



ROTHESAY

COUNCIL MEETING
Rothesay Town Hall Common Room
Monday, January 13, 2025
7:00 p.m.



PRESENT: MAYOR NANCY GRANT
DEPUTY MAYOR MATT ALEXANDER
COUNCILLOR HELEN BOYLE
COUNCILLOR DAVE BROWN
COUNCILLOR TIFFANY MACKAY FRENCH
COUNCILLOR BILL McGUIRE
COUNCILLOR DON SHEA

CHIEF ADMINISTRATIVE OFFICER (CAO) BRETT McLEAN
TOWN CLERK MARY JANE BANKS
DIRECTOR OF REC/PARKS (DRP) CHARLES JENSEN
TREASURER DOUG MacDONALD
DIRECTOR OF HUMAN RESOURCES ASHLEY BURCHELL
ASSISTANT CLERK LIZ HAZLETT

ABSENT: COUNCILLOR PETER J. LEWIS

1. CALL TO ORDER

Mayor Grant called the meeting to order at 7:06 p.m.

2. LAND ACKNOWLEDGEMENT

Deputy Mayor Alexander read the Rothesay Land Acknowledgement.

3. APPROVAL OF AGENDA

MOVED by Counc. Shea and seconded by Counc. Mackay French the agenda be approved.

CARRIED.

4. ADOPTION OF MINUTES

➤ Regular Meeting 9 December 2024

MOVED by Counc. Mackay French and seconded by Counc. Shea the Open Session Council minutes of December 9, 2024 be adopted as circulated.

ON THE QUESTION:

Counc. Mackay French asked if there was a preferred way for members connecting remotely to participate in discussions so they don't feel as if they are interrupting. Mayor Grant offered that raising a hand is helpful. In response to an inquiry, it was noted that clicking the 'raise hand' button would only be seen by the ICT Coordinator.

CARRIED.

5. DECLARATION OF CONFLICT OF INTEREST

N/A

6. OPENING REMARKS OF COUNCIL

Mayor Grant shared the following opening remarks:

- Acknowledgement of changes around the Council table: Brett McLean's new position as CAO; presence of the Director of Human Resources Ashley Burchell; and Liz Hazlett's new position as Assistant Clerk.
- January is Alzheimer's Awareness Month
- Announcement of Fundy Winterfest events starting January 18th:
 - o Costume Skate on the Rothesay Common (Feb. 5th)
 - o Winter Carnival on the Rothesay Common (Feb. 8th)
 - o Professional Ice Dancers on the Rothesay Common
 - o Wine and Cheese Tasting Night (Feb. 6th) at Wells Community Centre

Deputy Mayor Alexander reminded the public of ice safety and potential danger during this ice-fishing season, especially the changing conditions of tidal waters. Mayor Grant added that the public should also consider environmental impacts related to garbage and debris.

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Counc. Mackay French addressed U.S. President-elect Donald Trump’s comment that Canada should become the 51st state. She spoke of Canada’s sovereignty and the importance of standing united as Canadians. She shared unified comments against the statement from Canadian political leaders such as former Prime Minister Jean Chrétien, Prime Minister Justin Trudeau, Conservative Leader Pierre Poilievre, Premier of New Brunswick Susan Holt, and New Democratic Party Leader Jagmeet Singh. She called on communities to join in on the chorus of why being Canadian matters. Mayor Grant and Counc. McGuire shared their agreement.

7. DELEGATIONS
N/A

8. CONSENT AGENDA

- 8.1 13 December 2024
- Letter from the Fundy Regional Service Commission (FRSC) RE:
Intent to Borrow 2025
FRSC 10 Year Capital Investment Plan
FRSC General Fund: Debt Profile and Budget Projections
- 8.2 8 January 2025
- Memorandum from the Dept. of Justice & Public Safety RE: 2020
Code Adoption

MOVED by Counc. Shea and seconded by Deputy Mayor Alexander the consent agenda be received/filed.

ON THE QUESTION:
Mayor Grant reported that, with respect to Item 8.1, borrowing for Cell 10 is no longer necessary owing to the recent height augmentation project. She highlighted the anticipated increase in tipping fees over the next few years.

CARRIED.

9. CONSIDERATION OF ISSUES SEPARATED FROM CONSENT AGENDA
N/A

10. CORRESPONDENCE FOR ACTION

- 10.1 December 2024
- Social Media Promotion of Recognition Events 2025 Schedule
- MOVED** by Counc. Boyle and seconded by Counc. Shea Council approve the Social Media Promotion of Recognition Events 2025 Schedule.

ON THE QUESTION:
Mayor Grant mentioned that January is Alzheimer’s Awareness Month and the reference to May can be removed from the list.

CARRIED.

- 10.2 26 December 2024
- Email from resident RE: Power Outages
- MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French the email from resident RE: Power Outages dated 26 December 2024 be referred to the CAO.

ON THE QUESTION:
Deputy Mayor Alexander shared similar experiences, and suggested NB Power may need to look into other solutions if these situations continue to occur on a regular basis.

CARRIED.

11. REPORTS

- 11.0 January 2025
- Report from Closed Session
- N/A

- 11.1 24 October 2024
- Fundy Regional Service Commission (FRSC) meeting minutes
- MOVED** by Counc. Shea and seconded by Counc. Boyle the Fundy Regional Service Commission (FRSC) meeting minutes dated 24 October 2024 be received/filed.
- CARRIED.**

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11.2 16 December 2024 Kennebecasis Regional Police Force Building Expansion Update
MOVED by Counc. Mackay French and seconded by Counc. Shea the Kennebecasis Regional Police Force Building Expansion Update dated 16 December 2024 be received/filed.
CARRIED.

11.3 30 November 2024 Draft unaudited Rothesay General Fund Financial Statements
MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the draft unaudited Rothesay General Fund Financial Statements dated 30 November 2024 be received/filed.

ON THE QUESTION:
Deputy Mayor Alexander reported that the Finance Committee did not meet in December. Treasurer MacDonald advised that there are no significant changes from last month. He shared an intent to have preliminary December information at the next meeting, and a small surplus is expected.
CARRIED.

30 November 2024 Draft unaudited Rothesay Utility Fund Financial Statements
MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the draft unaudited Rothesay Utility Fund Financial Statements dated 30 November 2024 be received/filed.

ON THE QUESTION:
Treasurer MacDonald highlighted a change related to receipt of a developer contribution that was not expected, and reiterated that December information will be provided next month and a small surplus is expected.
CARRIED.

30 November 2024 Donation Summary
MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the Donation Summary dated 30 November 2024 be received/filed.

ON THE QUESTION:
Mayor Grant asked if KV3C is still using the Bill McGuire Centre. DRP Jensen indicated the organization still operates from the facility one morning a week.
CARRIED.

11.4 December 2024 Monthly Building Permit Report
MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the December 2024 Monthly Building Permit Report be received/filed.
CARRIED.

11.5 9 January 2025 Capital Projects Summary
MOVED by Counc. Shea and seconded by Counc. Mackay French the Capital Projects Summary dated 9 January 2025 be received/filed.
CARRIED.

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

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

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13. NEW BUSINESS

13.1 Insurance Coverage

11 December 2024 Memorandum from Treasurer MacDonald
MOVED by Counc. McGuire and seconded by Deputy Mayor Alexander Council approve renewal of the Town insurance policy with Marsh Canada for coverage for the period from January 1, 2025 to December 31, 2025 at an aggregate cost of approximately \$255,000.

ON THE QUESTION:
Treasurer MacDonald advised that the quote from the existing provider is \$40,000 less than 2024, and \$18,000 less than the 2025 budget allocation. This is because of a more competitive market. Since there are no issues with the Town’s current provider, there are no recommendations to change.
CARRIED.

13.2 Donlyn Drive PID 30305577 Development Agreement Discharge

2 January 2025 Report prepared by Urban Planner Johnston
MOVED by Counc. Mackay French and seconded by Counc. Shea Council hereby discharges Development Agreement #33687865 associated with PID 30305577.

ON THE QUESTION:
CAO McLean advised that the requirement for a sidewalk will carry over to the new owner.
CARRIED.

13.3 Snow Plow Equipment – Pre-order

7 January 2025 Report prepared by CAO McLean
MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire that the supply of Tenco plow and associated plow rigging be awarded to Parts for Trucks Inc. in the amount of \$117,000.00 plus HST and further that the CAO be authorized to issue a purchase order in that regard.

ON THE QUESTION:
CAO McLean highlighted that this is a pre-order not a pre-purchase.
CARRIED.

14. NEXT MEETING

The next meeting is scheduled as follows:

 Regular meeting Monday, February 10, 2025 at 7:00 p.m.

15. ADJOURNMENT

MOVED by Counc. Shea and seconded by Counc. Mackay French the meeting be adjourned.
CARRIED.

The meeting adjourned at 7:30 p.m.

Original signed by Mayor

MAYOR

Original signed by Clerk

CLERK