



ROTHESAY

COUNCIL MEETING
Rothesay Town Hall Common Room
Monday, December 8, 2025
7:00 p.m.



PRESENT: MAYOR NANCY GRANT
DEPUTY MAYOR MATT ALEXANDER
COUNCILLOR HELEN BOYLE
COUNCILLOR DAVE BROWN
COUNCILLOR TIFFANY MACKAY FRENCH (*electronic participation*)
COUNCILLOR BILL McGUIRE

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

ABSENT: COUNCILLOR PETER J. LEWIS
COUNCILLOR DON SHEA

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

- Item 13.1.1 be brought forward to follow Item 7.1
- Item 13.1.2 be brought forward to follow Item 7.2
- Item 11.6 – addition of:
 - *5 December 2025 Email from P. McLellan (RNS) RE: 7 Maiden Lane*

CARRIED.

4. ADOPTION OF MINUTES

- Regular Meeting 10 November 2025

MOVED by Counc. Boyle and seconded by Counc. Brown the Open Session Council minutes of November 10, 2025 be adopted as circulated.

CARRIED.

5. DECLARATION OF CONFLICT OF INTEREST

Deputy Mayor Alexander and Couns. Boyle, Brown, McGuire, and Mackay French declared a conflict of interest with respect to Item 4.0 Regular Meeting Minutes of November 10, 2025.

6. OPENING REMARKS OF COUNCIL

Mayor Grant shared the following opening remarks:

- Appreciation for all who helped with the Santa Claus Parade, and the lights around Town Hall
- Invitation for all to attend the Mayor's Tree Lighting on Wednesday, December 10th (weather permitting)
- Announcement of the annual New Year's Day Skate on the Rothesay Common.

Cunc. McGuire commended Mike and Eleanor Brooks for their annual holiday gathering at the French Village Petro-Canada. He noted the Kennebecasis Valley Fire Department also attended to collect donations.

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7. DELEGATIONS

7.1 Draft Strategic Plan (Thinkwell Research + Strategy) Allan Gates (*see Item 13.1.1*)
Mayor Grant welcomed Mr. Gates. Mr. Gates thanked Council and gave special thanks to Town staff member, Eliane Knox, for all her help with the Strategic Plan. Mr. Gates presented the draft 2026-2031 Strategic Plan, highlighting:

- the process
- input from senior staff and Council
- development of a communications audit (Council approved a Communications Coordinator position)
- positive starting point – no immediate fires to put out
- growth with a focus on preserving community character
- vision and mission statement
- guiding principles
- four strategic pillars (key performance indicators have been developed for each)
 - o 1. Operational Excellence
 - o 2. Infrastructure Development
 - o 3. Recreation
 - o 4. Housing
- key objectives
 - o formal reviews of operations and alignment of staff
 - o establish a balanced scorecard (once plan is approved)
 - o develop policies/protocols for cybersecurity
 - o crisis communication plan
 - o performance evaluations
 - o Council priorities/projects
 - the Rothesay Intergenerational Community Complex (RICC)
 - Wiljac Street extension project (Fox Farm Road to Campbell Drive)
 - Wastewater Treatment Plant Upgrade (WWTP)
 - Expand water supply capacity (preparation for future growth)
 - Stormwater Management Plan
 - Asset Management
 - Development Standards
 - Regional trail connection between Rothesay and Quispamsis
 - Wells Connector project
 - Accessible recreation spaces
 - *Explore* the development of a multipurpose facility for community performances and cultural events
 - o Diversify housing stock
 - o Affordable housing initiatives
 - o Aging in place solutions, senior housing needs
 - o Consistent architectural design for commercial and retail properties

CAO McLean acknowledged the hard work put in to develop the plan. He appreciated inclusion of water capacity expansion, adding that it is also intended as a measure to plan for/protect existing properties with private wells.

Council thanked Mr. Gates and extended appreciation for the Plan and its interest in maintaining the existing character of the Town. In response to an inquiry, Mr. Gates noted that a balanced scorecard will be developed as a method to evaluate the plan, which should be reviewed monthly by staff, and quarterly by Council. This will provide a way to monitor progress on Council priorities. When questioned, he noted that the efforts towards consistent architectural design along Hampton Road will be left up to individuals with necessary expertise.

Mayor Grant suggested there should also be a focus on telling Rothesay's story.

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Item brought forward.

13.1.1 Strategic Plan (Thinkwell Research + Strategy)

Presentation Allan Gates

3 December 2025 Report prepared by CAO McLean

MOVED by Counc. McGuire and seconded by Deputy Mayor Alexander Mayor and Council receive for information, review, and comment the draft Strategic Plan created by Thinkwell Research and Strategy.

ON THE QUESTION:

A finalized document will be brought back to Council in January for approval and to be shared online.

CARRIED.

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

7.2 2026 Capital Budget

Treasurer MacDonald (*see Item 13.1.2*)

Mayor Grant invited Treasurer MacDonald to give a presentation. Treasurer MacDonald reviewed the documentation provided, and highlighted the following:

- The process
 - o Review of Council priorities, projected 2025 financial results, funding sources
 - o Input from committees, planning documents, assumptions, and staff
- Approving the capital budgets is approval in principle as each project will be brought to Council for final approval
 - o Some projects are contingent upon grants, or may be deferred and carried forward to another year
- Funding sources (total \$25,190,000 if all goes according to plan):
 - o Capital from Operating
 - General Fund \$5,200,000
 - Utility Fund \$775,000
 - o CCBF funding (formerly gas tax)
 - o Capital Renewal funding (new funding – see Item 11.3 for Capital Renewal Plan)
 - Known amount for 2026, but estimated amounts for 2027-2029
 - o Capital Reserves (some funding reserved for carry forward projects)
 - o Funding from Developers
 - o Grants from other levels of government
 - o Debt
- Utility Fund projects
 - o Well Field and Water Treatment Plant \$565,000
 - o Hillsview Crescent Waterline replacement (requires paving through the General Fund)
 - o Wiljac Street utility projects for extension (subject to financing and engineering)
 - o Wastewater Treatment Facility Upgrade (WWTF) project \$10 million dollars (federal grants and debt approved)
 - o Frances Avenue lift station \$100,000 (carry forward item)
- General Fund projects
 - o General Government
 - Town Hall renovations, and IT projects
 - o Protective Services (in operating budget)
 - o Transportation
 - Street resurfacing program, drainage, fleet replacement, Vincent Road intersection, Wiljac Street, PMHP (Campbell Drive designated highway funding)
 - o Recreation
 - Rothesay Intergenerational Community Complex (RICC) \$2.85 million dollars
 - Wells Connector
 - East Riverside-Kingshurst Water access project (*new - \$235,000*)
 - Expanding the floating dock for recreational use during the summer (outside of flood season), and launch pads (ERK Park and Dunedin)
 - Intent to preorder materials to obtain 2025 pricing
 - o 145 James Renforth Drive (Renforth cottage)
 - o Equipment (arena dehumidifier)

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Council thanked Treasurer MacDonald for his presentation and preparation of the budgets. There was discussion on: the total amount (\$25 million dollars) for *all* projects if they occur in 2026, and if all estimates are correct and funding sources obtained; 145 James Renforth Drive – will be renovated to match a similar property on the road, and will be used for washrooms, showers, and a canteen – the facility is not intended to support large scale events (Canada Games); arena dehumidifier – required for operations over the next three years; and the Wiljac Street project can be completed in one construction season but is subject to connections through other properties. There was a brief discussion about other developments in the Appleby Drive/Dunedin Road area.

Item brought forward.

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

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire that the General Fund 2026 Capital Budget of \$13,095,000 be approved.

CARRIED.

Utility Capital Fund

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

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle that the Utility Fund 2026 Capital Budget of \$12,095,000 be approved.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire Council authorize CAO McLean to preorder materials necessary to improve water access in East Riverside-Kingshurst to a maximum of \$235,000.

CARRIED.

DPDS Reade clarified that the Appleby Drive development application was not withdrawn but tabled.

Mayor Grant thanked Treasurer MacDonald for his presentation.

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 <ul style="list-style-type: none">➤ 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

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	24 November 2025	Email thread RE: Deer Management Program
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MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the email thread RE: Deer Management Program dated 24 November 2025 be referred to staff.

CARRIED.

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10.2 28 November 2025 Email from resident RE: Crosswalk on Marr Road
MOVED by Counc. Brown and seconded by Counc. McGuire the email from resident RE: Crosswalk on Marr Road dated 28 November 2025 be referred to staff for a response.

ON THE QUESTION:

CAO McLean mentioned that the matter has been discussed by the Works and Utilities Committee several times.

CARRIED.

11. REPORTS

11.0 December 2025 **Report from Closed Session**
N/A

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

MOVED by Counc. Brown and seconded by Counc. McGuire the Kennebecasis Valley Fire Department (KVFD) Board meeting minutes dated 3 September 2025, the KVFD Statement of Expense with Budget Variance dated 30 June 2025, the KVFD Compliance Report dated 19 August 2025, the KVFD Audited Financial Statements dated 31 December 2024, the KVFD Fire Chief's Report dated 3 September 2025, the KVFD Response Reports dated May-July 2025, the Memorandum RE: KV EMO dated 3 September 2025, and the Memorandum RE: Fire Prevention Updated dated 3 September 2025 be received/filed.

ON THE QUESTION:

Mayor Grant congratulated Deputy Fire Chief White on completion of his Certificate in Project Management from the University of New Brunswick (UNB).

CARRIED.

11.2 15 October 2025 Kennebecasis Public Library (KPL) Board meeting minutes
MOVED by Counc. Boyle and seconded by Counc. McGuire the Kennebecasis Public Library (KPL) Board meeting minutes dated 15 October 2025 be received/filed.

CARRIED.

11.3 31 October 2025 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 31 October 2025 be received/filed.

CARRIED.

31 October 2025 Draft unaudited Rothesay Utility Fund Financial Statements
MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the draft unaudited Rothesay Utility Fund Financial Statements dated 31 October 2025 be received/filed.

CARRIED.

31 October 2025 Donation Summary
MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the Donation Summary dated 31 October 2025 be received/filed.

CARRIED.

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27 November 2025 Draft Finance Committee meeting minutes

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the Draft Finance Committee meeting minutes dated 27 November 2025 be received/filed.

CARRIED.

- 2026 General and Utility Capital Budgets (*see Item 13.1.2*)
See Item 13.1.2

- Capital Renewal Plan

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire the document entitled Rothesay 2026-2029 Capital Renewal Plan (CRP) for the capital renewal funding (CRF) allocation be adopted.

ON THE QUESTION:

Treasurer MacDonald reiterated that the amount is known for 2026 and was included in the capital budget. The amounts for 2027-2029 are estimates and could be revised annually by the provincial government. He added that the Plan can also be amended annually, for instance if Council priorities change. The deadline for the Plan is December 15th. CAO McLean thanked DO Colwell for preparation of the Plan.

CARRIED.

- KV Food Basket donation

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire Council approve the request for a sponsorship from the KV Food Bank Fundraising Concert in the amount of \$1,000.

CARRIED.

- RICC donations – MOU with the Greater Saint John Community Foundation

MOVED by Counc. McGuire and seconded by Counc. Boyle Council authorize the Mayor and Clerk to execute the Memorandum of Understanding with the Greater Saint John Community Foundation to manage RICC donations of marketable securities.

ON THE QUESTION:

Treasurer MacDonald advised that this agreement allows individuals to donate marketable securities, through the Greater Saint John Community Foundation, to the Rothesay Intergeneration Community Complex (RICC), as the Town does not have the ability to do so. The GSJCF will provide this service at a cost of 3% of the donations. He clarified that donations will be made to the GSJCF, then transferred to the Town – and donor names will not be shared without permission from the donors.

CARRIED.

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

11.4 18 November 2025 Draft Age Friendly Advisory Committee meeting minutes

MOVED by Counc. Boyle and seconded by Deputy Mayor Alexander the Draft Age Friendly Advisory Committee meeting minutes dated 18 November 2025 be received/filed.

ON THE QUESTION:

Counc. Boyle summarized the minutes. Deputy Mayor Alexander suggested using another unit of measurement for the vegetable donations. Counc. Boyle noted the current unit of measurement is helpful for the elementary school children that participate in the garden club.

CARRIED.

Counc. Brown returned to meeting.

11.5 18 November 2025 Draft Parks and Recreation Committee Update

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

CARRIED.

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11.6 1 December 2025 Draft Planning Advisory Committee meeting minutes
MOVED by Counc. McGuire and seconded by Counc. Brown the Draft Planning Advisory Committee meeting minutes dated 1 December 2025 be received/filed.

ON THE QUESTION:

Deputy Mayor Alexander and Mayor Grant pointed out that Committee members raised an issue with the height of the buildings for 15-17 Holland Drive.

CARRIED.

➤ Public Hearing 7 Maiden Lane

○ *Addendum*

5 December 2025 *Email from P. McLellan (RNS) RE: 7 Maiden Lane*

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire Council accept the request from the proponent to withdraw the application to rezone 7 Maiden Lane (PIIDs 30364731 & 30168363) from Single-Family Residential – Traditional [R1D] and Single-Family Residential – Large Service [R1A] to Institutional Major [INSMA].

CARRIED.

➤ Public Hearing 15-17 Holland Drive

MOVED by Counc. McGuire and seconded by Deputy Mayor Alexander Council schedule a public hearing, in accordance with the *Community Planning Act*, SNB 2017, c. 19, for **Monday, January 19, 2026, at 7:00 p.m.**, to consider the rezoning of 15-17 Holland Drive (PIIDs 00065094 & 00056614) from Single Family Residential – Standard [R1B] to Multi-Unit Residential (R4).

CARRIED.

11.7 November 2025 Monthly Building Permit Report

MOVED by Counc. Brown and seconded by Counc. Boyle the November 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

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

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

Dealt with above.

13.1.2 2026 Capital Budgets

27 November 2025 Memorandum from Treasurer MacDonald

General Capital Fund

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Utility Capital Fund

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

Dealt with above.

13.2 Reserve Motions 2025

General Fund

3 December 2025 Memorandum from Treasurer MacDonald

Treasurer MacDonald advised this is an annual practice that requires Council resolutions. He added that these are the estimated results for 2025.

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle that \$15,194.30 be transferred from the General Operating Fund to the Land for Public Purposes Reserve Fund for contribution received in 2025.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle that CCBF Funding in the amount of \$866,132.00 for the year 2025 be transferred to the General Capital Reserve Fund (CCBF).

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Brown that the sum of \$790,000.00 be transferred from the General Capital Reserve Fund (CCBF) to the General Operating Fund to cover the costs of 2025 Capital projects.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle that the sum of \$354,000.00 be transferred from the General Capital Reserve Fund to the General Operating Fund to cover the costs of 2025 Capital projects.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle that the sum of \$199,357.00 be transferred from the General Operating Fund to the General Capital Reserve Fund (RFC) to cover the costs of 2025 Regional Facilities Capital expenditures.

ON THE QUESTION:

Mayor Grant explained that invoices will not be received until the projects are finished.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire a new capital reserve fund be created specifically related to capital expenditures incurred by the Rothesay Intergenerational Community Complex (RICC) entitled General Capital Reserve Fund (RICC).

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Brown that the sum of \$76,703.06 be transferred from the General Operating Fund to the General Capital Reserve Fund (RICC) to cover the costs of future expenditures.

ON THE QUESTION:

Treasurer MacDonald advised that this is the amount received up to November 30, 2025. A separate recommendation will be brought to Council in January for funds received in December.

CARRIED.

Utility Fund

3 December 2025 Memorandum from Treasurer MacDonald

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle that \$85,675.00 be transferred from the Utility Operating Fund to the Utility Capital Reserve Fund for water and sewer connection fees.

CARRIED.

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MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle that \$750,000.00 be transferred from the Utility Operating Fund to the Utility Capital Reserve Fund for future capital projects.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Brown that the sum of \$716,448.00 be transferred from the General Capital Reserve Fund (CCBF) to the Utility Operating Fund to cover the costs of Capital projects.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle that \$5,686.00 be transferred from the Utility Operating Fund to the Utility Sewage Outfall Reserve Fund for Rothesay's contribution to the Sewage Outfall Reserve.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French that \$12,012.00 received from Quispamsis for Sewage Outfall be transferred from the Utility Operating Fund to the Utility Sewage Outfall Reserve Fund.

CARRIED.

13.3 Insurance Coverage

3 December 2025 Memorandum from Treasurer MacDonald

MOVED by Counc. McGuire and seconded by Counc. Brown Council approve renewal of the Town insurance policy with Marsh Canada for coverage for the period from January 1, 2026 to December 31, 2026 at an aggregate cost of approximately \$261,190.

ON THE QUESTION:

Treasurer MacDonald advised that the rates did not change from 2025; the increase relates to additional properties. There are no recommendations to change the provider.

CARRIED.

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

MOVED by Counc. McGuire and seconded by Counc. Boyle Rothesay Mayor and Council accept the amount of \$75,000 from the Province of New Brunswick (RDC) and further that the Mayor and Town Clerk be authorized to execute the necessary contract documents.

CARRIED.

13.5 Committee Appointments

28 November 2025 Memorandum from Nominating Committee

MOVED by Counc. McGuire and seconded by Counc. Mackay French Council approve the following Committee/Board appointments and terms:

KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS

Rob Simonds December 31, 2027 *reappointment

TD STATION

Lloyd Foote December 31, 2027 *reappointment

CANADA GAMES AQUATIC CENTRE

Gary Myles December 31, 2027 *reappointment

PLANNING ADVISORY COMMITTEE

Ted Harley December 31, 2027 *New

Colleen Lang December 31, 2026 *New (completion of term)

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WORKS AND UTILITIES COMMITTEE

Shawn Carter	December 31, 2027 *reappointment
Tyler Davis	December 31, 2027 *New
Mark Grull	December 31, 2027 *New

HERITAGE PRESERVATION REVIEW BOARD

Drew Macartney	December 31, 2027 *reappointment
Catharine MacDonald	December 31, 2027 *reappointment

PARKS AND RECREATION COMMITTEE

Sean Miller	December 31, 2027 *reappointment
Dr. Shawn Jennings	December 31, 2027 *reappointment
Dani Bourque	December 31, 2027 *reappointment
<i>RHS student rep</i>	<i>VACANT</i>

AGE FRIENDLY ADVISORY COMMITTEE

Dr. Shawn Jennings	December 31, 2027 *reappointment
Jill Jennings	December 31, 2027 *reappointment
Diane O'Connor	December 31, 2027 *reappointment
Doaa Higazy	December 31, 2027 *reappointment
Robert Taylor	December 31, 2027 *reappointment
<i>Rothesay High School representative</i>	<i>Vacant</i>

CLIMATE CHANGE ADAPTATION COMMITTEE

Korey Nixon	December 31, 2027 *reappointment
Colleen Lang	December 31, 2027 *reappointment
Gavin Langille	December 31, 2027 *NEW

Letters of Thanks for service (non-returning)

Jon LeHeup (PAC)
George Thambi (WUC)
Sarah Richards (WUC)

CARRIED.

14. NEXT MEETING

The next meetings are scheduled as follows:

Regular meeting	Monday, January 12, 2026 at 7:00 p.m.
Public Hearing	Monday, January 19, 2026 at 7:00 p.m.

15. ADJOURNMENT

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

CARRIED.

The meeting adjourned at 8:23 p.m.

ORIGINAL SIGNED BY MAYOR

MAYOR

ORIGINAL SIGNED BY CLERK

CLERK