

Town of Rothesay

Land Acknowledgement

We would like to respectfully acknowledge that our town of Rothesay exists on the traditional lands of the Wolastoqiyik / Maliseet and Mi'Kmaq whose ancestors, along with the Passamaquoddy / Peskotomuhkati Tribes / Nations signed Peace and friendship Treaties with the British Crown in the 1700s.

We respectfully acknowledge that The United Nations Declaration of the Rights of Indigenous Peoples (UNDRIP) was adopted by the United Nations on September 13, 2007 and enshrined in law in Canada by Parliament on June 21, 2021 as Bill C-15.

We respectfully endorse the Calls to Action of the Truth and Reconciliation Commission of 2015 as it applies to our Municipal Government of the town of Rothesay.

- presented by the Honourable Graydon Nicholas
September 13th, 2021



ROTHESAY

COUNCIL MEETING
Town Hall Common Room
Tuesday, October 14, 2025
7:00 p.m.



PLEASE NOTE: Electronic means of communication may be used during the meeting.

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

3. APPROVAL OF AGENDA

4. ADOPTION OF MINUTES

- Regular Meeting 8 September 2025
- Public Hearing 15 September 2025

5. DECLARATION OF CONFLICT OF INTEREST

6. OPENING REMARKS OF COUNCIL

7. DELEGATIONS

7.1 Rothesay High School Alice Production & Theatre Project

Craig Lang

Jenny Shea (*see Item 13.2.1*)

8. CONSENT AGENDA

8.1 16 September 2025	Letter from Premier Holt RE: Ministerial Task Force on Homelessness
8.2 16 September 2025	Letter from Minister Kennedy RE: Municipality Week NB
8.3 4 October 2025	97.3 The Wave Article RE: KVGSA & Wells Ball Field Lighting
8.4 6 October 2025	Approval letter RE: Rothesay Netherwood School Trick or Eat Food Drive
8.5 7 October 2025	Memorandum from Minister Kennedy RE: Final Allocations for Fiscal Capacity (Equalization) Funding and Capital Renewal Funding 2026 Notice of Allocation & Notice of Allocation by Entity

9. CONSIDERATION OF ISSUES SEPARATED FROM CONSENT AGENDA

10. CORRESPONDENCE FOR ACTION

10.1 8 September 2025 Letter from Friends of Cameron Road RE: Concerns of Conduct & Procedural Fairness during Rezoning Public Hearing

Send a response

10.2 22 September 2025 Email from resident RE: Protocol for digging operations

Refer to staff for a response

10.3 25 September 2025 Correspondence from KRPF RE: Electric Scooters

Refer to the Works and Utilities Committee

10.4 2 October 2025 Email from CUPW RE: Request for resolution

Council to provide direction

10.5 7 October 2025 Email from resident RE: Kennebecasis Park Boat Launch

Refer to the Parks and Recreation Committee

10.6 8 October 2025 Request for amendment to Dunedin/Higginson Development Agreement

Refer to staff for a recommendation

10.7 8 October 2025 Kennebecasis Crimestoppers 2026 donation request

Refer to the budget process**11. REPORTS****11.0 October 2025****Report from Closed Session**

11.1 31 August 2025 Draft unaudited Rothesay General Fund Financial Statements

31 August 2025 Draft unaudited Rothesay Utility Fund Financial Statements

31 August 2025 Donation Summary

22 September 2025 Draft Finance Committee meeting minutes

➤ Honorarium (*see Item 13.5*)

➤ Council Remuneration (*see Item 13.6*)

25 September 2025 Draft Joint Finance Committee meeting minutes

26 September 2025 Letters (3) to Joint Entities RE: Requested revision to draft budgets

7 October 2025 Draft Joint Finance Committee meeting minutes

➤ Revised Draft 2026 Budgets

○ Kennebecasis Public Library

○ Kennebecasis Regional Police Force

○ Kennebecasis Valley Fire Department

11.2 16 September 2025 Draft Age Friendly Advisory Committee meeting minutes

11.3 16 September 2025 Draft Parks and Recreation Committee meeting minutes

➤ Parks and Recreation Update

11.4 6 October 2025 Draft Planning Advisory Committee meeting minutes

➤ 110-112 Hampton Road – Subdivision (Public Street Vesting)

11.5 September 2025 Monthly Building Permit Report

12. UNFINISHED BUSINESS**TABLED ITEMS****12.1 Rothesay Arena Open House** (Tabled September 2021)

No action at this time

12.2 Marr Road/Chapel Road signalization (Tabled April 2024)

No action at this time

12.3 Draft by-law amendments RE: Consumer Fireworks (Tabled September 2024)

No action at this time

13. NEW BUSINESS**13.1 BUSINESS ARISING FROM PUBLIC HEARING (SEPTEMBER 15TH)****13.1.1 1 North Street Rezoning PID 00053736**

16 September 2025 Memorandum from DPDS Reade

DRAFT By-law 2-10-42

13.2 BUSINESS ARISING FROM DELEGATIONS**13.2.1 Rothesay High School Alice Production & Theatre Project**

Verbal Presentation

13.3 Riverside Drive Subdivision – A.E. McKay Builders – Money-in-lieu of Land for Public Purposes

2 October 2025 Report prepared by DPDS Reade

13.4 Green and Inclusive Community Buildings (GICB) Fund Agreement

8 October 2025 Report prepared by Town Clerk Banks

13.5 Committee member – Honorarium9 October 2025 Memorandum from Town Clerk Banks
DRAFT By-law 2-18-1 and Schedule A**13.6 Council Remuneration**

9 October 2025 Memorandum from Town Clerk Banks

14. NEXT MEETING**Budget Session** Tuesday, October 28, 2025 at 6:00 p.m.**Regular meeting** Monday, November 10, 2025 at 7:00 p.m.**15. ADJOURNMENT**

September 16, 2025

Nancy Grant
Mayor, Rothesay

Re: Ministerial Task Force on Homelessness

Dear Mayor Grant,

The safety and security of all New Brunswickers is of the utmost importance to the Government of New Brunswick, and we recognize that homelessness and related social challenges impact communities across New Brunswick. Every level of government plays a vital role in addressing homelessness, crime, and the underlying social issues that affect our communities.

We are pleased to announce the establishment of the ***Ministerial Task Force on Homelessness***, a cross-departmental body dedicated to providing coordinated leadership and action on homelessness across New Brunswick. This task force will bring together the Ministers and Deputy Ministers from Social Development, Health, Housing, Justice and Public Safety, Mental Health and Addictions, and Local Government.

The Task Force is authorized to:

- Set priorities and coordinate cross-departmental actions related to homelessness.
- Review, validate, and approve the provincial homelessness strategy.
- Recommend policy, program, and funding initiatives for government approval.
- Engage with stakeholders, as appropriate, to support effective implementation.
- Act as a decision-making body, where appropriate, to accelerate processes and ensure timely action.

This new Task Force will play a pivotal role in guiding efforts to address homelessness across the province, ensuring that strategies are coordinated, responsive, and impactful. By leveraging its authority, the Task Force will help streamline decision-making and accelerate the

Office of the Premier
Cabinet de la première ministre



implementation of initiatives that improve the lives of New Brunswickers experiencing homelessness and strengthen communities of all sizes.

We look forward to continued collaboration with the Rothesay community and region as we work together to reduce homelessness and its impacts in New Brunswick.

With gratitude,

A handwritten signature in black ink, appearing to read "S. Holt".

Susan Holt
Premier

CC: Hon. Aaron Kennedy, Minister of Local Government
Hon. David Hickey, Minister responsible for the New Brunswick Housing Corporation

Date : September 16, 2025 / le 16 septembre 2025

To / Dest. : Local Government Councils and Administrators / Conseils et administrateurs des gouvernements locaux

From / Exp. : Aaron Kennedy, Minister, Local Government / Ministre, Gouvernements locaux

Copy / Copies : Municipal Associations / Associations municipales
Regional Service Commission CEOs / Premiers dirigeants des Commissions de services régionaux

Subject / Objet: **Municipality Week NB / Semaine de la Municipalité N-B**

As we celebrate Municipality Week in New Brunswick, I want to take this opportunity to recognize and thank you for your commitment to improving the quality of life in our communities.

I recognize the valuable contribution of local government employees, elected officials, volunteers, and municipal associations. Your work has a direct and meaningful impact on the well-being of residents. As a result, all New Brunswickers benefit from your collective energy, dedication and commitment to your communities.

We are fortunate to live in a province that has thriving businesses and industries, abundant natural resources, a diverse and multilingual population, and a wide range of artistic and cultural communities.

Alors que nous célébrons la Semaine de la municipalité au Nouveau-Brunswick, je tiens à saisir cette occasion pour reconnaître et vous remercier de votre engagement à améliorer la qualité de vie dans nos communautés.

Je reconnais la précieuse contribution des employés des gouvernements locaux, des élus, des bénévoles et des associations municipales. Votre travail a une influence directe et significative sur le bien-être des résidents. En conséquence, tous les gens de Nouveau-Brunswick bénéficient de votre énergie collective, de votre dévouement et de votre engagement envers vos communautés.

Nous avons la chance de vivre dans une province qui compte des entreprises et des industries prospères, des ressources naturelles abondantes, une population diversifiée et multilingue, ainsi qu'un vaste éventail de communautés artistiques et culturelles.

We look forward to continuing to work with you to build an even stronger New Brunswick. Thank you for your leadership, dedication, and hard work to help shape our future.

[Video](#)

Sincerely,

Nous sommes heureux de continuer à travailler avec vous pour bâtir un Nouveau-Brunswick encore plus fort. Merci pour votre leadership, votre dévouement et votre travail acharné qui contribuent à façonner notre avenir.

[Vidéo](#)

Cordialement,

(Original signed by/Original signé par)



Hon. / L'hon. Aaron Kennedy
Minister of Local Government/
Ministre des Gouvernements locaux

Rothesay's very own Field of Dreams

Saint John, NB, Canada / 97.3 The Wave

[Bryan Tait](#)

Oct 4, 2025 | 2:32 PM



Maddy Morrison, with the help of Rothesay Mayor Nancy Grant, officially lit up the softball field at Wells Recreation Park Friday night. Image: Bryan Tait | Acadia Broadcasting

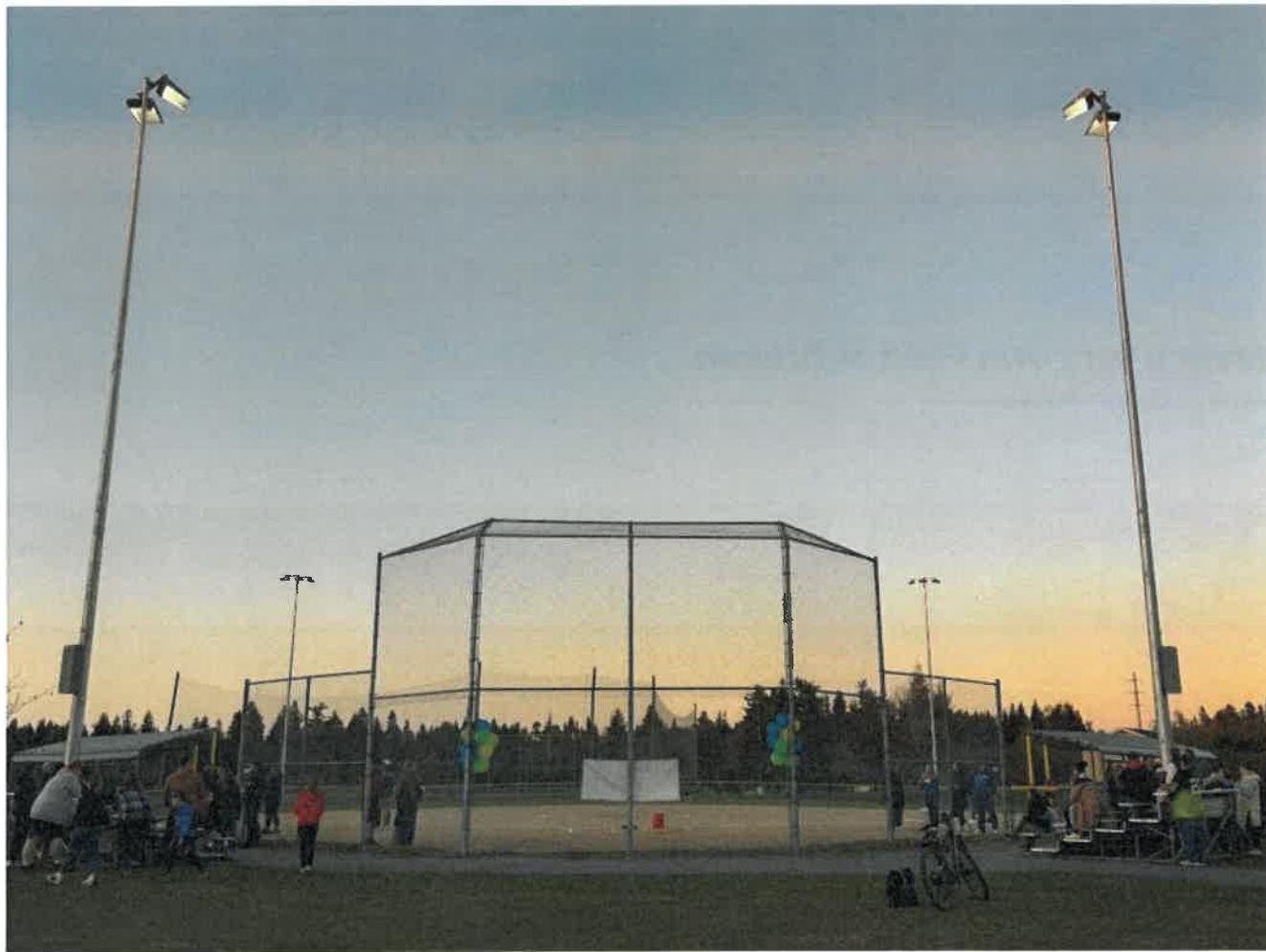
Let's go.

Fans of the Toronto Blue Jays may recognize the [20250109014OpenSessionFINAL_020](#)

And it's partly thanks to the Blue Jays that softball players in Rothesay can say "Lights up. Let's go," next season.

The Kennebecasis Valley Girls Softball Association (KVGSA) hosted a special ceremony at the Wells Recreation Park Friday night.

For the first time in Rothesay, a ballfield was fully illuminated.



Wells Recreation Park is home to the first ballfield in Rothesay with lights. Image: Bryan Tait | Acadia Broadcasting

Maddy Morrison, who will play for the U11 Dynamite next season, was the lucky player chosen, and with the help of Rothesay Mayor Nancy Grant, they flipped the switch and lit up the night.

A long time coming

The softball field in Wells was opened in 2014, and is one of three in the Kennebecasis Valley the association uses.

There are currently 43 teams with more than 400 players ranging from U5 to U19.

KVGSA president Stacy Blois said the league had been dealing with increasing numbers, a longer waitlist and it was difficult to get playing time for all the girls.

"There's an adjacent soccer field that we had to move our little girls to," Blois said, referring to the U5 and U7 teams.

Blois said the KVGSA was working with the Town of Rothesay, telling them the league was growing larger.

"We keep growing and kind of joked a little about, 'Well, all we need is lights,'" she said.

This is where the Blue Jays enter the story.

In early 2024, Blois said she came across an initiative the Jays Care Foundation, the official team charity of the Blue Jays. Blois said organizations could apply for funding for projects related to baseball and softball.



KVGSA president Stacy Blois. Image: Bryan Tait | Acadia Broadcasting

She asked the town if they were OK with the KVGSA applying for the funds and maybe using it for lights. The town said go ahead.

Blois said Charles Jensen with the Town of Rothesay was their biggest advocate throughout the process.

"He, no pun intended, went to bat for us," she said.

The initial process involved submitting a 20-page application. Then the league made it to the final round.

"Once you made it to the final round, you had to provide projections on your membership and what you could do if they gave you this money to complete your project," Blois said.

In May 2024, the KVGSA found out they had come out on top. The Toronto Blue Jays gave them \$50,000 to help put lights on the field.

From that moment, it was a matter of raising an additional \$100,000.

"Our board got together and made a list of local businesses that might want to contribute," Blois said.

Blois said sponsorship packages were put together and businesses were approached. Members of the KVGSA were busy selling T-shirts, selling hot dogs at canteens.

"One little girl even sold her own jewelry at a market and gave her \$50 she made towards the project," Blois said. "One little softball player."

Thanks to their efforts, including 50/50 draws and prize draws, in June of this year, the fundraising was completed.

"The generosity in this community is unbelievable," Blois said.

Even businesses that couldn't contribute money were eager to offer merchandise the association could sell or include in a raffle.

The town had already added their contribution, and even though there is still some outstanding funding from the Jays, the lights went up over the summer.

Let there be light

The hope had been to have them ready earlier in the year, but on Friday night, in the words of Rothesay Mayor Nancy Grant, "Let there be light."

Because of the lights, Blois said the scheduling for all the girls will be easier now.

"They don't have to share the field quite as much and everyone will be on the 'real field,'" she said.

Blois said it means the older players can start their games later in the evening, opening up earlier field time for the younger players.

2025October14OpenSessionFINAL_022



Players, coaches and supporters gathered at Wells Recreation Park to celebrate the new lights on the softball field. Image: Bryan Tait | Acadia Broadcasting

"There's about 125 girls aged U5 and U7 in our program that we can put on the ballfield," she said.

The association also plays games at Meenan's Cove Park, which also has lights, and Centennial Park near the Q-Plex, which does not.

Despite the cool temperatures Friday, players ran the bases and hit batting practice to get a sense of what they can look forward to next year.

Special guests to come in the spring

Despite the contributions of the Blue Jays, no one from the team was able to attend Friday's event. They are, after all, in the middle of a playoff run.

But Blois said they're planning to come in the spring and have an official kickoff.

"I actually was in Toronto last week and I met with the girl from the Jays Care Foundation," Blois said. "She said go ahead, open your field and in the spring we'll come do an official opening."

Blois said she doesn't know who will attend, but the players are excited to find out.

ON AIR NOW

CHWV 97.3 The Wave

Listen Live 



2025October14OpenSessionFINAL_023

ROTHESAY



6 October 2025

VIA email

Ms. Kate Whitters
c/o Rothesay Netherwood School

70 Hampton Road
Rothesay, NB
Canada E2E 5L5

T: 506-848-6600
F: 506-848-6677

Rothesay@rothesay.ca
www.rothesay.ca

Dear Ms. Whitters:

RE: Rothesay Netherwood School Annual Food Drive – Trick or Eat

Thank you for your recent email. For your information, Rothesay Council enacted By-law 4-03 (on 8 March 2004), entitled "A BY-LAW OF ROTHESAY RELATING TO PEACE, ORDER AND THE PREVENTION OF NUISANCES", which deals with door-to-door solicitation.

Section 2(b) of By-law 4-03 reads as follows:

No person shall beg or solicit from door to door or in a public place except as may be authorized by the written authority of the Mayor.

One of the primary reasons for the inclusion of this clause is to ensure Rothesay Council, Town staff and members of the Kennebecasis Regional Police Force (KRPF) are made aware of any door-to-door campaigns that occur in the municipality, should residents raise any concerns.

On behalf of Rothesay Council, authorization is hereby granted to the students of Rothesay Netherwood School to hold a Food Drive in support of the Kennebecasis Valley Food Basket, on 31 October 2025 in the areas of Kennebecasis Park and Highland Avenue.

Thanks to you and your students for supporting our community. I wish you much success with your endeavour.

Sincerely,

Dr. Nancy Grant
Mayor

cc. Chief Young, KRPF
Rothesay Council

Explore our past / Explorez notre passé
Discover your future / Découvrez votre avenir

MEMO / NOTE

Date : October 7, 2025 / Le 7 octobre 2025

To / Dest.: Mayor, / Maire(esse), Nancy Grant
Rothesay

From / Exp.: Aaron Kennedy, Minister, Local Government / Ministre des Gouvernements locaux

Copy / Copies: Chief Administration Officer / Directeur(trice) général(e), Clerk / Greffier(ère), and /et Treasurer / Trésorier (ère)
Community Finances / Finances communautaires
Charbel Awad, Deputy Minister of Environment and Local Government/
Sous-ministre du ministère de l'Environnement et des gouvernements locaux
Jennifer Wilkins, Assistant Deputy Minister of Local Government / Sous-ministre adjointe des gouvernements locaux

Subject / Objet: **Final Allocations for Fiscal Capacity (Equalization) Funding and Capital Renewal Funding / Allocations finales pour le financement destiné pour accroître la capacité fiscale (péréquation) et le financement affecté pour le renouvellement des immobilisations**

As a follow up to the estimated allocations shared on September 12, I am pleased to share the final 2026 assessment base for taxation and allocations for Fiscal Capacity (Equalization) Funding and Capital Renewal Funding.

All local governments will also receive notification through the Local Government Finance and Budget Portal which will include all your detailed budget information. They will have until November 15 to submit their budgets. As a reminder, the capital renewal funding should not be included as a revenue in your operating budget.

Detailed explanations of the formulas, adjustments, and calculations applied under the new funding model continue to be shared via presentations and engagement sessions during

À titre de suivi des allocations estimées partagées le 12 septembre, je suis heureux de partager la base finale d'évaluation de 2026 pour la taxation ainsi que les allocations pour le financement destiné pour accroître la capacité fiscale (péréquation) et le financement affecté pour le renouvellement des immobilisations.

Tous les gouvernements locaux recevront également un avis par l'intermédiaire du Portail des finances et budgets des gouvernements locaux, qui comprendra tous vos renseignements budgétaires détaillés. Ils auront jusqu'au 15 novembre pour soumettre leurs budgets. À titre de rappel, le financement affecté pour le renouvellement des immobilisations ne doit pas être inclus comme revenu dans votre budget de fonctionnement.

Des explications détaillées des formules, ajustements et calculs appliqués dans le cadre du nouveau modèle de financement continueront d'être partagées par le biais de présentations et de séances de participation lors des prochaines

the ongoing fall municipal association meetings: réunions d'automne des associations municipales:

- AMANB September 9-12, 2025
- UMNB October 3-5, 2025
- AFMNB: October 17-19, 2025

- AMANB: du 9-12 septembre, 2025
- UMNB: du 3-5 octobre, 2025
- AFMNB: du 17 au 19 octobre 2025

I also encourage you to refer to the supporting documentation that was sent to all local governments on July 24th when the Fiscal Reform Regulations were posted. This document provides detailed explanations on the formulas and how estimated allocations were calculated.

Je vous encourage également à consulter la documentation d'accompagnement qui a été envoyée à tous les gouvernements locaux le 24 juillet, lorsque les Règlements sur la réforme fiscale ont été publiés. Ce document fournit des explications détaillées sur les formules et sur la manière dont les allocations estimatives ont été calculées.

Should you have any questions or require further clarification, please contact a member of the Local Government Community Finance Team at Communityfinances-financescommunautaires@GNB.CA

We are here to support you and your teams and provide guidance.

Entre-temps, si vous avez des questions ou si vous avez besoin d'éclaircissements supplémentaires, veuillez communiquer avec un membre de l'équipe des Finances communautaires des gouvernements locaux à l'adresse suivante : Communityfinances-financescommunautaires@GNB.CA Nous sommes là pour vous soutenir, vous et vos équipes, et pour vous offrir des conseils.

Thank you for your continued partnership in serving the people of New Brunswick.

Merci de votre partenariat continu au service de la population du Nouveau-Brunswick.



Hon. Aaron Kennedy
Minister of Local Government / Ministre des Gouvernements locaux

Notice of Allocation/ Avis d'allocation

Assessment Base for Taxation, Fiscal Capacity (Equalization) and Capital Renewal Funding (CRF) /
 Évaluation Foncière aux fins de taxation, Financement de Capacité fiscale (péréquation) et pour le
 renouvellement des immobilisations (FRI)

Local Government/ Rothesay
Gouvernement local :

Group / Municipal Centre/
Groupe : Centre municipal

Year / 2026
Année :

2026 Assessment Base for Taxation and Growth / Évaluation foncière aux fins de taxation et de croissance

2025	2026	2026 (Growth / Croissance)	Potential Impact on Property Tax Revenue / Impact potentiel sur les revenus de taxes foncières*
\$1,947,721,800	\$1,983,350,700	1.8%	\$418,522

*Note: The amounts reflect the overall assessment base for taxation. Tax rates set during the budget process must be based on sub-unit assessments. /
 Les montants reflètent l'assiette d'évaluation globale aux fins de taxation. Les taux établis lors du processus budgétaire doivent être fondés sur les évaluations des sous-unités.*

**The potential impact on property tax revenues are based on the 2025 tax rates. / L'impact potentiel sur les revenus de taxes foncières est basé au taux de taxe 2025.*

Fiscal Capacity (Equalization) Funding/ Financement destiné à accroître la capacité fiscale (péréquation)

	Amount/ Montant
75% of 2026 Fiscal Capacity (Equalization) Funding based on 2023, 2024 and 2025 grant allocations (adjusted) / 75 % du financement de la Capacité fiscale (péréquation) pour 2026 basé sur les allocations de subventions de 2023, 2024 et 2025 (ajustées)	\$53,660
25% of 2026 Fiscal Capacity (Equalization) Funding/ 25 % du financement de la capacité fiscale (péréquation) pour 2026	\$ 0
Total 2026 Fiscal Capacity (Equalization) Funding/ Financement total de la capacité fiscale (péréquation) pour 2026	\$53,660

Capital Renewal Funding/ Financement affecté pour le renouvellement des immobilisations

	Amount/ Montant
Base amount / Montant de base	\$50,000
Calculated portion of Capital Renewal Funding based on net book value of assets / Portion du financement pour le renouvellement des immobilisations calculée basée sur la valeur comptable nette des actifs	\$817,609
Total 2026 allocation / Allocation totale pour 2026	\$867,609

**Note: The Capital Renewal Funding is managed outside of the operating budget process. / Le financement affecté pour le renouvellement des immobilisations est géré indépendamment du processus budgétaire opérationnel.*

Total Allocation / Allocation total

Total of Combined Allocation for 2026 / Total de l'allocation combinée pour 2026	
Fiscal Capacity (Equalization) Funding and Capital Renewal Funding (CRF) / Financement de Capacité fiscale (péréquation) et financement affecté au le renouvellement des immobilisations (FRI)	\$921,270

2025October14OpenSessionFINAL_027

Notice of Allocation by Entity / Avis d'allocation par entité - 2026

Assessment Base for Taxation / Évaluation Foncière aux fins de taxation

Capital Renewal Funding / Financement affecté pour le renouvellement des immobilisations - (CRF/FRI)

Fiscal Capacity (Equalization) Funding/ Financement destiné à accroître la capacité fiscale (péréquation) - (FCF)

Local Government / Gouvernement local		Assessment Base For Taxation / Évaluation Foncière aux fins de taxation				Fiscal Capacity / Capacité Fiscale		Capital Renewal / Renouvellement Immobilisations			Sub-Total / Sous-total (FCF & CRF/FRI)	
		2025	2026	2026 (Growth/ Croissance)	Potential Impact on Property Tax Revenue / Impact potentiel sur les revenus de taxes foncières*	75% of 2026 FCF / 75 % du FCF pour 2026	25% of 2026 FCF / 25 % du FCF pour 2026	Total Grant 2026 (Phase-in) / Subvention de péréquation totale 2026 (phase progressive)	CRF - Base Amount / FRI - Montant de base	Calculated portion of CRF 2026 / Portion du FRI calculée 2026	Total 2026 CRF / Total pour 2026 FRI	
Acadian Peninsula Rural District / District Rural Péninsule Acadienne	Rural District/District Rural	36,558,200	36,994,600	1.2%	4,695	14,656	19,192	33,848	-	-	-	33,848
Alnwick	Residential/ Résidentiel	221,198,500	224,034,100	1.3%	24,679	172,998	112,114	285,112	50,000	160	50,160	335,272
Arcadia	Residential/ Résidentiel	516,070,600	526,826,700	2.1%	103,376	10,528	-	10,528	50,000	46,599	96,599	107,127
Bathurst	Urban/ Urbain	1,554,928,100	1,572,114,000	1.1%	259,388	3,355,868	1,232,993	4,588,861	50,000	694,822	744,822	5,333,682
Beaurivage	Residential Hub/ Carrefour résidentiel	480,652,500	491,853,800	2.3%	126,871	142,452	306,064	448,516	50,000	192,119	242,119	690,635
Beausoleil	Residential/ Résidentiel	1,268,031,800	1,296,472,600	2.2%	189,945	76,279	-	76,279	50,000	7,959	57,959	134,238
Belle-Baie	Municipal Centre/ Centre municipal	1,095,635,600	1,124,002,700	2.6%	387,835	1,720,634	875,948	2,596,582	50,000	405,537	455,537	3,052,119
Belledune	Residential Hub/ Carrefour résidentiel	263,591,000	263,391,200	-0.1%	(13,265)	122,150	-	122,150	50,000	75,786	125,786	247,936
Bois-Joli	Residential Hub/ Carrefour résidentiel	240,768,700	242,973,200	0.9%	28,043	472,643	202,903	675,546	50,000	197,076	247,076	922,622
Butternut Valley	Residential/ Résidentiel	516,581,100	524,336,900	1.5%	39,664	47,261	231,056	278,317	50,000	-	50,000	328,317
Campbellton	Urban/ Urbain	1,085,006,200	1,108,986,300	2.2%	422,412	2,280,269	1,169,759	3,450,027	50,000	577,199	627,199	4,077,226
Campobello Island	Residential/ Résidentiel	124,749,200	125,522,700	0.6%	3,519	35,518	-	35,518	50,000	555	50,555	86,073
Cap-Acadie	Residential Hub/ Carrefour résidentiel	1,386,304,700	1,426,194,700	2.9%	303,238	46,297	-	46,297	50,000	229,143	279,143	325,440
Capital Region Rural District / District Rural de la région de la Capitale	Rural District/District Rural	1,066,629,300	1,089,339,200	2.1%	131,591	43,014	-	43,014	-	-	-	43,014
Caraqueut	Municipal Centre/ Centre municipal	768,263,600	780,473,400	1.6%	163,291	1,098,573	542,917	1,641,490	50,000	463,694	513,694	2,155,185
Carleton North	Residential Hub/ Carrefour résidentiel	819,244,700	834,550,700	1.9%	191,963	306,143	70,440	376,583	50,000	291,343	341,343	717,925
Central York	Residential/ Résidentiel	710,089,200	727,209,400	2.4%	71,398	33,448	155,212	188,659	50,000	14,959	64,959	253,618
Chaleur Rural District / District rural Chaleur	Rural District/District Rural	261,816,800	265,795,300	1.5%	29,469	234,101	120,380	354,481	-	-	-	354,481
Champdoré	Residential Hub/ Carrefour résidentiel	482,868,000	504,640,400	4.5%	231,507	244,480	64,315	308,795	50,000	108,890	158,890	467,685
Dieppe	Urban/ Urbain	5,106,945,900	5,386,988,000	5.5%	3,789,051	462,307	-	462,307	50,000	2,677,530	2,727,530	3,189,837
Doaktown	Residential Hub/ Carrefour résidentiel	95,948,800	97,094,300	1.2%	8,989	199,251	40,510	239,761	50,000	119,354	169,354	409,115
Eastern Charlotte	Residential Hub/ Carrefour résidentiel	733,127,800	746,285,300	1.8%	80,493	457,077	-	457,077	50,000	113,962	163,962	621,038
Edmundston	Urban/ Urbain	1,819,237,500	1,834,678,100	0.8%	251,466	5,773,865	1,937,014	7,710,879	50,000	1,332,841	1,382,841	9,093,720
Five Rivers	Residential/ Résidentiel	487,938,300	506,526,300	3.8%	141,010	28,489	-	28,489	50,000	63,300	113,300	141,789
Fredericton	Metropolitan/Métropolitain	10,990,950,300	11,257,147,900	2.4%	3,408,724	824,545	-	824,545	50,000	5,285,878	5,335,878	6,160,422
Fredericton Junction	Residential/ Résidentiel	60,516,900	64,500,000	6.6%	53,933	49,159	45,737	94,896	50,000	55,169	105,169	200,065
Fundy Albert	Residential/ Résidentiel	650,926,400	678,888,000	4.3%	207,700	218,708	130,269	348,977	50,000	138,678	188,678	537,655
Fundy Rural District / District Rural de Fundy	Rural District/District Rural	796,430,000	812,875,400	2.1%	91,929	17,147	-	17,147	-	-	-	17,147
Fundy Shores	Residential/ Résidentiel	530,751,100	535,468,800	0.9%	14,064	42,338	-	42,338	50,000	6,608	56,608	98,946
Fundy-St. Martins	Residential/ Résidentiel	455,777,000	462,832,500	1.5%	51,296	14,357	163,949	178,306	50,000	15,800	65,800	244,106
Grand Bay-Westfield	Residential Hub/ Carrefour résidentiel	664,792,600	674,581,300	1.5%	114,853	217,517	-	217,517	50,000	178,915	228,915	446,432
Grand Lake	Residential Hub/ Carrefour résidentiel	476,785,500	497,223,700	4.3%	272,513	1,277,058	126,210	1,403,267	50,000	148,079	198,079	1,601,346
Grand Manan	Residential Hub/ Carrefour résidentiel	278,850,000	282,462,900	1.3%	45,244	184,207	-	184,207	50,000	120,454	170,454	354,661
Grand-Bouctouche	Residential Hub/ Carrefour résidentiel	657,826,000	676,198,700	2.8%	183,960	53,227	-	53,227	50,000	249,947	299,947	353,173
Grand-Sault / Grand Falls	Municipal Centre/ Centre municipal	1,202,351,700	1,217,451,000	1.3%	234,053	726,561	142,731	869,293	50,000	462,368	512,368	1,381,661
Greater Miramichi Rural District / District Rural du Grand Miramichi	Rural District/District Rural	397,705,100	405,024,600	1.8%	44,902	403,420	121,134	524,554	-	-	-	524,554
Hampton	Municipal Centre/ Centre municipal	1,096,038,600	1,123,989,800	2.6%	326,214	34,190	256,395	290,585	50,000	265,633	315,633	606,218
Hanwell	Residential/ Résidentiel	1,118,057,700	1,148,591,300	2.7%	121,454	22,580	-	22,580	50,000	42,277	92,277	114,857
Hartland	Residential Hub/ Carrefour résidentiel	394,007,300	403,322,200	2.4%	88,777	76,423	-	76,423	50,000	127,871	177,871	254,295
Harvey	Residential/ Résidentiel	512,117,100	527,451,100	3.0%	97,207	128,863	-	128,863	50,000	32,372	82,372	211,235
Hautes-Terres	Residential Hub/ Carrefour résidentiel	390,351,900	399,243,600	2.3%	130,319	148,752	257,883	406,635	50,000	92,248	142,248	548,883
Haut-Madawaska	Residential Hub/ Carrefour résidentiel	386,079,900	392,841,500	1.8%	80,146	127,226	104,338	231,564	50,000	145,063	195,063	426,627
Heron Bay / Baie-des-Hérons	Municipal Centre/ Centre municipal	440,221,100	440,912,700	0.2%	(50,738)	1,617,031	382,329	1,999,360	50,000	228,998	278,998	2,278,357
Île-de-Lamèque	Residential Hub/ Carrefour résidentiel	375,017,000	378,926,300	1.0%	49,502	405,331	271,416	676,748	50,000	149,451	199,451	876,198
Kedgwick	Residential Hub/ Carrefour résidentiel	154,662,200	154,343,400	-0.2%	(3,005)	325,706	131,896	457,602	50,000	79,670	129,670	587,272
Kent Rural District / District Rural de Kent	Rural District/District Rural	273,794,400	277,601,700	1.4%	29,427	137,778	114,712	252,490	-	-	-	252,490
Kings Rural District / District Rural de Kings	Rural District/District Rural	525,776,100	541,273,000	2.9%	98,393	19,044	-	19,044	-	-	-	19,044
Lakeland Ridges	Residential/ Résidentiel	300,494,800	305,396,400	1.5%	39,711	172,934	3,896	176,829	50,000	7,563	57,563	234,393
Maple Hills	Residential/ Résidentiel	1,143,893,500	1,187,093,600	3.8%	211,081	30,698	-	30,698	50,000	43,833	93,833	124,531

2025October14OpenSessionFINAL_028

Notice of Allocation by Entity / Avis d'allocation par entité - 2026

Assessment Base for Taxation / Évaluation Foncière aux fins de taxation

Capital Renewal Funding / Financement affecté pour le renouvellement des immobilisations - (CRF/FRI)

Fiscal Capacity (Equalization) Funding/ Financement destiné à accroître la capacité fiscale (péréquation) - (FCF)

Local Government / Gouvernement local		Assessment Base For Taxation / Évaluation Foncière aux fins de taxation				Fiscal Capacity / Capacité Fiscale			Capital Renewal / Renouvellement Immobilisations			Sub-Total / Sous-total (FCF & CRF/FRI)
		2025	2026	2026 (Growth/ Croissance)	Potential Impact on Property Tax Revenue / Impact potentiel sur les revenus de taxes foncières*	75% of 2026 FCF / 75 % du FCF pour 2026	25% of 2026 FCF / 25 % du FCF pour 2026	Total Grant 2026 (Phase-in) / Subvention de péréquation totale 2026 (phase progressive)	CRF - Base Amount / FRI - Montant de base	Calculated portion of CRF 2026 / Portion du FRI calculée 2026	Total 2026 CRF / Total pour 2026 FRI	
McAdam	Residential Hub/ Carrefour résidentiel	63,590,800	62,934,900	-1.0%	(21,566)	558,696	81,387	640,082	50,000	118,972	168,972	809,054
Memramcook	Residential Hub/ Carrefour résidentiel	519,422,500	537,028,900	3.4%	243,797	733,686	-	733,686	50,000	254,297	304,297	1,037,983
Miramichi	Urban/ Urbain	1,939,980,500	1,986,284,100	2.4%	762,042	5,990,929	1,173,254	7,164,183	50,000	1,501,391	1,551,391	8,715,574
Miramichi River Valley	Residential Hub/ Carrefour résidentiel	623,488,200	637,555,900	2.3%	58,735	511,022	84,198	595,220	50,000	41,465	91,465	686,685
Moncton	Metropolitan/Métropolitain	12,568,305,500	13,018,164,400	3.6%	6,333,799	1,324,600	-	1,324,600	50,000	7,711,661	7,761,661	9,086,261
Nackawic-Millville	Residential Hub/ Carrefour résidentiel	370,946,000	375,090,800	1.1%	27,818	106,220	32,948	139,168	50,000	57,189	107,189	246,357
Nashwaak	Residential/ Résidentiel	450,563,000	470,597,400	4.4%	86,260	19,443	116,728	136,171	50,000	13,092	63,092	199,263
Neguac	Residential Hub/ Carrefour résidentiel	161,123,600	163,357,800	1.4%	37,158	253,108	-	253,108	50,000	195,737	245,737	498,845
New Maryland	Residential Hub/ Carrefour résidentiel	552,559,500	560,068,600	1.4%	90,752	3,319	-	3,319	50,000	409,670	459,670	462,989
Northwest Rural District / District rural Nord-Ouest	Rural District/District Rural	244,397,000	251,693,800	3.0%	58,167	18,037	106,132	124,169	-	-	-	124,169
Nouvelle-Acadie	Residential/ Résidentiel	184,989,500	189,806,800	2.6%	47,749	434,563	125,538	560,101	50,000	43,876	93,876	653,977
Oromocto	Municipal Centre/ Centre municipal	1,743,376,500	1,770,139,100	1.5%	307,427	248,852	-	248,852	50,000	463,597	513,597	762,450
Quispamsis	Municipal Centre/ Centre municipal	2,734,466,800	2,805,252,500	2.6%	1,018,321	47,221	-	47,221	50,000	923,819	973,819	1,021,040
Restigouche Rural District / District rural Restigouche	Rural District/District Rural	90,343,100	90,927,900	0.6%	6,671	66,509	58,628	125,137	-	-	-	125,137
Riverview	Municipal Centre/ Centre municipal	2,527,424,700	2,663,031,200	5.4%	1,867,885	1,042,097	-	1,042,097	50,000	1,653,108	1,703,108	2,745,205
Rivière-du-Nord	Residential/ Résidentiel	229,634,300	232,436,600	1.2%	45,758	883,919	230,642	1,114,561	50,000	48,948	98,948	1,213,509
Rothesay	Municipal Centre/ Centre municipal	1,947,721,800	1,983,350,700	1.8%	418,522	53,660	-	53,660	50,000	817,609	867,609	921,270
Saint Andrews	Municipal Centre/ Centre municipal	686,698,100	698,822,800	1.8%	118,217	87,318	-	87,318	50,000	249,415	299,415	386,733
Saint John	Metropolitan/Métropolitain	8,587,751,400	8,740,728,100	1.8%	2,394,987	13,114,371	4,073,751	17,188,123	50,000	7,632,505	7,682,505	24,870,627
Saint-Quentin	Residential Hub/ Carrefour résidentiel	287,401,800	294,901,800	2.6%	94,495	464,413	163,004	627,417	50,000	83,047	133,047	760,464
Salisbury	Residential Hub/ Carrefour résidentiel	860,956,500	884,185,900	2.7%	224,132	76,993	-	76,993	50,000	108,618	158,618	235,611
Shediac	Municipal Centre/ Centre municipal	1,919,467,000	2,046,273,900	6.6%	1,543,321	73,146	-	73,146	50,000	511,637	561,637	634,783
Shipagan	Municipal Centre/ Centre municipal	433,375,600	436,401,100	0.7%	28,684	689,218	372,440	1,061,658	50,000	197,223	247,223	1,308,881
Southeast Rural District / District Rural Sud Est	Rural District/District Rural	114,677,000	118,421,200	3.3%	19,620	3,709	-	3,709	-	-	-	3,709
Southern Victoria	Residential Hub/ Carrefour résidentiel	212,600,400	213,905,200	0.6%	16,010	371,722	86,657	458,379	50,000	101,503	151,503	609,882
Southwest Rural District / District Rural Sud-Ouest	Rural District/District Rural	360,370,400	367,890,800	2.1%	48,012	169,623	-	169,623	-	-	-	169,623
St. Stephen	Municipal Centre/ Centre municipal	763,544,400	775,319,900	1.5%	121,156	1,595,470	563,713	2,159,183	50,000	443,696	493,696	2,652,879
Strait Shores	Residential/ Résidentiel	293,395,400	299,851,200	2.2%	29,480	17,317	-	17,317	50,000	22,399	72,399	89,716
Sunbury-York South	Residential/ Résidentiel	912,767,100	946,358,200	3.7%	158,546	35,126	-	35,126	50,000	120	50,120	85,246
Sussex	Municipal Centre/ Centre municipal	707,030,400	727,587,200	2.9%	251,983	366,125	-	366,125	50,000	317,696	367,696	733,820
Tantramar	Municipal Centre/ Centre municipal	1,128,185,500	1,148,804,700	1.8%	298,026	111,251	5,103	116,354	50,000	475,841	525,841	642,195
Three Rivers	Residential Hub/ Carrefour résidentiel	386,987,100	396,548,400	2.5%	108,337	259,457	69,161	328,618	50,000	85,058	135,058	463,676
Tobique Valley	Residential Hub/ Carrefour résidentiel	231,842,200	230,194,400	-0.7%	(4,370)	393,191	99,936	493,126	50,000	28,924	78,924	572,050
Tracadie	Municipal Centre/ Centre municipal	1,332,774,200	1,347,148,700	1.1%	160,542	801,199	866,546	1,667,745	50,000	501,884	551,884	2,219,629
Tracy	Residential/ Résidentiel	36,443,200	38,768,500	6.4%	28,137	149,200	30,721	179,920	50,000	3,976	53,976	233,896
Upper Miramichi	Residential/ Résidentiel	145,054,900	148,508,400	2.4%	17,524	322,039	55,018	377,057	50,000	19,519	69,519	446,576
Valley-des-Rivières	Residential Hub/ Carrefour résidentiel	325,508,500	330,074,800	1.4%	45,559	591,467	199,506	790,973	50,000	104,508	154,508	945,480
Valley Waters	Residential/ Résidentiel	536,585,700	548,655,800	2.2%	85,105	195,260	-	195,260	50,000	46,388	96,388	291,647
Western Valley Rural District / District Rural de la vallée de l'Ouest	Rural District/District Rural	204,575,300	213,144,400	4.2%	57,171	31,417	71,032	102,449	-	-	-	102,449
Woodstock	Municipal Centre/ Centre municipal	1,245,326,900	1,275,849,100	2.5%	392,125	675,618	616,271	1,291,889	50,000	296,911	346,911	1,638,800

Grant for services provided by the Minister in Rural Communities and Administrative fees CRF / Subvention pour les services fournis par le ministre dans les communautés rurales et Frais administratifs FRI								996,167				
Total	94,082,462,600	96,608,991,200	2.69%	30,546,379	57,543,627	18,616,024	77,155,818	3,850,000	40,975,000	45,000,000	122,155,818	

Note: The amounts reflect the overall assessment base for taxation. Tax rates set during the budget process must be based on sub-unit assessments. / Les montants reflètent l'assiette d'évaluation globale aux fins de taxation. Les taux établis lors du processus budgétaire doivent être fondés sur les évaluations des sous-unités.
*The potential impact on property tax revenues are based on the 2025 tax rates. / L'impact potentiel sur les revenus de taxes foncières est basé au taux de taxe 2025.



September 8, 2025

**Mayor and Council
Town of Rothesay
70 Hampton Road
Rothesay, NB
E2E 5Y2**

Email: rothesay@rothesay.ca, nancygrant@rothesay.ca, matthewalexander@rothesay.ca, tiffanymackayfrench@rothesay.ca, bilmcquire@rothesay.ca, davebrown@rothesay.ca, helenboyle@rothesay.ca, peterlewis@rothesay.ca, donshea@rothesay.ca

Subject: Concerns Regarding Conduct and Procedural Fairness During Rezoning Public Hearing

Dear Mayor Grant and Members of Council,

We are writing to express serious concerns regarding the conduct and tone of the recent public hearing on the proposed rezoning of 7, 9, and 11 Cameron Road.

As noted during the proceedings, 96% of Cameron Road and area households signed a petition to express clear opposition to the rezoning. Many of these residents live in the immediate vicinity and raised legitimate and well-founded concerns about increased density, infrastructure limitations, neighborhood character, groundwater impact, the need for buffer zones, and tree removal — all within a sensitive wetland area that includes a watercourse.

Despite this overwhelming opposition, the tone and conduct of the public hearing, as well as subsequent Council meetings, raised serious questions about procedural fairness, neutrality, and the level of respect afforded to the public's role in this process.

We were particularly troubled by comments made by Deputy Mayor Alexander, who accused residents of discrimination against renters — a serious and inappropriate allegation. These remarks seemed to dismiss valid planning concerns by attributing harmful and unfounded motives to those expressing dissent. Such accusations are divisive, disrespectful, and undermine the legitimacy of public engagement conducted in good faith.

Additionally, Mayor Grant's tone leading up to the third vote gave the impression that dissent was unwelcome or inappropriate, suggesting that the outcome had already been decided and that opposing viewpoints were being actively discouraged. In a democratic process, both public and internal debate must be welcomed — not silenced.

We are also concerned that several Council members used the public hearing as a platform to advocate in favor of the rezoning rather than maintaining the neutrality expected of decision-makers during such proceedings.

By contrast, during the Millennium rezoning project, Council supported several resident-led recommendations similar to those we had requested, including:

- The removal of only those trees necessary for construction
- A buffer zone between new development and existing single-family homes
- An Environmental Impact Assessment, including groundwater evaluation and a monitoring plan

These same mitigation measures were *not* considered for the Cameron Road proposal which reinforces our concerns about inconsistency and a lack of neutrality.

Given these concerns, we respectfully request the following actions:

1. A commitment from all members of Council — including Deputy Mayor Alexander and Mayor Grant — to uphold procedural fairness and conduct themselves with impartiality, particularly during the public hearings process. This includes fostering an environment in which dissent — from both the public and among Council members — is welcomed, respected, and protected.
2. A formal acknowledgment from Council that public opposition, when respectfully presented and based on legitimate planning concerns, is both valid and vital to the democratic process.
3. Stronger adherence to neutrality during future public hearings, ensuring that elected officials prioritize listening and deliberation over advocacy for a predetermined position.

Local government's role is to listen, evaluate fairly, and make decisions that reflect both policy and the values of the community. When public input is dismissed or mischaracterized, it erodes trust in the democratic process.

We urge you to take these concerns seriously and take meaningful steps to ensure that all future proceedings are conducted with fairness, transparency, and respect for all participants.

Respectfully,

Friends of Cameron Road

From: Liz Hazlett
Sent: Wednesday, October 1, 2025 8:53 AM
To: Liz Hazlett
Subject: FW: New message from

From: Rothesay Info <rothesay@rothesay.ca>
Sent: Tuesday, September 23, 2025 11:21:35 AM
To: Nancy Grant <NancyGrant@rothesay.ca>
Subject: FW: New message from

From:
Sent: September 22, 2025 1:32 PM
To: Rothesay Info <rothesay@rothesay.ca>
Subject: Fwd: New message from

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Attn: Rothesay Mayor and Council

Attached please note an e-mail I sent to the town today. It was forwarded to Tim Colwell for his attention. The note I received back from him in response my query was galling to say the very least. What I asked in my original e-mail was whether the town had a protocol for informing residents when they were about to show up with a digger to remove part of the homeowner's driveway. That's what happened to me this morning. If there was a protocol I wanted to know why it was neglected in my case. Further, if there was no protocol, then why not as the action of showing up to dig up part of my driveway with no notice was frankly contemptible.

As you can read from his response what I received was a statement on how small he felt the removed section is, and an encouragement that my driving ability would easily let me navigate the open section as I left my property.

Can someone with some authority at town hall please tell me if there is a protocol in place, when the town is about to dig up part of a homeowner's driveway that they contact the homeowner in advance to make them aware of what is about to happen. And, further, if there is no protocol to inform residents in advance that some part of their driveway was about to be dig up, then why not? Is it not reasonable to expect the homeowner is owed this modicum of respect? I'm not interested in the slightest how small Mr. Colwell believes the removed section of driveway to be. Nor do I require Mr. Colwell's assistance in navigating around the dig site.

Sincerely,

Sent from my iPad

Begin forwarded message:

From: Tim Colwell <timcolwell@rothesay.ca>
Date: September 22, 2025 at 12:51:42 PM ADT
To: Rothesay Info <rothesay@rothesay.ca>,
Subject: RE: New message from

Hi

We only took out a small triangle at the corner of your driveway. You can still easily get in and out:

<image001.jpg>

If we were blocking off your driveway to a point you couldn't get in, we would certainly let you know. Town staff are always willing to help you back out of your driveway if need be as well.

Regards,

Tim Colwell, P. Eng.

Director of Operations

506-847-6286

timcolwell@rothesay.ca

From: Rothesay Info <rothesay@rothesay.ca>

Sent: September 22, 2025 11:50 AM

To:

Cc: Tim Colwell <timcolwell@rothesay.ca>

Subject: RE: New message from

Good morning,

By copy of this email I am forwarding your inquiry to Tim Colwell, Director of Operations.

Rothesay Administration

(506)848-6600

From: Town of Rothesay <rothesay@rothesay.ca>

Sent: September 22, 2025 11:42 AM

To: Rothesay Info <rothesay@rothesay.ca>

Subject: New message from

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

The Town of Rothesay showed up at my home today (September 22/25) in order to undertake repairs to a sewer which is adjacent to my driveway. In order to make the repairs it required the workers to dig up a section of my driveway. While I don't dispute the need for the work to be done, I am astonished that I was never contacted in advance that a part of my driveway would be dug up today. What is the protocol at town hall when you make plans to dig up part of a homeowner's driveway? Do you tell them in advance or, as in my case, do you just show up and start digging? If the protocol is to contact the homeowner then why wasn't that done in my case? If it isn't protocol to contact the homeowner, why would the town hold their homeowners in such contempt? Do homeowners not deserve the courtesy of notice that a part of their driveway was about to be dug up?

Sincerely,

50 Higginson Avenue

-50 Higginson Avenue

From: Mary Jane Banks
Sent: Tuesday, September 23, 2025 2:01 PM
To: Liz Hazlett
Subject: FW: New message from

Photo to accompany previous email -thanks

Mary Jane E. Banks, BComm, NACLAA II

Town Clerk – Rothesay
Director of Administrative Services
70 Hampton Road
Rothesay, NB E2E 5L5

p (506)848-6664

f (506)848-6677

Before printing, please think about the environment. Respectez l'environnement, réfléchissez avant d'imprimer

From: Rothesay Info <rothesay@rothesay.ca>
Sent: Tuesday, September 23, 2025 1:03 PM
To: Mary Jane Banks <MaryJaneBanks@rothesay.ca>
Subject: FW: New message from

From: Tim Colwell <timcolwell@rothesay.ca>

Sent: September 22, 2025 12:51 PM

To: Rothesay Info <rothesay@rothesay.ca>;

Subject: RE: New message from

Hi

We only took out a small triangle at the corner of your driveway. You can still easily get in and out:



If we were blocking off your driveway to a point you couldn't get in, we would certainly let you know. Town staff are always willing to help you back out of your driveway if need be as well.

Regards,

Tim Colwell, P. Eng.
Director of Operations
506-847-6286
timcolwell@rothesay.ca

From: Rothesay Info <rothesay@rothesay.ca>
Sent: September 22, 2025 11:50 AM
To:
Cc: Tim Colwell <timcolwell@rothesay.ca>
Subject: RE: New message from

Good morning,

2025October14OpenSessionFINAL_036
By copy of this email I am forwarding your inquiry to Tim Colwell, Director of Operations.

Rothesay Administration
(506)848-6600

From: Town of Rothesay <rothesay@rothesay.ca>
Sent: September 22, 2025 11:42 AM
To: Rothesay Info <rothesay@rothesay.ca>
Subject: New message from

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

The Town of Rothesay showed up at my home today (September 22/25) in order to undertake repairs to a sewer which is adjacent to my driveway. In order to make the repairs it required the workers to dig up a section of my driveway. While I don't dispute the need for the work to be done, I am astonished that I was never contacted in advance that a part of my driveway would be dug up today. What is the protocol at town hall when you make plans to dig up part of a homeowner's driveway? Do you tell them in advance or, as in my case, do you just show up and start digging? If the protocol is to contact the homeowner then why wasn't that done in my case? If it isn't protocol to contact the homeowner, why would the town hold their homeowners in such contempt? Do homeowners not deserve the courtesy of notice that a part of their driveway was about to be dug up?

Sincerely,

50 Higginson Avenue

-50 Higginson Avenue

Electric Scooters (e-scooters)

Good morning,

This year, there has been a marked increase in electric e-scooters (e-scooters) on the roadways in Rothesay and Quispamsis, primarily operated by youths below legal driving age. Their presence on roads designed for motor vehicles poses significant safety risks to both the riders and other motorists.

Currently, electric e-scooters are not regulated under provincial legislation or existing municipal bylaws. For the reasons outlined above, I believe municipalities should consider creating a bylaw to regulate their use, ensuring the safety of all road users.

With this rapid growth of electric scooters, clear laws and regulations to protect both riders and the public should be enacted. While e-scooters provide a sustainable and efficient transportation alternative, unregulated use presents risks for riders, motorists, and pedestrians.

A structured regulatory framework defining operational areas, speed limits, and safety requirements—such as helmets and lighting—can reduce collisions, protect vulnerable populations, and clarify liability. Proactive legislation will allow e-scooters to integrate safely into our transportation system, avoiding the injury and fatality trends observed in other jurisdictions.

Recommended Regulations and Safety Measures

1. Designated Areas of Operation

- Permit e-scooters on roadways, bike lanes, and multi-use paths.
- Restrict or prohibit use on sidewalks, pedestrian zones, and high-foot-traffic areas.

2. Speed Limits

- Maximum speeds of 20–25 km/h depending on pathway type.
- Implement speed-limiting technology on devices where feasible.

3. Rider Safety Equipment

- Mandatory helmet use for all riders.
- Reflective clothing or lights for nighttime visibility.

4. Age and Licensing Requirements

- Minimum age of 16 for operation.
- Optional or mandatory rider education programs.

5. Impaired Riding and Reckless Behavior

- Prohibit operation under the influence of alcohol or drugs.
- Enforce rules against aggressive or negligent riding, including double riding.

6. Registration and Accountability

- Device registration or identification for shared programs.
- Clear liability and insurance provisions for accidents and property damage.

7. Data Collection and Monitoring

- Track accidents, injuries, and complaints to inform policy updates.
- Encourage municipal data collection for infrastructure planning.

8. Public Education and Awareness

- Launch campaigns on safe riding practices and local regulations.
- Provide clear signage in permitted e-scooter areas.

The following is an article pertaining to electric scooter laws in Canada for reference. If for some reason the link won't open, please cut and paste to your browser.

https://www.ezbike.ca/blogs/ezbike-local-news/the-ultimate-guide-to-electric-scooter-laws-in-canada-2024-version?srsltid=AfmBOorNn_mqd9ovmHG3zJKvDBPZZytffjZiDMOV_WTua4u5jqxY7TEA

These are simply my observations and recommendations aimed at promoting safer roadways for all users.

Sincerely,

Evan Scott, Sgt.

Kennebecasis Regional Police Force

Traffic Services

From: Liz Hazlett
Sent: Friday, October 3, 2025 8:42 AM
To: Liz Hazlett
Subject: FW: Letter from Jan Simpson, CUPW National President
Attachments: 2025-10-01_Resolution Municipalities_E.pdf

From: Marty Le Gallez <mlegallez@cupw-sttp.org>
Sent: Thursday, October 2, 2025 3:11:28 PM
To: Nancy Grant <nancygrant@rothesay.ca>
Subject: Letter from Jan Simpson, CUPW National President

You don't often get email from mlegallez@cupw-sttp.org. [Learn why this is important](#)
CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

BY EMAIL

October 2, 2025

Mayor Nancy Grant
Town of Rothesay
70 Hampton Rd
Rothesay (NB) E2E 5L5
nancygrant@rothesay.ca

Dear Mayor Grant,

Re: Federal Government Attacks Public Postal Service – Stop the Cuts!

I had written you a few days ago to let you know about the pending mandate review of Canada Post and the *Canadian Postal Service Charter*. It seems that the Government could not wait for public input and instead chose to announce drastic service cuts. These cuts are based on the Industrial Inquiry Commission (IIC) recommendations made by William Kaplan – a process that had very little public awareness or consultation. The cuts include:

- Ending door-to-door delivery for four million households, eliminating thousands of jobs.
- Scrapping the moratorium on post office closures which could lead to degraded service or the complete removal of community post offices from some municipalities.
- Degrading service standards for mail, especially when some people still rely on it for daily needs.

These cuts will have a particularly hard impact on seniors, people with disabilities, and rural, remote and Indigenous communities. Minister Lightbound made no announcements about how Canada Post could increase services and diversify its revenue streams.

Postal workers went on a nation-wide ~~2020 October 10 open session strike~~ and because we are still without new collective agreements after two years of negotiations. We know it's not easy for many to live without the high-quality postal service that we are proud to deliver, but we ask for your support in defending our public post office.

I am asking your municipality to pass or update your resolution to:

- 1) Demand an immediate halt to the service cuts, to look instead for ways to increase services and revenues in other areas, and that no mandate review takes place until Canada Post returns to stabilized operations;
- 2) Ask the Government to commit to a fully transparent, public process for the upcoming mandate review involving input and hearings from all stakeholders in all regions, and;
- 3) Make a written and/or oral submission to the mandate review – if you have the capacity and depending upon how the review is structured.

Sincerely,



Jan Simpson
National President
Canadian Union of Postal Workers

Encl.

c.c.: CUPW National Executive Board and Regional Executive Committees, CUPW Locals, CUPW Specialists

/mlg cope 225

Hands Off Our Post Office - Stop the Cuts

WHEREAS the Federal Government has announced drastic cuts to our treasured public post office – eliminating good jobs, ending door-to-door delivery, removing the moratorium protection on post office closures, and changes to delivery standards for the mail.

WHEREAS the Federal Government has done this without meaningful public consultation and has made this decision unilaterally prior to a planned Canada Post Corporation Review from October 1, 2025 to March 31, 2026, effectively eliminating any opportunity for input from the people who will be most affected;

WHEREAS thousands of postal jobs will be destroyed and four million households will lose door-to-door delivery, most within next few years;

WHEREAS post office closures could degrade or completely remove service in many communities;

WHEREAS these cuts will hurt seniors and people with disabilities in particular;

WHEREAS it is crucial for the Government to mandate review to hear the views from municipalities on key issues, including maintaining Canada Post as a public service, the importance of maintaining the moratorium on post office closures, improving the *Canadian Postal Service Charter*, keeping daily home mail and parcel delivery to the door, improving postal banking, greening Canada Post, adding EV charging stations, adding food delivery, improving delivery to rural, remote and Indigenous communities, and developing services to assist people with disabilities to help older Canadians to remain in their homes for as long as possible – and at the same time, helping to ensure that good jobs stay in their communities and that Canada Post can remain financially self-sustaining;

THEREFORE, BE IT RESOLVED that (name of municipality) formally writes the Minister of Government Transformation, Public Works and Procurement, Joël Lightbound, to:

- Demand an immediate halt to the service cuts, and to look instead for ways to increase services and revenues in other areas, such as those as noted above,
- Demand that no mandate review takes place until Canada Post returns to stabilized operations, and;
- Demand that any review of Canada Post and the *Canadian Postal Service Charter* must be done through a full and thorough transparent public review, including public hearings, with all key stakeholders, in every region of Canada;

THEREFORE, BE IT RESOLVED that (name of municipality) will make a written submission and/or participate in hearings to provide input in the upcoming mandate review of Canada Post.

MAILING INFORMATION

1) Please send your resolution to the Minister responsible for Canada Post, and your Member of Parliament:

- Joël Lightbound, Federal Minister of Government Transformation, Public Works and Procurement, House of Commons, Ottawa, Ontario, K1A 0A6
- Your Member of Parliament

Note: Mail may be sent postage-free to any member of Parliament. You can get your MP's name, phone number and address by going to the Parliament of Canada website at
<https://www.ourcommons.ca/Members/en>

2) Please send copies of your resolution to:

- Jan Simpson, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
- Rebecca Bligh, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario, K1N 5P3

18 Crestline Rd
Rothesay, NB E2H 1C7

October 7, 2025

Rothesay Mayor, Council, and Town CAO:

I would kindly request some funds be allocated to the upkeep and repair of Kennebecasis Park's boat launch.

Rothesay has a thriving boating community, and the boat launch is used frequently by Rothesay residents (not just those living in K Park). Pictured here are images, taken in October 2025, of the current state of the launch. (Letter continues after 3 images).





Not pictured is the underwater portion of the launch ramp. It also suffers from irregular concrete, including a sharp “drop off” which can surprise many.

I don’t believe the launch ramp has had much – any? – significant upkeep in the last several years. Therefore, I humbly request that repairs be undertaken to restore the launch ramp to a more pleasant and usable state.

Rothesay, I thank you very much.

Sincerely,

18 Crestline Rd
Rothesay, NB

Amendment Request – Clause 16

To: Mayor and Members of Council, Town of Rothesay

CC: Brett McLean; Mark Reade

From: Stephen Maltby, MR Investments Inc.

Date: October 8, 2025

Re: Request to Amend Clause 16 of Subdivision Development Agreement



Dear Mayor and Council,

I am writing to respectfully request an amendment to Clause 16 of the Subdivision Development Agreement for the Dunedin Road/Higginson Avenue subdivision.

As currently written, Clause 16 requires that all construction machinery, heavy equipment, and related vehicles access the site solely via the Hillside Trail/water utility pipeline right-of-way until the subdivision is substantially complete. At the time of approval, it was assumed this would provide a safe and suitable alternative.

Since then, it has become clear that this requirement is neither safe nor realistic:

- The bridge over the brook on the Hillside Trail cannot support heavy loads.
- The trail includes steep elevation changes, including a major hill that contractors have deemed unsafe.
- Multiple contractors have refused to access the site via this route, making development impossible.

Despite my best efforts—including discussions with the golf course and adjacent landowners—no alternative access has proven workable. With only two years remaining before the agreement expires, this clause threatens to block the project entirely, contrary to Council's original intent.

I also want to emphasize that my subdivision plan required zero variances from Rothesay's Municipal Plan. I followed the Town's design requirements exactly. I have given the Town what it asked for—now I simply need fair and workable access to complete the project.

In addition, new circumstances make strict enforcement of Clause 16 inequitable:

- A neighboring developer was recently permitted to use existing public streets to access their land, despite the Town previously telling me that street access posed a safety concern.
- That developer was allowed to construct a private access road longer than the public road

I would need to build for Phase 1, and for only one or two homes. My project would serve 14 homes—directly supporting Rothesay's need for more housing.

- Further, that parcel of land was designated Parks and Conservation in the Town's Secondary Plan, and has no municipal services (necessitating a private well and septic). By contrast, my subdivision can make use of existing municipal services, complies with existing zoning, and requires no such exceptions.

The agreement itself provides for adjustment in circumstances like these. Clause 53 (Severability) allows unworkable provisions to be set aside, and Clause 54 (Reasonableness) requires both parties to act reasonably. Continuing to enforce Clause 16, now proven unsafe and inequitable, does not meet those standards.

It is also important to note that when the Hillside South Secondary Plan was developed, my land was specifically designated as the site for Phase 1 development precisely because it could connect to existing municipal services and because the Town intended to use existing public streets to provide that access. It is therefore inconsistent to now deny me street access—while granting another developer approval to use those same streets to reach a parcel of land that is isolated, zoned Parks and Conservation, requires wells and septic, and had no municipal services planned.

I therefore respectfully request that Council amend Clause 16 to permit construction access via existing public roads, subject to reasonable conditions set by staff to protect public safety and municipal infrastructure.

Thank you for your consideration. I would be pleased to discuss this matter further with staff or Council.

Respectfully submitted,



Stephen Maltby
MR Investments Inc.



KENNEBECASIS CRIMESTOPPERS



36 Branch Crescent
Quispamsis, N.B.
E2E 0A9

October 8, 2025

Mayor & Council – Town of Rothesay
70 Hampton Road,
Rothesay, N.B.
E2E 5L5

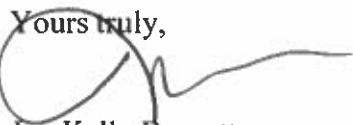
RE: Budget Request – Year 2026

Dear Mayor & Council:

Since the inception of Kennebecasis Crime Stoppers in 1985, the Municipal Councils have been instrumental through financial support in helping us carry out the very important work that we do. In the past, we have received a significant share of our annual budget from contributions from each of the communities in the Kennebecasis Valley. In addition, we carry out fundraising activities to ensure that sufficient funds are available to pay for the important tips that provide substantial aide to our police forces in solving crimes.

In consideration of our financial needs, we ask the Mayor and Council of the Town of Rothesay to budget the amount of \$2800 to support the ongoing efforts of the Kennebecasis Crime Stoppers for the year 2026.

I thank you for your attention to this matter and should you need to contact me, I can be reached at 506-645-9674.

Yours truly,

Jen Kelly Barnett
President

Town of Rothesay

General Fund Financial Statements

August 31, 2025

Attached Reports:

General Capital Fund Balance Sheet	G1
General Reserve Fund Balance Sheet	G2
General Operating Fund Balance Sheet	G3
General Operating Revenue & Expenditures	G4-G6
Variance Report	G7
Capital Summary	G8

Town of Rothesay

Balance Sheet - Capital General Fund
8/31/2025

ASSETS

Capital Assets - General Land	4,829,831
Capital Assets - General Fund Land Improvements	10,227,427
Capital Assets - General Fund Buildings	9,725,884
Capital Assets - General Fund Vehicles	6,146,966
Capital Assets - General Fund Equipment	4,531,094
Capital Assets - General Fund Roads & Streets	50,249,347
Capital Assets - General Fund Drainage Network	21,876,106
Capital Assets - Under Construction - General	(0)
	<hr/>
	107,586,655

Accumulated Amortization - General Fund Land Improvements	(5,772,052)
Accumulated Amortization - General Fund Buildings	(3,391,516)
Accumulated Amortization - General Fund Vehicles	(3,878,462)
Accumulated Amortization - General Fund Equipment	(2,904,611)
Accumulated Amortization - General Fund Roads & Streets	(24,759,465)
Accumulated Amortization - General Fund Drainage Network	(8,740,459)
	<hr/>
	(49,446,564)

\$ 58,140,091

LIABILITIES AND EQUITY

Gen Capital due to/from Gen Operating	(133,500)
Total Long Term Debt	4,720,000
	<hr/>
Total Liabilities	\$ 4,586,500
	<hr/>
Investment in General Fund Fixed Assets	53,553,591
	<hr/>
	<u><u>\$ 58,140,091</u></u>

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Town of Rothesay

Balance Sheet - General Fund Reserves

8/31/2025

ASSETS

BNS CCBF Interest Account	4,124,312
BNS General Operating Reserve #214-15	1,028,014
BNS General Capital Reserves #2261-14	2,154,844
BNS - RICC reserve	34,410
Gen Reserves due to/from Gen Operating	1,247
	<hr/>
	\$ 7,342,828

LIABILITIES AND EQUITY

Def. Rev -CCBF Fund - General	2,897,035
Invest. in General Capital Reserve	1,741,249
General CCBF Funding	1,227,277
Invest. in General Operating Reserve	1,028,014
Invest. in Land for Public Purposes Reserve	182,001
Invest. in Regional Facilities	232,842
Invest. in RICC	34,410
	<hr/>
	\$ 7,342,828

Town of Rothesay

Balance Sheet - General Operating Fund
8/31/2025

CURRENT ASSETS

Cash	1,053,508
Receivables	29,173
HST Receivable	564,252
Inventory	53,389
Gen Operating due to/from Util Operating	(916,500)
Total Current Assets	783,823
Other Assets:	
Projects	6,131,167
TOTAL ASSETS	6,914,990

CURRENT LIABILITIES AND EQUITY

Accounts Payable	1,206,239
Other Payables	898,521
Gen Operating due to/from Gen Reserves	14,577
Gen Operating due to/from Gen Capital	133,500
Gen Operating due to/from Gas Tax Reserves	10,000
Accrued Sick Leave	50,200
Accrued Pension Obligation Y/E	(31,900)
Accrued Retirement Allowance	543,187
Def. Rev-Quispamsis/Library Share	35,420
TOTAL LIABILITIES	2,859,745

EQUITY

Retained Earnings	170,093
Surplus/(Deficit) for the Period	3,885,153
	4,055,245
	6,914,990

2025October14OpenSessionFINAL_053

Town of Rothesay

Statement of Revenue & Expenditure

8 Months Ended 8/31/2025

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET Y-T-D	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Warrant of Assessment	1,971,283	1,971,283	15,770,264	15,770,263	0		23,655,395
Sale of Services	36,237	33,237	405,031	373,400	31,631		568,750
Services to Province of New Brunswick	46,852	0	46,852	20,000	26,852		80,000
Other Revenue from Own Sources	51,615	9,125	279,893	77,850	202,043		114,350
CORE Equalization	4,366	4,366	34,927	34,926	1		52,389
Conditional Transfers	(30,729)	0	99,933	46,750	53,183		46,750
Other Transfers	50,000	50,000	509,616	509,616	(0)		709,616
	\$2,129,624	\$2,068,011	\$17,146,516	\$16,832,806	\$313,710		\$25,227,250
EXPENSES							
General Government Services	202,023	167,280	2,472,270	2,323,288	(148,982)		3,161,057
Protective Services	529,783	530,158	4,683,420	4,651,087	(32,333)		6,651,330
Transportation Services	246,527	283,893	2,807,234	2,926,291	119,057		4,402,284
Environmental Health Services	67,664	79,583	602,691	657,667	54,976		995,000
Environmental Development	41,146	54,282	374,650	432,016	57,365		723,872
Recreation & Cultural Services	252,065	241,274	1,898,790	1,983,778	84,988		3,017,766
Fiscal Services	16,423	625	422,308	363,709	(58,598)		6,275,941
	\$1,355,631	\$1,357,096	\$13,261,363	\$13,337,836	76,473		\$25,227,250
Surplus (Deficit) for the Year	\$773,993	\$710,915	\$3,885,153	\$3,494,970	\$390,183	\$ 0	

2025October14OpenSessionFINAL_054

Town of Rothesay						
Statement of Revenue & Expenditure						
8 Months Ended 8/31/2025						
REVENUE	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #
						ANNUAL BUDGET
REVENUE						
Sale of Services						
Bill McGuire Memorial Centre	7,370	3,333	30,654	26,667	3,988	40,000
Wells Canopy revenue	109	1,000	9,098	8,000	1,098	12,000
Town Hall Rent	9,565	10,133	77,001	81,067	(4,065)	121,600
Community Garden revenue	0	0	906	1,000	(94)	1,000
Fox Farm Rental revenue	0	1,950	13,650	15,600	(1,950)	23,400
Arena Revenue	348	208	160,932	134,167	26,766	1
Recreation Programs	18,846	16,613	112,789	106,900	5,889	125,250
	36,237	33,237	405,031	373,400	31,631	568,750
Other Revenue from Own Sources						
Licenses & Permits	18,486	4,792	75,953	38,433	37,520	2
Recycling Dollies & Lids	0	0	0	42	(42)	42
Interest & Sundry	7,720	2,500	49,623	20,000	29,623	3
Miscellaneous	24,858	833	141,609	6,667	134,942	4
Fire Dept. Administration	1,000	1,000	8,000	8,000	0	12,000
Local Improvement Levy Mulberry Lane	0	0	4,708	4,708	0	4,708
	51,615	9,125	279,893	77,850	202,043	114,350
Conditional Transfers						
Canada Day Grant	0	0	2,420	1,750	670	1,750
Grant - Other	0	0	86,664	0	86,664	5
Grant - Students	(30,729)	0	10,848	45,000	(34,152)	6
	(30,729)	0	99,933	46,750	53,183	46,750
Other Transfers						
Surplus of 2nd Previous Year	0	0	109,616	109,616	(0)	109,616
Utility Fund Transfer	50,000	50,000	400,000	400,000	0	600,000
	50,000	50,000	509,616	509,616	(0)	709,616
EXPENSES						
General Government Services						
Legislative						
Mayor	4,177	4,583	34,694	36,667	1,973	55,000
Councillors	13,698	12,884	123,760	103,073	(20,687)	7
Regional Service Commission 9	3,825	3,825	30,597	30,597	0	45,895
Other	177	3,108	3,548	24,867	21,220	8
	21,877	24,401	192,698	195,204	2,506	292,806
Administrative						
Administration - Wages & Benefits	110,830	102,354	953,200	880,772	(72,527)	9
Office Building	7,089	12,417	165,506	152,933	(12,573)	10
Supplies	37,445	6,050	268,276	181,400	(86,877)	11
Solicitor	3,542	3,542	32,027	33,839	1,811	50,000
Professional Fees	8,612	8,800	75,558	75,400	(158)	100,000
Other	8,932	7,383	95,757	91,065	(4,692)	116,598
	176,651	140,546	1,590,424	1,415,410	(375,015)	2,078,107
Other General Government Services						
Website/Other	0	0	1,528	3,000	1,472	3,000
Community Communications (Team)	409	833	2,200	7,167	4,967	65,500
Civic Relations	0	0	95	1,500	1,405	1,500
Insurance	1,397	0	257,816	272,900	15,084	12
Donations	1,500	1,500	17,364	17,364	0	36,500
Cost of Assessment	0	0	388,127	388,127	0	388,127
Property Taxes - L.P.P.	0	0	19,653	18,617	(1,036)	18,617
Fox Farm Rental Expenses	190	0	2,365	4,000	1,635	4,000
	3,495	2,333	689,147	712,674	23,527	790,144
Total General Government Services	202,023	167,280	2,472,270	2,323,288	(148,982)	3,161,057
Protective Services						
Police						
Police Protection	284,836	284,836	2,278,687	2,278,687	0	3,418,030
Crime Stoppers	0	0	2,800	2,800	0	2,800
	284,836	284,836	2,281,487	2,281,487	0	3,420,830
Fire						
Fire Protection	244,947	244,947	2,030,600	2,030,600	0	2,890,000
Water Costs Fire Protection	0	0	335,000	335,000	0	335,000
	244,947	244,947	2,365,600	2,365,600	0	3,225,000
Emergency Measures						
EMO Director/Committee	0	0	0	1,000	1,000	1,000
	0	0	0	1,000	1,000	1,000
Other						
Animal & Pest Control	0	292	3,076	2,333	(742)	3,500
Other	0	83	33,257	667	(32,591)	13
	0	375	36,333	3,000	(33,333)	4,500
Total Protective Services	529,783	530,158	4,683,420	4,651,087	(32,333)	6,651,330
Transportation Services						
Common Services						
Administration (Wages & Benefits)	138,814	130,981	1,111,712	1,137,162	25,450	14
Workshops, Yards & Equipment	28,835	53,310	435,962	555,111	119,150	15
Engineering	0	0	7,557	7,500	(57)	7,500
	167,649	184,291	1,555,230	1,699,774	144,543	2,532,261
Roads & Streets	8,788	10,500	35,012	36,300	1,288	67,000
Crosswalks & Sidewalks	11,179	29,900	15,006	33,862	18,856	36,850
Culverts & Drainage Ditches	4,033	1,000	151,135	86,000	(65,135)	17
Street Cleaning & Flushing	0	0	9,890	10,000	110	10,000
Snow & Ice Removal	14,025	18,167	739,239	778,124	38,885	18
	38,025	59,567	950,282	944,286	(5,996)	1,480,850
Street Lighting	18,277	15,833	118,025	126,667	8,642	190,000
Traffic Services						
Street Signs	1,579	15,500	5,987	20,000	14,013	19
Traffic Lanemarking	0	0	38,330	40,000	1,670	40,000
Traffic Signals	706	1,000	44,423	16,000	(28,423)	20
Railway Crossing	0	0	17,361	17,200	(161)	26,000
	2,285	16,500	106,101	93,200	(12,901)	106,000
Public Transit						
Public Transit - Comex Service	7,556	7,556	60,448	60,449	0	90,673
Public Transit - Other	146	146	2,728	1,916	(812)	2,500
Public Transit - KV Go	12,589	0	14,419	0	(14,419)	21
	20,291	7,702	77,596	62,365	(15,231)	93,173
Total Transportation Services	246,527	283,893	2,807,234	2,926,291	119,057	4,402,284

2025October14OpenSessionFINAL_055

Environmental Health Services						
Solid Waste Disposal Land Fill garbage	20,842	25,000	179,262	200,000	20,738	300,000
Solid Waste Disposal Landfill Compost	2,917	3,333	26,231	26,667	436	40,000
Solid Waste Collection Fero	43,906	51,250	365,149	410,000	44,851	22
Clean Up Campaign	0	0	31,945	21,000	(10,945)	40,000
Food Cycler	0	0	104	0	(104)	0
Total Environmental Health Services	67,664	79,583	602,691	657,667	54,976	995,000
Environmental Development Services						
Planning & Zoning						
Administration (Wages and benefits)	27,998	34,418	256,379	291,601	35,222	23
Administration	867	6,583	18,498	34,167	15,669	24
Planning Projects	0	833	1,525	6,667	5,141	10,000
	28,865	41,835	276,402	332,434	56,032	574,500
Envision Saint John	12,281	12,281	98,248	98,248	0	147,372
Tourism	0	167	0	1,333	1,333	2,000
	12,281	12,448	98,248	99,581	1,333	149,372
Total Environmental Development Service	41,146	54,282	374,650	432,016	57,365	723,872
Recreation & Cultural Services						
Administration (wages and benefits)	33,195	31,993	283,064	270,788	(12,276)	25
Administration	1,375	3,175	52,701	57,900	5,199	70,600
RICC Fundraising	253	0	17,014	0	(17,014)	26
Rothesay Arena	26,894	30,117	263,688	268,710	5,022	409,500
Parks & Gardens	88,356	86,892	584,446	617,996	33,550	27
Playgrounds and Fields	18,565	10,950	74,930	93,700	18,770	28
Rothesay Common Rink	1,953	1,850	50,839	77,550	26,711	29
Memorial Centre	2,951	5,471	44,629	53,917	9,287	76,000
Wells Building	2,958	3,417	34,453	40,837	6,384	54,505
James Renforth	49	67	3,397	1,958	(1,438)	2,225
Beaches	21,056	20,000	48,143	56,500	8,357	66,500
Summer Programs	36,004	33,042	89,747	87,833	(1,913)	101,225
The Hive expenses	746	1,554	8,386	12,433	4,047	18,650
Regional Facilities Operating	0	0	237,680	237,680	0	329,491
Kennebecasis Public Library	8,080	8,080	64,642	64,642	0	96,963
Regional Facilities Capital	0	0	0	0	0	199,357
Special Events	2,129	4,667	33,532	33,833	302	45,500
PRO Kids	7,500	0	7,500	7,500	0	7,500
Total Recreation and Cultural Services	252,065	241,274	1,898,790	1,983,778	84,988	3,017,766
Fiscal Services						
Debt Charges						
Interest	1,593	625	91,519	80,709	(10,810)	30
Debenture Payments	0	0	283,000	283,000	0	671,000
	1,593	625	374,519	363,709	(10,810)	875,941
Transfers To:						
Capital Fund for Capital Expenditures	0	0	0	0	0	5,400,000
Reserve Funds	14,830	0	47,789	0	(47,789)	31
	14,830	0	47,789	0	(47,789)	5,400,000
Total Fiscal Services	16,423	625	422,308	363,709	(58,598)	6,275,941

2025October14OpenSessionFINAL_056

Town of Rothesay

Note #	Actual	month ending	Variance Report - General Fund		
			8/31/2025		Description of Variance
			Budget	Better/(Worse)	
Revenue					
1 Arena Revenue	\$ 160,932	\$ 134,167	\$ 26,766	Higher than anticipated	
2 Licenses & Permits	\$ 75,953	\$ 38,433	\$ 37,520	Refunded builder permit	
3 Interest & Sundry	\$ 49,623	\$ 20,000	\$ 29,623	Conservative budget	
4 Miscellaneous	\$ 141,609	\$ 6,667	\$ 134,942	Sale of equipment	
5 Grant - Other	\$ 86,664	\$ -	\$ 86,664	\$52.7k from Girls Softball Well lighting	
6 Grant - Students	\$ 10,848	\$ 45,000	\$ (34,152)	Timing	
Expenses					
<i>General Government</i>					
7 Councillors	123,760	103,073	\$ (20,687)	\$6k error in budgeting for # councillors and \$6k travel	
8 Other	3,648	24,867	\$ 21,220	Developmental seminars offset by councillors travel	
9 Administration - Wages & Benefits	953,300	880,772	\$ (72,527)	Unbudgeted wage increase	
10 Office Building	165,506	152,933	\$ (12,573)	Renovations to offices	
11 Supplies	268,276	181,400	\$ (86,877)	12K Office furniture remaining IT	
12 Insurance	257,816	272,900	\$ 15,084	Lower than expected	
<i>Protective Services</i>					
13 Other	33,257	667	\$ (32,591)	Fire Hydrant repair	
<i>Transportation</i>					
14 Administration (Wages & Benefits)	1,111,712	1,137,162	\$ 25,450	Vacant position	
15 Workshops, Yards & Equipment	435,962	555,111	\$ 119,150	timing	
16 Crosswalks & Sidewalks	15,006	33,862	\$ 18,856	timing	
17 Culverts & Drainage Ditches	151,135	86,000	\$ (65,135)	Shed on Clark Rd & Drainage at 10 Beach	
18 Snow & Ice Removal	739,239	778,124	\$ 38,885	Fuel adjustment was less than anticipated	
19 Street Signs	5,987	20,000	\$ 14,013	timing	
20 Traffic Signals	44,423	16,000	\$ (28,423)	New LED audible signals at Hampton/Marr	
21 Public Transit - KV Go	14,419	0	\$ (14,419)	Unbudgeted expense	
<i>Environmental Health</i>					
22 Solid Waste Collection Fero	365,149	410,000	\$ 44,851	Budget for fuel escalation higher than actual	
<i>Environmental Development</i>					
23 Administration (wages and benefits)	256,379	291,601	\$ 35,222	Vacant position	
24 Adminsitration	18,498	34,167	\$ 15,669	Software and bylaw enforcement	
<i>Recreation & Cultural Services</i>					
25 Administration (wages and benefits)	283,064	270,788	\$ (12,276)	Wage increases after budget	
26 RICC Fundraising	17,014	0	\$ (17,014)	RICC BBQ, wrapping 2 vehicles	
27 Parks & Gardens	584,446	617,996	\$ 33,550	Vacant position and timing	
28 Playgrounds and Fields	74,930	93,700	\$ 18,770	Timing, budgeted allocated monthly	
29 Rothesay Common Rink	50,839	77,550	\$ 26,711	Wages and expenses lower than anticipated	
<i>Fiscal Services</i>					
30 Interest	\$ 91,519	\$ 80,709	\$ (10,810)	PerfectMind credit card charges & BNS increased fees & Debenture cos	
31 Reserve Funds	\$ 47,789	\$ -	\$ (47,789)	RICC donations transfer to reserve	

2025October14OpenSessionFINAL_057

Town of Rothesay

Capital Projects
General Fund
8 Months Ended 8/31/2025

	ANNUAL BUDGET	CURRENT Y-T-D	Remaining Budget
General Government			
G 202* 001 Town Hall Improvements	85,000	35,942	49,058
G 202* 00* IT	21,500	0	21,500
Goldie Crt		95,746	(95,746)
Common Roof Replacement		21,488	(21,488)
Total General Government	106,500	153,177	70,558
Transportation			
T-2025-001 Asphalt (13)	2,398,000	3,267,776	(869,776)
Designated Highway - Hampton Road Paving	903,000	0	903,000
T-2024-00* Wiljac Improvements	1,700,000	418,552	1,281,448
T-202*-00* Fleet Replacement	866,000	559,178	306,822
T-202*-00* Buildings	71,000	33,325	37,675
T-2025-00* Renforth Property study	50,000	19,074	30,926
T-202*-00* Salt Storage Facility	185,000	153,913	31,087
Total Transportation	6,173,000	4,451,820	1,721,180
Recreation			
R-202*-00* Synthetic Turf	1,500,000	842,742	657,258
Wells Recreation Park Tennis court conversion	80,000	93,382	(13,382)
R-2022-004 Wells Bldg	60,000	44,351	15,649
Wells lighting	565,000	407,805	157,195
R-202*-00* Recreation Equipment	60,000	12,528	47,472
R-202*-00* Arena Renovation	105,000	83,549	21,451
R-2023-005 McGuire Centre Repairs	20,000	0	20,000
R-20**-00* Jordan Miller Park	15,000	0	15,000
R-2014-019 Wells Trail	2,800,000	0	2,800,000
Total Recreation	5,205,000	1,484,356	3,720,644
Carryovers			
T-2024-001 Asphalt	0	2,563	(2,563)
R-2020-007 Trail Development	0	4,167	(4,167)
T-2023-004 Intersection Improvement (Gondola/	0	29,261	(29,261)
R-202*-00* Recreation Master Plan	0	5,824	(5,824)
	0	41,814	(41,814)
Total	\$ 11,484,500	\$ 6,131,167	\$ 5,470,567

Funding	Total	Operating	Borrow	CCBF	Reserve	Grant
General Government	106,500	106,500				
Transportation	6,173,000	3,738,500	752,500	820,000	185,000	677,000
Recreation	5,205,000	1,555,000	2,800,000		200,000	650,000
	11,484,500	5,400,000	3,552,500	820,000	385,000	1,327,000

Town of Rothesay

Utility Fund Financial Statements

August 31, 2025

Attached Reports:

Capital Balance Sheet	U1
Reserve Balance Sheet	U2
Operating Balance Sheet	U3
Operating Income Statement	U4
Variance Report	U5
Capital Summary	U6

Town of Rothesay

Capital Balance Sheet
As at 8/31/2025ASSETS

Assets:

Capital Assets - Under Construction - Utilities	3,543,967
Capital Assets Utilities Land	119,970
Capital Assets Utilities Buildings	2,054,054
Capital Assets Utilities Equipment	813,621
Capital Assets Utilities Water System	30,232,286
Capital Assets Utilities Sewer System	28,886,973
Capital Assets Utilities Land Improvements	42,031
Capital Assets Utilities Roads & Streets	220,011
Capital Assets Utilities Vehicles	<u>113,001</u>
	66,025,916

Accumulated Amortization Utilites Buildings	(1,075,595)
Accumulated Amortization Utilites Water System	(10,742,911)
Accumulated Amortization Utilites Sewer System	(10,835,919)
Accumulated Amortization Utilites Land Improvements	(42,031)
Accumulated Amortization Utilites Vehicles	(61,384)
Accumulated Amortization Utilites Equipment	(545,489)
Accumulated Amortization Utilites Roads & Streets	<u>(30,793)</u>
	(23,334,121)

TOTAL ASSETS	<u><u>42,691,795</u></u>
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LIABILITIES

Current:

Util Capital due to/from Util Operating	<u>(291,066)</u>
Total Current Liabilities	(291,066)

Long-Term:

Long-Term Debt	<u>9,120,725</u>
Total Liabilities	<u>8,829,659</u>

EQUITY

Investments:

Investment in Fixed Assets	<u>33,862,136</u>
Total Equity	<u>33,862,136</u>
TOTAL LIABILITIES & EQUITY	<u>42,691,795</u>

2025October14OpenSessionFINAL_060

Town of Rothesay

Balance Sheet - Utilities Fund Reserves
8/31/2025

ASSETS

BNS Utility Capital Reserve # 00241 12	1,683,944
Util Reserve due to/from Gen Reserves	12,012
	<u><u>\$ 1,695,956</u></u>

LIABILITIES AND EQUITY

Invest. in Utility Capital Reserve	1,163,896
Invest. in Utility Operating Reserve	122,325
Invest. in Sewerage Outfall Reserve	409,735
	<u><u>\$ 1,695,956</u></u>

Town of Rothesay

Utilities Fund Operating Balance Sheet
As at 8/31/2025

ASSETS

Current assets:

Accounts Receivable Net of Allowance	940,694
Accounts Receivable - Misc.	<u>127,813</u>
Total Current Assets	<u>1,068,507</u>

Other Assets:

Projects	<u>1,288,938</u>
	<u>1,288,938</u>

TOTAL ASSETS \$ 2,357,445

LIABILITIES

Accrued Payables	15,664
Due from General Fund	(917,488)
Due to Capital Fund	291,066
Deferred Revenue	8,007
Total Liabilities	<u>(602,751)</u>

EQUITY

Surplus:

Opening Retained Earnings	32,335
Profit (Loss) to Date	<u>2,927,861</u>
	<u>2,960,196</u>

TOTAL LIABILITIES & EQUITY \$ 2,357,445

2025October14OpenSessionFINAL_062

Town of Rothesay
 Utilities Operating Income Statement
 8 Months Ended 8/31/2025

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT YTD	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
RECEIPTS							
Sale of Water	0	0	634,909	598,000	36,909		1,160,000
Meter and non-hookup fees	(59)	0	35,271	31,000	4,271		62,000
Water Supply for Fire Prot.	0	0	335,000	335,000	0		335,000
Local Improvement Levy	0	0	61,132	59,000	2,132		59,000
Sewerage Services	0	0	2,439,306	2,400,000	39,306		2,400,000
Connection Fees	1,200	0	51,925	75,000	(23,075)		75,000
Interest Earned	11,393	8,750	86,023	70,000	16,023		105,000
Misc. Revenue	900	500	3,900	4,379	(479)		6,479
Infrastructure Grants	0	0	877,280	0	877,280		0
Transfer from Reserves	0	0	250,000	0	250,000		0
Surplus - Previous Years	0	0	40,521	40,521	0		40,521
TOTAL RECEIPTS	13,435	9,250	4,815,268	3,612,900	1,202,368		4,243,000
WATER SUPPLY							
Share of Overhead Expenses	20,000	20,000	160,000	160,000	0		240,000
Wages	16,989	20,833	162,829	166,667	3,837		250,000
Audit/Legal/Training	935	500	11,372	12,000	628		14,000
Other Water	437	167	(22)	1,333	1,356		2,000
Purification & Treatment	50,156	13,150	563,917	529,750	(34,167)		615,000
Transmission & Distribution	3,323	10,833	80,353	86,667	6,314		130,000
Power & Pumping	3,681	5,417	45,868	43,333	(2,535)		65,000
Billing/Collections	60	260	474	2,079	1,605		3,118
Water Purchased	0	0	515	1,168	653		1,750
Misc. Expenses	0	1,667	5,701	28,333	22,632		35,000
McGuire Road Operating	4,484	875	24,039	10,375	(13,664)		16,000
TOTAL WATER SUPPLY	100,065	73,702	1,055,047	1,041,705	(13,342)		1,371,868
SEWERAGE COLLECTION & DISPOSAL							
Share of Overhead Expenses	30,000	30,000	240,000	240,000	0		360,000
Wages	31,250	31,250	250,000	250,000	0		375,000
Audit/Legal/Training	0	750	7,225	12,000	4,775		15,000
Collection System Maintenance	0	25,000	7,622	55,000	47,378		75,000
Sewer Claims	0	0	22,570	17,250	(5,320)		23,000
Lift Stations	3,117	4,250	95,408	66,150	(29,258)		85,000
Treatment/Disposal	7,490	7,867	69,212	92,333	23,121		125,000
Misc. Expenses	(204)	2,525	10,935	22,550	11,615		35,000
TOTAL SWGE COLLECTION & DISPC	71,653	101,642	702,972	755,283	52,312		1,093,000
FISCAL SERVICES							
Interest on Bank Loans	0	0	12,753	12,753	0		75,000
Interest on Long-Term Debt	0	0	88,635	88,635	0		260,532
Principal Repayment	0	0	28,000	28,000	0		592,600
Transfer to Reserve Accounts	0	0	0	0	0		75,000
Capital Fund Through Operating	0	0	0	0	0		775,000
TOTAL FISCAL SERVICES	0	0	129,388	129,388	0		1,778,132
TOTAL EXPENSES	171,718	175,343	1,887,407	1,926,376	38,969		4,243,000
NET INCOME (LOSS) FOR THE PEF	(158,283)	(166,093)	2,927,861	1,686,524	1,241,337		0

2025October14OpenSessionFINAL_063

Town of Rothesay

Variance Report - Utility Operating

8/31/2025

Note #	Account Name	Actual YTD	Budget YTD	Variance	
				Better(worse)	Description of Variance
Revenue					
1	Sale of Water	634,909	598,000	36,909	Larger consumption comapred to past Q's
2	Sewerage Services	2,439,306	2,400,000	39,306	Conservative budget
3	Connection Fees	51,925	75,000	(23,075)	Timing
4	Interest Earned	86,023	70,000	16,023	Conservative budget
5	Infrastructure Grants	877,280	0	877,280	WWTP
6	Transfer from Reserves	250,000	0	250,000	Gas Tax capital
Water					
6	Purification & Treatment	563,343	529,750	(33,593)	Timing
7	Misc. Expenses	5,701	28,333	22,632	Timing
8	McGuire Road Operating	24,039	10,375	(13,664)	Concrete slab at 24 McGuire
Sewer					
9	Collection System Maintenance	7,622	30,000	22,378	Timing
10	Lift Stations	95,408	66,150	(29,258)	Install wet wizard, FV & Riverside upgrades
11	Treatment/Disposal	69,027	92,333	23,307	Timing
15	Misc. Expenses	10,935	22,550	11,615	Timing

2025October14OpenSessionFINAL_064

Town of Rothesay

Capital Projects

Utility Fund

8 Months Ended 8/31/2025

	Original BUDGET	Current Y-T-D	Remaining Budget
WATER			
W-2022-003 Filtration Bldg Water	375,000	471,259	(96,259)
W-2024-00* Treatment effluent tank re-lining	100,000	9,847	90,153
W-2024-00* Filter Bldg heat system upgrade	40,000	27,776	12,224
W-2025-00* Turnbull Court water	300,000	287	299,713
W-2025-00* Wiljac Improvement	800,000	-	800,000
W-2025-00* New Well	-	56,009	(56,009)
	\$ 1,615,000	\$ 565,178	\$ 1,049,822

SEWER			
S-2023- 004 WWTF Plant	10,000,000	\$ 445,892	9,554,108
S-2024-00* Frances Ave lift station replacement	120,000	\$ -	120,000
S-2023-002 Lagoon Dredging	0	\$ 129,398	(129,398)
Unbudgeted items:			
	10,120,000	575,290	- 9,544,710

Total Approved	11,735,000	1,140,468	- 10,594,532
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Carryovers			
Funded from Reserves			
W-2024-00* Production Wells TH90-1	-	103,320	(103,320)
W-2024-00* Storage bldg renovations	-	8,149	(8,149)
W-2022-001 Water Quantity/Quality	-	29,561	(29,561)
S-2021-008 WWTP Design Phase II	-	7,440	(7,440)
	0	148,470	0 (148,470)
	11,735,000	1,288,938	- 10,446,062

Funding:

	Total	Operating	Borrow	CCBF	Grants
Water	1,615,000	655,000	\$ 410,000	550,000	
Sewer	10,120,000	120,000	\$ 2,667,000	-	7,333,000
	\$ 11,735,000	\$ 775,000	\$ 3,077,000	\$ 550,000	\$ 7,333,000

Town of Rothesay

2025-08-31

219500-60

Donations/Cultural Support	Budget	Paid to date
KV3C (in kind)	2,500.00	-
NB Medical Education Trust	5,000.00	5,000.00
KV Food Basket	5,000.00	5,000.00
Fairweather Scholarship	1,000.00	1,000.00
Saint John Theatre Company	1,000.00	
Symphony NB	2,500.00	
	sub	17,000.00
		11,000.00
Other:	19,500.00	
Junior Achievement NB		300.00
RES - 50th Anniversary		300.00
Shining Horizons Therapeutic Riding Assoc.		1,200.00
YMCA - Red Triangle Gala		125.00
Royal Canadian Legion		1,000.00
RNS - 2025 Spring Art Show		500.00
You Can Ride for Two		500.00
Fundy Tree Trimming - grinding stumps		938.57
Hilary Pond		500.00
St Josephs hospital foundation		1,000.00
	sub	19,500.00
		6,363.57
	<hr/> <hr/>	<hr/> <hr/>
G/L Balance		17,363.57
	<hr/> <hr/>	<hr/> <hr/>

TOWN OF ROTHESAY

FINANCE COMMITTEE
September 22, 2025

In attendance:

Mayor Nancy Grant
Deputy Mayor Matt Alexander, Chairman (Chair)
Councillor Don Shea
Councillor Helen Boyle
Assistant Treasurer Laura Adair

Absent:

Town Manager Brett McLean
Treasurer Doug MacDonald

The meeting was called to order at 8:25am.

The agenda was accepted with an amendment. (DS/NG)

Review of Minutes

The minutes of August 28, 2025 were accepted as presented (DS/HB)

August Financial Statements

- a) **General Fund** – the operating variance report was reviewed noting there were no significant differences from the previous month aside from Supplies which relates to Inspire contract and Public Transit KV Go both which weren't budgeted for. Pg #5 RICC reserve has \$34K in donation as of August 31st.
- b) **Utility Fund** – the operating variance report was reviewed noting there were no significant differences from the previous month.

It was agreed **the financial statements for both funds should be referred to Council for approval (DS/HB).**

Donation Requests

Donation summary – reviewed with no comment.

- a. **Shining Horizons** – Committee agreed purchase 2 tickets using the Mayors budget
- b. Scouts – TABLED
- c. NB Medical Education Foundation – TABLED
- d. Kennebecasis Rowing Club - TABLED

2026 budget process

Draft budget submissions were reviewed to provide guidance to committee members prior to the Joint Finance meeting with Quispamsis.

a) Library

Consensus the budget request was reasonable. Requested funding indicates a 6% increase in the KPL operating budget. Building maintenance higher due to janitorial expenses and higher wages rate compared to previous year. Budgeted expenses increased by 6% however the deficit carried forward increased the amount requested from the towns to 18%.

b) Fire

Consensus the budget request was unreasonable. Recommend to council to reject budget and ask that operating budget increases be limited to cost of living of approx. 2% to 3%. Requested funding indicates a 6% increase in the KVFD operating budget. The committee noted salary costs are dependent upon labour negotiations are ongoing and fire budget was rejected by the Fire Board. Council disapproves of capital requests for station 1 renovation to increase office space of \$275K since approx. \$4M was just spent on a new station.

c) Police

Consensus the budget request was unreasonable. Recommend to council to reject budget and ask that operating budget increases be limited to cost of living of approx. 2% to 3%. Overall increase compared to prior year is 7.4% (increase of approx. \$637K) which includes prior year surplus. Operating increase is 6.1% which is largely related to wage increases and two new positions.

Honorarium By-Law

Motion to recommend to council to increase honorarium from \$25 to \$30 and \$50 if meeting exceeds 2hrs. (HB/DS)

Remuneration By-Law

Motion to recommend to council to increase remuneration by-law by 2% each consecutive year effective in 2026 with new council. (DS/HB)

For Information

August Remittance report – all items filed.

Motion to accept and receive **items for information (HB/DS)**

Next Meeting

Joint Finance meeting September 26th.

The next meeting is set for October 27, 2025.

The meeting adjourned at 9:25am.

Deputy Mayor Matt Alexander

Laura Adair, Financial Officer

ROTHESAY & QUISPAMSIS

JOINT FINANCE COMMITTEE MEETING

Rothesay Town Hall Common Room

Thursday, September 26, 2025

9:00 a.m.



ROTHESAY: MAYOR NANCY GRANT
DEPUTY MAYOR MATT ALEXANDER
COUNCILLOR HELEN BOYLE
COUNCILLOR DON SHEA

TOWN MANAGER BRETT MCLEAN
ASSISTANT TREASURER LAURA ADAIR

QUISPAMSIS: MAYOR LIBBY O'HARA
DEPUTY MAYOR MARY SCHRYER
COUNCILLOR BETH THOMPSON
COUNCILLOR EMIL OLSEN
ACTING TREASURER LIA ESTEY

ABSENT: ROTHESAY TREASURER DOUG MACDONALD
QUISPAMSIS CHIEF ADMINISTRATIVE OFFICER IAN WATSON

Mayor Grant called the meeting to order at 9:00 a.m. and welcomed all in attendance, noting the purpose of the meeting is to: provide the two Finance Committees with the opportunity to review and discuss the budgets of the Kennebecasis Valley Fire Department, the Kennebecasis Valley Regional Joint Board of Police Commissioners, and the Kennebecasis Public Library; ask questions of the officials representing the respective regional departments; and provide recommendations to both councils on each of the three proposed budgets.

1. APPROVAL OF AGENDA

MOVED by Mayor Libby O'Hara and seconded by Deputy Mayor Matt Alexander the agenda be approved.

CARRIED.

2. KENNEBECASIS VALLEY PUBLIC LIBRARY PROPOSED 2026 BUDGET

In attendance: Pallvi Anand, Library Director and Allison Maxwell, Board Chair, Norah Emmerson, Former Library Director

Ms. Anand began by sharing the library's 40-year impact on both communities, noting it enriches the lives of residents by providing free and equitable access to information and experiences. She spoke of a 4.6:1 benefit-cost ratio of Canadian libraries; and reported growth in several areas of the Kennebecasis Public Library such as: staff, visitor traffic, patrons, collections, connectivity (computer/Wi-Fi users), programs, and volunteers (waitlist). She mentioned the Kennebecasis Public Library is the busiest of 11 libraries in the Fundy Library Region.

Budget Highlights for 2026

Requested Municipal Funding:

- \$293,846, up from ~\$249,846 (approx. 18% increase)

Major Increases:

ROTHESAY & QUISPAMSIS

Joint Finance Committee

Minutes

-2-

25 September 2025

Category	% Increase	Notes
Wages	30%	Due to extended summer student hours and increase to retain staff
Building Maintenance	10%	Contract renewals, janitorial services, waste mgmt, carpet cleaning
Office Expenses	14%	Printing costs, cleaning supplies
Insurance	10%	Rate increases from last year (was underestimated)
Programs	39%	New policy requiring criminal record checks for all facilitators/volunteers
Communications	8%	Increased licensing/software costs
Utilities	7%	Projected increase in NB Power rates

Savings:

Category	% Decrease	Notes
Small Equipment	-44%	Fewer computers being refreshed this year (6 vs. 10)

Amy Watling Board Treasurer presented the proposed 2026 Operating Budget, highlighting the big increases following:

The Committee thanked Ms. Emmerson and Ms. Watling and agreed the Library is a valuable asset for both communities. Appreciation was acknowledged for Library staff, volunteers, and ongoing commendable management of municipal contributions. They left the meeting.

Discussion ensued:

- **18% increase** is not sustainable in the current fiscal climate
- The towns are seeing **no new assessment growth**, limiting ability to increase spending
- **Building maintenance costs** (e.g. \$108,000 total) seen as high, especially for a relatively new building. Would like a more detailed breakdown of costs in this category
- **Printing services**: Currently offered almost free to the public – suggested as a cost-recovery opportunity
- **Criminal Record Checks**: Council questioned whether the library should absorb this or if police can offer discounts
- **Volunteer costs**: Checks might not be needed yearly (valid for 5 years); total estimate (\$6,000) seemed high

MOVED by Counc. Mary Schryer and seconded by Deputy Mayor Matt Alexander the Joint Finance Committee **requests that the Kennebecasis Public Library submit a revised 2026 budget with a maximum increase of 2.5% over the 2025 budget.** (Nay vote Councilor Beth Thompson)

CARRIED.

On the question: Counc. Emil suggested fixed costs that they have no control over versus the cost they do have control over. He would rather look at that and do the math then look at the % increase. He doesn't want to destroy the morale of the people working there. The significance of \$44K increase isn't as big when its coming from both Towns. Although 18% increase doesn't reflect well.

ROTHESAY & QUISPAMSIS

Joint Finance Committee

Minutes

-3-

25 September 2025

3. KENNEBECASIS VALLEY JOINT BOARD OF POLICE COMMISSIONERS PROPOSED 2026 BUDGET

In attendance: Chief Mike Young, Kevin Darling Board member Inspector Mary Henderson and Andrea Sherwood, Finance Manager

Kevin Darling began by noting

- The police budget process has shifted in recent years from using prior year budgets with simple increases (e.g., 3-4%) to a more **actuals-based budgeting** model.
- This change stemmed from recurring surpluses due to:
 - Salaries not being used during long-term absences (e.g., LTD, WorkSafe).
 - Higher-paid retirees being replaced by lower-paid new officers.
- These savings have now been **fully utilized**—the budget is now reflecting actual costs, with no further “discounting” possible.

The proposed 2026 budget:

- Total budget: \$9,237,391 (2026) vs. \$8,599,691 (2025) – increase of \$637,701 (7.4%)
 - **Major Cost Driver:** \$250,000 to account for return/replacement of **2 long-term absent officers** not included in the 2024 budget
 - Not new positions—already approved, just previously unfilled.
 - Remaining budget largely fixed (salaries = ~87% of total costs).

Discussion ensued on:

Operational Staffing Concerns

- Councillors raised concerns about **promotions** inflating costs (e.g., constable → corporal → sergeant).
- Chief acknowledged that promotions are being reviewed and sometimes offset (e.g., replacing outgoing sergeants with lower ranks).
- Issue of **overtime costs** was also noted:
 - When positions are unfilled, it increases overtime to maintain minimum staffing levels.
 - This has offset some savings from vacant positions.

Financial Risk & Communication

- Budgeting for officers’ return is a **gamble**—if they don’t return, surplus occurs again; if they do, not budgeting would cause a **deficit**.
- Some councillors proposed **delaying** budgeting for those two positions, knowing full well they might have to be added back in 2026.
- Board and Commission stressed they would **communicate any impending deficit** early, if one arose mid-year.

Specific Budget Line Questions

- **Board Expenses:** Proposed increase of \$5,000 (50%) to hire a **part-time EA**, separating board admin from police staff. Council may defer this.
- **Accounting Line Increase (32%):** Due to **new software systems** for accounting and inventory control.
- **Utilities/Cleaning:** Despite the building doubling in size, costs stayed flat or dropped due to:
 - LED upgrades.
 - New cleaning contracts with better rates.

ROTHESAY & QUISPAMSIS

Joint Finance Committee

Minutes

-4-

25 September 2025

Towns are under **severe fiscal pressure** due to:

- Frozen property assessments.
- Downloaded costs from the province (e.g., \$1 million over 5 years for external capital projects).
- Councillors emphasized that:
 - **Tax increases are politically and socially difficult.**
 - **Service cuts are unpopular and risky**, especially in policing and fire.
 - Some suggested the **province needs to address the structural cost pressures** in policing, especially wage escalation from arbitration practices.

Mayor Nancy Grant thanked Chief Young, Keving Darling, Inspector Henderson, and Ms. Sherwood left the meeting.

4. KENNEBECASIS VALLEY FIRE DEPARTMENT INC. PROPOSED 2026 BUDGET

In attendance: Fire Chief Michael Boyle and Finance Officer, Ron Catchet.

Fire Chief Boyle presented the KV Fire Department proposed 2026 budget highlighting and emphasized the value of accreditation, particularly in financial management (Category 4). He has been good financial steward, keeping budgets on or under target.

- Rothesay and surrounding areas (KB) have seen significant population and structural growth over the past 5–7 years.
- There are now 83 apartment buildings, many of which are 4-story mid-rise buildings, with potential for future 6-story developments.
- These buildings increase fire risk and require appropriate resources, such as:
 - Aerial apparatus (ladder trucks)
 - Sufficient personnel
- Referenced recent fires in Fredericton and Middle Sackville, where robust internal fire suppression systems failed to prevent major damage due to fires starting externally (e.g., on balconies or roofs).

As a precursor to the budgets, he acknowledged these are challenging financial times and the budgets were prepared with a focus on vital elements, and alignment with the Fire Department's 2020-2025 Strategic Plan.

Proposed 2026 Budget Overview:

- \$7,537,523 Total Budget 2026
- Operating Budget Increase 6.27%

Highlights that will impact the 2026 budget:

Biggest Cost Driver: Union Agreement

- The main anticipated budget increase is due to the firefighters' union contract:
 - The contract expired on Dec 31, 2023.
 - Negotiations started before that and included 5–6 formal meetings.
 - Conciliation was applied for in May 2025.
 - A tentative agreement was reached in September, but not approved by the Fire Board.

ROTHESAY & QUISPAMSIS

Joint Finance Committee

Minutes

-5-

25 September 2025

- Explained that under the **Industrial Relations Act**, **binding arbitration** compares salaries only to **other firefighter salaries**, not to general public sector or municipal roles (similar to police).

MOVED by Counc. Helen Boyle and seconded by Counc. Matthew Alexander to move to closed session at 11:05am

CARRIED

- Increasing Operational Staffing**

- No frontline additions since **2012**, despite growth.
- Proposal: **Add 4 new firefighters over 2 years:**
 - 2 in 2026
 - 2 in 2027

- Admin Workload & Staffing**

- Proposed:
 - Upgrade current assistant** to full-time *Records Manager*.
 - Add new **Admin Assistant** by Q4 2026.
- Cited **increased workloads**, compliance, public record requests, accreditation demands.

KVFD 2026 Capital Budget highlights:

- 2026 Capital Budget \$489,000
 - Fleet \$75,000
 - Replacement of 2016 Dodge Durango (end of useful life)
 - Equipment \$139,000
 - \$21K Replacement of 2010 Portable radios (end of useful life/discontinued model)
 - \$10K Replacement of Fire hose (worn out/100-year celebration in 2024)
 - \$23K new bunker gear
 - \$85K Automobile extrication equipment
 - Facilities \$275,000
 - Station 1 – renovations to move office upstairs. 3 quotes one significantly higher and one lower. Fire Chief opted to include an average amount based on quotes

Mayor Dr. Nancy Grant stated massive upcoming costs for municipalities:

- Canada Games Aquatic Centre upgrades** (~\$23M).
- Existing investments: \$7M in fire/police over 5 years.
- Ladder truck to cost **\$3M+**.
- 2026 **assessment freeze** adds financial strain: Minimal revenue growth expected except from **new builds**.

Chief Boyle acknowledged budgetary constraints on Council and the decision are ultimately up to them. He'll adapt if the budget is not approved by deferring new hires and renos but emphasized increasing fire risks with high buildings and limited resources.

"If we can't save the building, we can at least save the people."

ROTHESAY & QUISPAMSIS

Joint Finance Committee

Minutes

-6-

25 September 2025

Mayor Nancy Grant thanked Fire Chief Boyle and Mr. Catchet, and extended appreciation for the Fire Department's reporting and service to both communities.

Chief Boyle thanked the Committee for their time, and he and Mr. Catchet left the meeting.

Discussion ensued on: staffing/wage concerns, union negotiations and the binding arbitration process. Suggested to engage with the Minister of Public Safety to review how arbitration works and whether changes are possible.

MOVED to rescind Motion by Counc. Mary Schryer and seconded by Deputy Mayor Matt Alexander the Joint Finance Committee **requests that the Kennebecasis Public Library submit a revised 2026 budget with a maximum increase of 2.5% over the 2025 budget.** (Nay vote Councilor Beth Thompson)

CARRIED.

MOVED by Counc. Emil Olsen and seconded by Counc. Helen Boyle the Joint Finance Committee request a revised 2026 budget from the Kennebecasis Regional Police Force with an increase of no more than 3% in their operating budget.

MOVED by Counc. Emil Olsen and seconded by Counc. Helen Boyle the Joint Finance Committee request a revised 2026 budget from the Kennebecasis Fire Department with an increase of no more than 3% in their operating budget.

MOVED by Counc. Emil Olsen and seconded by Counc. Helen Boyle the Joint Finance Committee request a revised 2026 budget from the Kennebecasis Regional Library with an increase of no more than 3% in their operating budget.

CARRIED.

5. ADJOURNMENT

MOVED by Counc. Emil Olsen and seconded by Mayor Libby O'Hara the meeting be adjourned.

CARRIED.

The meeting adjourned at 12:17 p.m.

Respectfully submitted,

Laura Adair
Assistant Treasurer
Rothesay



Ms. Pallvi Anand
Library Director
Kennebecasis Public Library
1 Landing Court
Quispamsis, NB E2E 4R2

September 26, 2025

Re: Kennebecasis Public Library 2026 Budget

We want to thank you for your presentation of the proposed 2026 Kennebecasis Public Library budget to the Rothesay and Quispamsis Joint Finance Committee on September 25, 2025.

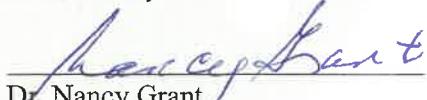
As you are aware, the Government of New Brunswick has introduced a one-year property assessment freeze for residential, non-residential, and industrial properties.

While this freeze provides some tax relief for property owners, it also poses significant financial challenges for municipalities. In a typical year, increases in property assessments help offset the rising costs associated with inflation. With this mechanism unavailable and given the provincially legislated requirement for municipalities to submit balanced budgets, our financial flexibility is considerably constrained.

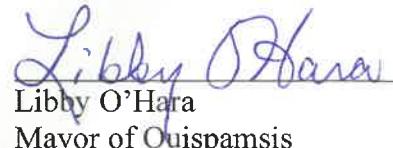
In light of these circumstances, we are requesting a revised 2026 operating budget for the Kennebecasis Public Library that limits the overall operating budget increase to a maximum of 3% be resubmitted by October 3rd, 2025.

We recognize the challenge of balancing the diverse needs of the community amid ongoing financial pressures, and we appreciate your continued efforts and collaboration in this process.

Yours truly,


Dr. Nancy Grant

Mayor of Rothesay


Libby O'Hara
Mayor of Quispamsis

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Discover your future / Découvrez votre avenir



Mike Young
Police Chief
Kennebecasis Regional Police Force
126 Millennium Drive
Quispamsis, NB E2E 6E6

September 26, 2025

Re: Kennebecasis Regional Police Force 2026 Budget

We want to thank you for your presentation of the proposed 2026 Kennebecasis Regional Police Force budget to the Rothesay and Quispamsis Joint Finance Committee on September 25, 2025.

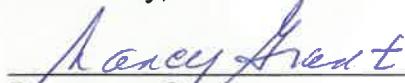
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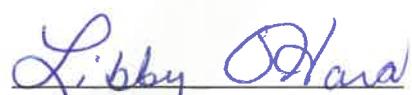
In light of these circumstances, we are requesting a revised 2026 operating budget for the Kennebecasis Regional Police Force that limits the overall operating budget increase to a maximum of 3% be resubmitted by October 3rd, 2025.

We recognize the challenge of balancing the diverse needs of the community amid ongoing financial pressures, and we appreciate your continued efforts and collaboration in this process.

Yours truly,


Dr. Nancy Grant
Mayor of Rothesay

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Libby O'Hara
Mayor of Quispamsis



Michael Boyle, MEd, BIS, ECFO
Fire Chief
KV Fire Department
7 Campbell Drive
Rothesay, NB E2E 5B6

September 26, 2025

Re: Kennebecasis Valley Fire Department Inc 2026 Budget

We want to thank you for your presentation of the proposed 2026 KV Fire Department budget to the Rothesay and Quispamsis Joint Finance Committee on September 25, 2025.

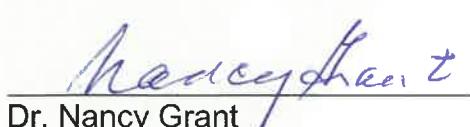
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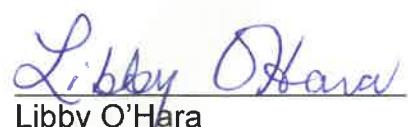
In light of these circumstances, we are requesting a revised 2026 operating budget for the KV Fire Department that limits the overall operating budget increase to a maximum of 3% be resubmitted by October 3rd, 2025.

We recognize the challenge of balancing the diverse needs of the community amid ongoing financial pressures, and we appreciate your continued efforts and collaboration in this process.

Yours truly,


Dr. Nancy Grant
Mayor of Rothesay

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Libby O'Hara
Mayor of Quispamsis

ROTHESAY & QUISPAMSIS

JOINT FINANCE COMMITTEE MEETING

Teams meeting

Thursday, Ocotober 07, 2025

9:00 a.m.



ROTHESAY:

MAYOR NANCY GRANT
DEPUTY MAYOR MATT ALEXANDER
COUNCILLOR HELEN BOYLE
TOWN MANAGER BRETT MCLEAN
ROTHESAY TREASURER DOUG MACDONALD
ASSISTANT TREASURER LAURA ADAIR

QUISPAMSIS:

MAYOR LIBBY O'HARA
DEPUTY MAYOR MARY SCHRYER
COUNCILLOR BETH THOMPSON
COUNCILLOR TIM ROSZELL
COUNCILLOR EMIL OLSEN
ACTING TREASURER LIA ESTEY
CLERK LISA MCGINNIS

ABSENT:

ROTHESAY COUNCILLOR DON SHEA
QUISPAMSIS CHIEF ADMINISTRATIVE OFFICER IAN WATSON

Mayor Grant called the meeting to order at 9:55 a.m. and welcomed all in attendance, noting the purpose of the meeting is to: provide the two Finance Committees with the opportunity to review and discuss the revised budgets of the Kennebecasis Valley Fire Department, the Kennebecasis Valley Regional Joint Board of Police Commissioners, and the Kennebecasis Public Library; ask questions of the officials representing the respective regional departments; and provide recommendations to both councils on each of the three proposed budgets.

1. APPROVAL OF AGENDA

MOVED by Deputy Mayor Matt Alexander and seconded by Councilor Emil Olsen that the agenda be approved.

CARRIED.

**2. KENNEBECASIS VALLEY PUBLIC LIBRARY
PROPOSED 2026 BUDGET REVISED**

In attendance: Librarian Pallvi Anand

The revised Library budget was submitted with reduction in the hydro expense and programing cost.

**3. KENNEBECASIS VALLEY JOINT BOARD OF POLICE COMMISSIONERS
PROPOSED 2026 BUDGET**

In attendance: Chief Mike Young, Kevin Darling Board Chair

Kevin Darling stated the revised Police budget has reduced the operating budget from 6% to 3.3%. The major change is from not budgeting for two officers who are out on leave. If they return, then a deficit may occur or if they deemed unable to return then hiring replacements will be delayed until 2027.

ROTHESAY & QUISPAMSIS

Joint Finance Committee

Minutes

-2-

25 September 2025

4. KENNEBECASIS VALLEY FIRE DEPARTMENT INC. PROPOSED 2026 BUDGET

In attendance: Fire Chief Michael Boyle and Finance Officer, Ron Catchet. John Jarvie Fire Board Administrator

Fire Chief Boyle presented the 2026 revised KV Fire Department budget. Revised operating budget decrease from 6% to 2.97% with the elimination of fire station 1 renovation, the admin assistant position and a decreased to EMO and training expense.

Mayor Dr. Nancy Grant thanked those who attended to present their revised budget, and they existed the meeting.

Discussion:

CAO Brett McLean expressed concern that the increase in the compliment of fire fighters will negatively impact future budget especially with the new union contract. Consensus among the Joint Finance Committee was Fire had revised their operating budget to meet the parameters set by the Joint Finance Committee and they don't have the ability to dictate the operations of Fire.

Deputy Mayor Matt Alexander indicated he thought KV Police failed to meet the target of 3% which both the Library and Fire and they should be asked to revise it again. Councillor Mary Schryer indicated Police had explained it couldn't meet the target due to negotiated wage increase.

MOVED by Mayor Libby O'Hara and seconded by Counc. Helen Boyle that the Joint Finance Committee recommend to Councils accept the revised 2026 budget from the Kennebecasis Regional Library.

MOVED by Counc. Emil Olsen and seconded by Mayor Libby O'Hara that the Joint Finance Committee recommend to Councils accept the revised 2026 budget from the Kennebecasis Regional Police Force. One Nay vote by Deputy Mayor Matthew Alexander.

CARRIED

MOVED by Mayor Libby O'Hara and seconded by Counc. Helen Boyle the Joint Finance Committee recommend to council to accept the revised 2026 budget from the Kennebecasis Fire Department with an inclusion of \$10,000 for Training.

CARRIED

5. ADJOURNMENT

MOVED by Counc. Emil Olsen and seconded by Councillor Emil Olsen the meeting be adjourned.
CARRIED.

The meeting adjourned at 10:17 p.m.

Respectfully submitted,

Laura Adair
Assistant Treasurer
Rothesay

Doug MacDonald

From: Laura Adair
Sent: October 2, 2025 4:50 PM
To: Doug MacDonald
Subject: FW: Revised Proposed Budget 2026
Attachments: KPL 2026-Budget-DRAFT_V6.xlsx

From: Anand, Pallvi (NBPLS/SBPNB) <Pallvi.Anand@gnb.ca>
Sent: October 2, 2025 4:47 PM
To: Laura Adair <lauraadair@rothesay.ca>
Cc: Watling, Amy (HorizonNB) <Amy.Watling@HorizonNB.ca>
Subject: Revised Proposed Budget 2026

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Laura,

Please find attached the revised proposed budget. We have brought it down to 2.85% from 6%. The adjustments include lowering the power cost projections in line with NB Power's recent general rate application for the 2026/27 fiscal year, along with minor changes in the program line of the budget and other areas.

We truly appreciate your guidance in this process and remain available should you have any questions or require further clarification.

Regards,



Pallvi Anand

Library Director | Directrice de Bibliothèque

Kennebecasis Public Library | Bibliothèque Publique de Kennebecasis

Department of Post-secondary Education, Training and Labour | Ministère de l'Éducation postsecondaire, de formation et du travail
Government of New Brunswick | Gouvernement du Nouveau-Brunswick
Pronouns | pronoms : she/her/elle

T | Tél. : 506-849-5314

C | Cell. : 506-2824413

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KENNEBECASIS PUBLIC LIBRARY

2026 Proposed Operating Budget Overview vs. 2025

Description	2026 Proposed Budget	2025 Budget	Change vs 2025 %	Change vs. 2025 \$	Note
Building Maintenance	108,619	99,003	10%	9,616	Janitorial contract renewal in 2025.
Communications	8,900	8,262	8%	638	
Grounds & Roads Mtce.	22,113	20,415	8%	1,698	Grounds maintenance and snow removal contract renewals in 2025.
Insurance	11,946	11,270	6%	676	As estimated by Higgins Insurance, rate decision available in October 2025.
Misc. Expense	1,700	1,606	6%	94	
Office Expenses	11,803	10,327	14%	1,476	
Professional Development	2,000	2,000	0%	0	
Professional Services	14,468	13,861	4%	607	
Programs	5,425	4,500	21%	925	Due to a policy change, all of the volunteers/ program facilitators need to provide CRC/Vs and the amount will be reimbursed by us after three months of service.
Public Relations	2,300	2,000	15%	300	A vacuum cleaner for children's section and an additional paper shredder.
Small Equipment and Furniture	6,236	11,175	-44%	-4,939	6 computers to be replaced in 2026, whereas 10 were replaced in 2025.
Utilities	63,568	69,775	-9%	-6,207	NB Power projected rate increases have diminished.
Wages	32,254	29,071	11%	3,183	
Total Operating Expenses	291,332	283,264	2.85%	8,068	
Revenue	-\$10,000	-\$9,800			
Deficit (Surplus) 2nd Previous Year	\$4,472	-\$24,440			
Municipal Fundings - Operations	285,804	249,024	15%	36,780	

THANK YOU FOR YOUR SUPPORT!

Doug MacDonald

From: Moore, Rebecca (KRPF/SPRK) <Rebecca.Moore@nbpolice.ca>
Sent: October 3, 2025 1:10 PM
To: Doug MacDonald
Cc: Kevin Darling; Young, Mike (KRPF/SPRK); Henderson, Mary E. (KRPF/SPRK); Sherwood, Andrea (KRPF/SPRK)
Subject: Updated Budget - Kennebecasis Regional Police Force
Attachments: Budget 2026 - Final for Towns 30Sept25.pdf; Revised 2026 Budget Breifing Note Oct 1, 2025 RM.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Sent on behalf of Kennebecasis Regional Police Force Joint Board Chair, Kevin Darling

Further to the Joint Finance Committee's request the Board has revisited the 2026 Budget request and incorporated the changes as discuss at the Joint Finance Committee meeting.

We were unable to bring the Operating budget down to the 3% request, largely due to our contracted salary increase of 3.25% in 2026.

We were able to bring the Operating Expense request down from 6% to 3.3% for 2026. This is largely due to not budgeting for the two vacant officer positions, which had an impact on our overtime request.

The additional 1% increase in is due to the lower surplus (2024) being recovered in 2026 which is beyond our control.

Any further reductions would result in officer layoffs and impact to public safety which our Board was not prepared to approve.

Regards

Kevin Darling
Chair

2025October14OpenSessionFINAL_082

Kennebecasis Regional Police Force - Annual 2026 Budget

Expenses		Year-End Actuals				Revised		
		2025	2025	2025	2025	2026	2026	2026
		(Estimate)	Budget	\$ Diff	% Diff	Budget	\$ Diff	% Diff
Admin								
5605 Admin - Salaries		633,446	645,349	-11,903	-1.8%	664,042	18,693	2.9%
5611 Admin - EI		11,304	11,757	-453	-3.9%	11,938	180	1.5%
5612 Admin - CPP		30,747	30,842	-94	-0.3%	31,848	1,007	3.3%
5613 Admin - Pension		44,660	43,487	1,172	2.7%	45,240	1,753	4.0%
5614 Admin - Medical (Health Ins)		35,770	39,749	-3,979	-10.0%	43,000	3,251	8.2%
5615 Admin - WorkSafe NB		22,430	24,369	-1,939	-8.0%	25,849	1,480	6.1%
5616 Admin - AD&D/Life/EAP		4,350	4,100	250	6.1%	4,500	400	9.8%
5618 Admin - Payroll Processing Fees		7,016	7,000	16	0.2%	7,000	0	0.0%
5620 Admin - Professional & Membership Fees		14,165	15,000	-835	-5.6%	15,500	500	3.3%
5622 Admin - Employee Recognition		10,022	10,000	22	0.2%	10,000	0	0.0%
5625 Admin - Board Expenses		7,662	10,000	-2,338	-23.4%	10,000	0	0.0%
5629 Admin - Forrest Green Admin Fees		24,716	25,000	-284	-1.1%	25,000	0	0.0%
5630 Admin - Training/Travel		51,566	50,000	1,566	3.1%	45,000	-5,000	-10.0%
5633 Admin - Accounting Fees		13,637	14,000	-363	-2.6%	18,500	4,500	32.1%
5640 Admin - Labour Relations		30,739	5,000	25,739	514.8%	5,000	0	0.0%
5650 Admin - Insurance (Liability)		7,713	10,000	-2,287	-22.9%	11,500	1,500	15.0%
5663 Admin - Bank & Credit Card Fees		4,385	5,000	-615	-12.3%	5,000	0	0.0%
5670 Admin - Bridge Financing Interest (Building Exp)		8,736	0	8,736				
5695 Admin - Retirement - Reinvestment		22,332	20,000	2,332	11.7%	20,000	0	0.0%
5696 Admin - Retirement - Budget		80,000	80,000	0	0.0%	70,000	-10,000	-12.5%
Total Admin		1,065,397	1,050,653	14,744		1,068,917	18,264	1.7%
Building								
5400 Building - Maintenance Supplies/ Serv.		52,790	48,000	4,790	10.0%	36,000	-12,000	-25.0%
5405 Building - Cleaning		56,107	65,000	-8,893	-13.7%	60,000	-5,000	-7.7%
5410 Building - Heat & Power		63,373	65,000	-1,627	-2.5%	65,000	0	0.0%
5430 Building - Property Taxes		52,314	53,000	-686	-1.3%	66,250	13,250	25.0%
5440 Building - Property Insurance		10,336	12,000	-1,664	-13.9%	16,000	4,000	33.3%
5450 Building - Debenture Interest		56,972	105,119	-48,147	-45.8%	106,466	1,348	1.3%
5460 Building - Debenture Principal		99,000	99,000	0	0.0%	87,000	-12,000	-12.1%
5470 Building - Grounds Keeping		20,175	30,000	-9,825	-32.8%	30,000	0	0.0%
5485 Building - Debenture Issuance Amortization		1,172	0	1,172		1,083	1,083	
Total Building		412,238	477,119	-64,880		467,799	-9,320	-2.0%
Crime Control								
5005 CC - Salaries - Regular		4,976,576	4,936,583	39,993	0.8%	5,142,474	205,891	4.2%
5006 CC - Salaries - Overtime		184,800	120,000	64,800	54.0%	170,000	50,000	41.7%
5011 CC - EI		69,545	70,565	-1,020	-1.4%	73,080	2,515	3.6%
5012 CC - CPP		194,972	192,630	2,342	1.2%	203,802	11,172	5.8%
5013 CC - Pension		453,919	458,294	-4,375	-1.0%	505,245	46,951	10.2%
5014 CC - Medical (Health Ins)		204,558	243,595	-39,037	-16.0%	243,595	0	0.0%
5015 CC - WorkSafe NB		144,393	156,222	-11,829	-7.6%	153,000	-3,222	-2.1%
5016 CC - AD&D/Life/EAP		69,938	76,000	-6,062	-8.0%	84,000	8,000	10.5%
5018 CC - Wellness Program		7,987	0	7,987		5,000	5,000	
5020 CC - Training/Travel		86,761	90,000	-3,239	-3.6%	60,000	-30,000	-33.3%
5021 CC - Travel Insurance		4,385	5,000	-615	-12.3%	5,000	0	0.0%
5031 CC - Computer Hardware		28,754	29,000	-246	-0.8%	26,000	-3,000	-10.3%
5032 CC - Computer Software		9,299	11,000	-1,701	-15.5%	8,000	-3,000	-27.3%
5033 CC - Drone		3,052	3,000	52	1.7%	3,000	0	0.0%
5040 CC - Communications		109,040	110,000	-960	-0.9%	110,000	0	0.0%
5045 CC - Axon IT services agreement		90,755	100,000	-9,245	-9.2%	100,000	0	0.0%
5051 CC - Office Supplies		16,785	17,000	-215	-1.3%	17,000	0	0.0%
5052 CC - Office Postage/Courier		3,583	3,500	83	2.4%	3,500	0	0.0%
5053 CC - Office Equipment Leases		14,682	15,000	-318	-2.1%	15,000	0	0.0%
5058 CC - ETS		10,721	10,000	721	7.2%	10,000	0	0.0%
5060 CC - Ident Supplies		8,016	10,000	-1,984	-19.8%	10,000	0	0.0%
5062 CC - Breathalyzer		5,696	6,000	-304	-5.1%	6,000	0	0.0%
5063 CC - Firearms		12,213	12,000	213	1.8%	12,000	0	0.0%
5064 CC - Miscellaneous		16,097	15,000	1,097	7.3%	15,000	0	0.0%
5065 CC - Gifts/ Donations		5,943	12,000	-6,057	-50.5%	8,000	-4,000	-33.3%
5066 CC - K9 Unit		9,752	15,000	-5,248	-35.0%	10,000	-5,000	-33.3%
5070 CC - Uniforms		125,063	120,000	5,063	4.2%	120,000	0	0.0%

	2025 October 14 Open Session FINAL 083									
5075 CC - Auxiliary	81,211	82,520	-1,309	-1.6%	66,020	-16,500	-20.0%	5,000	0	0.0%
5076 CC - APA Tuition	6,765	15,000	-8,235	-54.9%	7,500	-7,500	-50.0%			
5077 CC - Recruitment	33,997	35,000	-1,003	-2.9%	35,000	0	0.0%			
5090 CC - Detention	15,567	40,000	-24,433	-61.1%	25,000	-15,000	-37.5%			
5095 CC - Community Relations	62,682	65,000	-2,318	-3.6%	99,500	34,500	53.1%			
5100 CC - PIMITS	50,000	35,000	15,000	42.9%	35,000	0	0.0%			
5110 CC - Investigations	10,000	-10,000	-100.0%		5,000	-5,000	-100.0%			
5111 CC - Discipline (Code of Conduct)	5,000	-5,000	-100.0%		0	-5,000	-100.0%			
5115 CC - Human Source Fund Expense	96,939	100,165	-3,226	-3.2%	110,182	10,017	10.0%			
5120 CC - Insurance (Liability)	2,874	3,000	-126	-4.2%	3,000	0	0.0%			
5130 CC - Parking	481	500	-19	-3.7%	500	0	0.0%			
5140 CC - Taxi & Traffic Bylaw	303,505	300,000	3,505	1.2%	306,000	6,000	2.0%			
Total Crime Control	7,526,165	7,533,574	-7,409		7,816,397	282,824	3.8%			

Vehicles

5300 Vehicles - Fuel	125,117	110,000	15,117	13.7%	120,000	10,000	9.1%			
5310 Vehicles - Maintenance	90,194	55,000	35,194	64.0%	55,000	0	0.0%			
5311 Vehicles - Tires	9,605	10,000	-395	-3.9%	10,000	0	0.0%			
5320 Vehicles - Insurance	44,717	50,600	-5,883	-11.6%	53,130	2,530	5.0%			
5340 Vehicles - New Vehicles (Buy)	39,808	45,000	-5,192	-11.5%	45,000	0	0.0%			
5340 Vehicles - New Vehicles (Lease)			0		7,200	7,200				
5345 Vehicles - New Equipment	14,142	10,000	4,142	41.4%	10,000	0	0.0%			
Total Vehicles	323,583	280,600	42,983		300,330	19,730	7.0%			
TOTAL EXPENSES	9,327,384	9,341,945	-14,561		9,653,443	311,498	3.3%			

Income & Prior-Year Surplus

4001 Interest Earned - Operating Acct	21,107	7,500	13,607	181.4%	1,000	-6,500	-86.7%			
4002 Interest & Dividends Earned	36,048	20,000	16,048	80.2%	20,000	0	0.0%			
4010 Miscellaneous Income	13,049	0	13,049		0	0				
4013 Secondments	413,777	375,000	38,777	10.3%	408,000	33,000	8.8%			
4020 Record Checks	127,785	130,000	-2,215	-1.7%	130,000	0	0.0%			
4022 Accident Reports	3,100	0	3,100		2,000	2,000				
4023 Grants	8,058	0	8,058		0					
4026 Fingerprints	4,015	4,000	15	0.4%	1,000	-3,000	-75.0%			
4035 Fire Dept	9,700	9,700	0	0.0%	10,150	450	4.6%			
4040 Taxi Revenue	1,558	1,000	558	55.8%	1,000	0	0.0%			
4050 Bylaw Revenue	751	1,000	-249	-24.9%	1,000	0	0.0%			
4060 Capital Gains/Losses	0		0							
4500 Interest Earned - Building Expansion	5,105		5,105							
Total Other Primary Income	644,054	548,200	95,854		574,150	25,950	4.7%			
Prior-Year Surplus	194,055	194,055			98,464	-95,591	-49.3%			
Municipal Funding Required	8,489,275	8,599,690	-110,415		8,980,829	381,139	4.4%			

KRPF - 2026 Budget Briefing Notes – Updated Oct 1

Further to the letter received from the Joint Finance Committee dated September 26, 2025, requesting that the KRPF budget increase be limited to 3% we have revisited the budget request and provided an updated commentary.

As discussed at the meeting we have two officers currently on long term disability, we did not ask for funding for them in 2025 as we were advised by the benefit company that likely they would not be returning to work in 2025. We have now been advised that there will be an end to their cases within the next fiscal year which will trigger one of two things: they will be back to work, and we will need to pay their salaries, or they will not be returning as police officers, and we will need to replace them. As such we added their salaries back into our original 2026 budget submission.

At the Joint Finance Committee meeting on September 25, 2025, we were asked if the members on leave did not return could we wait to restaff the positions until 2027, we advised that we could, but the shortage would put increased pressure on overtime costs and the wellness of our officers.

As the Committee is aware, 86% of our budget is our human resource costs. A significant portion of our 2026 increase is due to the 3.25% salary increase outlined in our Union Contract. The requested overall budget increase of 3% is not feasible given the 3.25% increase mandated by the Union Contract. Achieving this would require layoffs that directly impact public safety—at a time when we are already operating with two vacant officer positions.

Understanding the pressures that the Towns are under in 2026 we reviewed the areas where we could reduce our budget including not planning for the return of these officers in 2026.

We want to confirm the comments made at the Joint Committee Meeting that if these officers are declared fit for duty they will return to work, and we will be in a deficit position by not planning for their return.

We initially proposed a 6% increase in operating costs which included the planning for the returning or restaffing of the vacant officer positions. By eliminating those costs, planning for increased overtime and reducing some other areas we have reduced the budget request for operating expenses to 3.3%

There is an additional 1% increase in funding from the Towns due to our reduction in surplus positions over the past 3 years.

We continue to be committed to transparency and clarity by providing a comprehensive breakdown of our budget line items. Our goal is to ensure that you have a clear understanding of how funds are allocated and spent within the KRPF. It is with this spirit that we have meticulously detailed many aspects of our fiscal plan.

As a background to the budget, we have undertaken a comprehensive analysis of all expenses over the last two years and made the necessary adjustments, predominantly in salary costs. This enabled KRPF to absorb some of the increased operating costs each year. This has also eliminated the large surpluses we experienced in recent years.

We do not have that flexibility in 2026, so this budget is a more accurate reflection of the actual increased operating costs.

Along with the attached proposed KRPF operating budget for fiscal 2026, we are providing some commentary below by budget line where there are larger impacts. In cases where there has been little or no change, we have not provided any additional comments, as those lines are strictly based on historical actual costs.

Administration – Overall Increase of \$18,264 or 1.7%

Salaries – Increase of \$18,693 or 2.9%:

There are no changes in the number of employees planned for 2026. The increase represents the 3.25% salary increase for administrative staff. The overall increase is slightly lower at 2.9% due to turnover-related salary changes.

Training and Travel – Decrease \$5,000 or 10%:

Amount of training to be reduced in 2026.

Accounting Fees – Increase \$4,500 or 32.1%:

This is the annual preparation of financial statements and the software costs for the accounting and inventory management systems. There is a necessary upgrade needed in 2026.

Retirement/Sick Pay Fund Contribution – Decrease by \$10,000 or 12.5%:

Reduced based on recent actuarial assessment.

Building – Overall Decrease of \$9,320 or 2.0%

Some building costs have increased due to additional square footage; however, this is offset by a reduction in the annual principal payment on the new debenture.

Crime Control – Overall Increase of \$282,824 or 3.8%

Salaries – Increase of \$205,891 or 4.2%:

In 2025 we had two individuals that were on long term benefits, and the benefit provider was covering their salaries so we did not request funding for those salaries from the Towns knowing we would not need the money, and it would have created a larger surplus. At that time, we did not have a clear timeline for when the individuals would return, so we did not budget for their salaries or the costs associated with replacing them if they were not returning. We have now been advised that there may be an end to their cases within the next fiscal year as discussed in our Joint Finance Committee Meeting.

At the Joint Finance Committee's request, we have not budgeted for their return or replacement in 2026, this will be delayed until 2027.

To be clear, there is no increase in the number of sworn personnel; **in fact, we will be running 2 officers short in 2026 unless the officers are cleared to return to duty.** The return or replacement of two individuals currently on long term leave is \$250,000.

Factors impacting Crime Control Salaries include:

- A 3.25% union contract increase in 2026 which equates to \$160K.
- The remaining increase is a combination.
 - Community officer position staffed as a Sergeant rather than a Corporal.
 - Increases in retention bonuses as officers reach longer thresholds.
 - Increases related to officers progressing through the various ranks.
 - Retention bonuses for those officers seconded to other units as those are not covered under the secondment contracts – this was missed in the 2025 budget.

Benefits – Increase \$65,416:

In 2023, we renegotiated our benefits plan, locking in a fixed cost until 2025. We have been advised to expect an increase of approximately 15% in 2026. Lower increases in other areas have reduced the overall impact. Most categories are based on prior-year increases. The budget format breaks out all the components of the statutory deductions and benefits.

Computer Hardware & Software - Decrease of \$6,000 or 15%:

Patrol car computers must be replaced in 2026 at a cost of \$64,000. To minimize budget impact, these along with other computer and software needs totaling \$44,000 will be leased. These items have a limited lifecycle, so this strategy reduces the annual cost to \$34,000. This will split the costs over the life expectancy of the assets as opposed to shouldering all the costs in one year. Lease terms are three to five years with a nominal buyout.

Crime Control Training and Travel – Decrease \$30,000 or 33%:

Amount of training to be reduced in 2026.

APA Tuition – Decrease of \$16,500 or 20%:

We have given up our seat at the Police College for the Fall 2026 semester, so we will not have a cadet in that cohort.

Recruitment – Decrease \$7,500 or 50%:

Recruitment efforts to be scaled back in 2026.

Community Relations – Decrease of \$15,000 or 37.5%:

In reviewing the plan for 2026, we feel the reduced budget amount will be sufficient.

PIMITS – Increase of \$34,500 or 53.1%:

This is the Provincial policing system; we have been advised by the province that this will be the increase for 2026.

Insurance – Increase of \$10,017 or 10%:

Based on estimates from our broker. We go to market every two years to ensure rates remain competitive. Currently, only two companies insure police forces.

Dispatch Centre Fee – Increase of \$6,000 or 2%:

This is the cost of having Fredericton handle our dispatch services. They have advised that this will be the fee level for 2026.

Vehicles – Overall Increase of \$19,730 or 7%

Fuel – Increase of \$10,000 or 9.1%:

The increase reflects higher fuel costs due to full staffing of patrol positions resulting in increased community presence.

Insurance – Increase of \$2,530 or 5.0%:

Increase in insurance is based on advice from our broker given what is going on in the market.

New Vehicle – Increase of \$7,200:

We plan to replace an administration vehicle and the Inspectors vehicle in 2026 through leases, which reduces the funding requirement compared to a purchase.

Income & Prior Year Surplus – Overall Decrease of \$69,641 or 9.4%

Interest Earned – Decrease of \$6,500 or 86.7%:

We have reduced estimated interest revenues due to lower deposit balances with the reduction in surpluses and declining interest rates tied to the Prime Rate.

Interest & Dividends Earned:

As discussed in previous years, the category “Int and Dividends Earned” relates to the Sick Leave/Retirement Fund. The income earned is 100% reinvested into the fund for future liabilities. There is an expense equal to this amount under Admin Expenses (line 5696).

Secondments – Increase of \$33,000 or 8.8%:

We have increased the budget amount for Secondments as we have been able to negotiate the benefit costs for seconded officers. This was not a practice in the past. We now can recover some of the costs that we would have shouldered for seconded officers.

Record Checks – No Change:

Record Check volume seems to have stabilized over the past couple of years.

Prior Year Surplus – Decrease of \$95,591 or 49.3%:

The primary impact under this area, is the reduced budget surplus being carried forward from the previous year. Given the time invested in reviewing each of the costs categories over the past couple of years we do not see the return of large surpluses.

Overall Summary

The budgeted increase in Total Operating Expenses is \$311,498 or 3.3%, bringing the total operating cost to \$9,653,443 for the year 2026.

After considering the Revenue budget and the previous year's surplus totaling \$672,614, the total Municipal Funding requirement is \$8,980,829, up from \$8,599,691 in 2025.

A large part of this increase is attributable to a lower prior-year surplus carried forward by approximately \$100,000.



Kennebecasis Valley Fire Department Inc.

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Dr. Nancy Grant
Mayor of Rothesay

Libby O'Hara
Mayor of Quispamsis

October 3, 2025

Re: Kennebecasis Valley Fire Department Inc. 2026 Budget

Thank you for your letter dated September 26, 2025, regarding the proposed 2026 budget for the Kennebecasis Valley Fire Department. We recognize and appreciate the financial challenges created by the provincially mandated property assessment freeze and understand the impact this has on the ability of municipalities to prepare balanced budgets. At a meeting on October 1, 2025, the updated budget was voted on and unanimously passed by the Joint Board of Fire Commissioners.

In order to determine the budget reductions needed to meet the maximum budget increase, we reviewed our 2025 overall operating budget in comparison to our original 2026 overall operating budget and determined that we needed to reduce the overall budget request by \$335,602 to achieve the 3% target. When considering the 2024 surplus and with the reductions made below, I am pleased to report that we have eliminated \$341,100 from the original budget request; our overall operating budget increase from 2025 into 2026 is now a 2.97% increase, or \$473,379.

The major revisions include:

- Reduction of the EMO budget – as KV EMO is still in a growth stage, there has not been as great a need as expected for EMO related training and equipment. Moving into 2027, this budget should be considered again for an increase
- Training – the firefighter training budget has been reduced by \$10,000; this amounts to about 200 hours of reduced training outside of normal working hours for firefighters e.g. confined space training, swift water rescue certification or any other training that is typically not completed on-duty
- Administration Assistant – this position was eliminated for 2026 and will be presented again for 2027
- Station 1 Renovation – this proposed renovation was eliminated and will be presented again in the future

The department has made a significant effort to meet the Joint Finance Committee's request and assist with budget pressures faced by the municipalities. It should be noted that we believe we can continue to meet the operational effectiveness of the department, however it

is an increasing challenge within an ever-growing community. The ability to maintain service levels, meet training standards and ensure firefighter and community safety depends on sustaining the proposed budget.

The unknown for 2026 is the potential for binding arbitration; the proposed professional services line should cover the cost of the legal fees for arbitration; however, a resolution that is above the proposed increase may result in a greater than anticipated funding need in 2026.

Updated Budget Highlights

- \$7,446,423 operating budget 2026
- \$219,000 capital budget 2026
- Reduction of \$341,100 from initially proposed overall budget from 2025 into 2026
- Overall increase of \$473,379 (2.97%)
- 2026-member contribution operating budget \$6,878,818 (34k less than 2025)
- 2026-member contribution capital budget \$219,000

Please see attached the updated 2026 budget for the KVFD. If you have any questions or concerns, do not hesitate to contact me.

Thanks,

Michael Boyle

Michael Boyle, MEd, BIS, ECFO

Fire Chief/KV EMO Director

Kennebecasis Valley Fire Department

Kennebecasis Valley Fire Department Inc.

2025October14OpenSessionFINAL_093

2026 Operating Budget

Line	BUDGET	BUDGET	Variance		
	2025	2026	Budget Comparison 2026 vs. 2025	% Change	Variance Explanation

REVENUE:

1	Members Contributions	\$ 6,913,500	\$ 6,878,818	\$ (34,682)	-0.5%	Due to large 2024 surplus created from lack of CBA agreement
2	Rebate of Property Tax	85,679	86,435	757	0.9%	Rebates estimated on 2025 actual bills
4	Revenue Fee Structure	-	-			
5	Misc. Revenue	6,000	29,255	23,255	387.6%	Revenue, Sussex MOU training officer, misc revenue
6	Interest Income C/A	25,000	25,000	-	0.0%	
7	Surplus 2nd previous year	62,765	446,915	384,150	612.0%	2nd year prior surplus
8		\$ 7,092,944	\$ 7,466,423	\$ 373,480	5.3%	

EXPENSES:

ADMINISTRATION:

9	Admin. Wages and Benefits	\$ 747,800	\$ 803,800	\$ 56,000	7.5%	Salary band amounts - Chief (\$3K)/Deputy Chief (\$1.5K)/DC's (\$.5K) + Admin support increases
10	Convention/dues/training	27,000	27,000	-	0.0%	
11	Administrative Agreement	12,000	12,000	-	0.0%	Paid to Rothesay
12	Professional Services	33,638	47,000	13,362	39.7%	Includes shared HR costs (10% of KRPF costs)
13	CPSE Accreditation	21,245	2,000	(19,245)	-90.6%	
14	Office supplies/Copy Machine/ S/C/Postage	11,210	12,950	1,740	15.5%	Based on 2025 YTD
15	Computer hardware/software/IT	39,000	50,250	11,250	28.8%	Cell phone replacements + RMS + Sage 100
16	Telephone/ Internet	17,304	17,823	519	3.0%	
17		\$ 909,197	\$ 972,823	\$ 63,626	7.0%	

Kennebecasis Valley Fire Department Inc.

2025October14OpenSessionFINAL_094

2026 Operating Budget

Line		BUDGET	BUDGET	Variance		
		2025	2026	Budget Comparison 2026 vs. 2025	% Change	Variance Explanation

FIREFIGHTING FORCE:

18	Salaries Basic	3,363,100	3,642,700	279,600	8.3%	2 new 3rd Class FF's + 2025 wage for expected new CBA
19	Overtime	50,000	\$ 60,000	10,000	20.0%	Based on 2025 YTD
21	Force Benefits	900,500	930,700	30,200	3.4%	Group benefit increase (5%) + Family/T&R Day payments (\$21.5K)
22	Career Uniforms and Maintenance	30,500	30,500	-	0.0%	
23	Medical and Fitness Testing	20,000	20,000	-	0.0%	
24	Employee Wellness	7,000	7,000	-	0.0%	
25	Career Recognition	4,000	4,000	-	0.0%	
26	Holiday Relief Wages and overtime	440,800	450,300	9,500	2.2%	2025 wage for expected new CBA but new hires at lower wages
27	Holiday Relief Benefits	180,900	139,400	(41,500)	-22.9%	New hires no benefits 1/2 year + no pension
28		\$ 4,996,800	\$ 5,284,600	\$ 287,800	5.8%	

TELECOMMUNICATIONS:

29	Cellular Telephones	8,000	8,000	\$ -	0.0%	
30	Communication Equipment	1,500	700	(800)	-53.3%	
31	Maintenance / Repairs	700	1,500	800	114.3%	
32	Dispatch Service	264,600	306,221	41,621	15.7%	Tied to 2025 tax base assessment. Under-budgeted in 2024
33		\$ 274,800	\$ 316,421	\$ 41,621	15.1%	

Kennebecasis Valley Fire Department Inc.

2025October14OpenSessionFINAL_095

2026 Operating Budget

Line		BUDGET	BUDGET	Variance		
		2025	2026	Budget Comparison 2026 vs. 2025	% Change	Variance Explanation

INSURANCE:

34	Insurance	\$ 84,898	\$ 93,388	\$ 8,490	10.0%	Based on 2025 actual + large expected increase
35		\$ 84,898	\$ 93,388	\$ 8,490	10.0%	

PREVENTION AND TRAINING:

36	Firefighter / Co. Officer Training	\$ 51,000	\$ 51,000	\$ -	0.0%	Training plus recruitment class/training
37	Fire Prevention	8,000	8,000	-	0.0%	
38	Public Education	3,600	3,600	-	0.0%	
39	Training Supplies	5,000	5,000	-	0.0%	
40		\$ 67,600	\$ 67,600	\$ -	0.0%	

FACILITIES:

41	Station 1 Operating	\$ 229,800	\$ 234,300	\$ 4,500	2.0%	Inflationary increase
42	Station 2 Operating	114,000	112,700	(1,300)	-1.1%	Based on 2025 YTD + inflation
43	Station Supplies	30,000	25,000	(5,000)	-16.7%	Based on 2025 YTD + 2024 filing cabinets expense removed
44		\$ 373,800	\$ 372,000	(1,800)	-0.5%	

FLEET:

45	Fuel Vehicle	\$ 38,000	\$ 38,000	\$ -	0.0%	Based on 2025 YTD
46	Registration Vehicle	750	750	-	0.0%	
47	Vehicle Maint. & Repairs	90,000	90,000	-	0.0%	
48		\$ 128,750	\$ 128,750	-	0.0%	

Kennebecasis Valley Fire Department Inc.

2025October14OpenSessionFINAL_096

2026 Operating Budget

Line	BUDGET	BUDGET	Variance		
	2025	2026	Budget Comparison 2026 vs. 2025	% Change	Variance Explanation

OPERATIONS:

49	New Equipment	\$ 26,000	\$ 26,000	\$ -	0.0%	
50	Maint. & Repairs Equip.	\$ 20,000	\$ 20,000	\$ -	0.0%	
51	Maint. & Repairs Bunker Gear	\$ 6,500	\$ 4,500	\$ (2,000)	-30.8%	Based on 2025 YTD
52	Medical supplies	\$ 13,000	\$ 13,000	\$ -	0.0%	
53	Fire fighting supplies	\$ 7,000	\$ 7,000	\$ -	0.0%	
54	Fire Investigation	\$ 6,000	\$ 6,000	\$ -	0.0%	
55		\$ 78,500	\$ 76,500	\$ (2,000)	-2.5%	

WATER COSTS:

56	Water Costs - Quispamsis	\$ 5,887	\$ 6,058	\$ 171	2.9%	2.9% annual contractual increase
57	Water Costs - Rothesay	\$ 30,596	\$ 31,484	\$ 887	2.9%	2.9% annual contractual increase
58		\$ 36,483	\$ 37,542	\$ 1,058	2.9%	

EMO (Emergency Management Operations):

59	Emergency Management	\$ 67,315	\$ 40,000	\$ (27,315)	-40.6%	
60		\$ 67,315	\$ 40,000	\$ (27,315)	-40.6%	Reduced from 2024 by newly created Training Officer position in 2025

OTHER:

61	Miscellaneous	\$ 5,000	\$ 7,000	\$ 2,000	40.0%	More costs related to managing mutual aid relationships
62	Retirement Allowance	\$ 69,800	\$ 69,800	\$ -	0.0%	
63		\$ 74,800	\$ 76,800	\$ 2,000	2.7%	

64	Totals	\$ 7,092,944	\$ 7,466,423	\$ 373,480	5.27%	Total Budget Increase
65				\$ 29,680	0.42%	Budget % Increase excluding all employee cost changes
				\$ 365,100	5.15%	Total wage increase as a % of operating budget increase

Kennebecasis Valley Fire Department - 2026 Capital Budget			
Fleet	Cost	Actual	Notes
Car 1 Replacement (2025 Dodge Durango)	\$ 75,000.00		10 year replacement cycle; 67K plus lights/siren, decals
Subtotal	\$ 75,000.00	\$ -	
Equipment			
New Bunker Gear (new members and replacement cycle)	\$ 28,000.00		New hires plus ongoing replacement cycle
Automobile Extrication Equipment	\$ 85,000.00		Year 2 of 2, replacement cycle
Fire Hose Replacement Cycle	\$ 10,000.00		Year 1 of 2, replacement cycle
Portable radios replacement	\$ 21,000.00		Ongoing replacement cycle of portable radios
Subtotal	\$ 144,000.00	\$ -	
Facilities			
			\$ -
TOTAL CAPITAL BUDGET	\$219,000.00	\$0.00	

2025

Rothesay	40.6050%	\$88,924.55
Town of Quispamsis	59.3950%	\$130,075.45
Totals	100.00%	\$219,000.00



ROTHESAY
AGE-FRIENDLY ADVISORY COMMITTEE
2025 October 14 Open Session FINAL 098
Rothesay Town Hall Common Room
Tuesday, September 16, 2025 at 10 am



PRESENT: COUNCILLOR HELEN BOYLE
DIANE O'CONNOR, CHAIRPERSON
WILLA MAVIS, VICE CHAIRPERSON
NANCY HASLETT
DOAA HIGAZY
JILL JENNINGS
DR. SHAWN JENNINGS
DIANNE TAYLOR
ROBERT TAYLOR

DRAFT

AGE-FRIENDLY & COMMUNICATIONS COORDINATOR KIRSTIN DUFFLEY
RECREATION & COMMUNICATIONS COORDINATOR KERI FLOOD
RECORDING SECRETARY ÉLIANE KNOX

ABSENT: MAYOR NANCY GRANT, *ex-officio member*
ANGELA MORSE
CHIEF ADMINISTRATIVE OFFICER (CAO) BRETT McLEAN
HIGH SCHOOL REPRESENTATIVE (Vacant)

Chairperson O'Connor called the meeting to order at 10:07 am.

1. APPROVAL OF AGENDA

MOVED by N. Haslett and seconded by R. Taylor the agenda be approved as circulated.

CARRIED.

2. APPROVAL OF MINUTES

2.1 Meeting minutes of June 17, 2025

MOVED by N. Haslett and seconded by J. Jennings the minutes of June 17, 2025, be adopted as circulated.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST

N/A

4. DELEGATIONS

N/A

5. REPORTS AND PRESENTATIONS

N/A

6. UNFINISHED BUSINESS

6.1 AFAC-NB In-Person Conference

K. Duffley shared that she, along with Diane O'Connor, Robert Taylor, and Doaa Higgazy, will be attending the conference on October 1st. The team is excited to return with new insights and knowledge to share with everyone.

6.2 2025-2027 Age-Friendly Community Action Plan

➤ Rothesay Intergenerational Community Complex

K. Flood briefed the Committee members on the current status of Rothesay Intergenerational Community Complex. The project aims to build a community recreation facility to serve all generations, providing a welcoming, inclusive, and sustainable gathering place. The facility will support play, connection, and community thriving, targeting people of all ages and abilities. A PowerPoint presentation is being utilized to inform the members on the current status and future needs of the project.

Project Vision and Key Pillars

- Vision: A space where people of all ages can come together, connect, and stay active, with a focus on inclusion and sustainability.
- Key Pillars:
 - Intergenerational: A facility where everyone belongs, promoting interaction across generations.
 - Barrier-Free: Fully accessible for people of all abilities.
 - Equitable: Serving people from all backgrounds and incomes.
 - Sustainable: Built for longevity with a focus on environmental responsibility.
 - Community-Built: Powered by local support and community involvement.

The Need for the Facility

- Aging Infrastructure: The existing Rothesay Arena, operating for over 50 years, is outdated and unable to meet the increasing demand for recreational activities.
- Lack of Indoor Walking Space: No indoor space available for walking, particularly for individuals with mobility challenges or those needing a safe environment during winter months.
- Overcrowded Programs: Many age-friendly programs are at full capacity, with waitlists and limited outreach to older adults.
- Barrier-Free Recreation: Current facilities are not accessible for everyone year-round.

Ideal Location

The new facility will be located centrally, surrounded by schools and near existing recreational amenities. It is also on an active transportation route, which will make it easily accessible to the community.

Community Hub - The facility will serve as a year-round gathering space, enhancing accessibility and creating a stronger community network.

Community Impact

- Health and Wellness: The project aligns with provincial health and social priorities by encouraging preventative health, fostering connection, and supporting aging in place.
- Inclusion and Access: The facility will provide year-round, barrier-free spaces for people of all ages, promoting intergenerational connections.
- Expanded Services: Programs like Rothesay HIVE will expand with the larger space, strengthening the resilience of the community.

Project Components

- New Arena: A brand-new arena with an indoor walking track will be built on the current empty lot on Scott Avenue.
- Old Arena Renovation: The existing arena will be transformed into a multi-use facility with indoor sports spaces. The Rothesay HIVE is planned to be located there.
- Connecting Structure: A new building will connect the two arenas and include community spaces like a café, social gathering areas, and a community policing office.

Project Timeline (subject to adjustment as the project progresses)

- **Phase 1 – Design: November 2025 to March 2026**
- **Phase 1 – Construction: April 2026 to April 2027**
- **Phase 2 – Design: January 2026 to June 2026**
- **Phase 2 – Construction: Beginning October 2026**

Funding

Total Project Cost: \$38.5 million.

Funding Status:

- Rothesay's Contribution: \$11.5 million.
- Federal Government: \$7 million secured through the Green and Inclusive Communities Buildings program, with additional funding requested.
- Provincial Government: \$12 million requested, with positive discussions ongoing.
- Community Fundraising: \$3 million target, with the fundraising campaign underway.

The project is nearly 51% funded, with efforts continuing on securing the remaining funds.

Community Support and Fundraising

Local businesses and community members have shown strong support for the project, with some already contributing through donations.

Fundraising initiatives include partnerships with local businesses, such as a special McDonald's fundraiser planned for October 3rd–5th.

Upcoming Events: A fashion show and a potential hockey tournament at the arena are being organized to further support fundraising.

A Fundraising Committee is being formed, and volunteers are needed to help with outreach, events, and spreading the word.

Community Engagement and Questions

A key concern raised by community members is whether a pool will be included in the project. The response clarifies that there will be no pool, as the community already funds an aquatic center, and maintaining a second pool would lead to increased taxes.

The decision to keep the ice in the arena until the new rink is completed was seen as a positive step, avoiding disruption for local hockey programs.

A discussion took place about green energy initiatives for the new development is ongoing, with a focus on sustainability in the planning stages.

Call to Action

Community members are encouraged to get involved in the project, whether through fundraising, volunteering, or simply spreading the word about the initiative.

➤ Transportation – KV Go Demo Project

K. Duffley updated the Committee members on the KV Go Demo Project. The service operates with two buses running an inner and outer loop connecting both communities Rothesay and Quispamsis, allowing passengers to transfer between the two loops. This service is available until November 10th as part of a demonstration project.

K. Duffley encouraged the Committee members to promote the service, highlighting that the bus rides are free and accessible, and aims to get more people on board to experience the service.

Chairperson O'Connor suggested using their regular Walkie-Talkie group and KV Walkers to spread the word by hopping on the bus and seeing the route firsthand, which can generate awareness and excitement in the community.

A discussion took place to include reaching out to local groups, such as nursing homes, daycares, and newcomer communities, to help spread the word and encourage participation in the bus service.

K. Duffley mentioned that Oldies 96 is the media partner for this project, running ads for the service, but there is an idea to also involve CBC for more exposure, even though there are concerns about potential conflicts with the media partner.

Chairperson O'Connor brought up a challenge for people who live off the main bus routes who live in a more remote area and has difficulty accessing the bus. A conversation occurred about possibly offering a "bridge service" to help people get to the bus route.

K. Duffley explained that the current demonstration project does not have the flexibility to accommodate detours or changes to the route, but it may be considered in future projects if the service is extended. The potential for an on-demand service is suggested, but this would require a different funding and operational model.

The idea of organizing group rides and community tours for different local groups (e.g., high school students, Future Engage group) to see where the bus goes and raise awareness was discussed.

K. Duffley noted that daycares and small groups are already using the bus, but expanding to other community groups (e.g., seniors, newcomers) could increase ridership.

There was an emphasis on making people aware of the service, as Chairperson O'Connor pointed out that many in the community might not be familiar with the times and routes. It is noted that the bus service operates at limited hours (ends at 4:30 pm), and people may not realize the bus is available on the weekends too.

Posters and other materials are being distributed to local businesses, schools, and community centers, and there was a suggestion to post information in restaurants where newcomers work, as they may not be aware of the service and high schools.

A survey is being conducted to gather feedback from riders and eventually non-riders about why they are not using the bus, which could help inform future adaptations to the service.

K. Flood and K. Duffley mentioned that the data from the survey will help decide if changes are necessary or if the service should be modified for greater accessibility in the future.

The group discussed the importance of community involvement to ensure the success of the project, and there is a plan to continue promoting and sharing information through different channels, including PSAs (Public Service Announcements) and word of mouth.

7. NEW BUSINESS

7.1 2026 Rothesay HIVE Budget

K. Duffley explained the 2026 Rothesay HIVE budget to the Committee members. The budget has remained unchanged from the previous year and is expected to be approved in October 2025. The Town has been operating with a certain structure since 2022, with the expenses typically being slightly overestimated and revenues a little under, balancing out by the end of the year.

The deficit mentioned seems to be part of the typical budget structure, and there is no immediate concern about it, as it is planned to be covered by various sources like donations, sponsors, and possibly adjusting revenues.

Sponsorships are not actively being sought, but they do receive some support each year, like from Shannex for the Café and Kindred Home Care for programs (e.g., Tai Chi). Donations are appreciated and would likely be directed to support specific projects, like the RICC. Java Moose, who previously supplied coffee, is no longer providing it, as the center switched to Keurig machines. They declined to supply pods due to cost. Sponsorship from Java Moose was generous in the early days, and they provided coffee for the community center in the past.

Donations are encouraged, with the idea that money raised would go toward funding the RICC, which would benefit the Rothesay HIVE.

7.2 Age-Friendly Programming Update

Rothesay HIVE

- Current Offerings: Exercise Classes (5), Tai Chi (Wells), Latin Line Dancing, Book Club, Garden Club, Walking Club, Grief Café, Mahjong & Bridge Games, Card and Board Games, Coffee & Chats, Movie Matinees, Presentations, and lending libraries.
- Partnership with the KV Public Library this past summer offered writing classes.
- Partnership with Imperial Theater – 50+ Dance Class this September.

- Fashion Show – RICC Fundraiser on October 15th at Bill McGuire Centre at 2 pm.
- Partnership with Saint John Arts Centre – coming soon.
- Upcoming Presentations:
 - Special Care Homes in New Brunswick, Friday, September 26th at 1:30 PM.
 - KV Fire Department, Thursday, October 23rd at 2:00 PM.
- The Rothesay HIVE was nominated for the Saint John Chambre's Outstanding Business Achievement Awards for the Community Impact Award. We have completed the form required and look forward to hearing about the results – so many great community partners!
- The Rothesay HIVE had a booth at the Community Fall Expo at the Quispamis qplex this summer in August.

Rothesay HIVE Members

Rothesay HIVE Facebook Group: 1,303 members

Rothesay HIVE Members as of now in 2025: 223 members

Rothesay HIVE Members in 2024: 205 members

Rothesay HIVE Members in 2023: 162 members

Rothesay HIVE Members in 2022: 126 members

Renforth Seniors Exercise Classes

The Renforth Seniors Exercise Classes is back for another year, started on Monday, September 8th. The class is still being offered at the Bill McGuire Centre on Mondays and Wednesdays from September to June each year.

Saint John Newcomers Centre Programs

Rothesay/Rothesay HIVE/RICC will have a booth at the upcoming Culture Fest in the Valley on Saturday, September 20th from 12:00pm-4:00pm at the Arts and Culture Park in Quispamsis.

Future Engage is on Thursday mornings from 10 am-12 pm.

Conversational English Chats is on Wednesdays from 3 pm-4 pm.

Contact: Fouzia Bouazzaoui: (506) 721-1325 / fouzia.bouazzaoui@sjnewcomers.ca

Chairperson O'Connor updated the Committee members regarding the events in the summer.

The Saint John Newcomer Centre has been a great partner, particularly with Fouzia Bouazzaoui, who's transitioning to a new role. The team is hoping the new person who steps in will be as effective in continuing that connection.

The community is also engaging with newcomers, as seen with the intergenerational and international event that brought Sudan presenters during local officials visit.

Picnic & Future Engage: The summer picnic was a hit, with interesting talks on skin care, seashell collections, and even beekeeping from a young, entrepreneurial student. It's great to hear that Future Engage is reaching a wider audience, including more men, which was an important goal.

Chairperson O'Connor mentioned that Rothesay Hive had Counc. Boyle come graciously with her ice cream. It was well received by everyone, and there was great appreciation for the treat.

Camp Medley: There is a camp for seniors happening in September, offering activities like kayaking and bonfires, which seems like a fun and active way to enjoy nature.

Car Fit Program: The occupational therapy workshop on how to make your car safer to drive was well-received, highlighting the importance of proper adjustments for comfort and safety.

Upcoming Talks and Guests

Gretchen Kalbaugh is coming to talk about her book on her suffragette great-aunt, Gertrude Harding, which sounds fascinating. This is a great way to tie in history with contemporary learning.

Martha McClain, a dietitian, will be speaking about meals for one, catering to the elderly community's needs for nutritious, simple meals.

There is also a focus on fire safety with talks scheduled on both home and outdoor safety in the wake of recent wildfires.

Ideas for Future Engage

There was a suggestion for a speed chat event, where people share tidbits about their backgrounds and cultures. This could be a really fun way to build connections between older adults and newcomers in the community.

The idea of combining newcomers and older adults for discussions or shared learning (such as speed chats) was highlighted as a great way to promote intergenerational and cultural exchange.

Discussions are also happening with Archstone to bring in speakers on various health topics, including physio, acupuncture, and pelvic health. It's clear that the community is trying to cater to a wide range of interests, from physical health to emotional and mental wellness.

Intergenerational Grounding Movement

D. Taylor informed the Committee members that she is leading a mindfulness movement class for a second year with Rothesay High School students.

The first session had a positive response from the girls, but the boys were less receptive to the activity. They were expecting something different (likely a more traditional or structured physical activity like sports or dance) and were not as engaged with the mindfulness-based movement. The students may have been confused about the nature of the activity, possibly due to a misunderstanding of what she was offering (it sounds like they may have thought it was going to be a dance class, rather than grounding movement). This misalignment of expectations can often result in disengagement or disruptive behavior. It's possible that the start of the school year and the students' adjustment to a new group dynamic could have played a role in their behavior. There could be some team building needed before they can work well together in this type of activity. While the boys were a bit of a challenge, the girls responded well to the session. This shows that the concept of mindfulness movement has potential for this age group, particularly with some fine-tuning of how the activity is presented. The students who were interested did grasp the idea of mindfulness and movement, which is promising for future sessions. She said she is already seeing that some of them are getting something valuable out of it.

D. Taylor said that Todd Ross from Rothesay High School and her need to have a conversation about how to present the class to the students more clearly. It might help to emphasize the *mindfulness* aspect and the benefits of grounding movement—making it clear that it's not about learning dance steps or just getting exercise but about connecting with the body and mind in a calming, supportive way. Given the challenges with respect and focus, she could work with Todd Ross to set clear ground rules for behavior. Having a defined structure will help ensure that students respect the class and the space for mindfulness. She is committed to giving the class another go, and perhaps highlighting small wins—like the positive feedback from the girls and even the boys starting to settle in—will help build momentum and boost everyone's confidence in the program.

Men's Sheds

Chairperson O'Connor mentioned that there was an event on "Men's Sheds" organized by Brenda Lee, with Dr. Shawn Jennings and herself signed up to attend. Unfortunately, she was unable to attend due to another meeting in Fredericton. The event aimed to introduce the "Men's Sheds" concept to New Brunswick. These sheds are seen as beneficial for men's mental health and social inclusion, offering a space for men to gather, often away from mixed-gender events. Councillor Boyle also mentioned not receiving a link to the event. Chairperson O'Connor will contact Brenda Lee to inquire about the missing Zoom link and express regret about not attending.

8. CORRESPONDENCE FOR ACTION

N/A

9. CORRESPONDENCE FOR INFORMATION

N/A

10. DATE OF NEXT MEETING

The next meeting is tentatively scheduled for Tuesday, October 21, 2025 at 10 am.

11. ADJOURNMENT

MOVED by N. Haslett and seconded by R. Taylor the meeting be adjourned.

CARRIED.

The meeting adjourned at 11:01 am.

CHAIRPERSON

RECORDING SECRETARY



ROTHESAY
2025 October 14 Open Session FINAL 107
PARKS AND RECREATION COMMITTEE
Meeting Minutes
Rothesay Town Hall Common Room
Tuesday, Sept 16, 2025, at 6:30 p.m.



PRESENT: COUNCILLOR BILL McGUIRE(remote)
COUNCILLOR HELEN BOYLE, CHAIRPERSON
COLIN BOYNE, VICE-CHAIRPERSON
DANIELLE BOURQUE
SEAN MILLER
PAULA MAGUIRE

DIRECTOR OF PARKS AND RECREATION CHARLES JENSEN
FACILITIES COORDINATOR RYAN KINCADE

ABSENT: DR. SHAWN JENNINGS
DR. JEAN-FRANÇOIS LÉGARÉ

Chairperson Counc. Boyle called the meeting to order at 6:30 p.m.

1. APPROVAL OF AGENDA

MOVED by C. Boyne and seconded by P. Maguire the agenda be approved as circulated.

CARRIED.

2. APPROVAL OF MINUTES:

2.1 Meeting minutes of May 20, 2025

MOVED by S. Miller and seconded by B. McGuire meeting minutes of May 20, 2025, be approved as circulated.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST

4. DELEGATIONS

5. REPORTS & PRESENTATIONS

6. UNFINISHED BUSINESS

7. CORRESPONDENCE FOR ACTION

8. NEW BUSINESS

8.1 KPES REQUEST FOR SUPPORT

The committee received a referral from the July council meeting requesting support from KPES regarding the install of a “GaGa Pit”. Some discussion was had regarding the use of the space and that we offer a playground program during the summer at the school and that the children would use the space. Dr. Jennings was not at the meeting but replied via email indicating that since it was on the school property that it perhaps should be the responsibility of the school district to look after the install. Committee members generally felt that if it was not a large amount of work or cost and since the children in the town’s playground program would benefit that we could help. Director Jensen will contact the school principal and see if the project is still planning to go ahead.

8.2 RES USE OF ARTHUR MILLER FIELDS

The committee received a referral from the August council meeting from RES inquiring about the implementation of a fee for the use of Arthur Miller Fields. Director Jensen explained that there has always been a “quid pro quo” agreement with the school district and the town regarding the

ROTHESAY

Parks and Recreation Committee ~~2025 October 14 Open Session FINAL_108~~

Minutes

-2-

16 September 2025

daytime use of the Arthur Miller Fields and the operation of the playground programs at local schools. There was an adjustment with this agreement to start the summer by the district with the town being required to pay for use of the schools during the summer months to operate their playground program. After some internal staff discussions, it was felt to recoup the costs for use of the schools that there should be a reciprocal cost for use of the Arthur Miller Fields. This promoted some discussion between town staff and the school district at which time it was decided to revert to the original agreement.

8.3 Draft Parks and Recreation Budget

Director Jensen discussed the 2026 operating budget and that typically the operating budget does not increase a large percentage year over year. With the provincial assessment freeze the goal is to have a zero increase in our 2026 operating budget. The Parks and Recreation 2026 operating budget will be on the agenda for the October meeting.

Director Jensen spoke about the 2025 capital budget and that there were several significant projects completed. The parks and recreation capital budget was approximately \$1 500 000 which included the Arthur Miller Upper Field replacement, lights at the Wells Softball Field, and parking lot lights at the Wells Recreation Park. Director Jensen explained that typically the parks and recreation capital budget is not nearly that high and would often be in the \$200-\$300 000 per year range. He explained that going forward for the next 2-3 years the focus will be on the Rothesay Intergenerational Community Center project and that we will be limiting our capital budget to the RICC.

Parks and Recreation Update

16 Sept 2025 Report from Staff

(See attached.)

P. Maguire brought up the ERK park and the possible need for some maintenance regarding dead trees and some that may need to be removed. She suggested that perhaps we could have a long-term plan regarding the maintenance of the park.

Counc. Boyle brought up a couple of concerns with the playground at the Common. The natural wood balance logs are getting quite rotten and either need to be removed or replaced. There was also discussion regarding an issue with the sand box and possible replacement of some equipment. Director Jensen will speak with staff about the issues.

9. CORRESPONDENCE FOR INFORMATION

ROTHESAY

Parks and Recreation Committee ~~2025 October 14 Open Session FINAL_109~~

Minutes

-3-

16 September 2025

10. DATE OF NEXT MEETING

Tuesday, October 21/2025

The meeting adjourned at 7:01 p.m.

CHAIRPERSON

Councillor Helen Boyle

RECORDING SECRETARY

Charles Jensen

Parks & Recreation Committee

September Update for Committee

September 16, 2025

Soccer & Baseball Fields	Fields are busy with school sports until the end of October.
Rothesay Arena	Opening October 6 th for 54 th season.
Wells Softball Field Lighting Project	Project is underway. Hope to be completed by Sept 19 th .
Scribner Park Community Garden	The community garden is having another great season! Plots are to be harvested and cleared by October 31st, 2025, when we will close up the garden for the winter. They are planning to host a community garden potluck to close out the season.
Sunset Yoga	We had 3 very successful Sunset Yoga sessions with over 175 people attending each one.
Playground Programs	Our 3 playground programs were a success this year. The shift to Rothesay High from RPS worked out great and our programs were very well attended. We had over 400 kids register and attend the programs throughout the summer.
Beaches	KPark and Renforth Beaches closed on Friday, August 23rd, 2024.
Halloween Event	We will be once again hosting our Halloween Skating Party event on Sunday, October 26th, 2025, from 3-4pm at the Rothesay Arena (65 Hampton Road) There will be Face Painting, Hot Chocolate, treats and more! This is a free, family friendly event.
KV Santa Claus Parade	The 27th Annual KV Santa Claus Parade will take place on Saturday, November 29th, 2025. The theme will be “The Lights of Christmas”. We will be encouraging groups, businesses, and community members to start planning their floats.
12 Weeks/12 Walks	The KV Walkers had a very successful <i>12 Weeks / 12 Walks</i> program this summer. While a few walks had to be postponed due to the trail closures during the Fire Ban, the program still saw record attendance at the other walks. A great season overall!

Walk 'n Talk with David Goss – Rothesay	David Goss' most recent Walk n Talk was a great success, with 60 participants and the Mayor in attendance. Although the program had to be slightly amended due to a change with the guest presenter, it worked out well and included a special stop at Nancy Lawton's home on Grove Avenue. Nancy generously welcomed the group, shared stories, and provided refreshments, which greatly contributed to the evening's success.
Through the Lens	The 12 th Annual Through the Lens Photo Contest received 59 spectacular photos of various places in Rothesay. Voting took place from August 22nd to September 3rd, and a total of 1,750 “likes” were recorded. We are pleased to announce the 2025 Through the Lens Photo Contest Winner: Amanda McCauley. Amanda McCauley's photograph of a doe received 199 “likes”! Amanda was recognized at the September 8th, 2025, Council meeting. For more information about the photo contest, visit: https://www.rothesay.ca/recreation/seasonal-programs/through-the-lens/
Rothesay HIVE	For more information about the Rothesay HIVE including the calendar, newsletter, and more visit: https://www.rothesay.ca/recreation/rothesay-hive/ . Rothesay Hive Facebook Group: 1,303 Members Rothesay Hive Registered Members: <ul style="list-style-type: none"> • Past: 2022: 124 Members, 2023: 162 Members, 2024: 205 Members • Current: 2025: 233 Members (as of September 9)
Renforth Senior Exercise Classes	The Renforth Senior Exercise Classes returned to the Bill McGuire Centre on Monday, September 8 th , 2025. The classes are offered from September to June each year and are popular among the older adult population.
Other	Subscribe to our quarterly e-newsletter for Rothesay news, events, and more directly to your inbox by following this link and providing your information: https://mailchi.mp/rothesay/r-insider



ROTHESAY

2025October14OpenSessionFINAL_112

PLANNING ADVISORY COMMITTEE MEETING

Rothesay Town Hall Common Room
Monday, October 6, 2025 at 5:30 p.m.



PRESENT: COUNCILLOR DON SHEA
COUNCILLOR PETER LEWIS
KELLY ADAMS
TYLER DAVIS
RALPH FORTE
RHEAL GUIMOND, CHAIRPERSON
JON LEHEUP

DRAFT

CHIEF ADMINISTRATIVE OFFICER (CAO) BRETT McLEAN
DIRECTOR OF PLANNING/DEVELOPMENT SERVICES (DPDS) MARK READE
ASSISTANT CLERK LIZ HAZLETT

ABSENT: MATTHEW GRAHAM, VICE-CHAIRPERSON
TOWN CLERK MARY JANE BANKS

The meeting was called to order at 5:30 p.m.

1. APPROVAL OF THE AGENDA

MOVED by Counc. Shea and seconded by R. Forte the agenda be approved as circulated.

CARRIED.

2. ADOPTION OF MINUTES

2.1 Regular Meeting of September 2, 2025

MOVED by Counc. Lewis and seconded by T. Davis the Planning Advisory Committee meeting minutes of September 2, 2025 be adopted as circulated.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST

N/A

4. NEW BUSINESS

4.1 110-112 Hampton Road

OWNER:

PID:

PROPOSAL:

Ankit Amin

Avigna Pharma Corporation

30350912

Subdivision (Public Street Vesting)

Ankit Amin was in attendance on behalf of Avigna Pharma Corporation. DPDS Reade summarized the report. He highlighted that the application is to vest a 42 square metre portion of the site, for the approved Wendy's development – where an existing gravel path is – to construct a right turn slip lane from Rosedale Avenue onto Hampton Road. He reported that a letter was received outlining traffic concerns. He mentioned that the right turn slip lane would help alleviate these concerns.

In response to inquiries, DPDS Reade advised that: the 42 square metres is in addition to the Town's right-of-way; the turn lane is expected to help alleviate congestion; the construction cost of the slip lane will be borne by the developer; and a landscaping plan was provided for the Wendy's development.

Counc. Lewis noted that Rosedale Avenue is a narrow street and asked if there are plans to widen the road in the future. CAO McLean compared the street to Almon Lane, noting that these roads are examples of living in a 150-year-old community. Residents living in these areas are familiar with traffic behaviour on the street. He advised that staff proposed that the slip lane also be required in conjunction with approval of the development, as a means to improve the situation, and the applicant has agreed.

Upon request, DPDS Reade demonstrated the expected flow of traffic onsite – there are two access/egress points one on Hampton Road and one on Rosedale Avenue, and a drive-thru lane that circles around the building.

MOVED by Counc. Lewis and seconded by T. Davis the Planning Advisory Committee hereby recommends that Council assent to the Tentative Subdivision Plan with respect to the vesting of a 42 square meter portion of PID 30350912 as a Public Street, as shown on the subdivision plan titled Avigna Pharma Corporation Subdivision, prepared by DMSE, dated August 13, 2025 (Dwg: 25132SDT).

CARRIED.

5. OLD BUSINESS

TABLED ITEMS

5.1 **4 Grove Avenue (PID 00258376) – Setback Variance**
No action at this time

5.2 **251 Gondola Point Road (PID 00243733) – Temporary Suite**
No action at this time

6. CORRESPONDENCE FOR INFORMATION

N/A

7. DATE OF NEXT MEETING(S)

The next meeting will be held on:

Regular Meeting

Monday, November 3, 2025 at 5:30 p.m.

8. ADJOURNMENT

MOVED by R. Forte and seconded by T. Davis the meeting be adjourned.

CARRIED.

The meeting adjourned at 5:40 p.m.

CHAIRPERSON

RECORDING SECRETARY



ROTHESAY
2025 October 14 Open Session FINAL_114
MEMORANDUM



TO : Mayor Grant and Council
FROM : Planning Advisory Committee
DATE : 7 October 2025
RE : 110-112 Hampton Road (PID 30350912)
Subdivision (Public Street Vesting)

Recommendation:

- Council assent to the Tentative Subdivision Plan with respect to the vesting of a 42 square meter portion of PID 30350912 as a Public Street, as shown on the subdivision plan titled Avigna Pharma Corporation Subdivision, prepared by DMSE, dated August 13, 2025 (Dwg: 25132SDT).

Background:

The Planning Advisory Committee passed the following motion at its regular meeting of Monday, October 6, 2025.

MOVED by Counc. Lewis and seconded by T. Davis the Planning Advisory Committee hereby recommends that Council assent to the Tentative Subdivision Plan with respect to the vesting of a 42 square meter portion of PID 30350912 as a Public Street, as shown on the subdivision plan titled Avigna Pharma Corporation Subdivision, prepared by DMSE, dated August 13, 2025 (Dwg: 25132SDT).

CARRIED.



To: Chair and Members of the Rothesay Planning Advisory Committee

From: Mark Reade, P.Eng., RPP, MCIP – Director of Planning and Development Services

Date: Monday, September 29, 2025

Subject: Subdivision (Public Street Vesting) – 110-112 Hampton Road

Applicant:	Ankit Amin	Property Owner:	Avigna Pharma Corporation
Mailing Address:	58 Foley Court, Saint John, NB E2J1B9	Mailing Address:	58 Foley Court, Saint John, NB E2J1B9
Property Location:	110-112 Hampton Road	PIDs:	30350912
Plan Designation:	Commercial	Zone:	Central Commercial
Application For:	Subdivision – Public Street Vesting		
Input from Other Sources:	Director of Operations, KVFD, Utilities		

ORIGIN:

In conjunction with the construction of a new drive-through restaurant at 110-112 Hampton Road, Rothesay Staff have identified the need to widen the Rosedale Avenue approach to Hampton Road.

A vesting of a 42 square metre portion of the development site as Public Street is required to accommodate this widening allowing for the construction of a right turn slip lane. This slip lane will accommodate traffic making a right turn from Rosedale Avenue onto Hampton Road.

BACKGROUND:

At their meeting of March 17, 2025, the Committee granted the necessary land use planning approval (conditional use) for the construction of the proposed drive through restaurant.

ANALYSIS:

The proponent's surveyor has prepared a Tentative Plan of Subdivision showing the 42 square metre area to be vested as Public Street.

The proposed area to be vested as Public Street has been reviewed by the Director of Planning and Development Services and Director of Operations and is acceptable. The application has also been circulated to the KVFD and power and communications utilities.



Figure 1 – View of area to be vested as Public Street

POLLING

Polling was conducted. Any written correspondence received from the polling has been provided in the agenda packet.

SUMMARY

Staff recommend Rothesay Council assent to the Tentative Subdivision Plan for the proposed Public Street vesting. The area will vest as Public Street when the Final Plan of Subdivision is filed once the proponent has completed the construction of the slip lane.

RECOMMENDATION:

Staff recommended THAT the Planning Advisory Committee consider the following Motion:

PAC Hereby recommends that Council assent to the Tentative Subdivision Plan with respect to the vesting of a 42 square meter portion of PID 30350912 as Public Street, as shown on the subdivision plan titled Avigna Pharma Corporation Subdivision, prepared by DMSE, dated August 13, 2025 (Dwg: 25132SDT).

Report Prepared by: Mark Reade, P.Eng., RPP, MCIP

ATTACHMENT A - 110-112 Hampton Road Air Photo

ATTACHMENT B - Tentative Subdivision Plan

ATTACHMENT C – Site Plan showing slip lane

110-112 Hampton Road Air Photo

2025 October 4 Open Session FINAL_1



2025-10-01

 Property_Owner-Copy

CivicAddress

Street

 Green: Band_2

 Property_Owner

 Encumbrance

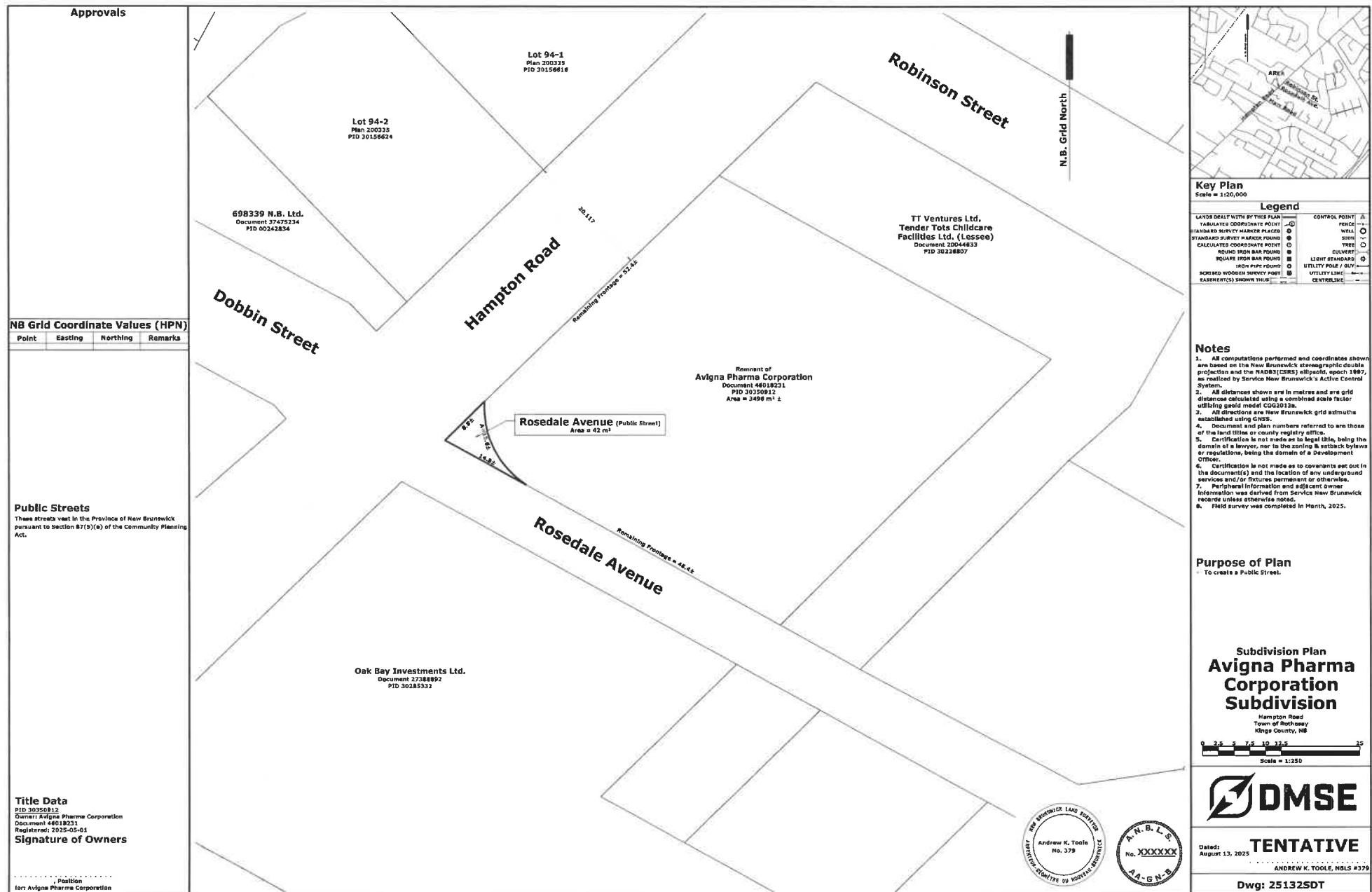
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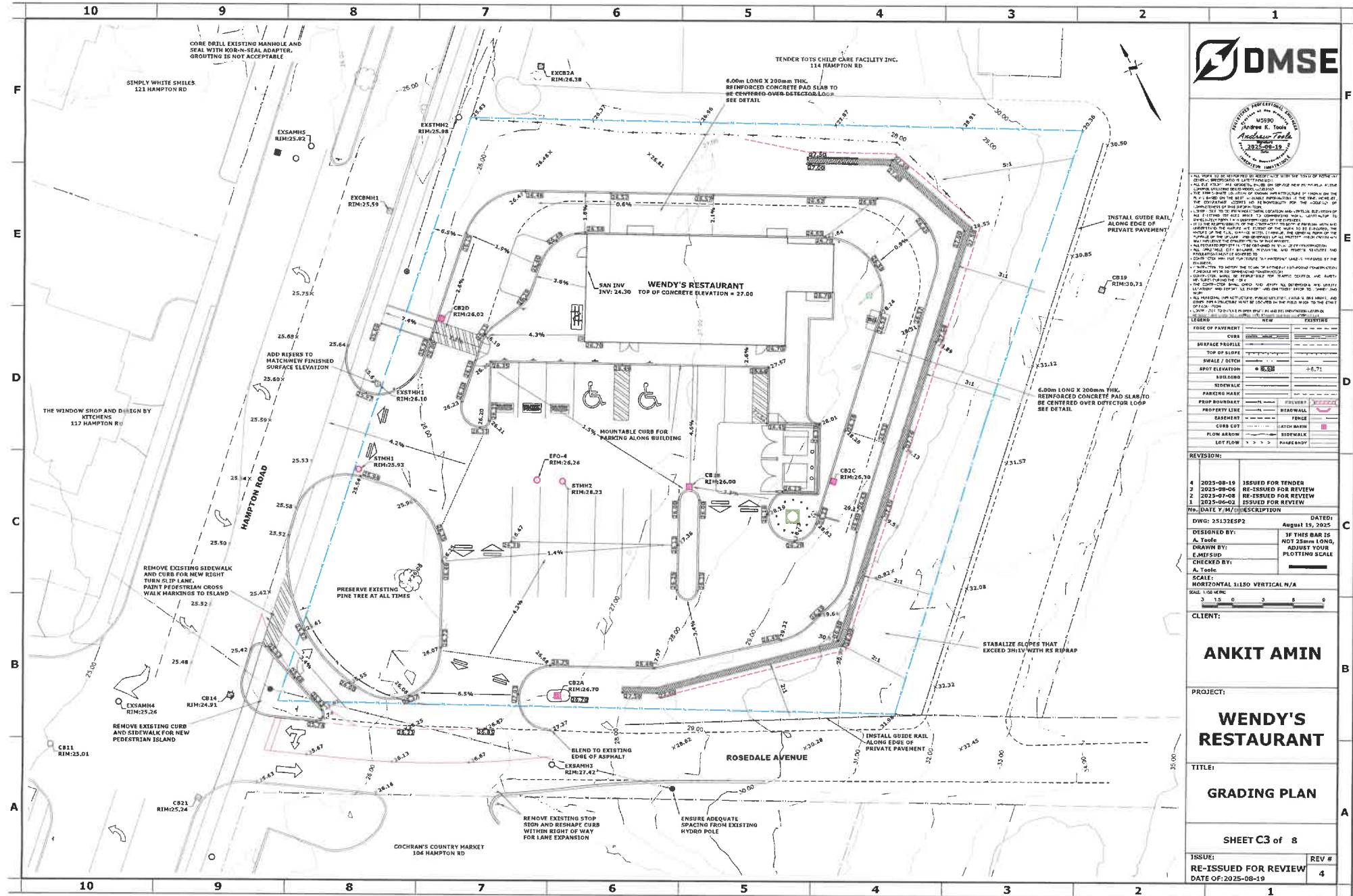
 Blue: Band_3

 Red: Band_1



1:1,500
0 0.01 0.01 0.03 0.03 mi
0 0.01 0.03 0.05 km





9 Rosedale Ave
Rothesay, NB E2E 2P9



Wednesday, October 1, 2025

Mark Reade
Director of Planning and Development Services
Town of Rothesay
70 Hampton Road
Rothesay, NB E2E 5L5

RE: Subdivision Application – 110-112 Hampton Road (PID 30350912)

Dear Mark,

I am writing today in response to your communication via mail in regard to the above-mentioned subdivision application. As a 20-year resident at 9 Rosedale Ave I have concerns about the intersection in question and by extension, the intersections at both ends of Rosedale Ave. As you are no doubt aware my little street has changed a lot in the 20 years I have lived here, and I have experienced all the growing pains associated.

First, the intersection of Rosedale Ave and Hampton Road. Even as is, there are multiple issues with this intersection. Rosedale Ave is classified as a 2-lane road, but the truth is that it is barely more than 1 lane in width, and 2 vehicles cannot pass each other while both are on the paved area of the street for most of its length. I know this as my vehicles over the years have been covered in scratches on my passenger side from having to pull off into the tree branches at areas to allow another vehicle to pass. I have also had to pull off and use the driveway for Tender Tots Childcare Facility connecting Rosedale to Robinson to get out of the way of a vehicle attempting to come up Rosedale Ave from Hampton Road when I am attempting to travel down Rosedale which I am sure is something the daycare is not happy when people do so. This, however, has been the case for the full 20 years I have lived on the street, so I had accepted this as a cost of living on the street.

The issues became substantially worse though, when the property between the original Cochran's Country Market property and Rosedale Ave was purchased by Cochran's to expand their parking lot. Put plainly, so many patrons of Cochran's simply treat Rosedale Ave as part of the parking lot/exit from the market and make no attempt to stop or look for traffic before pulling out onto the road. I have truly lost count of how many close calls I have had there, including more than one occasion where I have had to drive off the left side of the road to avoid by mere inches being run into. Also, more than once, I have had to pull off the road to gather myself before continuing my journey as I was so startled by the closeness of these encounters, especially when I have been travelling with

my 2 young children in the car. Also, more often than not, when drivers pull out of the market and are waiting at the end of Rosedale before turning, they do not go to the left side of the road and treat it like a 2 lane, they instead park in the middle of the road, blocking access for anyone attempting to turn onto Rosedale from the Hampton Road. On multiple occasions I have been flipped off or yelled at for making the turn from Hampton onto Rosedale by people waiting to turn there as they think it is a one-way street – I assume since there is no yellow line on the road.

This issue is further compounded by the fact that my children's bus stop is located on the corner of Dobbin Street and Hampton Road, in the parking lot of Barb Magee Desjardins Insurance located at 113 Hampton Road, so I travel that end of Rosedale Ave multiple times daily for this reason. Due to the issues surrounding this intersection I do not feel comfortable allowing my child who is now technically old enough to travel to and from the bus stop unattended to do so as Rosedale is too narrow and with no sidewalk or even shoulder of the road to allow a child to safely walk there and combined that with the inattention of drivers (which I believe will be seriously compounded by the new property being added to the property at 110-112 Hampton Road) it just is not safe.

As you know, Hampton Road can be very congested at times, particularly around popular commuter times such as 7-9 am, 12-1 pm and at 4-6 pm – the same hours that the new property will also be at peak usage. So, I can only imagine how much congestion this will add if drivers continue to treat Rosedale as a one-way/one lane street and block traffic attempting to enter both commercial properties.

In theory, I know this application will widen a VERY small portion of this intersection but honestly, it simply is not enough to account for even the existing issues with this intersection, much less the additional traffic that will be added by the new property. I truly don't know how another commercial property can be added to Rosedale Ave without widening the road as traffic will not just increase at that one intersection, but due to the congestion already occurring on Hampton Road many patrons will also attempt to avoid that by using either Rosedale Ave to Robinson or Rosedale to Tender Tot's driveway to Robinson to avoid blockages.

Which leads me to the second issue - the other intersection of Rosedale at the corner with Robinson Street. Again, referencing the fact that I have lived on Rosedale since 2005 when that section of Rosedale was little more than a dirt road that wasn't even plowed in winter, I have seen the improvement to allow traffic to use that portion year-round and that section is slightly wider than the older section that was always paved (thank you!) However, the continual deterioration of the retaining wall located at 12 Robinson Street which as it collapses moves further out into the street, has made an intersection that was extremely difficult to see oncoming traffic when attempting to turn from Rosedale onto Robinson even worse as time goes on. If there was a stop sign on Robinson at that corner it would help immensely as vehicles come up that road very quickly. I went from owning a small car to a SUV in large part hoping to make seeing around that corner easier, but even driving an SUV a short person such as myself cannot adequately see traffic coming up the hill on Robinson from the direction of Hampton Road. Meaning at the 2 only exits of my road I am left with the very real possibility of being hit on the driver side of my vehicle either by

my inability to see oncoming traffic on Robinson, or other drivers' dangerous behaviour of not stopping and observing at the exit of Cochran's.

I apologize for my verbose letter on this topic, but as you can no doubt see I have thought about these issues daily for 2 decades now and hope to impress on you the issues with this before someone is seriously injured or loses their life on our beautiful little street.

Thank you in advance for your consideration on this matter.

Sincerely,



2025October14OpenSessionFINAL_120

BUILDING PERMIT REPORT

9/1/2025 to 9/30/2025

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
09/23/2025	BP2025-00052	7 STARKEY AVE	STORAGE SHED	\$13,200.00	\$101.50
09/17/2025	BP2025-00055	13 CHAPEL RD	MULTI-DWELLING BUILDING	\$10,000,000.00	\$72,500.00
09/24/2025	BP2025-00073	3 SILVERMOON LN	IN GROUND POOL	\$50,000.00	\$362.50
09/17/2025	BP2025-00080	69 CEDAR DR	SIDING AND WINDOWS	\$82,000.00	\$594.50
09/23/2025	BP2025-00091	5 SILVERTON CRES	ABOVE GROUND POOL/DECK	\$30,000.00	\$217.50
09/15/2025	BP2025-00123	16 MASTER DR	DECK	\$6,000.00	\$43.50
09/15/2025	BP2025-00124	9 CARRIAGeway	ABOVE GROUND POOL	\$9,000.00	\$65.25
09/12/2025	BP2025-00128	18 VICTORIA CRESCENT	SINGLE FAMILY	\$347,500.00	\$2,523.00
09/11/2025	BP2025-00134	112 HAMPTON RD	NEW COMMERCIAL BUILD	\$1,100,000.00	\$7,975.00
09/17/2025	BP2025-00136	1 TENNIS COURT RD	SINGLE FAMILY	\$1,230,000.00	\$8,917.50
09/09/2025	BP2025-00140	8 MARR RD	INTERIOR RENOVATIONS - COMMERCIAL	\$390,000.00	\$2,827.50
09/18/2025	BP2025-00142	17 GREENBRIER ST	SINGLE FAMILY	\$800,000.00	\$5,800.00
09/05/2025	BP2025-00143	1 TENNIS CRT RD	DEMOLITION	\$0.00	\$500.00



2025October14OpenSessionFINAL 21

BUILDING PERMIT REPORT

9/1/2025 to 9/30/2025

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
09/08/2025	BP2025-00144	8 SPRUCE ST	DECK	\$10,775.00	\$79.75
09/12/2025	BP2025-00145	11 SALMON CRES	ABOVE GROUND POOL	\$40,000.00	\$290.00
09/16/2025	BP2025-00146	9 RYAN DR	SOLAR	\$24,080.43	\$181.25
09/11/2025	BP2025-00147	1 SCOTT AVE	STORAGE SHED	\$1,899.99	\$20.00
09/09/2025	BP2025-00148	14 HIGHLAND AVE	DECK	\$6,000.00	\$43.50
09/17/2025	BP2025-00149	12 ROBINSON ST	WINDOWS	\$6,130.00	\$50.75
09/16/2025	BP2025-00152	32 IONA AVE	FENCE	\$300.00	\$20.00
09/25/2025	BP2025-00153	23 CRESCENT DR	FENCE	\$11,000.00	\$79.75



2025October14OpenSessionFINAL 22

BUILDING PERMIT REPORT

9/1/2025 to 9/30/2025

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
				Totals:	\$14,157,885.42 \$103,192.75
				Summary for 2025 to Date:	\$24,626,991.63 \$179,278.50

2024 Summary

	<u>Value of Construction</u>	<u>Building Permit Fee</u>
Monthly total:	\$4,862,536.00	\$35,776.75
Summary to Date:	\$23,340,493.35	\$171,504.25



ROTHESAY

MEMORANDUM



TO : Mayor Grant and Council
FROM : Mark Reade, P.Eng., RPP, MCIP
DATE : Director of Planning and Development Services
RE : 16 September 2025
1 North Street Rezoning – PID 00053736

RECOMMENDATION:

- Council give 1st Reading, by Title, to By-law 2-10-42
- Council give 2nd Reading, by Title, to By-law 2-10-42

BACKGROUND:

The application has been reviewed by the Planning Advisory Committee and the Committee passed the following motion at its regular meeting of Tuesday, August 5, 2025:

MOVED by ... and seconded the Planning Advisory Committee hereby recommends that Rothesay Council enact By-law 2-10-42 to rezone land at 1 North Street (PID 00053736) from Single Family Residential – Standard [R1B] to Two Family Residential [R2].

CARRIED.

Council held a public hearing on Monday, September 15, 2025.

Attachment: Draft By-law 2-10-42



BY-LAW 2-10-42
A BY-LAW TO AMEND THE ZONING BY-LAW
(No.2-10 Rothesay)

The Council of the town of Rothesay, under authority vested in it by the Community Planning Act, SNB 2017, c.19, and amendments thereto, hereby amends By-Law 2-10 "Rothesay Zoning By-Law" and enacts as follows:

That Schedule A, entitled "Zoning" as attached to By-Law 2-10 "ROTHESAY ZONING BY-LAW" is hereby amended, as identified on the attached sketch identified as "Attachment A – Bylaw 2-10-42".

The purpose of the amendment is to rezone land located at 1 North Street (PID 00053736) from Single Family Residential – Standard (R1B) to Two Family Residential (R2) to legalize the existing two-unit dwelling.

FIRST READING BY TITLE :

SECOND READING BY TITLE :

READ IN ENTIRETY :

THIRD READING BY TITLE
AND ENACTED :

MAYOR

CLERK

Attachment A - Bylaw 2-10-42

PID 00053736



 Subject Property

Buildings

 Residential

0 20 40 80
Metres

The Town of Rothesay does not warrant the accuracy or completeness of the information, text, graphics, links or other items contained within this material.



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
October 14, 2025

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY:


Brett McLean, CAO

DATE: October 2, 2025

SUBJECT: Riverside Drive Subdivision - A.E. McKay Builders – Money-in-Lieu of Land for Public Purposes

RECOMMENDATION

1. Staff recommend that Council rescind the motion passed at the regular meeting of August 11, 2025 relating to the acceptance of money-in-lieu of Land for Public Purposes for the A.E. McKay Builders Riverside Drive Subdivision, more specifically the following:

MOVED by Counc. Shea and seconded by Counc. Lewis Council accept \$4,320 money-in-lieu of Lands for Public Purposes for the proposed Lot 25-01 off Riverside Drive.

CARRIED.

2. Staff recommend that Rothesay Council consider the following Motion:

That Council accept \$ 8,666 money-in-lieu of Lands for Public Purposes for the proposed Lot 25-01 off Riverside Drive.

BACKGROUND AND DISCUSSION

At their meeting of Monday, August 11, 2025, Council passed the following motion with respect to the above noted application:

MOVED by Counc. Shea and seconded by Counc. Lewis Council accept \$4,320 money-in-lieu of Lands for Public Purposes for the proposed Lot 25-01 off Riverside Drive.

CARRIED.

The amount of \$ 4,320 money-in-lieu of Lands for Public Purposes was for the creation of a 4,004 square metre lot. The developer is now proposing a larger lot that is 8,024 square metres in size. The larger lot is desired by the purchaser to ultimately preserve their view looking north and west towards the Kennebecasis River.

Money-in-lieu of Land for Public Purposes is assessed at 8% of the value of the proposed lot. The value of the proposed lot is assessed using a value of \$ 13.50/square metre of the lot as established in the Subdivision By-Law. The 8,024 square metres lot will require a money-in-lieu contribution of \$ 8,666.

Staff recommend the original motion be rescinded and recommend a new resolution for acceptance of the revised money-in-lieu amount.

As a future process improvement, Planning Staff will examine the potential to utilize less specific wording in future resolutions as opposed to a specific dollar amount such as the “valuation provided in Schedule C of the Subdivision By-Law” and the “total area of lots shown on the Final Plan of Subdivision”. In addition, Staff will be undertaking a review of the \$13.50 / square metre land value in conjunction with the upcoming update to the Subdivision By-Law.



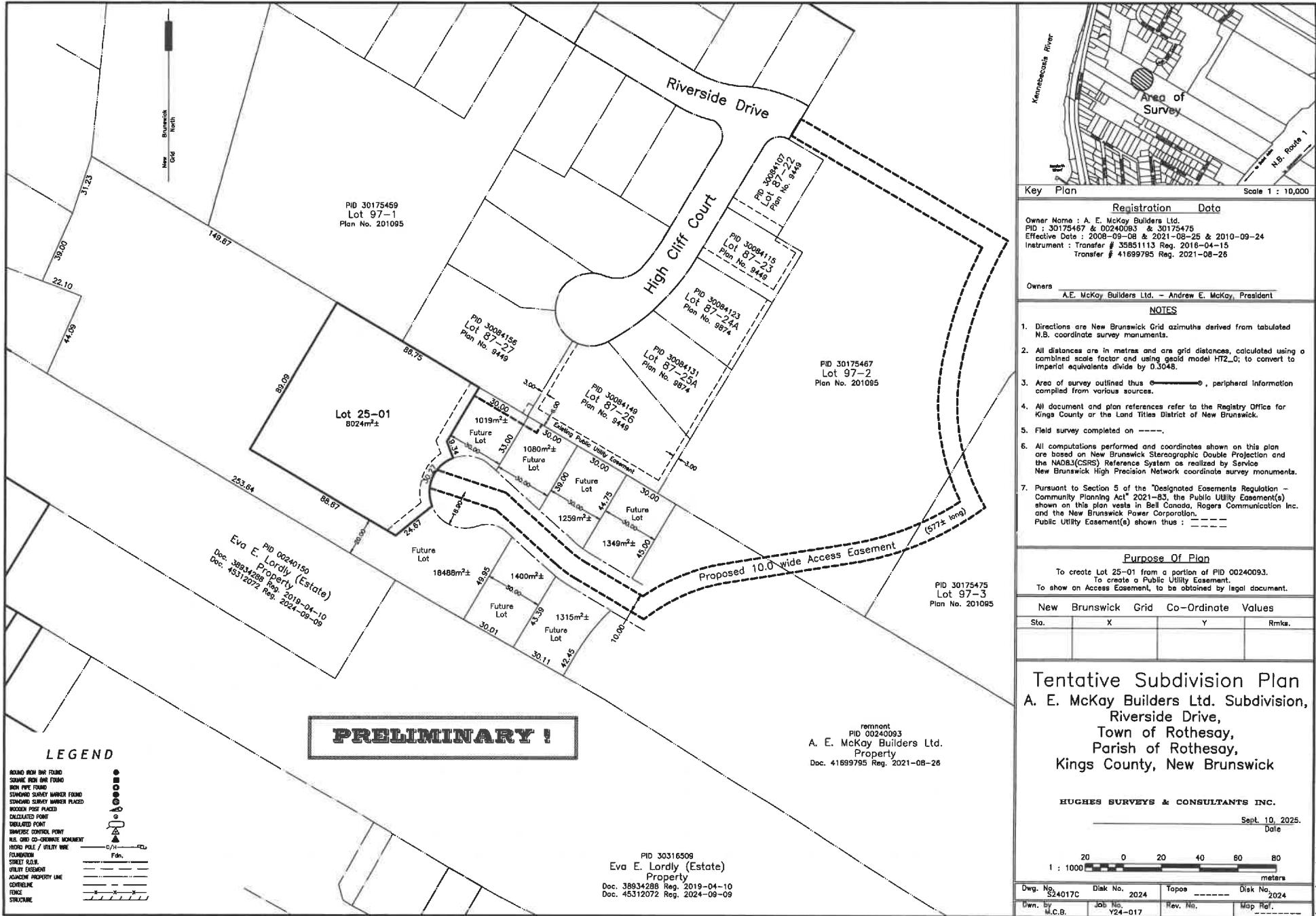
Report Prepared by: Mark Reade, P.Eng., RPP, MCIP, Director Planning and Development Services

A copy of this report can be obtained by contacting the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).

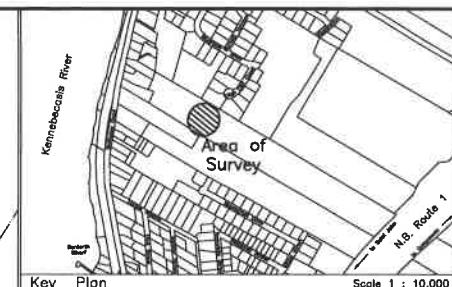
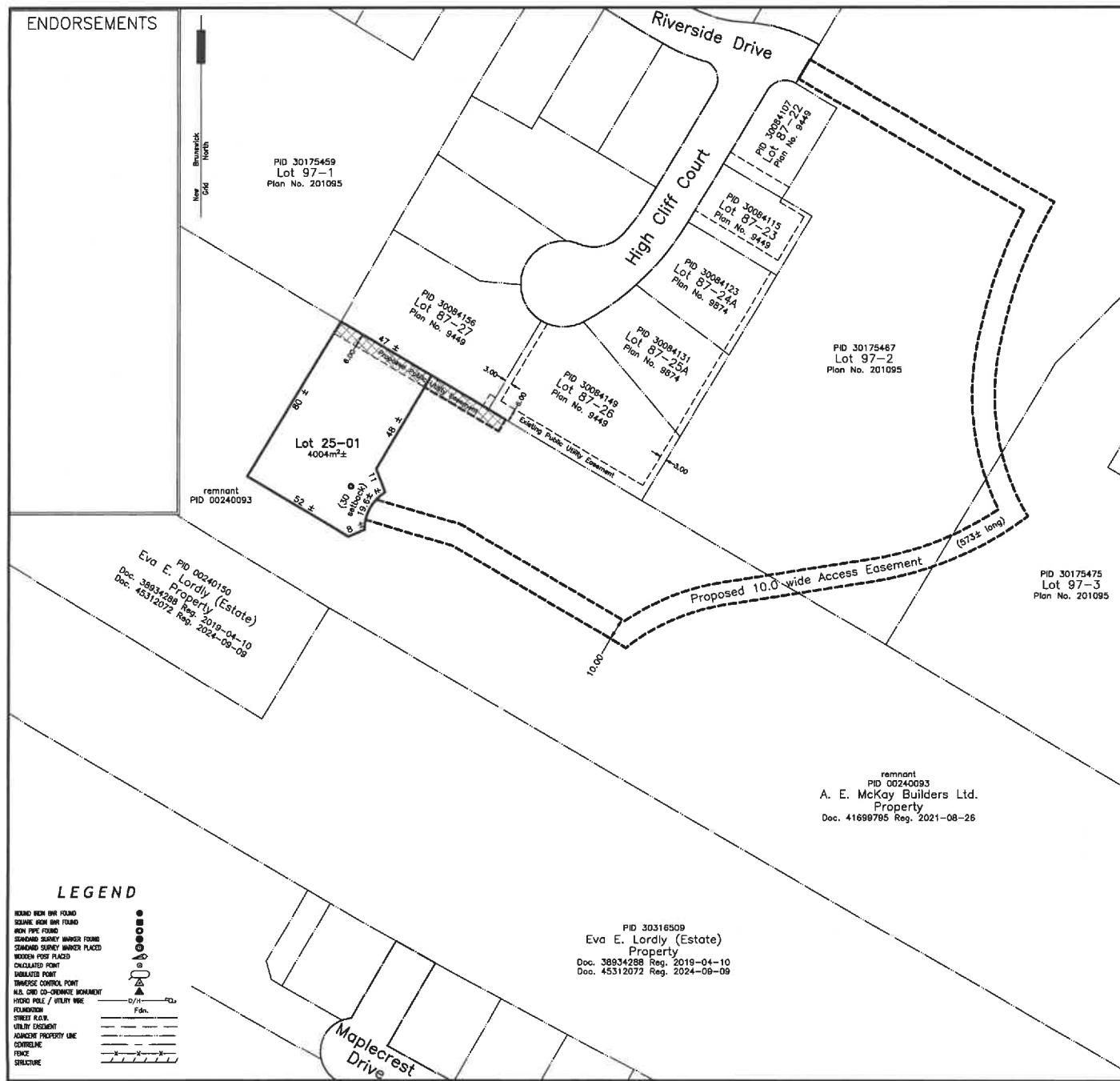
Attachments:

1. Original Tentative Plan of Subdivision
2. Currently Proposed Tentative Plan of Subdivision

2025October14OpenSessionFINAL_128



ENDORSEMENTS



Key Plan

Registration Data
Owner Name : A. E. McKay Builders Ltd.
PID : 30175467 & 00240093 & 30175475
Effective Date : 2008-08-08 & 2021-08-25 & 2010-08-24
Instrument : Transfer # 38551113 Reg. 2016-04-15
Transfer # 4189979 Reg. 2021-08-26

✓ Owner

A.E. McKay Builders Ltd. — Andrew E. McKay, President

NOTES

1. Directions are New Brunswick Grid azimuths derived from tabulated N.B. coordinate survey monuments.
2. All distances are in metres and are grid distances, calculated using a combined scale factor and using geoid model HT2-0; to convert to imperial equivalents divide by 0.3048.
3. Area of survey outlined thus  ., peripheral information compiled from various sources.
4. All document and plan references refer to the Registry Office for Kings County or the Land Titles District of New Brunswick.
5. Field survey completed on -----.
6. All computations performed and coordinates shown on this plan are based on New Brunswick Stereographic Double Projection and the NAD83(CRS) Reference System as realized by Service New Brunswick High Precision Network coordinate survey monuments.
7. Pursuant to Section 5 of the "Designated Easements Regulation - Community Planning Act" 2021-83, the Public Utility Easement(s) shown on this plan vests in Bell Canada, Rogers Communication Inc. and the New Brunswick Power Corporation.
Public Utility Easement(s) shown thus : 

Purpose Of Plan

To create Lot 25-01 from a portion of PID 00240093.
To create a Public Utility Easement.
To show an Access Easement, to be obtained by legal document.

New Brunswick Grid Co-Ordinate Values

Table 1. Summary of the main characteristics of the four groups of patients.

11. *What is the primary purpose of the following statement?*

Tentative Subdivision Plan
A. E. McKay Builders Ltd. Subdivision
Riverside Drive,
Town of Rothesay,
Parish of Rothesay,
Kings County, New Brunswick

HUGHES SURVEYS & CONSULTANTS INC.

Apr. 23, 2025.

Date _____

20	0	20	40	60	80		
1 : 1000					meters		
Dwg. No.	S24017B	Disk No.	2024	Topos	-----	Disk No.	2024
Own. by	M.C.B.	Job No.	Y24-017	Rev. No.		Map Ref.	



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
14 October 2025

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY:


Brett McLean, P.Eng., Chief Administrative Officer (CAO)

DATE: 8 October 2025

SUBJECT: Green and Inclusive Community Buildings (GICB) Fund Agreement

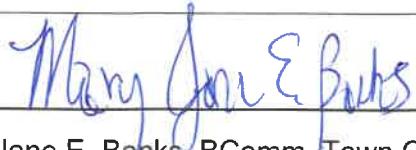
RECOMMENDATION

- Rothesay, as a local government established under the *Local Governance Act*, SNB 2017, c.18, has the authority and capacity to enter into and execute the Green and Inclusive Community Buildings (GICB) Fund agreement with Canada.
- Under the authority of section 4 of the *Local Governance Act*, SNB 2017, c.18, the Mayor and Clerk of Rothesay have official signing authority on behalf of the local government to sign the Contribution Agreement and/or subsequent claim and reporting documents.

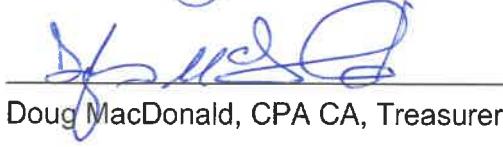
BACKGROUND

The Federal Government, via the Green and Inclusive Community Buildings (GICB) program has agreed in principle to provide funding to the Rothesay Intergenerational Community Complex in the maximum amount of \$7 million. This approval is subject to a formal negotiation of a funding agreement with the GICB program team. The program requires the submission of a number of different documents including "GICB Agreement Negotiations Updated Recipient Information", a "First Time Financial Report" and other documentation.

The negotiation includes the requirement to provide GICB with a resolution stating the Recipient has the capacity and authority to enter into and execute a funding agreement and official documentation indicating the official signing officers with authority to enter into an agreement with Canada and to sign financial reports and progress reports.



Report Prepared by: Mary Jane E. Banks, BComm, Town Clerk



Doug MacDonald, CPA CA, Treasurer

A copy of this report may be obtained by contacting the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).



2025October14OpenSessionFINAL_132

ROTHESAY MEMORANDUM



TO : Mayor and Council
FROM : Town Clerk Mary Jane Banks
DATE : 9 October 2025
RE : Committee member - Honorarium

RECOMMENDATION:

- Council give 1st Reading, by Title, to By-law 2-18-1
- Council give 2nd Reading, by Title, to By-law 2-18-1

BACKGROUND:

The Rothesay Finance Committee reviewed By-law 2-18, Section 7 with respect to the meeting honorarium paid to committee members.

The Committee is recommending a change from \$25.00/meeting to \$30.00/meeting if under 2 hours, and \$50.00/meeting if over 2 hours.

BY-LAW No. 2-18-1

An Amendment to By-law 2-18

**“A BY-LAW OF THE MUNICIPALITY OF ROTHESAY RESPECTING THE
REMUNERATION OF COUNCIL MEMBERS AND COMMITTEE MEMBERS”**

The Council of Rothesay, under authority vested in it by the Local Governance Act (S.N.B. 2017, Chapter 18), Section 49(1) and amendments thereto enacts as follows:

Section 7 HONORARIUM – COMMITTEE MEMBER is hereby amended, so as to read as follows:

7. ~~In recognition of the work performed by citizens of the Town on various committees to which they are appointed by the Mayor and/or Council, the Town authorizes the Treasurer to pay to any person, subject to the conditions set out in section 8 of this By-law, an honorarium in the amount of twenty-five (\$25.00) per meeting of the committee to which they are appointed.~~

7. In recognition of the work performed by citizens of the Town on various committees to which they are appointed by the Mayor and/or Council, the Town authorizes the Treasurer to pay to any person, subject to the conditions set out in section 8 of this By-law, an honorarium in the amount of thirty dollars (\$30.00), or, should the meeting exceed two hours, fifty dollars (\$50.00) per meeting of the committee to which they are appointed.

CONSOLIDATION

Council hereby authorizes the consolidation of By-law 2-18 and By-law 2-18-1.

EFFECTIVE DATE

This By-law comes into effect on 1 January 2026.

FIRST READING BY TITLE: _____

SECOND READING BY TITLE: _____

READING IN ITS ENTIRETY: _____

THIRD READING BY TITLE
AND ENACTMENT: _____

Dr. Nancy Grant
Mayor

Mary Jane E. Banks
Town Clerk



2025October14OpenSessionFINAL_134

ROTHESAY
BY-LAW NO. 2-18
Schedule A



COMMITTEE MEMBER CLAIM FOR HONORARIUM

Name of Committee Member: _____

Name of Committee: _____

Date of Committee Meeting: _____

Duration of Meeting (Start/Finish): _____

Date Claim Made: _____

Signature – Committee Member

OFFICE USE

Date Claim Received: _____

Verification of Attendance (initial): _____

Method of Verification: _____

Claim Amount: \$ _____ **Approved** _____ **Not Approved** _____

Cheque issued: _____ **Cheque #:** _____

Authorizing Signature:
(Treasurer or Clerk) _____



2025October14OpenSessionFINAL_135

ROTHESAY MEMORANDUM



TO : Mayor and Council
FROM : Town Clerk Mary Jane Banks
DATE : 9 October 2025
RE : Council Remuneration

RECOMMENDATION:

- Council adopt a revised schedule to Remuneration By-law 2-18 for the next Council term 2026-2030 as follows:

EFFECTIVE DATE:	June 1 2026	June 1 2027	June 1 2028	June 1 2029
Mayor	\$51,000.00	\$52,020.00	\$53,060.40	\$54,121.60
Deputy Mayor	\$26,010.00	\$26,530.20	\$27,060.80	\$27,602.00
Councillor	\$23,460.00	\$23,929.20	\$24,407.80	\$24,895.95

BACKGROUND:

In accordance with By-law 2-18, "Remuneration By-law", Council is required to set the remuneration at the October meeting, prior to the next quadrennial election.

The Rothesay Finance Committee has forwarded the above recommendation for consideration by Council.