



ROTHESAY

COUNCIL MEETING
Town Hall Common Room
Monday, April 14, 2025
7:00 p.m.



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

Public access to the livestream will be available online:

<https://www.youtube.com/@RothesayNB/streams>

1. CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

3. APPROVAL OF AGENDA

4. ADOPTION OF MINUTES

- Regular Meeting 10 March 2025
- Special Session 31 March 2025

5. DECLARATION OF CONFLICT OF INTEREST

6. OPENING REMARKS OF COUNCIL

7. DELEGATIONS

7.1 2024 Audited Rothesay Financial Statements

Auditors Teed Saunders Doyle & Co.

Peter Logan, CPA, CA (*see item 13.1.1*)

- Presentation

Treasurer Doug MacDonald, CPA, CA

8. CONSENT AGENDA

- 8.1 24 March 2025 2025 NB Human Rights Awards – Call for Nominations
- 8.2 6 March 2025 Unsuccessful Housing Accelerator Fund (HAF) Application
- 8.3 4 April 2025 Thank you card from the KV Food Basket
- 8.4 10 April 2025 Letter to residents RE: Private Lanes Policy

9. CONSIDERATION OF ISSUES SEPARATED FROM CONSENT AGENDA

10. CORRESPONDENCE FOR ACTION

- 10.1 26 March 2025 Invitation to 2025 Community Impact Showcase and Luncheon
Council to select representative
- 10.2 8 April 2025 Email from Riverside Country Club RE: In-kind support for 2025
Canadian Women's Amateur Championship
Authorize in-kind support
- 10.3 9 April 2025 Email from NB Chapter of Huntington Society of Canada RE:
Illumination request
Approve request and refer to Communications staff for follow-up

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11. REPORTS

11.0 April 2025

Report from Closed Session

- 11.1 30 January 2025 Fundy Regional Service Commission (FRSC) meeting minutes
- 6 February 2025 FRSC meeting minutes
- 11.2 26 February 2025 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) meeting minutes
- 19 March 2025 KRJBPC Chief's Report
- January 2025 KRPF Budget vs Actuals
- 11.3 12 February 2025 Kennebecasis Valley Fire Department (KVFD) Board meeting minutes
- 30 October 2024 Memorandum of Understanding with Saint John Fire Department
- 31 December 2024 Statement of Expense with Budget Variance
- 3 February 2025 KVFD Compliance Report
- 12 February 2025 KVFD Fire Chief's Report
- 12 February 2025 KVFD 2024 Year End Response Report
- 12 February 2025 KV EMO – Draft Emergency Management Program
- 11.4 28 February 2025 Draft unaudited Rothesay General Fund Financial Statements
- 28 February 2025 Draft unaudited Rothesay Utility Fund Financial Statements
- 28 February 2025 Donation Summary
- 1 April 2025 Draft Finance Committee meeting minutes
 - NB Medical Education Foundation (NBMEF)
 - Royal Canadian Legion Branch 58
 - You Can Ride Two
 - Debenture Financing
- 11.5 18 March 2025 Draft Age Friendly Advisory Committee meeting minutes
- 11.6 18 March 2025 Draft Parks and Recreation Committee meeting minutes
- 11.7 18 March 2025 Draft Climate Change Adaptation Committee meeting minutes
 - Brunswick News (Flyer By-law)
 - Pilot Program for Commuter Service in Kennebecasis Valley (*see Item 13.9*)
 - Greenhouse Gas Emissions Program
- 11.8 19 March 2025 Draft Works and Utilities Committee meeting minutes
 - Church Street/Grove Avenue/Hampton Road Traffic Lights
- 11.9 19 March 2025 Draft Heritage Preservation Review Board meeting minutes
- 11.10 17 March 2025 Draft Planning Advisory Committee meeting minutes
- 7 April 2025 Draft Planning Advisory Committee meeting minutes
 - 6 Markton Drive (PIDs 30350763 & 30350771) – Subdivision (Public Street Vesting)
- 11.11 March 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 Private Lanes Policy (Tabled July 2022)

No action at this time

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

No action at this time

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

No action at this time

13. NEW BUSINESS

13.1 BUSINESS ARISING FROM DELEGATIONS

13.1.1 2024 Audited Rothesay Financial Statements

7 April 2025

Memorandum from Finance Committee

31 December 2024

Draft Rothesay Consolidated Financial Statements

ADMINISTRATION

13.2 Committee Appointments

20 March 2025

Memorandum from the Nominating Committee

13.3 2024 Rothesay Hive Annual Report

18 March 2025

Memorandum from K. Duffley

2024

Rothesay Hive Annual Report

Receive/file

13.4 Strategic Planning Consultant – Proposal Award

8 April 2025

Report prepared by CAO McLean

13.5 IT Services

8 April 2025

Report prepared by CAO McLean

OPERATIONS

13.6 Street Lighting Installation – Hampton Road

8 April 2025

Report prepared by CAO McLean

13.7 Contract T-2025-003: Tandem Truck with Plow

8 April 2025

Report prepared by DO Colwell

13.8 Truck Purchase – Works Department

8 April 2025

Report prepared by CAO McLean

13.9 Summer Daytime Shuttle Service – Kennebecasis Valley

8 April 2025

Report prepared by CAO McLean

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RECREATION

13.10 Rothesay Common Roof Replacement

25 March 2025

Report prepared by R. Kincade

13.11 Rothesay Arena – Compressor Replacement

25 March 2025

Report prepared by R. Kincade

13.12 Wells Park Service Building

14 April 2025

Report prepared by DRP Jensen

14. NEXT MEETING

Regular meeting

Monday, May 12, 2025 at 7:00 p.m.

15. ADJOURNMENT