



ROTHESAY
COUNCIL MEETING
Rothesay Town Hall Common Room
Monday, June 9, 2025
7:00 p.m.



PRESENT: 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

ABSENT: MAYOR NANCY GRANT

1. CALL TO ORDER

Deputy Mayor Alexander called the meeting to order at 7:14 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 Counc. McGuire the agenda be approved, as circulated with the following addition:

- Item 13.5 Scott Avenue – Curb & Sidewalk

CARRIED.

4. ADOPTION OF MINUTES

- Regular Meeting 12 May 2025

MOVED by Counc. Boyle and seconded by Counc. Lewis the Open Session Council minutes of May 12, 2025 be adopted as circulated.

CARRIED.

5. DECLARATION OF CONFLICT OF INTEREST

Couns. Mackay French and Shea declared a conflict of interest with respect to Item 11.6 Planning Advisory Committee minutes.

6. OPENING REMARKS OF COUNCIL

Counc. Boyle congratulated Brad MacDonald on his principalship at Rothesay High School for the next five years.

7. DELEGATIONS

N/A

8. CONSENT AGENDA

- 8.1 20 May 2025 Letter from the Dept. of Transportation & Infrastructure RE: 2027 Provincial-Municipal Highway Program (PMHP) funding request
- 8.2 2 June 2025 Email RE: Plant Based Treaty

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

CARRIED.

9. CONSIDERATION OF ISSUES SEPARATED FROM CONSENT AGENDA

N/A

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10. CORRESPONDENCE FOR ACTION

10.1 2 June 2025 Email from resident RE: Path between Colonsay and Charles
MOVED by Counc. Shea and seconded by Counc. Lewis the email from resident RE: Path between Colonsay and Charles dated 2 June 2025 be referred to the Works and Utilities Committee.
CARRIED.

11. REPORTS

11.0 June 2025 Report from Closed Session
N/A

11.1 27 February 2025 Fundy Regional Service Commission (FRSC) meeting minutes
3 April 2025 FRSC meeting minutes
24 April 2025 FRSC meeting minutes

MOVED by Counc. Shea and seconded by Counc. Mackay French the Fundy Regional Service Commission (FRSC) meeting minutes dated 27 February 2025, 3 April 2025, and 24 April 2025 be received/filed.
CARRIED.

11.2 30 April 2025 Draft unaudited Rothesay General Fund Financial Statements
MOVED by Counc. Boyle and seconded by Counc. Shea the draft unaudited Rothesay General Fund Financial Statements dated 30 April 2025 be received/filed.
CARRIED.

30 April 2025 Draft unaudited Rothesay Utility Fund Financial Statements
MOVED by Counc. Brown and seconded by Counc. Boyle the draft unaudited Rothesay Utility Fund Financial Statements dated 30 April 2025 be received/filed.
CARRIED.

30 April 2025 Donation Summary
MOVED by Counc. Shea and seconded by Counc. Lewis the Donation Summary dated 30 April 2025 be received/filed.
CARRIED.

26 May 2025 Draft Finance Committee meeting minutes
MOVED by Counc. Shea and seconded by Counc. Boyle the Draft Finance Committee meeting minutes dated 26 May 2025 be received/filed.
CARRIED.

➤ 2025 PowWow Funding (*verbal report*)
CAO McLean explained that Saint John has agreed to provide funding and has asked other municipalities in the region to contribute as well. However, it is very open-ended as a formal request for funding has not been received. There have been discussions about funding the event as a region. A recommendation will be brought back to Council.

➤ YMCA
MOVED by Counc. Shea and seconded by Counc. McGuire Council approve the request for sponsorship from the YMCA for 2025 in the amount of \$5,000.
DEFEATED.

11.3 20 May 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 20 May 2025 be received/filed.
CARRIED.

11.4 20 May 2025 Draft Parks and Recreation Committee meeting minutes
➤ Parks and Recreation Committee update
MOVED by Counc. Boyle and seconded by Counc. Shea the Draft Parks and Recreation Committee meeting minutes and update dated 20 May 2025 be received/filed.
CARRIED.

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11.5 21 May 2025 Draft Works and Utilities Committee meeting minutes

MOVED by Counc. Brown and seconded by Counc. Lewis the Draft Works and Utilities Committee meeting minutes dated 21 May 2025 be received/filed.

CARRIED.

➤ Cameron Road – speed bumps/sidewalk

MOVED by Counc. Brown and seconded by Counc. McGuire Council send a letter to the resident that a sidewalk is planned as part of the new development on Cameron Road, and the Town will consider extending the sidewalk to the end of Cameron Road.

CARRIED.

➤ Rothesay Road – crosswalk

MOVED by Counc. Brown and seconded by Counc. Shea Council send a letter to the resident that the Town will investigate the options of putting a crosswalk on Rothesay Road in the future. It will be considered during the 2026 budget.

ON THE QUESTION:

CAO McLean mentioned that it is a reasonable request, but it is not in the budget for this year. He suggested it could be incorporated into next year's plan as paving is already scheduled for Rothesay Road. When questioned, he noted the area in question is near Colwell's Store (1930 Rothesay Road).

CARRIED.

➤ Bike lane concerns

MOVED by Counc. Brown and seconded by Counc. Mackay French Council send a letter to the resident thanking him for his letter and his concerns and that the Town has been improving its active transportation infrastructure in the last several years and will continue to do so in the future.

ON THE QUESTION:

Counc. Mackay French commended Rothesay for continuously improving biking conditions in the town. She noted she has heard praise from residents.

CARRIED.

➤ Milne Street – request to fix pavement edge/change to one-way

MOVED by Counc. Brown and seconded by Counc. Boyle Council send a letter to the resident informing them that the Town is addressing the drainage issues in the area to make improvements, and is also considering traffic changes to enhance safety for residents when accessing Vincent Road.

ON THE QUESTION:

Counc. Shea asked when line painting on roads will occur. DO Colwell advised it is underway now; Town staff are currently painting stop bars and arrows and a subcontractor will paint the yellow and white lines.

CARRIED.

Couns. Mackay French and Shea declared a conflict of interest and left the meeting.

11.6 2 June 2025 Draft Planning Advisory Committee meeting minutes

MOVED by Counc. Boyle and seconded by Counc. Brown the Draft Planning Advisory Committee meeting minutes dated 2 June 2025 be received/filed.

ON THE QUESTION:

There was a question as to whether there are current by-law enforcement issues with 1 Gondola Point Road. DPDS Reade advised the request is to convert the ground floor space into venue space. He mentioned that the application will help bring the property closer to compliance. There was a brief discussion about parking, noting there are 24 spaces onsite and additional adjacent spaces available as well.

CARRIED.

Couns. Mackay French and Shea returned to the meeting.

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➤26 Scovil Road – Public Hearing (rezoning)

MOVED by Counc. Shea and seconded by Counc. Lewis Rothesay Council schedule a public hearing for July 28, 2025, at 6:00 p.m. to consider the rezoning of a portion of 26 Scovil Road (PID 30359459 and a portion of PID 00239103) from Single Family Residential – Standard [R1B] to Rezoning to Single Family Residential – Small Lot Zone [R1E].

ON THE QUESTION:

Counc. McGuire declared a conflict of interest as he noticed an address from one polling response is from a family member. He left the meeting.

Counc. Mackay French was surprised to see the recommendation since the Planning Advisory Committee had defeated the motion. DPDS Reade advised staff have reviewed the matter and spoken with other Planning Directors. He noted it is rare to deny a public hearing, but it is ultimately Council's decision.

YEA vote recorded from: Counc. Boyle

NAY votes recorded from: Deputy Mayor Alexander, and Councs. Brown, Lewis, Mackay French and Shea

DEFEATED.

Counc. McGuire returned to the meeting.

➤Cameron Road Rezoning to R2

MOVED by Counc. Lewis and seconded by Counc. Boyle the memorandum from the Planning Advisory Committee dated 4 June 2025 be received/filed.

CARRIED.

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

➤Millennium Drive/Campbell Drive – Public Meeting

MOVED by Counc. Lewis and seconded by Counc. Mackay French Rothesay Council schedule a public meeting for Monday, July 21, 2025 at 7:00 p.m., *at the Wells Community Centre*, in accordance with the *Community Planning Act*, SNB 2017 c 19, to allow the community to become familiar with the proposal for a Mixed-Use Development at Millennium Drive and Campbell Drive and provide comment regarding the development and proposed draft development agreement.

ON THE QUESTION:

It was proposed the meeting be held at the Wells Community Centre to provide sufficient capacity if there is significant public interest. It was suggested the location be added to the motion.

CARRIED.

Counc. Shea returned to the meeting.

Counc. Mackay French asked if Counc. Shea could attend the public meeting as a member of the public, and not a voting member of Council, as it is such a large and unique project for the Town. Town Clerk Banks advised it is not recommended as individuals that declare conflicts of interest are required to leave the room during discussions.

11.7 May 2025 Monthly Building Permit Report

MOVED by Counc. Brown and seconded by Counc. Shea the May 2025 Monthly Building Permit Report be received/filed.

CARRIED.

12. UNFINISHED BUSINESS

TABLED ITEMS

12.1 Rothesay Arena Open House (Tabled September 2021)

No action at this time

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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

12.4 Procedural By-law Amendment

15 May 2025

Memorandum from Town Clerk Banks

DRAFT

By-law 5-24-1

MOVED by Counc. Mackay French and seconded by Counc. Lewis Council give Reading in its entirety to By-law 5-24-1.

ON THE QUESTION:

Deputy Mayor Alexander mentioned that the amendment relates to viewing Council meetings. He noted due to unforeseen circumstances the meeting tonight will not be broadcasted.

CARRIED.

Town Clerk Banks read By-law 5-24-1 in its entirety.

MOVED by Counc. Shea and seconded by Counc. McGuire Council give 3rd Reading by Title, and Enactment to By-law 5-24-1.

CARRIED.

Town Clerk Banks read By-law 5-24-1 by title.

13. NEW BUSINESS

13.1 Modelling Exercise for Water System Expansion

4 June 2025

Report prepared by DO Colwell

MOVED by Counc. McGuire and seconded by Counc. Boyle Council authorize the Director of Operations to issue a purchase order in the amount not exceeding \$19,500 plus HST to CBCL Limited to perform a water modelling exercise.

CARRIED.

13.2 Water Source Expansion – Surface Seal Installation, Well Reaming and Hydrogeological Assessment of Bedrock Well TW19-02

4 June 2025

Report prepared by DO Colwell

MOVED by Counc. McGuire and seconded by Counc. Mackay French Council authorize the Director of Operations to issue a purchase order in the amount not exceeding \$66,500 plus HST to Sullivan's Well Drilling to ream test well TW19-02 to a 10" diameter hole.

CARRIED.

MOVED by Counc. McGuire and seconded by Counc. Mackay French Council authorize the Director of Operations to issue a purchase order in the amount not exceeding \$16,000.00 plus HST to Lantech Drilling Services to install a bentonite-grout surface seal surrounding the TH19-02 casing.

CARRIED.

MOVED by Counc. McGuire and seconded by Counc. Mackay French Council authorize the Director of Operations to issue a purchase order in the amount not exceeding \$63,100 plus HST to Hydrostrata Engineering and Environmental Inc. to provide engineering services during the work and to author a report to the NB Department of Environment and Local Government (NBDELG) Technical Review Committee, to obtain approval to put the well into production.

CARRIED.

13.3 Walk Behind Mower Purchase – Parks Department

9 June 2025

Report prepared by DRP Jensen

MOVED by Counc. Lewis and seconded by Counc. Boyle Council accept the submission from KV Land and Leisure for the purchase of a walk behind mower for the price of \$8,110.30 plus HST for the Rothesay Parks Department.

CARRIED.

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13.4 2024 Rothesay Annual Report

DRAFT 2024 Annual Report

MOVED by Counc. Shea and seconded by Counc. Lewis to accept the draft 2024 Rothesay Annual Report.

ON THE QUESTION:

Counc. Mackay French mentioned that the ad hoc Rothesay Intergenerational Community Complex Committee is not listed. CAO McLean clarified that this committee did not exist in 2024.

CARRIED.

Meeting Addendum

13.5 Scott Avenue – Curb and Sidewalk

Counc. Brown suggested curb and sidewalk be added to Scott Avenue this year.

MOVED by Counc. Brown and seconded by Counc. Boyle Council direct staff to investigate the option of adding curb and sidewalk to Scott Avenue in the 2025 curb and sidewalk program.

ON THE QUESTION:

CAO McLean advised a report will be prepared for the next Council meeting which will include costing. Counc. Shea asked if the request is for both sides of the street. Counc. Brown proposed leaving the decision up to staff. It was noted the improvements would be beneficial to the Rothesay Intergenerational Community Complex project.

CARRIED.

14. NEXT MEETING

The next meetings are scheduled as follows:

Public Hearing (Cameron Road)
Regular meeting
Public Hearing (Millennium/Campbell)

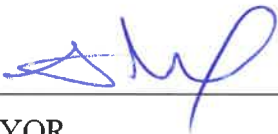
Monday, June 16, 2025 at 7:00 p.m.
Monday, July 14, 2025 at 7:00 p.m.
Monday, July 21, 2025 at 7:00 p.m.

15. ADJOURNMENT

MOVED by Counc. Shea and seconded by Counc. Lewis the meeting be adjourned.

CARRIED.

The meeting adjourned at 7:55 p.m.



MAYOR



CLERK