



ROTHESAY

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



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

CHIEF ADMINISTRATIVE OFFICER (CAO) BRETT McLEAN
TOWN CLERK MARY JANE BANKS
TREASURER DOUG MacDONALD
ASSISTANT CLERK LIZ HAZLETT
DIRECTOR OF DEVELOPMENT/PLANNING SERVICES (DPDS) MARK READE
DIRECTOR OF OPERATIONS (DO) TIM COLWELL
DIRECTOR OF REC/PARKS (DRP) CHARLES JENSEN

1. CALL TO ORDER

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

2. LAND ACKNOWLEDGEMENT

Deputy Mayor Alexander read the Rothesay Land Acknowledgement.

3. APPROVAL OF AGENDA

MOVED by Counc. Mackay French and seconded by Deputy Mayor Alexander the agenda be approved, with the following amendment:

- Item 13.1.1 be brought forward to follow Item 7.1.

CARRIED.

4. ADOPTION OF MINUTES

- Regular Meeting 10 March 2025

MOVED by Counc. Lewis and seconded by Counc. Shea the Open Session Council minutes of March 10, 2025 be adopted as circulated.

CARRIED.

- Special Meeting 31 March 2025

MOVED by Counc. Mackay French and seconded by Counc. Lewis the Special Open Session Council minutes of March 31, 2025 be adopted as circulated.

CARRIED.

5. DECLARATION OF CONFLICT OF INTEREST

Couns. Lewis and McGuire declared conflicts of interest with respect to Item 10.2 Riverside Country Club.

6. OPENING REMARKS OF COUNCIL

Mayor Grant shared the following opening remarks:

- A welcome to DO Colwell, who comes to the Town from CBCL Consulting.
- Condolences to Town staff:
 - o Angus King, Operations Supervisor, on the loss of his father; and
 - o Ryan Kincade, and Kirstin Duffley, on the loss of both their grandfathers
- April is National Organ and Tissue Awareness Donation Month
 - o Town Hall will be lit green on April 27th
- Residents expressed appreciation for the condition and early opening of the pickleball courts
- An invitation to the free May 10th barbeque from 11:00 a.m. – 1:00 p.m. at the Rothesay Arena for the fundraising kick-off for the Rothesay Intergenerational Centre

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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

Mayor Grant welcomed Mr. Logan and invited comments from the Chair of the Finance Committee. Deputy Mayor Alexander briefly spoke of Teed Saunders Doyle & Co.'s familiarity with working on the Town's annual audit, and noted the financial statements are as they should be.

Mayor Grant invited Treasurer MacDonald to give a presentation. Treasurer MacDonald highlighted the following:

- the differences between the regular monthly statements and the final audited statements
- changing annual shares of Police, Fire, and Library services but mostly in the same range (roughly 40%)
 - o in 2024 there was a reduction of \$14,000
- PSAS Surplus vs. Annual Operating Fund Surplus
- Revenue
 - o 10% increase in property tax warrant
 - o tax rate did not change from 2023
 - o utility rate increases
 - o grants
 - o interest revenue (only in consolidated statements)
 - o building permits/connection fees
 - o contributions by developers
- Expenses
 - o roughly consistent percentages
 - o positive variances sometimes relate to deferred items or reduced rates
 - o transition of recycling services to Circular Materials resulted in cost savings
 - o a negative variance for transportation was related to amortization
 - o Recreation – less than expected amortization and Regional Facilities expenditures
- Capital asset additions of \$12.6 million dollars with \$5 million of amortization
 - o Street resurfacing
 - o Curbs and sidewalks
 - o Storm drainage
 - o Buildings
 - o Gondola Point Road Intersection Improvements
 - o Fleet replacement
 - o Rothesay share of Police Building Expansion
 - o Wells Park and recreation fleet and equipment
 - o Renforth land purchase
 - o Filtration Building
 - o Water lines
 - o Lagoon Dredging
 - o Sewer lines
 - o Treatment Building
- Net debt per capita \$648
- Debt ratio
 - o 3.57% of 20% for General
 - o 14.75% of 50% for Utility
- Long term debt for the Rothesay share of the KRPF Building Expansion will increase in 2025 once debenture is received
- Only new debt in 2024 was related to utility fund
 - o New borrowing expected in 2025

Counc Shea inquired about arrears. Treasurer MacDonald advised that outstanding balances for utility bills at the end of the year is usually around \$1,000,000. However, interest is charged on these accounts, and with the exception of one in the past, all are collected during property sales. When questioned, he added that the arrears are considered an asset as the funds are eventually collected.

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Mayor Grant invited Mr. Logan to speak. Mr. Logan explained the audit process and consolidation of all the statements including the Police, Fire, and Library, and noted it was a clean audit with no adjusting entries required or material weaknesses. Mayor Grant clarified that the \$99 million dollar actual accumulated surplus is not “cash in the bank”. Mr. Logan confirmed this, noting it refers mostly to capital assets.

Item brought forward.

13.1.1 2024 Audited Rothesay Financial Statements

7 April 2025 Memorandum from Finance Committee
31 December 2024 Draft Rothesay Consolidated Financial Statements

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French Council approves Rothesay’s 2024 audited financial statements and authorizes the Mayor and Treasurer to sign the financial statements.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French Council authorize the Mayor and Treasurer to sign the audit communication letter from Teed Saunders Doyle & Co.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French Council appoints Teed Saunders Doyle & Co. to complete the audit of Rothesay’s 2025 financial statements at a fee to be negotiated.

CARRIED.

Mayor Grant thanked Mr. Logan, and he left the meeting.

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

MOVED by Counc. McGuire and seconded by Counc. Brown the consent agenda be received/filed.

CARRIED.

9. CONSIDERATION OF ISSUES SEPARATED FROM CONSENT AGENDA

N/A

10. CORRESPONDENCE FOR ACTION

- 10.1 26 March 2025 Invitation to 2025 Community Impact Showcase and Luncheon

RECEIVED FOR INFORMATION.

Counc. Boyle expressed interest in attending but may have a scheduling conflict so she will confirm at a later date.

Couns. Lewis and McGuire declared conflicts of interest and left the meeting.

- 10.2 8 April 2025 Email from Riverside Country Club RE: In-kind support for 2025 Canadian Women’s Amateur Championship

MOVED by Counc. Shea and seconded by Counc. Boyle Council authorize in-kind support for the 2025 Canadian Women’s Amateur Championship at Riverside Country Club.

ON THE QUESTION:

In response to inquiries, CAO McLean advised that: the Town has provided in-kind support for other organizations in the past; the workload is minimal (1-2 days which will not interfere with regular operations); the request is not for funding; the Town will benefit from exposure and visitors during this national event; and the Town can extend their use of a stump grinder, that is being used to assist with ongoing NB Power vegetation clean-up, to manage these twelve stumps.

CARRIED.

Couns. Lewis and McGuire returned to the meeting.

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10.3 9 April 2025 Email from NB Chapter of Huntington Society of Canada RE:
Illumination request

MOVED by Counc. Shea and seconded by Counc. Lewis Council approve the request and refer the email from the NB Chapter of Huntington Society of Canada dated 9 April 2025 to Communications staff for follow-up.

CARRIED.

11. REPORTS

11.0 April 2025 Report from Closed Session

➤ Workplace Culture Assessment

MOVED by Counc. McGuire and seconded by Counc. Mackay French Council engage Sally Wells to conduct a workplace culture assessment at an hourly rate of \$400 with total project cost not to exceed a maximum of \$15,000 and the funds to come from the General Fund.

CARRIED.

11.1 30 January 2025 Fundy Regional Service Commission (FRSC) meeting minutes
6 February 2025 FRSC meeting minutes

MOVED by Counc. Shea and seconded by Counc. Brown the Fundy Regional Service Commission (FRSC) meeting minutes dated January 30, 2025, and February 6, 2025 be received/filed.

ON THE QUESTION:

Mayor Grant spoke of the Regional Transportation Committee update, and the new amended Procedural By-law.

CARRIED.

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

MOVED by Counc. Shea and seconded by Counc. Mackay French the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) meeting minutes dated 26 February 2025, the KRJBPC Chief's Report dated 19 March 2025, and the KRPF Budget vs Actuals dated January 2025 be received/filed.

CARRIED.

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

Counc. Lewis mentioned he was absent for the meeting. Mayor Grant congratulated Chief Boyle on his Master of Education in Adult Education. When asked, CAO McLean advised the final version of the EMO Plan is forthcoming. Counc. McGuire asked if the Rothesay EMO Committee is still needed, since the matter has been rightfully taken over by the Fire Chief. Town Clerk Banks advised a legislation and by-law review is required to answer this question.

MOVED by Counc. McGuire and seconded by Counc. Lewis an update be provided on the status of the Town's EMO Committee.

ON THE QUESTION:

Discussion ensued on the purchase of a Ladder Truck, and the uncertainty of Canada/US relations and tariff impacts. Councs. Brown and Lewis confirmed that while there are no answers at this time, delivery is not anticipated until 2027, and the matter is being investigated by the KVFD. Council will wait for further news.

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MOVED by Counc. Brown and seconded by Deputy Mayor Alexander the Kennebecasis Valley Fire Department (KVFD) Board meeting minutes dated 12 February 2025, the Memorandum of Understanding with Saint John Fire Department dated 30 October 2024, the Statement of Expense with Budget Variance dated 31 December 2024, the KVFD Compliance Report dated 3 February 2025, the KVFD Fire Chief's Report dated 12 February 2025, the KVFD 2024 Year End Response Report dated 12 February 2025, and the KV EMO – Draft Emergency Management Program dated 12 February 2025 be received/filed.

CARRIED.

11.4 28 February 2025 Draft unaudited Rothesay General Fund Financial Statements

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the draft unaudited Rothesay General Fund Financial Statements dated 28 February 2025 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander reviewed the variance report.

CARRIED.

28 February 2025 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 28 February 2025 be received/filed.

CARRIED.

28 February 2025 Donation Summary

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the Donation Summary dated 28 February 2025 be received/filed.

CARRIED.

1 April 2025 Draft Finance Committee meeting minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the Draft Finance Committee meeting minutes dated 1 April 2025 be received/filed.

CARRIED.

➤ NB Medical Education Foundation (NBMEF)

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French Council approve the request for sponsorship from the NB Medical Education Foundation for 2025 in the amount of \$5,000.

CARRIED.

➤ Royal Canadian Legion Branch 58

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French Council approve a donation to the Royal Canadian Legion Branch 58 for 2025 in the amount of \$1,000.

ON THE QUESTION:

Deputy Mayor Alexander explained the event, noting it is held every two years, this is the first time it is hosted by Branch 58, and it will bring roughly 200 delegates to Rothesay. Mayor Grant added that she will attend the event and a message from Council for the program has been sent.

CARRIED.

➤ You Can Ride Two

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French Council approve a donation to You Can Ride Two for 2025 in the amount of \$500.

ON THE QUESTION:

Mayor Grant mentioned that the event is held in the Rothesay Arena parking lot.

CARRIED.

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➤ Debenture Financing

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of Rothesay debenture in the principal amount of **\$1,950,000.00** on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of Rothesay agree to issue post-dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture.

CARRIED.

11.5 18 March 2025 Draft Age Friendly Advisory Committee meeting minutes

MOVED by Counc. Boyle and seconded by Counc. Lewis the Draft Age Friendly Advisory Committee meeting minutes dated 18 March 2025 be received/filed.

ON THE QUESTION:

Counc. Boyle noted she was absent for the meeting. Mayor Grant mentioned that the Wellness Fair will occur again this year, and there will be a raffle to support the Rothesay RedHawks “Adopt a RedHawk” Program.

CARRIED.

11.6 18 March 2025 Draft Parks and Recreation Committee meeting minutes

MOVED by Counc. Boyle and seconded by Counc. McGuire the Draft Parks and Recreation Committee meeting minutes dated 18 March 2025 be received/filed.

ON THE QUESTION:

There was a brief discussion about Earth Day Clean-ups, noting they fall on Easter weekend.

CARRIED.

11.7 18 March 2025 Draft Climate Change Adaptation Committee meeting minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the Draft Climate Change Adaptation Committee meeting minutes dated 18 March 2025 be received/filed.

CARRIED.

➤ Brunswick News (Flyer By-law)

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the penalty be levied against Brunswick News for the inappropriate delivery of flyers.

ON THE QUESTION:

Council agreed that inappropriate flyer deliveries still continue, and action should be taken through penalties to discourage this behaviour. There was a brief discussion about the opt-out policy.

CARRIED.

➤ Pilot Program for Commuter Service in Kennebecasis Valley (*see Item 13.9*) **See Item 13.9**

➤ Greenhouse Gas Emissions Program

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis staff be directed to update the status of the current greenhouse gas emissions program and look to expand that to carry through to 2030.

CARRIED.

11.8 19 March 2025 Draft Works and Utilities Committee meeting minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the Draft Works and Utilities Committee meeting minutes dated 19 March 2025 be received/filed.

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ON THE QUESTION:

Deputy Mayor Alexander summarized the discussion on the Private Lanes Policy, highlighting that staff will report back with information related to the options of maintaining all services, eliminating all services, or selecting a single service, as well as the impact of changing eligibility criteria for the number of houses. The matter will return to the Committee later in April, and subsequently Council. Counc. Lewis asked if it is worth looking into “grandfathering in” lanes. Deputy Mayor Alexander noted the information requested from staff will include this as an option to consider. CAO McLean mentioned that a letter was sent to residents inviting them to attend the next Committee discussion.

CARRIED.

➤ Church Street/Grove Avenue/Hampton Road Traffic Lights

MOVED by Deputy Mayor Alexander and seconded by Counc. Brown a letter be sent to the resident in response to their request for a left-turn pocket on Grove Avenue from Hampton Road, explaining that implementation is not possible due to land constraints.

ON THE QUESTION:

Counc. Mackay French agreed, traffic is sometimes held up when vehicles are turning left from Hampton Road onto Grove Avenue. When asked, CAO McLean advised a flashing advance light is not recommended because there is only one lane.

CARRIED.

11.9 19 March 2025 Draft Heritage Preservation Review Board meeting minutes

MOVED by Counc. Mackay French and seconded by McGuire the Draft Heritage Preservation Review Board meeting minutes dated 19 March 2025 be received/filed.

CARRIED.

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

11.10 17 March 2025 Draft Planning Advisory Committee meeting minutes

MOVED by Counc. Mackay French and seconded by Counc. McGuire the Draft Planning Advisory Committee meeting minutes dated 17 March 2025 and 7 April 2025 be received/filed.

CARRIED.

Counc. Shea returned to the meeting.

➤ 6 Markton Drive (PIDs 30350763 & 30350771) – Subdivision (Public Street Vesting)

MOVED by Counc. Mackay French and seconded by Counc. Shea Council assent to the Tentative Subdivision Plan with respect to the vesting of a 124 square meter portion of PIDs 30350763 and 30350771 as shown on the subdivision plan titled KV Properties Ltd. Subdivision, prepared by Don-More Surveys & Engineering Ltd., dated February 10, 2025 (Dwg: 21262SDT2), subject to the incorporation of the following amendments on the Final Plan of Subdivision to the satisfaction of the Development Officer:

- a) Denoting that Parcel A and Parcel B are to be vested as a Public Street
- b) Differentiating between two Public Streets, Woodland Avenue and Markton Drive.

ON THE QUESTION:

CAO McLean explained that it is an administrative matter to ensure the cul-de-sac is in the public street right-of-way.

CARRIED.

11.11 March 2025 Monthly Building Permit Report

MOVED by Counc. Mackay French and seconded by Counc. Lewis the March 2025 Monthly Building Permit Report be received/filed.

CARRIED.

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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

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
Dealt with above.

ADMINISTRATION

13.2 Committee Appointments
20 March 2025 Memorandum from the Nominating Committee
MOVED by Counc. Lewis and seconded by Counc. Boyle Council appoint Gary Myles to the Climate Change Adaptation Committee for a term to expire 31 December 2026.
CARRIED.

MOVED by Counc. Lewis and seconded by Deputy Mayor Alexander Council appoint D.J. Allison Maxwell to the Kennebecasis Public Library Board for a term to expire 31 December 2026.
CARRIED.

13.3 2024 Rothesay Hive Annual Report
18 March 2025 Memorandum from K. Duffley
2024 Rothesay Hive Annual Report
MOVED by Counc. Lewis and seconded by Counc. Boyle the memorandum from K. Duffley dated 18 March 2025, and the 2024 Rothesay Hive Annual Report be received/filed.

ON THE QUESTION:
Deputy Mayor Alexander praised the amazing work of the Rothesay Hive, and hopes the Rothesay Intergenerational Centre project will occur so the facility can expand. Counc. Boyle reported that membership has increased 26%.
CARRIED.

Mayor Grant invited CAO McLean to address the next few items, noting that – if approved – they appear to total roughly \$180,000 dollars worth of unbudgeted items. CAO McLean explained that the items will be funded from reserves, or within the overall budget, as a surplus is expected and it is not uncommon for items to be deferred. He added the budget also has some flexibility as some tenders are awarded underbudget. He stated he does not expect the items to result in a cost overrun of \$180,000.

13.4 Strategic Planning Consultant – Proposal Award
8 April 2025 Report prepared by CAO McLean
MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French Mayor and Council award the Strategic Planning project to *Thinkwell Research and Strategy*, at a cost of \$42,250 plus HST, and further that the *Mayor and Clerk be authorized to enter into an agreement in that regard.*
~~CAO be authorized to issue a purchase order in that regard.~~
CARRIED.

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13.5 IT Services

8 April 2025

Report prepared by CAO McLean

MOVED by Counc. Mackay French and seconded by Counc. Boyle Mayor and Council award a service contract to *ispire* to handle the Town's IT requirements. The service contract pricing is provided in a "per month" format and the term will be 12 months, renewable each year on May 1st. The monthly contract price for the 2025-2026 year will be \$7141.50 per month including HST.

ON THE QUESTION:

Mayor Grant summarized the report.

CARRIED.

OPERATIONS

13.6 Street Lighting Installation – Hampton Road

8 April 2025

Report prepared by CAO McLean

MOVED by Counc. Lewis and seconded by Counc. Shea Council accept the submission from Morehouse Electrical to supply and energize four (4) new double-armed, overhead lights in the crosswalk island along Hampton Road in the amount of \$60,420.33 plus HST, and further that the CAO be authorized to issue a purchase order in that regard.

ON THE QUESTION:

In response to an inquiry, CAO McLean advised the item was not a tender but a Request for Quotations (RFQ).

CARRIED.

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

8 April 2025

Report prepared by DO Colwell

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea equipment supply tender T-2025-003: Tandem Truck with Plow, be awarded to the low tenderer, Universal Truck and Trailer, at the tendered price of \$239,475.00 plus HST and further that the Director of Operations be authorized to issue a purchase order in that regard.

ON THE QUESTION:

CAO McLean advised the item was preordered and expected to be in service for the start of the 2025 snow removal season (mid-November). When questioned, he noted it is not recommended that the current 15-year old plow rigging be used on the new vehicle.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the installation of Tenco plow rigging be awarded to Applied Pressure Inc. in the amount of \$73,649.04 plus HST and further that the Director of Operations be authorized to issue a purchase order in that regard.

ON THE QUESTION:

CAO McLean reported that there is no longer a local supplier, but the manufacturer has agreed to supply the equipment at the same cost, and on the same timeline.

CARRIED.

13.8 Truck Purchase – Works Department

8 April 2025

Report prepared by CAO McLean

MOVED by Counc. Lewis and seconded by Counc. Shea Council accept the submission from MacDonald GMC for the purchase of a 2500 series Truck, 8-cylinder diesel, automatic transmission, 4x4, with A/C, and required safety features for the purchase price of \$74,723.50 plus HST for the Rothesay Works Department and further that the ~~CAO~~ *Director of Operations* be authorized to issue a purchase order in that regard.

ON THE QUESTION:

Couns. Lewis and Shea were amenable to an amendment to change "CAO" to "Director of Operations".

CARRIED.

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13.9 Summer Daytime Shuttle Service – Kennebecasis Valley

8 April 2025

Report prepared by CAO McLean

MOVED by Counc. Mackay French and seconded by Counc. Lewis Rothesay Mayor and Council authorize the ~~CAO~~ *Mayor and Clerk* to enter into an agreement with Quispamsis to cost share a summer daytime shuttle service, to operate seven days a week serving recreation and shopping destinations with connections to the Comex Bus service, in an amount not to exceed \$125,000 in total.

ON THE QUESTION:

CAO McLean advised: the idea was brought up by the CAO of Quispamsis; a request for use of FRSC regional transportation funds for the project was unsuccessful; the cost to provide this service – free of charge to riders – is reasonable; a 50/50 cost sharing model (\$62,500 each) is proposed as there will be equal stops in Rothesay and Quispamsis (5 each); and ridership data will be collected and useful to share with the FRSC. In response to inquiries, he noted: the stops will be confirmed once approval is granted from both towns; and an accessible bus is preferred but it depends on what is available in the bids received. Counc. Shea stated he will vote in favour based on the interest of securing an accessible bus, but otherwise would not be in favour if there is no accessible bus.

CARRIED.

RECREATION

13.10 Rothesay Common Roof Replacement

25 March 2025

Report prepared by R. Kincade

MOVED by Counc. Lewis and seconded by Counc. Shea Mayor and Council approve the bid submitted by Dugay Roofing in the amount of \$22,752.75 including HST for the supply and installation of new roof shingles for the Rothesay Common Skatehouse.

ON THE QUESTION:

CAO McLean reported that the lifespan of the shingles was shorter than promised but a warranty claim was unsuccessful. In response to inquiries, he noted the proposed shingles are expected to last for 40 years; and a metal roof would need to be custom ordered, which can be cost-prohibitive and it would need approval from the Heritage Preservation Review Board.

CARRIED.

13.11 Rothesay Arena – Compressor Replacement

25 March 2025

Report prepared by R. Kincade

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French Mayor and Council accept the bid submitted by CIMCO in the amount of \$102,062.50 including HST for the supply and installation of the replacement compressor at the Rothesay Arena.

ON THE QUESTION:

Concern was raised regarding the significant cost for a piece of equipment that will no longer be required in roughly two years if the Intergenerational Centre is constructed. DRP Jensen shared the poor condition of the current unit. He suggested the new compressor could be sold, once it is not needed, as it is not likely to be used in the new arena or at the Rothesay Common. CAO McLean mentioned that there has already been interest from a potential buyer.

CARRIED.

13.12 Wells Park Service Building

14 April 2025

Report prepared by DRP Jensen

MOVED by Counc. McGuire and seconded by Counc. Brown Mayor and Council award contract Wells Park Service Building in the amount of \$56,500.00 (plus HST) to Ramsay Construction and further that the Director of Parks and Recreation be authorized to issue a purchase order in that regard.

CARRIED.

14. NEXT MEETING

The next meeting is scheduled as follows:

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

15. ADJOURNMENT

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

CARRIED.

The meeting adjourned at 8:43 p.m.

Original signed by Deputy Mayor

MAYOR

Original signed by Town Clerk

CLERK