



ROTHESAY
COUNCIL MEETING
Rothesay Town Hall Common Room
Monday, August 12, 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 REC/PARKS (DRP) CHARLES JENSEN
TREASURER DOUG MacDONALD
ADMINISTRATIVE ASSISTANT LIZ HAZLETT

ABSENT: DIRECTOR OF OPERATIONS (DO) BRETT McLEAN

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. Shea the agenda be approved, as circulated.

CARRIED.

2. ADOPTION OF MINUTES

➤ Regular Meeting 8 July 2024

MOVED by Counc. Lewis and seconded by Counc. Boyle the Open Session Council minutes of July 8, 2024 be adopted as circulated.

CARRIED.

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

3. OPENING REMARKS OF COUNCIL

Mayor Grant noted she has no opening remarks but wished everyone a good summer. She extended appreciation to all Town staff for recreational amenities and transportation routes.

Counc. McGuire commented on the progress of paving and landscaping at the Wells Recreation Park, noting he looks forward to the completed project.

3.1 Declaration of Conflict of Interest
N/A

4. DELEGATIONS

N/A

5. CORRESPONDENCE FOR ACTION

5.1 12 July 2024 Proclamation request for CN Rail Safety Week 2024

Mayor Grant mentioned that Rothesay, by practice, does not make proclamations, however she feels rail safety is a prominent issue in the community.

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MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis:

WHEREAS Rail Safety Week is to be held across Canada from September 23 to 29, 2024;

WHEREAS, 229 railway crossing and trespassing incidents occurred in Canada in 2023; resulting in 66 avoidable fatalities and 39 avoidable serious injuries;

WHEREAS, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries caused by incidents involving trains and citizens; and

WHEREAS, Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness;

WHEREAS, CN and Operation Lifesaver have requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality.

CARRIED.

5.2 19 July 2024 Grant request from the Kennebecasis Rowing Club

MOVED by Counc. Mackay French and seconded by Counc. Shea the grant request from the Kennebecasis Rowing Club dated 19 July 2024 be referred to the Finance Committee.

ON THE QUESTION:

Counc. McGuire asked if the request could be considered part of the Town's contribution to the Canada Games, if the bid is accepted. Town Manager Jarvie advised this may be possible.

CARRIED.

5.3 26 July 2024 L'Arche Saint John Community Building Annual Gala Fundraiser

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis the L'Arche Saint John Community Building Annual Gala Fundraiser dated 26 July 2024 be referred to the Finance Committee.

CARRIED.

5.4 30 July 2024 Letter from residents RE: Baseball at Rothesay Athletics and Training
(83 Hampton Road)

MOVED by Counc. Boyle and seconded by Counc. Lewis the letter from residents RE: Baseball at Rothesay Athletics and Training (83 Hampton Road) dated 30 July 2024 be referred to staff.

ON THE QUESTION:

Counc. McGuire asked what can be done about the situation. Town Manager Jarvie mentioned that Town approval or a building permit is required as the business has expanded beyond permissions previously granted to the property.

CARRIED.

5.5 31 July 2024 Sponsorship request for Menahqesk Powwow (Oct. 26-27)

MOVED by Counc. Mackay French and seconded by Counc. Shea the sponsorship request for Menahqesk Powwow (Oct. 26-27) dated 31 July 2024 be referred to the Finance Committee.

CARRIED.

6. CORRESPONDENCE – FOR INFORMATION

6.1 6 August 2024 Rothesay letter of support for 2025/2026 Future Engage Program

26 July 2024 Request for letter of support

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis the Rothesay letter of support for 2025/2026 Future Engage Program dated 6 August 2024, and the request for letter of support dated 26 July 2024 be received/filed.

CARRIED.

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6.2 30 July 2024 Safer Communities and Neighbourhoods Program (SCAN)
Brochures available at Town Hall

MOVED by Counc. Mackay French and seconded by Counc. Shea the Safer Communities and Neighbourhoods Program (SCAN) dated 30 July 2024 be received/filed.

CARRIED.

7. REPORTS

7.0 August 2024 Report from Closed Session
N/A

7.1 23 May 2024 Fundy Regional Service Commission (FRSC) meeting minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the Fundy Regional Service Commission (FRSC) meeting minutes dated 23 May 2024 be received/filed.

CARRIED.

7.2 22 May 2024 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC)
meeting minutes

26 June 2024 KRJBPC Police Chief Report

May 2024 KRJBPC Budget vs. Actuals

MOVED by Counc. Mackay French and seconded by Counc. Shea the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) meeting minutes dated 22 May 2024, the KRJBPC Police Chief Report dated 26 June 2024, and the KRJBPC Budget vs. Actuals dated May 2024 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander raised concerns that the minutes discuss using grants and operating funds for the wellness pavilion/structure which has not been approved by Council. Mayor Grant noted that the minutes have mentioned coming to Council for this matter but this has not occurred. She added the term ‘town council’ is used repeatedly but does not specify which town.

CARRIED.

7.3 19 June 2024 Kennebecasis Public Library (KPL) Board meeting minutes
31 December 2023 KPL Audited Financial Statements

MOVED by Counc. Shea and seconded by Counc. Boyle the Kennebecasis Public Library (KPL) Board meeting minutes dated 19 June 2024, and the KPL Audited Financial Statements dated 31 December 2023 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander commented on the extended operating hours and asked if a budget increase will be required for staffing. Counc. Shea noted not at this time as it has not been discussed. Mayor Grant spoke of the volunteer-led Little Free Library at the East Riverside-Kingshurst Park, noting another may be placed at the Wells Recreation Park.

CARRIED.

7.4 30 June 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 30 June 2024 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander reviewed the variance report.

CARRIED.

30 June 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 30 June 2024 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander reviewed the variance report.

CARRIED.

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30 June 2024 Donation Summary

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the Donation Summary dated 30 June 2024 be received/filed.

CARRIED.

24 July 2024 Draft Finance Committee meeting minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the draft Finance Committee meeting minutes dated 24 July 2024 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander spoke of the \$850,000 received in 2024 through the Canada Community Building Fund which was previously named the Gas Tax Fund.

CARRIED.

➤ St. Joseph's Hospital Foundation

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French Council approve the request for an operating grant to St. Joseph's Hospital Foundation in the amount of \$1,000.

CARRIED.

7.5 17 July 2024 Draft Works and Utilities Committee meeting minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the draft Works and Utilities Committee meeting minutes dated 17 July 2024 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander reviewed the discussion on Kingshurst Lane. He highlighted that traffic speeds were monitored and the majority were found to be within the speed limit. However, the Committee discussed that the 40km speed limit may be too fast for the road and traffic calming measures may be beneficial.

CARRIED.

➤ Kingshurst Lane – request for 25km/hr speed signs

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the Town purchase two of the "Slow Down" signs and have them installed on Kingshurst Lane, one at either end of the lane.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French staff investigate various options of traffic calming measures with costing for Kingshurst Lane.

ON THE QUESTION:

Deputy Mayor Alexander clarified that this encourages the Town to explore options but does not create an obligation to implement them.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the Town send a letter to the residents of Kingshurst Lane reminding them to reduce speed given the narrow street and children and pets at play on Kingshurst Lane.

CARRIED.

7.6 July 2024 Monthly Building Permit Report

MOVED by Counc. Lewis and seconded by Counc. Boyle the July 2024 Monthly Building Permit Report be received/filed.

CARRIED.

7.7 8 August 2024 Capital Projects Summary

MOVED by Counc. Shea and seconded by Counc. Boyle the Capital Projects Summary dated 8 August 2024 be received/filed.

CARRIED.

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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

9. NEW BUSINESS

9.1 Annual Federation of Canadian Municipalities (FCM) Conference & Trade Show
6 August 2024 Memorandum from Deputy Mayor Alexander and Councs.
Mackay French and Brown

Mayor Grant thanked all who attended for representing Rothesay. Deputy Mayor Alexander and Councs. Mackay French and Brown spoke of Calgary and the very informative and enjoyable event. Information pamphlets were brought back and shared with other Council members and staff.

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the memorandum from Deputy Mayor Alexander and Councs. Brown and Mackay French RE: the Annual Federation of Canadian Municipalities (FCM) Conference & Trade Show dated 6 August 2024 be received/filed.
CARRIED.

9.2 Bedrock Well Investigation
7 August 2024 Report prepared by DO McLean

MOVED by Counc. Lewis and seconded by Counc. Boyle Council accept the revised proposal submitted by Hydrostrata Engineering & Environmental, in the amount of \$89,870.80 plus HST, to perform a hydrogeological investigation and assessment of an existing unidentified Bedrock Well in the Carpenter Pond Wellfield.

ON THE QUESTION:

Mayor Grant summarized the report for the public. Town Manager Jarvie spoke of ground water vs. surface water, noting the latter is less efficient to treat. He explained as growth and development of the Town rises, so does the need for more water, therefore these water exploration projects will continue in the future. Close proximity to existing water sources is preferred as there are more costs associated with transporting water to the treatment facility from greater distances. In response to an inquiry, Town Manager Jarvie explained that the location of TH90-1 was not identified clearly in past well logs, and if it was capped and covered over, may not be easy to find.

CARRIED.

10. NEXT MEETING

The next meeting is scheduled as follows:

Regular meeting Monday, September 9, 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 7:32 p.m.

Original signed by Deputy Mayor

MAYOR

Original signed by Clerk

CLERK