



ROTHESAY

COUNCIL MEETING
Rothesay Town Hall Common Room
Monday, July 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
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 Deputy Mayor Alexander and seconded by Counc. Lewis the agenda be approved, with the following amendment:

- Item 9.1.1 be brought forward to follow Item 4.1

CARRIED.

Couns. Lewis, Mackay French, and Shea left the meeting, owing to declared conflicts of interest and absences at the Public Hearings.

2. ADOPTION OF MINUTES

- Regular Meeting 17 June 2024

MOVED by Counc. McGuire and seconded by Deputy Mayor Alexander the Open Session Council minutes of June 17, 2024 be adopted as circulated.

CARRIED.

Couns. Lewis, Mackay French, and Shea returned to the meeting.

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

3. OPENING REMARKS OF COUNCIL

Mayor Grant shared the following opening remarks:

- Condolences to the family and friends of James Kenneth (JK) Irving on his recent passing. Flags were lowered during the visitation and funeral services.
- The annual Canada Day on the Common event was a success. Appreciation was extended to staff, summer students, and Our Lady of Perpetual Help Church. Mayor Grant proposed sending a letter of thanks to the Church for providing overflow parking on several occasions.

3.1 Declaration of Conflict of Interest

Declarations of conflict of interest were shared for Item 8.5 – 45 Marr Road/6 Old Mill Lane for Couns. Mackay French and Shea, as well as Counc. Lewis for his absence at the first Public Hearing.

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4. DELEGATIONS

4.1 NB Power

Stephanie Langlais & Bob Scott (*see item 9.1.1*)

Mayor Grant welcomed Stephanie Langlais and Bob Scott. Ms. Langlais introduced herself as a Senior Manager and presented NB Power's Smart Meter Project. In a decision to modernize the NB Power grid, the company has chosen to install smart meters on every property. The province was divided into three areas and installation will occur over a two-year period (November 2023 – December 2025). The first section of the province is nearing completion, and the second portion (including Rothesay) is scheduled to begin in summer 2024. Ms. Langlais relayed the benefits of smart meters, which include an online portal for customers to access energy consumption reports (24 hours following usage); and energy usage alerts if consumption is higher than usual as well as links to reduce consumption. She expressed interest in working with the Town to schedule an information session for residents.

Ms. Langlais responded to Council inquiries with the following:

- Customers in Area 1 have provided positive feedback on the online portal
- Rollout of the program was met with initial delays owing to winter storms
- Inspections will be conducted when the old meters are removed to ensure there are no safety issues
 - o If there are issues with removal of the old meters NB Power may cover costs
- Smart meters do not require Wi-fi but customer access to the online portal does
- NB Power does not intend to provide real-time data as this option is cost-prohibitive
- Smart meters would allow NB Power to move into variable rate pricing, but this is not the intent at this time and would require approval from the Energy and Utilities Board (EUB)
- Smart meters create a mesh network and transport data over radio frequency to the NB Power head office in Fredericton
- The project involves residential and commercial properties
- Service charges will not change (not just comprised of meter reading charges)
- Smart meters will not impact equalized billing
- Smart meters will be roughly the same size as the old meters
- Old meters will be recycled
- Cost of the project will be borne by ratepayers over the lifetime of the meter
- A positive business case was presented to the EUB for the project
 - o Benefits are expected to outweigh the cost, by reducing operational costs and improving efficiency
 - o Smart meters report power outages to NB Power immediately
 - o It will allow NB Power to remotely connect/disconnect meters; and
- Smart meters allow the two-way flow of energy for solar power instead of a specialized meter used in the past.

Item brought forward.

9.1 BUSINESS ARISING FROM DELEGATIONS

9.1.1 NB Power

Presentation

MOVED by Counc. Shea and seconded by Counc. Mackay French to offer support in coordinating/promoting Information Session on smart meters.

CARRIED.

Mayor Grant thanked Ms. Langlais and Mr. Scott for their presentation, and they left the meeting.

5. CORRESPONDENCE FOR ACTION

5.1 17 June 2024 Letter from Wee Bitty Builders Inc. RE: Tiny Homes/Accessory Dwelling Units

MOVED by Counc. Mackay French and seconded by Deputy Mayor Alexander the letter from Wee Bitty Builders Ltd. RE: Tiny Homes/Accessory Dwelling Units dated 17 June 2024 be referred to staff.

CARRIED.

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6. CORRESPONDENCE – FOR INFORMATION

- 6.1 21 June 2024 Memorandum from KVFD Fire Chief Michael Boyle RE: Aerial Apparatus Replacement (Ladder Truck)

MOVED by Counc. Shea and seconded by Counc. Boyle the memorandum from KVFD Fire Chief Michael Boyle RE: Aerial Apparatus Replacement (Ladder Truck) dated 21 June 2024 be received/filed.

CARRIED.

- 6.2 26 June 2024 Thank you from the New Brunswick Medical Education Foundation

MOVED by Deputy Mayor Alexander and seconded by Counc. Brown the thank you from the New Brunswick Medical Education Foundation dated 26 June 2024 be received/filed.

CARRIED.

7. REPORTS

- 7.0 July 2024 Report from Closed Session
N/A

- 7.1 25 April 2024 Fundy Regional Service Commission (FRSC) meeting minutes
7 May 2024 FRSC meeting minutes

MOVED by Counc. Lewis and seconded by Counc. Boyle the Fundy Regional Service Commission (FRSC) meeting minutes dated 25 April 2024, and 7 May 2024 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander inquired about the salary increase. Mayor Grant noted the increase is contractual.

CARRIED.

- 7.2 31 May 2024 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 May 2024 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander reviewed the variance report.

CARRIED.

- 31 May 2024 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 May 2024 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander reviewed the variance report. Counc. Shea requested clarification on Fiscal Services 'Interest on Long-Term Debt' and the explanation that states "Interest on short-term debt". Treasurer MacDonald explained that it is additional interest that is anticipated for cash flow requirements on short-term debt that will be converted to long-term debt. He added the variance report should have the same on either side.

CARRIED.

- 31 May 2024 Donation Summary

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the Donation Summary dated 31 May 2024 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander noted 53% of the 2024 budget has been spent to date.

CARRIED.

- 20 June 2024 Draft Finance Committee meeting minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the draft Finance Committee meeting minutes dated 20 June 2024 be received/filed.

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ON THE QUESTION:

Treasurer MacDonald reported an error, noting the next meeting is scheduled for July 24th, not May 24th.

CARRIED.

➤ Symphony New Brunswick

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea Council approve the request for an operating grant to Symphony New Brunswick in the amount of \$2,000.

CARRIED.

7.3 19 June 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 19 June 2024 be received/filed.

CARRIED.

7.4 24 June 2024 Draft Ice Fishing Committee meeting notes

MOVED by Counc. McGuire and seconded by Counc. Lewis the draft Ice Fishing Committee meeting notes dated 24 June 2024 be received/filed.

ON THE QUESTION:

Counc. McGuire reported it was a successful meeting with representatives from the Province (Public Safety), Police, Fire, the Town, residents, and fishermen. He noted an association was formed, and Counc. Boyle has offered to participate. He relayed that there will be more involvement from the Province as well as regular police presence during the season. He added Town staff are working to see if changes can be made to require that phone numbers be included on fishing shacks. DRP Jensen will be in contact with the association to provide Town support. Counc. McGuire was optimistic that these actions will improve the situation because, if not, drastic measures may be needed which could involve blocking access to the area.

Deputy Mayor Alexander suggested the Committee not disband until after the ice-fishing season to ensure things run smoothly. Counc. McGuire noted the Committee will not disband, but there is little to discuss, by the group at this time. Especially since Town staff will continue discussions with the association and other parties involved. Mayor Grant agreed with the Deputy Mayor, and proposed the Committee meet mid-season to evaluate progress. Counc. McGuire noted this can be done.

CARRIED.

7.5 2 July 2024 Draft Planning Advisory Committee meeting minutes

MOVED by Counc. Shea and seconded by Counc. Mackay French the draft Planning Advisory Committee meeting minutes dated 2 July 2024 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander mentioned he has a conflict of interest with respect to 239 Gibbon Road (Fundy Engineering).

CARRIED.

7.6 June 2024 Monthly Building Permit Report

MOVED by Counc. Mackay French and seconded by Counc. Boyle the June 2024 Monthly Building Permit Report be received/filed.

CARRIED.

7.7 4 July 2024 Capital Projects Summary

MOVED by Counc. Boyle and seconded by Counc. Lewis the Capital Projects Summary dated 4 July 2024 be received/filed.

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.

8.4 Marr Road/Chapel Road signalization (Tabled April 2024)
No action at this time

Couns. Lewis, Mackay French, and Shea left the meeting, owing to declared conflicts of interest and absence at the Public Hearings.

8.5 45 Marr Road & 6 Old Mill Lane PIDs 00245415 & 00118067
4 July 2024 Memorandum from Town Manager Jarvie
13 June 2024 Memorandum from Town Clerk Banks (*previously distributed*)
8 May 2024 Recommendation from the Planning Advisory Committee
DRAFT By-law 2-10-38
DRAFT By-law 2-10-39

MOVED by Council. Brown and seconded by Council. Boyle 45 Marr Road & 6 Old Mill Lane PIDs 00245415 & 00118067 be removed from the table.

CARRIED.

Mayor Grant provided background for the public, noting the item was tabled pending further information.

MOVED by Council. McGuire and seconded by Council. Brown Council give 1st Reading, by Title, to By-law 2-10-38.

ON THE QUESTION:
Council. McGuire stated he cannot support this since the information promised at the last few meetings was still not provided tonight. He asked if the Town Engineer has what is required to sign off on the project. DO McLean spoke of the three areas that required further information:

Water supply – work still needs to be done for the water supply, but it has been established that the servicing will work.

Sanitary sewer – roughly 70% of the system was video inspected, and the sizing and condition of this portion indicates the system will most likely work.

Stormwater Management – the plan is predicated on obtaining an easement from a private property owner which has not been done at this time.

Council. McGuire pointed out that the issue of stormwater management is a significant concern for residents. He reiterated that he cannot support the project until the easement is secured. Councils. Brown and Boyle shared the same concerns. Deputy Mayor Alexander agreed, noting the developer has not checked all the boxes to allow the project to proceed. He added despite the findings of the traffic and sightline reports he still feels the area is problematic. Density, he continued, is also felt to be too much for the property.

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

Mayor Grant stated she shares the concerns of Council pertaining to stormwater management, traffic, sightlines, and density.

Mayor Grant resumed the Chair.

DEFEATED.

MOVED by Council. Brown and seconded by Deputy Mayor Alexander Council give 1st Reading, by Title, to By-law 2-10-39.

DEFEATED.

Councils. Lewis, Mackay French, and Shea returned to the meeting.

8.6 By-law 4-03-1

19 June 2024	Memorandum from Town Clerk
DRAFT	By-law 4-03-1

Mayor Grant provided background for the public.

MOVED by Deputy Mayor Alexander and seconded by Council. Mackay French Council give Reading in its Entirety to By-law 4-03-1.

CARRIED.

Town Clerk Banks read by-law 4-03-1 in its entirety.

MOVED by Council. Shea and seconded by Council. McGuire Council give 3rd Reading by Title and Enactment to By-law 4-03-1.

CARRIED.

Town Clerk Banks read by-law 4-03-1 by title.

8.7 KV EMO By-law

19 June 2024	Memorandum from Town Clerk
19 June 2024	Public Notice
DRAFT	By-law 2-24

Mayor Grant provided background information for the public.

MOVED by Deputy Mayor Alexander and seconded by Council. Shea Council give Reading by Summary and Section number to By-law 2-24.

CARRIED.

Town Clerk Banks read by-law 2-24 by Summary and Section number.

MOVED by Council. Mackay French and seconded by Council. McGuire Council give 3rd Reading by Title and Enactment to By-law 2-24.

CARRIED.

Town Clerk Banks read by-law 2-24 by title.

9.1 BUSINESS ARISING FROM DELEGATIONS

9.1.1 NB Power Presentation
Dealt with above. (See Item 4.1)

9.2 2023 Rothesay Annual Report

DRAFT	2023 Rothesay Annual Report
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Town Manager Jarvie advised municipalities are obligated to publish annual reports in accordance with the Local Governance Act. Amendments to the regulation may be forthcoming regarding further details on financial aspects of the reports. He noted 2023 was a busy year, and thanked Council for their work. Mayor Grant extended appreciation to staff for their hard work, and for preparation of the report.

MOVED by Counc. Mackay French and seconded by Counc. Lewis the 2023 Rothesay Annual Report be received/filed.

ON THE QUESTION:
Counc. Mackay French noted that she is listed on the Personnel Committee but is no longer a member. She added she is also a member of the Rothesay Living Museum Committee but it is not on the list. Town Manager Jarvie advised the list is only until the end of 2023. With respect to the Rothesay Living Museum Committee, Town Clerk Banks added that the Committee may not be required as the Town is currently in discussions with the museum in Hampton. When questioned, Town Manager Jarvie advised the revised report will be posted to the website tomorrow.

CARRIED.

10. NEXT MEETING
The next meeting is scheduled as follows:

Regular meeting Monday, August 12, 2024 at 7:00 p.m.

11. ADJOURNMENT
MOVED by Counc. Mackay French and seconded by Counc. McGuire the meeting be adjourned.
CARRIED.

The meeting adjourned at 7:56 p.m.

Original signed by Mayor

MAYOR

Original signed by Clerk

CLERK