I have also lost the use of the car until the tires are replaced.

I am probably not the only driver to suffer loss due to this pothole.

This represent a failure of management not only to keep the road in a safe and useable condition and to promptly eliminate hazards, but to adequately warn drivers of dangerous hazards and to protect the public from such a dangerous hazard until it is removed.

Yours truly,

Pre-Budget Submission

February 2024



Union of Municipalities
of New Brunswick

Executive Summary

Local governance reform is driving a transformation in New Brunswick municipalities. The challenges stemming from the lack of an adequate and modern municipal fiscal framework carry significant implications for local governments and community welfare.

Municipalities are faced with the escalating cost of infrastructure repair, public safety concerns, homelessness, and a myriad of other new responsibilities, yet they lack the necessary financial resources to mitigate these expenses. This underscores the importance of a collaborative effort between the provincial government and its local government counterparts – swift action from the provincial government is crucial in order for local governments to be positioned with modern financial tools that will ensure they can effectively meet the evolving needs of citizens.

This submission highlights the urgent need for comprehensive municipal fiscal reform that will help navigate the complexities of the current situation.

We ask the government to commence negotiations for the new municipal fiscal framework by March 1, 2024, and ensure the implementation of the new system begins no later than January 1, 2025.

Furthermore, we urge government to immediately implement the following recommendations to help ensure the sustainability of local governments, as interim solutions to help communities stay afloat during this transitional phase:

1. Ensure the stability of the municipalities by providing adequate funding.
2. Safeguard essential services and infrastructure against the increasing challenges posed by climate change.
3. Foster affordable housing opportunities to create inclusive communities and improve economic stability.

About the Union of Municipalities of New Brunswick

The Union of Municipalities of New Brunswick (UMNB) is a bilingual association comprising fifty-six local governments of various sizes, collectively representing over sixty percent of New Brunswick's population. Since 1994, UMNB has been a dedicated advocate for the creation of strong, sustainable communities throughout the province.

At UMNB, we actively engage and collaborate with all New Brunswick municipalities, working towards building vibrant and sustainable communities through advocacy and the provision of valuable services for our members. Our organization is committed to being member-driven, serving as both the voice and authority of municipalities in New Brunswick and striving to ensure effective representation and support for our diverse membership.

Our members actively shape UMNB's policies and priorities through member resolutions, at regional Zone meetings, and during our Annual General Meeting. This collaborative decision-making process empowers our members to address local challenges and share effective solutions, ultimately enhancing the quality of life for their citizens.

In a recent development, the Union of Municipalities of New Brunswick successfully amalgamated with the Cities of New Brunswick Association, uniting as a practical response to concerns stemming from the provincial government's mandated municipal reform process. This amalgamation strengthens our ability to present a united front, addressing challenges collectively.

Immediate recommendations amid the development of the Municipal Fiscal Framework

We emphasize with utmost urgency that the establishment of a new municipal fiscal framework be elevated to the forefront of governmental priorities. **We ask the government to commence negotiations for the new municipal fiscal framework by March 1, 2024, and ensure the implementation of the new system begins no later than January 1, 2025.** The essence of our province's continued prosperity hinges upon these critical steps, and the time for resolute action is unequivocally now.

That being said, municipalities can no longer postpone action as they await the implementation of the new fiscal framework – they need tangible steps now to ensure sustainability. Therefore, the UMNB is calling on the government to act in good faith by promptly enacting the following recommendations as interim solutions to help communities stay afloat during this transitional phase:

1. Ensure the stability of the municipalities by providing adequate funding.
2. Safeguard essential services and infrastructure against the increasing challenges posed by climate change.
3. Foster affordable housing opportunities to create inclusive communities and improve economic stability.

1. Ensure the stability of the municipalities by providing adequate funding.

Actions:

- Enable the full transfer of property tax to municipalities to allow communities to meet the goals laid out in the white paper and be truly strong and vibrant.
- Sustain the Community Funding and Equalization Grant and reverse the scheduled 20% reduction to maintain vital support for community development and equitable financial distribution.
- Allocate the additional \$3.6 million received by the Regional Services Support Fund (RSSF) in 2023 back into the municipalities to help offset the cost of increasingly complex and challenging issues such as homelessness and the housing crisis.
- Bolster the Department of Environment and Local Government's transition funding for municipalities by incorporating assistance for zoning by-law updates and human resources, ensuring a more comprehensive and effective support framework.
- Double the Provincial-Municipal Highway Partnership (PMHP) Program funding and adjust it for inflation to sustain crucial transportation infrastructure

initiatives.

Rationale:

Property Tax Room Transfer - Municipalities in New Brunswick have long advocated for the full transfer of property tax authority, emphasizing the importance of addressing the growing needs of their communities. The call for transferring additional property tax authority has been echoed in reports such as the Finn Report and the Desjardins-Kelly Report, both commissioned by the Government of New Brunswick.

The current fiscal landscape presents an opportune moment to realize this transfer and empower municipalities with complete control over their property tax system. With an anticipated revenue of close to \$500 million, municipalities could effectively align with the outlined goals and foster robust, vibrant communities that can accommodate the observed growth. This move would enable communities to strengthen their financial autonomy and pave the way for sustainable progress.

Community Funding and Equalization Grant and the Regionals Services Support Fund - The significance of adequately funded communities cannot be emphasized enough, especially in light of recent fiscal changes. The 2022 fiscal adjustments introduced a clawback of core funding (non-residential tax) received by local governments, with the province progressively diverting 20% of the Community Funding and Equalization Grant (CFEG) annually from 2023 to 2027 to allocate funds to the Regional Services Support Fund (RRSF). This means that in 2024, only 60% of the core funding will be allocated to municipalities.

It is crucial that any modifications to the funding program be implemented gradually and phased in over time. This phased approach would provide local governments with the continuity and transparency needed to manage public finances effectively. The abrupt diversion of core funding to the Regional Services Support Fund (RRSF) has created challenges for local governments in meeting the growing needs of their communities. Therefore, there is a pressing need for the CFEG program to be restored to the 2022 levels immediately. This restoration would provide municipalities with the stability and resources necessary to address the demands of their evolving landscapes and ensure a seamless continuation of essential services and infrastructure development.

However, the restoration of the funding level won't fix the financial difficulties that the ill-advised reduced funding inflicted on municipalities over the last two years. Urgent appeals are being made for the reallocation of the unanticipated \$3.6 million surplus allocation received by the RSSF when the unexpected surge in the assessment base led the initial funding projection earmarked at \$9.5 million to surge to \$13.1 million. This adjustment is seen as a token of goodwill toward the municipalities who need additional

support to ensure financial stability, sustain crucial services, and meet the diverse needs of their communities.

While we wait for a full fiscal reform, these two actions would be a welcome short-term support for municipalities who are facing increased challenges.

Department of Environment and Local Government's transition funding for municipalities

- The 2023-24 budget allocated \$4.4 million for general transition funding in relation to local governance reform, a gesture that is acknowledged with appreciation. However, this funding fails to encompass the full range of tasks that municipalities must address to effectively navigate the transition process.

Specifically, the overhaul of bylaws and the restructuring of human resources to align with the new governance framework are two of the complex, time-consuming challenges that demand significant resources and expertise to execute. Additionally, as municipalities continue the strenuous task of restructuring their human resources, they faced an added financial burden, including the costs of extensive training, staff reassignment, and potential recruitment efforts.

Consequently, given the substantial impacts of these efforts, it is imperative for the government to provide financial support to cover the expenses incurred during the reform process. Every community is at a different place in their transition under local government reform. It is critical that transition funding be extended and broadened to support municipalities who will continue to incur expenses related to municipal reform for up to the next five years.

Provincial-Municipal Highway Partnership Program - The PMHP program serves as a critical avenue for cost-sharing with municipalities, facilitating essential capital upgrades to provincial-municipal highways. Notably, the program also encompasses a vast expanse, where over 1,400 km of designated highways are eligible to receive funding under the PMHP initiative.

However, the 2019/2020 budget saw a substantial and concerning decrease in provincial funding allocated to designated highway upgrades. This sharp reduction is unacceptable, particularly in light of the escalating age of infrastructure, inflation, and the mounting costs associated with their repair and replacement. As infrastructure continues to age, the financial burden of maintenance and replacement grows, necessitating a deeper level of commitment and accountability from the province to adequately fund and support these vital upgrades. It is crucial for the province to reassume responsibility and ensure the provision of adequate funding to safeguard the integrity and functionality of crucial infrastructure. This can be done by doubling the

funds of the program and indexing to account for inflation. It will allow municipalities to better address the critical need for infrastructure upgrades and ensure the longevity and safety of provincial-municipal highways. This restoration would provide greater financial stability and increase the functionality of vital transportation links.

2. Safeguard essential services and infrastructure against the increasing challenges posed by climate change.

Action:

- Invest in a climate resilient municipal infrastructure fund with a specified budget to fortify essential systems, mitigate environmental risks, and promote long-term sustainability.

Rationale:

New Brunswick communities, like the rest of the world, grapple with the tangible repercussions of climate variability and change. From extreme rainfall and heatwaves to freeze-thaw cycles, wildfires, and river floods, the frequency and intensity of these events are taking a toll on our infrastructure network. Municipalities such as Shippagan and Saint Andrews have to cope with extensive damage to coastline and infrastructure caused by recurrent extreme weather events.

Across the province, essential infrastructures like roads, sewer systems, and stormwater pipes are facing increasing strain, leading to higher maintenance and repair costs for municipalities. According to the Canadian Federation of Municipalities, nearly 60% of Canada's infrastructure is the responsibility of local governments.

Municipalities already struggle with increased cost of infrastructure. The Desjardins/LeClerc report estimated the replacement value of infrastructure in poor condition for New Brunswick local governments in 2023 to be approximately \$2.18 billion. They maintain that at the current interest rate, the total debt of municipalities will have increased by \$720.4 million over 15 years.

A significant finding from a report by the Ontario Financial Accountability Office emphasizes the potential for substantial annual savings of \$1.1 billion through proactive adaptation of public infrastructure for climate change in Ontario. This insight resonates strongly in New Brunswick, where municipalities are responsible for a significant portion of the province's public infrastructure. The imperative to act is clear, and investing in climate resilience is both a strategic and cost-effective approach. By doing so, New Brunswick stands to not only save on infrastructure expenses but also improve the overall quality of life for its residents. This proactive investment will fortify essential systems, mitigate environmental risks, and promote long-term sustainability, ensuring

that communities are better equipped to thrive in the face of climate challenges.

3. Foster affordable housing opportunities to create inclusive communities and improve economic stability.

Action:

- Eliminate the provincial sales tax for multi-unit residential construction for a period of two years, spurring housing developments, fostering affordability, and addressing the growing demand for rental properties.

Rationale:

Removing the provincial sales tax (PST) on multi-unit residential construction for a period of two years is not only good for our communities, it's the right thing to do. Across the province, the lack of available housing solutions is detrimental to the growth of municipalities.

The latest rental market report from the Canada Mortgage and Housing Corp. (CMHC) indicates that severe supply-demand disparities have driven New Brunswick's rental vacancy rate down to 1.5%, with New Brunswick seeing the highest increases in average monthly rents. Addressing this nation-wide problem, Kevin Hughes, CMHC's Deputy Chief Economist indicated that the vacancy rates and rent increases we are observing are further evidence the current level of rental supply in Canada is vastly insufficient and the need to increase this supply is urgent.

Other provinces are already taking action. Nova Scotia, Newfoundland & Labrador, and Ontario have announced plans to abolish their sales tax. New Brunswick's adoption of this change would not only invigorate the private sector, but also prevent the province from lagging behind. In fact, at 10%, residential rental construction developers in our province are confronted with the highest PST in the country.

Municipalities are also eager for the government to commit to speeding up the process of transferring surplus provincial properties. The existing process is lengthy, cumbersome, and leaves valuable properties sitting empty for long periods of time. Streamlining the disposal procedure would benefit everyone, and empowering municipalities to acquire surplus properties more quickly would accelerate their growth.

Expediting the transfer of surplus properties will help spur development in New Brunswick, assist municipalities contending with a housing crisis, and help position New Brunswick as a prime location for developers, vying with other jurisdictions for housing development investment. Ensuring that everyone has access to a place to live must be a collective priority.

Local Governance Reform in New Brunswick

In November 2021, the New Brunswick government introduced a substantial reform plan for local governance through a white paper, representing a landmark shift since the 1960s. The overall response to the reform has been positive, though not without a few exceptions. The reform unfolds in two distinct phases, with the initial phase concentrating on reshaping municipal organization and structure, and the subsequent phase addressing the crucial fiscal aspect.

The first phase brought about noteworthy changes, streamlining 340 local governments and service districts into 77 local governments and 12 rural service districts. The Regional Service Commissions (RSCs) also underwent a significant mandate shift, expanding their responsibilities to include local land use planning, solid waste management, regional tourism promotion, economic and community development, transportation, public safety, and cost-sharing of regional infrastructure. While these services have been mandated to municipalities, the funds have not flowed with them. These changes have put increased pressure on an already broken fiscal system.

The province's consultative efforts during the white paper's development were well-received by the UMNB, enhancing the reform's quality. However, as the first phase implementation progressed, communication faltered, causing stress among involved stakeholders who felt uninformed. UMNB wishes to prevent a recurrence of this breakdown in information flow during the second phase of the reform.

The upcoming second phase aims to establish mechanisms to ensure adequate funding for the increased responsibilities now facing local governments. Yet, the provincial government's delay in this process raises doubts about their commitment to enact a new fiscal framework. Despite committing to implement a new fiscal framework by 2025, they have been sluggish in its progress, failing to engage in meaningful consultation and thus hindering their ability to fulfill their commitment. This situation is evoking substantial apprehension among the UMNB and its members.

Empowering Municipalities for Sustainable Growth: A Call for Fiscal Evolution

The municipal reform has posed a severe threat to municipal viability, highlighting the urgent need for a modern fiscal framework. The continued neglect of this issue undermines the essential functions of local governance and jeopardizes the sustainability of essential services. It is imperative that immediate action be taken to address this situation and safeguard the future of our municipalities. The reform initiatives have significantly influenced municipal finances, creating a need for property tax adjustments and changes to funding structures in order to finance the growing list of obligations that are now the responsibility of local governments.

Experts are echoing the municipalities' concerns, with economists Pierre-Marcel Desjardins and André Leclerc highlighting impending issues in their latest report, "State of Municipal and Regional Finances in New Brunswick." Desjardins and Leclerc maintain that while a majority of municipalities are projected to achieve budgetary equilibrium from 2024 to 2026, up to 29 entities are now at risk of running a deficit, necessitating a strategic shift in their financial approach.

The current funding model faces significant challenges, including its limitations in achieving equalization and addressing fiscal gaps. These limitations have substantial economic impact on municipalities and the province's priorities. As municipalities navigate these economic complexities, the importance of a new fiscal framework that ensures equitable distribution of responsibilities, and which can foster sustainable growth and resilience within the municipal sphere, becomes abundantly clear.

This situation is not exclusive to New Brunswick, as the Federation of Canadian Municipalities (FCM) has been sounding the alarm nationwide. The FCM has emphasized that with Canada's expanding population, urgent national issues such as housing and homelessness, mental health, climate change impacts, community safety, and infrastructure renewal have become increasingly critical. Municipalities are demonstrating leadership and innovation, but they are hindered by an outdated revenue framework ill-suited to the current realities.

Furthermore, it is worth noting that other provinces such as Quebec and Saskatchewan have already reached agreements, highlighting the urgency for New Brunswick to address this issue promptly.

The journey toward comprehensive municipal fiscal reform is at a critical juncture, demanding swift and decisive action from the provincial government. The current

landscape underscores the imperative to equip local governments with contemporary and meaningful financial tools, ensuring they can adeptly navigate the evolving needs of their citizens. The urgency stems from the need to replace outdated fiscal methods that hinder municipalities in effectively addressing 21st-century challenges and sustaining the growth that our province has experienced since 2019.

Of paramount importance is the immediate creation of new revenue tools by the provincial government, a pivotal step in fostering economic and social well-being at the grassroots level. Failure to expedite this process not only jeopardizes municipalities' hard-earned growth, but also puts at risk the associated benefits that the communities have diligently worked towards. Local governments are the economic engines powering the province, if local governments falter, so will the province.

The revelation of a surplus exceeding 1.5 billion dollars in the previous two fiscal years serves as a stark reminder of the pressing need for financial evolution. While municipalities have demonstrated resilience, it is evident that increased support and enhanced revenue sharing are essential for communities to effectively manage their expanding mandates. These mandates span crucial areas such as social inclusion, economic development, housing, the upstream and downstream effects of homelessness and addiction, physician recruitment, tourism, and more. These place a spotlight on the demand for additional funding and fiscal measures. It is clear the provincial government views municipalities as capable partners in delivering these services, what is needed now is the right fiscal structure to meet those services.

Despite the government's commitment to implementing a new fiscal framework by January 1, 2025, current indicators strongly suggest that this deadline is quickly falling out of reach, casting a shadow of uncertainty over the imminent future. The palpable inaction on the part of the government is not just disconcerting; it resonates as an alarming concern within our municipal landscape.



8 March 2024

The Honourable Réjean Savoie
Minister responsible for the Regional Development Corporation
Chancery Place, Third Floor
P.O. Box 6000
Fredericton, NB
E3B 5H1

70 Hampton Road
Rothesay, NB
Canada E2E 5L5
T: 506-848-6600
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Rothesay@rothesay.ca
www.rothesay.ca

Dear Minister Savoie:

**RE: Sydney Street Courthouse Theatre Development
Saint John Theatre Company**

The Saint John Theatre Company has a 33-year and counting history of growing the theatre arts sector in Southern New Brunswick. The company has grown from producing a handful of theatre productions each year to a broad spectrum of opportunities for artist and audience, including the annual Fundy Fringe Festival, a professional theatre and music presentation series, and most recently the Atlantic Repertory Company (ARC). They remain a strong cultural asset in Saint John.

The redevelopment of the historic Sydney Street Courthouse in Saint John has been ongoing since 2016. This project will result in a vibrant cultural facility located in the heart of uptown Saint John that, while enhancing the future of arts and culture in the region, will restore and maintain the heritage of historic Courthouse, constructed in 1826-1829, designated a national historic site in 1974, and recognized in the Registry of Canada's Historic Places in 2007.

Executive Director Stephen Tobias has indicated federal funding has been tentatively secured, along with financial support from the City of Saint John and the missing piece is provincial funding; in order to have "shovels in the ground" this construction season and maintain access to the federal funding.

Rothesay Council is pleased to support the provincial funding application made by the Saint John Theatre Company to continue the progress on this project to increase accessibility to arts, culture, and heritage in the core of historic uptown Saint John.

Sincerely,

Mayor Dr. Nancy Grant

cc. Rothesay Council

**KENNEBECASIS VALLEY FIRE DEPARTMENT INC BOARD MEETING
FIRE STATION ONE, CAMPBELL DRIVE, ROTHESAY, NB
NOVEMBER 8, 2023**

Present: Chair Stéphane Bolduc	John Jarvie, Administrator
Vice Chair Kirk Miller	Chief Mike Boyle
Treasurer Peter Lewis	Deputy Chief Shawn White
Commissioner Mike Biggar	Division Chief Karen Trecartin
Commissioner Noah Donovan	Carlene MacBean, Executive Assistant
Commissioner Patricia Murray	

1.0 Call to Order

Chair Bolduc called the meeting to order at 6:50 pm.

2.0 Chair's Remarks

Chair Bolduc welcomed new member, Commissioner Noah Donovan from Quispamsis. He will be replacing Commissioner Mike Biggar who has been reassigned to the Police Commission.

3.0 Approval of Agenda

Moved by P. Lewis and seconded by K. Miller, that the agenda be approved with the addition of:

- Item 7.1 Letter from Quispamsis re: Appointment of Councilor Noah Donovan

CARRIED

4.0 Conflict of Interest

None

5.0 Approval of Previous Minutes

5.1 October 11, 2023

Moved by D. Brown and seconded by P. Lewis, that the minutes of October 11, 2023 be approved as presented.

CARRIED

6.0 Unfinished Business

6.1 Station Two – Renovation Update

Deputy Chief White reported that savings from the Station 2 renovation budget have been used to paint the outside of the station this year instead of waiting until next year. Currently, working on the deficiencies list so we can wrap up the project.

Moved by N. Donovan and P. Murray to receive and file.

CARRIED

7.0 Correspondence

7.1 Letter from Quispamsis re: Appointment of Councilor Noah Donovan to replace Councilor Mike Biggar

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

CARRIED

8.0 New Business

8.1 2024 Meeting Dates

According to the Regional Fire Agreement, the Fire Board must meet a minimum of five (5) times per year. The following meeting dates were suggested for 2024:

February 21, 2024

April 10, 2024

June 12, 2024

September 4, 2024

October 9, 2024

November 13, 2024

The Fire Board meets every two months, on the second Wednesday, with the following exceptions:

- No scheduled meetings for July and August
- In order to meet the submission date for the Joint Finance Committee, the Fire Board meets the first week of September
- During the budget process in the Fall, the Fire Board meets each month

As always, should a special meeting be required on an issue one can be called within 48 hours' notice to members.

Moved by K. Miller and seconded by P. Lewis to accept the 2024 meeting dates as listed and that they be sent as meeting requests via email.

CARRIED

9.0 Financial

9.1 Draft Financial Statements for the Month Ended September 30, 2023

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

CARRIED

9.2 Budget Variance Analysis

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

CARRIED

9.3 Compliance Report

Moved by K. Miller and seconded by N. Donovan to receive and file.

CARRIED

10.0 Business Arising from Committee of the Whole

None

11.0 Reports

11.1 Chief's Report

Chief Boyle reported that the attendance of our Open House, held during Fire Prevention Week, was one of the largest we have ever had.

Moved by D. Brown and seconded by N. Donovan to receive and file.

CARRIED

11.2 Response Summary

Chief Boyle noted that there is an increase in the in number of "Public Service – First Aid" calls (medical calls) as a result of 911 changes during the recent labour disruption in Saint John, we were not being dispatched to medical assist calls. Normal operations resumed October 9th and we are now back to receiving all calls.

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

CARRIED

12.0 Adjournment

Moved by K. Miller that the meeting be adjourned at 7:00 pm.

Date of next meeting – February 21, 2024

Respectfully submitted,



CHAIR



SECRETARY / TREASURER

Statement of Expense with Budget Variance 2022 March 11 Open Session FINAL_085

For the 9 months ending September 30, 2023

	BUDGET	ACTUAL	VARIANCES	
	YEAR TO DATE	YEAR to DATE	YEAR TO DATE	
			(Under Budget)	
Line REVENUE:				
1	Members Contributions	\$4,445,992	\$4,445,992	\$0
2	Rebate of Property Tax (Miscellaneous Revenue	\$62,667	\$69,218	\$6,551
3	Local Service Districts	\$0	\$0	\$0
4	Revenue Fee Structure	\$0	\$0	\$0
5	Misc. Revenue	\$20,750	\$81,592	\$60,842
6	Interest Income C/A	\$7,500	\$22,118	\$14,618
7	Deficit 2nd previous year	\$241,189	\$241,189	\$0
8		<u>\$4,778,097</u>	<u>\$4,860,109</u>	<u>\$82,011</u>
EXPENSES:				
ADMINISTRATION:				
9	Admin. Wages and Benefits	\$505,891	\$510,831	\$4,940
10	Convention/dues/training	\$18,000	\$17,768	(\$232)
11	Administrative Agreement	\$9,000	\$9,000	\$0
12	Professional Services	\$41,250	\$15,186	(\$26,064)
13	CPSE Accreditation	\$7,500	\$450	(\$7,050)
14	Office supplies/Copy Machine/ S/C	\$6,263	\$6,679	\$416
15	Computer hardware/software/IT	\$35,650	\$11,981	(\$23,669)
16	Telephone/ Internet	\$11,250	\$11,572	\$322
17		<u>\$634,803</u>	<u>\$583,467</u>	<u>(\$44,286)</u>
FIREFIGHTING FORCE:				
18	Salaries Basic	\$2,260,678	\$2,207,794	(\$52,884)
19	Dedicated FP Salary	\$0	\$0	\$0
20	Overtime	\$56,250	\$27,081	(\$29,169)
21	Vacation Pay on Retirement	\$0	\$0	\$0
22	Force Benefits	\$586,241	\$581,012	(\$5,229)
23	FP Position Benefits	\$0	\$0	\$0
24	Career Uniforms and maintenance	\$22,125	\$17,459	(\$4,666)
25	Medical and Fitness Testing	\$15,000	\$16,216	\$1,216
26	Employee Wellness	\$8,250	\$1,594	(\$6,656)
27	Career Recognition	\$2,250	\$1,005	(\$1,245)
28	Holiday Relief Wages and overtime	\$284,538	\$343,283	\$58,745
29	Holiday Relief Benefits	\$95,615	\$109,826	\$14,211
30		<u>\$3,330,948</u>	<u>\$3,305,270</u>	<u>(\$25,678)</u>

TELECOMMUNICATIONS:

31	Cellular Telephones	\$3,938	\$4,337	\$399
32	Communication Equipment	\$1,125	\$0	(\$1,125)
33	Maintenance / Repairs	\$350	\$83	(\$267)
34	Dispatch Service	\$169,617	\$169,619	\$2
35		<u>\$175,030</u>	<u>\$174,039</u>	<u>(\$991)</u>

INSURANCE:

36	Insurance	\$61,185	\$67,944	\$6,759
37		<u>\$61,185</u>	<u>\$67,944</u>	<u>\$6,759</u>

PREVENTION AND TRAINING:

38	Firefighter / Co. Officer Training	\$43,700	\$35,862	(\$7,838)
39	Fire Prevention	\$5,250	\$4,119	(\$1,131)
40	Public Education	\$2,700	\$846	(\$1,854)
41	Training Supplies	\$3,750	\$1,338	(\$2,412)
42		<u>\$55,400</u>	<u>\$42,165</u>	<u>(\$13,235)</u>

FACILITIES:

43	Station 1 Operating	\$175,373	\$172,272	(\$3,101)
44	Station 2 Operating	\$44,053	\$53,075	\$9,022
45	Station Supplies	\$9,000	\$12,208	\$3,208
46		<u>\$228,426</u>	<u>\$237,555</u>	<u>\$9,129</u>

FLEET:

47	Fuel Vehicle	\$22,500	\$28,806	\$6,306
48	Registration Vehicle	\$400	\$361	(\$39)
49	Vehicle Maint. & Repairs	\$56,250	\$56,574	\$324
50		<u>\$79,150</u>	<u>\$85,741</u>	<u>\$6,591</u>

OPERATIONS:

51	New Equipment	\$18,000	(\$1,661)	(\$19,661)
52	Maint. & Repairs Equip.	\$18,750	\$21,251	\$2,501
53	Maint. & Repairs Bunker Gear	\$1,250	\$314	(\$936)
54	Medical Supplies	\$7,500	\$4,350	(\$3,150)
55	Fire Fighting Supplies	\$4,500	\$4,352	(\$148)
56	H&S/Cause determination	\$1,500	\$167	(\$1,333)
57		<u>\$51,500</u>	<u>\$28,773</u>	<u>(\$22,727)</u>

WATER COSTS:

58	Water Costs - Quispamsis	\$4,170	\$4,170	\$0
59	Water Costs - Rothesay	\$21,672	\$21,672	\$0
60		\$25,842	\$25,842	\$0

OTHER:

61	Miscellaneous	\$3,000	\$2,895	(\$105)
62	Retirement Allowance	\$50,250	\$50,250	(\$0)
63		\$53,250	\$53,145	(\$105)

64	Operating Cost Total	\$4,695,534	\$4,603,941	(\$84,543)
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65	(DEFICIT) SURPLUS FOR THE PERIOD		\$256,168	\$166,554
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Kennebecasis Valley Fire Department Inc.

Budget Variances Analysis greater than \$5,000

For the 9 months ending September, 2023

Line #	Description	Budget YTD	Actual YTD	Variance	Details
					(Under Budget)
6	Interest Income			\$0	Unbudgeted increase in interest rates
18	Salaries Basic	\$2,260,678	\$2,207,794	(\$52,884)	\$54K accrual to move 1/2 of first payroll back to 2022 when incurred/retirement/disability
20	Overtime	\$56,250	\$27,081	(\$29,169)	As required/Offset by higher HRFFcosts
12	Professional Services	\$41,250	\$15,186	(\$26,064)	As required/Retirement account actuarial
13	CPSE Accreditation	\$7,500	\$450	(\$7,050)	As required
15	Computer hardware/software/IT	\$35,650	\$11,981	(\$23,669)	Some annual software subscriptions not yet paid/New computer hardware not yet purchased
22	Force Benefits	\$586,241	\$581,012	(\$5,229)	CPP/EI premiums rose less than budgeted
26	Employee Wellness	\$8,250	\$1,594	(\$6,656)	As required
28	Holiday Relief Wages & Overtime	\$284,538	\$343,283	\$58,745	As required/Coverage for retirement & disability/Offset Career wage reduction
29	Holiday Relief Benefits	\$95,615	\$109,826	\$14,211	Increased HRFF utilization increases CPP/EI/Pension costs/Stat pay costs
36	Insurance	\$61,185	\$67,944	\$6,759	Actual cost greater tha budgeted
38	Firefighter/Co. Officer Training	\$43,700	\$35,862	(\$7,838)	As required/Some training still to occur
44	Station 2 Operating	\$44,053	\$53,075	\$9,022	Property tax higher than budgeted/Budget numbers were best guesses of new design
47	Fuel Vehicle	\$22,500	\$28,806	\$6,306	Unforeseen increase in fuel prices
51	New Equipment	\$18,000	(\$1,661)	(\$19,661)	As required/Accrual for hose tester order in 2022/Some items yet to be purchased
	Material Variances	\$3,565,411	\$3,482,233	(\$83,178)	

Kennebecasis Valley Fire Department Inc.

Invoices over \$5,000

For the month of September 2023

Non-Recurring Monthly Invoices		Amount	Description
09-07-23	Wilson's Security	\$7,918.34	Security cameras for Station #2
09-11-23	FCC Construction	\$224,741.52	Progress payment #10 for Station #2 renovation



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Kennebecasis Valley Fire Department Inc.

Chief Michael Boyle

Deputy Chief Shawn White

7 Campbell Drive, Rothesay, NB E2E 5B6
Phone (506) 848-6601 Fax (506) 848-6608
Email: finance.kvfire.ca

TO: Finance Committee
FROM: Ron Catchick
DATE: October 30, 2023
RE: Compliance Report

The following Government remittances have been remitted for the month of September and in accordance with the appropriate regulation:

Payroll taxes (CPP, EI, income tax withheld) –remittances filed every two weeks

HST rebate claim - remitted semi-annually – July 31, 2023 claim filed (next claim due December 31, 2023)

WHSCC – remitted monthly – payment remitted

A handwritten signature in blue ink, appearing to be "Ron Catchick", is written over a horizontal line.

Ron Catchick
Finance Administrator



Kennebecasis Valley Fire Department

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

Fire Prevention Week 2023

The theme for Fire Prevention Week 2023 was a focus on fire safety in the kitchen. Throughout the week, firefighters were busy teaching about fire safety, hosting our open house event, presenting in schools, visiting daycares and hosting station tours. Our open house was a great success with an estimated 300 to 500 people attending.

SCBA Upgrade

As part of our commitment to safety and efficiency, we were thrilled to put our upgraded air packs into service in October. The department has invested in the 3M™ Scott™ Air-Pak™ X3 Pro SCBA which, in addition to more breathing air for firefighters, also has improved safety features to keep firefighters safe while doing their job. Each fire truck is now equipped with these new air packs.



Station 2 Grand Opening

After a year and a half of renovations, Station 2 in Quispamsis was officially re-opened with a ceremony held on Wednesday, October 25th. Members of each council, active and retired KVFD members, representatives from the Kennebecasis Regional Police and area fire departments were present at the ceremony. Stephane Bolduc, chair of the Joint Fire Board of Commissioners and Fire Chief Mike Boyle gave greetings and spoke about the presentation with Chaplain Bruce Smith giving a blessing of the station before all those in attendance toured the new facilities.



HomeSafe Program

This year's smoke alarm campaign included 279 houses from 11 different streets throughout the community. Firefighters from both stations were given a list of houses to visit during the month of September. Streets this year were chosen based off increased response time due to their distance from each station.

So far into 2023 after restarting the home inspection program, seven HomeSafe inspections have been completed with five more planned to be completed soon. Many of these requests come from referrals to our program through a partnership we have formed with a local business called Home Care by Design (HCD), now located on Hampton Road. This business was established by a previous manager of a local nursing home and is designed to provide care for seniors and/or people with disabilities in their own homes. They are used by the provincial Extra-Mural program as a method of providing nursing care and can also be hired privately for assistance with older adults in their own home. We provide their staff with brochures about the free program, and they mention it during their first meetings with new clients.

October 2023

Note – decrease in “Public Service - First Aid Calls” result of 911 changes during last week of dispatch labour disruption at beginning of October. Normal operations resumed October 5th.

Response Type Description	2020	2021	2022	3 Year Average	2023
Alarm No Fire - accidental miscellaneous	6	8	3	5.66	4
Alarm No Fire - detector activated	3	3	2	2.66	3
Alarm No Fire - miscellaneous	1	2	5	2.66	4
Alarm No Fire - smoke or steam mistaken	0	3	1	1.33	0
Alarm No Fire - sprinkler surge or discharge	0	0	0	0	0
Alarm No Fire - unknown odours	1	0	1	0.6	1
Building Collapse	0	0	0	0	0
Chimney Fire	0	0	0	0	0
Explosion - no fire	0	0	0	0	0
False Alarm - miscellaneous	1	0	0	0.33	1
False Alarm - municipal alarm system	0	0	0	0	0
False Alarm - verbal report to fire station	0	0	0	0	0
Fire/explosion - dollar loss	2	3	1	2	3
Gas Leak - miscellaneous	1	1	0	0.66	0
Gas Leak - propane	0	2	0	0.66	0
Gas Leak - refrigerant	0	0	0	0	0
Gas Leak - response to carbon monoxide	1	0	1	0.66	1
Home Accident	0	0	0	0	0
Incident Situation Unclassified	2	1	0	1	1
Industrial Accident	0	0	0	0	0
Public Hazard - gasoline or fuel spill	0	1	0	0.33	0
Public Hazard - hazardous object removed	0	0	0	0	0
Public Hazard - miscellaneous	1	1	1	1	1
Public Hazard - power line down	0	1	1	1	2
Public Hazard - toxic chemical spill	0	0	0	0	0
Public Service - animal rescue	0	0	0	0	0
Public Service - assist police or other agency	1	2	4	2.33	2
Public Service - citizens locked in or out	0	1	0	0.33	0
Public Service - citizens trapped in elevators	1	1	1	1	0
Public Service - first aid	46	51	62	53	38
Public Service - Flooding	0	0	0	0	0
Public Service - mutual aid	0	1	0	0.33	0
Public Service- miscellaneous	2	0	1	1	0
Rescue - Miscellaneous	1	0	1	0.66	4
Resuscitation Call - dead on arrival	1	0	0	0.33	0
Rubbish/grass fire - no dollar loss	0	1	0	0.33	0
Rupture - water pipes	0	0	0	0	4
Vehicle Accident	7	8	9	8	11
Total	78	91	94	88	80

Town of Rothesay

General Fund Financial Statements

January 31, 2024

Attached Reports:

General Capital Fund Balance Sheet	G1
General Reserve Fund Balance Sheet	G2
General Operating Fund Balance Sheet	G3
General Operating Revenue & Expenditures	G4-G6
Variance Report	G7
Capital Summary	G8

Town of Rothesay

Balance Sheet - Capital General Fund 1/31/2024

ASSETS

Capital Assets - General Land	4,559,420
Capital Assets - General Fund Land Improvements	9,362,227
Capital Assets - General Fund Buildings	6,611,482
Capital Assets - General Fund Vehicles	4,409,167
Capital Assets - General Fund Equipment	4,246,495
Capital Assets - General Fund Roads & Streets	45,342,779
Capital Assets - General Fund Drainage Network	21,171,976
Capital Assets - Under Construction - General	1,446,441
	<u>97,149,987</u>
Accumulated Amortization - General Fund Land Improvements	(5,079,703)
Accumulated Amortization - General Fund Buildings	(2,896,486)
Accumulated Amortization - General Fund Vehicles	(2,938,132)
Accumulated Amortization - General Fund Equipment	(2,309,033)
Accumulated Amortization - General Fund Roads & Streets	(22,841,311)
Accumulated Amortization - General Fund Drainage Network	(8,134,680)
	<u>(44,199,345)</u>
	<u>\$ 52,950,642</u>

LIABILITIES AND EQUITY

Gen Capital due to/from Gen Operating	450,000
Total Long Term Debt	5,267,000
	<u>\$ 5,717,000</u>
Investment in General Fund Fixed Assets	47,233,642
	<u>\$ 52,950,642</u>

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Town of Rothesay

Balance Sheet - General Fund Reserves
1/31/2024

ASSETS

BNS Gas Tax Interest Account	284,627
BNS General Operating Reserve #214-15	961,184
BNS General Capital Reserves #2261-14	1,102,875
BNS - Gen Capital Reserve - GIC	1,562,500
BNS - Gas Tax Reserves - GIC	4,270,800
	<u>\$ 8,181,986</u>

LIABILITIES AND EQUITY

Def. Rev - Gas Tax Fund - General	3,817,006
Invest. in General Capital Reserve	2,495,536
General Gas Tax Funding	737,023
Invest. in General Operating Reserve	961,184
Invest. in Land for Public Purposes Reserve	171,004
Invest. in Town Hall Reserve	232
	<u>\$ 8,181,986</u>

Town of Rothesay
 Balance Sheet - General Operating Fund
 1/31/2024

CURRENT ASSETS

Cash	73,656
Receivables	727,134
HST Receivable	698,912
Inventory	142,001
Gen Operating due to/from Util Operating	1,232,955
Total Current Assets	<u>2,874,657</u>
Other Assets:	
Projects	<u>203,393</u>
	<u>203,393</u>
 TOTAL ASSETS	 <u><u>3,078,050</u></u>

CURRENT LIABILITIES AND EQUITY

Accounts Payable	764,391
Other Payables	1,733,722
Gen Operating due to/from Gen Capital	(450,000)
Accrued Sick Leave	22,100
Accrued Pension Obligation	(26,700)
Accrued Retirement Allowance	493,887
Def. Rev-Quispamsis/Library Share	17,710
TOTAL LIABILITIES	<u>2,555,110</u>

EQUITY

Retained Earnings - General	161,173
Surplus/(Deficit) for the Period	361,768
	<u>522,940</u>
	<u><u>3,078,050</u></u>

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Town of Rothesay

Statement of Revenue & Expenditure
1 Months Ended 1/31/2024

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET Y-T-D	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Warrant of Assessment	1,855,199	1,855,199	1,855,199	1,855,199	0		22,262,389
Sale of Services	58,274	52,175	58,274	52,175	6,099		474,300
Services to Province of New Brunswic	0	0	0	0	0		80,000
Other Revenue from Own Sources	19,422	11,442	19,422	11,442	7,981		142,008
CORE Equalization	6,549	6,549	6,549	6,549	(0)		78,583
Conditional Transfers	0	0	0	0	0		51,500
Other Transfers	174,564	174,564	174,564	174,564	0		677,470
	<u>\$2,114,008</u>	<u>\$2,099,928</u>	<u>\$2,114,008</u>	<u>\$2,099,928</u>	<u>\$14,080</u>		<u>\$23,766,250</u>
EXPENSES							
General Government Services	444,254	481,731	444,254	481,731	37,478		2,923,971
Protective Services	490,203	490,197	490,203	490,197	(6)		6,623,274
Transportation Services	433,945	439,213	433,945	439,213	5,268		4,210,726
Environmental Health Services	84,157	82,363	84,157	82,363	(1,794)		1,032,360
Environmental Development	30,296	49,604	30,296	49,604	19,308		753,090
Recreation & Cultural Services	268,805	284,377	268,805	284,377	15,572		2,884,957
Fiscal Services	580	500	580	500	(80)		5,337,872
	<u>\$1,752,240</u>	<u>\$1,827,986</u>	<u>\$1,752,240</u>	<u>\$1,827,986</u>	<u>\$75,746</u>		<u>\$23,766,250</u>
Surplus (Deficit) for the Year	<u>\$361,768</u>	<u>\$271,942</u>	<u>\$361,768</u>	<u>\$271,942</u>	<u>\$89,826</u>		<u>\$ (0)</u>

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Town of Rothesay

Statement of Revenue & Expenditure
1 Months Ended 1/31/2024

	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	3,566	2,083	3,566	2,083	1,482		25,000
Wells Canopy revenue	750	0	750	0	750		0
Town Hall Rent	9,402	8,333	9,402	8,333	1,069	1	100,000
Community Garden revenue	0	0	0	0	0		900
Fox Farm Rental revenue	1,950	1,750	1,950	1,750	200		21,000
Arena Revenue	37,338	37,933	37,338	37,933	(595)		214,900
Recreation Programs	5,268	2,075	5,268	2,075	3,193	2	112,500
	58,274	52,175	58,274	52,175	6,099		474,300
Other Revenue from Own Sources							
Licenses & Permits	8,134	6,875	8,134	6,875	1,259		82,500
KVFD Admin Penalties	1,225	0	1,225	0	1,225	3	0
Recycling Dollies & Lids	115	67	115	67	48		800
Interest & Sundry	8,603	2,667	8,603	2,667	5,937	4	32,000
Miscellaneous	345	833	345	833	(488)		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
	19,422	11,442	19,422	11,442	7,981		142,008
Conditional Transfers							
Canada Day Grant	0	0	0	0	0		1,500
Grant - Students	0	0	0	0	0		50,000
	0	0	0	0	0		51,500
Other Transfers							
Surplus of 2nd Previous Year	128,845	128,845	128,845	128,845	0		128,845
Utility Fund Transfer	45,719	45,719	45,719	45,719	0		548,625
	174,564	174,564	174,564	174,564	0		677,470
EXPENSES							
General Government Services							
Legislative							
Mayor	4,578	5,000	4,578	5,000	422		60,000
Councillors	13,771	12,999	13,771	12,999	(772)		155,983
Regional Service Commission 9	2,326	2,326	2,326	2,326	0		27,915
Other	400	1,958	400	1,958	1,558		23,500
	21,075	22,283	21,075	22,283	1,208		267,398
Administrative							
Administration - Wages & Benefits	85,417	88,109	85,417	88,109	2,692		1,193,550
Office Building	12,377	11,531	12,377	11,531	(846)		180,871
Supplies	10,767	10,667	10,767	10,667	(99)		184,000
Solicitor	0	0	0	0	0		50,000
Professional Fees	0	0	0	0	0		110,000
Other	15,010	17,398	15,010	17,398	2,388		122,779
	123,571	127,706	123,571	127,706	4,134		1,841,200
Other General Government Services							
Website/Other	0	0	0	0	0		3,000
Community Communications (Team)	1,618	708	1,618	708	(910)		63,500
Civic Relations	0	83	0	83	83		1,000
Insurance	297,239	330,201	297,239	330,201	32,962	5	330,201
Donations	750	750	750	750	0		36,500
Cost of Assessment	0	0	0	0	0		359,172
Property Taxes - L.P.P.	0	0	0	0	0		18,000
Fox Farm Rental Expenses	0	0	0	0	0		4,000
	299,607	331,743	299,607	331,743	32,136		815,373
Total General Government Services	444,254	481,731	444,254	481,731	37,478		2,923,971
Protective Services							
Police							
Police Protection	281,066	281,066	281,066	281,066	0		3,372,789
Crime Stoppers	0	0	0	0	0		2,800
	281,066	281,066	281,066	281,066	0		3,375,589
Fire							
Fire Protection	208,923	208,923	208,923	208,923	0		2,860,185
Water Costs Fire Protection	0	0	0	0	0		335,000
	208,923	208,923	208,923	208,923	0		3,195,185
Emergency Measures							
EMO Director/Committee	0	0	0	0	0		50,000
	0	0	0	0	0		50,000
Other							
Animal & Pest Control	215	208	215	208	(7)		2,500
	215	208	215	208	(7)		2,500
Total Protective Services	490,203	490,197	490,203	490,197	(6)		6,623,274

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Transportation Services

Common Services

Administration (Wages & Benefits)	124,318	127,030	124,318	127,030	2,712	1,648,000
Workshops, Yards & Equipment	56,971	61,458	56,971	61,458	4,487	824,261
Engineering	0	0	0	0	0	7,500
	<u>181,289</u>	<u>188,488</u>	<u>181,289</u>	<u>188,488</u>	<u>7,199</u>	<u>2,479,761</u>

Roads & Streets

Crosswalks & Sidewalks	818	1,007	818	1,007	188	77,000
Culverts & Drainage Ditches	302	360	302	360	58	35,570
Street Cleaning & Flushing	2,571	2,500	2,571	2,500	(71)	100,000
Snow & Ice Removal	0	0	0	0	0	10,000
	<u>219,202</u>	<u>220,500</u>	<u>219,202</u>	<u>220,500</u>	<u>1,298</u>	<u>1,172,000</u>
	<u>222,894</u>	<u>224,367</u>	<u>222,894</u>	<u>224,367</u>	<u>1,473</u>	<u>1,394,570</u>

Street Lighting

	12,851	12,500	12,851	12,500	(351)	150,000
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Traffic Services

Street Signs	1,460	2,000	1,460	2,000	540	15,000
Traffic Lanemarking	0	0	0	0	0	35,000
Traffic Signals	7,551	7,567	7,551	7,567	16	20,000
Railway Crossing	4,846	4,083	4,846	4,083	(763)	25,000
	<u>13,856</u>	<u>13,650</u>	<u>13,856</u>	<u>13,650</u>	<u>(206)</u>	<u>95,000</u>

Public Transit

Public Transit - Comex Service	2,166	0	2,166	0	(2,166)	88,895
Public Transit - Other	146	208	146	208	62	2,500
	<u>2,312</u>	<u>208</u>	<u>2,312</u>	<u>208</u>	<u>(2,103)</u>	<u>91,395</u>

Total Transportation Services

	<u>433,202</u>	<u>439,213</u>	<u>433,202</u>	<u>439,213</u>	<u>6,011</u>	<u>4,210,726</u>
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Environmental Health Services

Solid Waste Disposal Land Fill garbage	21,361	20,697	21,361	20,697	(664)	248,360
Solid Waste Disposal Landfill Compost	2,322	3,333	2,322	3,333	1,012	40,000
Solid Waste Collection Fero	58,702	58,333	58,702	58,333	(369)	700,000
Solid Waste Recycling bins	0	0	0	0	0	4,000
Clean Up Campaign	521	0	521	0	(521)	40,000
Food Cycler	1,251	0	1,251	0	(1,251)	0
	<u>84,157</u>	<u>82,363</u>	<u>84,157</u>	<u>82,363</u>	<u>(1,794)</u>	<u>1,032,360</u>

Environmental Development Services**Planning & Zoning**

Administration (Wages and benefits)	18,415	34,347	18,415	34,347	15,932	6	535,000
Administration	291	3,667	291	3,667	3,376		44,000
Planning Projects	0	0	0	0	0		25,000
Heritage Committee	0	0	0	0	0		5,000
	<u>18,706</u>	<u>38,013</u>	<u>18,706</u>	<u>38,013</u>	<u>19,308</u>		<u>609,000</u>

Envision Saint John

Tourism	11,591	11,591	11,591	11,591	(0)		139,090
	0	0	0	0	0		5,000
	<u>11,591</u>	<u>11,591</u>	<u>11,591</u>	<u>11,591</u>	<u>(0)</u>		<u>144,090</u>
	<u>30,296</u>	<u>49,604</u>	<u>30,296</u>	<u>49,604</u>	<u>19,308</u>		<u>753,090</u>

Recreation & Cultural Services

Administration (wages and benefits)	35,114	29,844	35,114	29,844	(5,271)	7	384,000
Administration	1,836	4,125	1,836	4,125	2,289		55,500
Rothsay Arena	30,710	37,655	30,710	37,655	6,945	8	380,500
Parks & Gardens	42,428	43,070	42,428	43,070	642		868,000
Playgrounds and Fields	3,548	4,583	3,548	4,583	1,035		134,000
Rothsay Common Rink	21,976	28,917	21,976	28,917	6,940	9	96,150
Memorial Centre	5,961	5,333	5,961	5,333	(628)		72,850
Train Station	0	0	0	0	0		29,600
Wells Building	5,325	3,292	5,325	3,292	(2,033)	10	44,500
Beaches	0	0	0	0	0		64,000
Summer Programs	18	42	18	42	24		98,000
The Hive expenses	846	1,208	846	1,208	362		14,500
Regional Facilities Commission	27,890	27,890	27,890	27,890	(0)		334,675
Kennebecasis Public Library	8,250	8,250	8,250	8,250	0		98,994
Regional Facilities Commission Capital	83,669	83,669	83,669	83,669	0		157,688
Special Events	1,233	6,000	1,233	6,000	4,767	11	44,000
PRO Kids	0	0	0	0	0		7,500
Rothsay Living Museum	0	500	0	500	500		500
	<u>268,805</u>	<u>284,377</u>	<u>268,805</u>	<u>284,377</u>	<u>15,572</u>		<u>2,884,957</u>

Fiscal Services

Debt Charges

Interest	580	500	580	500	(80)		223,872
Debenture Payments	0	0	0	0	0		714,000
	<u>580</u>	<u>500</u>	<u>580</u>	<u>500</u>	<u>(80)</u>		<u>937,872</u>

Transfers To:

Capital Fund for Capital Expenditures	0	0	0	0	0		4,250,000
Reserve Funds	0	0	0	0	0		150,000
	0	0	0	0	0		4,400,000
	<u>580</u>	<u>500</u>	<u>580</u>	<u>500</u>	<u>(80)</u>		<u>5,337,872</u>

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Town of Rothesay

Variance Report - General Fund

Note #	Annual Budget	Actual	month ending Budget	1/31/2024 Better/(Worse)	Description of Variance
Revenue					
1		\$ 9,402	\$ 8,333	\$ 1,069	Monthly rent higher than budgeted
2		\$ 5,268	\$ 2,075	\$ 3,193	Higher income than budgeted
3		\$ 1,225	\$ -	\$ 1,225	Fine paid to town
4		\$ 8,603	\$ 2,667	\$ 5,937	Conservative budget estimate

Expenses

General Government

	Solicitor	\$ 50,000.00			Expenses not yet incurred
	Professional Fees	\$ 75,000.00			Head hunter fees
	Community Communications (Team)	\$ 55,000.00			\$55K budgeted for communications study
5	Insurance		297,239	330,201	\$ 32,962 Budget higher than actual
	Donations	\$ 35,750.00			Donation budget remaining
	Fox Farm Rental Expenses	\$ 4,000.00			Annual Budget for anticipated expenses if required

Protective Services

	Police Protection	\$ 50,000.00	0	0	\$ - EMO Plan
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Transportation

Environmental Health

Environmental Development

6	Administration (wages and benefits)		18,415	34,347	\$ 15,932 Vacant position and \$10K in professional development
	Adminsitration	\$ 30,000.00			Annual budget for bylaw enforcement
	Planning Projects	\$ 25,000.00	0	0	\$ - Annual budget for planning projects
	Heritage Committee	\$ 5,000.00	0	0	\$ - Annual budget for Heritage Committee
	Tourism	\$ 5,000.00	0	0	\$ - Annual budget for Tourism

Recreation & Cultural Services

7	Administration		35,114	29,844	\$ (5,271) Pay raise after annual budget
8	Rothesay Arena		30,710	37,655	\$ 6,945 Lower zamboni and bldg mtce cost
9	Rothesay Common Rink		21,976	28,917	\$ 6,940 Casual wages lower than budgeted
	Train Station	\$ 29,600.00	0	0	\$ - Annual budget for train station
10	Wells Building		5,325	3,292	\$ (2,033) 2 mths of cleaning as Dec wasn't accrued at ye
11	Special Events		1,233	6,000	\$ 4,767 Budget allocated by past purchases

Fiscal Services

2024March11OpenSessionFINAL_101

Town of Rothesay

Capital Projects 2024
General Fund
1 Months Ended 1/31/2024

	ANNUAL BUDGET	COUNCIL APPROVED	CURRENT Y-T-D	Remaining Budget
General Government				
G-202* 00* IT	15,000	0	0	15,000
G-2024-00* Train Station building	350,000	0	0	350,000
Total General Government	365,000	0	0	365,000
Protective Services				
P-202*-0** Protective Serv. Equipment Purchases	200,000	0	46,292	153,708
Total Protective Services	200,000	0	46,292	153,708
Transportation				
T-2024-001 Asphalt	3,395,000	0	77,663	3,317,337
T-202*-00* Fleet Replacement	1,875,000	0	0	1,875,000
Wijac improvements	2,500,000	0	0	2,500,000
T-2024-00* Grove building	60,000	0	0	60,000
Unassigned:				
Total Transportation	7,830,000	0	77,663	7,752,337
Recreation				
R-202*-00* Recreation Equipment	145,000	0	75,409	69,591
R-2022-004 Wells Bldg	50,000	0	222	49,778
R-202*-00* Arena Renovation	105,000	0	0	105,000
R-2024-00* Wells parking lot	500,000	0	0	500,000
R-2024-00* Cathodic protection	75,000	0	0	75,000
R-2024-00* Zamboni	140,000	0	0	140,000
Total Recreation	1,015,000	0	75,630	939,370
Carryovers				
T-2023-004 Intersection Improvement (Gondola/Clark)	0	0	3,644	(3,644)
R-2022-002 Recreation Pickle Ball	0	0	164	(164)
	0	0	3,808	(3,808)
Total	\$ 9,410,000	\$ -	\$ 203,393	\$ 9,206,607

2023 Budget and Funding Allocation

Funding	2024	Operating	Reserve	Gas Tax	Borrow	Grant
General Government	365,000	15,000	350,000			
Protective Services	200,000	200,000				
Transportation	7,830,000	3,650,000	750,000	930,000	2,500,000	
Recreation	1,015,000	785,000	125,000	105,000		
Total	\$ 9,410,000	\$ 4,650,000	\$ 1,225,000	\$ 1,035,000	\$ 2,500,000	\$ -

Town of Rothesay

Utility Fund Financial Statements

January 31, 2024

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 1/31/2024

ASSETS

Assets:

Capital Assets - Under Construction - Utilities	1,045,388
Capital Assets Utilities Land	119,970
Capital Assets Utilities Buildings	2,003,612
Capital Assets Utilities Equipment	813,621
Capital Assets Utilities Water System	29,367,286
Capital Assets Utilities Sewer System	26,453,412
Capital Assets Utilities Land Improvements	42,031
Capital Assets Utilities Roads & Streets	220,011
Capital Assets Utilities Vehicles	113,001
	60,178,334

Accumulated Amortization Utilites Buildings	(901,044)
Accumulated Amortization Utilites Water System	(9,388,542)
Accumulated Amortization Utilites Sewer System	(9,810,100)
Accumulated Amortization Utilites Land Improvements	(42,031)
Accumulated Amortization Utilites Vehicles	(47,171)
Accumulated Amortization Utilites Equipment	(386,734)
Accumulated Amortization Utilites Roads & Streets	(24,930)
	(20,600,551)

TOTAL ASSETS	39,577,782
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LIABILITIES

Current:

Util Capital due to/from Util Operating	515,000
Total Current Liabilities	515,000

Long-Term:

Long-Term Debt	7,416,558
Total Liabilities	7,931,558

EQUITY

Investments:

Investment in Fixed Assets	31,646,224
Total Equity	31,646,224
TOTAL LIABILITIES & EQUITY	39,577,782

Town of Rothesay

Balance Sheet - Utilities Fund Reserves
1/31/2024

ASSETS

BNS Utility Capital Reserve # 00241 12	233,807
BNS - Util Capital Reserve GIC	<u>1,145,800</u>
	<u>\$ 1,379,607</u>

LIABILITIES AND EQUITY

Invest. in Utility Capital Reserve	911,976
Invest. in Utility Operating Reserve	113,907
Invest. in Sewerage Outfall Reserve	<u>353,724</u>
	<u>\$ 1,379,607</u>

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Town of Rothesay

Utilities Fund Operating Balance Sheet
As at 1/31/2024

ASSETS

Current assets:	
Accounts Receivable Net of Allowance	693,176
Total Current Assets	693,176
Other Assets:	
	-
 TOTAL ASSETS	 \$ 693,176

LIABILITIES

Accrued Payables	16,263
Due from General Fund	1,232,955
Due to Capital Fund	(515,000)
Deferred Revenue	10,677
Total Liabilities	744,895

EQUITY

Surplus:	
Opening Retained Earnings	40,521
Profit (Loss) to Date	(92,240)
	(51,719)
 TOTAL LIABILITIES & EQUITY	 \$ 693,176

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Town of Rothesay
 Utilities Operating Income Statement
 1 Months Ended 1/31/2024

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT YTD	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
RECEIPTS							
Sale of Water	7,224	0	7,224	0	7,224	1	1,165,000
Meter and non-hookup fees	0	0	0	0	0		63,500
Water Supply for Fire Prot.	0	0	0	0	0		335,000
Local Improvement Levy	0	0	0	0	0		59,000
Sewerage Services	0	0	0	0	0		2,154,283
Connection Fees	2,700	3,683	2,700	3,683	(983)		75,000
Interest Earned	8,784	7,500	8,784	7,500	1,284		90,000
Misc. Revenue	225	769	225	769	(544)		9,224
Surplus - Previous Years	33,993	33,993	33,993	33,993	0		33,993
TOTAL RECEIPTS	52,926	45,945	52,926	45,945	6,981		3,985,000
WATER SUPPLY							
Share of Overhead Expenses	18,288	18,288	18,288	18,288	0		219,450
Wages	15,574	16,831	15,574	16,831	1,257		240,000
Audit/Legal/Training	113	667	113	667	553		8,500
Other Water	0	625	0	625	625		7,500
Purification & Treatment	21,915	22,284	21,915	22,284	369		568,000
Transmission & Distribution	3,030	3,017	3,030	3,017	(13)		130,000
Power & Pumping	5,550	4,667	5,550	4,667	(884)		56,000
Billing/Collections	1,288	1,417	1,288	1,417	128		5,000
Water Purchased	158	200	158	200	42		1,200
Misc. Expenses	111	0	111	0	(111)		32,000
McGuire Road Operating	2,572	1,667	2,572	1,667	(905)		20,000
TOTAL WATER SUPPLY	68,599	69,660	68,599	69,660	1,062		1,287,650
SEWERAGE COLLECTION & DISPOSAL							
Share of Overhead Expenses	27,431	27,431	27,431	27,431	0		329,175
Wages	30,000	30,000	30,000	30,000	0		360,000
Audit/Legal/Training	548	750	548	750	203		15,000
Collection System Maintenance	866	1,000	866	1,000	134		85,000
Sewer Claims	5,411	5,000	5,411	5,000	(411)		20,000
Lift Stations	4,657	4,267	4,657	4,267	(390)		82,500
Treatment/Disposal	7,424	7,333	7,424	7,333	(90)		121,000
Misc. Expenses	232	2,333	232	2,333	2,102		28,000
TOTAL SWGE COLLECTION & DISPC	76,568	78,115	76,568	78,115	1,547		1,040,675
FISCAL SERVICES							
Interest on Bank Loans	0	0	0	0	0		2,026
Interest on Long-Term Debt	0	0	0	0	0		263,941
Principal Repayment	0	0	0	0	0		565,708
Transfer to Reserve Accounts	0	0	0	0	0		75,000
Capital Fund Through Operating	0	0	0	0	0		750,000
TOTAL FISCAL SERVICES	0	0	0	0	0		1,656,675
TOTAL EXPENSES	145,166	147,775	145,166	147,775	2,608		3,985,000
NET INCOME (LOSS) FOR THE PER	(92,240)	(101,830)	(92,240)	(101,830)	9,590		(0)

Town of Rothesay

Variance Report - Utility Operating
1/31/2024

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

1	Sale of Water	7,224	0	7,224	Amt owing from 2023
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Expenditures

Water

Sewer

Fiscal Services

2024March11OpenSessionFINAL_108

Town of Rothesay

Capital Projects 2024

Utility Fund

1 Months Ended 1/31/2024

	Original BUDGET	Council Approval	CURRENT Y-T-D	Remaining Budget
WATER				
W-2022-003 Filtration Bldg Water	775,000	-	0	775,000
T-2024-00* Production Wells TH90-1	65,000	-	0	65,000
T-2024-00* Storage bldg renovations	55,000	-	0	55,000
T-2024-00* Shadowhill water line	250,000	-	0	250,000
T-2024-00* Treatment effluent tank re-lining	30,000	-	0	30,000
T-2024-00* Filter Bldg heat system upgrade	40,000	-	0	40,000
T-2024-00* Transfer switch VDF Wells 1 & 2	50,000	-	0	50,000
T-2024-00* Large scale tapping machine	40,000	-	0	40,000
	<u>\$ 1,305,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,305,000</u>
SEWER				
T-202*-001 Sewer work in Ashphalt contract	100,000	\$ -	0	100,000
S-2023- 004 WWTF Plant	3,500,000	\$ -	0	3,500,000
T-2024-00* Frances Ave lift station replacement	120,000	\$ -	0	120,000
	<u>3,720,000</u>	<u>-</u>	<u>-</u>	<u>3,720,000</u>
Total Approved	<u>5,025,000</u>	<u>-</u>	<u>-</u>	<u>5,025,000</u>
Carryovers				
Funded from Reserves	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>5,025,000</u>	<u>-</u>	<u>-</u>	<u>5,025,000</u>

Funding:

	Total	Operating	Reserves	Borrow	Gas Tax	Grants
Water	1,305,000	630,000		\$ 250,000	425,000	
Sewer	3,720,000	120,000		\$ 2,625,000	100,000	875,000
	<u>\$ 5,025,000</u>	<u>\$ 750,000</u>	<u>\$ -</u>	<u>\$ 2,875,000</u>	<u>\$ 525,000</u>	<u>\$ 875,000</u>

Town of Rothesay

2024-01-31

219500-60

Donations/Cultural Support

Budget

Paid to date

KV3C (in kind)	2,500.00	
NB Medical Education Trust	5,000.00	
KV Food Basket	5,000.00	
Fairweather Scholarship	1,000.00	
Saint John Theatre Company	1,000.00	
Symphony NB	2,500.00	
sub	<u>17,000.00</u>	-

Other:	19,500.00	
Portage		500.00
KVBA U14		250.00
sub	<u>19,500.00</u>	<u>750.00</u>

	<u>36,500.00</u>	<u>750.00</u>
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G/L Balance		<u>750.00</u>
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Other:		
Kennebecasis Crimestoppers	2,800.00	Protective S
PRO Kids	7,500.00	Recreation
	<u>10,300.00</u>	-

TOWN OF ROTHESAY

FINANCE COMMITTEE

February 23, 2024

In attendance:

Mayor Nancy Grant

Deputy Mayor Matt Alexander, Chairman

Councillor Helen Boyle

Councillor Don Shea

Town Manager John Jarvie

Treasurer Doug MacDonald

Financial Officer Laura Adair

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

The agenda was accepted (DS/HB)

Review of Minutes

The minutes of January 18, 2024 were accepted as presented (DS/HB)

January Preliminary Draft Financial Statements

General – Treasurer MacDonald informed finance committee that revenue accrued at year end has been received. Insurance cost was overbudgeted and has a positive variance of approx. \$30K. The variance report includes another column with annual budgeted items have no predetermined time for expenditure. Included in variance report to avoid large variance at year end if no expenditures are incurred. To include another column on the capital report to demonstrate the 2023 items that were already approved by council but hadn't incurred the expense prior to year end, such as the Parks truck for \$70K and the vacuum truck for \$700.

Utilities – No revenue has been incurred yet aside from KVFD amount which relates to 2023. No significant expenses have been incurred yet.

MOVED The draft statements were accepted as presented (HB/DS)

Donation Requests

MOVED Compassionate Grief Centre **approve donation request of \$1,000**

ON THE QUESTION:

Mayor Nancy Grant informed committee the Donation was granted in 2023 and policy states Council will consider requests for financial support from groups that have not made a request for funding within the previous 12 months

DEFEATED

MOVED to approve donation to **Heart & Stroke Foundation**

ON THE QUESTION:

Deputy Mayor Matt Alexander that donation request is generic mail out and the committee has denied past request because of this.

DEFEATED

MOVED Big Brother/Big Sister Concert to accept Mayor Nancy Grant to be a special guest with sponsorship of \$500 (HB/DS)

CARRIED

KVFD Quint 1 Replacement Proposal

Motion to recommend to council to authorize KVFD to order a ladder truck in 2024 with delivery within 36-48 months (DS/HB)

Deputy Mayor Matt Alexander requested that the documentation from the underwriters regarding recertification of Quint 1 trucks.

All councillors agreed that a new ladder truck is needed especially with the growth in population and the larger housing and commercial developments. Treasurer, Doug MacDonald reminded the committee that if council agrees to purchase a new ladder truck, they are committing to budget for capital purchase in 2025 of \$1M.

Motion to recommend to council to authorize KVFD for prepayment of 25% if it is congruent with Town of Quispamsis council (HB/DS)

Application for Financing

In 2021, a debenture for Turnbull Sewer court project was approved. Treasurer Doug MacDonald is seeking permission to apply for the debenture for reimbursement of cost incurred on this project.

Motion to recommend to council to pass motion as presented in the minutes regarding the application for financing. (HB/DS)

Town Manager, John Jarvie informed the committee that further funding will be sought on a 2015 federal grant application for renovations on the sewer pumping stations. The total grant approved was not fully utilized and some of the cost incurred for Turnbull Court may qualify under that project.

For Information

Compliance report – all items filed.

CRA audited HST remittance last quarter of 2023, no changes and money to be received in February.

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

Next Meeting

The next meeting is set for March 27, 2024.

The meeting adjourned at 9:05am.

Deputy Mayor Matt Alexander, Chairman

Laura Adair, Recording Secretary



2024 March 14 Open Session FINAL_113

ROTHESAY MEMORANDUM



TO : Mayor and Council
FROM : Finance Committee
DATE : March 4, 2024
RE : Donation Recommendations

The finance committee recommends the following motions re donation requests:

Council approve the request for support from the Compassionate Grief Centre in the amount of \$1,000.

Council approve a donation request from the Heart and Stroke Foundation of New Brunswick.

SCHEDULE A

Application for Rothesay Municipal Grant

App. Date: February 1, 2024

Applicant: Compassionate Grief Centre

Address: 55 Drury Cove Road, Suite 100

Contact: Jamie Godfrey Tel. (506) 696-0202

Email: hello@compassionategriefcentre.ca

Organization Description:

We provide specialized mental health support for people dealing with grief, loss and life's challenges through private counselling, groups, a Grief Cafe and educational webinars.

Amount Requested: \$1,000.00

Descriptions of proposed event or activity:

On March 22, 2024 we will be hosting our Annual Celebration for a Cause at Shadow Lawn in Rothesay. The proceeds of this event are used to fund our free programs and services to people in the Greater Saint John and KV areas. This includes our grief groups, Grief Cafe and educational webinars.

Project costs:

\$17,500

Benefits to town of Rothesay:

20% of our clients come from Rothesay & Quispamsis. Specialized information and support provided by licensed and experienced mental health grief experts, and connecting to others on the grief journey enhances coping skills and improves quality of life. This care and support reduces And, people who receive the support they need in a timely fashion to help them cope with their life losses can remain productive, contributing members of society and not fall into the traps of addictions, depression and serious mental health issues.

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).



Town Of Rothesay Mayor Council
70 Hampton Road, Rothesay, Nb
Rothesay, NB E2E 5L5

Town Of Rothesay, this February your donation to Heart & Stroke will be TRIPLED. Don't miss this opportunity to TRIPLE YOUR IMPACT!

February 2024

Dear Town Of Rothesay,

Your generous support of vital research is keeping families together, longer. You have helped save lives, improve quality of life, and ensure fewer people face the devastation of heart disease and stroke. Thank you!

Town Of Rothesay, donors like you are at the core of every life-saving breakthrough made. But we still have work to do. Cardiac arrests can strike anyone, any time – often without warning. Most cardiac arrests occur outside of the hospital and the odds of surviving are less than 10% — shattering families and their communities.

When you give to Heart & Stroke this Heart Month, you will help us to:

- Continue to lead the fight in Canada to beat cardiac arrest
- Raise awareness so more people recognize cardiac arrest and take immediate action
- Introduce Canadians to the life-saving skills of doing CPR and using an AED
- Advocate governments for change including increased AED availability
- Enable life-saving research and innovation

To beat cardiac arrest, we need to do more. That's why we're proud to partner with Canadian Pacific Kansas City (CPKC). During Heart Month in February, CPKC is striving to make TRIPLE the difference by generously matching all donations — up to \$500,000*!

This limited-time offer means your donation will have 3X the impact! Your gift of \$25 will TRIPLE* in value to \$75, \$40 will become \$120 and a truly remarkable gift of \$55 will become \$165.

(over, please)

Please return the **TRIPLE gift research voucher** along with your donation and the reply form below in the postage-paid envelope provided.

02143LRY1-A

YES! I want to TRIPLE my impact and save lives!
Enclosed is my gift of:

Your Gift Of:	Is Worth (when tripled):
<input type="checkbox"/> \$25	\$75
<input type="checkbox"/> \$40	\$120
<input type="checkbox"/> \$55	\$165
<input type="checkbox"/> Other \$	Triples

Please give by March 31, 2024!

- I have enclosed my cheque, payable to Heart and Stroke Foundation
 Please charge my gift to: Visa MasterCard AmEx

GAND # _____ EXPIRY _____

SIGNATURE _____

www.heartandstroke.ca/donors
1-877-882-2582

Town Of Rothesay Mayor Council
70 Hampton Road, Rothesay, Nb
Rothesay NB E2E 5L5

Toll Free: 1-877-882-2582
Email: donorinfo@heartandstroke.ca

Charitable Registration Number
11924-6940 RR0001



Receipts will be sent via email.

EMAIL: _____

- I have included Heart & Stroke in my Will
 Please send me information about making a gift in my Will
 Please do not share my name with other organizations
 I would like a receipt for gifts under \$20.
 (Enter email above)

6-21023329



Town Of Rothesay, will you give a gift today to accelerate life-saving breakthroughs right here in New Brunswick?

Just think — your gift, TRIPLED*, could completely change the way we treat and prevent heart disease and stroke.

As one of our most important supporters, we need you to take full advantage of this time-sensitive offer from CPKC.

Simply complete the donation form, choose one of the enclosed vouchers and return both pieces in the pre-paid envelope before it's too late. Please donate today!

With gratitude,

Dr. Keith Brunt
President, Board of Directors
Heart and Stroke Foundation of New Brunswick

Town Of Rothesay, thank you for helping!

P.S. I hope you take full advantage of the limited time offer from CPKC. Donate and watch your gift TRIPLE* as we fight to beat heart disease and stroke.

P.P.S. Please give today so your gift has 3X the impact!

4 easy ways to donate:	Mail	Return the reply card in the envelope provided.
	Online	heartandstroke.ca/donors or scan the QR code.
	Phone	1-877-882-2582
	Monthly Giving Program	See below for details.



Scan to donate!



* From February 1 to March 31, 2024 our generous partner CPKC will be matching donations until their gift of \$500,000 is reached.

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92144LRV1-B



MAXIMIZE YOUR IMPACT WITH MONTHLY GIVING

Give monthly to fund the breakthroughs that save lives.

As a monthly donor you become part of a special group of Canadians dedicated to funding life-saving breakthroughs. Your monthly gift to the Breakthrough Fund will provide a steady stream of funding to keep vital and innovative research ongoing. Thank you for your commitment to fight heart disease and stroke.

YES! I would like to maximize my impact with a monthly donation!

\$25 \$20 \$15 Other \$ _____

I would like my donation processed on the 1st OR the 15th of each month. If 1st or 15th falls on a weekend or holiday, it will be processed the next business day.

Your annual receipt will be sent via email.

Please charge my credit card each month:
 Visa MasterCard AmEx

CARD #

EXPIRY

Please use my bank account (I have attached a VOID cheque)
I am an individual a business

I authorize Heart & Stroke to debit my bank account in the amount shown, on either the 1st or 15th of each month, as selected. I understand I can change or cancel this agreement at any time by calling 1-877-882-2582.

I have certain recourse rights if any debit does not comply with this agreement. For example, I have the right to receive reimbursement for any debit that is not authorized or is not consistent with this PAD Agreement. To obtain more information on my recourse rights, I may contact my financial institution or visit www.payments.ca.

EMAIL

WE RESPECT YOUR PRIVACY. We are committed to protecting the privacy of your personal information. We may maintain a record and share details of your interaction and contact information for donor-related, promotion, follow-up and tax receipting purposes. Occasionally, we may contact you with mission-related or program related communications. If you wish no further contact or have any questions or concerns regarding the privacy of your personal information, please contact the Chief Privacy Officer, at your provincial Heart and Stroke Foundation of Canada office at 1-888-HSF-INFO (473-4636) or through www.heartandstroke.ca/privacy-policy

SIGNATURE

DATE



ROTHESAY MEMORANDUM



TO : Finance Committee
FROM : Doug MacDonald
DATE : March 4, 2024
RE : Quint 1 Replacement

Motion to recommend to council to authorize KVFD to order a ladder truck in 2024 with delivery within 36-48 months (DS/HB)

Motion to recommend to council to authorize KVFD for prepayment of 25% if it is congruent with Town of Quispamsis council (HB/DS)

DISCUSSION

Financial implications related to fire apparatus replacement.

Options presented in the proposal all include re-certification of the ladder truck therefore no financial differences exist related to that component.

The two options essentially relate to timing as the proposal suggest the ladder truck must be replaced within five years and there is as much as a two year lead time from order to delivery.

Our contribution to the aggregate estimated cost is approximately \$1.2 million (40% of \$3 million). We have not budgeted any expenditures in our current 2024 capital budget however the amount required in 2024 would be relatively small and related to the deposit on ordering the equipment. We would then budget and remaining expenditure upon drafting the 2025 capital budget.

Financing options would be determined in drafting the 2025 capital budget. We normally do not recommend long term debt financing for "vehicle" purchases however, should it be determined that debenture financing is preferred, the estimated annual charge would be approximately \$155,000 over a ten year period.

Should a 25% deposit be applied the Rothesay share of this expenditure would be approximately \$275,000 which we would obtain from the Capital Reserve as an unbudgeted expenditure.



ROTHESAY MEMORANDUM



TO : Finance Committee
FROM : Doug MacDonald
DATE : March 4, 2024
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 **\$800,000.00** 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 2021 and 2022 Capital Budgets, we budgeted for renovations sewer line upgrades in the area of Turnbull Court in two phases.

The project will be completed in fiscal 2024 with the expected aggregate cost being financed from operating funds and debt. We recommend obtaining a debenture in an amount (\$800,000) sufficient to finance the remaining cash flow requirements associated with the project.



ROTHESAY
AGE-FRIENDLY ADVISORY COMMITTEE
2024 March Open Session - FINAL
Rothesay Town Hall Common Room
& WebEx Virtual Meeting
Tuesday, February 20, 2024 at 10 am



PRESENT: MAYOR NANCY GRANT, *ex-officio member*
DIANE O'CONNOR, CHAIRPERSON
WILLA MAVIS, VICE CHAIRPERSON
NANCY HASLETT
DIANNE TAYLOR
ROBERT TAYLOR
DR. SHAWN JENNINGS
JILL JENNINGS
ANGELA MORSE
DOAA HIGAZY

DRAFT

RECREATION COORDINATOR KERI FLOOD
AGE-FRIENDLY COMMUNITY COORDINATOR KIRSTIN DUFFLEY
TOWN MANAGER JOHN JARVIE
RECORDING SECRETARY ELIANE KNOX

ABSENT: COUNCILLOR HELEN BOYLE
HIGH SCHOOL REPRESENTATIVE (Vacant)

Chairperson O'Connor called the meeting to order at 10:00 am.

1. APPROVAL OF AGENDA

MOVED by R. Taylor and seconded by N. Haslett the agenda be approved as circulated.

CARRIED.

2. APPROVAL OF MINUTES

2.1 Meeting minutes of January 16, 2024

MOVED by N. Haslett and seconded by Vice Chairperson Mavis the minutes of January 16, 2024, be adopted as circulated.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST

N/A

4. DELEGATIONS

N/A

5. REPORTS AND PRESENTATIONS

N/A

6. CORRESPONDENCE FOR ACTION

6.1 Rothesay Hive Parking

Chairperson O'Connor explained since 2016 that Rothesay Hive began the journey to become age friendly and have accomplished to become an age friendly community in many ways. Not only with

Rothesay Hive but the way things are done through the Town, such as lighting and clearing the sidewalks.

Chairperson O'Connor described to the Committee members the challenges facing today pertaining to Town Hall and Rothesay Hive parking spaces. She pointed out that Rothesay Hive has grown and, as of now, in 2024: 116 members. It is becoming very popular but comes the challenge of where does everyone parks. She indicated that the Committee received two letters vis-à-vis the parking situation which was included in today's meeting package. She added that Rothesay Hive members have encountered some challenges and difficulties when parking either in the parking lot at Town Hall or across the street. Town staff has faced also similar challenges.

Town Manager Jarvie explained to the Committee that Town Hall staff and the business clients in the building are coming and going all through the day. He pointed out that the business tenants are parking across the street.

Town Manager Jarvie proposed the following solutions:

- Adding an additional accessible parking space in the Rothesay Town Hall parking lot
- Improving safety at the crosswalk by installing a pedestrian crossing signal.
- Advising the Kennebecasis Regional Police Force of the traffic related concerns on Rothesay Road (speeding, not stopping for pedestrians, and not slowing down for the school zone).
- Working with community partners to provide additional parking spaces for those who need closer parking.
- Updating the signs at Rothesay Town Hall to better reflect the parking needs.

D. Taylor mentioned that some Rothesay Hive members have invisible disabilities. She queried if they have applied for a disabled parking sticker.

K. Duffley replied that four or five members have a sticker but there are usually no spaces available for them.

A. Morse indicated that Touchstone has two designated spaces. She offered anyone who requires a closer parking space they can park in the unused spaces to school side during the weekday hours after parents' drop-off and before pick-up time. No parking will be available during special Touchstone events, such as two mornings in the spring.

Chairperson O'Connor expressed her concerns regarding the high school student drivers that are coming out of the parking lot.

Dr. Jennings suggested reworking the parking sign and taking the others down.

Town Manager Jarvie agreed and apologized to the Committee members regarding the frustration concerning the parking.

R. Taylor questioned if the town has given any consideration as for using one of flashing lights just like in the city.

Town Manager Jarvie replied that the Town has the hardware to move the lights.

W. Davis acknowledged that the need for the lights at a certain expense of the taxpayers. The Committee must take this into consideration and work into a budget.

A discussion took place regarding the concerns of falling and slippery sidewalks in front of the Town Hall during winter.

Chairperson O'Connor concluded that looking forward to hopefully someday Rothesay Hive will be in a position to have a bigger space in another location where parking will not be an issue.

Chairperson O'Connor indicated that she will meet with K. Duffley to write together the two letters of response.

N. Haslett summarized to the members her near close hit by a car coming out of the high school parking lot while crossing to go to the Town Hall.

7. CORRESPONDENCE FOR INFORMATION

N/A

8. UNFINISHED BUSINESS

8.1 2024 Rothesay Age Friendly Community Designation Renewal

K. Duffley briefed the Committee on the 2024 Rothesay Age Friendly Community Designation Renewal. She is hoping to bring a draft action plan at the next Committee meeting.

8.2 2024 Rothesay Age Friendly Community Wellness Fair

K. Duffley updated the Committee members concerning the upcoming Rothesay Age Friendly Community Wellness Fair that will be held on Monday June 3rd from 6 to 8 pm at Rothesay High School gymnasium. It will be fully accessible with plenty of parking. The students are going to help with the setup and tear down. Hoping to have many information booths, healthy snacks, health checks for blood pressure and glucose levels. There will be a raffle/draw and all the proceeds will be donated to a charity. Will be also collecting food for KV Food Basket during the event. More information to follow.

Chairperson O'Connor mentioned to the Committee that Quispamsis will host their Wellness Fair in the fall. Theirs will be more focused on recreational, wellness and retirement.

9 NEW BUSINESS

9.1 Age-Friendly Programming Update

Rothesay Hive Programming

What's Going On:

- In February, we had to cancel two events due to no registration, the first movie matinee and the Trivia and Crafts.
- Last week we had five people attend the Movie Matinee.
- We have 12 people registered for the Leap Year Potluck on Thursday, February 29.
- Exercise classes remain to be popular, with most classes full, including Sittercise.
- The Walking Club is still going – all year round – Chairperson O’Connor is leading the walks, and everyone really seems to be enjoying having something to get up and do in the morning, even in the Winter.
- Chairperson O’Connor is working on hosting a Fashion Show at the Rothesay Hive this spring. Chairperson O’Connor indicated that men are welcome too.

Rothesay Hive Members

Rothesay Hive Facebook Group: 854 members

Rothesay Hive Members as of now in 2024: 116 members

Rothesay Hive Members in 2023: 162 members

Rothesay Hive Members in 2022: 126 members

Rothesay Winter Speaker Series

Reminder that the 2024 Winter Speaker Series is still ongoing! The sessions are free, open to everyone, and are held at the Rothesay Hive on Thursdays from 7 -8 pm. No registration is required, and you do not have to be a Hive member to attend. We are encouraging those who are attending to bring a donation for the Kennebecasis Valley Food Basket! We have already donated three grocery bags full of food!

Remaining sessions are:

- February 22: Personal Finances
- February 29: Relaxation and Meditation through Art
- March 7: Positive Attitude, Thinking, and Self-Talk

Renforth Seniors Exercise Classes

The Renforth Seniors Exercise Classes remain popular. The class is still being offered at the Bill McGuire Centre on Mondays and Wednesdays from September to June each year.

Zoomers on the Go

The Zoomers on the Go program will continue at the Bill McGuire Centre. They have added a second class to help meet the demand for this program in our community. This program is run by UNB Cellab.

Saint John Newcomers Centre Programs

Future Engage continues to have programs at the Rothesay Hive and various other locations depending on the activity on Thursdays from 10 am-12 pm. They also have their Conversational English Chats on Wednesdays from 3 - 4 pm.

Chairperson O’Connor updated the Committee on Future Engage events in February.

- Valentine’s Craft
- Travel Through My Eyes
- Black History Month

Chairperson O’Connor added the following events in March.

- Saint Patrick’s Day
- Easter Egg
- International Women’s Day – Discussion panel of five women

D. Higazy thanked Chairperson O’Connor for sharing the information. She asked if she could keep informed of all Rothesay Hive events so she can share them on Saint John Newcomers social media platforms. She suggested including newcomers in the upcoming Fashion Show. It would be great to see the different traditional cultures from different backgrounds.

Canadian Health Solutions Wellness55

The program is still ongoing. They are using space in Rothesay Town Hall for meetings on Tuesdays.

10 DATE OF NEXT MEETING

The next meeting is tentatively scheduled for Tuesday, March 19th at 10 am.

11 ADJOURNMENT

MOVED by D. Taylor and seconded by N. Haslett the meeting be adjourned.

CARRIED.

The meeting adjourned at 10:54 am.

CHAIRPERSON

RECORDING SECRETARY



ROTHESAY
~~2024 March 11 Open Session FINAL 124~~
WORKS AND UTILITIES COMMITTEE MEETING
Rothesay Town Hall Common Room
Wednesday, February 21, 2024
5:30 p.m.



PRESENT: DEPUTY MAYOR ALEXANDER, CHAIRPERSON
COUNCILLOR DAVE BROWN
SHAWN CARTER, VICE CHAIRPERSON
SARAH RICHARDS
GEORGE THAMBI
CYNTHIA VANBUSKIRK

DRAFT

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

ABSENT: STEPHEN ROSENBERG

Chairperson Alexander called the meeting to order at 5:32 p.m.

1. APPROVAL OF AGENDA

MOVED by S. Carter and seconded by Councillor Brown the agenda be approved, with the following additions:

- Item 6.4 Sidewalks – Iona Avenue and Scott Avenue
- Item 7.4 20 February 2024 Email from resident RE: Request for crosswalk lights at Town Hall

CARRIED.

2. APPROVAL OF MINUTES

2.1 Regular Works and Utilities Committee meeting of February 21, 2024.

MOVED by S. Carter and seconded by Councillor Brown the minutes of February 21, 2024 be adopted as circulated.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST

N/A

4. DELEGATIONS

N/A

5. REPORTS & PRESENTATIONS

N/A

6. UNFINISHED BUSINESS

6.1 Capital Projects Summary

RECEIVED FOR INFORMATION.

6.2 Solid Waste Tonnage Report

Council did vote to extend the Fero contract. That will include collection of recyclables up until May of this year, and then Circular Materials will take over the collections contract. Compost and waste collection will be two year contract and recycling collection will be for five months.

6.3 Speed Radar Signs Report

RECEIVED FOR INFORMATION.

6.4 Sidewalks – Iona Avenue and Scott Avenue (Update)

Meeting Addendum:

DO McLean explained the decision was made not to include the section at the top of Iona Avenue in the 5 year plan in the budget deliberations package, and the Town also saw no reason to prioritize that over ones that are already on the five year list.

DO McLean stated the Town had a request for a sidewalk on Scott Avenue last year. The plan is when/if the recreation project starts, the Town will rehabilitate the street which will include installing water and a sidewalk.

7. CORRESPONDENCE FOR ACTION

7.1 11 January 2024 Email thread RE: Request for Marr Road Crosswalk (follow-up)

The Committee discussed the possibility of having traffic lights at Chapel Road and Marr Road with a crosswalk.

DO McLean stated the issue being there is a low volume of traffic on Chapel Road compared to Marr Road which could cause an increase in rear-end collisions on Marr Road. DO McLean points out a potential issue with installing a crosswalk at the intersection due to the absence of a sidewalk on the other side of Marr Road, this would leave pedestrians with nowhere to go once they cross the road. Independent traffic engineers have also said it's not recommended that we signalize the intersection.

DO McLean agreed with the Committee members that a crosswalk should not be implemented until sidewalks are present on both sides of Marr Road. This suggests a shared concern about pedestrian safety and accessibility in the absence of proper sidewalk infrastructure.

MOVED by S. Carter and seconded by G. Thambi to send a letter to the resident regarding a crosswalk on Marr Road and that one will not be installed until the Town installs a sidewalk on both sides of the roadway.

CARRIED.

7.2 22 January 2024 Email from resident RE: Having 3 Way/All Way stop sign at intersection on Highland Avenue

The Committee recommends that the stop signs are deemed sufficient for indicating vehicles to stop at the intersection of Highland Avenue and Eriskay Drive. This recommendation implies that the existing stop signs adequately serve the purpose of controlling traffic at that intersection.

MOVED by S. Carter and seconded by Councillor Brown to send a letter to the resident stating that the stop signs are deemed sufficient for indicating vehicles to stop at the intersection of Highland Avenue and Eriskay Drive.

CARRIED.

ROTHESAY

Works and Utilities Committee 2024 March 11 Open Session FINAL_126

Minutes

-3-

21 February 2024

- 7.3 06 February 2024 Letter from Rothesay High School RE: Request for traffic lights at Town Hall and RHS

The Committee discussed having the crosswalk in front of Town Hall converted to a RA5 crosswalk. The Town is also going to be installing one at the Arthur Miller Fields. The recommendation is to move the RA5 traffic light from the bottom of Highland Avenue to the driveway from Town Hall on Hampton Road which will serve RHS and Harry Miller School children and this will help with the safety of pedestrians crossing in that area.

MOVED by C. VanBuskirk and seconded by S. Richards to recommend to Council to send a letter to resident stating the Town will be moving the RA5 traffic light from the bottom of Highland Avenue to the driveway at Town Hall on Hampton Road.

CARRIED.

- 7.4 20 February 2024 Email from resident RE: Request for crosswalk lights at Town Hall
Meeting Addendum:

The Committee discussed having the crosswalk in front of Town Hall converted to a RA5 crosswalk. The Town is also going to be installing one at the Arthur Miller Fields soon. The recommendation is to move the RA5 traffic light from the bottom of Highland Avenue to the driveway from Town Hall on Hampton Road, which will serve RHS and Harry Miller School children and this will help with the safety of pedestrians crossing in that area.

MOVED by C. VanBuskirk and seconded by S. Richards to recommend to Council to send a letter to resident stating the Town will be moving the RA5 traffic light from the bottom of Highland Avenue to the driveway at Town Hall on Hampton Road.

CARRIED.

8. NEW BUSINESS

8.1 Discussion – Strong Court Sidewalk

DO McLean explained the sidewalk along Strong Court is not continuous and causes potential hazard for pedestrians travelling behind parked vehicles, forcing them into the roadway. This section of sidewalk is directly in front of Fairvale Elementary School.

The town has proposed a modification to the parking arrangement by adding a curb behind the parked cars in the right of way and by the bus lane. This change would maintain the number of parking spaces currently there but would require converting the green space into a drive aisle. Additionally, the proposed configuration would add three parking spaces overall, and the green space would be replaced at the ends of the parking area.

The proposal does not result in a loss of parking spaces. The next step would be for the proposal to be reviewed by the district superintendent. It's essential to communicate the benefits of the proposed changes, such as increased parking capacity and the preservation of green space, to garner support and establish a partnership to effectively correct the pedestrian safety hazard.

DO McLean is going to send another email to John MacDonald (Director of Finance) regarding the merits of the proposal and identify the expected cost to the district.

8.2 Discussion on Parking By-Law

- Memo by Town Manager Jarvie
- By-Law 1.14
- By-Law 3.03

DO McLean stated there is a process related to parking regulations in a town:

1. Parking regulations are included in the traffic by-law and any changes require approval from the Registrar of Motor Vehicles. The Registrar reviews the by-law to ensure it complies with and does not supersede their regulations.
2. Expanding the existing parking by-law to include different streets can only be done by updating the existing Appendix to the parking by-law with Council approval followed by the Registrar approval.

DO McLean would like to have Parking By-Law taken out of the Traffic By-Law as its own By-Law and explore the possibility of a By-Law officer issuing tickets for parking violations.

The Committee recommends Council investigate having the Parking By-Law separate from a Traffic By-Law.

MOVED by Councillor Brown and seconded by S. Carter a recommendation to Council to direct staff to explore the creation of a separate Parking By-Law.

CARRIED.

9. CORRESPONDENCE FOR INFORMATION

N/A

10. DATE OF NEXT MEETING:

The next meeting is scheduled for Wednesday, March 20, 2024.

11. ADJOURNMENT

MOVED by G. Thambi and seconded by C. VanBuskirk, the meeting be adjourned.

CARRIED.

The meeting adjourned at 6:42 p.m.

CHAIRPERSON

RECORDING SECRETARY



2024 March 10 Open Session FINAL_128
ROTHESAY
MEMORANDUM



TO : Mayor and Council
FROM : Works & Utilities Committee
DATE : February 21st, 2024
RE : Request for Marr Road Crosswalk

Background:

Please be advised the Works & Utilities Committee passed the following motion at its regular meeting on Wednesday, February 21st, 2024:

MOVED ... and seconded ...:

MOVED by S. Carter and seconded by G. Thambi to send a letter to the resident regarding a crosswalk on Marr Road and that one will not be installed until the Town installs a sidewalk on both sides of the roadway.

CARRIED.



2024 March 10 Open Session FINAL_129
ROTHESAY
MEMORANDUM



TO : Mayor and Council
FROM : Works & Utilities Committee
DATE : February 21st, 2024
RE : Having 3 Way/All Way stop sign at intersection on Highland Avenue/Eriskay Drive

Background:

Please be advised the Works & Utilities Committee passed the following motion at its regular meeting on Wednesday, February 21st, 2024:

MOVED ... and seconded ...:

MOVED by S. Carter and seconded by Councillor Brown to send a letter to the resident stating that the stop signs are deemed sufficient for indicating vehicles to stop at the intersection of Highland Avenue and Eriskay Drive.

CARRIED.



2024 March 10 Open Session FINAL_130
ROTHESAY
MEMORANDUM



TO : Mayor and Council
FROM : Works & Utilities Committee
DATE : February 21st, 2024
RE : Request for traffic lights at Town Hall and RHS

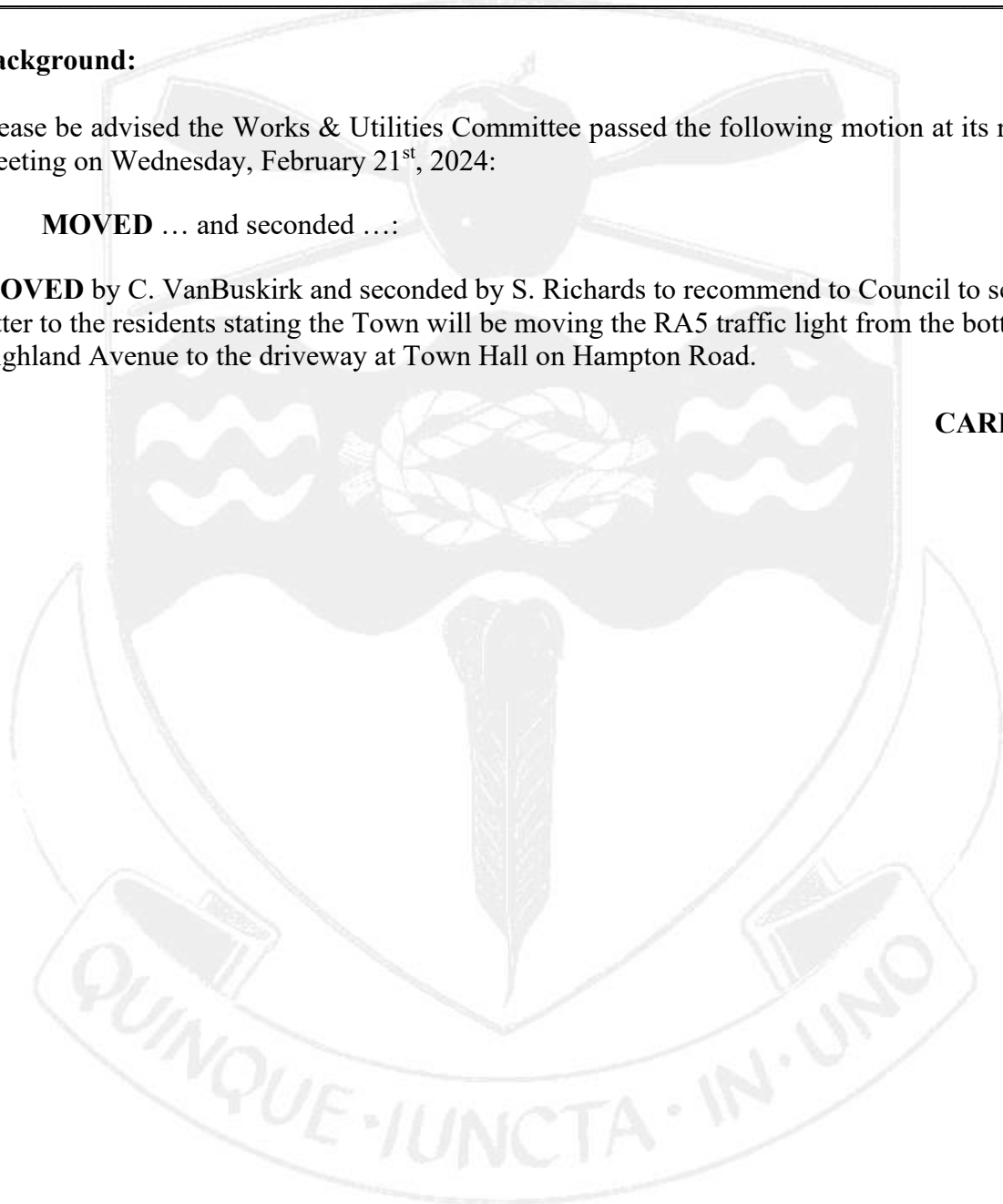
Background:

Please be advised the Works & Utilities Committee passed the following motion at its regular meeting on Wednesday, February 21st, 2024:

MOVED ... and seconded ...:

MOVED by C. VanBuskirk and seconded by S. Richards to recommend to Council to send a letter to the residents stating the Town will be moving the RA5 traffic light from the bottom of Highland Avenue to the driveway at Town Hall on Hampton Road.

CARRIED.





2024 March 10 Open Session FINAL_131
ROTHESAY
MEMORANDUM



TO : Mayor and Council
FROM : Works & Utilities Committee
DATE : February 21st, 2024
RE : Parking By-Law

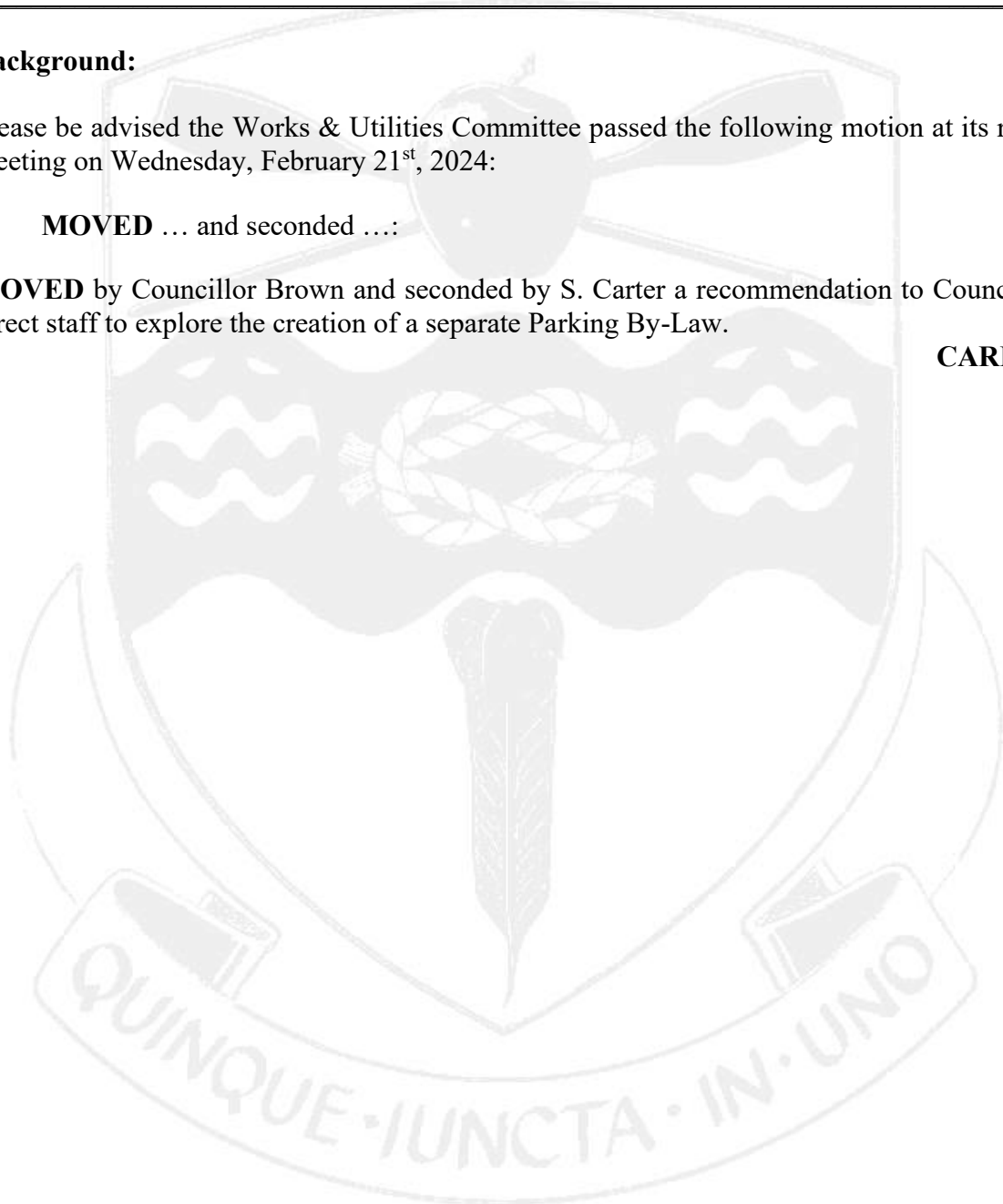
Background:

Please be advised the Works & Utilities Committee passed the following motion at its regular meeting on Wednesday, February 21st, 2024:

MOVED ... and seconded ...:

MOVED by Councillor Brown and seconded by S. Carter a recommendation to Council to direct staff to explore the creation of a separate Parking By-Law.

CARRIED.





ROTHESAY

2024 March 11 Open Session FINAL_132
PLANNING ADVISORY COMMITTEE MEETING
Rothesay Town Hall Common Room
Monday, March 4, 2024 at 5:30 p.m.



DRAFT

PRESENT: COUNCILLOR DON SHEA, CHAIRPERSON
TRACIE BRITTAIN
TYLER DAVIS
RALPH FORTE
MATTHEW GRAHAM, VICE-CHAIRPERSON
CHRISTIANE VAILLANCOURT

TOWN MANAGER JOHN JARVIE
TOWN CLERK MARY JANE BANKS
RECORDING SECRETARY LIZ HAZLETT

ABSENT: COUNCILLOR TIFFANY MACKAY FRENCH
KELLY ADAMS

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

1. APPROVAL OF THE AGENDA

MOVED by R. Forte and seconded by C. Vaillancourt the agenda be approved as circulated.

CARRIED.

2. ADOPTION OF MINUTES

2.1 Regular Meeting of February 5, 2024

MOVED by M. Graham and seconded by T. Brittain the Minutes of February 5, 2024 be adopted as circulated.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST

N/A

4. NEW BUSINESS

4.1 127 Hampton Road

Susan Hogan

OWNER:

Rosebowl Holdings Inc.

PID:

00243006

PROPOSAL:

Conditional Use – Single Family Dwelling

The applicant, Mrs. Hogan was in attendance. Town Manager Jarvie noted the request is to return the commercial office back to a residential property as a conditional use. In response to inquiries, Town Manager Jarvie advised conditions can be stipulated if necessary, and it is not a temporary use so there is no maximum timeframe. When questioned, the applicant confirmed the intent is to rent the property as a single-family home – not a multi-unit property, changes will adhere to the Building Code, parking is not an issue, and use of the shared driveway will continue.

MOVED by T. Brittain and seconded by R. Forte the Planning Advisory Committee hereby grants approval of a single-family dwelling as a conditional use of the house located at 127 Hampton Road (PID 00243006).

CARRIED.

Chairperson Shea thanked the applicant and she left the meeting.

5. OLD BUSINESS

5.1 Zoning By-law (Schedule and High Density Residential R6 Zone)

1 March 2024 Memorandum from Town Manager Jarvie

1 March 2024 Report prepared by Urban Planner Johnston

Town Manager Jarvie advised the deadline for the Zoning By-law is March 2025, the schedule accounts for the required public hearing process and presents a “latest possible” timeline for discussion.

MOVED by T. Brittain and seconded by C. Vaillancourt the Zoning By-law Schedule memorandum from Town Manager Jarvie dated 1 March 2024 be received/filed.

ON THE QUESTION:

In response to inquiries, Town Manager Jarvie advised: information on residential zones can be found in the existing by-law – provided to Committee members during orientation, and available on the Town website; the Zoning By-law is intended to align with the Municipal Plan however if changes are required an amendment process can be undertaken for the Municipal Plan; the standard by-law approval process will be followed for the Zoning By-law (public hearing, three readings, and enactment); the Municipal Plan is policy related whereas the Zoning By-law is regulatory in nature; and discussions on regional planning have occurred but it is a new concept for New Brunswick.

CARRIED.

Town Manager Jarvie mentioned the new Zoning By-law will outline conditional uses in which the Committee has a decision-making role. The Committee acts in an advisory capacity with respect to rezoning applications, and stipulations for these projects are included in development agreements, which are subsequently registered against the title of the property.

Urban Planner Johnston explained that it is a two-fold project – the Municipal Plan calls for two new zones, including the proposed High Density (R6) Zone, and consideration of the Department of Environment and Local Government’s Statement of Public Interest Regulation, developed under the Community Planning Act, to help guide land-use planning across New Brunswick. Based on the Statement of Public Interest Regulation, the R6 Zone relates to settlement patterns, and climate change in terms of land use efficiency. Additionally, a rise in high density multi-unit developments in Rothesay suggests a need to explore an R6 Zone and expand on the conditions of the R4 Zone.

Discussion ensued on the following questions:

1. What is the maximum building height the Town should allow?

The proposed height is 15 or 19 meters to allow for 5-6 storeys, additional affordable units, or variations in roof styles. Debate ensued, acknowledging that 4-storey buildings have become common, may be more suited to the Town’s overall character, and present less concerns with respect to shadows and traffic. On the other hand, 6-storey buildings are more feasible for developers, provide more housing, and supports community growth by attracting residents and increasing the tax base which helps build roads, sidewalks, and other public amenities. Regardless of building height or footprint, there are methods to ensure buildings are safe in terms of fire prevention (sprinkler systems, fire doors, ladder trucks, etc.).

In terms of building design, the Committee does not usually play a role unless it can benefit the project. For instance, a sloped roof may be a better architectural fit for the community, or a flat roof may have functional merit for stormwater management.

Important factors to consider are context and location in order to balance growth with maintaining an existing quality of life. Rothesay is not comparable to large cities with a need for high-rise construction based on land cost. The Town's bus system is also limited and does not have the capacity to accommodate high-rise construction projects meant for large cities. High density projects should be: considered with walkability in mind, near commercial properties, in areas where municipal infrastructure is available (water and sewer services, collector roads), and with enough distance from single-family homes so as not to impact the existing quality of life. Some areas are better suited for high-density (ex. Millennium Drive as opposed to the Riverside Country Club property). Caution was raised that Mississauga, Ontario began as a comparable town to Rothesay but has grown significantly since construction of high-density apartment buildings. A question was raised as to why an R6 Zone is needed as residents are satisfied with the existing character of Rothesay, applications for development are not in short supply, and the Zoning By-law and the Municipal Plan do not have to be identical. Town Manager Jarvie explained the R6 Zone was considered during review of the Municipal Plan – which was ultimately approved, following a public consultation process. He added high-density does not always relate to building height. Concern was expressed that limiting building height could discourage development in the Town.

2. Should higher density apartment buildings have ground floor commercial uses?

The Committee was amenable to ground floor commercial uses in higher density apartment buildings as long as adequate parking is available on the property. Ground floor commercial uses can be a convenience for tenants, especially seniors, and examples in other areas – both in Canada and abroad – suggest this enhances the walkability of communities.

3. If so, what types of commercial uses would be appropriate?

Examples were put forward of personal services (ex. barbershop), offices, cafés/light food establishments – as long as cleanliness and odour are properly addressed.

4. What percentage of a lot should be saved for greenspace in the R6 zone?

The Committee agreed greenspace should be provided for a variety of reasons: aesthetics, stormwater management, buffers from adjacent properties, heat absorption, or offsetting building lot coverage, but setting an exact amount of greenspace is challenging. It was suggested the requirement for the R6 Zone be a gradual increase from its counterpart in the R4 Zone. It also depends on parking – how much space is available (surface vs. underground).

5. Do these developments need outdoor amenity space?

Outdoor amenity space should be permitted, but not required, as it should be left up to the developer to decide what to provide to attract potential tenants (ex. pool, garden, barbeque, playground, gazebo, etc.).

6. Should affordable units be mandatory in this zone or should we allow developers to decide?

A provincial regulation, related to inclusionary zoning, allows the Town the option of making affordable units mandatory or allowing developers to decide. The Committee expressed interest in continuing the current practice of incentivizing developers through the provision of bonus units. Despite being 30% of the average single-income household in Rothesay, concern was expressed that rent for affordable units is not actually affordable. It was noted the calculations use data from Statistics Canada and are adjusted based on the consumer price index. Rothesay also ensures affordable units are comparable to other units in terms of size and design and requires a timeframe of 20 years as opposed to 10-15 years for provincial requirements.

7. Should underground parking be mandatory in this zone?

Most developers offer underground parking, and it is mentioned in the Municipal Plan. While it is more expensive, it is aesthetically pleasing, and it helps with drainage (less impermeable surfaces for parking/asphalt). It was suggested this be determined on a case-by-case basis as not all land is suitable for underground parking. A point was raised that some communities have decided against issuing minimum parking requirements. Town Manager Jarvie advised those communities typically have more public transportation options. It was also noted there is a usually a cost to tenants for underground parking.

TABLED ITEMS

N/A

6. CORRESPONDENCE FOR INFORMATION

N/A

7. DATE OF NEXT MEETING(S)

The next meeting will be held on **TUESDAY, April 2, 2024.**

8. ADJOURNMENT

MOVED by R. Forte and seconded by T. Brittain the meeting be adjourned.

CARRIED.

The meeting adjourned at 6:56 p.m.

CHAIRPERSON

RECORDING SECRETARY



2024March11OpenSessionFINAL_136

BUILDING PERMIT REPORT

2/1/2024 to 2/29/2024

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
02/16/2024	BP2023-00031	11 GROVE AVE	RENOVATION	\$140,000.00	\$1,015.00
02/22/2024	BP2023-00171	40 RIVER RD	RENOVATION	\$6,700.00	\$50.75
02/07/2024	BP2023-00185	16 VICTORIA CRES	SINGLE FAMILY	\$300,000.00	\$2,175.00
02/26/2024	BP2024-00004	122 HAMPTON RD	INTERIOR RENOVATIONS - COMMERCIAL	\$150,000.00	\$1,087.50
Totals:				\$596,700.00	\$4,328.25
Summary for 2024 to Date:				\$1,603,400.00	\$11,636.25

2023 Summary

	<u>Value of Construction</u>	<u>Building Permit Fee</u>
Monthly total:	\$576,800.00	\$4,183.25
Summary to Date:	\$857,050.00	\$7,220.50



ROTHESAY



INTEROFFICE MEMORANDUM

TO : Mayor Grant & Council
 FROM : John Jarvie
 DATE : 6 March 2024
 RE : Capital Project – Status Report

The following is a list of 2024 capital projects, holdover 2019, 2022 and 2023 capital projects and the status of each along with a continuing project from 2016.

	PROJECT	BUDGET	\$ TO 31/01/24*	COMMENTS
2016	General Specification for Contracts	40,000	40%	Draft document under review by staff
2019	Trail & sidewalk connector Wells	\$2.5M	-	Subject to grants; estimate revised to current – land acquisition with Province underway
2022	Turnbull Ct sewer replacement Ph II	\$1.0M	80%	Construction near completion; grant application submitted
2023	Hillsview water line replacement	50,000		Preliminary design complete, consultation with stakeholders underway
	Fleet	750,000	5%	Vacuum Truck to be in service within several weeks
	Pickle Ball Courts Phase II	150,000	100%	Substantially complete pending installation of net posts
	Recreation Master Plan	60,000	35%	Consultant work plan near midway point, plan to be presented at December meeting
	Parks Equipment	215,000	30%	Truck received; slit seeder deferred.
	Water Treatment Train expansion	630,000	30%	Purchased and on order – Mid-May 2024 delivery expected
	WWTP Phase II design	\$4M		Waiting for signatures
2024	2024 Street Resurfacing inc C&S	\$3.5M		Expected for May Council for approval
	Wiljac Improvements	\$2.5M		Maybe phased
	Arena Condenser	100,000		Installation in off-season
	Shadow Hill Court water	250,000		Preliminary design and cost estimates complete, consultation with stakeholders underway
	Lagoon Dredging	\$1.32M		For Council approval
	Water quantity	60,000		Project completion expected July 1, 2024
	Frances Avenue Lift Stn	100,000		
	Utility Building Renovations	100,000		Storage bldg. 30,000 & heating system 40,000
	IT plan	15,000		new equipment and phones
	KVFD Capital	203,700		(Fleet -118,400, Equip -44,600, Facilities -40,700)
	Town Hall	37,000		HVAC, Windows, painting doors, etc.
	Train Station	350,000		
	Upgrade to water treatment plant	405,000		Building & plumbing for expanded treatment train
	Grove Bldg. Security Fence	60,000		
	Works Fleet	\$1.13M		Tandem plow, Loader & sidewalk plow ordered
Recreation Facilities	500,000		Wells Parking, Wells Shed, Pickleball Screening,	
Parks Equipment	140,000		Zamboni and Mower	

* Funds paid to this date.



ROTHESAY MEMORANDUM



TO : Mayor Grant and Council
FROM : Town Clerk Mary Jane Banks
DATE : 4 March 2024
RE : By-law 2-10-37 (7 Scott Avenue – PID 00064105)
2-unit duplex

RECOMMENDATION:

- Council give Reading in its Entirety to By-law 2-10-37

- Council give 3rd Reading, by Title, and Enactment to By-law 2-10-37

BACKGROUND:

The Planning Advisory Committee recommended enactment of By-law 2-10-37 at its regular meeting on Monday, January 2, 2024:

MOVED by T. Brittain and seconded by Counc. Mackay French the Planning Advisory Committee support the application by Elena Zeifer to rezone 7 Scott Avenue (PID 00064105) from Single-Family Residential – Standard (R1B) to R2 – Two Family Residential for a 2-unit duplex and recommend Council enact By-law 2-10-37.

CARRIED.

On Monday, January 15, 2024 Council held a public hearing to give consideration to the proposed By-law 2-10-37.

On Monday, February 12, 2024, Council gave 1st and 2nd Reading, by Title, to By-law 2-10-37 at its regular Council meeting.



**BY-LAW 2-10-37
A BY-LAW TO AMEND THE ZONING BY-LAW
(No.2-10 Rothesay)**

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

That Schedule A, entitled “Zoning” as attached to By-Law 2-10 “ROTHESAY ZONING BY-LAW” is hereby amended, as identified on the attached sketch, identified as Attachment “2-10-37”.

The purpose of the amendment is to rezone land located at 7 Scott Avenue (PID 00064105) from Single Family Residential [R1B] to Two Family Residential Zone [R2] to allow for the property to be used as two-unit rental apartments in the building currently existing on the site in accordance with the Community Planning Act, supra.

FIRST READING BY TITLE	:	12 February 2024
SECOND READING BY TITLE	:	12 February 2024
READ IN ENTIRETY	:	
THIRD READING BY TITLE AND ENACTED	:	

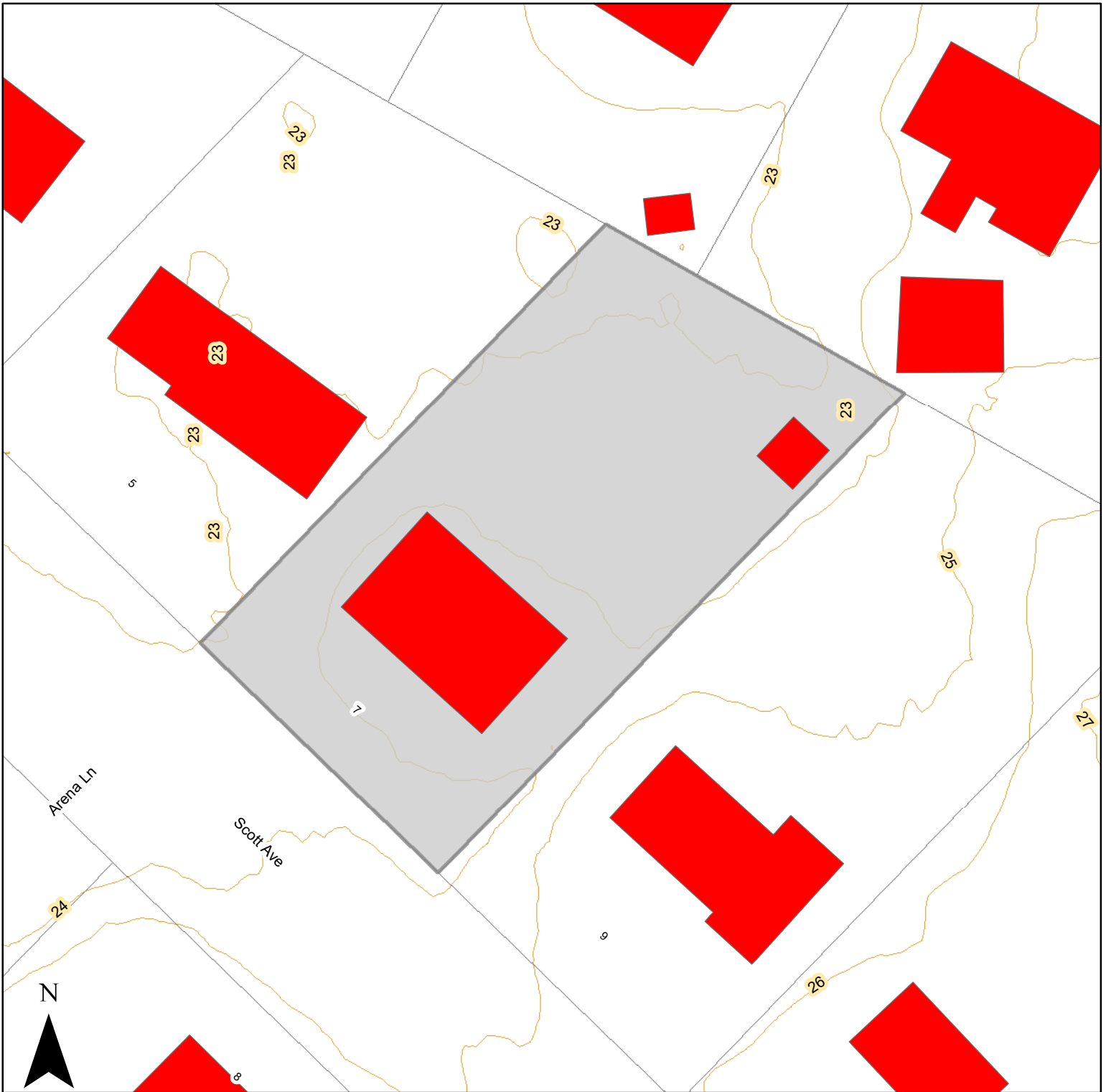
MAYOR

CLERK

Attachment - Bylaw 2-10-37

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PID 00064105

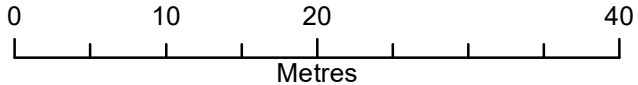


2023-12-21, 4:20:50 PM

1:500

Buildings

- Residential
- Subject Property



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