



**ROTHESAY**  
COUNCIL MEETING  
Rothesay Town Hall Common Room  
**Monday, April 8, 2024**  
**7:00 p.m.**



**PRESENT:** MAYOR NANCY GRANT  
DEPUTY MAYOR MATT ALEXANDER  
COUNCILLOR HELEN BOYLE  
COUNCILLOR DAVE BROWN  
COUNCILLOR PETER J. LEWIS  
COUNCILLOR TIFFANY MACKAY FRENCH (*electronic participation*)  
COUNCILLOR BILL McGUIRE

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

**ABSENT:** COUNCILLOR DON SHEA

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

Mayor Grant called the meeting to order at 7:03 p.m.

**1. APPROVAL OF AGENDA**

**MOVED** by Counc. Lewis and seconded by Deputy Mayor Alexander the agenda be approved, with the following amendments:

- Item 9.1.1 be brought forward to follow Item 4.1
- Item 9.1.2 be brought forward to follow Item 4.2
- Item 9.1.3 be brought forward to follow Item 4.3

**CARRIED.**

**2. ADOPTION OF MINUTES**

- Regular Meeting 11 March 2024

**MOVED** by Counc. Boyle and seconded by Counc. Lewis the Open Session Council minutes of March 11, 2024 be adopted as circulated.

**CARRIED.**

- Special Meeting 25 March 2024

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle the Special Open Session Council minutes of March 25, 2024 be adopted as circulated.

**CARRIED.**

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

**3. OPENING REMARKS OF COUNCIL**

- **ANNOUNCEMENT: 100<sup>th</sup> Anniversary of the Kennebecasis Valley Fire Department**

Mayor Grant shared opening remarks with the following comments:

- Condolences to the family and friends of Bert Cosman, former Mayor and Councillor of East-Riverside Kingshurst, on his recent passing. Flags will be flown at half mast for three days.
- Announcement of the 100<sup>th</sup> Anniversary of the Kennebecasis Valley Fire Department. Council extended appreciation for the department and noted special events will be scheduled, and history/memories will be shared on social media.
- Announcements of two upcoming fundraising concerts at the Imperial Theatre:
  - o Apryll Aileen, April 24<sup>th</sup> (Big Brothers Big Sisters)
  - o Come Together, April 26<sup>th</sup> (KV Food Basket)
- Earth Day Clean-up events April 20-22<sup>nd</sup>, volunteers are welcome
- Congratulations to Treasurer MacDonald and DRP Jensen on both becoming grandfathers

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Deputy Mayor Alexander spoke of tonight's solar eclipse, and how many gathered to witness the event.

### 3.1 Declaration of Conflict of Interest

Declarations of conflict of interest were shared for Item 8.4 – 45 Marr Road/6 Old Mill Lane for Councils Mackay French and Shea, as well as Council Lewis for his absence at the Public Hearing.

## 4. DELEGATIONS

### 4.1 2023 Audited Rothesay Financial Statements

Auditors Teed Saunders Doyle & Co.

Peter Logan, CPA, CA (*see item 9.1.1*)

➤ Presentation

Treasurer Doug MacDonald, CPA, CA

Mayor Grant welcomed Mr. Logan. Deputy Mayor Alexander (Chair of the Finance Committee), Treasurer MacDonald, and Peter Logan gave a presentation, highlighting the following:

- Appreciation for Town staff during the audit process
- A general overview of the differences between final audited financial statements (consolidated) and monthly operating financial statements
  - Inclusion of jointly controlled entities (police, fire, and library) – allocations are determined based on funding formulas and contracts. Reduction in percentages were minor in 2023.
- 2023
  - Revenue: \$27.9 million (72% from property taxes and utility fees)
    - Most spent on transportation services (paving, snow removal, street sweeping, stormwater drainage), and protective services (fire and police)
  - Tax rate \$1.19 per \$100 of assessed value
    - Set by local governments but assessments are conducted by the provincial government
  - Sewer rate \$435
  - Base water rate \$1.24 per cubic meter
- Difference between the annual PSAS surplus and annual operating fund surplus
- 2021-2023 history of the property tax rate, assessment base, property tax warrant, sewer rates, and water rates
  - 10.68% increase in property tax warrant
  - 6.22% increase in utility revenue
  - New developments become reflected in the totals
- Revenue variances:
  - Conditional government transfers:
    - Unbudgeted grants for Wastewater Treatment Facility and Wells Building
    - Designated Highway Funding
  - Other revenue
    - Mostly Interest revenue but also includes police, fire, and building permits
  - Water and sewer revenue
    - Increase in fees
    - Connection fees
- Expenses by category
  - Percentages have not changed significantly in the last 5-10 years
  - Variances
    - Transportation:
      - Designated highway surfacing (unbudgeted item)
      - Assets written off
      - Underbudget in wages and benefits
    - Environmental Health
      - Underbudget fuel costs for solid waste collection (not expected for 2024)
    - Environmental Development
      - Vacant planning position and deferred projects
- Capital Asset Continuity
  - \$8.3 million dollars of additional assets (transportation, utility, protective services, and recreation)
  - Amortization roughly \$5 million dollars

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- Net debt: \$7.5 million dollars (roughly \$1 million dollar reduction from 2022)
  - Expected to increase with upcoming projects ex. Wastewater Treatment Facility
  - Debt per capita has been decreasing
  - Debt service costs for general and utility funds are well within the maximum permitted
- Long term debt for General and Utility Funds as well as Police Department

Mr. Logan advised the audit went smoothly and a clean audit opinion has been given. He briefly explained the audit process, noting no issues were identified, and a governance letter stating the findings was provided to staff prior to the meeting. He expanded on consolidation of the financial statements, noting Teed Saunders Doyle & Co. also works with Quispamsis, and the jointly controlled entities (police, fire, and library), which makes the process easier.

Counc. McGuire commented on debt service costs, noting Rothesay remains well below the maximum permitted – even more so in 2023 than 2022. He extended appreciation to all Town staff.

## Item brought forward.

### 9.1.1 2023 Audited Rothesay Financial Statements

3 April 2024

Memorandum from Finance Committee

31 December 2023

Draft Rothesay Consolidated Financial Statements

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle Council approves Rothesay's 2023 audited financial statements and authorizes the Mayor and Treasurer to sign the financial statements.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle Council authorize the Mayor and Treasurer to sign the audit communication letter from Teed Saunders Doyle & Co.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire Council appoints Teed Saunders Doyle & Co to complete the audit of Rothesay's 2024 financial statements at a fee to be negotiated.

**CARRIED.**

Mayor Grant thanked Deputy Mayor Alexander, Treasurer MacDonald and Mr. Logan for their presentation.

## 4.2 KV Food Basket (KVFB) Renovation/Expansion

Brian Rignanesi (*see item 9.1.2*)

Mayor Grant welcomed Mr. Rignanesi and invited him to present. Mr. Rignanesi thanked Council and introduced himself as Board Chair of the KV Food Basket. He provided history of the organization, noting it is a registered charity that began as a stop gap measure in 1985. The facility is run by a Board of Directors, a paid part-time coordinator, and a group of roughly 40 volunteers. The town of Quispamsis currently leases the building to the group at favorable rates and covers utilities, heating, grounds maintenance, and building insurance costs. Additionally, Rothesay provides an annual contribution to Quispamsis to help cover operating costs.

Mr. Rignanesi spoke of the proposed expansion, highlighting:

- A rising number of volunteers in response to a growing number of clients (exceeding pre-pandemic levels)
  - Clients per month have increased 15% from 2022 to 325 in 2023, and to 360 in 2024
- An 8% increase in community donations
- A 16% increase in food costs (comprising 70% of the operating budget)
- Surplus funds have been allocated to support the expansion
- Space will be created or optimized for a more safe, efficient and growing organization (increase of roughly 310 sq. ft.)
  - Greeting/service area
  - Confidential meeting space
  - Areas to receive/store food and prepare food hampers for clients
  - Workshops to help financial literacy, budgeting, nutrition, meal planning, healthy eating, etc.

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- Currently the QPlex also allows KVFB to use space in their walk-in fridge/freezer if needed
- Agreement from Quispamsis to transfer the building/property (assessed at \$94,500) to KVFB for \$1.00
- Findings from an architect and an engineering firm state the property can support the expansion
  - o Costs expected to be more than the estimate received in 2022 (\$500,000)
- KVFB expects to cover increased operating costs with increased support from Quispamsis, Rothesay, and the public
  - o Fundraising activities will be needed to support the plan

Mr. Rignanesi showcased photos of the existing building noting it is not sustainable for its growing operation. Storage is located both in the basement and top floor of the building. Renderings of the expansion were shown. The existing building will be office space, a community room for workshops, and confidential meeting space for clients. Food preparation/handling will occur in the expansion on the back of the building. He explained the next steps: to work with Quispamsis to complete the property transfer; engage the architect and project manager; and issue requests for bids. He added detailed draft plans are available upon request – the file was too large to share electronically. He concluded by thanking Council and staff for past, current, and continued support of the KVFB.

Mayor Grant extended appreciation for the KVFB, especially during the emergency food drive in December. She commented on Rothesay's contribution by clarifying that the Town provides 50% of the annual maintenance costs to Quispamsis. Mr. Rignanesi confirmed this, and added Rothesay has contributed an end-of-year donation as well. Following Mayor Grant's request, Mr. Rignanesi agreed to inform Rothesay of the new operating costs for the facility as soon as possible. He expects an accurate number would be available once the facility has operated for a year following the expansion.

Council acknowledged the rising food costs and thanked the KVFB for its service to the community. Inquiries were made about the following: food distribution, building size (current and expected), and cost.

Mr. Rignanesi responded with the following: clients are served monthly on Tuesdays, with the exception of emergency situations; information is provided with the food to help meal plan; the current building is roughly 1200 sq. ft. with 310 sq. ft. to be added on; the height of the basement is not considered spacious; most volunteers are seniors; demolition and a rebuild is significantly more expensive than a renovation and expansion; and the \$500,000 is a turnkey cost. Mr. Rignanesi concluded by thanking both towns for their ongoing support.

Mayor Grant thanked Mr. Rignanesi, and he left the meeting.

## **Item brought forward.**

### **9.1.2 KV Food Basket Renovation/Expansion**

8 April 2024

Presentation

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire the KV Food Basket Renovation/Expansion presentation be referred to the Finance Committee.

**CARRIED.**

### **4.3 KV Girls Softball Association (KVGSA)**

Stacy Blois (*see item 9.1.3*)

Mayor Grant welcomed Ms. Blois. Ms. Blois thanked Council and expanded on the request to partner with the Town and local businesses to raise enough capital to have lights installed at the Wells softball field. She highlighted the following:

- KVGSA was formed in 2012 and is the largest minor softball association in New Brunswick
- In 2023 KVGSA returned to pre-pandemic registration numbers and participation was maxed out in each category except U5
  - o Team rosters were increased to reduce a waiting list of 50 girls down to 38
- The U5 and U7 programs operate on the Wells soccer field due to lack of available field time
- Challenges
  - o There are no other field slots available in the town; minor baseball is also maxed out
  - o Reducing the number of times girls are on the field each week runs the risk of girls losing interest in the sport or not having enough time to improve their skills in comparison to other girls in the province

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- KVGSA has begun working towards the solution of raising capital for lights at the Wells field by:
  - o Raising approximately \$10,000 for the initiative (through sales of merchandise)
  - o Applying for the Blue Jays Field of Dreams Foundation for a \$50,000 grant
  - o Visiting local businesses to gauge interest in supporting the endeavor
- Next steps:
  - o Council to review the request and Recreation Master Plan feedback, and advise on the probability of having lights.
  - o If lights are approved for the 2025 budget, KVGSA will:
    - Actively begin to promote a “Light It Up” campaign in the community with fundraisers throughout 2024 and 2025 to contribute to the cost of materials and installation
    - Engage with potential capital partners to increase the contribution to the project
      - Some interest has been expressed but Town approval is required beforehand

Council thanked the members of KVGSA, mentioned the popularity of the Wells fields, and noted their appreciation that the organization did not just ask for funds, but presented a cost-sharing plan to partner on the project. Council expressed interest but cautioned that it must be ensured that the lights would not infringe on neighbouring residential properties. In response to inquiries, Ms. Blois noted that the Wells baseball field is not an option as it does not have a removeable mound; and KVGSA is comfortable with a project that may range from \$300,000-350,000.

## Item brought forward.

### 9.1.3 KV Girls Softball

8 April 2024

Presentation

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Brown the KV Girls Softball presentation be referred to staff.

**CARRIED.**

Mayor Grant thanked Ms. Blois and her group, and they left the meeting.

## 5. CORRESPONDENCE FOR ACTION

5.1 17 March 2024 Email from resident RE: Garden Homes

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Brown the email from resident RE: Garden Homes dated 17 March 2024 be referred to staff.

**CARRIED.**

5.2 25 March 2024 Email from resident RE: Traffic light for Isaac Street

**MOVED** by Counc. McGuire and seconded by Counc. Lewis the email from resident RE: Traffic light for Isaac Street dated 25 March 2024 be referred to the Works and Utilities Committee.

**CARRIED.**

5.3 27 March 2024 Correspondence from PRUDE Inc. RE: All Women Project

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle the correspondence from PRUDE Inc. RE: All Women Project dated 27 March 2024 be received for information.

### ON THE QUESTION:

Mayor Grant relayed that a presentation is scheduled for the May Council meeting.

**CARRIED.**

5.4 28 March 2024 KV3C request for in-kind use of Bill McGuire Centre

**MOVED** by Counc. Lewis and seconded by Counc. Boyle the KV3C request for in-kind use of Bill McGuire Centre dated 28 March 2024 be referred to staff.

### ON THE QUESTION:

It was noted the group is looking to resume a similar arrangement to what was in place before the pandemic. DPR Jensen advised there has been some rebranding and other groups have come into play so further review is required. Town Manager Jarvie noted an additional space is being requested.

**CARRIED.**

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### 6. CORRESPONDENCE – FOR INFORMATION

- 6.1 14 March 2024 Email from UMNb RE: SNB Property Tax Insert  
7 March 2024 UMNb letter to Minister Wilson  
Property Tax Insert  
18 March 2024 Rothesay letter to Minister Wilson

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Brown the email from UMNb RE: SNB Property Tax Insert dated 14 March 2024, the UMNb letter to Minister Wilson dated 7 March 2024, the Property Tax Insert, and the Rothesay letter to Minister Wilson dated 18 March 2024 be received/filed.

#### ON THE QUESTION:

Deputy Mayor Alexander appreciated UMNb's letter, noting it is troubling to see misinformation spread that can cause rifts between levels of government.

**CARRIED.**

- 6.2 15 March 2024 Email RE: Ice Fishing Garbage

**MOVED** by Counc. McGuire and seconded by Counc. Lewis the email RE: Ice Fishing Garbage dated 15 March 2024 be received/filed.

#### ON THE QUESTION:

Mayor Grant noted the matter is under discussion and the correspondence does not state a request.

**CARRIED.**

- 6.3 15 March 2024 Disability Awareness Week Proclamation Request (May 26<sup>th</sup> – June 1<sup>st</sup>)

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle the Disability Awareness Week Proclamation Request (May 26<sup>th</sup>-June 1<sup>st</sup>) dated 15 March 2024 be received/filed and promoted on social media.

**CARRIED.**

- 6.4 19 March 2024 UMNb Correspondence RE: 2024-2025 Provincial Budget

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle the UMNb Correspondence RE: 2024-2025 Provincial Budget dated 19 March 2024 be received/filed.

**CARRIED.**

- 6.5 22 March 2024 Letter from Quispamsis to KVFD Fire Chief RE: Quint 1 Ladder Truck

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis the letter from Quispamsis to KVFD Fire Chief RE: Quint 1 Ladder Truck dated 22 March 2024 be received/filed.

**CARRIED.**

- 6.6 25 March 2024 Response to resident RE: Construction on Grove Avenue

25 March 2024 Letter from resident

**MOVED** by Counc. Lewis and seconded by Counc. Boyle the response to resident RE: Construction on Grove Avenue dated 25 March 2024, and the letter from resident dated 25 March 2024 be received/filed.

#### ON THE QUESTION:

Mayor Grant noted it appears the issue was resolved.

**CARRIED.**

- 6.7 3 April 2024 Response from Minister Savoie RE: Saint John Theatre Company  
Courthouse project

**MOVED** by Counc. Lewis and seconded by Counc. Brown the response from Minister Savoie RE: Saint John Theatre Company Courthouse project dated 3 April 2024 be received/filed.

**CARRIED.**

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6.8 4 April 2024 Letter from resident RE: Appreciation for snow removal and pickleball courts  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Brown the letter from resident RE: Appreciation for snow removal and pickleball courts dated 4 April 2024 be received/filed.

ON THE QUESTION:

Council appreciated the thank-you note.

**CARRIED.**

### 7. REPORTS

7.0 April 2024 Report from Closed Session  
N/A

7.1 28 November 2023 Fundy Regional Service Commission (FRSC) meeting minutes  
21 December 2023 FRSC meeting minutes  
25 January 2024 FRSC meeting minutes

**MOVED** by Counc. Lewis and seconded by Counc. Boyle the Fundy Regional Service Commission (FRSC) meeting minutes dated 28 November 2023, 21 December 2023, and 25 January 2024 be received/filed.

**CARRIED.**

7.2 19 April 2023 Kennebecasis Public Library (KPL) Board meeting minutes  
17 May 2023 KPL Board meeting minutes  
21 June 2023 KPL Board meeting minutes  
20 September 2023 KPL Board meeting minutes  
18 October 2023 KPL Board meeting minutes  
15 November 2023 Draft KPL Annual General Meeting minutes  
15 November 2023 Draft KPL Board meeting minutes

**MOVED** by Counc. Lewis and seconded by Counc. Boyle the Kennebecasis Public Library (KPL) Board meeting minutes dated 19 April 2023, 17 May 2023, 21 June 2023, 20 September 2023, 18 October 2023, 15 November 2023 (AGM), and 15 November 2023 (regular meeting) be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander asked that the Kennebecasis Public Library Board be reminded to submit the minutes on a monthly basis.

**CARRIED.**

7.3 24 January 2024 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) meeting minutes  
24 January 2024 KRJBPC Police Chief Report  
28 February 2024 KRJBPC meeting minutes  
28 February 2024 KRJBPC Police Chief Report  
28 February 2024 KRPF Budget vs. Actuals (January 2024)

**MOVED** by Counc. Mackay French and seconded by Counc. Boyle the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) meeting minutes dated 24 January 2024, the KRJBPC Police Chief's Report dated 24 January 2024, the KRJBPC meeting minutes dated 28 February 2024, the KRJBPC Police Chief's Report dated 28 February 2024, and the KRPF Budget vs. Actuals (January 2024) dated 28 February 2024 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander recalled that the Provincial Representative is not supposed to serve as the Board Chair. Instead, that position should alternate between Quispamsis and Rothesay representatives. He mentioned that the executive positions are unbalanced with two serving from Quispamsis—which could be seen as a potential bias. Counc. Mackay French confirmed this was an informal agreement that was not formalized into a policy. She added the tradition could not be continued as one Rothesay representative was out for several months and the other was new to the Board. She noted she will relay the concern to the Board.

**CARRIED.**

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7.4 29 February 2024 Draft unaudited Rothesay General Fund Financial Statements  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle the draft unaudited Rothesay General Fund Financial Statements dated 29 February 2024 be received/filed.

**ON THE QUESTION:**

Deputy Mayor Alexander noted not much has changed except an overbudget expense for insurance.  
**CARRIED.**

29 February 2024 Draft unaudited Rothesay Utility Fund Financial Statements  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis the draft unaudited Rothesay Utility Fund Financial Statements dated 29 February 2024 be received/filed.

**ON THE QUESTION:**

Deputy Mayor Alexander again noted not much has changed. He explained that revenue is billed quarterly which is not yet reflected in the statements.

**CARRIED.**

29 February 2024 Donation Summary  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis the Donation Summary dated 29 February 2024 be received/filed.

**ON THE QUESTION:**

Deputy Mayor Alexander noted 8% of the 2024 donation budget has been spent to date.

**CARRIED.**

27 March 2024 Draft Finance Committee meeting minutes  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle the draft Finance Committee meeting minutes dated 27 March 2024 be received/filed.

**CARRIED.**

➤ KV Food Basket

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis Council approve the request for event sponsorship from the KV Food Basket in the amount of \$2,000.

**ON THE QUESTION:**

Mayor Grant noted the request is for sponsorship of a fundraising concert on April 26<sup>th</sup>.

**CARRIED.**

➤ NB Medical Education Foundation Rothesay Scholarship renewal

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire Council approve the request from the New Brunswick Medical Education Foundation Inc. for a scholarship in the amount of \$5,000.

**ON THE QUESTION:**

Mayor Grant noted the item was included in the budget.

**CARRIED.**

7.5 19 March 2024 Draft Age Friendly Advisory Committee meeting minutes

➤ 2023 Rothesay Hive Annual Report

**MOVED** by Counc. Boyle and seconded by Counc. Lewis the draft Age Friendly Advisory Committee meeting minutes dated 19 March 2024, and the 2023 Rothesay Hive Annual Report be received/filed.

**ON THE QUESTION:**

Mayor Grant and Counc. Boyle summarized the minutes, highlighting: a 30% increase in membership; data from Statistics Canada (2021: 22.8% of New Brunswickers are 65+, expected to grow to 28% in the next ten years); the Rothesay Hive has outgrown its space; undertaking of the redesignation process as required; and the June 3<sup>rd</sup> Wellness Fair.

**CARRIED.**



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7.6 19 March 2024 Draft Parks and Recreation Committee meeting minutes

- March Parks and Recreation Committee Update

**MOVED** by Counc. McGuire and seconded by Counc. Lewis the draft Parks and Recreation Committee meeting minutes, and the Parks and Recreation Committee update, dated 19 March 2024 be received/filed.

**CARRIED.**

7.7 20 March 2024 Draft Works and Utilities Committee meeting minutes

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Brown the draft Works and Utilities Committee meeting minutes dated 20 March 2024 be received/filed.

**CARRIED.**

- Marr Road/Chapel Road signalization

- 11 March 2024 Letter from resident
- 12 October 2021 Letter from resident
- 1 September 2021 Letter from resident

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis Council accept the recommendations of the impartial third-party traffic engineers, to not signalize the intersection.

### ON THE QUESTION:

When questioned, staff confirmed some development agreements for projects in the area include a contribution for signalization of the intersection. Marr Road is a heavily travelled street and the findings may suggest that signalization could make conditions worse. While other traffic calming measures exist, it was noted that the area has limitations, for instance, the location of utility poles.

Council discussed the challenges: signalization of the intersection was raised because the area is problematic; alternative options are limited (ex. roundabouts require sufficient space); and third-party traffic engineers suggest conditions could be made worse through signalization (rear-end incidents), but this could also happen if nothing is done and more traffic from the multi-unit buildings is introduced. In response to an inquiry, it was noted the author of the letter has not been informed of the Committee's discussion at this time. Town Manager Jarvie clarified that there was a recommendation from the Committee, however it would be Council's decision if there should be amendments to the development agreements. Mayor Grant noted a decision to not signalize the intersection now does not mean it could not occur in the future. Town Manager Jarvie cautioned that the provisions in the development agreements may include a timeframe for contributions. He offered that a third-party report could be provided to Council.

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis the item be tabled pending provision of third-party reports to Council and information regarding development agreement clauses regarding traffic lights for the Marr Road/Chapel Road intersection.

**CARRIED.**

- Excessive salt and sand on roads

- 13 March 2024 Email from resident

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis to send a letter to the resident acknowledging their concerns about the use of sand and salt on roads.

**CARRIED.**

7.8 27 March 2024 Draft Heritage Preservation Review Board meeting minutes

**MOVED** by Counc. Mackay French and seconded by Counc. Lewis the draft Heritage Preservation Review Board meeting minutes dated 27 March 2024 be received/filed.

### ON THE QUESTION:

Counc. Lewis stated fibreglass doors would be a good idea, noting the owner is trying to fix the building, and not all buildings in the area adhere to the Heritage Zone requirements. Counc. Mackay French mentioned that the owner could not attend and sent a carpenter in her stead. This led to some confusion as what was proposed at the meeting did not match the application. The Committee voted on the application as submitted and offered that the applicant could return with another application if needed. There was a brief discussion about doors and cost.

**CARRIED.**

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7.9 2 April 2024 Draft Planning Advisory Committee meeting minutes  
**MOVED** by Counc. Mackay French and seconded by Counc. Lewis the draft Planning Advisory Committee meeting minutes dated 2 April 2024 be received/filed.

**CARRIED.**

➤ 4 Grove Avenue (PID 00258376) – Cash in lieu of LPP  
**MOVED** by Counc. Mackay French and seconded by Deputy Mayor Alexander Council accept \$1,247.40 as cash in lieu of LPP for the proposed building Lot 24-02 to be subdivided from 4 Grove Avenue (PID 00258376).

**CARRIED.**

7.10 March 2024 Monthly Building Permit Report  
**MOVED** by Counc. Lewis and seconded by Counc. McGuire the March 2024 Monthly Building Permit Report be received/filed.

**CARRIED.**

7.11 4 April 2024 Capital Projects Summary  
**MOVED** by Counc. Lewis and seconded by Deputy Mayor Alexander the Capital Projects Summary dated 4 April 2024 be received/filed.

**CARRIED.**

## 8. UNFINISHED BUSINESS

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### TABLED ITEMS

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

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

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

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Counc. Lewis left the meeting, and Counc. Mackay French muted her connection.

Mayor Grant proposed the item remain tabled as the developers are not ready to proceed at this time.

**8.4 45 Marr Road & 6 Old Mill Lane PIDs 00245415 & 00118067** (Tabled January 2024)  
5 April 2024 Memorandum from Town Clerk Banks  
**MOVED** by Counc. McGuire and seconded by Deputy Mayor Alexander 45 Marr Road & 6 Old Mill Lane PIDs 00245415 & 00118067 be removed from the table.

**DEFEATED.**

Counc. Lewis returned to the meeting, and Counc. Mackay French unmuted her connection.

## 9. NEW BUSINESS

### 9.1 BUSINESS ARISING FROM DELEGATIONS

#### 9.1.1 2023 Audited Rothesay Financial Statements

3 April 2024 Memorandum from Finance Committee

31 December 2023 Draft Rothesay Consolidated Financial Statements

**Dealt with above (Item 4.1).**

#### 9.1.2 KV Foodbasket Renovation/Expansion

8 April 2024 Presentation

**Dealt with above (Item 4.2).**

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### **9.1.3 KV Girls Softball**

8 April 2024 Presentation

**Dealt with above (Item 4.3).**

## **RECREATION**

### **9.2 Council Status Report – Kennebecasis Park Rink**

8 February 2024 Memorandum from DRP Jensen

**MOVED** by Council. Lewis and seconded by Council. Brown that the current relationship with the Town and the K-Park rink committee be maintained.

#### **ON THE QUESTION:**

Mayor Grant noted the item was a request of Council. Staff cautioned that unrefrigerated outdoor rinks may not be worthwhile for use of Town resources.

**CARRIED.**

## **OPERATIONS**

### **9.3 Works Garage Floor Resurfacing**

3 April 2024 Report prepared by DO McLean

**MOVED** by Council. McGuire and seconded by Council. Lewis Council authorize the Director of Operations to issue a purchase order in the amount of \$29,966.00 plus HST to Harmony Flooring Inc., to resurface the workshop floor at the Master Drive Public Works Garage.

#### **ON THE QUESTION:**

Mayor Grant summarized the report. Council. Brown noted he is pleased to see efforts to secure four quotes even though only two were submitted.

**CARRIED.**

### **9.4 Renforth Wharf Cathodic Protection**

3 April 2024 Report prepared by DO McLean

**MOVED** by Council. McGuire and seconded by Council. Boyle Council authorize the Director of Operations to issue a purchase order in the amount of \$64,500.00 plus HST to Galbraith Construction Ltd. to supply and install cathodic protection for the Renforth Wharf.

#### **ON THE QUESTION:**

Mayor Grant summarized the report. Council. McGuire noted the cost appears significant, but it is a worthwhile project as the last replacement was ten years ago, and it is a valuable asset to the Town.

**CARRIED.**

### **9.5 Salt Shed Expansion – Master Drive**

5 April 2024 Report prepared by DO McLean

**MOVED** by Council. Lewis and seconded by Council. McGuire Council authorize staff to solicit bids for an expansion to the Salt Storage Building at Master Drive for the purposes of creating additional storage space at an estimated cost of \$175,000.

#### **ON THE QUESTION:**

Town Manager Jarvie gave a brief history, noting the initial plan was not to acquire the Golden Grove Road facility but it was done for the purpose of protecting the watershed. Once acquired it was utilized for storage and now changes are proposed for the continuation of watershed protection and operational efficiency.

**CARRIED.**

### **9.6 Golden Grove Compound Fencing**

4 April 2024 Report prepared by DO McLean

**MOVED** by Council. Lewis and seconded by Deputy Mayor Alexander Council accept the quote from Fundy Fencing Ltd. in the amount of \$59,882.00 plus HST for the purchase and installation of chain link fencing at the Town's Golden Grove Road Compound and further that the Director of Operations be authorized to issue a purchase order in that regard.

**ROTHESAY**

Regular Council Meeting  
Minutes

**ON THE QUESTION:**

Mayor Grant noted the item relates to safety of items contained in the facility.

**CARRIED.**

**10. NEXT MEETING**

**MOVED** by Counc. Boyle and seconded by Counc. McGuire a special meeting be scheduled on Monday, April 29, 2024 at 6:00 p.m. in Town Hall.

**CARRIED.**

The next meetings are scheduled as follows:

***Special meeting***

*Monday, April 29, 2024 at 6:00 p.m.*

**Recreation Master Plan Open House**

Monday, April 29, 2024 from 6:30 p.m. – 8:00 p.m. at the Bill McGuire Centre

**Regular meeting**

Monday, May 13, 2024 at 7:00 p.m.

**11. ADJOURNMENT**

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

**CARRIED.**

The meeting adjourned at 8:43 p.m.

***Original signed by***

\_\_\_\_\_  
MAYOR

***Original signed by***

\_\_\_\_\_  
CLERK