



ROTHESAY

COUNCIL MEETING
Rothesay Town Hall Common Room
Monday, September 9, 2024
7:00 p.m.



PRESENT: DEPUTY MAYOR MATT ALEXANDER
COUNCILLOR HELEN BOYLE
COUNCILLOR DAVE BROWN
COUNCILLOR PETER J. LEWIS
COUNCILLOR BILL McGUIRE
COUNCILLOR DON SHEA

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: MAYOR NANCY GRANT
COUNCILLOR TIFFANY MACKAY FRENCH

TOWN MANAGER JOHN JARVIE

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

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

1. APPROVAL OF AGENDA

MOVED by Counc. Shea and seconded by Counc. Boyle the agenda be approved, as circulated.

CARRIED.

2. ADOPTION OF MINUTES

➤ Regular Meeting 12 August 2024

MOVED by Counc. Lewis and seconded by Counc. Boyle the Open Session Council minutes of August 12, 2024 be adopted as circulated.

CARRIED.

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

3. OPENING REMARKS OF COUNCIL

Deputy Mayor Alexander mentioned that Mayor Grant, Counc. Mackay French, and Town Manager Jarvie are not in attendance.

Counc. Brown commented on the KV Music Festival, noting it was a well-attended event that raised \$24,000 for the Heart and Stroke Foundation, and \$50,000 for the Sophia Recovery Centre.

PRESENTATION: Through the Lens Photo Contest Winner – Michelle Martel
Deputy Mayor Alexander presented Michelle Martel with a certificate and gift as this year's Through the Lens Photo Contest winner. He thanked her for her participation and beautiful photograph of a sunset at the Rothesay Yacht Club.

3.1 Declaration of Conflict of Interest

Counc. Shea declared a conflict of interest for Item 7.2 Finance minutes (KV Old Boys).

Deputy Mayor Alexander declared a conflict of interest for Item 7.3 PAC Minutes (239 Gibbon Road).

4. DELEGATIONS

N/A

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5. CORRESPONDENCE FOR ACTION

5.1 19 August 2024 Emails from resident RE: 24 Meadow Drive drainage concerns
MOVED by Counc. Lewis and seconded by Counc. Shea the emails from resident RE: 24 Meadow Drive drainage concerns dated 19 August 2024 be referred to the Works and Utilities Committee.

CARRIED.

6. CORRESPONDENCE – FOR INFORMATION

6.1 5 September 2024 Letter from Minister Flemming RE: Rothesay Intergenerational Centre
16 August 2024 Letter to Minister Flemming

MOVED by Counc. Boyle and seconded by Counc. Shea the letter from Minister Flemming RE: Rothesay Intergenerational Centre dated 5 September 2024 and the letter to Minister Flemming dated 16 August 2024 be received/filed.

CARRIED.

7. REPORTS

7.0 September 2024 Report from Closed Session

➤ CMHC Housing Accelerator Fund Application – Round II

Treasurer MacDonald advised that a second round of funding is available. Staff have prepared an application for roughly \$6 million dollars and recommend Council approve submission. However, if successful, some terms may have to be negotiated.

MOVED by Counc. Shea and seconded by Counc. McGuire Council approve the application under the CMHC Housing Accelerator Fund in the amount of \$6,015,000 to support the following initiatives as outlined in the plan:

1. End exclusionary zoning
2. E-permitting and case management
3. Updating infrastructure planning
4. Delegation of development approval
5. Promoting missing middle infill development
6. Create affordable housing density bonuses
7. Resource surplus public lands for affordable housing

CARRIED.

➤ Rothesay Living Museum – artifacts

Town Clerk Banks spoke of discussions with the Kings County Museum (KCM) to take possession of Rothesay Living Museum artifacts. She relayed that the Rothesay Living Museum was intended to be a digital museum in partnership with Rothesay High School, however over the years the partnership has changed, and the recommendation is to transfer ownership of the artifacts to KCM.

MOVED by Counc. Shea and seconded by Counc. McGuire Council authorize the Mayor and Clerk to enter into a Memorandum of Understanding (MOU), as presented, to transfer ownership of the Rothesay Living Museum artifacts to the Kings County Historical & Archival Society Inc., with the understanding the Town retains right of first refusal as outlined in the MOU.

CARRIED.

7.1 27 June 2024 Fundy Regional Service Commission (FRSC) meeting minutes

MOVED by Counc. Brown and seconded by Counc. Lewis the Fundy Regional Service Commission (FRSC) meeting minutes dated 27 June 2024 be received/filed.

CARRIED.

7.2 31 July 2024 Draft unaudited Rothesay General Fund Financial Statements

MOVED by Counc. Brown and seconded by Counc. Shea the draft unaudited Rothesay General Fund Financial Statements dated 31 July 2024 be received/filed.

ON THE QUESTION:

Treasurer MacDonald reviewed the variance report, noting there are not many differences from last month, there are mostly positive variances, and no surprises are expected.

CARRIED.

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31 July 2024 Draft unaudited Rothesay Utility Fund Financial Statements
MOVED by Counc. Boyle and seconded by Counc. Brown the draft unaudited Rothesay Utility Fund Financial Statements dated 31 July 2024 be received/filed.

ON THE QUESTION:

Treasurer MacDonald advised that September will provide a better idea of water consumption (quarterly). He added similar to the General Fund there are no surprises anticipated.

CARRIED.

31 July 2024 Donation Summary
MOVED by Counc. Boyle and seconded by Counc. Lewis the Donation Summary dated 31 July 2024 be received/filed.

CARRIED.

22 August 2024 Draft Finance Committee meeting minutes
MOVED by Counc. Shea and seconded by Counc. Boyle the draft Finance Committee meeting minutes dated 22 August 2024 be received/filed.

CARRIED.

➤ KRPf Construction update

MOVED by Counc. Boyle and seconded by Counc. Shea the Kennebecasis Regional Police Force (KRPf) Construction update be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander advised the update is in response to the Town's interest in keeping apprised of the project.

CARRIED.

➤ Saint John – Menahqesk Wabanaki Traditional Powwow

MOVED by Counc. Lewis and seconded by Counc. Boyle Council approve the request for a sponsorship request from the City of Saint John relating to the Menahqesk Wabanaki Traditional Powwow in the amount of \$1,250.

CARRIED.

➤ Quispamsis – KV Food Bank

MOVED by Counc. Lewis and seconded by Counc. Boyle Council approve the payment to the town of Quispamsis relating to 2023 operating costs of the KV Food Basket in the amount of \$7,300.46.

CARRIED.

➤ Tani Koi Judo Club

MOVED by Counc. McGuire and seconded by Counc. Brown Council approve a donation to the Tani Koi Judo Club in the amount of \$250.

CARRIED.

Counc. Shea declared a conflict of interest and left the meeting.

➤ KV Old Boys

MOVED by Counc. Lewis and seconded by Counc. Boyle Council approve a donation to the KV Old Boys in the amount of \$500.

CARRIED.

Counc. Shea returned to the meeting.

7.3 3 September 2024 Draft Planning Advisory Committee meeting minutes

MOVED by Counc. Shea and seconded by Counc. Boyle the draft Planning Advisory Committee meeting minutes dated 3 September 2024 be received/filed.

CARRIED.

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➤ 7 Stack Road (PID 30231765) – Rezoning

MOVED by Counc. Shea and seconded by Counc. Lewis Council schedule a Public Hearing for **Monday, October 21, 2024 at 7:00 p.m.**, in accordance with the *Community Planning Act*, SNB 2017, c 19 to consider the rezoning from Single Family Residential R1-B to Two Family Residential R2 at 7 Stack Road (PID 30231765).

CARRIED.

➤ Street Closure – By-law 3-24 (portions of Clark Road and Salmon Crescent)

MOVED by Counc. Shea and seconded by Counc. Lewis Council schedule a Public Hearing for **Monday, October 21, 2024 immediately following a public hearing (starting at 7:00 p.m.)**, in accordance with the *Community Planning Act*, SNB 2017, c 19 to consider the stop-up and closure of portions of Clark Road and Salmon Crescent.

CARRIED.

➤ Cash-in-lieu of Land for Public Purposes (LPP)

MOVED by Counc. Shea and seconded by Counc. Lewis Council amend Subdivision By-law 4-10 to implement a revised method of calculating Cash in Lieu of Land for Public Purposes by using the property assessment data from Service New Brunswick. If a developer is unsatisfied with the amount determined in this manner, an amount determined in a report by a qualified property appraiser submitted by the developer could be substituted.

CARRIED.

MOVED by Counc. Brown and seconded by Counc. Boyle Counc. Shea assume Chair of the meeting.

CARRIED.

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

Counc. Shea assumed the Chair.

➤ 239 Gibbon Road (30238679) - Subdivision

MOVED by Counc. McGuire and seconded by Counc. Lewis Council accept \$2,255.04 as cash-in-lieu of land for public purposes for the proposed vacant lot 2024-1 to be subdivided from 239 Gibbon Road (PID 30238679).

CARRIED.

Deputy Mayor Alexander returned to the meeting and assumed the Chair.

7.4 August 2024 Monthly Building Permit Report

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

CARRIED.

7.5 4 September 2024 Capital Projects Summary

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

ON THE QUESTION:

Counc. Shea and Deputy Mayor Alexander were confused as to why the Wells Connector is subject to grants, noting they understood that Council had expressed interest in pursuing the project even if funding is not available.

Counc. Shea inquired about: lagoon dredging, recreation facilities, and the zamboni. Staff clarified that: the projected completion date for lagoon dredging is September 15th; 'Recreation Facilities' refers mostly to paving at the Wells Park; and the zamboni was included in the 2024 Capital Budget.

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 W-2024-001 Water Treatment Plant Upgrade: Contract Award

4 September 2024 Report prepared by DO McLean
DO McLean explained that the project is to upgrade pumps and controllers to facilitate the installation of a third treatment train at the McGuire Road Water Treatment Facility. A five year spending plan will be discussed during the 2025 budget process to complete the project.

MOVED by Counc. Shea and seconded by Counc. McGuire Council award Contract W-2024-001: Water Treatment Plant Upgrade to the low tenderer, Select Mechanical Inc., at the tendered price of \$304,750.00 (including HST), as calculated based on estimated quantities and further that the Mayor and Town Clerk be authorized to execute the necessary contract documents.

CARRIED.

9.2 Contract T-2024-004 Salt Shed Expansion – Master Drive

4 September 2024 Report prepared by DO McLean
DO McLean advised a recommendation was made earlier in the spring to seek quotations. It is an unbudgeted project but necessary to centralize the materials at the Master Drive facility and remove them from their proximity to the Town’s watershed. Staff believe the cost of the project is manageable within the Town’s Capital Reserve.

MOVED by Counc. Shea and seconded by Counc. Brown Council award Contract T-2024-004: Salt Shed Expansion to the low tenderer, Galbraith Construction Ltd., at the tendered price of \$203,665.00 (including HST), and further that the Mayor and Town Clerk be authorized to execute the necessary contract documents.

CARRIED.

9.3 Encroachment Agreement – 118 Park Drive PID 00234336

5 September 2024 Memorandum from Town Manager Jarvie with agreement
Deputy Mayor Alexander noted these agreements are common for properties near the waterfront.

MOVED by Counc. McGuire and seconded by Counc. Lewis Council agree to an encroachment agreement with Murray P. Holburn and Joanne H. Sparks (the Owners) associated with 118 Park Drive (PID 00234336) to construct a path to access the river over Town owned lands abutting the river (PID 00234575) subject to conditions of any WAWA being the responsibility of the Owners.

CARRIED.

9.4 Draft by-law amendments RE: Consumer Fireworks

5 September 2024 Memorandum from Town Manager Jarvie
28 June 2023 Memorandum from KVFD Fire Chief Michael Boyle
Counc. Brown spoke of learning about the National Fireworks Association at the recent FCM Conference. He proposed tabling a decision in order to reach out to the group for consultation

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MOVED by Counc. Brown and seconded by Counc. Lewis Draft by-law amendments RE: Consumer Fireworks be tabled pending consultation with the National Fireworks Association.

CARRIED.

10. NEXT MEETING

The next meeting is scheduled as follows:

Regular meeting	TUESDAY , October 15, 2024 at 7:00 p.m.
Public Hearings (2)	Monday, October 21, 2024 starting at 7:00 p.m.

11. ADJOURNMENT

MOVED by Counc. Lewis and seconded by Counc. Shea the meeting be adjourned.

CARRIED.

The meeting adjourned at 7:29 p.m.

original signed by Mayor

MAYOR

original signed by Clerk

CLERK