



# ROTHESAY

COUNCIL MEETING  
Rothesay Town Hall Common Room  
**Monday, November 10, 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 REC/PARKS (DRP) CHARLES JENSEN  
DIRECTOR OF OPERATIONS (DO) TIM COLWELL

## 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. Lewis and seconded by Deputy Mayor Alexander the agenda be approved, with the following amendments:

- Item 13.1.1 be brought forward to follow Item 7.1
- Item 13.5 be brought forward to follow Item 7.2
- Item 13.1.3 be brought forward to follow Item 7.3

**CARRIED.**

## 4. ADOPTION OF MINUTES

- Regular Meeting 14 October 2025

**MOVED** by Counc. Shea and seconded by Counc. Boyle the Open Session Council minutes of October 14, 2025 be adopted as circulated.

**CARRIED.**

- Special Meeting 28 October 2025

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French the Special Meeting minutes of October 28, 2025 be adopted as circulated.

**CARRIED.**

## 5. DECLARATION OF CONFLICT OF INTEREST

Deputy Mayor Alexander and Councs. Boyle, Brown, Lewis, McGuire, Mackay French, and Shea declared a conflict of interest with respect to Item 4.0 Regular Meeting Minutes of October 14, 2025.

Councs. Boyle and Lewis declared a conflict of interest with respect to Item 12.4 1 North Street owing to their absence at the Public Hearing.

Councs. McGuire and Mackay French declared a conflict of interest with respect to Item 8.1 Response to Friends of Cameron Road owing to their absence at the Public Hearing.

Counc. Shea declared a conflict of interest with respect to Item 11.4 Finance Minutes/2025 Donations (Rothesay High School Alice Production).

Counc. Brown declared a conflict of interest with respect to Item 11.5 Age Friendly Advisory Committee Minutes (KV Go) and 11.8 Works and Utilities Committee Minutes (KV Go).

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## 6. OPENING REMARKS OF COUNCIL

Mayor Grant shared the following opening remarks:

- Upcoming Remembrance Day ceremonies (November 11<sup>th</sup>)
  - o QPlex at 10:30 a.m. (Mayor attending)
  - o Rothesay Common Cenotaph at 10:45 a.m. (Deputy Mayor attending)
- RICC fundraisers
  - o Rothesay High School “Battle at the Nest” Hockey Tournament next weekend
  - o Tim Hortons Smile Cookie fundraiser November 17-23
- Santa Claus Parade November 29<sup>th</sup>. Safety spotters are still needed.
- The Rothesay Hive is a finalist for the Community Impact Award from the Chamber of Commerce Outstanding Business Awards.

## 7. DELEGATIONS

### 7.1 Kennebecasis Regional Police Force (KRPF)

Mike Young, Police Chief

Kevin Darling, Board Chair (*see Item 13.1.1*)

Mayor Grant welcomed Chief Young. Chief Young thanked Council and gave an update on the past three months, highlighting the following:

- Community
  - o Community Engagement Sgt. Kelly McIntyre
  - o Implementation of community officers – five officers (secondary duty)
    - Helps succession planning
    - Focus on youth engagement
      - Three programs:
        - o Stop Now And Plan (SNAP) Program (Ages 6-11) – 13 week program
        - o Adopt-a-Cop Initiative – pairs an officer with each school
        - o Power Play Leadership – training through Oasis Youth Centre
  - o Operation plans for community events ex. Santa Claus Parade, KV Music Festival, and CultureFest
- Intimate Partner Violence (IPV) research into evidence-based and trauma informed strategies
  - o August 2<sup>nd</sup> presentation to Anglophone South School District guidance counsellors (for teens)
  - o Provincial recognition of human trafficking (NB is 2<sup>nd</sup> in Canada for per capita incidents)
    - Two programs for KRPF officers to help understand and detect human trafficking
    - Additional training for the Criminal Investigation Division
    - Understanding coercive and controlling dynamics
- Participation in a Sciences and Humanities Research Council of Canada national research study related to body-worn cameras
  - o Helps with workload productivity, evidentiary value for investigations, training, privacy/surveillance legislation, vulnerable persons, community relations, and quality assurance (ex. interviewing)
- Internal/external communication strategy
  - o Informing the public regularly and during crisis, and timely notification of incidents
  - o A communications team has been struck, and a consultant was engaged to perform an audit
    - 55 items were identified, and a 90-day plan was developed
    - Two officers to be trained on media relations
- Criminal Investigations Division
  - o An individual arrested for recent break and enters and thefts in Rothesay and Quispamsis
  - o Two ongoing files for stolen vehicles – working with external organization for an arrest
- Inventory Management and Asset Management
  - o Inventory Manager hired to track inventory and fleet maintenance – helps with budgetary forecasting

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- Continuity of Operations working group – contingency plans for all events
- Request for police presence in Wells
  - o Traffic initiative prepared and implemented (50 targeted patrols), resulting in no new ATV complaints
  - o KRPF will continue to educate/create awareness, and monitor the situation
- Crime Statistics
  - o Crimes against persons decreased 41.7%
  - o Crimes against property decreased 38.9%
  - o Intimate Partner Violence (IPV) increased 41.8%
    - Includes other family violence – the category will be further broken down for better context

Chief Young concluded by stating his appreciation for the structured and transparent budget process.

Counc. Lewis stressed the need for more patrols in Wells during the summer. Chief Young agreed, noting another initiative will be developed before the summer, and a partnership will be sought with the Department of Public Safety since they have a dedicated ATV unit.

Counc. Brown asked if the decrease in percentages for crime statistics could be a result of individuals not calling to complain. Chief Young noted it is possible, but feels most in the area are willing to call because of the quality of service provided.

Deputy Mayor Alexander noted it is eye-opening to see the IPV statistics. Mayor Grant mentioned she is pleased to see an increase in traffic tickets as it suggests that the issue of speeding is being addressed. Counc. Brown suggested there should be more enforcement targeted towards tinted windows.

## Item brought forward.

### 13.1.1 Kennebecasis Regional Police Force (KRPF)

Verbal Update                      KRPF Chief Young

**MOVED** by Counc. McGuire and seconded by Counc. Mackay French Chief Young's presentation be received for information.

**CARRIED.**

Mayor Grant thanked Chief Young for his presentation, and he left the meeting.

## 7.2 Higginson Development Agreement

Stephen Maltby (*see Item 13.1.2*)

Mayor Grant welcomed Mr. Maltby. Mr. Maltby thanked Council and introduced himself. He presented his request, asking that Council remove Clause 16 from the Higginson Development Agreement. He provided background, noting the development was approved in 2022 for 14 single-family homes, it met or exceeded all Town requirements, and aligned with the Hillside Secondary Plan (Phase 1) and the Municipal Plan. Clause 16 was introduced as a means to alleviate resident concerns by routing construction traffic through the Hillside Trail, as opposed to public roads. However, contractors have refused to use this route citing equipment and safety concerns. Mr. Maltby reported he was unsuccessful in finding an alternative solution after years of working with Town staff, developers, and neighbouring property owners. He stated that he believes Clause 16 was well-intended but has unfortunately rendered his land undevelopable. He mentioned that Clauses 53 (Severability) and 54 (Reasonableness) allow Council to sever Clause 16 without impact to the rest of the agreement. Mr. Maltby mentioned that he has followed staff's advice and waited for construction of the Wiljac Street extension project, but time is running out as there has been no progress, and his agreement is set to expire in 2027. He relayed that there is an element of unfairness as another developer is permitted to use the same public roads to develop a nearby lot. He noted that removing Clause 16 would ensure equitable treatment by allowing him to use the same public roads to develop his land. He added that these delays have created lost opportunities for new homes and local investments in a time of a great need for housing.

Council appreciated Mr. Maltby bringing this to their attention and understands his frustration.

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Mr. Maltby responded to inquiries, noting that he met with representatives from the Department of Environment and all post-approval environment issues were rectified; and he estimates the project could be completed in 3 years (4-5 homes per year).

There was a brief discussion, noting the subdivision application did not require a public hearing but a public meeting was held as a courtesy to residents. At this meeting concerns were raised about the use of public roads for construction purposes.

When questioned, CAO McLean advised that the development agreement can be extended to provide leeway until the Wiljac Street extension project is complete.

Counc. Lewis noted that all houses constructed in the area required use of public roads for construction vehicles. Discussion ensued on comparisons between Mr. Maltby's project and the other developer's project. CAO McLean advised the other project relates to a single home as opposed to 14 for Mr. Maltby's. Mr. Maltby contended that the other developer had to construct a 600-metre private access road, break rock, remove trees, and will have to install a septic system and a well. Whereas, his project requires a much shorter road, and connections to already existing water and sewer infrastructure which is required in Phase 1 of the Secondary Plan. Mr. Maltby asked if the Town is committed to extending Wiljac Street through three other properties to enable access to his land in 2026. CAO McLean said no. Counc. Boyle asked if upgrades could be undertaken to make the Hillside Trail viable for use. CAO McLean noted it is possible, but Mr. Maltby does not wish to incur the significant cost to do so. CAO McLean advised a report will be brought to Council regarding acquisition of another property to further the Wiljac Street project. He added that landowners/developers in the area will need to work with the Town to determine where the road will go and the cost of construction will be incurred by developers.

### **Item brought forward.**

#### **13.5 Request to Amend Subdivision Agreement – MR Investments Inc. (Higginson Avenue)**

3 November 2025 Report prepared by DPDS Reade with attachments

**MOVED** by Counc. McGuire and seconded by Counc. Brown that Clause 16 remain in the agreement until such time as Rothesay and area landowners have secured a workable construction access from Fox Farm Road via the Wiljac Street extension.

### **ON THE QUESTION:**

Counc. McGuire offered that Mr. Maltby's request is reasonable as efforts were made to seek alternative options when it was determined that the Hillside Trail was not a viable route. He noted that public concerns were addressed but may be unreasonable as other large vehicles also use the roads such as plow trucks, garbage trucks, large equipment for home maintenance, and fire trucks. He feels Mr. Maltby has done everything asked of him and should not have to wait any longer. He stated he does not support the recommendation provided by staff.

Deputy Mayor Alexander offered that the motion could be amended to include completion of Wiljac Street "as a public road" so that there will be no further issues regarding access. He mentioned that it was never Council's intention to block the development. Counc. Lewis suggested that a 20km speed limit could also be part of the motion to mitigate resident safety concerns. Counc. Brown agreed.

**YEA vote recorded from:** Counc. Boyle.

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

**DEFEATED.**

**MOVED** by Counc. McGuire and seconded by Deputy Mayor Alexander the developer be able to use public roads until such time as the Wiljac Street extension is completed and becomes a public road.

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## ON THE QUESTION:

Discussion ensued on: stipulating a 20km speed limit; whether public notification is required to change the agreement; and the legal process to remove Clause 16. It was noted: Council does not have the authority to change the speed limit; a public meeting is not required but property owners within 100 metres can be notified; and Council's intent in defeating the first motion was to remove Clause 16, therefore another motion is not required and the remaining agreement will remain intact.

**MOTION WITHDRAWN.**

Counc. Brown requested that Mr. Maltby uphold the 20km speed request for construction vehicles. Mr. Maltby said he has no issue with doing so.

Mayor Grant thanked Mr. Maltby for his presentation, and he left the meeting.

### **7.3 Envision Saint John Strategic Plan 2025-2030**      Andrew Beckett, CEO (*see Item 13.1.3*)

Mayor Grant welcomed Mr. Beckett. Mr. Beckett thanked Council and gave a presentation on the Strategic Plan. He noted it is available online and provided overviews of the four pillars: 1. Growth Readiness; 2. Talent Attraction and Retention; 3. Business Attraction, Retention and Expansion; and 4. Visitor Attraction. He highlighted: work with the Saint John airport; marketing campaigns for talent attraction and retention – the former, along with tourism campaigns, may not be familiar to New Brunswickers as they are used in other Provinces; work with different sectors (ex. energy, health, logistics); AI in the workplace/business practices; the importance of tourism/a tourism master plan; growing interest in relocating businesses from the eastern United States; ambassadors as a tool for growing the region; a new dashboard on the Envision Saint John website (now mobile friendly); and the eight Regional Key Performance Indicators.

Counc. Mackay French mentioned that some residents may not be aware of what the region/province has to offer. She suggested sharing the promotional videos with New Brunswickers to create more engagement and help them become ambassadors for the region/province.

In response to an inquiry, Mr. Beckett shared the difficulty of condensing the work of the organization into a ten-minute presentation; however a list of Envision Saint John's services was provided in the agenda package. He spoke of interest in engaging younger generations (especially in regards to the 15% unemployment rate for ages 18-24), the current work with business expansion, and investigation into the needs of various sectors such as Medical, Finance, Engineering, IT, the trades, and less obvious areas that are in need of workers such as legal assistance and massage therapy. There was a brief discussion regarding the potential data centre project in Lorneville. Mr. Beckett mentioned this would be a two billion dollar investment with significant job creation opportunities.

## **Item brought forward.**

### **13.1.3 Envision Saint John Strategic Plan 2025-2030**

3 November 2025      PowerPoint Presentation from A. Beckett  
2025-2030      Strategic Plan Summary and Service Areas

**MOVED** by Counc. Mackay French and seconded by Counc. McGuire the presentation and 2025-2030 Strategic Plan Summary and Service Areas be received for information.

**CARRIED.**

Mayor Grant thanked Mr. Beckett for his presentation. Mr. Beckett thanked Council and wished everyone a safe and enjoyable holiday season. He left the meeting.

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

## **8. CONSENT AGENDA**

8.1 21 October 2025      Response to Friends of Cameron Road RE: Public Hearing & Rezoning  
8.2 3 November 2025      Thank you card from the St. Joseph's Hospital Foundation

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

**CARRIED.**

Couns. Mackay French and McGuire returned to the meeting room.

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

## 10. CORRESPONDENCE FOR ACTION N/A

## 11. REPORTS

### 11.0 November 2025 Report from Closed Session N/A

11.1 28 August 2025 Fundy Regional Service Commission (FRSC) meeting minutes  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis the Fundy Regional Service Commission (FRSC) meeting minutes dated 28 August 2025 be received/filed.

ON THE QUESTION:

Mayor Grant summarized the minutes.

**CARRIED.**

11.2 24 September 2025 Kennebecasis Regional Joint Board of Police Commissioners  
(KRJBPC) Chief's Report  
August 2025 KRPF Budget vs Actuals  
**MOVED** by Counc. Mackay French and seconded by Counc. Boyle Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Chief's Report dated 24 September 2025, and the KRPF Budget vs. Actuals dated August 2025 be received/filed.

**CARRIED.**

11.3 17 September 2025 Kennebecasis Public Library (KPL) Board meeting minutes  
**MOVED** by Counc. Shea and seconded by Counc. Boyle the Kennebecasis Public Library (KPL) Board meeting minutes dated 17 September 2025 be received/filed.

ON THE QUESTION:

Counc. Shea noted he was unable to attend the meeting.

**CARRIED.**

11.4 30 September 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 30 September 2025 be received/filed.

**CARRIED.**

30 September 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 30 September 2025 be received/filed.

**CARRIED.**

30 September 2025 Donation Summary  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea the Donation Summary dated 30 September 2025 be received/filed.

**CARRIED.**

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

27 October 2025 Draft Finance Committee meeting minutes  
**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle the Draft Finance Committee meeting minutes dated 27 October 2025 be received/filed.

**CARRIED.**

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### ➤ 2025 Donations

#### ○ Fresh Start

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French Council approve the request for a sponsorship from “Fresh Start” for 2025 in the amount of \$500.

**CARRIED.**

#### ○ Rothesay High School Alice Production

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French Council approve the request for a sponsorship for the production of Alice and Rothesay High School for 2025 in the amount of \$5,000.

**CARRIED.**

#### ○ YMCA – Rothesay Afterschool Program

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French Council approve the request for a sponsorship from YMCA related to the Rothesay Elementary School After School Program for 2025 in the amount of \$1,000.

### ON THE QUESTION:

Counc. Mackay French asked if it is normal for daycares to request funds for nutrition. It was noted there was no further information provided other than what was included in the submitted application.

**CARRIED.**

Counc. Shea returned to the meeting.

### ➤ 2026 Donations

#### ○ Kennebecasis Crimestoppers

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis Council approve the request for a sponsorship from Kennebecasis Crimestoppers for 2026 in the amount of \$2,800.

**CARRIED.**

#### ○ New Brunswick Medical Education Foundation Inc.

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis Council approve the request for approval of the scholarship proposal from the New Brunswick Medical Education Foundation Inc. for 2026 in the amount of \$5,000.

**CARRIED.**

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

11.5 21 October 2025 Draft Age Friendly Advisory Committee meeting minutes

**MOVED** by Counc. Boyle and seconded by Counc. Mackay French the Draft Age Friendly Advisory Committee meeting minutes dated 21 October 2025 be received/filed.

### ON THE QUESTION:

Mayor Grant mentioned that an individual travelled from Coles Island to participate in programs for the Rothesay Hive.

**CARRIED.**

Counc. Brown returned to the meeting.

11.6 21 October 2025 Draft Climate Change Adaptation Committee meeting minutes

**MOVED** by Counc. Boyle and seconded by Counc. McGuire the Draft Climate Change Adaptation Committee meeting minutes dated 21 October 2025 be received/filed.

**CARRIED.**

### ➤ Flyer Distribution

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French Council as per By-Law 2-2023, impose the maximum fine of \$2,100 against Brunswick News for repeated disregard of the By-law and include a deadline of November 30, 2025 to pay the fine.

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### ON THE QUESTION:

Counc. Mackay French supported the interest in banning all flyers. She was curious to know if there are any members of the public that wish to receive flyers.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French Council consider totally prohibiting the distribution of flyers in the municipality if the By-Law is not respected in the future.

**CARRIED.**

#### ➤ Water Conservation

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle Council explore the creation of a water conservation policy, which includes the reuse of chlorine barrels.

### ON THE QUESTION:

Counc. Mackay French supported the idea, noting it is a great way to repurpose materials at no cost.

**CARRIED.**

11.7 21 October 2025 Draft Parks and Recreation Committee meeting minutes

#### ➤ Parks and Recreation Update

**MOVED** by Counc. Boyle and seconded by Counc. McGuire the Draft Parks and Recreation Committee meeting minutes and the Parks and Recreation Update dated 21 October 2025 be received/filed.

**CARRIED.**

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

11.8 22 October 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 22 October 2025 be received/filed.

### ON THE QUESTION:

Counc. Boyle mentioned that the Union of Municipalities of New Brunswick (UMNB) is in favour of legal requirements for electric scooters.

**CARRIED.**

#### ➤ Dolan Road/Barsa walkway

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire to send a letter to the resident thanking him for his email and the walkway is not financially feasible for Rothesay at this time.

**CARRIED.**

Counc. Brown returned to the meeting.

#### ➤ Electric Scooters

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle Council send a letter to Minister Gauvin asking the province to amend the NB Motor Vehicle Act with regulations in place for electric scooters with the following stipulations:

- Setting an age limit
- Requiring riders to wear helmets
- Imposing speed limits
- Prohibiting the use of electric scooters on sidewalks
- Reflective material or lights
- Driver training course
- No passengers

**CARRIED.**



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11.9 3 November 2025 Draft Planning Advisory Committee meeting minutes  
**MOVED** by Counc. Shea and seconded by Counc. Lewis the Draft Planning Advisory Committee meeting minutes dated 3 November 2025 be received/filed.  
**CARRIED.**

11.10 October 2025 Monthly Building Permit Report  
**MOVED** by Counc. Lewis and seconded by Counc. Boyle the October 2025 Monthly Building Permit Report be received/filed.  
**CARRIED.**

**12. UNFINISHED BUSINESS**

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**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*

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Counc. Mackay French asked if Item 12.1 could be removed. Town Clerk Banks advised removal of tabled items is under review by CAO McLean.

Couns. Boyle and Lewis left the meeting owing to their absence at the Public Hearing.

**12.4 1 North Street Rezoning PID 00053736**  
15 October 2025 Memorandum from DPDS Reade  
DRAFT By-law 2-10-42  
Mayor Grant provided background.

**MOVED** by Counc. McGuire and seconded by Counc. Shea Council give Reading in its Entirety to By-law 2-10-42 “A By-law to Amend the Zoning By-law”.  
**CARRIED.**

Town Clerk Banks read By-law 2-10-42.

**MOVED** by Counc. Shea and seconded by Deputy Mayor Alexander Council give 3<sup>rd</sup> Reading, by Title, and Enactment to By-law 2-10-42 “A By-law to Amend the Zoning By-law”.  
**CARRIED.**

Town Clerk Banks read By-law 2-10-42 by title.

Couns. Boyle and Lewis returned to the meeting.

**12.5 Committee member – Honorarium**  
16 October 2025 Memorandum from Town Clerk Banks  
DRAFT By-law 2-18-1 and Schedule A  
**MOVED** by Counc. Shea and seconded by Deputy Mayor Alexander Council give Reading in its Entirety to By-law 2-18-1 “A By-law Respecting the Remuneration of Council Members and Committee Members”.  
**CARRIED.**

Town Clerk Banks read By-law 2-18-1.

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**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea Council give 3<sup>rd</sup> Reading, by Title, and Enactment to By-law 2-18-1 “A By-law Respecting the Remuneration of Council Members and Committee Members”.

**CARRIED.**

Town Clerk Banks read By-law 2-18-1 by title.

**MOVED** by Counc. Mackay French and seconded by Counc. McGuire Council approve the updated Honorary Claim Form that includes the addition of the meeting time duration.

**CARRIED.**

### 13. NEW BUSINESS

#### 13.1 BUSINESS ARISING FROM DELEGATIONS

##### 13.1.1 Kennebecasis Regional Police Force (KRPF)

Verbal Update                      KRPF Chief Young

**Dealt with above.**

##### 13.1.2 Higginson Development Agreement

4 November 2025              PowerPoint Presentation from S. Maltby

**Dealt with above.**

##### 13.1.3 Envision Saint John Strategic Plan 2025-2030

3 November 2025              PowerPoint Presentation from A. Beckett  
2025-2030                      Strategic Plan Summary and Service Areas

**Dealt with above.**

### ADMINISTRATION

#### 13.2 Draft 2026 Rothesay Budgets

##### 13.2.1 General Fund Operating Budget 2026 Motions

4 November 2025              Memorandum from Treasurer MacDonald

##### 13.2.2 Utility Fund Operating Budget 2026 Motions

4 November 2025              Memorandum from Treasurer MacDonald

##### 13.2.3 Draft Operating Budgets

4 November 2025              Memorandum from Treasurer MacDonald

##### 13.2.4 Draft 2026 General Fund Operating Budget

- General Operating Fund Draft Budget Highlights
- Draft 2026 General Operating Fund Budget

##### 13.2.5 Draft 2026 Utility Fund Operating Budget

- Utility Operating Fund Draft Budget Highlights
- Draft 2026 Utility Operating Fund Budget
- Draft 2026 Utility Rate Summary

Mayor Grant invited Treasurer MacDonald to give a presentation. Treasurer MacDonald advised no public comments were received and the budget is similar to the version reviewed at the October 28<sup>th</sup> Special Council meeting. As Chair of the Finance Committee, Deputy Mayor Alexander spoke of the budget process, noting it went smoothly.

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea that the sum of **\$25,600,000** be the total operating budget of the local government, that the sum of **\$24,073,916** be the Warrant of the local government for the ensuing year, that the residential tax rate for the local government be **\$1.1700**, and that the non-residential tax rate for the local government be **\$1.989**.

The Council orders and directs the levying by the Minister of Local Government of said amount on real property liable to taxation under the *Assessment Act* within the local government of Rothesay.

**CARRIED.**

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**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire that the 2026 budget of the Kennebecasis Public Library be approved at \$285,804 and the Rothesay contribution be approved as \$111,349.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Shea that the 2026 operating budget of the Kennebecasis Valley Fire Department be approved at \$6,888,818 and the Rothesay contribution be approved as \$2,823,430.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire that the 2026 capital budget of the Kennebecasis Valley Fire Department be approved at \$219,000 and the Rothesay contribution be approved as \$88,179.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle that the 2026 operating budget of the Kennebecasis Regional Joint Board of Police Commissioners be approved at \$8,980,829 and the Rothesay contribution be approved as \$3,569,500.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire that pursuant to subsection 117(4) of the Local Governance Act, the total budget for the Water and Wastewater Utility for the ensuing year would consist of total revenues of \$4,486,500 and total expenditures of \$4,486,500.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Lewis that the Sewer Service Charge (Section 9) in Schedule “B” of by-law 1-15 be \$550.00 per equivalent user unit.

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. McGuire that the Water User Charges (Section 7) Fixed Component fee schedule “E” of by-law 1-18, page 1, be changed to the following rates:

Meter Size	Factor	Fixed Charge Per Qtr	Annual Charge
5/8	1.00	\$ 60.00	\$ 240.00
3/4	1.44	\$ 86.40	\$ 345.60
1	2.56	\$ 153.60	\$ 614.40
1-1/2	5.76	\$ 345.60	\$1,382.40
2	10.24	\$ 614.40	\$2,457.60
4	40.96	\$ 2,457.60	\$9,830.40
6	92.16	\$5,529.60	\$22,118.40
8	163.84	\$ 9,830.40	\$39,321.60

**CARRIED.**

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle that the Water System Consumption Charges - schedule "E" of by-law 1-18, page 2, be changed to the following rates per quarter:

	Up to 96 m3	over 96 up to 800 m3	above 800m3
Single Family Residence	\$1.40	\$2.333	\$3.37
Residence with rental or self contained unit	\$1.40	\$2.333	\$3.37
Apt building up to 3 units	\$1.40	\$2.333	\$3.37
Townhouses - individual meters	\$1.40	\$2.333	\$3.37
Commercial	\$1.40	\$2.333	\$3.37

	Up to 72 m3/unit	over 72 up to 600 m3/unit	above 600m3/unit
Apt building 4 units or more	\$1.40	\$2.333	\$3.37
Townhouses group meters	\$1.40	\$2.333	\$3.37
	Up to 3,250 m3	over 3,250 m3	
Institutional (schools)	\$1.40	\$2.333	

CARRIED.

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Mackay French that the Water Meter Rental Rates (Section 5.2) schedule "E" of by-law 1-18, page 1, be changed to the following rates:

Meter Size	Total	Quarterly (over 5 years)
5/8 inch	\$472.00	\$23.60
3/4 inch	\$502.00	\$25.10
1 inch	\$597.00	\$29.85
1 1/2 inch	\$2,437.00	\$121.85
2 inch	\$2,737.00	\$136.85
3 inch	\$3,737.00	\$186.85
4 inch	\$6,137.00	\$306.85

CARRIED.

**MOVED** by Deputy Mayor Alexander and seconded by Counc. Boyle that the Standby Sprinkler Charges (Section 7) schedule "E" of by-law 1-18, page 1, be changed to the following rates:

Meter Size	Annual Charge
4	\$1,190.00
6	\$1,500.00
8 or larger	\$1,810.00

CARRIED.

**13.3 Renforth Wharf Beach Access**

3 November 2025 Report prepared by CAO McLean

**MOVED** by Counc. McGuire and seconded by Counc. Lewis the report prepared by CAO McLean RE: Renforth Wharf Beach Access dated 3 November 2025 be received for information.

**ON THE QUESTION:**

CAO McLean asked if Council had any comment on the location of the gate. He noted this will allow the Town to control access to the whole site. Mayor Grant suggested it is early enough to notify the public. CAO McLean advised that the messaging will convey that pop-up shacks are permitted but permanent shacks or vehicles are not. He added that the entrance by Kennebecasis Park will also be blocked to prevent unsafe access as well. When questioned, he explained the design and noted a 4.6ft opening will be available for pedestrian and ATV access.

CARRIED.

**13.4 ATV Use in Wells**

3 November 2025 Report prepared by CAO McLean

**MOVED** by Counc. Lewis and seconded by Counc. Boyle the report prepared by CAO McLean RE: ATV Use in Wells dated 3 November 2025 be received for information.

CARRIED.

**13.5 Request to Amend Subdivision Agreement – MR Investments Inc. (Higginson Avenue)**

3 November 2025 Report prepared by DPDS Reade with attachments

**Dealt with above.**

**14. NEXT MEETING**

The next meeting is scheduled as follows:

**Regular meeting**      Monday, December 8, 2025 at 7:00 p.m.

Counc. Mackay French mentioned that she will need to connect remotely for the next meeting.

**15. ADJOURNMENT**

**MOVED** by Counc. McGuire and seconded by Counc. Brown the meeting be adjourned.  
**CARRIED.**

The meeting adjourned at 9:14 p.m.

*Original signed by Mayor*  
\_\_\_\_\_  
MAYOR

*Original signed by Clerk*  
\_\_\_\_\_  
CLERK