

## **Town of Rothesay**

### **Land Acknowledgement**

We would like to respectfully acknowledge that our town of Rothesay exists on the traditional lands of the Wolastoqiyik / Maliseet and Mi'Kmaq whose ancestors, along with the Passamaquoddy / Peskotomuhkati Tribes / Nations signed Peace and friendship Treaties with the British Crown in the 1700s.

We respectfully acknowledge that The United Nations Declaration of the Rights of Indigenous Peoples (UNDRIP) was adopted by the United Nations on September 13, 2007 and enshrined in law in Canada by Parliament on June 21, 2021 as Bill C-15.

We respectfully endorse the Calls to Action of the Truth and Reconciliation Commission of 2015 as it applies to our Municipal Government of the town of Rothesay.

- presented by the Honourable Graydon Nicholas  
September 13<sup>th</sup>, 2021



**ROTHESAY**  
COUNCIL MEETING  
Town Hall Common Room  
Monday, April 13, 2026  
7:00 p.m.



**PLEASE NOTE:** Electronic means of communication may be used during the meeting.

**1. CALL TO ORDER**

**2. LAND ACKNOWLEDGEMENT**

**3. APPROVAL OF AGENDA**

**4. ADOPTION OF MINUTES**

- Regular Meeting 9 March 2026
- Public Meeting 16 March 2026

**5. DECLARATION OF CONFLICT OF INTEREST**

**6. OPENING REMARKS OF COUNCIL**

**7. DELEGATIONS**

N/A

**8. CONSENT AGENDA**

- 8.1 24 February 2026 Rothesay & Quispamsis letter to the Kennebecasis Regional Joint Board of Police Commissioners RE: KRPF Financial Management Policy
- 8.2 17 March 2026 Thank you letter to Rothesay High School RE: RICC Pancake Breakfast
- 8.3 17 March 2026 Letter from Dept. of Transportation & Infrastructure (DTI) RE: 2028 Approval for Southridge Rd.
- 8.4 26 March 2026 GNB Memo RE: Local Government Orientation/Continuous Learning Program
- 8.5 30 March 2026 Authorization for the 2026 Heart & Stroke Foundation annual door-to-door campaign
- 30 March 2026 Letter from the Heart & Stroke Foundation

**9. CONSIDERATION OF ISSUES SEPARATED FROM CONSENT AGENDA**

**10. CORRESPONDENCE FOR ACTION**

- 10.1 2 April 2026 Email from resident RE: Request for update on Kennebecasis Park Boat Launch
- 7 October 2025 Email from resident

**Refer to the Parks and Recreation Committee**

**ROTHESAY**

Regular Council Meeting

Agenda

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13 April 2026

**11. REPORTS****11.0 April 2026****Report from Closed Session**

- 11.1 29 January 2026 Fundy Regional Service Commission (FRSC) Board meeting minutes  
26 February 2026 FRSC meeting minutes
- 11.2 25 February 2026 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) meeting minutes  
25 March 2026 KRJBPC Police Chief Report  
January 2026 KRJBPC Budget vs. Actuals  
February 2026 KRJBPC Budget vs. Actuals
- 11.3 17 March 2026 Draft Age Friendly Advisory Committee meeting minutes  
➤ Bill McGuire Centre – Parking Lot Lights (*see Item 11.4*)
- 11.4 17 March 2026 Draft Parks and Recreation Committee meeting minutes  
➤ Bill McGuire Centre – Parking Lot Lights  
➤ Landscaped medians – Visibility
- 11.5 18 March 2026 Draft Works and Utilities Committee meeting minutes  
➤ Traffic Calming/KRPF Quarterly Report request
- 11.6 7 April 2026 Draft Planning Advisory Committee meeting minutes
- 11.7 March 2026 Monthly Building Permit Report

**12. UNFINISHED BUSINESS****TABLED ITEMS**

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**12.1 Marr Road/Chapel Road signalization** (Tabled April 2024)*No action at this time***12.2 Draft by-law amendments RE: Consumer Fireworks** (Tabled September 2024)*No action at this time*

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**13. NEW BUSINESS****13.1 2025 Rothesay Hive Annual Report**

- 25 March 2026 Memorandum from K. Duffley  
2025 Rothesay Hive Annual Report

*Receive/file***13.2 Purchase of Asphalt Roller – Public Works**

- 8 April 2026 Report prepared by DO Colwell

**13.3 Rothesay Road Sewer Shed Study**

- 8 April 2026 Report prepared by DO Colwell

**13.4 Engineering Design Services W-2026-006 New Well House and Raw Water Transmission Mains**

- 8 April 2026 Report prepared by DO Colwell

**ROTHESAY**

Regular Council Meeting

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13 April 2026

**13.5 Transfer of Closed Portions of Salmon Crescent and Clark Road**

8 April 2026

Report prepared by DO Colwell

**13.6 Sagamore Point – Lagoon Infill Material**

9 April 2026

Report prepared by CAO McLean

**14. NEXT MEETING**

**Special meeting**

Monday, April 27, 2026 at 5:00 p.m.

**Election Day**

Monday, May 11, 2026

**Oath of Office Ceremony**

*To be determined*

**Regular meeting**

Monday, June 8, 2026 at 7:00 p.m.

**15. ADJOURNMENT**



February 24, 2026

Mr. Kevin Darling  
Provincial Representative  
Board Chair  
Kennebecasis Regional Police Force  
126 Millennium Drive  
Quispamsis, NB E2E 6E6

Dear Mr. Darling:

Re: Kennebecasis Police Force Financial Management Policy

Thank you for taking the time to meet with us earlier today. As you know, there has been discussion between the Towns about circumstances where expenditures of the Force are less than originally budgeted and what discretion rests with the Force and the Police Commission to spend such a 'surplus'. As you know the funding for the Force is based on a budget prepared as much as sixteen months before the monies are spent. During that period circumstances can certainly change and the need for non-budgeted expenditures can be apparent. However, in the same way the Force could need unbudgeted funding from the Towns should an emerging need be recognized, the Towns require notice should the Force intend to direct 'surplus' funding to something unbudgeted rather than move these funds to the next succeeding year's budget.

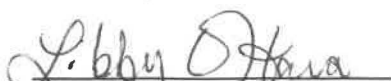
This letter is a request for the Force to examine its' purchasing policy and ensure it contains provision for seeking the concurrence of the Towns on significant expenditures not identified in the annual budget presentation. This applies no matter the source of the funds. The Towns will undertake to respond to such requests expeditiously.

We ask that your policies and procedures identify a process for seeking the agreement of the Towns to the following types of expenditures not included in the annual budget:

- a) additions to the staff complement including contract employees,
- b) acquisition of a single capital asset with a value of greater than \$50,000 not identified specifically in the annual budget,
- c) leases or other funding commitments with a value greater than \$50,000, and
- d) any other expenditure you think would be useful to share with us.

We believe clarity on such matters will further nurture the excellent working relationship between the funders and the Force, avoid any unnecessary misunderstanding and help all concerned understand the parameters guiding our financial relationship. Thank you for the great work you continue to do on behalf of the people of our community!

Yours truly,

  
Libby O'Hara  
Mayor of Quispamsis

  
Dr. Nancy Grant  
Mayor of Rothesay



70 Hampton Road  
Rothesay, NB  
Canada E2E 5L5  
T: 506-848-6600  
F: 506-848-6677

Rothesay@rothesay.ca  
www.rothesay.ca

17 March, 2026

Dear Principal Brad,

Just a note, on behalf of Rothesay Town Council,  
to thank the R.H.S. Leadership Team for their  
help with Sunday's breakfast.

As you likely knew, it was a hugely  
successful event, largely attended. We have  
received many positive comments about the  
"Community vibe" Sunday morning, and the  
intergenerational participation had a lot to do  
with that. Community - building at its best.

We are most appreciative of the help from  
R.H.S., and I know the Lions echo that.

Please pass our thanks on to members  
of the Leadership Team.

Cheers,  
Nancy Grant

P.S. - Go Redhawks!

File No. 32CTVM-93-2

March 17, 2026

Nancy Grant  
Mayor of Rothesay  
70 Hampton Rd  
Rothesay NB E2E 5L5

Mayor Grant:

The Department of Transportation and Infrastructure (DTI) recently published its 3-Year Capital Investment Plan 2026 Edition (Road Ahead Plan) which outlines how the department plans to build, repair and maintain our province's highways and bridges over the next three years.

I am pleased to advise you that under our **2028** Provincial-Municipal Highway Partnership (PMHP) Program, my department is prepared to partner with your municipality on the following project estimated at \$1,119,000 plus non-recoverable HST.

**Southridge Road, French Village Road to Saint John City Limits, culvert replacement and paving over approximately 1.040 km**

The department is prepared to contribute up to a maximum of **\$839,000** plus non-recoverable HST for its 75% share of the eligible items on this project and the municipal contribution for its 25% share of eligible items is \$280,000.

The proposed allocation is conditional on the approval of the DTI budget appropriation at Main Estimates in the Legislative Assembly.

This project will be tendered and supervised by the municipality. Upon completion, the municipality will invoice DTI for its share of the costs.

The municipality's tender package for construction shall be submitted to the following email address, prior to construction commencing: **PMHP-PRPM@gnb.ca**.



Mayor Grant  
March 17, 2026  
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The tender advertisement must identify provincial partnership/grant. The funds are being provided with the understanding and agreement that the municipality must follow the spirit of the Procurement Act and Regulations, and that audits may be carried out by the Province.

No public announcements pertaining to this project can be made without the written consent of the Minister of Transportation and Infrastructure.

If required, DTI staff from our Saint John office are available to discuss the particulars regarding this work with your municipality.

I thank you for your continued cooperation.

Sincerely,

A handwritten signature in blue ink that reads "Marci Gould". The signature is written in a cursive style.

Marci Gould, P.Eng  
Director of Capital Planning

c.c. Christian Morris, Regional Director – Saint John  
Hon. Alyson Townsend, Minister of Post-Secondary Education, Training and Labour  
**Municipal Clerk**

## MEMO / NOTE

**Date :** March 26, 2026 / Le 26 mars 2026

**To / Dest.:** Local Government Administrators / Administrateurs des gouvernements locaux  
Rural District Managers / Gestionnaires des districts ruraux

**From / Exp.:** Jennifer Wilkins, Assistant Deputy Minister / Sous-ministre adjointe, Local Government / Gouvernements locaux

**Copy / Copies** Regional Service Commission CEOs / Directeurs généraux des commissions de services régionaux  
Municipal Associations / Associations municipales

**Subject / Objet:** **Local Government Orientation and continuous learning program / Programme d'orientation et de formation continue pour les gouvernements locaux**

I am pleased to share that the Department of Environment and Local Government will be hosting a Local Governance Orientation (LGO) program following the municipal elections on May 11, 2026.

Je suis heureux d'annoncer que le ministère de l'Environnement et des Gouvernements locaux organisera un programme d'orientation sur la gouvernance locale (OGL) à la suite des élections municipales du 11 mai 2026.

The orientation program (LGO) is open to all new and returning elected officials and administrative staff, providing a valuable opportunity to gain essential knowledge and connect with peers. Please share this information with all council members as well as any administrative staff who wish to attend.

Le programme d'orientation (OGL) est ouvert à tous les nouveaux élus et réélus ainsi qu'aux membres du personnel administratif, offrant une occasion précieuse d'acquérir des connaissances fondamentales et d'établir des liens avec leurs pairs. Veuillez partager cette information avec tous les membres du conseil ainsi qu'avec tout membre du personnel administratif souhaitant y assister.

There will be no registration fee for the LGO, and each participant will receive a certificate upon completion.

Aucun frais d'inscription ne sera exigé pour l'OGL et chaque participant recevra un certificat à la fin du programme.

***Collaboration with local government partners***

The department is collaborating with a planning committee comprised of local governance partners to develop a meaningful orientation and training program and comprehensive learning framework for elected officials.

***Collaboration avec les partenaires des gouvernements locaux***

Le ministère collabore avec un comité de planification composé de partenaires des gouvernements locaux pour élaborer un programme significatif d'orientation et de formation destiné aux représentants élus.

***Partnership with New Brunswick Community College (NBCC)***

***Partenariat avec le New Brunswick Community College (NBCC)***

## MEMO / NOTE

As part of our commitment to enhancing the orientation and training experience, we are pleased to announce that we have partnered with the New Brunswick Community College (NBCC) to support the development of a specialized orientation program.

This partnership brings a wide array of benefits, including access to NBCC's professional expertise and proven methodologies in designing and delivering training tailored to adult learners in both English and French to ensure the program is engaging, practical, and outcome focused.

The schedule for the Local Governance Orientation Program for 2026 and beyond is attached to this email. Participants will have the opportunity to attend sessions in the language of their choice.

Participation in the LGO program is important for all newly elected and returning officials to uphold good governance practices. To support transparency, the names of elected officials participating in the orientation programs (kick-off and fall sessions) will be published on the GNB website.

Additional information including orientation learning outcomes, registration information and details regarding hotel accommodations will be shared in the coming weeks.

Should you have any questions please feel free to contact Lynne Lepage at [Lynne.lepage@gnb.ca](mailto:Lynne.lepage@gnb.ca).

Dans le cadre de notre engagement visant à améliorer l'expérience d'orientation et de formation, nous sommes ravis d'annoncer notre partenariat avec le New Brunswick Community College pour offrir le programme d'orientation et toute formation continue.

Ce partenariat offre une vaste gamme d'avantages, notamment l'accès à l'expertise professionnelle et aux méthodologies éprouvées du NBCC pour concevoir et offrir des formations adaptées aux apprenants adultes en anglais et en français, garantissant un programme captivant, pratique et axé sur les résultats.

Le calendrier du Programme d'orientation sur la gouvernance locale pour 2026 et les années suivantes est joint à ce courriel. Les participants auront la possibilité d'assister aux séances dans la langue de leur choix.

La participation au programme OGL est important pour tous les élus nouvellement élus et réélus. Pour soutenir la transparence, les noms des élus participant aux programmes d'orientations (lancement et sessions d'automne) seront publiés sur le site Web du GNB.

Les résultats d'apprentissage supplémentaires de l'orientation, les informations relatives à l'inscription et les détails concernant les hébergements à l'hôtel seront communiqués dans les semaines à venir.

Si vous avez des questions, n'hésitez pas à contacter Lynne Lepage à [Lynne.lepage@gnb.ca](mailto:Lynne.lepage@gnb.ca).

*(Original signed by/Original signé par)*

Jennifer Wilkins  
Assistant Deputy Minister / Sous-ministre adjointe  
Local Government / Gouvernements locaux

Enclosure/Pièce jointe

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Environment and Local Government/ Environnement et Gouvernements locaux  
P.O. Box 6000, Fredericton, New Brunswick E3B 5H1 / C.P. 6000, Fredericton, Nouveau-Brunswick E3B 5H1  
**GNB.CA**

Schedule for the Local Governance Orientation Program/ Calendrier du programme de l'orientation en gouvernance locale

Date/ Date	Location/ Lieu	Type of Session/ Type de session	Contents/ Contenu	
June 12 & 13 12 et 13 juin	Saint John Trade and Convention Centre	In-person En personne	<p><b>Foundational topics, offered in both French and English, will include:</b></p> <ul style="list-style-type: none"> <li>• Roles and Responsibilities of elected officials and staff</li> <li>• Code of Conduct, harassment and bullying</li> <li>• Financial Matters and Requirements</li> <li>• <i>Right to Information and Protection of Privacy Acts</i></li> <li>• Role of the Regional Service Commission</li> <li>• Rural District Advisory Committee roles and processes</li> </ul>	<p><b>Les sujets fondamentaux, offerts en français et en anglais, comprendront :</b></p> <ul style="list-style-type: none"> <li>• Rôles et responsabilités des élus et du personnel</li> <li>• Code de conduite, harcèlement et l'intimidation</li> <li>• Questions financières et exigences réglementaires;</li> <li>• <i>La Loi sur le droit à l'information et la protection de la vie privée;</i></li> <li>• La Commission des services régionaux et le travail en collaboration;</li> <li>• Comité consultatif du district rural (rôle, code de conduite, processus budgétaire, etc.).</li> </ul>
Fall 2026/ Automne 2026	Multiple locations	Both in-person and virtual learning are being considered. / On envisage des options en présentiel et virtuelles	<p><b>Topics will expand on the kick-off event in June and additional topics may include:</b></p> <ul style="list-style-type: none"> <li>• Meeting procedures</li> <li>• Role of Local Governance Commission and Ombud</li> <li>• Effective Communication</li> </ul>	<p><b>Les sujets approfondiront les thèmes abordés lors de l'événement de lancement en juin, et des sujets supplémentaires pourraient inclure :</b></p> <ul style="list-style-type: none"> <li>• Procédures des réunions</li> <li>• Rôle de la Commission sur le gouvernement local et de l'Ombud</li> <li>• Communication efficace</li> </ul>
Continuous Learning (including By-Elections)/ Apprentissage continu (incluant élections partielles)	To Be Determined/ À déterminer	To be Determined/ À déterminer	All topics above plus expanded content such as emergency planning, asset management etc.	Tous les sujets ci-dessus, ainsi qu'un contenu élargi comme la planification des mesures d'urgence, la gestion des actifs, etc.



2026April13 OpenSessionFINAL\_022

ROTHESAY



30 March 2026

VIA email

Xavier Shannon, Manager - Operations & HR  
Heart and Stroke Foundation (NB)  
580 Main Street, Suite B210  
Saint John, New Brunswick  
E2K 1J5  
xshannon@hsf.nb.ca

70 Hampton Road  
Rothesay, NB  
Canada E2E 5L5  
T: 506-848-6600  
F: 506-848-6677  
Rothesay@rothesay.ca  
www.rothesay.ca

Dear Mr. Shannon:

**RE: Heart and Stroke Foundation Annual Door to Door Campaign**

Thank you for your recent correspondence. For your information, Rothesay Council enacted By-law 4-03 (on 8 March 2004), entitled "A BY-LAW OF ROTHESAY RELATING TO PEACE, ORDER AND THE PREVENTION OF NUISANCES", which deals with door-to-door solicitation.

Section 2(b) of By-law 4-03 reads as follows:

*No person shall beg or solicit from door to door or in a public place except as may be authorized by the written authority of the Mayor.*

One of the primary reasons for the inclusion of this clause is to ensure Rothesay Council, Town staff and members of the Kennebecasis Regional Police Force (KRPf) are made aware of any door-to-door campaigns that occur in the municipality, should residents raise any concerns.

On behalf of Rothesay Council, authorization is hereby granted to the Heart and Stroke Foundation of New Brunswick to hold its annual Door to Door Campaign from April 2026 to September 2026. I wish you much success with your endeavour.

Sincerely,

Dr. Nancy Grant  
Mayor

cc. Chief Young, KRPf

Explore our past / Explorez notre passé  
Discover your future / Découvrez votre avenir

Grand Bay-Westfield • Quispamsis • Rothesay • St. Martins • Saint John

March 2026



To Whom it May Concern:

The Heart and Stroke Foundation's annual door-to-door campaign is scheduled to happen from April 2026 to September 2026. The money raised during these months allows the Foundation to continue funding our mission of preventing heart disease, saving lives, and promoting recovery.

The Heart and Stroke Foundation is active throughout New Brunswick with programs and initiatives in schools, workplaces, and communities. We are dedicated to helping people live active and healthy lifestyles.

This letter is to inform you and the council that our volunteers will be canvassing door-to-door throughout the month of April 2026 to September 2026 throughout all communities in New Brunswick.

If you need anything else, don't hesitate to reach out.

Sincerely,



Xavier Shannon  
Manager, Operations & HR  
xshannon@hsf.nb.ca  
506-634-1620

18 Crestline Rd  
Rothesay, NB E2H 1C7

April 2, 2026

Rothesay Mayor, Council, and Parks & Recreation Committee:

In October 2025, I submitted a request to Rothesay to perform maintenance on the K Park Boat Launch. A copy of my initial request is included after this letter.

I see that my letter was forwarded to the Parks & Recreation Committee and discussed at their November 2025 meeting. There appeared to be some uncertainty about the ownership of the Boat Launch.

I am seeking clarification on the following: Does Rothesay own this asset? If yes, I humbly request it be repaired from its current state. Please see my original request outlining my specific areas of concern. If Rothesay does not own this asset, kindly provide me with the ownership information and I will take my request in that direction.

Spring 2026 is the ideal time to repair this asset, prior to the boating season. Each summer, the Boat Launch is a gathering place for Rothesay residents eager to enjoy all that our river system provides.

Rothesay, I thank you very much.

Sincerely,

18 Crestline Rd  
Rothesay, NB

18 Crestline Rd  
Rothesay, NB E2H 1C7

October 7, 2025

Rothesay Mayor, Council, and Town CAO:

I would kindly request some funds be allocated to the upkeep and repair of Kennebecasis Park's boat launch.

Rothesay has a thriving boating community, and the boat launch is used frequently by Rothesay residents (not just those living in K Park). Pictured here are images, taken in October 2025, of the current state of the launch. (Letter continues after 3 images).





Not pictured is the underwater portion of the launch ramp. It also suffers from irregular concrete, including a sharp “drop off” which can surprise many.

I don't believe the launch ramp has had much – any? – significant upkeep in the last several years. Therefore, I humbly request that repairs be undertaken to restore the launch ramp to a more pleasant and usable state.

Rothesay, I thank you very much.

Sincerely,

18 Crestline Rd  
Rothesay, NB



# Fundy Regional Service Commission

2026 April 13 Open Session FINAL\_028

## Commission de Services Régionaux de Fundy

### Regular Board Meeting Minutes

**Date:** January 29, 2026, 9:00 a.m.  
**Location:** Microsoft Teams

MEMBERS PRESENT Robert Doucet, Mayor, Hampton  
Jim Bedford, Mayor, Fundy St. Martins  
Libby O'Hara, Mayor, Quispamsis  
Brittany Merrifield, Mayor, Grand Bay-Westfield  
Nancy Grant, Mayor, Rothesay  
John MacKenzie, Deputy Mayor, Saint John

ABSENT Bruce Dryer, Councilor, Fundy Rural District Council

STAFF Phil Ouellette, CEO, Fundy Regional Service Commission  
Cassie Silhanek, Recording Secretary, Fundy Regional Service  
Commission

### Meeting Minutes of the Board of Directors of Fundy Regional Service Commission.

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#### 1. Closed Session

The Board proceeded to Closed Session as prescribed under section 68 of the Local Governance Act, SNB 2017, c 18.

#### 2. Order of Business

##### 2.a Call to Order

Chair Doucet called the meeting to order at 9:44 a.m.

##### 2.a.1 Land Acknowledgement

Cassie Silhanek, Recording Secretary, gave a land acknowledgment to open the meeting.

##### 2.b Record of Attendance

The record shows Director MacKenzie, Director Merrifield, and CEO Ouellette are in attendance virtually.

**2.c Approval of Agenda**

Chair Doucet called for a motion to approve the agenda.

**Resolution Number: RM-2026-001**

**Moved by:** Director Bedford

**Seconded by:** Director Grant

THAT the Board approve the January 29, 2026, agenda as presented.

**Motion Carried**

**2.d Approval of Minutes**

Chair Doucet called for approval of the minutes.

**Resolution Number: RM-2026-002**

**Moved by:** Director O'Hara

**Seconded by:** Director MacKenzie

THAT the Board approve the December 4, 2025, and December 23, 2025, meeting minutes as presented, with one change to the December 23, 2025, minutes in item 3. Consultant Costs: Aquatic Centre Enhancement Project to read "Director Merrifield objects to the item being added onto what was supposed to be a short meeting".

**Motion Carried**

**2.e Disclosure of Conflict of Interest**

Chair Doucet called for acknowledgement of any conflicts of interest, there were none presented.

**3. CEO Verbal Update**

CEO Ouellette began with an introduction to Laura Bennett, Senior Director of Finance, was introduced as a new member of staff, and gave a verbal update to the Board.

**4. Consent Items**

**Resolution Number: RM-2026-003**

**Moved by:** Director MacKenzie

**Seconded by:** Director Bedford

THAT the Board moves both consent items.

**Motion Carried**

**4.a Planning & Building Inspection Monthly Report**

**Resolution Number: RM-2026-003**

**Moved by:** Director MacKenzie

**Seconded by:** Director Bedford

It is recommended that the Fundy Regional Service Commission receive and file this report.

**Motion Carried**

**4.b FundyTRAC Survey – FRSC Board Endorsement Letter**

**Resolution Number: RM-2026-003**

**Moved by:** Director MacKenzie

**Seconded by:** Director Bedford

THAT the Board of Directors approves the attached endorsement letter.

**Motion Carried**

**5. Reports/Presentations**

**5.a CGAC Enhancement Project; Phase B, Risk Mitigation, CM, and Funding**

CEO Ouellette spoke to the Board of Directors about the progress of the Enhancement Project and the importance of this touch point.

Chair Doucet touched briefly on the meeting with Minister Wayne Long and the outcomes of that meeting.

Graeme Stewart-Robertson, Director of Policy and Research, spoke to the Board about the progress of the CGAC Enhancement Project and introduced the presenters Ricardo from MJMA and Anna Jessum and

Monica Derek from Acre Consulting, who presented on the PowerPoint attached to the package.

**Resolution Number: RM-2026-004**

**Moved by:** Director Grant

**Seconded by:** Director MacKenzie

THAT the Board accepts the consultants' presentation and report on Phase B of the CGAC Enhancement Project design and authorize the advancement to Phase C, inclusive of the City of Saint John securing Construction Management (CM) services, conditional on formal approval from ACOA of 80% funding support for the Phase C budget, and the balance drawn from the 2026 capital budget allocation.

Against (1): Director Bedford

**Motion Carried (5 to 1)**

**Resolution Number: RM-2026-005**

**Moved by:** Director Grant

**Seconded by:** Director Merrifield

THAT the Board directs the FRSC, the City of Saint John, and project consultants to present recommendations to the Regional Facilities Committee and the FRSC Board of Directors on possible project scoping adjustments to mitigate escalating cost outlined in Phase B of the CGAC Enhancement Project, all while upholding the goal of achieving upgrades to deliver on the 2029 Canada Games and equipping the facility for continued operational excellence and efficiency.

**Motion Carried**

**Resolution Number: RM-2026-006**

**Moved by:** Director Grant

**Seconded by:** Director O'Hara

THAT the Board directs the CGAC enhancement project team to deliver an updated risk registry at each upcoming Regional Facilities Committee meeting for the remainder of the project.

**Motion Carried**

**Resolution Number: RM-2026-007**

**Moved by:** Director O'Hara

**Seconded by:** Director Grant

THAT the Board directs CEO Ouellette to send a bi-monthly letter to Minister Long, further to the previous discussion, regarding the Board awaiting a response to the funding questions.

**Motion Carried**

**5.b 2025 Work Plan Completion**

CEO Ouellette presented to the Board on the accomplishments of the FRSC staff through the 2025 workplan identified within the presentation attached to the agenda package.

Chair Doucet left the meeting at 11:11 a.m. and returned at 11:13 a.m.

**Resolution Number: RM-2026-008**

**Moved by:** Director Bedford

**Seconded by:** Director O'Hara

THAT the Board receive and file the 2025 Workplan Completion presentation.

**Motion Carried**

**5.c Image Capturing Enforcement Business Case Report – Englobe Consulting**

Scott Borden, Senior Director of Community Planning and Transportation, updated the Board on the final Business Case included in the package.

**Resolution Number: RM-2026-009**

**Moved by:** Director Bedford

**Seconded by:** Director Grant

THAT the Board receive and file the Image Capturing and Enforcement Business Case report as presented.

**Motion Carried**

**6. Standing Items**

**6.a Envision Saint John Update**

Andrew Beckett, Envision Saint John, gave the Board a verbal update on current Economic Development activities and projects being implemented by Envision Saint John.

Director Bedford left the meeting at 11:38 a.m.

Director MacKenzie left the meeting at 11:55 a.m.

**6.b Committee Agendas**

Chair Doucet called for a motion to receive and file the attached agendas.

**Resolution Number: RM-2026-010**

**Moved by:** Director Grant

**Seconded by:** Director O'Hara

THAT the Board receive and file the committee agendas presented.

**Motion Carried**

**7. Moved from Closed**

**Resolution Number: RM-2026-011**

**Moved by:** Director O'Hara

**Seconded by:** Director Grant

THAT the Board approves the nominations of Marriane Langille, Rick Adams, Jen Brown, Andrea Foster, Kay Kanyandula, Kathryn Melvin, Nicholas Jeddore, Paula Kredl to FRSC's Physical Activity Partners Table for as of January 29<sup>th</sup>, 2026 until January 29<sup>th</sup>, 2028.

**Motion Carried**

**8. New Business**

No new business was presented.

**9. Correspondence**

**10. Adjournment**

Chair Doucet called for a motion to adjourn.

**Resolution Number: RM-2026-012**

**Moved by:** Director O'Hara

**Seconded by:** Director Grant

THAT the Board adjourn the January 29, 2026, meeting at 11:59 a.m.

**Motion Carried**

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Rob Doucet, Chairperson

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Cassie Silhanek, Recording Secretary

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Date



## Regular Board Meeting Minutes

**Date:** February 26, 2026, 9:30 a.m.  
**Location:** FRSC Office  
20 Broadview Ave., Saint John

**MEMBERS PRESENT** Jim Bedford, Mayor, Fundy St. Martins  
Libby O'Hara, Mayor, Quispamsis  
Nancy Grant, Mayor, Rothesay  
John MacKenzie, Deputy Mayor, Saint John  
Erin Toole

**MEMBERS ABSENT** Robert Doucet, Mayor, Hampton  
Bruce Dryer

**STAFF** Phil Ouellette, CEO, Fundy Regional Service Commission  
Cassie Silhanek, Recording Secretary, Fundy Regional Service  
Commission

### Meeting Minutes of the Board of Directors of Fundy Regional Service Commission.

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#### 1. **Closed Session**

The Board proceeded to Closed Session as prescribed under section 68 of the Local Governance Act, SNB 2017, c 18.

#### 2. **Order of Business**

##### 2.a **Call to Order**

Chair Bedford called the meeting to order at 10:33 a.m.

##### 2.a.1 **Land Acknowledgement**

CEO Ouellette gave a land acknowledgment to open the meeting.

##### 2.b **Record of Attendance**

The record shows Director Doucet is absent and Director Bedford will Chair the meeting. Director Merrifield is also absent and Erin Toole acting on her behalf, virtually.

**2.c Approval of Agenda**

Chair Bedford called for a motion to approve the agenda.

**Resolution Number: RM-2026-013**

**Moved by:** Director Grant

**Seconded by:** Director O'Hara

THAT the Board approve the February 26, 2026, agenda as presented with one new item under 7. New Business as "7.1 Code of Conduct Complaint".

**Motion Carried**

**2.d Approval of Minutes**

Chair Bedford called for approval of the minutes.

**Resolution Number: RM-2026-014**

**Moved by:** Director O'Hara

**Seconded by:** Director Grant

THAT the Board approve the January 29, 2026, meeting minutes as presented.

**Motion Carried**

**2.e Disclosure of Conflict of Interest**

Chair Bedford called for acknowledgement of any conflicts of interest, there were none presented.

**3. CEO Verbal Update**

CEO Ouellette gave a verbal update to the Board.

**4. Consent Items**

Chair Bedford called for a motion to move all consent items.

**Resolution Number: RM-2026-015**

**Moved by:** Director MacKenzie

**Seconded by:** Director O'Hara

THAT the Board move all items in consent.

**Motion Carried**

**4.a Planning & Building Inspection Monthly Report**

**Resolution Number: RM-2026-015**

**Moved by:** Director MacKenzie

**Seconded by:** Director O'Hara

It is recommended that the Fundy Regional Service Commission receive and file this report.

**Motion Carried**

**4.b Municipal Capital Borrowing 2026**

**Resolution Number: RM-2026-015**

**Moved by:** Director MacKenzie

**Seconded by:** Director O'Hara

THAT the Board approves the ten-year capital budget as presented in this report.

**Motion Carried**

**Resolution Number: RM-2026-015**

**Moved by:** Director MacKenzie

**Seconded by:** Director O'Hara

BE IT RESOLVED THAT in accordance with section 28 of the Regional Service Delivery Act, the Fundy Regional Service Commission intends to submit an application to the Municipal Capital Borrowing Board for authorization to borrow for a capital expense for the following purpose, amount and term:

Purpose	Amount	Term
<u>Environmental Health Services</u>		
Leachate Surge Pond	\$6,500,000	20 Years
End Dump Trailer	\$141,000	5 Years

**Motion Carried**

**Resolution Number: RM-2026-015**

**Moved by:** Director MacKenzie

**Seconded by:** Director O'Hara

THAT the Board instructs CEO Ouellette, or designate, to send a written notice of the intention to vote, proposed borrowing, budget projections and the impact on future rates, as attached, to all members that are local governments and to the Minister at least 45 days before the vote.

**Motion Carried**

**4.c Presentation of Updated Organizational Structure**

**Resolution Number: RM-2026-015**

**Moved by:** Director MacKenzie

**Seconded by:** Director O'Hara

THAT the Board receive and file the Updated Organizational Structure as presented.

**Motion Carried**

**4.d 2026 Workplan Summary Sheet**

**Resolution Number: RM-2026-015**

**Moved by:** Director MacKenzie

**Seconded by:** Director O'Hara

THAT the Board receive and file the 2026 Workplan Summary Sheet as presented.

**Motion Carried**

**4.e 2026 Municipal Election Candidate Information**

**Resolution Number: RM-2026-015**

**Moved by:** Director MacKenzie

**Seconded by:** Director O'Hara

THAT the Board receive and file the 2026 Municipal Election Candidate Information as presented.

**Motion Carried**

**5. Reports/Presentations**

**5.a Committee Terms of Reference Review**

CEO Ouellette spoke to the Board on this item. Feedback was requested at the end of the presentation during the key questions section.

**Resolution Number: RM-2026-###**

**Moved by:** Director MacKenzie

**Seconded by:** Director Grant

THAT the Board receive and file the Committee Terms of Reference Review presentation.

**Motion Carried**

**5.b Procedural By-law Amendment: Directors' Remuneration**

CEO Ouellette spoke to the background of the report provided in the package, Cassie Silhanek, Recording Secretary, expanded on the research and recommendations.

**Resolution Number: RM-2026-016**

**Moved by:** Director Grant

**Seconded by:** Director O'Hara

THAT the Board adopts the following new language shown in italics to FRSC's Procedural Bylaw under article 10.1.1:

*"10.1.1 The directors of the Board will receive \$400 per month regardless of whether a meeting has been held, or their attendance at the meetings, provided that when absent from a meeting which is duly held, they have designated an alternate to attend in their place.*

AND adopts the new language shown in italics, as a new article 10.1.2:

*"10.1.2 - Except in cases of illness or with the Board's approval, if a Board member misses two consecutive regular monthly meetings of the Board, where their designated alternate is also absent, remuneration payments to that Board member may be suspended until the Board Member or their designated alternate resumes their attendance."*

AND adjusting the previous article 10.1.2 to be numerated as article 10.1.3:

*"10.1.3 An additional \$200 per meeting of the directors of the Board shall be provided to the Chair, in addition to existing commitments."*

**Motion Carried**

**Resolution Number: RM-2026-017**

**Moved by:** Director MacKenzie

**Seconded by:** Director O'Hara

THAT the Board approves the Procedural By-law change shall come into force immediately and shall be applied in respect of any current absenteeism which continues after the in-force date of this amendment

**Motion Carried**

**5.c 2026 FRSC Board of Directors Priority Focus**

CEO Ouellette spoke to the 2026 Board Priority Focus attached to the agenda package.

**Resolution Number: RM-2026-018**

**Moved by:** Director MacKenzie

**Seconded by:** Director Grant

THAT the Board adopts the 2026 FRSC Board of Directors Priority Focus as outlined in this report.

**Motion Carried**

**6. Standing Items**

**6.a Envision Saint John Update**

Andrew Beckett, Envision Saint John, provided a verbal update to the Board.

**6.b Committee Agendas**

Chair Bedford called for a motion to receive and file the attached agendas.

**Resolution Number: RM-2026-019**

**Moved by:** Director Grant

**Seconded by:** Director MacKenzie

THAT the Board receive and file the committee agendas presented.

**Motion Carried**

6.b.1 Verbal update on Regional Public Safety (Fire working Group)

Graeme Stewart-Robertson, Director of Policy and Research, gave an update to the Board on the progress being made within the Committee, and the subsequent working groups, on the Risk Assessment.

**Resolution Number: RM-2026-020**

**Moved by:** Director Grant

**Seconded by:** Director MacKenzie

Receive and file the verbal update for information.

**Motion Carried**

**7. New Business**

One item was brought forward from Closed Session.

**7.a Code of Conduct Complaint**

CEO Ouellette gave a high-level overview on the complaint and introduced the motion.

**Resolution Number: RM-2026-021**

**Moved by:** Director MacKenzie

**Seconded by:** Director O'Hara

THAT in accordance with the Procedural Bylaw the Board resolves to dismiss the complaint under section 5.11.5 (vii) (a) "resolve to dismiss a complaint that is not filed in accordance with these Bylaws, is not filed in good faith, is frivolous, or vexatious and thereafter shall provide notice in writing, with reasons, to the complainant and the affected member of council within 15 business days."

AND THAT that the Vice-Chair and Past-Chair will draft a letter capturing the feedback received during the closed session discussion.

**Motion Carried**

**8. Correspondence**

None presented.

**9. Adjournment**

Chair Bedford called for a motion to adjourn.

**Resolution Number: RM-2026-022**

**Moved by:** Director MacKenzie

THAT the Board adjourn the February 26, 2026, meeting at 11:48 a.m.

**Motion Carried**

\_\_\_\_\_  
Rob Doucet, Chairperson

\_\_\_\_\_  
Cassie Silhanek, Recording Secretary

\_\_\_\_\_  
Date



**KENNEBECASIS REGIONAL JOINT BOARD OF POLICE COMMISSIONERS  
BOARD MEETING OF FEBRUARY 25, 2026 @ 3:00 PM**

**MINUTES  
REGULAR MEETING**

**In Attendance:**

<b>BOARD MEMBER</b>	<b>POSITION</b>
Kevin Darling	Chair/Provincial Representative
Andrea Wilbur	Quispamsis Representative
Donald Shea (Zoom)	Rothesay Representative
Robert Simonds (Zoom)	Rothesay Representative
John Buchanan	Rothesay Representative
Chief Mike Young	KRPF Chief of Police
Deputy Chief Mary Henderson	KRPF Deputy Chief
Insp. Anika Becker	KRPF Inspector
Insp. Colin Flynn	KRPF Inspector
Rebecca Moore	KRJBPC Secretary
<b>ABSENT</b>	
Kerrie Luck	Vice Chair/Quispamsis Representative
Mike Biggar	Quispamsis Representative
Vibhuti Harquail	Secretary/Quispamsis Representative
Tiffany Mackay French	Rothesay Representative

Chairperson Kevin Darling called the meeting to order at 4:24 PM and opened the Regular Meeting.

**1. APPROVAL OF AGENDA:**

Chairperson Kevin Darling asked for an approval of the agenda.

*It was moved by Don Shea and seconded by Andrea Wilbur that the Agenda for the Regular Meeting of February 25, 2026, be approved as presented. All in Favour. MOTION CARRIED.*

**2. LAND ACKNOWLEDGEMENT:**

Insp. Anika Becker read Land Acknowledgement.

**3. APPROVAL OF JANUARY 28, 2026, REGULAR BOARD MEETING MINUTES:**

Chairperson Kevin Darling asked for a motion to approve the Minutes of the January 28, 2025, Regular Meeting.

*It was moved by John Buchanan and seconded by Don Shea to accept the Minutes of January 28, 2025, Regular Meeting as presented. All in Favour. MOTION CARRIED.*

**4. DECLARATION OF CONFLICT OF INTEREST:**

None

**5. CHIEFS REPORT:**

Chief Young let his report stand as presented and answered the following questions:

- John Buchanan asked if there was anything to report on Human Trafficking. Chief Young advised the RCMP dealt with a male who was trafficking females in the Hampton area and added we are not immune to that type of criminal behaviour.
- The Human trafficking event that was scheduled for Feb 24<sup>th</sup> and Superstore was postpone due to weather complications and a new date will be set.
- Internally all our members have completed a Human Trafficking course and are working on another which will help members better identify when someone is being trafficked.
- Kevin asked whether we are seeing any extortion issues. Chief Young advised as of yet it we have not seen extortion issues in New Brunswick.

*It was moved by Don Shea and second by Rob Simonds to receive and file the Chief's report as presented. All in favour. MOTION CARRIED.*

**6. COMMITTEE REPORTS:**

**Finance Committee**

Keving Darling Advised:

- Finance Committee did not meet.
- Year End financial draft was distributed in board package
- January financials are not completed as Andrea Sherwood has been working on year-end numbers.
- Chief Young advised that we have completed a fleet review and identified several issues that must be addressed moving forward. It is important that we work together to ensure we are following the cyclic schedule that Brian Peters has established within the program.

We are currently well over budget due to high maintenance costs, as the fleet is not in optimal condition. Fuel costs have also increased, largely because we now have a healthy workforce and more vehicles out on patrol—an effort that is contributing to reduced crime rates.

We need to collaborate to support the fleet review and take the necessary steps to reduce overall costs in this area.

- Kevin Darling advised bottom line our 2025 surplus is at approximately \$100,000 which will be put forward to 2027 budget.
- Rob Simonds asked Chief Young whether he had any insights to share regarding the variance between our actuals and budget, specifically what strategies might help reduce costs and bring more consistency to our expenditures.

Chief Young advised that the primary area of focus is the fleet. If we can fully implement the procurement process and follow the cyclic replacement schedule, it will significantly help stabilize costs. Discussions are also underway with one of the CAOs about the possibility of hiring a dedicated mechanic. This would lower maintenance expenses, improve adherence to proper maintenance schedules, and allow us to evergreen vehicles at the appropriate times. The fleet is the one area where we have strong operational control. Most other budget areas face external or imposed pressures.

At the last Senior Leadership Team meeting, there was a productive discussion about identifying which operational areas we can directly control. Divisional heads will now be monitoring their budgets daily or weekly to identify opportunities for efficiencies and cost reductions wherever possible.

One major issue is the fleet: for example, the fleet review identified five vehicles that should be removed from service, and we were only able to replace one this year. If necessary, we will park vehicles because the associated costs have become too high. We will be monitoring the situation closely and regularly.

Rob then clarified his question, asking whether the Chief envisioned bringing a policy piece forward to the Board—specifically related to fleet optimization and evergreening—so the Board can establish predictability and confidence in the fleet strategy and avoid future catch-up scenarios requiring large capital investments.

Chief Young responded that one of our incoming recruits previously served as a Director of Fleet at Irving. He will be working with Brian to expand the fleet review and develop a more detailed plan that can be presented to the Board. This will go beyond what is currently documented in the review.

Kevin Darling recommended that this matter be brought to the Grounds and Transportation Committee first, for review and recommendation to the Board.

John Buchanan asked if there were any concerns about safety with the vehicles and the Chief advised, not at any time find anything unsafe it is taken right out of service. We are not going to place staff or public in danger.

- Andrea Wilbur asked what is behind the firearms line being doubled. Kevin Daring advised that it was ammunition. Chief Young also added that 3-4 pistols were also purchased and the bulk of the firearms cost is ammunition much of which is used for training we need 100-150 rounds/ officer/year for mandatory qualification.
- Andrea Wilbur questioned secondment numbers. Chief Young advised that currently we have three secondments NWest, ICE and IEU. Kevin Darling added that in 2025 secondments paid salaries but benefit which were not budgeted for as they were not paid in the past, however when this agreement was negotiated they were included.
- Finance Committee will meet with the auditors before the next board meeting and auditors will be at the March board meeting. Goal to distribute to towns in April.

#### **Policy Committee**

- Policy Committee did not meet. Date to be set.

#### **Building & Grounds/Transportation Committee**

- Committee did not meet.
- John asked for clarification of the committee's role in transportation with the new fleet manager. Kevin Darling advised due to the large dollar amounts it should all go through the committee for review.

#### **7. CORRESPONDENCE**

- None

#### **8. OLD BUSINESS:**

- None

#### **9. NEW BUSINESS:**

- None

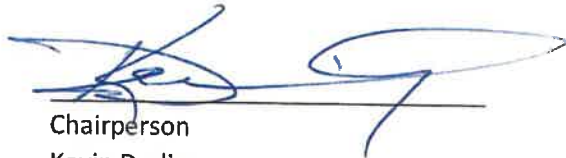
**10. MOTION TO ADJOURN:**

There being no further business to discuss, Chairperson Kevin Darling called for a motion to adjourn the Regular Meeting.


*It was moved by Rob Simonds and seconded by Don Shea to adjourn the Regular Meeting. All in favour.*  
**MOTION CARRIED.**

**Adjourned 4:40 PM**

Respectfully Submitted,



Chairperson  
Kevin Darling



Executive Assistant to the Board  
Rebecca Moore



KENNEBECASIS REGIONAL JOINT BOARD OF  
POLICE COMMISSIONERS

CHIEF OF POLICE REPORT  
MARCH 25, 2026

**REGULAR MEETING**

## Training Report – MARCH 2026

Dates	Course	Location	Member
March 4, 11, 19, 25	K9 Training	Saint John	Cst. McLeod
March 9- April 10	Basic Tactical Orientation Course (BTOC)	Saint John	Cpl. Roberts (Instructor) Cst. Thompson Cst. Wolf
March 9 – 13	First Aid Instructors Course	Miramichi	Cst. Doucet Cst. Lahey
March 16 – 17	ETS Training	Saint John	Cpl. Roberts Cst. Dupuis
March 30	Range Day	Saint John	Cpl. Roberts Cst. Dupuis
	ISC100	Online	All Members

## 2026 CRIME STATISTICS – GENERAL

Reported Occurrences												
Crime Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>TOTAL COMPLETED CALLS</b>	<b>411</b>	<b>400</b>										
<b>TOTAL FILES CREATED</b>	<b>230</b>	<b>232</b>										
POPA/M Tickets/E Tickets	274	271										
Bylaw Tickets	0	0										
Crimes Against Persons	7	6										
Property Crime	11	20										
Other CC	5	2										
Traffic Collisions (Non-Injury)	44	52										
Fatal and Injury Traffic Collisions	2	1										
Intimate Partner Violence Files	34	20										
Other Family Violence	9	9										
Impaired Driving (All categories)	3	7										
Mental Health Calls	12	13										

## 2025 CRIME STATISTICS - GENERAL

Reported Occurrences												
Crime Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>TOTAL COMPLETED CALLS</b>	<b>478</b>	<b>430</b>	<b>429</b>	<b>453</b>	<b>440</b>	<b>486</b>	<b>495</b>	<b>474</b>	<b>492</b>	<b>481</b>	<b>404</b>	<b>479</b>
<b>TOTAL FILES CREATED</b>	<b>271</b>	<b>195</b>	<b>218</b>	<b>215</b>	<b>218</b>	<b>238</b>	<b>253</b>	<b>308</b>	<b>228</b>	<b>225</b>	<b>198</b>	<b>277</b>
POPA/M Tickets/E Tickets	252	217	269	190	231	303	246	250	280	211	193	116
Bylaw Tickets	6	13	2	1	8	0	2	4	4	0	0	0
Crimes Against Persons	2	6	5	2	5	5	10	12	9	5	9	7
Property Crime	18	11	8	14	15	19	15	23	23	20	16	14
Other CC	7	0	6	2	4	3	5	5	4	0	2	9
Traffic Collisions (Non-Injury)	51	29	26	32	27	29	34	27	26	61	52	64
Fatal and Injury Traffic Collisions	3	2	1	0	2	1	1	6	1	3	1	3
Intimate Partner Violence Files	22	23	35	17	20	23	18	17	27	16	12	23
Other Family Violence	5	6	7	13	7	2	10	14	5	4	2	8
Impaired Driving (All categories)	11	9	12	1	8	7	12	12	6	4	2	8
Mental Health Calls	13	18	12	11	11	8	15	10	11	6	12	10

## Breakdown of Calls for Service – 5 Years

Year	Rothesay	Quispamsis	126 Millennium Dr*
2025	2278	2567	1231
2024	2228	2389	1264
2023	2232	2567	1302
2022	2180	2319	1191
2021	2104	2068	1080
<b>TOTAL</b>	<b>11022</b>	<b>11910</b>	<b>6068</b>

\*Calls for services at 126 Millennium Drive include but are not limited to walk-in complaints, administrative calls and assistance to other agencies.

## ABOUT OUR CRIME STATISTICS

Category	2026	2025	Change
<b>ENFORCEMENT ACTIVITY</b>			
Traffic Tickets	545	469	-1%
By-law Tickets	0	19	-100%
<b>CRIME STATISTICS</b>			
Crimes Against Persons	13	8	+5%
Property Crime	31	29	+2%
Other Criminal Code	7	7	0%
<b>TRAFFIC SAFETY</b>			
Traffic Collisions (Non-Injury)	96	80	+16%
Fatal & Injury Collisions	3	5	-2%
Impaired Driving	10	20	-50%
<b>CALLS FOR SERVICE – VULNERABLE POPULATIONS</b>			
Intimate Partner Violence (IPV)	54	45	+20%
Other Family Violence	18	11	+7%
Mental Health Calls	25	31	-19%

### Summary:

As of the end of February 2026, total completed calls have decreased by 10.7% compared to the same period in 2025, while the number of files created has remained stable.

Notably, traffic enforcement activity has increased significantly, with a 16.2% rise in tickets. However, bylaw enforcement has dropped to zero.

Crimes against persons and family related violence have shown notable increases, while property crime remains stable.

There has been a rise in non-injury traffic collisions, but a decrease in serious collisions.

Impaired driving and mental health related calls have both declined, indicating a potential shift in frontline demand.

## Canadian Centre for Justice Statistics – Crime Definitions

In Canada, CCJS stands for the **Canadian Centre for Justice Statistics**. It's a program within Statistics Canada, the national statistical office, responsible for providing data and information about crime, the justice system, and the administration of criminal and civil justice. The CCJS is a key source of information for the justice community and the public.

The data and research produced by the CCJS are used by governments, researchers, and other organizations to inform policy decisions, understand trends in crime and justice, and develop strategies to address issues related to safety and justice in Canada.

We are obligated to report to CCJS each month using their Uniform Crime Reporting codes, including the crime types below:

- **Crimes Against Persons:** Also known as offenses against the person, are criminal acts that directly involve the use or threat of force against another individual. This category includes a wide range of offenses, from fatal to non-fatal, with some common examples being murder, rape, assault, and robbery. In essence, these crimes involve direct harm or violence inflicted on a person.
- **Property Crime:** Also known as crimes against property, are offenses that target and violate someone's rights to use and enjoy their property, without involving violence or the threat of violence against a person. These crimes typically focus on the unauthorized taking, damaging, or misuse of property.
- **Other Criminal Code:** Is a broad term often used to refer to laws beyond the main Criminal Code (RSC, 1985, c. C-46) that deal with criminal conduct. These may include provincial or territorial laws, federal statutes with criminal provisions, and even international treaties with enforcement mechanisms. The exact meaning can depend on the context, but it generally refers to legal frameworks outside the core Criminal Code that may still involve criminal investigations, prosecutions, and punishments.
- **Intimate partner violence (IPV):** Sometimes referred to as domestic violence or spousal abuse, is a form of violence that occurs within an intimate relationship. It encompasses a range of behaviors causing physical, sexual, or psychological harm to a partner, including acts of physical aggression, sexual coercion, psychological abuse, and controlling behaviors.

Crimes vary from year to year and month to month, due to a complex interplay of factors, including shifts in reporting practices, changes in societal attitudes, economic conditions, and the impact of specific events like the COVID-19 pandemic. Additionally, variations can be observed across different types of crimes and geographical locations, these patterns are also recognized by CCJS, and we are required to verify/justify them.

# OUR STRATEGIC PRIORITIES

## COMMUNITY SAFETY & CRIME PREVENTION

### CRIME PREVENTION:

- CPTED (Crime Prevention Through Environmental Design) Program sent out to members and ready to launch

### TRAFFIC:

TRAFFIC STATS – FEBRUARY 2026			
	TOTAL	TRAFFIC	PATROL
TICKETS	272	222	50
COLLISIONS	52	27	25
IMPAIRED DRIVING	7	2	5
RIDE	12	8	4
SUSPENDED DRIVERS	6	ALL DRIVERS TO APPEAR IN COURT	

### Hot Spots

The purpose of the Traffic Hot Spot Program is to focus enforcement efforts in areas where they will have the greatest impact on public safety. Targeted enforcement within identified Hot Spots allows officers to prevent collisions through proactive high-visibility presence, increase voluntary compliance with traffic laws, address documented community concerns, and improve overall roadway safety. By concentrating resources where data and observations indicate elevated risk, the program supports a proactive and intelligence-led approach to traffic enforcement.

26-681 Hot Spot James Renforth Dr and Cameron Rd for parking violations re ice fishing.

26-680 Hot Spot Marr Rd and Campbell Dr for intersection violations.

### PRIORITY NEIGHBOURHOODS & VULNERABLE POPULATIONS:

- Coordinating with schools on Adopt-a-Cop Program

### YOUTH

- Patrol officers continue to conduct foot patrols at various schools and the QPlex during events
- Pink Shirt Day (anti-bullying at Christ Saunders Elementary School (Sgt. McIntyre, Sgt. Ivey, Cst. Parlee, Cst. Dalgleish)
- WITS Program Presentation at Fairvale Elementary School (Cst. Ferris and Cdt. Cst. Cleveland)
- Policing presentation to students at the YMCA (Cst. Blizzard)
- Radical Empathy Presentation at Lakefield Elementary School (Cst. Doucet)
- MADD Monthly Meeting (Sgt. Scott & Cdt. Cst. Forret)
- KVHS Choir Show (Cst. Doucet)
- KVHS Teen Dating Violence Month (Insp. Flynn, Insp. Becker, Sgt. McIntyre, Cst. Doucet, Cdt. Cst. Forret)
- Radical Empathy Presentation at KVHS (Insp. Flynn, Insp. Becker)
- Crime Prevention Awards presented at various schools

**EQUITY, DIVERSITY & INCLUSION:**

- Deputy Chief Henderson and Sgt. McIntyre were awarded the VIVE Award for Championing Gender Equity at Government House.
- International Women’s Day Video on social media
- Cst. Jackie Curren was appointed as Hate Crime Coordinator linking her with the Atlantic Hate Crimes Investigation Network

**K9:**

- Continued weekly training

**COMMUNITY EVENTS:**

<b>Fairvale Elementary School</b>	Chief Young attends Fairvale Elementary school every Wednesday and Friday to help with their breakfast program.
<b>KV Oasis</b>	Skate-a-thon
<b>KVHS</b>	Teen Dating Violence Awareness – Risk Assessments and information on Love is Respect Campaign. Connected with over 200 students.
<b>KVHS</b>	Radical Empathy presentation
<b>KVHS, QES, QPLEX</b>	Patrol members
<b>Kennebecasis Baptist Church</b>	Cst. MacIntosh attended KD Day
<b>Chris Saunders Elementary School</b>	Anti-bullying Pink Shirt Date – Sgt. McIntyre, Sgt. Ivey, Cst. Parlee, Cst. Dalgleish attended
<b>Fairvale Elementary School</b>	WITS Program Presentation – Cst. Ferris, Cdt. Cst. Cleveland
<b>YMCA</b>	Policing Presentation (Cst. Blizzard)
<b>LLakefield Elementary School</b>	Radical Empathy Presentation (Cst. Doucet)
<b>Canadian Association Of Police Governance (CAPG)</b>	March 26 <sup>th</sup> , 2026 – Chief Young, Kevin Darling & Lisa Darling OAPSB Executive Director presenting on Leading Through Oversight How Boards and Chiefs Shape Modern Policing Together

**EXCELLENCE IN INVESTIGATIONS & CRIME REDUCTION**

- Cpl. Lee delivered a workshop to local loss protection representatives regarding the new way to upload evidence to our Axon portal, new statement form and other requirements for successful investigations.

**CRIMINAL INVESTIGATION DIVISION (CID) - March 2026 Report**

<b>(CID) Sgt. Bennett, Cpl. Moore, Cst. Curren, Cst. MacDonald /vacant position</b>				
<b>Active Files (New this month)</b>	<b>On-going Files</b>	<b>Concluded and/or charged</b>	<b>Assist Patrol</b>	<b>Other</b>
New Files <ul style="list-style-type: none"> <li>Assist other Agency/DFR/NBIEU Miramichi 26-683</li> <li>Fraud 26-789</li> <li>Crime Stoppers Tip</li> <li>Crime Stoppers Tip</li> <li>Fraud 25-3446</li> </ul>	<ul style="list-style-type: none"> <li>Continued investigations</li> <li>Historical Sexual Assault 26-276</li> <li>Sudden Death 26-266</li> <li>Sexual Assault 26-276</li> <li>Sexual Assault 26-368</li> <li>Stolen Vehicle 26-421</li> <li>B&amp;E Residence 26-466</li> <li>B&amp;E Residence 26-504</li> <li>Arson 26-518</li> <li>Sexual Assault 26-529</li> <li>Digital Forensics Request x 3 (Miramichi, Woodstock, Justice and Public Safety)</li> </ul>	<ul style="list-style-type: none"> <li>Child Pornography/crown review and summons. Further charges after initial arrest.</li> <li>SXA 26-529</li> </ul>	<ul style="list-style-type: none"> <li>26-666/Assist other Agency</li> <li>26-701/Assault</li> <li>26-720/Missing person</li> </ul>	<ul style="list-style-type: none"> <li>Media Release on Arson</li> <li>NSOR (National Sex Offender Registry) address verifications</li> <li>Major Case Management online course</li> </ul>
<b>Intelligence - Cst. Curren</b>				
<b>Provincial Intel</b>		<b>Local Intel</b>		
<ul style="list-style-type: none"> <li>Federal Focus on Fentanyl and the Canada/US border.</li> <li>Involved with Metal Theft working group</li> <li>Weekly intel meeting/call with RCMP/Municipal agencies/Public Safety/CBSA (Provincial integrated intelligence)</li> </ul>		<ul style="list-style-type: none"> <li>Community assessments team meetings with parole - biweekly</li> <li>General Intelligence file for patrol to add intel/street crime checks.</li> <li>Provincial and National Human Trafficking group</li> <li>Cultivation of new sources.</li> <li>Romanian Travelling Criminals working group</li> </ul>		
<b>Forensic Identification Section (FIS) - Cpl. Roberts</b>				
<b>Active Files (New this month)</b>	<b>On-going Files</b>		<b>Assist Other agency</b>	
<ul style="list-style-type: none"> <li>Assault</li> <li>Sudden Death</li> <li>Assist other agency with DFR/Digital Forensics</li> </ul>	<ul style="list-style-type: none"> <li>Sudden Death x 3</li> <li>Break and Enter x 2</li> <li>Arson</li> </ul>	<ul style="list-style-type: none"> <li>Theft</li> <li>Fraud</li> </ul>	<ul style="list-style-type: none"> <li>BTOC course planning/preparation.</li> </ul>	

Integrated Enforcement Unit (IEU) - Cst. MacEachern		
Active Files (recent)	Assist CID	Assist Patrol
<ul style="list-style-type: none"><li>Surveillance and Information gathering on several projects</li></ul>	<ul style="list-style-type: none"><li>Assist FPU/Family protection unit with surveillance and arrest</li></ul>	Assist FPU/Family protection unit with surveillance and arrest



## Kennebecasis Regional Police Force Budget vs. Actuals: YTD January 2026

	YTD January 2026			2026
	Actual	Budget	over Budget	Annual Budget
<b>Income</b>				
Municipal Funding Rothesay	297,237.33	297,237.42	-0.09	3,418,030.00
Municipal Funding Quispamsis	451,165.00	451,165.08	-0.08	5,181,660.00
Prior Year Surplus	8,205.37	8,205.33	0.04	194,055.00
Other Primary Income	52,002.83	47,845.82	4,157.01	548,200.00
<b>Total Income</b>	<b>808,610.53</b>	<b>804,453.65</b>	<b>4,156.88</b>	<b>9,341,944.80</b>
<b>EXPENSES</b>				
Admin	82,287.54	89,076.40	-6,788.86	1,050,652.59
Building	42,089.51	38,983.25	3,106.26	477,118.50
Crime Control	726,382.89	651,366.53	75,016.36	7,533,573.70
Vehicles	81,602.33	25,027.49	56,574.84	280,600.00
<b>Total Expenses</b>	<b>932,362.27</b>	<b>804,453.67</b>	<b>127,908.60</b>	<b>9,341,944.80</b>
<b>Net Operating Income (Surplus/Deficit)</b>	<b>-123,751.74</b>	<b>-0.02</b>	<b>-123,751.72</b>	<b>0.00</b>



## Kennebecasis Regional Police Force Budget vs. Actuals: YTD February 2026

	YTD February 2026			2026
	Actual	Budget	over Budget	Annual Budget
<b>Income</b>				
Municipal Funding Rothesay	594,474.66	594,474.84	-0.18	3,418,030.00
Municipal Funding Quispamsis	902,330.00	902,330.16	-0.16	5,181,660.00
Prior Year Surplus	16,410.70	16,410.66	0.04	194,055.00
Other Primary Income	105,897.07	95,691.64	10,205.43	548,200.00
<b>Total Income</b>	<b>1,619,112.43</b>	<b>1,608,907.30</b>	<b>10,205.13</b>	<b>9,341,944.80</b>
<b>EXPENSES</b>				
Admin	157,833.44	178,152.80	-20,319.36	1,050,652.59
Building	82,964.37	77,966.50	4,997.87	477,118.50
Crime Control	1,296,334.47	1,302,733.06	-6,398.59	7,533,573.70
Vehicles	105,631.75	50,054.98	55,576.77	280,600.00
<b>Total Expenses</b>	<b>1,642,764.03</b>	<b>1,608,907.34</b>	<b>33,856.69</b>	<b>9,341,944.80</b>
<b>Net Operating Income (Surplus/Deficit)</b>	<b>-23,651.60</b>	<b>-0.04</b>	<b>-23,651.56</b>	<b>0.00</b>



# ROTHESAY

AGE-FRIENDLY ADVISORY COMMITTEE

2026 April 13 Open Session (NAL\_160)

Rothesay Town Hall Common Room

Tuesday, March 17, 2026, at 10 am



**PRESENT:** DIANE O'CONNOR, CHAIRPERSON  
WILLA MAVIS, VICE CHAIRPERSON  
COUNCILLOR HELEN BOYLE  
MAYOR NANCY GRANT, *ex-officio member*  
NANCY HASLETT  
DR. SHAWN JENNINGS (VIRTUAL)  
JILL JENNINGS (VIRTUAL)  
JENNY SHEA  
DIANNE TAYLOR  
DOAA HIGAZY

DRAFT

AGE-FRIENDLY & COMMUNICATIONS COORDINATOR KIRSTIN DUFFLEY  
RECREATION COORDINATOR ALEX HOLDER

**ABSENT:** CHIEF ADMINISTRATIVE OFFICER (CAO) BRETT McLEAN  
ANGELA MORSE  
ROBERT TAYLOR

Chairperson O'Connor called the meeting to order at 10:00 a.m.

## 1. APPROVAL OF AGENDA

**MOVED** by N. Haslett and seconded by Counc. Boyle the agenda be approved as circulated.

**CARRIED.**

## 2. APPROVAL OF MINUTES

### 2.1 Meeting minutes of January 20, 2026

**MOVED** by W. Mavis and seconded by Counc. Boyle the minutes be adopted as circulated.

**CARRIED.**

## 3. DECLARATION OF CONFLICT OF INTEREST

N/A

## 4. DELEGATIONS

N/A

## 5. REPORTS AND PRESENTATIONS

### 5.1 Rothesay Strategic Plan 2026-2031

K. Duffley announced the first ever strategic plan for Rothesay that will be the guiding document for the town for the next five years. N. Grant spoke about the four pillars (operational excellence; infrastructure development; recreation; housing) and a key challenge to manage growth while maintaining community character.

### 5.2 Rothesay HIVE Annual Report 2025

K. Duffley discussed the report that had been circulated prior to the meeting and highlighted the population growth of seniors. During 2025 the HIVE celebrated its sixth year in operation and there had been a 32% increase in Rothesay HIVE memberships from the previous year. Both the Facebook page

and email contact list continue to grow. K. Duffley noted that none of the events and programs offered by the HIVE would be possible without the volunteers, partners, sponsors, instructors, and membership including the Age-Friendly Wellness Fair, Garden Club, Mindful Moment Video Series, Potlucks, Tai Chi, Grief Café, File of Life, Etc.

## 6. UNFINISHED BUSINESS

### 6.1 2025-2029 Age-Friendly Community Action Plan

#### Fashion Show RICC Fundraiser Update

K. Duffley mentioned the upcoming Fashion Show Fundraiser coming up that is fundraising for the Rothesay Intergenerational Community Complex. Boutique Zekara and River & Trail Outdoor Company will be providing the clothing for the models. The Kennebecasis Lions Club will be doing a 50-50 and operating a bar during the show. There is also a clothing brand that will be selling sweaters with a Rothesay design on the front, with a portion of the proceeds going directly to the RICC campaign.

D. O'Connor added that D. Taylor will be helping the models prepare for their walk and that all models (men and women) will be provided with fitting times with the businesses. Both businesses will also have someone in attendance to speak about the clothing being modeled.

## 7. NEW BUSINESS

### 7.1 Bill McGuire Centre Lighting

Chairperson O'Connor raised a concern regarding lighting at the Bill McGuire Centre parking lot. She and Mayor Grant attended an event recently at the facility and noted that when they were leaving at night, there were no lights in the parking lot. There is currently only one light near the dumpster and close to the facility. D. O'Connor mentioned that she would like this noted as a safety concern.

Councillor Boyle made a motion to have the lighting at the Bill McGuire Centre Parking lot reviewed by Rothesay staff.

**MOVED** by H. Boyle and seconded by N. Haslett the lighting at the Bill McGuire Centre Parking lot be reviewed by Rothesay Staff.

**CARRIED.**

### 7.2 Age-Friendly Programming Update

#### Rothesay Hive

- **Current Offerings:** Exercise Classes (5), Tai Chi (Wells – Advanced and Beginner), Latin Line Dancing, Book Club, Garden Club, Walking Club, Mahjong & Bridge Games, Card and Board Games, Coffee & Chats, Movie Matinees, Presentations, Grief Café, Potlucks, and lending libraries.
- **Community Intergenerational Day:** We are putting together an amazing event on Sunday, May 31 from 12:00pm–3:00pm. Intergenerational Day is a community-wide celebration designed to bring residents of all ages together while raising funds and awareness for the RICC project. Activities will take place at the Rothesay Arena, Rothesay High School, and surrounding fields/parking areas. Stay tuned for more information!
- **Wellness Fair:** Beginning stages of planning the annual Wellness Fair for Monday, June 1<sup>st</sup>.

**Rothesay Hive Members**

- **Rothesay Hive Facebook Group:** 1,449
- **Rothesay Hive Members as of now in 2026:** 184
- Rothesay Hive Members in 2025: 270
- Rothesay Hive Members in 2024: 205
- Rothesay Hive Members in 2023: 162
- Rothesay Hive Members in 2022: 126

**Renforth Seniors Exercise Classes**

- The Renforth Seniors Exercise Classes are offered at the Bill McGuire Centre on Mondays and Wednesdays until June. Classes break for the summer and start back again in September.

**Saint John Newcomers Centre Programs**

- Future Engage is on Thursday mornings from 10am-12pm.
- Conversational English Chats is on Wednesdays from 3pm-4pm.
- **Contact:** Sydney MacEachern sydney.maceachern@sjnewcomers.ca / (506) 721-1325

Chairperson O'Connor added that Future Engage is consistently well attended and highlighted Travel Through My Eyes specifically. D. O'Connor will be revisiting the Makers Class who were very impressive last time. Tom Chamberlain is a local author who wrote his debut novel and has had 300+ copies sold already. The novel is set in Kennebecasis Valley and although it had a difficult topic, it provided an engaging conversation with those in attendance. March is National Colorectal Cancer Awareness Month and Dr. Stephanie Carpentier made the subject relatable and humorous for all in attendance. There was also an interview with George Cooper – 101 years old – who makes his own violins which he brought with him. D. O'Connor mentioned that those in attendance to these sessions are always thoroughly engaged and the interviewer rarely gets through questions because they are frequently asking questions themselves. Jim Wilson also drew a large crowd to hear about Monarch Butterflies and will be returning to talk about butterflies and hummingbirds. Cooking from Scratch with Jacq – who has made a cookbook – is also coming up and has drawn lots of interest. There is currently a partnership with Archstone Physiotherapy to come and do a session on bladder and pelvic health for all ages. One health session every month or so is the current plan. Inspector Anika Becker with the Kennebecasis Regional Police Force will also be coming to present a session on hate and discrimination on April 16. Doug Valentine will be in attendance to discuss garden prep for the upcoming season. D. O'Connor added that she is always looking for more presenters as the Future Engage contract has been renewed for another year.

N. Haslett raised the question about Fundy Winterfest and if the dates had been changed. K. Duffley responded that the dates a few years ago were altered to start slightly earlier so that winter weather would remain for all communities involved. N. Haslett also mentioned that she was impressed with the

number of people - specifically the fact that there was a wide variety of age groups - in attendance to the Winter Carnival on the Common as well as the Glow Skate with DJ Steve on the Common.

D. Taylor raise a concern about the flooring in the new RICC building. She noted that currently carpet at the HIVE for exercise classes is not sufficient. It was discussed that appropriate flooring would be assessed by staff and contractors to determine best options for each room in the new facility (including visiting newer facilities in the area).

## **8. CORRESPONDENCE FOR ACTION**

### **8.1 NB-AFC Committee's Quarterly Sessions**

D. O'Connor commented that the virtual information sessions with Brenda Lee (Community Coordinator for the Age Friendly Active Communities New Brunswick) continue to be helpful and informative for members. K. Duffley added that those meetings can be attended in person at Town Hall as a group who would then join the session virtually. As the AFAC-NB operates at arms-length from the Provincial Government, they are designed to help communities become recognized as Age-Friendly and provide support for those who currently hold that designation. Both D. O'Connor and K. Duffley stressed the importance of age-friendly communities and that the premise of such a community is that if it functions better for seniors, it functions better for all age groups.

### **8.2 Volunteer Recognition Awards**

K. Duffley mentioned that if the committee knows of any deserving Rothesay residents that should be nominated for the Volunteer Recognition Awards to please submit their nomination before midnight on March 18. Specifically, if there happened to be any young people that were deserving as this is typically an underrepresented group in these events.

D. Higazy announced that there is a large event on March 21 with the Saint John Nercomers Centre entitled Eid celebrations and Confronting Racism Through Art & Dialogue. She will share information to be circulated to the committee. D. Higazy encourage an online course in sexual harassment prevention training for both employees and employers.

## **9. CORRESPONDENCE FOR INFORMATION**

N/A

## **10. DATE OF NEXT MEETING**

The next meeting is tentatively scheduled for Tuesday, April 21, at 10 a.m.

## **11. ADJOURNMENT**

**MOVED** by N. Haslett and seconded by J. Shea the meeting be adjourned.

**CARRIED.**

The meeting adjourned at 10:55 a.m.

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CHAIRPERSON

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RECORDING SECRETARY



**ROTHESAY**  
2026 April 13 Open Session FINAL 064  
**PARKS AND RECREATION COMMITTEE**



Meeting Minutes  
Rothesay Town Hall Common Room  
Tuesday, March 17, 2026, at 6:30 p.m.

**DRAFT**

**PRESENT:** COUNCILLOR BILL McGUIRE (remote)  
COUNCILLOR HELEN BOYLE, CHAIRPERSON  
COLIN BOYNE, VICE-CHAIRPERSON  
DR. SHAWN JENNINGS  
PAULA MAGUIRE

DIRECTOR OF PARKS AND RECREATION CHARLES JENSEN  
RICC CAMPAIGN COORDINATOR KERI FLOOD  
RECREATION & COMMS. COORDINATOR ALEX HOLDER  
AGE FRIENDLY & COMMS. COORDINATOR KIRSTIN DUFFLEY

**ABSENT:** CAO BRETT MCLEAN  
FACILITIES COORDINATOR RYAN KINCADE  
DR. JEAN-FRANCOIS LEGARE  
DANIELLE BOURQUE  
SEAN MILLER  
NADIA DOBBIN

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Chairperson Counc. Boyle called the meeting to order at 6:32 p.m.

**1. APPROVAL OF AGENDA**

**MOVED** by P. Maguire and seconded by C. Boyne the agenda be approved as circulated.

**CARRIED.**

**2. APPROVAL OF MINUTES:**

**2.1 Meeting minutes of January 20, 2026**

**MOVED** by C. Boyne and seconded by Dr. S. Jennings meeting minutes of January 20, 2026, be approved as circulated.

**CARRIED.**

**3. DECLARATION OF CONFLICT OF INTEREST**

**4. DELEGATIONS**

**5. REPORTS & PRESENTATIONS**

**6. UNFINISHED BUSINESS**

**7. CORRESPONDENCE FOR ACTION**

**8. NEW BUSINESS**

**8.1 Parks and Recreation Update**

DPR Jensen gave a verbal update of the Parks Department to the Committee.

- **Rothesay Arena:** Spring ice schedule until end of April. Minor hockey almost done for the season. There was a male and female tournament over the weekend with more female teams. Approved budget for two new dehumidifiers that will be purchased this year for under \$100,000 as the two current units are not functioning and causing issues for ice conditions.
- **Rothesay Common Rink:** Closed on Saturday, March 7, for the 2025-2026 season at 4:00PM (most of the March break). The longest ice season in 10 years with a lot of use from all ages.
- **Summer Employment:** Parks and Recreation Summer Student Employment opportunities have been posted to our website. The application deadline is April 1st, 2026. For more information visit: <https://www.rothesay.ca/town-hall/employment/>. There will be a mixture of

returning students and new hires. Also hiring for casual seasonal staff who will work from mid-May until October.

A. Holder gave a verbal update regarding Recreation Programming.

- **Fundy Winterfest 2026:** Fundy Winterfest 2026 was a great success, featuring a wide range of fun and engaging events for the community. Over the course of seven weeks, thousands of people participated in winter activities hosted across six communities. The strong turnout and positive feedback highlight the continued growth and impact of this regional celebration. We look forward to continuing to build and expand the event even further in 2027.

Events this year included:

- Where is Winter Waldo & Woof? – lots of entries.
  - Frosty Finds Challenge – new event for all communities.
  - Frozen Moment Photo Contest – all communities.
  - Winterfest Skate Series – huge turn out for Glow Skate.
  - Free Snowshoe Rentals at River and Trail Outdoor Co. – 87 people rented.
  - Moonlight Snowshoe & Astronomy Observation – great conditions.
  - KV Brewskis & Frostbites – ended last week.
  - Winter Carnival on the Common – horses were a big hit and had good weather.
- **Community Garden:** We're collaborating with community garden members to coordinate the administrative details for the 2026 gardening season. We will be having a spring garden meeting in early April to discuss plans and preparations for the season ahead!

K. Flood gave an update regarding the fundraising for the RICC.

- **Community Fundraising Goal:** \$660,638 / \$3 million.
- **Corporate Sponsors:** Coordinating new corporate sponsors. Big announcements soon.
- **Grant Applications:** Applied to grants and waiting to hear back. Foundations that had donated to other recreation facilities in the past.
- **Kennebecasis Lion's Club Pancake Breakfast:** Raised \$1,500. Great sense of community and atmosphere in the room, large turn out and positive feedback.
- **Fashion Show:** Tuesday, April 14<sup>th</sup> at 7:00PM at the Bill McGuire Centre. Cash Bar, 50/50
- **Intergenerational Day:** Sunday, May 31<sup>st</sup> 12PM-3PM at the Rothesay Arena, Rothesay High School, and surrounding fields/parking lots. Bottle drive, Touch and Truck, etc. Matching donations on bottle drive up to \$2,500. Co-chair matching donations up to a certain amount.
- **Stantec Consultants:** Working on the design for the arena, link, and court space. The RFP for the design consultant closed in January. Nine submissions were scored by staff, and Stantec was awarded at the February council meeting. There will be public meetings, committee meetings, and meetings with staff and council to discuss the design. They will create three designs, and one will be chosen. Goal is to confirm the design by the Fall. Staff are visiting and communicating with other facilities to learn what they are liking or having issues within their designs. Counc. McGuire noted that the Summit Centre's arena seats also have name recognitions, but they were placed on the back of the chair and are hard to see. Highlighting the importance of placing the plaques on the front of the chairs so they are visible. Dr. S. Jennings inquired about the height of the players benches whether they would be level with the ice for sledge hockey. As well, if there would be family washrooms as they are good for people with disabilities and families. He also recommended that the consultants reach out to the KV Committee for Disabled Persons to review the design. DPR Jensen noted

that he has been talking with Ability NB who can review design as well that the consultants have a person on staff who is an accessibility expert. Engaging third parties is also beneficial to ensure the design is accessible, including the KV Committee for Disabled Persons.

K. Duffley gave a verbal update on Age-Friendly Programming.

- **Volunteer Recognition Awards:** The Volunteer Recognition Awards provide an opportunity for you to shine a spotlight on outstanding individuals, schools, businesses, or groups from Rothesay who have dedicated their time and efforts to make a positive impact in Rothesay. Deadline: Wednesday, March 18, 2026.
- **Rothesay Hive:** Rothesay HIVE is busy with programs and events every day of the week. For more information about the Rothesay HIVE including the calendar, newsletter, and more visit: <https://www.rothesay.ca/recreation/rothesay-hive/>.
  - Rothesay Hive Facebook Group: 1,444 members
  - Rothesay Hive Registered Members
  - Past Members - 2022: 124, 2023: 162, 2024: 205, 2025: 270
  - Current Members - 2026: 183
- **SJNC Programs at the Rothesay HIVE:** Saint John Newcomers Centre continues to offer Future Engage at the Rothesay HIVE on Thursdays from 10am-12pm. They also have their Conversational English Chats on Wednesdays from 3pm-4pm. These are intergenerational programs, free of charge.
- **Renforth Senior Exercise Classes:** The Renforth Seniors Exercise Classes remain popular. The class is still being offered at the Bill McGuire Centre on Mondays and Wednesdays from September to June each year.
- **Zoomers in Balance:** UNB CELLAB continue to offer Zoomers in Balance program at the Bill McGuire Centre on Tuesday & Friday mornings. There are two sessions of classes to help meet the demand.
- **Age Friendly Wellness Fair:** Work is underway for the 3rd Annual Age Friendly Wellness Fair which will be held again at the Rothesay High School Gymnasium on Monday, June 1, 2026. More details to come!

## 8.2 Bill McGuire Centre Parking Lot Lights

The Committee discussed an issue that was brought to the attention of the Age Friendly Advisory Committee that morning. At nighttime, the parking lot at the Bill McGuire Centre has limited visibility due to no parking lot lighting. This presents a safety concern for people who are leaving the Centre after an event later in the evening, especially during the winter months when it gets dark early and presents risks of falling due to ice. The Committee discussed several solutions to the lighting at this location, including, but not limited to, lighting on the building, dusk to dawn lights, flood lights, NB Power streetlights, perimeter lights, and parking lot lighting.

**MOVED** by Counc. Boyle and seconded by Dr. S. Jennings that Rothesay investigates the possibility of additional lighting for the Bill McGuire Centre parking lot to improve visibility and safety.

**PASSED.**

## 8.3 Pedestrian Safety at Turnbull Court

C. Boyne brought an issue to the attention of the Committee at the corner of Turnbull Court. Car traffic is taking the corner wider than their lane allows, which results in the traffic pushing into the bike lane and closing in on the pedestrian traffic on the sidewalk. He suggested a solution for the summer months to install bike lane protectors (similar to the ones installed at Grove Avenue



intersection) in this corner to protect the bikers in the bike lane. DPR Jensen advised that he would pass along this concern to the Operations Department for consideration.

**8.4 Ice Fishing Shacks**

The Committee discussed the 2026 Ice Fishing season. It was noted that the gates seemed to help with the amount of debris, abandoned shacks, and garbage that was left at the end of this season as there was a noticeable difference. When asked why the plastic shacks were allowed, it was noted that the plastic rental shacks were lifted over the gate and was not approved ahead of time by the Town. However, it was noted that those types of shacks are not man-made with debris falling off them. The cost of cleaning up each year was highlighted. Every year Rothesay has paid for scuba divers, cranes, and cleanup of the debris near the wharf to ensure the swimming zone is safe in the summertime for the community to enjoy. This cost hopefully will be lessened this year since there was not as much debris left behind.

**8.5 Roadway Garden Beds at ERKP and Hampton Road**

P. Maguire noted a safety issue at East Riverside-Kingshurst Park (ERKP). Youth who are skateboarding/scootering are hidden behind the taller grass and plants in the median garden bed that separates the parking lot from the road. She expressed a concern for safety as traffic might not see them as the plants are taller than the youth and they could be hit by a vehicle. The Committee discussed this issue and other locations with limited visibility of pedestrians due to tall plants/grasses throughout Rothesay, including on Hampton Road. Safety concerns were raised for pedestrians crossing the road, employees maintaining the beds (weeding/watering), and fire safety concerns as there have been numerous reports of fires starting in these beds from drivers discarding cigarette butts.

**MOVED** by Counc. McGuire and seconded by Counc. Boyle that Rothesay investigates alternative options for the tall grass/plants in the medians, with recommendations that they are shorter (under three feet tall) and within self watering planters (limited maintenance), in the garden beds along Hampton Road and Rothesay Road that impede visibility for pedestrian traffic.  
**PASSED.**

**9. CORRESPONDENCE FOR INFORMATION**

**10. DATE OF NEXT MEETING**

Tuesday, April 21, 2026, at 6:30pm

**11. ADJOURNMENT**

**MOVED** by P. Maguire and seconded by C. Boyne the meeting be adjourned.

**CARRIED.**

The meeting adjourned at 7:12 p.m.

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
RECORDING SECRETARY



2026 April 13 Open Session FINAL\_068  
**ROTHESAY**  
**MEMORANDUM**



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TO : Mayor Grant and Council  
FROM : Parks and Recreation Committee  
DATE : April 13, 2026  
RE : Bill McGuire Centre Parking Lot Lights

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**Recommendation:**

- Rothesay investigate the possibility of additional lighting for the Bill McGuire Centre parking lot to improve visibility and safety.

**Background:**

**Bill McGuire Centre Parking Lot Lights**

The Committee discussed an issue that was brought to the attention of the Age Friendly Advisory Committee that morning. At night, the parking lot at the Bill McGuire Centre has limited visibility due to no parking lot lighting. This presents a safety concern for people who are leaving the Centre after an event later in the evening, especially during the winter months when it gets dark early and presents risks of falling due to ice. The Committee discussed several solutions to the lighting at this location, including, but not limited to, lighting on the building, dusk to dawn lights, flood lights, NB Power streetlights, perimeter lights, and parking lot lighting.

The Parks and Recreation Committee passed the following motion at its regular meeting of Tuesday, March 17th, 2026:

**MOVED** by Counc. Boyle and seconded by Dr. S. Jennings that Rothesay investigates the possibility of additional lighting for the Bill McGuire Centre parking lot to improve visibility and safety.

**CARRIED.**



2026 April 13 Open Session FINAL\_069  
**ROTHESAY**  
**MEMORANDUM**



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TO : Mayor Grant and Council  
FROM : Parks and Recreation Committee  
DATE : April 13, 2026  
RE : Roadway Garden Beds at ERKP and Hampton Road

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**Recommendation:**

- Rothesay investigate alternative options for the tall grass/plants in the medians, with recommendations that they are shorter (under three feet tall) and within self watering planters (limited maintenance), in the garden beds along Hampton Road and Rothesay Road that impede visibility for pedestrian traffic.

**Background:**

**Roadway Garden Beds at ERKP and Hampton Road**

P. Maguire noted a safety issue at East Riverside-Kingshurst Park (ERKP). Youth who are skateboarding/scootering are hidden behind the taller grass and plants in the median garden bed that separates the parking lot from the road. She expressed a concern for safety as traffic might not see them as the plants are taller than the youth and they could be hit by a vehicle. The Committee discussed this issue and other locations with limited visibility of pedestrians due to tall plants/grasses throughout Rothesay, including on Hampton Road. Safety concerns were raised for pedestrians crossing the road, employees maintaining the beds (weeding/watering), and fire safety concerns as there have been numerous reports of fires starting in these beds from drivers discarding cigarette butts.

The Parks and Recreation Committee passed the following motion at its regular meeting of Tuesday, March 17th, 2026:

**MOVED** by Counc. McGuire and seconded by Counc. Boyle that Rothesay investigates alternative options for the tall grass/plants in the medians, with recommendations that they are shorter (under three feet tall) and within self watering planters (limited maintenance), in the garden beds along Hampton Road and Rothesay Road that impede visibility for pedestrian traffic.

**CARRIED.**



# ROTHESAY

WORKS AND UTILITIES COMMITTEE MEETING

**Rothesay Town Hall Common Room**

Wednesday, March 18<sup>th</sup>, 2026

**5:30 p.m.**



**PRESENT:** DEPUTY MAYOR ALEXANDER, CHAIRPERSON  
COUNCILLOR DAVE BROWN  
SHAWN CARTER, VICE CHAIRPERSON  
CYNTHIA VANBUSKIRK  
MARC GRULL  
TYLER DAVIS

**DRAFT**

DIRECTOR OF OPERATIONS TIM COLWELL  
RECORDING SECRETARY DEBBIE KEYES

**ABSENT:** STEPHEN ROSENBERG  
CHIEF ADMINISTRATIVE OFFICER BRETT MCLEAN

Deputy Mayor Alexander called the meeting to order at 5:32 p.m.

## 1. ELECTION OF OFFICERS

Due to the proximity of the May municipal election, the Committee decided that the election of officers be delayed until the new Council-in-Committee is sworn in.

## 2. APPROVAL OF AGENDA

**MOVED** by S. Carter and seconded by Counc. Brown the agenda be approved.

**CARRIED.**

## 3. APPROVAL OF MINUTES

3.1 Regular Works and Utilities Committee meeting of January 21<sup>st</sup>, 2026.

**MOVED** by S. Carter and seconded by Counc. Brown the minutes be approved as circulated.

**CARRIED.**

## 4. DECLARATION OF CONFLICT OF INTEREST

N/A

## 5. DELEGATIONS

N/A

## 6. REPORTS & PRESENTATIONS

N/A

**7. UNFINISHED BUSINESS**

## 7.1 Solid Waste Tonnage Report

- Spring Cleanup Dates:
  - Solid Waste: May 11, 2026
  - Organic Waste: May 18, 2026

**RECEIVED FOR INFORMATION**

## 7.2 Speed Radar Signs Report

DO Colwell explained that the school zone in front of Rothesay Park School is a priority and that adherence with the 30km/h school zone speed limit seems to be an issue. There have been multiple concerns about speeding brought up in recent public hearings for proposed apartment buildings on Chapel Road and Donlyn Drive. Staff will have speed radar signs placed in these areas once the frost is out of the ground are able to drive posts for these signs.

## 7.3 Council Priorities 2021-2026

**RECEIVED FOR INFORMATION****8. CORRESPONDENCE FOR ACTION**

N/A

**9. NEW BUSINESS**

N/A

**10. CORRESPONDENCE FOR INFORMATION**

## 10.1 Update – Water system and water rates (Report by DO Colwell)

DO Colwell explained the reason for this discussion was to review the water billing rates as a means to discourage wasteful use of Town water.

The Committee discussed focusing on revising water billing bands.

- Key points:
  - Current billing bands outdated (15–20 years old) and too lenient based on the average household size and average usage per capita in Rothesay
  - Average local usage per capita is significantly below ACWWA allowance per capita
  - High usage linked to:
    - Pool and hot tub filling
    - Lawn watering
    - Continuous hose use / leaks

The Committee reviewed, discussed and proposed new billing bands, including:

- Lower first tier threshold to (approx. up to 82 m<sup>3</sup>)
- Add an additional billing band to capture high users (say 83-120 m<sup>3</sup>), which would align with whatever the 90<sup>th</sup>-95<sup>th</sup> percentile usages are, that would contain the highest rate. DM Alexander requested that DO Colwell look into seeing if any other utilities have ever carried a rate table structured this way.

The Committee discussed the Town doing a water conservation campaign and public education campaigns using social media as a platform, and scheduling posts in line with the summer season and potential for drought conditions.

Cynthia VanBuskirk left meeting at 6:15pm

10.2 Discussion – Traffic Calming Guide (Report by DO Colwell)

The Committee discussed several key issues regarding traffic calming, including the difference between perceived and actual speeding, noting that increased traffic volume is often mistaken for excessive speed, as well as concerns about limited police enforcement response. Council. Brown noted that while speed statistics and areas of concern are sent to the KRPF, the police force seems to have not been following through on addressing these concerns. One of the main concerns for traffic calming is associated with vehicles using neighborhood streets as shortcut routes. Another talking point discussed was the fact that in many cases, especially in neighborhoods, the drivers causing the problems with speed are local residents, and that a stronger follow through by the KRPF in addressing areas of concern could address in ticketing these individuals.

With respect to the guide itself, suggested improvements included adding a step to the traffic calming flowchart to ensure that complaints and collected data are forwarded to police, enhancing public communication about the process, and publishing the traffic calming guide on the Town’s website once it has been refined.

**MOVED** by S. Carter and seconded by Council. Brown recommends that the traffic calming guide report prepared by Director of Operations Colwell be considered by Council for implementation and that a letter be sent to the KRPF requesting that a quarterly report be provided back to the Town on speeding complaints received and traffic or speed radar reports be provided.

**CARRIED.**

**11. DATE OF NEXT MEETING:**

Wednesday, April 22<sup>nd</sup>, 2026

**12. ADJOURNMENT**

**MOVED** by Council. Brown and seconded by S. Carter meeting be adjourned.

**CARRIED.**

The meeting adjourned at 6:45 p.m.

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CHAIRPERSON

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RECORDING SECRETARY



# ROTHIESAY MEMORANDUM



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TO : Mayor and Council  
FROM : Works & Utilities Committee  
DATE : March 18<sup>th</sup>, 2026  
RE : Traffic Calming Guide/Request KRPF Quarterly Report

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## **Background:**

Please be advised the Works & Utilities Committee passed the following motion at its regular meeting on Wednesday, March 18<sup>th</sup>, 2026:

**MOVED ... and seconded ...:**

**MOVED** by S. Carter and seconded by Counc. Brown recommends that the traffic calming guide report prepared by Director of Operations Colwell be considered by Council for implementation and that a letter be sent to the KRPF requesting that a quarterly report be provided back to the Town on speeding complaints received and traffic or speed radar reports be provided.

**CARRIED.**



# ROTHESAY

2026 April 13 Open Session FINAL\_074

PLANNING ADVISORY COMMITTEE MEETING  
Rothesay Town Hall Common Room  
Tuesday, April 7, 2026 at 5:30 p.m.



**DRAFT**

**PRESENT:** COUNCILLOR DON SHEA  
COUNCILLOR PETER LEWIS  
RALPH FORTE, CHAIRPERSON  
KELLY ADAMS, VICE-CHAIRPERSON  
MATTHEW GRAHAM  
RHEAL GUIMOND  
TED HARLEY

CHIEF ADMINISTRATIVE OFFICER (CAO) BRETT McLEAN  
TOWN CLERK MARY JANE BANKS (*arrived at 5:35 p.m.*)  
ASSISTANT CLERK LIZ HAZLETT  
DIRECTOR OF PLANNING/DEVELOPMENT SERVICES (DPDS) MARK READE

**ABSENT:** COLLEEN LANG

The meeting was called to order at 5:30 p.m.

## 1. APPROVAL OF THE AGENDA

**MOVED** by Counc. Shea and seconded by M. Graham the agenda be approved as circulated.

**CARRIED.**

## 2. ADOPTION OF MINUTES

### 2.1 Regular Meeting of February 2, 2026

**MOVED** by Counc. Lewis and seconded by Counc. Shea the Planning Advisory Committee meeting minutes of February 2, 2026 be adopted as circulated.

**CARRIED.**

## 3. DECLARATION OF CONFLICT OF INTEREST

N/A

## 4. NEW BUSINESS

### 4.1 47 Clark Road

**Mark Hatfield**

OWNER: Mark Hatfield

PID: 30343164

PROPOSAL: Similar or Compatible Use (Fitness Facility)

Jon McVicar, of Homestar, was in attendance on behalf of Mr. Hatfield. DPDS Reade summarized the application, noting staff support the proposal as it meets the criteria of the Zoning By-law, adequate parking is available, and noise is not anticipated as a concern. Polling was not conducted as the property is within a commercial area.

Town Clerk Banks arrived at the meeting.

Mr. McVicar mentioned that the facility's prior use was a CrossFit gym. He anticipates that the Lagree Studio will have less participants and noise.

Chairperson Forte asked if anyone from the public wished to speak. No one came forward.



**MOVED** by Counc. Lewis and seconded by R. Guimond the Planning Advisory Committee hereby approves the fitness facility as a compatible use of the existing commercial plaza building located at 47 Clark Road PID 30343164.

**CARRIED.**

<b>4.2</b>	<b>6 Cameron Road</b>	<b>Mark Hatfield</b>
	OWNER:	Gaudet Properties
	PID:	00056507
	PROPOSAL:	Flankage Yard Setback Variance & Extension of Non-conforming Use

Jon McVicar, of Homestar, was in attendance on behalf of Mr. Hatfield. DPDS Reade summarized the report, noting the purpose is to convert the multi-unit building from oil to electric heat through creation of a dedicated electrical room. He advised: a variance is required for the flankage yard setback (7.5 metres to 5.2 metres) as well as extension of the non-conforming use; the existing trees will mitigate any visual impact; and the addition would have a minimal increase on the building floor area (1%). Polling was conducted and no comments were received. He concluded noting that staff recommend approval of the proposal.

Mr. McVicar noted that the addition will be minimal and will help bring the building up to code. He added that there is no other space for the room unless there is a decrease in rental space. There are plans to re-side the building which will reduce the visual impact of the room even more.

Chairperson Forte asked if anyone from the public wished to speak. No one came forward.

**MOVED** by M. Graham and seconded by Counc. Shea the Planning Advisory Committee hereby grants variances from the Rothesay Zoning By-law 2-10 allowing for a reduced Flankage setback of 5.2 meters for a proposed electrical room at 6 Cameron Road (PID 00056507).

**CARRIED.**

**MOVED** by M. Graham and seconded by Counc. Shea the Planning Advisory Committee hereby grants approval for an extension of a non-conforming use into the proposed electrical room to be constructed at 6 Cameron Road (PID 00056507).

**CARRIED.**

Chairperson Forte thanked the applicant.

<b>4.3</b>	<b>18 Cosse Lane</b>	<b>Geoffrey Armstrong &amp; Vanessa Wilson</b>
	OWNER:	Geoffrey Armstrong & Vanessa Wilson
	PID:	00229617
	PROPOSAL:	Variance Accessory Building (Garage)

Mr. Armstrong was in attendance. DPDS Reade summarized the application, noting that the plan is for a three-bay garage. He noted staff support the proposal as the large rural lot mitigates visual impacts of the additional height – which is a result of the roof line. Additionally, despite the increase in floor area, the garage would only cover 0.3% of the lot – substantially less than the 10% maximum. Polling was conducted and comments were included in the agenda package. He concluded noting it is proposed that approval is subject to a condition that the accessory building will not be used for commercial purposes.

In response to an inquiry, DPDS Reade noted owing to its location the lot will be serviced by a well and septic tank, and subject to Department of Health regulations.

Mr. Armstrong stated that he and his wife purchased the land two years ago to build their dream home and garage. He added that the garage will fit his three vehicles which are his passion. When questioned, he shared that the project is in the initial stages of mulching the lot, and the house and garage will be built at the same time. Counc. Lewis mentioned that he was able to build his garage first and suggested that this might also be an option. Mr. Armstrong noted this was considered but would not work as the plan is to tie into power through the house.

Chairperson Forte asked if anyone from the public wished to speak. No one came forward.

**MOVED** by R. Guimond and seconded by M. Graham the Planning Advisory Committee hereby grants a variance to Rothesay Zoning By-law 2-10 allowing for the floor area of the proposed accessory building located at 18 Cosse Lane (PID 00229617) to be increased from 100 square metres to approximately 154.6 square metres.

**CARRIED.**

**MOVED** by K. Adams and seconded by Counc. Lewis the Planning Advisory Committee hereby grants a variance to Rothesay Zoning By-law 2-10 allowing for the height of the proposed accessory building at 18 Cosse Lane (PID 00229617) to be increased from 6 metres to approximately 6.55 metres.

**CARRIED.**

**MOVED** by K. Adams and seconded by R. Guimond that the variances are subject to the following condition:

- a. the accessory building shall not be utilized for commercial activities including those related to automotive repair and metal working.

**ON THE QUESTION:**

In response to an inquiry, DPDS Reade advised that the conditions are applied to the land, not the owner. If the lot is sold, the conditions will still apply.

**CARRIED.**

Chairperson Forte thanked the applicant.

<b>4.4</b>	<b>88 Hampton Road</b>	<b>Charles Abbate</b>
	OWNER:	ENGS Holdings Inc.
	PID:	00245928
	PROPOSAL:	Rezoning

Mr. Abbate was in attendance. DPDS Reade summarized the application. The plan is to rezone the rear portion of the property from Single-Family Residential (R1B) to Central Commercial (CC) in order to utilize the existing garage at 88 Hampton Road for the vet clinic at 90 Hampton Road. He explained that Municipal Plan Policy IM-14 and Zoning By-law Section 1.2.2 allow for adjacent land use designations to be considered – in this case the front portion of the lot and the CC zone north of the property.

DPDS Reade shared that there are two key issues: the extent of the land to be rezoned; and permitted land uses. Staff recommend that the entire site be rezoned to CC on the condition that land use be limited to the single dwelling unit and the veterinary clinic. Should the Committee wish, additional conditions could be added regarding landscaping or parking, but there is an existing buffer around 88 Hampton Road. Polling was conducted and comments were included in the agenda package. He concluded by noting, if Council schedules a public hearing, notices will be sent to adjacent property owners and signage will be posted on site.

In response to inquiries, he noted: the garage is at 88 Hampton Road and the vet clinic is at 90 Hampton Road; both properties are owned by the applicant through a company; and consolidation of the properties is not required but could be a condition if desired.

Mr. Abbate shared that the clinic has undergone renovations and has grown but there is no space to expand further. He explained that the vacant garage will be used to accommodate a rehabilitation medicine practice.

Chairperson Forte asked if anyone from the public wished to speak. Alexander Adams, 15 Glenwood Drive, and Nicola Triggs, 5 McLaughlin Drive asked how much vegetation will be removed, and what assurances can be made that the property will not be used for other commercial activities in the future – for instance, an expansion of the Irving gas station.

Mr. Abbate responded with the following: there is space for parking – there will only be one appointment at a time, and the occupant of the house does not own a car; vegetation will not be cleared; renovations will only occur in the garage; and the existing driveway will not change – there is room to turnaround but not for two-way traffic.

In response to an inquiry, DPDS Reade clarified that, if approved with land use restrictions, any new owner would need to submit a new application for another use. If Council schedules a public hearing, the matter will return to the Committee for a recommendation to Council on enactment of a zoning by-law amendment.

There was discussion regarding the impact of the upcoming municipal election on the timeline for the application. It was suggested the matter be tabled so that the incoming Council – and possible new Committee – could discuss the item. Owing to the election, the earliest that the matter could be discussed is late June/early July. It was noted that tabling the matter would not delay the application. When questioned, DPDS Reade confirmed that recommendations with the proposed conditions would be presented to the Committee when the matter is discussed again.

**MOVED** by Counc. Lewis and seconded by T. Harley that 88 Hampton Road (PID 00245928) be tabled pending the upcoming municipal election.

**CARRIED.**

Chairperson Forte thanked the applicant.



**5. OLD BUSINESS**

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**TABLED ITEMS**

**5.1 4 Grove Avenue (PID 00258376) – Setback Variance**  
*No action at this time*

**5.2 251 Gondola Point Road (PID 00243733) – Temporary Suite**  
*No action at this time*

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**6. CORRESPONDENCE FOR INFORMATION**  
N/A

**7. DATE OF NEXT MEETING(S)**

The next meeting will be held on:

**Regular Meeting** Monday, May 4, 2026 at 5:30 p.m.

**8. ADJOURNMENT**

**MOVED** by T. Harley and seconded by Counc. Shea the meeting be adjourned.

**CARRIED.**

The meeting adjourned at 6:08 p.m.

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CHAIRPERSON

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RECORDING SECRETARY



# ROTHESAY

2026April13 OpenSessionFINAL\_079

## BUILDING PERMIT REPORT

3/1/2026 to 3/31/2026

<b>Date</b>	<b>Building Permit No</b>	<b>Property Location</b>	<b>Nature of Construction</b>	<b>Value of Construction</b>	<b>Building Permit Fee</b>
03/25/2026	BP2025-00172	36 BURPEE AVE	RENOVATION	\$86,000.00	\$623.50
03/17/2026	BP2026-00012	14 DOFRED RD	SOLAR	\$29,900.00	\$217.50
03/18/2026	BP2026-00014	333 ERISKAY DR	RENOVATION	\$2,000.00	\$20.00
03/18/2026	BP2026-00016	43 LONGWOOD DR	SINGLE FAMILY	\$300,000.00	\$2,175.00
03/09/2026	BP2026-00018	114 HAMPTON RD	SOLAR	\$59,370.00	\$435.00
03/16/2026	BP2026-00021	80 RENSRAW RD	SIDING	\$22,000.00	\$159.50
03/31/2026	BP2026-00022	5 PAIGE ST	DECK	\$1,000.00	\$20.00
03/31/2026	BP2026-00023	5 PAIGE ST	FENCE	\$1,000.00	\$20.00
03/27/2026	BP2026-00024	8 ARAGONA CRT	SINGLE FAMILY	\$508,000.00	\$3,683.00
03/31/2026	BP2026-00025	5 SIERRA AVE	WINDOWS	\$65,000.00	\$471.25
03/25/2026	BP2026-00028	16 RYAN DR	ADDITION	\$10,000.00	\$72.50
03/24/2026	BP2026-00029	46 MALISEET DR	ADDITION	\$80,000.00	\$580.00
03/24/2026	BP2026-00030	12 KIRKPATRICK	STORAGE SHED	\$10,000.00	\$72.50



**ROTHESAY**

2026April13 OpenSessionFINAL 080

# BUILDING PERMIT REPORT

3/1/2026 to 3/31/2026

<b>Date</b>	<b>Building Permit No</b>	<b>Property Location</b>	<b>Nature of Construction</b>	<b>Value of Construction</b>	<b>Building Permit Fee</b>
<b>Totals:</b>				<b>\$1,174,270.00</b>	<b>\$8,549.75</b>
<b>Summary for 2026 to Date:</b>				<b>\$3,351,639.50</b>	<b>\$24,347.50</b>

**2025 Summary**

	<u><b>Value of Construction</b></u>	<u><b>Building Permit Fee</b></u>
<b>Monthly total:</b>	<b>\$2,123,794.00</b>	<b>\$15,411.75</b>
<b>Summary to Date:</b>	<b>\$2,443,658.13</b>	<b>\$17,744.50</b>



70 Hampton Road  
Rothesay, NB  
E2E 5L5 Canada

**Rothesay Council**  
**25 March 2026**

**TO:** Town Clerk, Mary Jane Banks

**SUBMITTED BY:** Kirstin Duffley

**DATE:** 25 March 2026

**SUBJECT:** Rothesay HIVE Annual Report

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**SUMMARY**

The Rothesay HIVE's Annual Report outlines the continues growth and success of Rothesay's Age-Friendly Community Centre and recreational programming for older adults. The Rothesay HIVE is a key component of the Recreation Department's intergenerational programs and events.

2025 Highlights: The Rothesay HIVE Membership grew by 32% compared to 2024. The total number of members by the end of 2025 was 270. The e-mail contract distribution list grew by 31%. The Rothesay HIVE Facebook page grew by 22.5%. New programs were added to the schedule, including the Potluck events, collaborations with Imperial Theater and KV Library, and the return of Tai Chi classes. The Rothesay HIVE turned 6 in May, which was celebrated with a birthday potluck. The second annual Rothesay Age-Friendly Wellness Fair was held again in June at Rothesay High School's Gymnasium, which was a grand success with over 35 information booths and 300+ people attending. Many community partners come together to make events, programs, and more possible at the Rothesay HIVE. The Rothesay HIVE's Café is sponsored by Parkland in the Valley. The Tai Chi Classes are sponsored by Kindred Homecare. Programs such as our Garden Club, Bridge Lessons, Mahjong Lessons, Walking Club, Grief Café, and more would not be possible without the support and dedication of volunteers. In 2025, the Rothesay HIVE was named a finalist for the Community Impact Award at the Saint John Region Chamber's 43rd Annual Outstanding Business Awards.

For more information, please see the full Rothesay HIVE Annual Report for 2025.

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Report Prepared by: Kirstin Duffley, Age-Friendly & Communications Coordinator

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*A copy of this report may be obtained by contacting the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).*



# Annual Report - 2025 -



**Rothesay HIVE**






March 13, 2026

**Age Friendly Community Centre**

**Address:** 70 Hampton Road, Rothesay NB

**Website:** [www.rothesay.ca/recreation/rothesay-HIVE/](http://www.rothesay.ca/recreation/rothesay-HIVE/)

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# 2025 IN REVIEW

Throughout 2025, the Rothesay HIVE provided many opportunities for older adults in our community to thrive. We are proud to present this 2025 Annual Report to outline the highlights of the past year.

## Mission

The Rothesay HIVE's mission is to be a gathering place to nurture the health and well-being of adults (50+) through a hub of activities that focus on socialization, connection, health and wellness, intergenerational programming, lifelong learning, and outreach.

## Growth

The Rothesay HIVE had another successful year of growth in programming memberships, and community reach, please see further details on page 4. Not only is the Rothesay HIVE membership growing, but the number of residents who are older adults will continue to grow as well. In 2021, 2,530 seniors (65+) resided in Rothesay, making up 21.1% of the population. Based on the 2021 Statistics Canada report, 22.8% of New Brunswickers are aged 65 years and older, which is higher than the national average. The Government of New Brunswick noted that by 2030, over 28% of New Brunswick's population will be over the age of 65. Population projections show that growth could peak between 2031 and 2036. By 2050, there would be three times more people aged 85+. As more adults live well beyond the age of 65, the demand for services, supports, and programs tailored to their unique needs will increase.

*"I have used and enjoyed various exercise classes at the Rothesay HIVE during this past year. The classes and Instructors are finely tuned to us "older adults" thus making these sessions very enjoyable and beneficial."*

**- Mary, Rothesay HIVE Member**

## Looking Ahead

We are always striving to add new programs and activities that will benefit our members. By connecting with community organizations, we can create lasting connections between older adults, future generations, and community supports.

# GROWTH

We are excited to report that the Rothesay HIVE has seen growth over the course of 2025.

## Rothesay HIVE Members

The Rothesay HIVE membership grew by **↑32%** since 2024. At the end of 2024 we had **205** members, and by the end of 2025 we had **270**. This growth demonstrates that age-friendly programming is critical to the needs of our community. Memberships are valid from January 1<sup>st</sup> - December 31<sup>st</sup> and cost \$25. The fee is prorated so that members do not pay for months that have passed (-\$2.00 per month passed). We also offer a 3 Visit Trial for those who want to test out the Rothesay HIVE before becoming a member.

**Total Number of Members in 2025: 270**

## Drop-In Visitors

Over the course of 2025, we have organized various programs that offer a drop-in option versus having to register, including our Coffee & Chats and Card & Board Games sessions.



## E-Mail Contacts

The Rothesay HIVE uses e-mail to send information to members and anyone who wishes to receive the monthly calendar, newsletter, and information about events and programs at the Rothesay HIVE. At the end of 2024 we had **417** email contacts, and by the end of 2025 we had **547**. In one year, the email distribution list grew by **↑31%**!

**Total Number of E-Mail Contacts: +547**

## Facebook Group Members

The Rothesay HIVE has a Facebook Group where information about all types of programs, services, events, and information is posted. At the end of 2024 we had **1,160** group members, and by the end of 2025 we had **1,421**. In one year, the Facebook Group grew by **↑22.5%**!

**Number of NEW Facebook Group Members in 2025: +261**

# PROGRAMS & ACTIVITIES

## Highlights

The Rothesay HIVE hosted many programs and activities in 2025. Below is a list of all programs and activities that were offered throughout the year. ★ = New in 2025

### In-Person Activities

- Book Club
- Garden Club
- Card & Board Games
- Mahjong & Bridge Games
- Mahjong & Bridge Lessons
- Coffee & Chats
- Lending Libraries:
  - Books
  - Puzzles
  - Pickleball Equipment
- Movie Matinees
- Special Events:
  - Valentine's Day Potluck ★
  - HIVE Turns Six Potluck ★
  - Summer Solstice Potluck ★
  - Summer Flavours Potluck ★
  - Friendsgiving Potluck
  - Fashion Show
  - Holiday Potluck ★
- Grief Café

### Presentations & Information Sessions

- Presentations:
  - Financial Literacy ★
  - Tax and Estate Planning – Life Insurance ★
  - Nursing Homes without Walls
  - Exercise, Health, & Falls Prevention ★
  - Downsizing Experts – Rightsizing Your Life ★
  - Volunteer Program at the Saint John Airport ★
  - RICC Fundraising Campaign ★
  - Special Care Homes in New Brunswick ★
  - Fire Safety: Protecting Your Home and Family ★
  - Infection Protection: RSV & Shingles Vaccines ★
- Mindful Moments Video Series

### In-Person Fitness Classes

- 50+ Fitness Class
- Chair Yoga
- Bee Mobile
- Flex & Flow
- Sittercise
- Walkie Talkies: Walking Group
- Latin Line Dancing
- Tai Chi

### Programs Offered by Other Organizations

- Saint John Newcomers Centre:
  - Future Engage Program
  - English Conversations
- Rothesay
  - Wellness Fair
- KV Public Library:
  - Summer Pop-Up Activities ★
- Imperial Theater:
  - Workshop: 50+ Dance Class ★

## Growth in Programs

Here is a comparison to show the growth in programs offered at the Rothesay HIVE that occurred between 2021, 2022, 2023, 2024, and 2025.

### January 2021 Calendar

MONDAY's with Sharon	TUESDAY CLOSED	WEDNESDAY's with Deby	THURSDAY CLOSED	FRIDAY
4 10:00AM Older Adult Fitness 12:30PM Chair Yoga	Closed	5 10:00AM Flex & Flow 12:30PM Sittercise	Closed	6 12:00PM Beginners Latin Line Dancing
11 10:00AM Older Adult Fitness 12:30PM Chair Yoga	Closed	12 10:00AM Flex & Flow 12:30PM Sittercise	Closed	13 12:00PM Beginners Latin Line Dancing
18 10:00AM Older Adult Fitness 12:30PM Chair Yoga	Closed	19 10:00AM Flex & Flow 12:30PM Sittercise	Closed	20 12:00PM Beginners Latin Line Dancing
25 10:00AM Older Adult Fitness 12:30PM Chair Yoga	Closed	26 10:00AM Flex & Flow 12:30PM Sittercise	Closed	27 12:00PM Beginners Latin Line Dancing

### January 2022 Calendar

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 Closed for the Holidays	4 10AM Bridge Lessons ® 1:30PM Coffee & Chat 2:30PM Card/Board Games	5 11AM Flex & Flow ® \$5 12:30PM Sittercise ® \$5 1:30PM Coffee & Chat	6	7 11AM Latin Line Dancing ® \$5
10 9:30AM 50+ Fitness ® \$5 11AM Chair Yoga ® \$5 11:30AM Seniors Hockey 12:45PM Seniors Skate	11 10AM Bridge Lessons ® 1:30PM Coffee & Chat 2:30PM Card/Board Games	12 11AM Flex & Flow ® \$5 12:30PM Sittercise ® \$5 1:30PM Coffee & Chat	13 10AM Mahjong Lessons ® 2:00PM Résumé Writing Workshop ®	14 11AM Latin Line Dancing ® \$5
17 9:30AM 50+ Fitness ® \$5 11AM Chair Yoga ® \$5 11:30AM Seniors Hockey 12:45PM Seniors Skate	18 10AM Bridge Lessons ® 1:30PM Coffee & Chat 2:30PM Card/Board Games	19 11AM Flex & Flow ® \$5 12:30PM Sittercise ® \$5 1:30PM Coffee & Chat	20 10AM Mahjong Lessons ®	21 11AM Latin Line Dancing ® \$5
24 9:30AM 50+ Fitness ® \$5 11AM Chair Yoga ® \$5 11:30AM Seniors Hockey 12:45PM Seniors Skate 1:30PM Hive Book Club ®	25 10AM Bridge Lessons ® 1:30PM Coffee & Chat 2:30PM Card/Board Games	26 11AM Flex & Flow ® \$5 12:30PM Sittercise ® \$5 1:30PM Coffee & Chat	27 10AM Mahjong Lessons ® 2:00PM Résumé Writing Workshop ®	28 11AM Latin Line Dancing ® \$5
31 9:30AM 50+ Fitness ® \$5 11AM Chair Yoga ® \$5 11:30AM Seniors Hockey 12:45PM Seniors Skate	<b>Rothesay HIVE Membership 2022 - \$25 prorated</b> In order to participate in all Rothesay Hive activities please complete the Membership Form (available on our website or at the Rothesay HIVE). <i>Unsure about a membership?</i> Test it out with our 3-visit trial! Contact us to learn more.			

### January 2023 Calendar

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 Notice: Renew your Hive Membership for 2023! Pick up a form during your next visit. \$25 for the entire year!	3 NO ACTIVITIES	4 NO ACTIVITIES	5 10:00AM Future Engage ®	6 NO LATIN LINE DANCING 3:00PM Tai Chi @ \$5
9 9:30AM 50+ Fitness @ \$5 11:00AM Chair Yoga @ \$5 2:00PM Mahjong Games ®	10 1:30PM Coffee & Chat 2:30PM Card/Board Games	11 11:00AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat	12 10:00AM Future Engage ®	13 11AM Latin Line Dancing @ \$5 3:00PM Tai Chi @ \$5
16 9:30AM 50+ Fitness @ \$5 11:00AM Chair Yoga @ \$5 2:00PM Mahjong Games ®	17 1:30PM Coffee & Chat 2:30PM Card/Board Games	18 11:00AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat	19 10:00AM Future Engage ® 1:30PM Movie Matinee: You've Got Mail ®	20 11AM Latin Line Dancing @ \$5 3:00PM Tai Chi @ \$5
23 9:30AM 50+ Fitness @ \$5 11:00AM Chair Yoga @ \$5 2:00PM Mahjong Games ®	24 1:30PM Coffee & Chat 2:30PM Card/Board Games	25 11:00AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat	26 10:00AM Future Engage ® 1:30PM Book Club ®	27 11AM Latin Line Dancing @ \$5 3:00PM Tai Chi @ \$5
30 9:30AM 50+ Fitness @ \$5 11:00AM Chair Yoga @ \$5 2:00PM Mahjong Games ®	31 1:30PM Coffee & Chat 2:30PM Card/Board Games			

### January 2024 Calendar

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Happy New Year!	2 Closed	3 Closed	4 Closed	5 Closed
8 9:30AM 50+ Fitness @ \$5 11AM Chair Yoga @ \$5 2PM Mahjong & Bridge	9 1:30PM Coffee & Chat 2:30PM Card/Board Games	10 11AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat 3PM English Conversation®	11 10AM Future Engage: Seniors Community (50+) ® 2PM Trivia with Kelly: Furry Friend Trivia with Winnie! ®	12 9:30AM Walking Club ® 11AM Latin Line Dancing @ \$5
15 9:30AM 50+ Fitness @ \$5 11AM Chair Yoga @ \$5 2PM Mahjong & Bridge	16 1:30PM Coffee & Chat 2:30PM Card/Board Games	17 11AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat 3PM English Conversation®	18 10AM Future Engage: Seniors Community (50+) ® 1:30PM Movie Matinee: Elvis ®	19 9:30AM Walking Club ® 11AM Latin Line Dancing @ \$5
22 9:30AM 50+ Fitness @ \$5 11AM Chair Yoga @ \$5 2PM Mahjong & Bridge	23 1:30PM Coffee & Chat 2:30PM Card/Board Games	24 11AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat 3PM English Conversation®	25 10AM Future Engage: Seniors Community (50+) ® 1:30PM Book Club ®	26 9:30AM Walking Club ® 11AM Latin Line Dancing @ \$5
29 9:30AM 50+ Fitness @ \$5 11AM Chair Yoga @ \$5 2PM Mahjong & Bridge	30 1:30PM Coffee & Chat 2:30PM Card/Board Games	31 11AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat 3PM English Conversation®		

## January 2025 Calendar

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>Rothesay Arena: Mondays Seniors Hockey 11:30AM Seniors Skating 12:45PM</b>	<b>Reminder:</b> Renew your Rothesay Hive Membership for 2025. For only \$25 you'll continue to access all the amazing activities in 2025!	<b>Happy New Year! Closed</b>	<b>Closed</b>	<b>Closed</b>
6 9:30AM 50+ Fitness @ \$5 11AM Chair Yoga @ \$5 2PM Mahjong & Bridge Games	7 1:30PM Coffee & Chat 2:30PM Card/Board Games	8 9:30AM Bee Mobile @ \$5 11AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat 3PM SJNC: English Convo®	9 10AM Future Engage: Seniors Community (50+) @ 1:30PM <b>Movie Matinee: Otherhood</b> @	10 9:30AM Walking Club @ 11AM Latin Line Dancing @ \$5
13 9:30AM 50+ Fitness @ \$5 11AM Chair Yoga @ \$5 2PM Mahjong & Bridge Games	14 1:30PM Coffee & Chat 2:30PM Card/Board Games	15 9:30AM Bee Mobile @ \$5 11AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat 3PM SJNC: English Convo®	16 10AM Future Engage: Seniors Community (50+) @ 1:30PM <b>Grief Café with Jennifer &amp; Winnie</b>	17 9:30AM Walking Club @ 11AM Latin Line Dancing @ \$5
20 9:30AM 50+ Fitness @ \$5 11AM Chair Yoga @ \$5 2PM Mahjong & Bridge Games	21 1:30PM Coffee & Chat 2:30PM Card/Board Games	22 9:30AM Bee Mobile @ \$5 11AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat 3PM SJNC: English Convo®	23 10AM Future Engage: Seniors Community (50+) @ 1:30PM <b>Presentation: Financial Literacy</b> @	24 9:30AM Walking Club @ 11AM Latin Line Dancing @ \$5
27 9:30AM 50+ Fitness @ \$5 11AM Chair Yoga @ \$5 2PM Mahjong & Bridge Games	28 1:30PM Coffee & Chat 2:30PM Card/Board Games	29 9:30AM Bee Mobile @ \$5 11AM Flex & Flow @ \$5 12:30PM Sittercise @ \$5 1:30PM Coffee & Chat 3PM SJNC: English Convo®	30 10AM Future Engage: Seniors Community (50+) @ 1:30PM <b>Book Club</b> @	31 9:30AM Walking Club @ 11AM Latin Line Dancing @ \$5

## 2025 Outstanding Business Awards

In 2025, the Rothesay HIVE was named a finalist for the Community Impact Award at the Saint John Region Chamber's 43<sup>rd</sup> Annual Outstanding Business Awards!

While we did not take home the award, we were honoured to be recognized alongside so many inspiring organizations making a difference in our region. This nomination reflects the incredible contributions of our members, volunteers, and partners who help the Rothesay HIVE foster connection, learning, and community every day.



Thank you to the Chamber for celebrating the people, businesses, and organizations who make our communities stronger!

## Rothesay HIVE Turned Six

In 2025, the Rothesay HIVE celebrated its 6<sup>th</sup> Birthday on May 23<sup>rd</sup>! To mark this milestone, we hosted a Potluck to celebrate among friends and enjoy some great food and cake. Also, a BIG thank you to everyone who has helped make the Rothesay HIVE the special place that it is - each and every person who enters the space has been part of our journey.



## Potlucks

Throughout 2025, the Rothesay HIVE hosted many special event potlucks that have been a positive addition since 2024. Six Potlucks were held: Valentine's Day Potluck, HIVE Turns Six Potluck, Summer Solstice Potluck, Summer Flavours Potluck, Friendsgiving Potluck, Holiday Potluck. These special events remain a member favourite and are always buzzing with conversation between new and old friends over delicious food.



## Grief Café

The Rothesay HIVE hosted a monthly Grief Café in 2025. This program was possible thanks to our volunteers, Jennifer, Kerrie, Sean, and of course Winnie, the Pet-Therapy Dog. Each month members can drop-in to talk with others on their grief journey in a safe and comfortable environment.

**Meet Winnie:** Winnie is a mild-mannered, 3-year-old Havanese, weighing about 12 pounds (small package with a BIG heart!). Havanese are known for being “velcro dogs”, so she likes to ALWAYS be with her Humans! She loves to get her belly rubbed (as well as any other body part) and to do tricks & entertain.



## Coffee & Chats

We are fortunate at the Rothesay HIVE to offer a weekly Coffee & Chat on Tuesday afternoons from 1:30pm – 2:30pm, followed by our Cards & Board Games session which has grown to be our most popular drop-in program. Thank you to Parkland in the Valley for sponsoring the beverages to fuel our Coffee & Chats!

## Fashion Show

On Wednesday, October 15<sup>th</sup>, 2025, the Rothesay HIVE proudly hosted its second-ever Fashion Show. The Fashion Show celebrated women of all ages with Certified Stylist and Image Consultant Lorraine Peters. Intergenerational models wore clothing provided by Boutique Zekara, while demonstrating how to age well with confidence.



Kudos to our incredible models for stepping into the spotlight with grace and style. We were delighted to welcome Mayor Dr. Nancy Grant and the Honourable Minister Alyson Townsend, along with so many wonderful attendees who came out to cheer, support, and contribute. Together, we raised over **\$800** for the Rothesay Intergenerational Community Complex!

## Walkie Talkies

The Walkie Talkies began in May 2023 with our volunteer leader Diane. The walking group is active in all four seasons! The weekly walking group explores the nearby community on foot for some low impact physical activity and social connection with other members. Walks range between 45 minutes to 1 hour in length. The weekly walks start and end at the Rothesay HIVE and members are encouraged to stay afterwards for tea or coffee.



## Tai Chi

Tai Chi lessons returned in May with a new instructor, André Thelosen. This non-competitive, self-paced practice that combines gentle physical exercise and stretching through continuous, flowing movements. The classes are held indoors or outdoors at the beautiful Wells Recreation Park. Thank you to Kindred Home Care for sponsoring this program.

# COMMUNITY CONNECTIONS

## File of Life

### “Saving Time – Saving Lives”

The File of Life is a free resource for all residents of the Kennebecasis Valley. This program benefits everyone as medical emergencies can happen at any time to anyone. The File of Life is placed on your fridge for first responders to have instant access to invaluable information that could help save critical time during an emergency.



Thanks to the support of the Kennebecasis Regional Police Force and the Kennebecasis Valley Fire Department for purchasing additional File of Life kits in 2025 to keep the program going. The File of Life packets can be picked up at the Rothesay HIVE.

*“The File for Life was so useful for the paramedics and emergency staff. My medications and past history were immediately available. So easy for my wife too. No repetition of the same questions to me. I hope you never need it, but it is so valuable if you do. Pick one up today!”*

– Shawn, Rothesay HIVE Member

## Community Events

The Rothesay HIVE had information booths the following community events in 2025:

- Rothesay's Canada Day Event
- Rothesay's Age-Friendly Wellness Fair
- Quispamsis' Community Fall Expo
- Quispamsis' Enjoy Life Expo for 50+



## Rothesay's Age-Friendly Wellness Fair




Rothesay hosted the second annual Rothesay Age-Friendly Community Wellness Fair on June 2<sup>nd</sup>, 2025 at Rothesay High School's Gymnasium. Attendees were able to take steps toward a better lifestyle by stopping by one of the 35+ information booths including a health check (Glucose Screening Test & Blood Pressure Test) thanks to Rothesay PharamaChoice and volunteer nurses. Sobeys Rothesay provide free health snacks and drinks for the event.

With over 300 participants coming to the Wellness Fair, it was a very successful event. Thank you to the sponsors, booths, Rothesay High School, and volunteers who made this community event happen. Thanks to the generosity of the many who attended, the raffle draw raised over \$425 for the Rothesay High School Adopt a Redhawk Program. Oldies 96 were on site to promote the event. Thank you to all the businesses and organizations who donated items for the amazing raffle baskets, we had enough to have three winners! Rothesay looks forward to bringing this amazing wellness focused event back to Rothesay in 2026!



## Garden Club

The Garden Club began in 2022 and runs from April until October each year. The Garden Club had seven members and had a plot at the Scribner Park Community Garden. The Garden Club members grew and delivered the following vegetables to the KV Food Basket this year:

-  Beans (20.75 pounds)
-  Carrots (40.5 pounds)
-  Tomatoes (115.9 pounds)
- Since 2022: Over 538 pounds of produce

A special thank you to the Garden Club's Worker Bee, Krisann, who volunteered her time to lead the Garden Club for the 3<sup>rd</sup> year. We are excited to have the Garden Club start up again in April 2026!



## SJNC: Future Engage

Future Engage is a program offered at the Rothesay HIVE by the Saint John Newcomers Centre. The program began in May 2022 and has continued ever since! Offering a different weekly activity on Thursdays from 10am - 12pm, including card games, chess competitions, digital literacy training, craft sessions, painting classes, historical trips, dance lessons, and much more. The program is free and open to everyone of all ages, newcomers, and locals! The program's objective is to connect youth with seniors in a flexible virtual or in-person environment where they can share each other's culture, learn skills from one another and socially connect. We look forward to having more Future Engage sessions in 2026.



## Kennebecasis Public Library: Summer Pop-Up Activities

During the Summer months, summer students from the Kennebecasis Public Library visited the Rothesay HIVE to host various activities (writing lessons, reading-aloud, or games), plus some fun extras like DIY kits (including knitting and crocheting) and books to browse.

## Imperial Theater: 50+ Dance Class Workshop

On September 22<sup>nd</sup>, 2025, the Imperial Theater collaborated with us to offer a free 50+ Dance Class with dance instructor, Heather Allen, at the Rothesay HIVE. The participants enjoyed the class and Heather's supportive approach. The class worked on building confidence, improving balance, and staying active, all while having fun in a relaxed and social atmosphere.



## Age-Friendly Advisory Committee

### Rothesay's Age-Friendly Advisory Committee Mandate

The Age-Friendly Advisory Committee's main purpose is to make the town of Rothesay a more Age-Friendly community. The Committee is responsible for advising Town Council on matters related to:

1. Recommendations to Council and other Town Committees with regard to opportunities and initiatives for the eight domains of an age-friendly community (outdoor spaces and buildings, transportation, housing, social participation, respect and social inclusion, civic participation and employment, communication and information, community support, and health services).
2. Promotion of the concept of age-friendliness and identifying opportunities for collaboration with community partners, including in the private, non-profit, and public sectors.
3. Re-assessment of the Age-Friendly Action Plan every three years to maintain the provincial Age Friendly designation.
4. Oversight of the Rothesay Hive Age Friendly Community Centre.
5. The establishment of working groups as deemed necessary by the Committee to fulfill its mandate.
6. Such other matters as may arise from time to time related to age-friendly activities in the community.

### Rothesay's Age-Friendly Community Action Plan 2025-2029

- **Rothesay Intergenerational Community Centre:** Development of a Rothesay Intergenerational Community Centre that will allow for the continued growth of age-friendly, older adult, and intergenerational programming, events, and services in Rothesay for years to come.
- **Seniors' Digital Literacy Skills:** Collaboration with Cyber Seniors to develop a technology learning program to improve seniors' digital literacy skills in the Kennebecasis Valley to ensure that older adults are not left behind in the digital age.
- **Accessibility Awareness & Information:** Improve accessibility awareness and information. Including installing signs for accessible parking spaces in Rothesay parking

lots, ensuring signage for accessible doorways is visible for visitors (example Town Hall entrance), and adding the extra accessible parking space at Rothesay Town Hall to meet the need for accessible parking spaces at this location.

- **Affordable & Accessible Housing:** Support the work of the Municipal Plan, Town Council, and Town Staff to increase the number of affordable and accessible housing options in Rothesay. Including, increasing awareness of the option to build secondary units on properties for multigenerational family living.
- **Age-Friendly Transportation:** Working with community organizations and services, the Age-Friendly Advisory Committee will continue to focus on helping facilitate a creative solution for age-friendly transportation in Rothesay. As well, as increase the awareness of current transportation services being offered.
- **Age-Friendly Communication:** Continue to enhance age-friendly communication to older adults via print, digital, and online, including, but not limited to the traditional bulletin boards located in Rothesay, social media posts, electronic and print newsletters, emails, phone, word of mouth, and other traditional media channels. Develop relationships with older adults in multi-unit buildings to share information within the units.

### Mindful Moments Video Series

Throughout the year, videos are posted to the Rothesay HIVE Facebook Group that discuss a mindfulness practice that can help older adults adjust to change, bring more mindfulness into their daily lives, and find ways to improve their mental health and wellbeing.

VIDEO TITLE	DATE POSTED	VIEWS
Thriving in 2025	January 27, 2025	893
Random Acts of Kindness	February 18, 2025	1.3K
International Day of Happiness	March 20, 2025	802
Canadian Poetry	April 29, 2025	669
Summer Outdoor Activities	July 28, 2025	1.2K
Combatting Ageism	October 9, 2025	887

# COMMUNICATIONS

## Print Communications

At the Rothesay HIVE, older adults can find information on many services and programs that will help them age-in-place. The bulletin board and pamphlet library offer information on a wide range of services accessible to them. Printed copies of *The Buzz* monthly newsletter and monthly activities calendar are available.

## Digital Communications

The monthly newsletter is sent by e-mail to community organizations, partners, older adults, and the Age-Friendly Advisory Committee to keep everyone informed about what age-friendly initiatives are happening in Rothesay, New Brunswick, and across Canada. The monthly activities calendar and registration are sent by e-mail to all members and participants. The Rothesay HIVE Facebook Group and Webpage are updated regularly with information on programs and activities. Information is also shared through the town of Rothesay's digital platforms.

## In the Community

Information about the Rothesay HIVE is posted on the town of Rothesay's electronic sign on Rothesay Road near the Bill McGuire Centre and on the bulletin boards located at East Riverside-Kingshurst Park, Rothesay HIVE, Rothesay Arena, and Rothesay Town Hall. Information about the Rothesay HIVE is also included in the R-Insider, which is the Rothesay e-newsletter. As well, we cannot underplay the importance of 'word of mouth'. The more people we have sharing information about the Rothesay HIVE with family, friends, neighbours, and community members the better! We often have members bringing their friends and family to the Rothesay HIVE and introducing them to our programs and activities.

## Types of Communications Used

- E-mails
- Phone Calls
- Webpage
- Facebook Group
- "The Buzz" Monthly Newsletter
- HIVE Monthly Activities Calendar
- HIVE Bulletin Board
- HIVE Pamphlet Library
- Rothesay Bulletin Boards
- Rothesay Electronic Sign
- Rothesay R-Insider
- Word of Mouth/Events

# GIVING THANKS

The success of 2025 is due to the amazing sponsors, community partners, instructors, and volunteers who make up the Rothesay HIVE. We look forward to the opportunity of working with them again in 2026.

## 2025 Sponsors

Thank you to our generous sponsor of the Rothesay HIVE Café: **Parkland in the Valley**. Their support directly helps keep our programming affordable for seniors on fixed incomes. With an ever-growing membership, the Rothesay HIVE Café is enjoyed by many members who come for various activities and contributes to our welcoming and warm environment.

Thank you to our generous sponsor of the Tai Chi classes: **Kindred Homecare**. Their support directly helps keep the Tai Chi classes free for participants to enjoy. With more than 55 participants taking part in 2025, this support has made a difference for older adults who are looking for a low impact physical activity that does not break the bank!

## 2025 Community Partners

Thank you to all the community partners who were part of the Rothesay HIVE in 2025! Your support and collaboration helped create a more age-friendly community here in Rothesay:

- Rothesay High School
- Rothesay Elementary School
- Touchstone Academy
- Kennebecasis Valley Fire Department
- Kennebecasis Regional Police Department
- Saint John Newcomers Centre
- Kennebecasis Public Library
- Imperial Theater

## 2025 Instructors & Volunteers

Thank you to our instructors and volunteers who run our programs. Without these dedicated people to lead the various activities, we would not be able to offer so many beneficial programs to older adults in the Kennebecasis Valley.

**Instructors:** Sharon Randell, Deby Siemens, Catt Ferguson, and André Thelosen.

**Volunteers:** Dianne O'Connor, Anne Hirtle, Krisann Spencer, Jennifer Doherty, Kerrie Luck, Sean Luck, and Winnie!



70 Hampton Road  
Rothesay, NB  
E2E 5L5 Canada

**Rothesay Council**  
**April 13, 2026**

**TO:** Mayor Grant and Members of Rothesay Council

**SUBMITTED BY:**

  
Brett McLean, P. Eng., CAO

**DATE:** April 8, 2026

**SUBJECT:** Purchase of Asphalt Roller – Public Works

---

### **RECOMMENDATION**

It is recommended that Rothesay Mayor and Council authorize the Director of Operations to issue a purchase order to Atlantic Coastal Equipment at a value of \$55,660 inclusive of HST for the purchase of an asphalt roller that is currently being rented by the Public Works Department.

### **ORIGIN**

The 2026 General Fund Capital Budget included a line item under “Equipment Purchases” for the purchase of this roller.

### **BACKGROUND**

The Town uses a compact asphalt roller for compaction of asphalt patching, gravel shouldering, and trench backfill. The department had a CAT Roller that turned out to be a “lemon”. On two occasions the engine quit and had to be rebuilt. There is a known and reoccurring issue with this particular model of roller with how the injection pumps connect to the engine that causes engine failures. Other municipalities including Quispamsis also had numerous issues with the same model roller and had to replace theirs with a different brand as well.

When the CAT roller quit working again in Summer of 2025, we reached out to equipment suppliers for quotes for a new roller.

The quotes were as follows:


Vendor (brand)	Price (Excl. HST)
Brandt Equipment (HAMM)	\$64,000
Atlantic Coastal Equipment (Wacker Neuson)	\$64,900
SMS Equipment (BOMAG)	\$65,900

The cost to outright purchase a roller was not carried in the 2025 General Fund Capital Budget, and there were not sufficient funds elsewhere in the capital or operating budgets to make the purchase. The department needed a roller immediately to be able to resume patching operations, so we went back to all three suppliers to ask if they would be able to engage in a “rent-to-own” arrangement so that the department could have a roller and resume patching/compaction work immediately, but also be able to pay off the principal cost of owning a new roller so as not to waste money in rentals. Of the above three suppliers, only Atlantic Coastal Equipment would engage in such a payment plan. To date, \$16,500 has been paid to rent this roller, which when subtracted from the principal \$64,900 purchase price, **yields a remaining purchase price of \$48,400 +HST.**

**FINANCIAL IMPLICATIONS**

The anticipated cost to the Town including the rebated HST will be **\$50,475.39**, as itemized below. The 2026 General Fund Capital budget included \$680,000 for fleet purchases. The budgeted amount for the purchase was **\$57,254.11**, and the current total cost of \$50,475.39 yields a positive variance of \$6,778.72.

Vendor	Price (HST excl)	Price (Incl. 15% HST)	Price (Incl. rebated 4.288% HST)	Budget	Variance
<b>Atlantic Coastal Equipment</b>	\$48,400	\$55,660.00	<b>\$50,475.39</b>	<b>\$57,254.11</b>	<b>\$6,778.72</b>

Report Prepared by:   
Tim Colwell, P. Eng., Director of Operations

Report Reviewed by:   
Doug MacDonald, Treasurer


*A copy of this report can be obtained by contacting the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).*



70 Hampton Road  
Rothesay, NB  
E2E 5L5 Canada

**Rothesay Council**  
**April 13, 2026**

**TO:** Mayor Grant and Members of Rothesay Council

**SUBMITTED BY:**   
Brett McLean, P. Eng., CAO

**DATE:** April 8, 2026

**SUBJECT:** Rothesay Road Sewer Shed Study

---

### **RECOMMENDATION**

It is recommended that the proposal submitted by Englobe Corp. in the amount of \$40,000 plus HST to perform a capacity study of the sanitary sewer shed along the Rothesay Road corridor from Kennebecasis Park to the Fairvale lagoon.

### **ORIGIN**

The 2026 Utility Fund Capital Budget included funding for the engagement of an engineering consultant to perform this study.

### **BACKGROUND**

When the new Fairvale Wastewater Treatment Facility (WWTF) comes online, sanitary sewer flows that originally would have gone to the Kennebecasis Park and Renforth sewage lagoons will be diverted to the new treatment facility. There already exists a combination of gravity sewers, lift stations, and force mains to convey flow from K Park to the Fairvale lagoon. Lift Stations at K-Park lagoon, James Renforth Drive, East Riverside Park, and Tennis Court Road, along with 2 km of force main were all built over the past decade for the purpose of redirecting flows to the new Wastewater Treatment Plant at the Fairvale site. Currently around 15% of flows from K-Park and Renforth Lagoons are directed through the Rothesay Road system to the Fairvale Lagoon in order to keep the mechanical parts and pipelines from sitting idle.

Once the new WWTF comes online, flows from K-park and Renforth will be fully switched over to go to Fairvale. While we know that the lift stations and force mains are appropriately sized there are some known bottlenecks in the system in some of the older gravity sewer sections of the sewer shed. In addition, since the predesign study was performed in 2015, the Hillside Secondary Plan was approved. We need to ensure that the existing gravity sewer system can handle the increased flows for the growth that is expected to be added to the system.

The deliverables of this study are:

- A computerized model of the sewer network from K-Park to Fairvale Lagoon, with expected growth modelled into the system;
- Fine tuning of the set points of the lift stations along the corridor; and
- A report outlining the results of the model, reporting of areas of concern with respect to capacity, and recommendations for improvements.

**DISCUSSION**


The study is being sole-sourced to Englobe solely because they have done two other related studies on the sewer system: The Wastewater Treatment Facility Predesign Study in 2015, and the Inflow and Infiltration Study performed in 2020. Englobe already has a deep understanding of the system, much of the necessary background information, and have done many of the hydraulic calculations back in 2015 in planning the five lift stations and force main work that were built since then. If we were to hire another consultant there would be a significant field work and reconnaissance cost added to the project.

**FINANCIAL IMPLICATIONS**

The total cost to the Town including the rebated HST will be **\$41,715.20**. The 2026 Utility Fund Capital Budget contained a \$50,000 line item that was intended for this project. The engineering work will be under budget by **\$8,284.80**.

Vendor	Price (HST excl)	Price (Incl. 15% HST)	Price (Incl. rebated 4.288% HST)	Budget	Variance
<b>Englobe Corp.</b>	\$40,000	\$46,000	<b>\$41,715.20</b>	<b>\$50,000</b>	<b>\$8,284.80</b>

Report Prepared by:   
Tim Colwell, P. Eng., Director of Operations

Report Reviewed by:   
Doug MacDonald, Treasurer

*A copy of this report can be obtained by contacting the Rothsay Town Clerk, 70 Hampton Road, Rothsay, NB E2E 5L5 (506-848-6664).*




70 Hampton Road  
Rothesay, NB  
E2E 5L5 Canada

**Rothesay Council**  
**April 13, 2026**

**TO:** Mayor Grant and Members of Rothesay Council

**SUBMITTED BY:**

  
Brett McLean, P. Eng., CAO

**DATE:** April 8, 2026

**SUBJECT:** Engineering Design Services  
W-2026-006 New Well House and Raw Water Transmission Mains

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### **RECOMMENDATION**

It is recommended that the proposal submitted by CBCL Limited in the amount of \$128,500 plus applicable HST for the detailed design of 'W-2026-006 New Well House and Raw Water Transmission Mains', be accepted, and further that the Mayor and Town Clerk be authorized to execute the appropriate documentation in that regard.

### **ORIGIN**

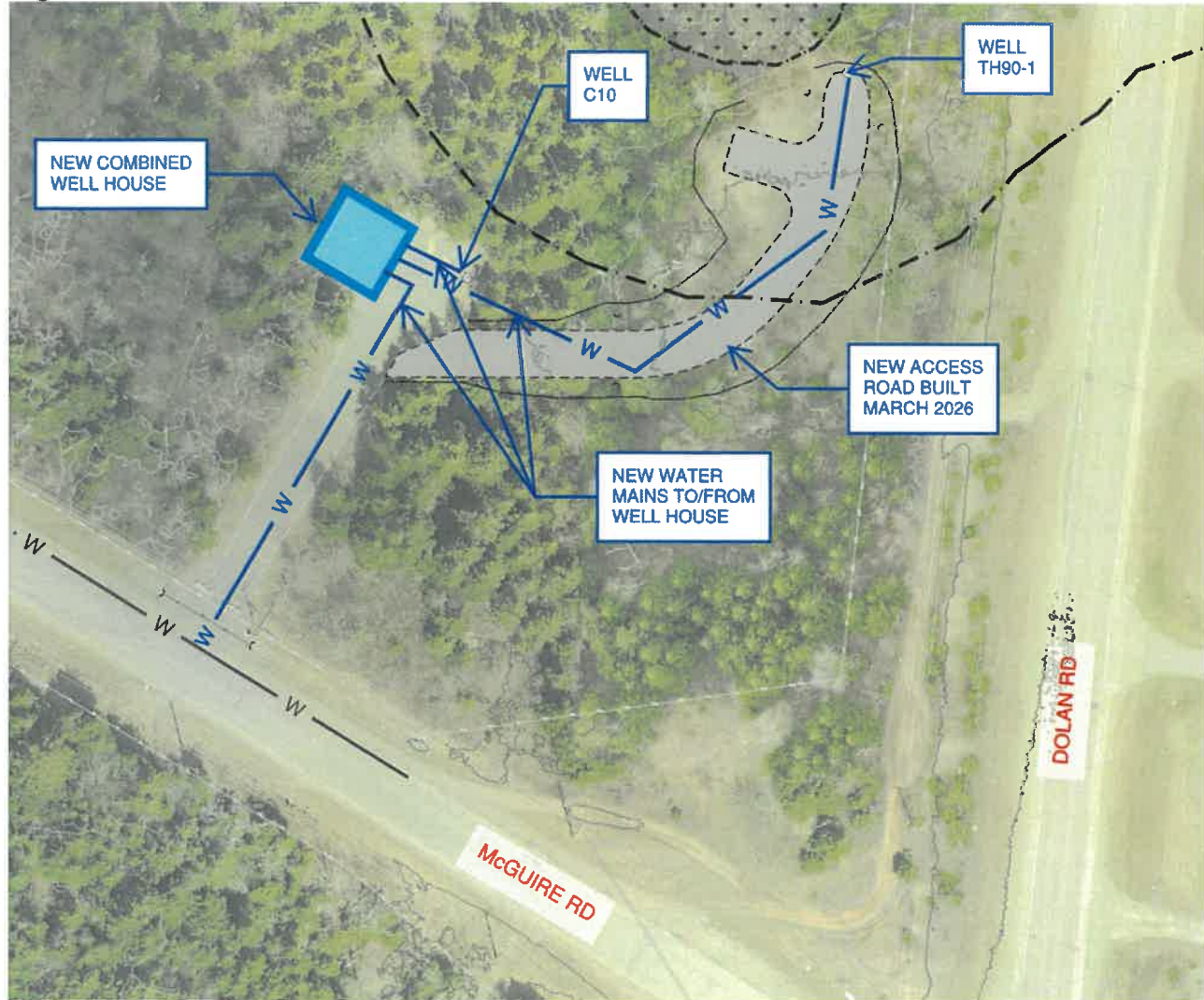
The 2026 Utility Fund Capital Budget includes funding for the engagement of an engineering consultant to design a new multi-well control building complete with raw water transmission mains.

### **BACKGROUND**

The water utility is aggressively seeking new sources to add to the water supply. Two wells located at 4 McGuire Road are anticipated to be added to the Town's water supply in 2027. A well control building, as well as water mains to and from the building need to be constructed in order to start using these wells. The control building will consist of controls for the well pumps, propane generator set for backup power, flow monitoring electronics and SCADA communications necessary to operate and control the wells. The well house will contain raw

water inlets for the two wells, as well as room for a spare inlet should another viable well be determined nearby in the future. A schematic drawing showing the scope of work may be found in Figure 1 below:

Figure 1



The typical past application of well control buildings in the well field saw individual small buildings installed over each well. The common well control building will provide an opportunity to save on mechanical equipment, electronics, and other building facets. For example, where there is only one building, only one foundation has to be excavated and poured, only one SCADA control panel and antenna need to be installed and integrated into the system, and only one power service entrance will need to be arranged with NB Power.

It is anticipated that the project will be designed and tendered in November of 2026, and the tendered amount will be carried forward in the Utility's Capital Budget for construction in 2027.

Construction Management is not included in the contract for this year as construction will not take place until 2027.

**DISCUSSION**

A comprehensive Request for Proposal (RFP) call outlining the required scope of engineering services was drafted by Town staff and posted on the New Brunswick Opportunities Network (NBON) on March 11, 2026.

In response to the RFP call, two (2) compliant submissions were received from consulting engineering firms on April 7, 2026. Proposals were submitted by the following firms:

- Dillon Consulting Ltd, and
- CBCL Limited.

The proposals were submitted in sealed envelopes with the Technical and Financial Proposals being submitted under separate cover. The financial proposals were not opened until the review of technical proposals was completed.

The Technical Review Committee, consisting of Director of Operations Tim Colwell and CAO Brett McLean, reviewed and ranked the Technical Proposals based on technical merit. Once this was complete, the Financial Proposals were opened and ranked based on lowest to highest price.

The scores from the Technical and Financial Proposals were added together with the result being a highest ranked proposal for recommendation for award. The proposal from CBCL Limited ranked highest overall, and was the only proposal meeting the full scope of work requested in the RFP. The submission from CBCL Limited met the requirements of the proposal call, in a manner acceptable to the committee.

**FINANCIAL IMPLICATIONS**

The total cost to the Town including the rebated HST will be **\$134,010.08**. The 2026 Utility Fund Capital Budget contained a \$104,288 line item that was intended for this project. The engineering work will be over budget by \$29,722.08.

Vendor	Price (HST excl)	Price (Incl. 15% HST)	Price (Incl. rebated 4.288% HST)	Budget	Variance
<b>CBCL Limited</b>	\$128,500	\$147,775	<b>\$134,010.08</b>	<b>\$104,288</b>	<b>(\$29,722.08)</b>

While this project will be overbudget, we had a number of projects this year come in underbudget. Actual costs versus budgeted amounts for all projects are closely tracked as the year progresses and we remain confident that the overall capital budget for the water and sewer utility will remain on budget at the end of the year.



Report Prepared by: Tim Colwell, P. Eng., Director of Operations



Report Reviewed by: Doug MacDonald, Treasurer


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70 Hampton Road  
Rothesay, NB  
E2E 5L5 Canada

**Rothesay Council (Open Session)**  
**April 13, 2026**

**TO:** Mayor Grant and Members of Rothesay Council

**SUBMITTED BY:**   
Brett McLean, CAO

**DATE:** April 8, 2026

**SUBJECT:** Transfer of Closed Portions of Salmon Crescent and Clark Road

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**RECOMMENDATION**

That Rothesay transfer the portions of stopped up and closed Public Street right-of-way of Salmon Crescent and Clark Road to the adjacent landowners of PID 00241745 and PID 00242255, and that the Mayor and Town Clerk be authorized to execute any documents necessary to effect the transfer.

**ORIGIN**

On December 9, 2024, Rothesay Council gave Third Reading to By-Law 3-24 Stopping Up and Closing Permanently Portions of Salmon Crescent and Clark Road.

Although the necessary process to stop up and close the Public Road right-of-way was completed, a resolution is required for the transfer of the closed portions of roadway to the adjacent landowners.

**BACKGROUND**

The right-of-way limits for Clark Road and Salmon Crescent have historically encroached on the two adjacent residential properties (PID 00241745 and PID 00242255). Portions of Clark Road and Salmon Crescent immediately adjacent to the two affected residential properties underwent an extensive capital infrastructure upgrade in 2024.

This upgrade maximized the extent of the roadway, sidewalk, guiderail and signage, and as such the additional right-of-way that was closed in 2024 had no further benefit to the Town. The intent was to transfer these closed portions of right-of-way, shown below, to the owners of the two adjacent residential properties.



**Figure 1. Closed Portions of Public Street Right-of-way**

Although, Third Reading was given to the by-law to stop up and close portions of the Public Street right-of-way, a resolution to transfer the closed portions of street to the adjacent landowners was not enacted by Rothesay Council. This is required to complete the transfer

Staff recommend adopting a resolution to transfer these parcels of land to the adjacent property owners.

### **CONCLUSION**

Staff recommend the transfer of the lands to the adjacent landowners.

### **FINANCIAL IMPLICATIONS**

As with the survey costs to date, the Town will be responsible for legal costs associated with the transfer.

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Report Prepared by: Mark Reade, P.Eng., RPP, MCIP, Director Planning and Development Services

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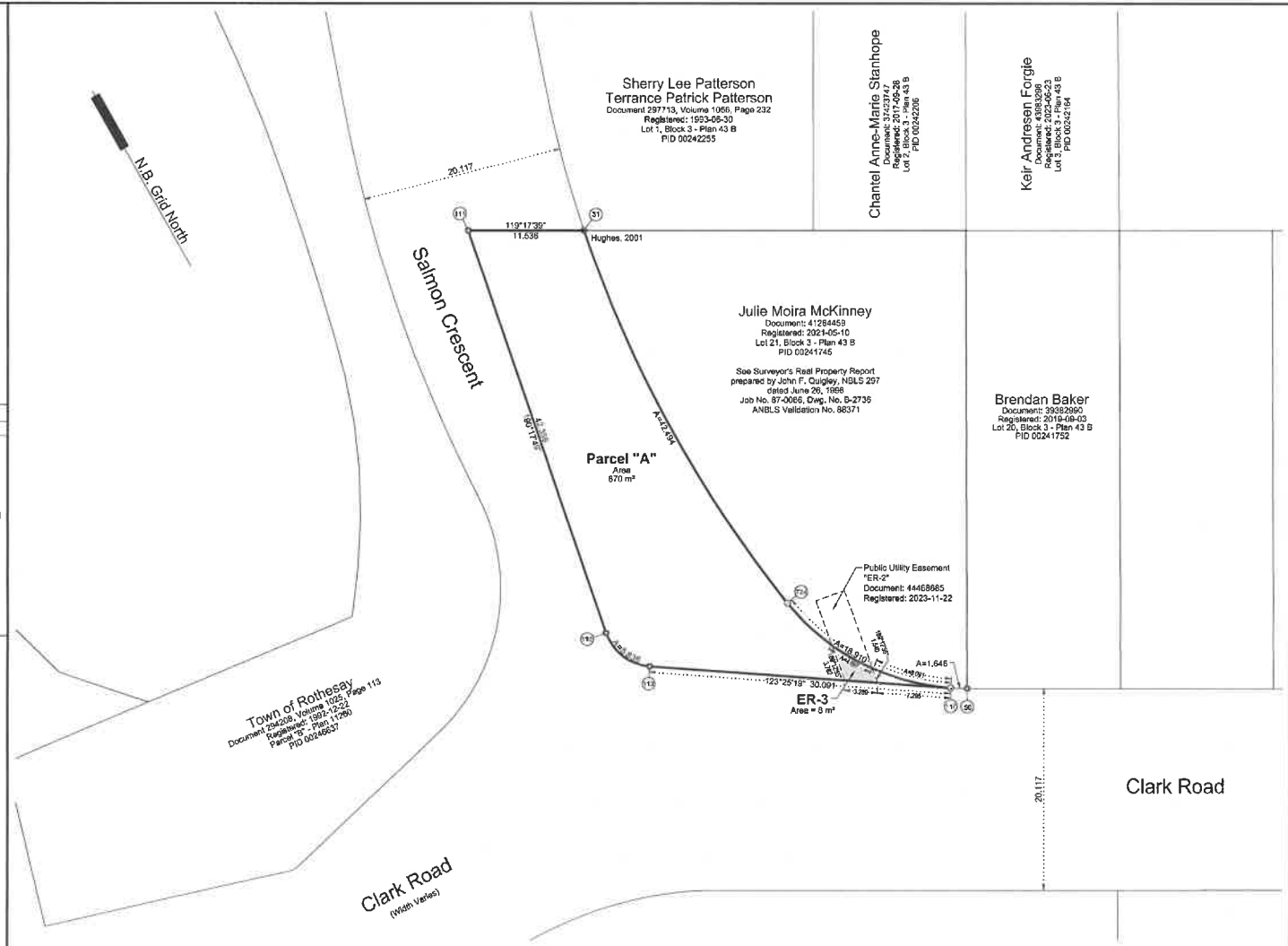
**ATTACHMENTS**

Plans of Survey (2)

Approvals

Point	Easting	Northing	Remarks
31	2539609.709	7377831.688	SMP
50	2539620.763	7377873.157	SMS @ IPF
111	2539798.646	7377837.532	SMS
112	2539792.077	7377895.655	SMS
113	2539794.243	7377890.588	SMS
117	2539819.358	7377874.014	CALC
118	2539798.267	7377894.761	Radius Point
724	2539609.316	7377880.417	ANLS Val. 88371
726	2539627.634	7377809.457	Radius Point
728	2539632.065	7377893.269	Radius Point
20713	2539706.997	7377860.748	NBCM
28156	2534232.673	7362095.001	NBCM

**Title Data**  
 Public Street, Salmon Crescent (former Brook Drive)  
 Owner: Town of Rothesay  
 Voted by Plan 43 B  
 Registered: 1914-07-17



**Curve Data Table**

Point	Point	Arc	Chord	Chord Azimuth	Radius	Radius Point
31	724	42.494	42.273	160°31'49"	120.001	728
112	113	5.838	5.810	166°51'34"	5.000	118
117	50	1.646	1.648	121°22'41"	23.070	728
724	117	18.910	18.365	148°54'14"	23.070	728



**Key Plan** Scale = 1:25,000

**Legend**

- SMP - Standard survey marker found
- SMS - Standard survey marker set
- RIBF - Round iron bar found
- IPF - Square iron bar found
- IPF - Iron pipe found
- CALC - Calculated point
- ▲ NBCM - N.B. Co-ordinate Monument
- ⊕ - Tabulated co-ordinate reference

Land dealt with by this plan are bounded thus

**Notes**

- All computations performed and coordinates shown are based on the New Brunswick stereographic double projection and the NAD83(CSRS) ellipsoid as realized by Service New Brunswick's Active Control System.
- All distances shown are in metres and are grid distances calculated using a combined scale factor utilizing geoid model CGG2013a.
- All directions are New Brunswick grid azimuths established using GNSS.
- Document and plan numbers referred to are those of the land titles or county registry office.
- Certification is not made as to legal title, being the domain of a lawyer, nor to the zoning & setback bylaws or regulations, being the domain of a Development Officer.
- Certification is not made as to covenants set out in (as documented) and the location of any underground services and/or fixtures permanent or otherwise.
- Peripheral information and adjacent owner information was derived from Service New Brunswick records unless otherwise noted.
- Field survey was completed in December, 2023.
- Survey markers not set at road deflections to avoid landowner confusion.

**Purpose of Plan**

- To delineate Parcel "A" for the purpose of Stopping-Up and Closing.
- To delineate parcel (ER-3) required for Public Utility Easement.

Plan of Survey  
 Showing Parcel "A"  
 A Portion of  
**Salmon Crescent**  
 To Be Stopped-Up and Closed  
 Town of Rothesay  
 Parish of Rothesay  
 Kings County, NB

Scale = 1:200

**DON - MORE**  
 SURVEYS &  
 ENGINEERING LTD.

Joseph A. Roberts  
 No. 229943  
 AA-CN-B

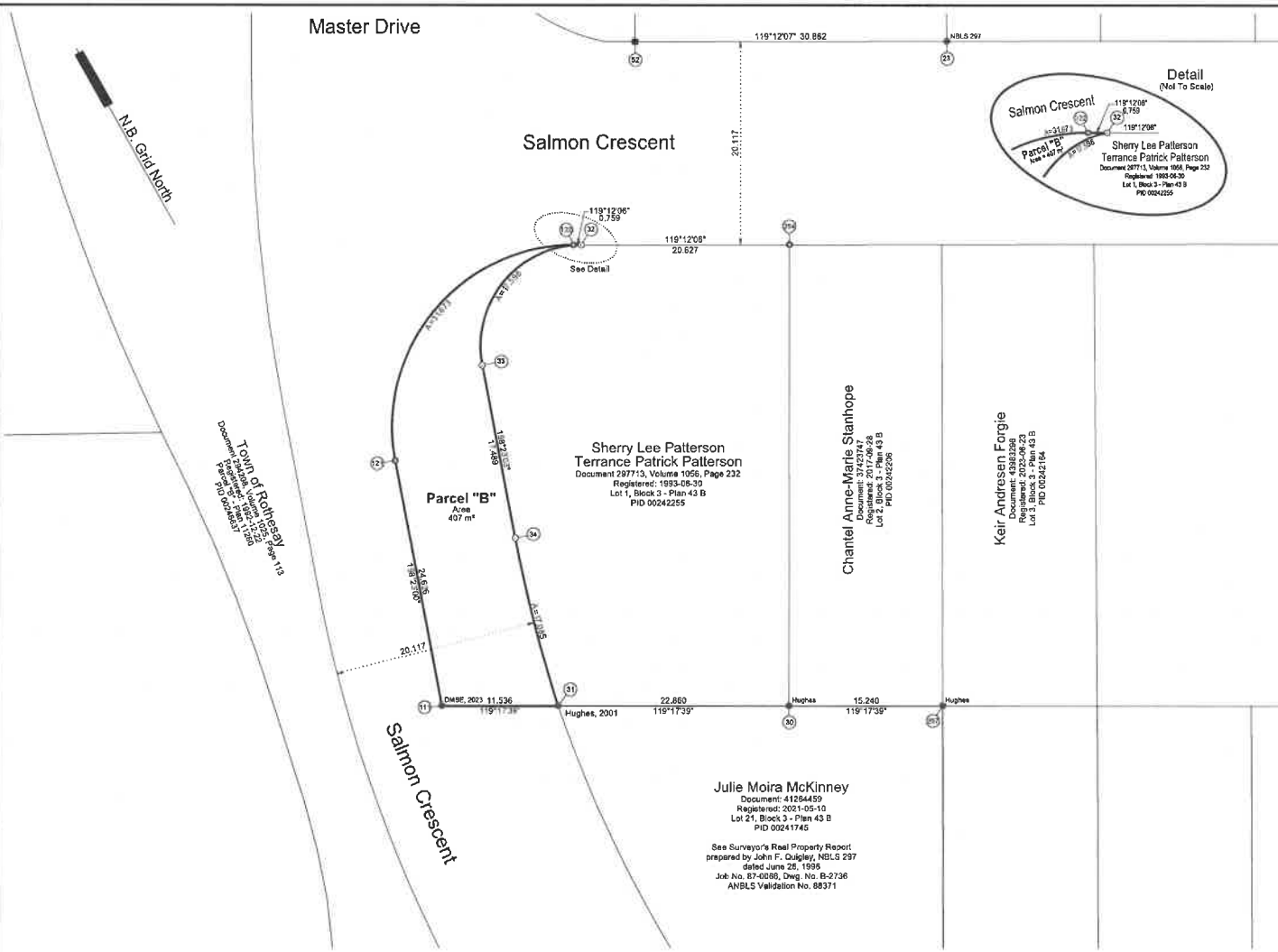
Date: 20 December 2023  
 JOSEPH A. ROBERTS, NLS14403  
 Dwg: 23372SP-2

Approvals

Point	Easting	Northing	Remarks
23	2533975.357	7377970.283	SMF
30	2533929.546	7377920.502	SMF
31	2533909.709	7377951.698	SMF
32	2533933.841	7377970.366	CALC
33	2533819.572	7377964.791	CALC
34	2533851.4056	7377948.195	CALC
52	2533948.417	7377955.321	IBF
111	2539789.649	7377937.332	SMF
121	2639807.416	7377960.701	SMF
122	2533933.276	7377970.736	SMS
131	2533932.496	7377955.024	Radius Point
254	2533955.146	7377960.302	SMS
257	2533942.838	7377913.045	SMF
725	2533929.882	7377961.537	Radius Point
726	2533927.634	7377959.457	Radius Point
20713	2539709.997	7377980.746	NBCM
28156	2534232.675	7382095.001	NBCM

**NB Grid Coordinate Values**

Public Street, Salmon Crescent (formerly Brook Drive)  
 Owner: Town of Rothesay  
 Vested by Plan 43 B  
 Registered: 1914-07-17



**Curve Data Table**

Point	Point	Arm	Chord	Chord Azimuth	Radius	Radius Point
33	32	17.596	15.412	68°47'40"	10.000	725
34	31	17.086	17.070	194°45'15"	120.002	726
121	122	31.673	27.742	68°47'35"	18.000	131



- Key Plan** Scale = 1:25,000
- Legend**
- SMF - Standard survey marker found
  - SMS - Standard survey marker set
  - RIBF - Round iron bar found
  - SIBF - Square iron bar found
  - IPI - Iron pipe found
  - CALC - Calculated point
  - NBCM - N.B. Co-ordinate Monument
  - Tabled co-ordinate reference
- Lands dealt with by this plan are bounded thus

- Notes**
- All computations performed and coordinates shown are based on the New Brunswick stereographic double projection and the NAD83(CGCRS) ellipsoid as realized by Service New Brunswick's Active Control System.
  - All distances shown are in metres and are grid distances calculated using a combined scale factor utilizing geoid model CGG2013a.
  - All directions are New Brunswick grid azimuths established using GNSS.
  - Document and plan numbers referred to are those of the land titles or county registry office.
  - Certification is not made as to legal title, being the domain of a lawyer, nor to the zoning & setback bylaws or regulations, being the domain of a Development Officer.
  - Certification is not made as to covenants set out in the document(s) and the location of any underground services and/or features, gasmain or otherwise.
  - Peripherical information and adjacent owner information was derived from Service New Brunswick records unless otherwise noted.
  - Field survey was completed in March, 2024.
  - Survey markers not set at road deflections to avoid landowner confusion.

**Purpose of Plan**

- To delineate Parcel "B" for the purpose of Stepping-Up and Closing.

Plan of Survey  
 Showing Parcel "B"  
 A Portion of  
**Salmon Crescent**  
 To Be Stopped-Up and Closed  
 Town of Rothesay  
 Parish of Rothesay  
 Kings County, NB



Date: 04 March 2024  
 JOSEPH A. ROBERTS, N.B.L.S.#A03  
 Dwg: 23372SP-3



70 Hampton Road  
Rothesay, NB  
E2E 5L5 Canada

**Rothesay Council**  
**April 13, 2026**

**TO:** Mayor Grant and Members of Rothesay Council

**SUBMITTED BY:**

Brett McLean, CAO

**DATE:** April 9, 2026

**SUBJECT:** Sagamore Point – Lagoon Infill Material

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### **RECOMMENDATION**

It is recommended that Rothesay Mayor and Council accept the proposal submitted by Galbraith Construction Ltd. in the amount of \$1,275,000 plus HST, for the supply of infill material for the Sagamore Point Lagoon Cell #1, based on estimated quantities, and further that the CAO be authorized to issue a Purchase Order in that regard.

### **DISCUSSION**

As Council is well aware, there have been a number of challenges with the commencement of the Wastewater Treatment Plant project to be built at Sagamore Point. The budget was fixed at \$32M almost two years ago and then the regulatory process began.

As of early December, from a regulatory standpoint, the project was finally in a position to begin. However, the initial construction activity of “flipping” active sanitary sewer flow from Cell #1 to Cell # 2 such that Cell #1 could be infilled to provide a foundation for the new plant, could not take place until modifications to Cell #2 had been made. Those modifications could not be made with ice in Cell #2, hence another delay. The modification work in Cell #2 is now underway and, staff are pleased to report, is almost complete.

In preparation for the “flipping” of active flow and the subsequent infill of Cell #1, importing of rock fill to the site has commenced to avoid lost time due to spring weight restrictions. The estimated quantity of material is in the range of 100,000 metric tonnes. It will take considerably more time to truck that quantity of material to the site than it will to infill Cell #1 on the site, hence the stockpiling activity currently underway.

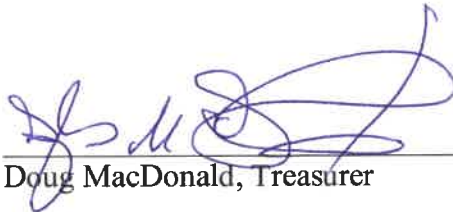
### FINANCIAL IMPLICATIONS

In response to the proposal call, two (2) compliant submissions were received from local quarry firms on February 9, 2026. Proposals were received from the following firms:

Galbraith Construction Ltd., Saint John, NB	\$1,275,00 plus HST
Debly Enterprises Ltd., Saint John, NB	\$1,325,000 plus HST

The cost of the rockfill will form part of the overall \$32,000,000 project cost.

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Report Reviewed by: Doug MacDonald, Treasurer

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