



ROTHESAY
COUNCIL MEETING
Town Hall Common Room
Monday, December 8, 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 10 November 2025

5. DECLARATION OF CONFLICT OF INTEREST

6. OPENING REMARKS OF COUNCIL

7. DELEGATIONS

7.1 Draft Strategic Plan (Thinkwell Research + Strategy)

Allan Gates (*see Item 13.1.1*)

7.2 2026 Capital Budget

Treasurer MacDonald (*see Item 13.1.2*)

8. CONSENT AGENDA

8.1 17 November 2025 Letter to Minister Gauvin RE: Electric Scooters

8.2 17 November 2025 Saint John Regional Hospital Foundation Impact Report

8.3 19 November 2025 Letters (3) from Quispamsis RE: 2026 Budget

- Kennebecasis Regional Police Force
- Kennebecasis Valley Fire Department
- Kennebecasis Public Library

8.4 24 November 2025 Local Governance Commission NB Advisory RE: Closed Meetings –
Code of Conduct and Conflict of Interest

8.5 1 December 2025 YSJ Announcement – new CEO Court Edeburn

9. CONSIDERATION OF ISSUES SEPARATED FROM CONSENT AGENDA

10. CORRESPONDENCE FOR ACTION

10.1 24 November 2025 Email thread RE: Deer Management Program

Refer to staff

10.2 28 November 2025 Email from resident RE: Crosswalk on Marr Road

Refer to staff for a response

ROTHESAY

Regular Council Meeting
Agenda

-2-

8 December 2025

11. REPORTS

11.0 December 2025

Report from Closed Session

- 11.1 3 September 2025 Kennebecasis Valley Fire Department (KVFD) Board meeting minutes
- 30 June 2025 KVFD Statement of Expense with Budget Variance
- 19 August 2025 KVFD Compliance Report
- 31 December 2024 KVFD Audited Financial Statements (*previously distributed*)
- 3 September 2025 KVFD Fire Chief's Report
- May 2025 KVFD Response Report
- June 2025 KVFD Response Report
- July 2025 KVFD Response Report
- 3 September 2025 Memorandum RE: KV EMO
- 3 September 2025 Memorandum RE: Fire Prevention Update
- 11.2 15 October 2025 Kennebecasis Public Library (KPL) Board meeting minutes
- 11.3 31 October 2025 Draft unaudited Rothesay General Fund Financial Statements
- 31 October 2025 Draft unaudited Rothesay Utility Fund Financial Statements
- 31 October 2025 Donation Summary
- 27 November 2025 Draft Finance Committee meeting minutes
 - 2026 General and Utility Capital Budgets (*see Item 13.1.2*)
 - Capital Renewal Plan
 - KV Food Basket donation
 - RICC donations – MOU with the Greater Saint John Community Foundation
- 11.4 18 November 2025 Draft Age Friendly Advisory Committee meeting minutes
- 11.5 18 November 2025 Parks and Recreation Committee Update
- 11.6 1 December 2025 Draft Planning Advisory Committee meeting minutes
 - Public Hearing 7 Maiden Lane
 - Public Hearing 15-17 Holland Drive
- 11.7 November 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

ROTHESAY

Regular Council Meeting
Agenda

-3-

8 December 2025

13. NEW BUSINESS

13.1 BUSINESS ARISING FROM DELEGATIONS

13.1.1 Strategic Plan (Thinkwell Research + Strategy)

Presentation Allan Gates
3 December 2025 Report prepared by CAO McLean

13.1.2 2026 Capital Budgets

27 November 2025 Memorandum from Treasurer MacDonald

General Capital Fund

- Highlights - General Capital Fund Budget
- 2026 Master General Capital Budget

Utility Capital Fund

- Highlights - Utility Capital Fund Budget
- 2026 Master Utility Capital Budget

13.2 Reserve Motions 2025

General Fund

3 December 2025 Memorandum from Treasurer MacDonald

Utility Fund

3 December 2025 Memorandum from Treasurer MacDonald

13.3 Insurance Coverage

3 December 2025 Memorandum from Treasurer MacDonald

13.4 Project #19152 – Rothesay Lite It Up – Wells Softball Field Project

28 November 2025 Memorandum from DRP Jensen
3 November 2025 Letter from the Regional Development Corporation

13.5 Committee Appointments

28 November 2025 Memorandum from Nominating Committee

14. NEXT MEETING

Regular meeting Monday, January 12, 2026 at 7:00 p.m.

15. ADJOURNMENT