



ROTHESAY
COUNCIL MEETING
Rothesay Town Hall Common Room
Monday, December 11, 2023
7:00 p.m.



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

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

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

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

1. APPROVAL OF AGENDA

MOVED by Counc. Mackay French and seconded by Counc. Lewis the agenda be approved with the following amendments:

- Item 9.2 be brought forward to follow Item 4.1
- Item 9.7 Insurance Coverage be added

CARRIED.

2. ADOPTION OF MINUTES

- Regular Meeting 14 November 2023

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the Open Session Council minutes of November 14, 2023 be adopted as circulated.

CARRIED.

- Public Hearing 20 November 2023

MOVED by Counc. Lewis and seconded by Counc. Shea the Public Hearing minutes of November 20, 2023 be adopted as circulated.

CARRIED.

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

3. OPENING REMARKS OF COUNCIL

Mayor Grant invited all to attend the following:

- The Mayor's Annual Tree-lighting (*rescheduled from Wednesday, December 13th to Thursday, December 14th 7:00 p.m. – 8:00 p.m. due to weather*)
- The official opening of the Wells Community Building *Friday, December 15th 4:00 p.m. – 5:30 p.m.*

On behalf of Rothesay, Mayor Grant wished everyone a happy holiday season.

Counc. McGuire wished his mother a Happy 96th Birthday for tomorrow.

3.1 Declaration of Conflict of Interest

Deputy Mayor Alexander declared a conflict of interest with respect to Item 7.2 YMCA Donation request.

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Councils Mackay French and McGuire will excuse themselves from the discussion on Item 9.1 Business Arising from Public Hearing (School Avenue/Kaitlyn Street – Glengary Estates) owing to their absence at the November 20th public hearing.

4. DELEGATIONS

4.1 Rothesay 2024 Capital Budgets Doug MacDonald, Treasurer (*see Item 9.2.1*)

Treasurer MacDonald spoke of the documentation provided, including: the proposed 2024 capital budgets and recommendations, recommendations for reserve motions, 2023 projected capital costs, available and projected Gas Tax reserve balances, and available capital reserves.

Treasurer MacDonald gave a presentation highlighting the following:

- Budget Process
 - o Review of Council priorities, projected 2023 financial results, funding sources, committee recommendations, planning documents, and assumptions
 - o Capital budget approval does not translate to individual project approval – each project must be approved separately by Council
- Funding Assumptions
 - o Funds available from “operating” – approved during operating budget approval
 - General Fund \$4,450,000
 - Utility Fund \$750,000
 - o Five Year Gas Tax Plan
 - 2023 is the fifth year of the current plan
 - Staff are waiting for official word regarding a new plan in 2024
 - o Capital Reserves
 - Amounts carried forward from 2023 (ex. \$750,000 vacuum truck – ordered in 2023 expected in 2024)
 - o Funding from Developers as applicable
 - o Projects dependent upon grants from Federal and Provincial governments
 - o New debt issued regarding major projects (to be approved by Municipal Capital Borrowing Board MCBB)
- Capital Budgets Funding Summary
 - o Utility Fund \$5,025,000
 - Grants \$875,000 for the Wastewater Treatment Facility (WWTF) project – approved
 - o General Fund \$9,410,000
 - Operating \$4,650,000 = \$4,450,000 + \$200,000 (related to the Fire Department in the operating budget)
 - Reserves \$1,225,000 mostly carried forward from 2023
 - o Gas Tax \$1,560,000 (subject to new agreement)
 - o New debt
 - Utility \$2,875,000 (Wastewater Treatment Facility)
- 2023 Utility Projection
 - o Operating \$1,035,000 – higher than budgeted owing to two additional approved projects but offset by additional revenue
- 2024 Utility Capital and Funding
 - o Water – Filter Train completion \$775,000
 - o Shadowhill waterline replacement \$250,000 – to be financed by reserves but repaid through a local improvement levy
 - o Various small projects \$280,000
 - o Sewer Projects \$3,720,000
 - Wastewater Treatment Facility (to be completed over 3-4 fiscal year period) and lagoon dredging
 - o Funding sources for Utility Budget \$5,025,000
 - Operating funding \$750,000
 - Gas Tax Reserve \$525,000
 - Grants \$875,000
 - Debt \$2,875,000

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- 2023 General Projection
 - o “Streets” includes unexpected designated highway funding received; 2023 Asphalt Resurfacing program cancelled owing to high cost (projects deferred to 2024)
 - o “Intersections” includes Clark Road/Gondola Point Road, Spruce Street, and Grove Avenue intersection projects
 - o Wells Building – funded through grants and operating

In response to an inquiry, Treasurer MacDonald and DO McLean clarified that 2023 “Storm Drain” involved work for the Charles Crescent project.

Treasurer MacDonald continued his presentation:

- Draft General Capital 2024
 - o General Government: possible Heritage building
 - o Protective: KVFD 2023 relates to completion of Station 2 (\$1,270,000); Rothesay share of 2024 KVFD Capital budget \$200,000
 - o Transportation:
 - street resurfacing – projects deferred from 2023 and new projects for 2024

Counc. Shea asked if all the projects require Council approval, noting Strong Court is listed on the street resurfacing list for 2024 but was vetted by Council in the past without much support. Treasurer MacDonald advised all projects, including the asphalt resurfacing program will be brought to Council for approval.

- fleet replacement – plow truck, sidewalk plow, and loader
 - Equipment – vacuum truck (2023 deferred to 2024)
 - Wiljac Street project – improvements to existing street in anticipation of future connection to secondary plan area; estimated at \$2.5 million dollars but funded by borrowing; design, bids, and borrowing application will be brought to Council
- o Recreation: Wells parking lot, equipment (truck deferred from 2023), and replacement of a zamboni
- o The budget does not include the Wells Connector Trail, Arena project, waterfront access projects or significant storm drainage projects as they depend upon design and additional funding approvals; staff also anticipate potential projects will arise from completion of the Recreation Master Plan
- 2024 General Capital Funding
 - o Grants (Gas Tax)
 - o Reserves (Carry forward from 2023)
 - o Operating (from operating fund)
 - o Debt (subject to approval)

Counc. Shea asked why the Water budget appears significantly higher than last year. Treasurer MacDonald advised this relates to a timing issue – roughly \$300,000 will be carried forward for a project deferred from 2023.

Item brought forward.

9.2 BUSINESS ARISING FROM DELEGATIONS

9.2.1 2024 Capital Budgets

5 December 2023	Memorandum from Treasurer MacDonald RE: Motions
5 December 2023	Memorandum from Treasurer MacDonald RE: 2024 Capital Budgets

Reserve Motions 2023

General Fund

5 December 2023	Memorandum from Treasurer MacDonald
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Utility Fund

5 December 2023	Memorandum from Treasurer MacDonald
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General Fund

Highlights 2024	General Capital Fund Budget Master General Capital Budget
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Utility Fund

Highlights
2024

Utility Capital Fund Budget
Master Utility Capital Budget

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the Utility Fund 2024 Capital Budget of \$5,025,000 be approved.

ON THE QUESTION:

Deputy Mayor Alexander, as Chair of the Finance Committee, praised staff, committees, and Council for preparation of the budgets. Town Manager Jarvie added the capital budgets may be ambitious but staff are confident they are achievable. He added projects will be presented throughout the year for Council approval.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the General Fund 2024 Capital Budget of \$9,410,000 be approved.

ON THE QUESTION:

Mayor Grant requested clarification on the crosswalk on Hampton Road. Treasurer MacDonald and DO McLean advised the sidewalk near Arthur Miller Fields ends abruptly and this crosswalk will create a protected connection to the other side of the road, the cost is roughly \$30,000, and the old RA5 signals from the Grove Avenue/Hampton Road crosswalk will be used.

Counc. Shea asked if there is any work planned for the Wells Connector project. Treasurer MacDonald advised there is nothing in the 2024 budget for the project as it requires further consultation with the Department of Transportation, and an active estimate. Counc. Shea recalled that Council opted to complete the project using Town funds. Treasurer MacDonald noted a resolution of Council was not made nor is there an estimate to proceed with further consideration of the project at this time. Town Manager Jarvie advised the Town will continue to work towards the project, and there is an estimate however it is outdated and will need to be updated. Additionally, there are matters pertaining to access and land acquisition that still need to be confirmed. A proposal will be brought to Council once the details are clear.

Counc. Shea referenced the Stormwater Management Plan (June 2022) and asked if there is anything in the budget related to stormwater management. Treasurer MacDonald mentioned there is a linear process with stormwater management – it is best to start at the bottom of the hill and work upwards. Currently, there is a stormwater management component to the work being done on Clark Road and Gondola Point Road. The next step may be a project in the area of Dobbin Street. Town Manager Jarvie added detailed design work is required on various components, some work may be done in 2024 but the scope of the project needs to be narrowed down first. Counc. Shea asked if there is any money allocated in the 2024 budget for the design work mentioned. Town Manager Jarvie advised there is not at this time but there may be funds available, or an opportunity for a grant application. When questioned, Town Manager Jarvie advised the Town has not applied for a grant for stormwater management in the past twelve months.

Counc. Lewis asked if the new zamboni will be used at the Rothesay Arena. DRP Jensen confirmed it will be. He clarified that there have been ongoing issues with the current zamboni so it will likely be traded in rather than transferred to the Rothesay Common as was done in the past.

Counc. Mackay French requested a staff report on the Wells Connector project reminding Council of its discussion to date. Town Manager Jarvie advised this can be done, noting it was discussed during development of Council's priorities.

Counc. McGuire commented that it appears to be an aggressive paving schedule owing to the work deferred from 2023. He added he expects there will be some competitive bidding.

CARRIED.

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MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the Gas Tax Funding in the amount of \$876,461.00 for the year 2023, be transferred to the General Capital Reserve Fund (Gas Tax).

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the sum of \$640,000.00 be transferred from the General Capital Reserve Fund (Gas Tax) to the General Operating Fund to cover the costs of Capital projects.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the sum of \$19,550.00 be transferred from the Town Hall Capital Reserve to the General Operating Fund to cover the costs of 2023 expenditures.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Brown the sum of \$150,715.00 be transferred from the General Operating Fund to the General Capital Reserve Fund to cover the costs of 2023 Regional Facility Capital expenditures.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the sum of \$875,000.00 be transferred from the General Operating Fund to the General Capital Reserve Fund to cover the costs of 2023 Capital projects carried forward to 2024.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis \$150,000.00 be transferred from the Utility Operating Fund to the Utility Capital Reserve Fund for water and sewer connection fees.

ON THE QUESTION:

Mayor Grant requested clarification, noting \$300,000 was to be carried forward for the Utility budget. Treasurer MacDonald explained the \$150,000 is for water and sewer connection fees, whereas the \$300,000 is for a project carried forward and since the amount is already in the Gas Tax Fund it does not require a transfer motion.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle that \$5,686.00 be transferred from the Utility Operating Fund to the Utility Sewage Outfall Reserve Fund for Rothesay's contribution to the Sewage Outfall Reserve.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire that \$11,650.00 received from Quispamsis for Sewage Outfall be transferred from the Utility Operating Fund to the Utility Sewage Outfall Reserve Fund.

CARRIED.

5. CORRESPONDENCE FOR ACTION

5.1 13 November 2023 Letter from residents RE: Woodland Avenue (drainage, no exit sign, streetlight)

MOVED by Counc. Mackay French and seconded by Counc. Lewis the letter from residents RE: Woodland Avenue (drainage, no exit sign, streetlight) dated 13 November 2023 be referred to the Works and Utilities Committee.

CARRIED.

5.2 14 November 2023 Email from Quispamsis resident RE: Almon Lane traffic concerns

MOVED by Counc. Shea and seconded by Counc. Boyle the email from Quispamsis resident RE: Almon Lane traffic concerns dated 14 November 2023 be referred to the Works and Utilities Committee.

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ON THE QUESTION:

Mayor Grant noted it is likely to return to normal once Clark Road reopens.

CARRIED.

5.3 22 November 2023 Letter from resident RE: Church/Grove/Hampton Traffic Lights
MOVED by Counc. Lewis and seconded by Counc. Shea the letter from resident RE: Church/Grove/Hampton Traffic Lights dated 22 November 2023 be referred to the Works and Utilities Committee.

ON THE QUESTION:

Counc. Brown asked if there is a malfunction in the lights. DO McLean advised that the lights are functioning as intended. Deputy Mayor Alexander noted the request appears to suggest that a four way stop condition occur when the pedestrian crossing button is engaged.

CARRIED.

5.4 21 November 2023 Email from resident RE: East Riverside-Kingshurst Park
MOVED by Counc. Mackay French and seconded by Counc. Brown the email from resident RE: East Riverside-Kingshurst Park dated 21 November 2023 be referred to staff.

ON THE QUESTION:

Mayor Grant relayed that the benches were replaced in response to public outcry. Counc. Lewis requested the pathways be cleared in winter, if possible, as they are well utilized. He expanded his request to include the Wells Recreation dog park. Town Manager Jarvie advised staff will look into the matter, but cautioned the work would not take place until priority areas are taken care of (streets, sidewalks, etc.).

CARRIED.

5.5 30 November 2023 Fundy Regional Service Commission Municipal Capital Borrowing Board
Application
RECEIVED FOR INFORMATION.

Council was requested to provide comments to the Mayor before January 25, 2024.

5.6 5 December 2023 Invitation to participate in the 2024 Communities In Bloom program
MOVED by Counc. Mackay French and seconded by Counc. Boyle the invitation to participate in the 2024 Communities In Bloom program dated 5 December 2023 be referred to staff.

CARRIED.

6. CORRESPONDENCE – FOR INFORMATION

6.1 10 November 2023 2022-2023 New Brunswick Medical Education Foundation Scholarship
Report

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the 2022-2023 New Brunswick Medical Education Foundation Scholarship Report dated 10 November 2023 be received/filed.

ON THE QUESTION:

Counc. McGuire identified a typographical error under “eligibility” – the report states recipients must be a Riverview resident, but it should read “Rothesay resident”.

CARRIED.

6.2 21 November 2023 2024 Operating Budget approval letters

- Kennebecasis Regional Joint Board of Police Commissioners
- Kennebecasis Valley Fire Department
- Kennebecasis Public Library
- Kennebecasis Crime Stoppers

MOVED by Counc. Lewis and seconded by Counc. Shea the 2024 Operating Budget approval letters for the Kennebecasis Regional Joint Board of Police Commissioners, the Kennebecasis Valley Fire Department, the Kennebecasis Public Library, and the Kennebecasis Crime Stoppers dated 21 November 2023 be received/filed.

CARRIED.

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- 6.3.1 1 December 2023 CBC Article “Digby-Saint John Ferry will stay put, says federal transport minister”
- 6.3.2 23 November 2023 Letter to Minister Rodriguez RE: MV Fundy Rose Ferry Service between Digby, NS and Saint John, NB
- 6.3.3 22 November 2023 Letter to Minister Rodriguez from Quispamsis
MOVED by Counc. Shea and seconded by Counc. Boyle the CBC Article “Digby-Saint John Ferry will stay put, says federal transport minister” dated 1 December 2023, the letter to Minister Rodriguez RE: MV Fundy Rose Ferry Service between Digby, NS and Saint John, NB dated 23 November 2023, and the letter to Minister Rodriguez from Quispamsis dated 22 November 2023 be received/filed.

ON THE QUESTION:

Counc. McGuire stated his appreciation, noting as a frequent user of the ferry he is pleased with the outcome. He thanked MP Wayne Long, noting the situation proved many voices can make a difference. The ferry supports the economy of both Nova Scotia and New Brunswick by servicing many industries in both provinces. Mayor Grant added the Chamber of Commerce also circulated the petition from Nova Scotia.

CARRIED.

- 6.4 28 November 2023 Letter from resident RE: Clark Road/Gondola Point Road construction
MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the letter from resident RE: Clark Road/Gondola Point Road construction dated 28 November 2023 be received/filed, and a response be provided to the correspondent.

ON THE QUESTION:

Mayor Grant requested a response be sent to the correspondent, noting it has been a stressful situation for the property owners. Deputy Mayor Alexander agreed, asking that staff follow-up as the correspondent has concerns regarding their driveway.

CARRIED.

- 6.5 5 December 2023 Letter from resident RE: 2024 Budget
MOVED by Counc. Boyle and seconded by Counc. Lewis the letter from resident RE: 2024 Budget dated 5 December 2023 be received/filed.

CARRIED.

7. REPORTS

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

- 7.1 27 September 2023 Fundy Regional Service Commission (FRSC) meeting minutes
MOVED by Counc. Mackay French and seconded by Deputy Mayor Alexander the Fundy Regional Service Commission (FRSC) meeting minutes dated 27 September 2023 be received/filed.

ON THE QUESTION:

In response to a prior inquiry, Mayor Grant noted the USA Visa is just a name; the card does not relate to US funds.

CARRIED.

- 7.2 31 October 2023 Draft unaudited Rothesay General Fund Financial Statements
MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the draft unaudited Rothesay General Fund Financial Statements dated 31 October 2023 be received/filed.

CARRIED.

- 31 October 2023 Draft unaudited Rothesay Utility Fund Financial Statements
MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the draft unaudited Rothesay Utility Fund Financial Statements dated 31 October 2023 be received/filed.

CARRIED.

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31 October 2023 Donation Summary

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the Donation Summary dated 31 October 2023 be received/filed.

CARRIED.

30 November 2023 Draft Finance Committee meeting minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the draft Finance Committee meeting minutes dated 30 November 2023 be received/filed.

CARRIED.

Deputy Mayor Alexander declared a conflict of interest and left the meeting.

➤ YMCA

MOVED by Counc. Shea and seconded by Counc. Mackay French Council approve the request for support from YMCA of Greater Saint John in the amount of \$5,000.

ON THE QUESTION:

Counc. Shea mentioned the Finance Committee recommends against the donation.

YEA votes recorded from: Councils. Brown, Lewis, and Mackay French

NAY votes recorded from: Councils. Boyle, McGuire, and Shea

Mayor Grant voted in opposition, breaking the tie.

DEFEATED.

Deputy Mayor Alexander returned to the meeting.

Meeting Addendum

Mayor Grant noted a \$250 donation was made to the Food Bank last year. She proposed a similar donation this year as there are funds available in the budget. Counc. Lewis spoke of the rise in the cost of food, and suggested the amount be increased to \$500.

MOVED by Counc. Lewis and seconded by Counc. Mackay French a donation be made to the Kennebecasis Valley Food Bank in the amount of \$500.

CARRIED.

7.3 21 November 2023 Draft Age Friendly Advisory Committee meeting minutes

MOVED by Counc. Boyle and seconded by Counc. Lewis the draft Age Friendly Advisory Committee meeting minutes dated 21 November 2023 be received/filed.

ON THE QUESTION:

Mayor Grant mentioned Rothesay Hive memberships have increased to 156, and event tickets were donated from Touchstone Academy to the Rothesay Hive, creating intergenerational opportunities.

CARRIED.

7.4 28 November 2023 Draft Parks and Recreation Committee meeting notes

MOVED by Counc. McGuire and seconded by Counc. Boyle the draft Parks and Recreation Committee meeting notes dated 28 November 2023 be received/filed.

ON THE QUESTION:

Counc. McGuire reported a quorum was not obtained for the meeting. Counc. Boyle identified an error in the attendance record – Colin Boyne was present, and Dr. Legare was absent.

CARRIED.

7.5 4 December 2023 Draft Planning Advisory Committee meeting minutes

MOVED by Counc. Shea and seconded by Counc. Mackay French the draft Planning Advisory Committee meeting minutes dated 4 December 2023 be received/filed.

CARRIED.

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➤ 7 Scott Avenue (PID 00064105) – Public Hearing

MOVED by Counc. Shea and seconded by Counc. Mackay French Council schedule a Public Hearing for Monday, January 15, 2024 at 6:30 p.m., in accordance with the *Community Planning Act*, SNB 2017 c 19, to consider rezoning 7 Scott Avenue (PID 00064105) from the Single Family Residential R1B zone to the Two-Family Residential Zone [R2].

CARRIED.

7.6 November 2023 Monthly Building Permit Report

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

CARRIED.

7.7 7 December 2023 Capital Projects Summary

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the Capital Projects Summary dated 7 December be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander commented on the approval granted to increase the daily water withdrawal rate. Mayor Grant noted it was a long, arduous process for staff.

CARRIED.

8. UNFINISHED BUSINESS

TABLED ITEMS

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

No action at this time

8.2 Rothesay Arena Open House (Tabled September 2021)

No action at this time

8.3 Private Lanes Policy (Tabled July 2022)

No action at this time.

Councils Mackay French and McGuire excused themselves from the discussion on Item 9.1 owing to their absence at the public hearing.

9. NEW BUSINESS

9.1 BUSINESS ARISING FROM PUBLIC HEARING

21 November 2023 Memorandum from Town Clerk Banks

DRAFT By-law 2-10-36

DRAFT Subdivision Agreement

Mayor Grant gave a brief background on the proposal, and noted a public hearing was held on November 20, 2023, and the recommendation from the Planning Advisory Committee is in favour of the proposal.

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea Council give 1st Reading, by Title, to By-law 2-10-36.

ON THE QUESTION:

Deputy Mayor Alexander stated it is an exciting project that is “shovel ready”, helps the need for diverse housing in the Greater Saint John region, and fits into the existing character of the neighbourhood. He acknowledged the traffic concerns but noted this matter is under discussion with the Works and Utilities Committee.

Council Brown noted this type of project is needed but worried about traffic concerns. He stated he did not see a traffic study and the project is close to a school.

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Counc. Boyle stated she is also concerned about the traffic, noting there are lots of children in the area, especially near the playground, and no crossing guard.

Counc. Lewis stated he is not concerned about the traffic. He mentioned working on the street and described it as a very quiet subdivision. He acknowledged there are rush hours but does not believe there will be issues with the additional units, especially with the possibility of a future secondary access point.

Deputy Mayor Alexander assumed the Chair at the Mayor's request.

Mayor Grant stated her support for the project, citing that the type of housing is needed, has a smaller footprint, is more attainable, fits into the existing character of the neighbourhood, is in close proximity to recreational amenities, and has access to existing municipal services (water and sewer). She understands the traffic concerns but noted the Town is already exploring installation of traffic signals in the area, and the project enables a future secondary access point.

Mayor Grant resumed the Chair.

NAY vote recorded from Counc. Brown.

CARRIED.

Town Clerk Banks read By-law 2-10-36 by title.

MOVED by Counc. Shea and seconded by Deputy Mayor Alexander Council give 2nd Reading, by Title, to By-law 2-10-36.

NAY vote recorded from Counc. Brown.

CARRIED.

Town Clerk Banks read By-law 2-10-36 by title.

Couns. Mackay French and McGuire returned to the meeting.

9.2 BUSINESS ARISING FROM DELEGATIONS

9.2.1 2024 Capital Budgets

5 December 2023	Memorandum from Treasurer MacDonald RE: Motions
5 December 2023	Memorandum from Treasurer MacDonald RE: 2024 Capital Budgets

Reserve Motions 2023

General Fund

5 December 2023	Memorandum from Treasurer MacDonald
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Utility Fund

5 December 2023	Memorandum from Treasurer MacDonald
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General Fund

Highlights 2024	General Capital Fund Budget Master General Capital Budget
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Utility Fund

Highlights 2024	Utility Capital Fund Budget Master Utility Capital Budget
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Dealt with above.

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9.3 Council Remuneration

4 December 2023 Memorandum from Personnel Committee

MOVED by Counc. McGuire and seconded by Counc. Boyle Council adopt a revised schedule to Remuneration By-law 2-18 as follows:

	Mayor	Deputy Mayor	Councillor
Current	37,000	20,100	18,000
2024-2026	50,000	25,500	23,000

ON THE QUESTION:

Counc. McGuire explained the increase was recommended by the Personnel Committee to bring Council remuneration closer to provincial averages and those of neighbouring municipalities. It was clarified that the revised schedule will take effect January 1, 2024 and expire in 2026.

CARRIED.

9.4 Committee Appointments

7 December 2023 Memorandum from Nominating Committee

MOVED by Counc. Lewis and seconded by Counc. McGuire Council approve the following Committee/Board appointments and terms:

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS

Robert (Rob) Simonds December 31, 2025

CANADA GAMES AQUATIC CENTRE

Gary Myles December 31, 2025

TD STATION

Lloyd Foote December 31, 2025

KENNEBECASIS PUBLIC LIBRARY

Danielle (Dani) Bourque December 31, 2025

PLANNING ADVISORY COMMITTEE

Tyler Davis December 31, 2025

WORKS AND UTILITIES COMMITTEE

George Thambi December 31, 2025 **reappointment*

Sarah Richards December 31, 2025 **reappointment*

HERITAGE PRESERVATION REVIEW BOARD

Catharine MacDonald December 31, 2025 **reappointment*

Drew Macartney December 31, 2025 **reappointment*

VACANT

PARKS AND RECREATION COMMITTEE

Jon McEachern December 31, 2025 **reappointment*

Nora Gallagher (RHS student) December 31, 2025

AGE FRIENDLY ADVISORY COMMITTEE

Shawn Jennings December 31, 2025 **reappointment*

Diane O'Connor December 31, 2025 **reappointment*

Doaa Higazy (SJ Newcomers Ctr) December 31, 2025

CLIMATE CHANGE ADAPTATION COMMITTEE

Colleen Lang December 31, 2025 **reappointment*

Korey Nixon December 31, 2025 **reappointment*

Ann McAllister December 31, 2025 **reappointment*

Lorraine Peters December 31, 2025 **reappointment*

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Letters of Thanks for service (non-returning) will be sent to:

John Buchanan (PAC)
Raha Mosca (Rothesay Heritage Preservation Review Board)
Elizabeth Greer (Kennebecasis Public Library)
Derrick Stanford (KRJBPC)
Rheal Guimond (CGAC)
Paul Meier (TD Station)
Samah El Maghlawy (AFAC)

ON THE QUESTION:

In response to an inquiry, Town Clerk Banks confirmed that committee members will be sent meeting schedules for the new year. Counc. Brown mentioned Cynthia VanBuskirk was not on either list (returning or non-returning). Town Clerk Banks advised Ms. VanBuskirk's term has not expired at this time.

CARRIED.

9.5 Rothesay Ridesharing By-law 1-24

DRAFT Rothesay Ridesharing By-law 1-24

Town Manager Jarvie explained the proposed by-law is similar to related by-laws in Saint John, Moncton, and Fredericton. A comprehensive by-law is recommended as it enables the Town to respond to any issues of non-compliance. Staff recommend Council give 1st Reading to the draft by-law and noted the Kennebecasis Regional Police Force will be consulted and asked to provide comments.

Council appreciated the comprehensiveness of the by-law. Discussion ensued and the following comments were made: suggestions to include requirements for winter tires and vulnerable sector checks; drivers are not required to have a special taxi license but are held to specific standards of the service provider; enforcement may be challenging as vehicles are not easily identifiable; and Grand Bay-Westfield and Quispamsis have less comprehensive by-laws that allow companies to operate only if they are registered in another municipality.

MOVED by Counc. Mackay French and seconded by Counc. Shea Council give 1st Reading by Title to Rothesay Ridesharing By-law 1-24.

CARRIED.

Town Clerk Banks read By-law 1-24 by title.

9.6 Engineering Design and Construction Management Services: 2024 Asphalt Resurfacing Program

6 December 2023 Report prepared by DO McLean

MOVED by Counc. McGuire and seconded by Counc. Shea that the proposal submitted by Engineering by Houghton (EBH) in the amount of \$237,227.06 including HST for the 2024 Asphalt Resurfacing Program be accepted and further that the Mayor and Town Clerk be authorized to execute the appropriate documentation in that regard.

CARRIED.

Meeting Addendum

9.7 Insurance Coverage

11 December 2023 Memorandum from Treasurer MacDonald

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis Council approve renewal of the Town insurance policy with Marsh Canada Limited for coverage for the period from January 1, 2024 to December 31, 2024 at an aggregate cost of \$297,239.00.

ON THE QUESTION:

Treasurer MacDonald was asked to comment. He summarized his memorandum, noting staff are pleased with the service of the current provider and recommend continuation. He added the amount is less than the budget estimate.

CARRIED

ROTHESAY

Regular Council Meeting
Minutes

-13-

11 December 2023

10. NEXT MEETING

The next meetings are scheduled as follows:

Regular meeting	Monday, January 8, 2024 at 7:00 p.m.
Public Hearing	Monday, January 15, 2024 at 6:30 p.m.

11. ADJOURNMENT

MOVED by Counc. Brown and seconded by Counc. Boyle the meeting be adjourned.

CARRIED.

The meeting adjourned at 8:24 p.m.

original signed by Mayor

MAYOR

original signed by Clerk

CLERK