

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 13th, 2021



ROTHESAY
COUNCIL MEETING
Town Hall Common Room
Monday, August 10, 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

13 July 2026

5. DECLARATION OF CONFLICT OF INTEREST

6. OPENING REMARKS OF COUNCIL

7. DELEGATIONS

N/A

8. CONSENT AGENDA

8.1 24 July 2026 Invitation to A&W "Burgers to Beat MS" Day (August 20th)

8.2 24 July 2026 Rothesay Yacht Club Regatta Proclamation request

9. CONSIDERATION OF ISSUES SEPARATED FROM CONSENT AGENDA

10. CORRESPONDENCE FOR ACTION

10.1 16 July 2026 Email from resident RE: Concerns regarding e-bike and e-scooter safety and enforcement

Refer to the Works and Utilities Committee

10.2 16 July 2026 Email from resident RE: Peters Lane and Almon Lane

21 July 2026 Email from resident

Refer to the Works and Utilities Committee

10.3 23 July 2026 Fundy Soccer Association donation request

Refer to the Finance Committee

10.4 4 August 2026 Letter from Rothesay Hive member RE: Rothesay Hive

Refer to the Age Friendly Advisory Committee

11. REPORTS

11.0 August 2026 **Report from Closed Session**

11.1 23 April 2026 Fundy Regional Service Commission (FRSC) Board meeting minutes

25 June 2026 FRSC Board meeting minutes

11.2 30 June 2026 Draft unaudited Rothesay General Fund Financial Statements

30 June 2026 Draft unaudited Rothesay Utility Fund Financial Statements

30 June 2026 Donation Summary

ROTHESAY

Regular Council Meeting

Agenda

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10 August 2026

- 23 July 2026 Draft Finance Committee meeting minutes
 - Shining Horizons
 - Sky Athletics – All-Star Cheerleading Booster Club
 - KV Old Boys – Country & Western Show
 - Fiona Boyd – Coady Institute Feminist Leadership Workshop in Nepal
 - Signing Authority
 - Lagoon Desludging – Sagamore Point
 - Dobbin Street Completion
- 11.3 31 July 2026 Draft Parks and Recreation Committee Update
- 11.4 22 July 2026 Draft Works and Utilities Committee meeting minutes
 - Highland Avenue/Hampton Road signal request
 - Intersection at Hampton Road, Gondola Point Road, and Rothesay Road
 - Islay Drive Road Conditions
- 11.5 4 August 2026 Draft Planning Advisory Committee meeting minutes
 - 37 Chapel Road – Rezoning to R3
 - Sagamore Heights – Rezoning to R2
 - 9 Clark Road - Rezoning to R2
 - 88 Hampton Road – Rezoning to Central Commercial (CC)
- 11.6 July 2026 Monthly Building Permit Report

12. UNFINISHED BUSINESS

TABLED ITEMS**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*

13. NEW BUSINESS**13.1 Provincial Municipal Highway Partnership (PMHP) Program 2028-2030**

5 August 2026 Report prepared by DO Colwell
 2028-2030 PMHP Program

13.2 Well TH90-1 Final Hydrogeological Assessment and EIA Approval Report

5 August 2026 Report prepared by DO Colwell

13.3 Sagamore Point – Lagoon Infill

5 August 2026 Report prepared by CAO McLean

13.4 Encroachment Agreement - 38 Elizabeth Parkway

5 August 2026 Memorandum from DPDS Reade
 DRAFT Encroachment Agreement

ROTHESAY

Regular Council Meeting

Agenda

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10 August 2026

13.5 Encroachment Agreement - 67 Elizabeth Parkway

5 August 2026

Memorandum from DPDS Reade

DRAFT

Encroachment Agreement

13.6 Community Survey

6 August 2026

Memorandum from Communications Coordinator McLaughlin

2026

Rothsay Community Survey

13.7 Assumption Life – MAC – Goguen Champlain Community Fund Application

4 August 2026

Memorandum from K. Flood

21 July 2026

RICC Community Walking Track Wellness Initiative application

14. NEXT MEETING

Regular meeting

Monday, September 14, 2026 at 7:00 p.m.

15. ADJOURNMENT

Liz Hazlett

From: Liz Hazlett
Sent: Friday, July 24, 2026 2:00 PM
To: Liz Hazlett
Subject: FW: Formal Invitation – A&W Burgers to Beat MS Day on August 20

From: A&W Rothesay <awrothesay@elmwoodgroups.com>
Sent: July 24, 2026 12:21 PM
To: Alex Holder <alexholder@rothesay.ca>; Keri Flood <keriflood@rothesay.ca>; Matthew Alexander <matthewalexander@rothesay.ca>; Tiffany Mackay French <tiffanymackayfrench@rothesay.ca>
Subject: Formal Invitation – A&W Burgers to Beat MS Day on August 20

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Mayor, Deputy Mayor, and Members of Council,

On behalf of A&W Rothesay, I am pleased to formally invite you to support our annual **Burgers to Beat MS Day** on Thursday, August 20, 2026.

The fundraising event will take place throughout the day, and we would be honoured to welcome you and your fellow Council members for lunch between **11:00 a.m. and 2:00 p.m.** Your presence would help raise awareness, encourage community participation, and strengthen our fundraising efforts for people living with multiple sclerosis.

On August 20, A&W restaurants across Canada will donate **\$2 from every Teen Burger®** sold through dine-in, takeout, and drive-thru orders to MS Canada.

Canada has one of the highest rates of MS in the world. Approximately 12 Canadians are diagnosed every day, and more than 90,000 Canadians are living with this unpredictable neurological disease. MS Canada provides essential programs and services to people living with MS and their families while funding important research toward better treatments, prevention, and ultimately a cure.

We would be grateful to have the Mayor, Deputy Mayor, and members of Council join us for lunch, connect with members of the community, and help bring greater attention to this important cause.

Event details:

Date: Thursday, August 20, 2026

Event: All day

Suggested lunch visit: 11:00 a.m.–2:00 p.m.

Location: A&W Rothesay

167 Hampton Road, Rothesay, NB

Please let us know who may be able to attend and your approximate arrival time. We look forward to welcoming you and working together to make this year's Burgers to Beat MS campaign a great success.

Warm regards,
Mohit Chugh
Director of Operations
A&W Restaurants

Liz Hazlett

From: Liz Hazlett
Sent: Tuesday, August 4, 2026 8:12 AM
To: Liz Hazlett
Subject: FW: Rothesay Yacht Club Regatta Proclamation Request

-----Original Message-----

From:
Sent: July 24, 2026 3:33 PM
To: Rothesay Info <rothesay@rothesay.ca>
Subject: Fwd: Rothesay Yacht Club Regatta Proclamation Request

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Learn why

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From:
Date: July 24, 2026 at 3:20:01 PM ADT
Cc:
Subject: Rothesay Yacht Club Regatta Proclamation Request

July 23, 2026

His Worship the Mayor and Members of Council

Town of Rothesay

c/o Town Clerk

70 Hampton Road

Rothesay, New Brunswick E2E 5L5

Dear Mayor Alexander and Members of Council:

Re: Rothesay Yacht Club Circuit Regatta and District 1 ILCA Championships — August 8 and 9, 2026

On Saturday, August 8 and Sunday, August 9, 2026, the Rothesay Yacht Club will host its annual Circuit Regatta together with the District 1 ILCA Championships on the waters of the Kennebecasis River. We are writing to bring the event to Council's attention and to ask Council's assistance in marking it.

The Circuit Regatta draws young sailors from New Brunswick, Prince Edward Island and Nova Scotia racing in the 420, Optimist and 29er classes. Sailing alongside them will be the District 1 ILCA Championships. The ILCA — formerly known as the Laser — is one of the most competitive one-design classes in the world and an Olympic sailing class. Together the two events are expected to bring competitors and their families from across Eastern Canada, including Quebec and Ontario, to Rothesay for the weekend.

For a community whose history and character are so closely tied to the Kennebecasis, an event of this calibre is a welcome occasion. It brings visitors to our restaurants and accommodations, it showcases Rothesay as a premier sailing destination, and it puts a great many young people on the water in front of their families and their neighbours.

We enclose two documents for Council's consideration:

1. A news release describing the event, provided for Council's information; and

2. A draft Proclamation, which we respectfully ask that Council consider adopting and that His Worship the Mayor read at a meeting of Council in advance of the regatta.

We appreciate that the form and wording of any proclamation are entirely matters for Council, and the draft is offered simply as a starting point. We would of course be pleased to see it amended in any way Council sees fit.

A representative of the Club would be glad to attend a meeting of Council to speak briefly to the event, should that be of assistance. We would also be delighted to welcome the Mayor and any member of Council to the Club over the regatta weekend, and would be honoured if the Mayor would consent to present the trophies at the conclusion of racing on the Sunday.

We recognize that Council's agenda is set some time in advance and that the calendar between now and August 8 is a short one. If it would assist, we are happy to work with the Clerk on timing, or to have the Proclamation issued by the Mayor's office if that is the more practical course.

Thank you for your consideration. We would be pleased to provide any further information Council may require.

Yours very truly,

ROTHESAY YACHT CLUB

Per: David Well, Regatta Committee Chair

Encl. News release; draft Proclamation

FOR IMMEDIATE RELEASE

Rothesay Yacht Club to Host 2026 Regatta Featuring District 1 ILCA Championships

ROTHESAY, NB— The Rothesay Yacht Club will welcome top sailors from across Eastern Canada this August as it hosts the District 1 ILCA Championships alongside its annual Circuit Regatta, taking place Saturday, August 8 and Sunday, August 9, 2026.

This year's event combines two major competitions on the water. The Circuit Regatta, an annual event hosted

by the Rothesay Yacht Club, will bring together sailors from NB, PEI and NS racing 420s, Optimists, and 29ers. Racing simultaneously alongside the Circuit Regatta will be the District 1 ILCA Championships. ILCA — formerly known as Laser — is a one-design sailboat class recognized as one of the most competitive in the world and is also an Olympic sailing class.

Together, the two events are expected to draw competitors from across Eastern Canada, including Quebec and Ontario, further showcasing Rothesay as a premier sailing destination.

Dates: Saturday, August 8 – Sunday, August 9, 2026

Times: Racing runs approximately 10:00 a.m. to 3:00 p.m. each day, with multiple races taking place each day

Members of the public are welcome to watch the racing from several vantage points, including along Rothesay Road, the Renforth Wharf, or from the Rothesay Yacht Club itself.

The Rothesay Yacht Club hosts this Circuit Regatta annually, welcoming sailors of all levels to compete on the Kennebecasis River.

Contact Information

David Wells

2026 RYC Regatta Committee Chair

Rothesay Yacht Club

506-653-0381

TOWN OF ROTHESAY

PROCLAMATION

WHEREAS the Rothesay Yacht Club intends to host a Voile NB Sail Circuit Regatta, together with the District 1 ILCA Championships, on Saturday, August 8 and Sunday, August 9, 2026, on the waters of the Kennebecasis River; and

WHEREAS the Circuit Regatta brings together young sailors from New Brunswick, Prince Edward Island and Nova Scotia to compete in the 420, Optimist and 29er classes; and

WHEREAS the District 1 ILCA Championships will be contested alongside the Circuit Regatta, the ILCA — formerly known as the Laser — being among the most competitive one-design classes in the world and an Olympic sailing class; and

WHEREAS these events are expected to draw competitors, families and officials from across Eastern Canada, including Quebec and Ontario, to our community; and

WHEREAS the Kennebecasis River has for generations been central to the life, the history and the recreation of this Town, and the Rothesay Yacht Club has long introduced our young people to the sport of sailing and to the safe and confident use of our waters; and

WHEREAS the hosting of championship racing of this calibre reflects credit upon the Town of Rothesay and confirms our community as a premier sailing destination in Atlantic Canada;

NOW THEREFORE I, Matt Alexander, Mayor of the Town of Rothesay, on behalf of Rothesay Council, do hereby proclaim Saturday, August 8 and Sunday, August 9, 2026 to be

“ROTHESAY REGATTA DAYS”

in the Town of Rothesay, and I call upon the residents of this Town to extend a warm welcome to the visiting sailors, their families and the officials of the regatta, and to join in celebrating the sport of sailing on the waters of the Kennebecasis.

DATED at Rothesay, in the County of Kings and Province of New Brunswick, this _____ day of _____, 2026.

Matt Alexander

Mayor, Town of Rothesay

Liz Hazlett

From:
Sent: Thursday, July 16, 2026 1:29 PM
To: Rothesay Info; Matthew Alexander
Subject: Subject: Concerns Regarding E-Bike and E-Scooter Safety and Enforcement

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Subject: Concerns Regarding E-Bike and E-Scooter Safety and Enforcement

Dear Mayor and Members of Council,

I am writing as a concerned resident to express my growing concerns regarding the increasing use of e-bikes and e-scooters on our roads, sidewalks, and public pathways.

While I recognize that e-bikes and e-scooters provide environmentally friendly and convenient transportation options, there appears to be a growing safety issue related to how some of these devices are being operated within our community. Residents are increasingly witnessing riders traveling at high speeds on sidewalks, moving unpredictably between roadways and pedestrian areas, and in some cases disregarding traffic signals and basic rules of the road.

Particularly concerning is the number of young riders operating these devices in areas where they interact with vehicle traffic and pedestrians. Many of these devices are capable of speeds that can pose a serious risk to public safety when used improperly. Seniors, children, and families using sidewalks should not have to worry about being struck by an e-bike or scooter traveling at significant speed.

Our municipality has invested in bike lane infrastructure, yet it often appears that some riders continue to use sidewalks or roadways in ways that create confusion and potential hazards. This raises questions about whether existing regulations are sufficiently communicated and enforced.

I respectfully request that Council consider:

- Reviewing existing bylaws and regulations governing e-bikes and e-scooters.
- Increasing public education regarding where these devices may legally operate.
- Examining age requirements and safety standards for riders.
- Supporting enhanced enforcement of traffic and sidewalk safety regulations.
- Assessing whether additional signage, dedicated infrastructure, or safety measures are needed in high-traffic areas.

My intention is not to discourage the use of alternative transportation but rather to promote responsible use that protects pedestrians, cyclists, motorists, and riders alike. As these modes of transportation become more common, it is important that safety and accountability remain priorities.

Thank you for your attention to this matter and for your continued efforts to maintain a safe and accessible community for all residents.

Best Regards.

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8 Almon Lane
Rothesay, NB E2E 5E4

July 16, 2026

Mayor and Council for the Town of Rothesay
70 Hampton Road
Rothesay, New Brunswick E2E 5L5

rothesay@rothesay.ca

Dear Mayor Alexander and Councillors,

I am writing to you today to request your help in making our neighborhood safer. On May 21, there was an incident with a car and bicycle that made us all rethink and review safety on Peters and Almon Lanes. Fortunately, no one was seriously injured in the May 21st incident.

There are some actions we have taken to help heighten awareness of the existing signage and restrictions on Almon Lane (cutting back foliage, branches that obscure visibility), but signs, without enforcement, are just noise. The specific issue I am requesting your help with is awareness and enforcement of the existing No Parking restriction on Peters Lane. Both sides have "No Parking " signs with arrows , that from what I understand, means there is no parking until the next intersections and/or another parking sign. On Peters Lane I interpret this to mean there is no parking on either side of Peters for its entire length. I have included some recent photos showing some of the parking practices of people accessing the Common or Anglican Church for your review.

There are specific times we know that parking is most likely to be an issue. These times are:

1. July 1st Celebrations at the Common
2. Concert on the Common
3. Annual Town of Rothesay Christmas Tree Lighting
4. Other large events (The Big Bed Push ,scheduled August 15, 2026 for example, skating events)
5. Large funeral services at the Anglican Church
6. "Unofficial" Remembrance Day Ceremony at the Cenotaph

When there are cars, trucks or any other vehicles parked on Peters Lane, it creates an unsafe situation due to the inability of emergency vehicles to access Peters Lane. It gets worse in the winter when some people still insist on parking on Peters Lane even when the snow is piled up!

Here are some of my thoughts on how to improve awareness and enforcement of the existing No Parking restriction:

1. Awareness and enforcement by:
 - a. KV police on site for those predictable times;

- b. Social media notice for all Town sponsored events that Peters Lane is No Parking zone as it creates a safety hazard and vehicles will be ticketed and/or towed;
 - c. Communication to the Anglican Church from the town, reminding them that Peters Lane is a No Parking zone and enforcement will occur ie, cars will be ticketed and/or towed.
- 2. If the efforts of awareness and enforcement are not sufficient, it might be necessary to install some additional signage. This is my least favorite suggestion, as it creates more “sign pollution” in the neighborhood. With proper awareness and enforcement, this might not be necessary. If additional signs were to be placed, I would opt for placing them on existing trees NOT the installation of signposts.
 - a. One near the intersection of Church and Peters (adjacent to 10 Church Ave-see photo);
 - b. One near the intersection of Peters and Almon (in front of 5 Peters Lane- see photo).
- 3. One further observation and suggestion is that at times, believe it or not, there are cars parked in front of the fire hydrant on the Common. Not blocking access to the fire hydrant seems intuitive, but again, when it is blocked it is not only illegal but creates another safety issue for everyone.

I am happy to see events at the Common and people there enjoying them, however better management, awareness and enforcement of existing restrictions would be beneficial to us all. I am sure you are aware how popular Almon and Peters is as a walking route. The parked cars also pose an increased safety risk to the numerous people who enjoy the Lanes on their daily walks, some year round. I appreciate your time and consideration in this matter.

Regards,



June 29, 2026 – Parking at the corner of Church and Peters Lane by attendees at Anglican Church funeral service.



June 29, 2026 – Another view of parking at the corner of Peters and Church by attendees at Anglican Church funeral service



July 9, 2026 – Concert on the Common – parking on Church , partially obstructing the entrance/exit to Peter's Lane.



July 9, 2026 – Concert on the Common – parking on Church really obstructing the entrance/exit from Peter's Lane.



July , 2026 “Slow, children playing” sign on Peter's Lane. This view is looking towards the Common. This is a favorite spot for cars to park, but really limit lane access.



July , 2026 – view of sign looking towards Almon Lane



Existing “No Parking ” sign on Peter's Lane in front of 2 Peters Lane This sign is on a tree.



Existing “No Parking” sign on Peter’s Lane adjacent to the driveway of 8 Church Avenue. This sign is on a telephone pole. Recently, the neighbors trimmed the vegetation obscuring the sign.



Tree on Peters Lane adjacent to 10 Church Avenue where an additional “No Parking ” sign could be placed



Tree near the intersection of Peters and Almon Lanes where an additional “No Parking “ sign could be placed.

Liz Hazlett

From:
Sent: Tuesday, July 21, 2026 2:46 PM
To: Rothesay Info
Subject: Peters Lane - Parking , letter addendum

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Good afternoon,

I had sent a letter to be distributed to Mayor and Council last week regarding the parking situation that occurs, occasionally, but predictably on Peters Lane. There is a large funeral at the Anglican Church this afternoon and cars are parked on Peters.

Can you please forward the following photos taken this afternoon around 1:45 pm as an addendum to that letter.

Thank you,



Peters Lane looking toward Church



Peters Lane looking towards Almon



Corner of Church and Peters.



Car parked too close to hydrant



Looking from Church down Peters to Almon Lane



Car on Peters Lane parked near No Parking sign



View on Peters towards Almon

Liz Hazlett

From: Jason Brown Fundy Soccer Club Technical Programs <fundytechnical@gmail.com>
Sent: Thursday, July 23, 2026 2:22 PM
To: Rothesay Info
Subject: Community Grant Donation Form
Attachments: Fundy Soccer Grant Donation.pdf

Some people who received this message don't often get email from fundytechnical@gmail.com. [Learn why this is important](#)

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Good afternoon,

Please find attached our request for the donation of the Arthur Miller Turf Fields from September 5th-6th as our club will be hosting the Dominos New Brunswick Soccer League Provincial Championships.

Thank you for your consideration!

Cheers,

--

Jason Brown
Technical Director
Fundy Soccer Club
E: fundytechnical@gmail.com
Web: www.fundysoccernb.com
Register: [Fundy Soccer Association Registration - Fundy SA Online Registration -- by PowerUp Sports](#)



SCHEDULE A

Application for Rothesay Municipal Grant

App. Date: July 23, 20

Applicant: Fundy Soccer Association

Address: 48 Hampton Road, Rothesay, NB

Contact: Jason Brown

Tel. _____

Email: fundytechnical@gmail;.com

Organization Description:

We operate a non-profit youth soccer programs across KV for players ages 2 up to adults.

Amount Requested: \$ 910.00

Descriptions of proposed event or activity:

We are hosting the Dominos New Brunswick Soccer League Provincial Championships for Under 15 and Under 17 Boys and Girls. September 5th-6th. Club teams from around NB will compete for the chance to qualify for the Canada Soccer National Championships in October. Under 15 travels to BC while Under 17 will head to Newfoundland. A great way to build off the recent World Cup in Canada.

Project costs:

We are looking for in-kind donation of the Arthur Miller Turf Fields. Total cost is \$910.

Benefits to town of Rothesay:

We bring in 17 teams from around NB who will be playing in the Rothesay community. ~~Eating at restaurants, visiting attractions, walking trails and enjoying the beauty around the Arthur Miller Turf Fields all while chasing sporting excellence.~~

All records in the custody and control of the town of Rothesay are subject to the provisions of the Right to Information and Protection of Privacy Act ("the Act"), SNB 2009, c R-10.6 and may be subject to disclosure under the provisions of "the Act". The information collected on this form may be shared with internal departments, external agencies or released at a public Town Council or committee meeting.

Any questions regarding the collection of this information can be directed to the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).

To: Matt Alexander, Mayor of Rothesay, NB.

Subject: "THE HIVE" Age Friendly Activities

I am writing you in Hopes that your Group can come up with some more interesting Subjects, Programs for Seniors that belong to this group "The Hive".

I am a member of "The Hive" I attend the Age Friendly Activities of this group for Seniors.

However, the Subjects and Presentations that are being made are now very Boring for any Active Senior. The same Old Presentation of subjects from last year on this date are about the same. Little New Creative thought is being used to enhance the programs at The Hive, for Seniors.

The Results in Attendance speak for themselves. When you only have 3 Or 4 Seniors Attend any event. Something went very wrong. I wish I could say "Well that's Summer" "People are away" or "that's a bad stormy day in winter". But this is very weekday now for attendance. A big day for attendance is 15 people. This is not a very good showing for events at the Hive only 3 people show up for a presentation. Compare this attendance to all the Seniors that live in Rothesay and are retired.

When the Town of Rothesay finally gets all the funding to build a new RICC Complex. I know the Seniors will look forward to attending daily actives, and Interesting, Presentations. But BIG Changes must be made.

If the Same Old Worn Out subjects are still being Presented the attendance will show the same results. We just can not have a Multi-Million Dollar Complex in Rothesay. Only being used by 2-4 people in Senior Age Friendly Events Every week.

The Town of Rothesay will only have 3-4 People attending the Dental Presentation, Nursing Home Locations, "Lets Visit Turkey" some of these dreadful Presentations.

I have in the past suggested a few of the subjects that I would like to see Presented. I would like to learn more about different Subjects in this world. I was not alone as many other Senior Citizens suggested subjects in the future that could be presented to “The Hive” and never had very much success. The Results now are we stopped coming every week.

I feel the Lady that is the Daily Leader or director the Ex-School Teacher is good but is tired and has run out of new creative ideas to lead a group like that of Seniors every week. We need some new blood.

The Future Engage Program with Sydney MacEachern has to close. Sydney is always 20 minutes late for the meeting and arrives by Taxis. The food she brings to the meetings is cold, stale, and not very edible. I do not know why we need Sydney to bring us food every week, the coffee is fine.

The Program Future Engage is good. However, the program lacks New Fresh Imagination every week for Seniors. This would be great for “Rocmaura Nursing Home” But not for us, we are still too active.

Here is a good example for some future Programs.

I attended a “Future Engage Session” to Learn more about the country of Turkey.

I would like to have the Seniors Group Meet down at the Renforth Warf. I would like to learn more about its history. I would like to hear more about sail boats that are in front of me in the water at The Renforth Warf.

I would like to see a boat up close. A brief meeting of the Age Friendly Group at the Renforth Warf for about a half hour meeting. Sounds interesting and good to me.

I would like to see more fun things happening. Such as singing or starting to sing choir group. There is a piano that sits in the corner of the room that NO-ONE ever plays for a group at the Town Hall Meetings? ETC. SEE WHAT I MEAN.

3

I know every person works very hard and Kirstin Duffley is a very talented leader for the Town of Rothesay. We are glad we have her to count on. I hope to see Kirstin more active with the Seniors Group in the future when the new Complex is built.

The Hive should be run by Age Friendly People. But sometimes we need a little more help and direction and encouragement. Sometimes New Things like computers and printers are good things to learn about to send messages to your grand children. How about that Cell Phone that you do not use very much. Do you want to know more about taking pictures on it for that Summer picnic and a family gathering this summer? Simple things but I would like to know more about these things in life? Show me? I would like to learn about it.

I hope that I was not too critical of The Hive. I would like to see the program build even stronger in the future. It is too often now a days that "Seniors Age Friendly People get left behind and forgotten in daily programs. Best of Luck.

Sincerely:

Mr. Anonymous



Fundy Regional Service Commission

Commission de Services
Régionaux de Fundy

Regular Board Meeting Minutes

Date: April 23, 2026, 10:00 a.m.
Location: FRSC Office
20 Broadview Ave., Saint John

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

MEMBERS ABSENT Brittany Merrifield, Mayor, Grand Bay-Westfield
Bruce Dryer, Councillor, Fundy Rural District Advisory
Committee

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.

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 10:52 a.m.

2.a.1 Land Acknowledgement

Chair Doucet gave a land acknowledgment to open the meeting.

2.b Record of Attendance

The record shows Director Merrifield as absent, having sent regrets.

2.c Approval of Agenda

Chair Doucet called for a motion to approve the agenda.

Resolution Number: RM-2026-032

Moved by: Director O'Hara

Seconded by: Director MacKenzie

THAT the Board approve the April 23, 2026, agenda as presented including

Motion Carried

2.d Approval of Minutes

Chair Doucet called for approval of the minutes.

Resolution Number: RM-2026-033

Moved by: Director MacKenzie

Seconded by: Director Bedford

THAT the Board approve the March 26, 2026, meeting minutes as presented.

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 gave his thanks to the Board of Directors for their commitments and contributions to the region, noting some Directors will not be returning and handed out small gifts to each member in thanks.

CEO Ouellette acknowledged that Mark Porter, Chief Financial Officer, at the FRSC is retiring, and gave his thanks to Mr. Porter for his contributions.

Finally, CEO Ouellette, gave a verbal update to the Board.

4. Consent Items

Chair Doucet called for a motion to approve the consent items as presented.

Resolution Number: RM-2026-034

Moved by: Director MacKenzie

Seconded by: Director Grant

THAT the Board approve all consent items as presented.

Motion Carried

4.a Municipal Capital Borrowing 2026

Resolution Number: RM-2026-034

Moved by: Director MacKenzie

Seconded by: Director Grant

Be it resolved that, in accordance with section 28 of the Regional Service Delivery Act, the Fundy Regional Service Commission submit an application to the Municipal Capital Borrowing Board for authorization to borrow for a capital expense for the following purpose, amount and term:

<u>Purpose</u>	<u>Amount</u>	<u>Term</u>
<u>TYPE:</u> Environmental Health Services (General)		
Leachate Surge Pond	\$6,500,000.00	20 Years
End Dump Trailer	\$ 141,000.00	5 Years

Motion Carried

4.b Associate Membership with Union of Municipalities of New Brunswick

Resolution Number: RM-2026-034

Moved by: Director MacKenzie

Seconded by: Director Grant

THAT the Board directs the FRSC to become associate members with the Union of Municipalities of New Brunswick.

Motion Carried

4.c Fundy Region Benefits and Services Access Clinics

Resolution Number: RM-2026-034

Moved by: Director MacKenzie

Seconded by: Director Grant

THAT the Board receive and file the Fundy Region Benefits and Services Access Clinics report as presented.

Motion Carried

5. Reports/Presentations

5.a 2025 Audited Financial Statements and Annual Report Presentation

Laura Burnett, Director of Finance, introduced the representatives from Teed Saunders Doyle, who spoke to the Board regarding the outcome of the Audit as presented in the agenda package. The auditors made special note that the staff did an outstanding job on the accounting, as no mistakes or corrections needed to be made.

For more information, please see the recording on the website.

Brenda MacCallum presented on the Annual Report to the Board.

Resolution Number: RM-2026-035

Moved by: Director Bedford

Seconded by: Director O'Hara

THAT the Board adopt the 2025 Audited Financial Statements as presented.

Motion Carried

5.b Standing Committee Updated Terms of Reference

CEO Ouellette spoke to the Terms of Reference items as presented in the package, noting various engagements the Board has seen regarding this item.

Resolution Number: RM-2026-036

Moved by: Director Bedford

Seconded by: Director MacKenzie

THAT the Board adopt the following:

1. The updated Community Development Committee Terms of Reference as outlined in this April 23rd, 2026, report.
2. The updated Regional Transportation Committee Terms of Reference as outlined in this April 23rd, 2026, report.

3. The updated Public Safety Committee Terms of Reference as outlined in this April 23rd, 2026, report.

Motion Carried

5.c 2026 Workplan Update

CEO Ouellette spoke to the workplan update provided in the agenda package.

Resolution Number: RM-2026-037

Moved by: Director MacKenzie

Seconded by: Director Grant

THAT the Board direct the FRSC to defer the following three previously identified 2026 FRSC work plan initiatives and place them in future annual workplans:

1. Develop an emergency preparedness plan for network of partners providing services and supports to individuals living rough across the region.
2. Review and revise response policies and mutual aid agreements, aiming for a long-term transition to automatic aid based on closest-resource response and include any changes in an updated mutual aid agreement.
3. Review and support the implementation of an emergency response standardization system to improve interoperability across public safety entities in Fundy Region.

Motion Carried

6. Standing Items

6.a Envision Saint John Update

Jeff Cyr, Envision Saint John, brought forward a verbal update to the Board.

Resolution Number: RM-2026-038

Moved by: Director O'Hara

Seconded by: Director MacKenzie

THAT the Board receive and file the verbal update.

Motion Carried

6.b Committee Agendas

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

Resolution Number: RM-2026-039

Moved by: Director MacKenzie

Seconded by: Director Grant

THAT the Board receive and file the committee agendas presented.

Motion Carried

6.c Committee Presentations

6.c.1 Regional Transportation Study - Updated Engagement Plan

Scott Borden, Senior Director of Community Development and Transportation, gave a brief overview of what is being presented. Gal Kramer, VIA, presented to the committee about the project being conducted, using the information provided in the agenda package.

Resolution Number: RM-2026-039

Moved by: Director MacKenzie

Seconded by: Director Bedford

THAT the Board receive and file the Regional Transportation Study - Updated Engagement Plan as presented.

Motion Carried

7. New Business

Chair Doucet called for a motion to move all items from closed session.

Resolution Number: RM-2026-040

Moved by: Director MacKenzie

Seconded by: Director Bedford

THAT the Board move all items as presented.

Motion Carried

7.a Moved from Closed

Resolution Number: RM-2026-040

Moved by: Director MacKenzie

Seconded by: Director Bedford

THAT the Board authorize the General Manager to present the new contract to CMEI for review and to authorize the General Manager to sign the contract with CMEI including any minor changes proposed by CMEI after their review.

Motion Carried

7.b CEO Performance Review

Resolution Number: RM-2026-040

Moved by: Director MacKenzie

Seconded by: Director Bedford

THAT the Board approve the Performance Review as presented in Closed Session.

Motion Carried

7.c Waiving Legal Privilege

Resolution Number: RM-2026-040

Moved by: Director MacKenzie

Seconded by: Director Bedford

THAT the Board approves CEO Ouellette to implement a Policy on Directors Access to Privileged Communications and Closed Session Materials, as presented.

Motion Carried

8. Correspondence

No correspondence was presented.

9. Adjournment

Chair Doucet called for a motion to adjourn.

Resolution Number: RM-2026-041

Moved by: Director O'Hara

Seconded by: Director Grant

THAT the Board adjourn the April 23, 2026, meeting at 11:51 a.m.

Motion Carried

Rob Doucet, Chairperson

Cassie Silhanek, Recording Secretary

Date



Fundy Regional Service Commission

Commission de Services
Régionaux de Fundy

Regular Board Meeting Minutes

Date: June 25, 2026, 9:30 a.m.
Location: FRSC Office
20 Broadview Ave., Saint John

MEMBERS PRESENT Robert Doucet, Mayor, Hampton
John MacKenzie, Deputy Mayor, Saint John
Matthew Alexander, Mayor, Rothesay
John Cairns, Mayor, Fundy-St. Martins
Keri Burpee, Councillor, Grand Bay-Westfield
Kerrie Luck, Deputy-Mayor, Quispamsis
Sara Moginot, Councillor, Fundy Rural District Advisory
Committee

ABSENT Brittany Merrifield, Mayor, Grand Bay-Westfield
Ray Riddell, Chair, Fundy Rural District Advisory Committee

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

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

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 9:50 a.m.

2.a.1 Land Acknowledgement

Chair Doucet gave a land acknowledgment to open the meeting.

2.b Record of Attendance

The record shows Director Merrifield as absent with Keri Burpee as her alternate, and Director Riddell as absent with Sara Moginot as his alternate.

2.c Approval of Agenda

Chair Doucet called for a motion to approve the agenda.

Resolution Number: RM-2026-042

Moved by: Director MacKenzie

Seconded by: Director Burpee

THAT the Board approve the June 25, 2026, agenda as presented, with one item added in New Business as moved from closed.

Motion Carried

2.d Approval of Minutes

Chair Doucet called for approval of the minutes.

Resolution Number: RM-2026-043

Moved by: Director MacKenzie

Seconded by: Director Burpee

THAT the Board approve the April 23, 2026, meeting minutes as presented.

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 started with a thank you to Rob Doucet for serving as Chair for the last year, and gave a verbal update to the Board.

4. Consent Items

Chair Doucet called for a motion to move all consent items as presented.

Resolution Number: RM-2026-044

Moved by: Director MacKenzie

Seconded by: Director Alexander

THAT the Board approves the Consent Items as presented.

Motion Carried

4.a Planning & Building Inspection Monthly Report

Resolution Number: RM-2026-044

Moved by: Director MacKenzie

Seconded by: Director Alexander

THAT the Board receive and file the Planning and Building Inspection Monthly Report as presented.

Motion Carried

4.b FRSC Tender 2026-01 Leachate Truck

Resolution Number: RM-2026-044

Moved by: Director MacKenzie

Seconded by: Director Alexander

THAT the Board award Tender 2026-01 for one (1) new 2027 Kenworth T880 to Bayview Trucks & Equipment Saint John in the amount of \$284,630.49 including trade-in, 6-year extended warranty and before applicable taxes to be funded from the solid waste operating fund.

Motion Carried

4.c Sustainable Transportation Week 2026

Resolution Number: RM-2026-044

Moved by: Director MacKenzie

Seconded by: Director Alexander

THAT the Board receive and file the Sustainable Transportation Week report as presented.

Motion Carried

4.d Dangerous or Unsightly Premises By-Law Enforcement Service

Resolution Number: RM-2026-044

Moved by: Director MacKenzie

Seconded by: Director Alexander

THAT the Board approve the Dangerous or Unsightly Premises By-Law Enforcement Service Agreement between the Village of Fundy-St. Martins per Section 16(1)(e) of the General Regulation under the Regional Services Delivery Act.

Motion Carried

4.e Envision Saint John Q1 Finance and Workplan Update

Resolution Number: RM-2026-044

Moved by: Director MacKenzie

Seconded by: Director Alexander

THAT the Board receive and file the Envision Saint John Q1 Finance and Workplan Update as presented.

Motion Carried

4.f Appointment of Director of Finance as Signing Officer

Resolution Number: RM-2026-044

Moved by: Director MacKenzie

Seconded by: Director Alexander

THAT the Board designate the Senior Director of Finance as a signing officer for the Fundy Regional Service Commission.

Motion Carried

4.g Designation of Head of FRSC

Resolution Number: RM-2026-044

Moved by: Director MacKenzie

Seconded by: Director Alexander

THAT the Board of Directors appoint the Chief Executive Officer as the Head of the Fundy Regional Service Commission pursuant to the Right to Information and Protection of Privacy Act (RTIPPA).

Motion Carried

5. Reports/Presentations

5.a Financial Update Q1 2026

CEO Ouellette brought Laura Burnett, Director of Finance, forward for a update on the first quarter at the FRSC.

Resolution Number: RM-2026-045

Moved by: Director MacKenzie

Seconded by: Director Luck

THAT the Board receive and file the FRSC's Q1 Income Statement for the quarter ended March 31, 2026.

Motion Carried

5.b FRSC Performance Dashboard

Graeme Stewart-Robertson brought forward an update to the website that can be found at www.fundyregion.ca/dashboard where the Key Performance Indicators (KPIs) will be showcased. Mr. Stewart-Robertson noted the work of Kelly Baker in her assistance in this project.

Resolution Number: RM-2026-046

Moved by: Director Alexander

Seconded by: Director Moginot

THAT the Board receive and file the FRSC Performance Dashboard report as presented.

Motion Carried

5.c Amendment to FRSC Procedural Bylaw - 2026-045

CEO Ouellette spoke to the suggested Procedural By-Law change that was brought forward within the Report.

Discussion around the table included topics such as reviewing the Procedural By-Law for context and clarity, additionally the topic of fines to the individual versus the entity they are representing.

Resolution Number: RM-2026-047

Moved by: Director MacKenzie

Seconded by: Director Alexander

THAT the Board rescinds the existing article 5.11.6 (x) of the FRSC Procedural Bylaw and replaces it with "Requiring the related entity of the affected member to refund the reasonable costs incurred by the Commission in the conduct of the investigation or associated with the fulfillment of a sanction."

Against (2): Director Cairns, and Director Moginot

Motion Carried (5 to 2)

Resolution Number: RM-2026-048

Moved by: Director Luck

Seconded by: Director Moginot

THAT the Board requests CEO Ouellette complete an additional review of the Procedural Bylaw in 2026, including report back on possible cap on the financial penalty sanction within the code of conduct.

Motion Carried

6. Annual General Meeting

6.a Elections

Resolution Number: RM-2026-049

Moved by: Director Moginot

Seconded by: Director Alexander

THAT the Board appoints Director John MacKenzie as Chairperson from June 26, 2026, until May 27, 2027, or until the FRSC Board elects a new Chairperson.

Motion Carried

Resolution Number: RM-2026-050

Moved by: Director Luck

Seconded by: Director Burpee

THAT the Board appoints Director Ray Riddell, or alternate, as Vice-Chairperson from June 26, 2026, until May 27, 2027, or until the FRSC Board elects a new Vice-Chairperson.

Motion Carried

Resolution Number: RM-2026-051

Moved by: Director Moginot

Seconded by: Director Luck

THAT the Board appoints Director Robert Doucet as Past-Chair from June 26, 2026, until May 27, 2027, or until the FRSC Board elects a new Past-Chair.

Motion Carried

6.b Appointment of Auditors for 2026 Fiscal Year

Laura Burnett, Director of Finance, brought forward the item for consideration of the Auditors reappointment as presented.

Resolution Number: RM-2026-052

Moved by: Director MacKenzie

Seconded by: Director Burpee

THAT the Board reappoint Teed Sauders Doyle as the auditor for the FRSC for the 2026 financial audit and accept the 3-year quote as proposed.

Motion Carried

6.c Presentation of Annual Report

CEO Ouellette spoke to the Annual Report, a physical copy of which was handed out to the table. CEO Ouellette and Chair Doucet acknowledged and thanked Maggie Mora and the team for their work on this report.

Highlighted by the CEO were pages 8 and 9 of the Annual Report.

Resolution Number: RM-2026-053

Moved by: Director MacKenzie

Seconded by: Director Burpee

THAT the Board receive and file the 2025 Annual Report as presented.

Motion Carried

7. Standing Items

7.a Envision Saint John Update

No update was brought forward.

7.b Committee Agendas

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

Resolution Number: RM-2026-054

Moved by: Director MacKenzie

Seconded by: Director Alexander

THAT the Board receive and file the committee agendas presented.

Motion Carried

7.c Regional Facilities Committee

7.c.1 SJ Trade & Convention Centre Capital Change Request – Combi Oven

Chair Doucet called for a mover for the recommended motion.

On the question, discussion surrounded budgeting decision from the facility.

Resolution Number: RM-2026-055

Moved by: Director Moginot

Seconded by: Director Luck

THAT the Board accept the capital change request as prepared by the SJTCC and recommended for approval by the Regional Facilities Committee and approve the reallocation of \$35,000 of the 2026 capital budget to an electric half combi oven.

Motion Carried

7.c.2 Regional Facilities 2025 Annual Reports

Resolution Number: RM-2026-056

Moved by: Director MacKenzie

Seconded by: Director Alexander

THAT the Board receive and file the Regional Facilities Annual Reports as presented.

Motion Carried

8. New Business

An item was brought forward from Closed Session.

8.a Letter to Minister Kennedy

Resolution Number: RM-2026-057

Moved by: Director Moginot

Seconded by: Director Burpee

THAT the Board instructs CEO Ouellette to submit the letter to Minister Kennedy as discussed as in Closed Session.

Motion Carried

9. Correspondence

Resolution Number: RM-2026-058

Moved by: Director MacKenzie

Seconded by: Director Alexander

THAT the Board receive and file the correspondence as presented.

Motion Carried

9.a Review and Renewal of Regional Strategy Funding Letter

9.b Memo - Regional Services Delivery Model Study

9.c RSCs Letter to Minister Kennedy and Response

9.d DTI - Shortline Railways Act Letter

10. Adjournment

Chair Doucet called for a motion to adjourn.

Resolution Number: RM-2026-059

Moved by: Director MacKenzie

Seconded by: Director Luck

THAT the Board adjourn the DATE meeting at 11:03 a.m.

Motion Carried

Rob Doucet, Chairperson

Cassie Silhanek, Recording Secretary

Date

Town of Rothesay

General Fund Financial Statements

June 30, 2026

Attached Reports:

General Capital Fund Balance Sheet	G1
General Reserve Fund Balance Sheet	G2
General Operating Fund Balance Sheet	G3
General Operating Revenue & Expenditures	G4-G6
Variance Report	G7
Capital Summary	G8

Town of Rothesay

Balance Sheet - Capital General Fund

6/30/2026

ASSETS

Capital Assets - General Land	5,290,014
Capital Assets - General Fund Land Improvements	11,352,075
Capital Assets - General Fund Buildings	10,008,788
Capital Assets - General Fund Vehicles	6,429,904
Capital Assets - General Fund Equipment	5,277,910
Capital Assets - General Fund Roads & Streets	51,772,299
Capital Assets - General Fund Drainage Network	22,538,248
Capital Assets - Under Construction - General	250,000
	112,919,237

Accumulated Amortization - General Fund Land Improvements	(6,109,528)
Accumulated Amortization - General Fund Buildings	(3,673,454)
Accumulated Amortization - General Fund Vehicles	(4,083,601)
Accumulated Amortization - General Fund Equipment	(3,163,788)
Accumulated Amortization - General Fund Roads & Streets	(25,901,145)
Accumulated Amortization - General Fund Drainage Network	(9,103,160)
	(52,034,675)

\$ 60,884,562

LIABILITIES AND EQUITY

Gen Capital due to/from Gen Operating	(120,500)
Total Long Term Debt	3,991,000

Total Liabilities	\$ 3,870,500
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Investment in General Fund Fixed Assets	57,014,062
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\$ 60,884,562

Town of Rothesay

Balance Sheet - General Fund Reserves

6/30/2026

ASSETS

BNS CCBF Interest Account	3,404,857
BNS General Operating Reserve #214-15	1,052,105
BNS General Capital Reserves #2261-14	1,977,284
BNS - RICC reserve	848,906
BNS - Capital Renewal Fund	297,446
Gen Reserves due to/from Gen Operating	502,496
	<u>\$ 8,083,094</u>

LIABILITIES AND EQUITY

Def. Rev -CCBF Fund - General	2,465,111
Invest. in General Capital Reserve	1,422,575
General CCBF Funding	939,745
Invest. in General Operating Reserve	1,052,105
Invest. in Land for Public Purposes Reserve	200,294
Invest. in Regional Facilities	311,398
Invest. in RICC	1,394,419
Invest. in Capital Renewal Fund	297,446
	<u>\$ 8,083,094</u>

Town of Rothesay
 Balance Sheet - General Operating Fund
 6/30/2026

CURRENT ASSETS

Cash	1,740,080
Receivables	39,664
HST Receivable	586,439
Inventory	63,320
Gen Operating due to/from Util Operating	1,186,869
Total Current Assets	<u>3,616,372</u>
Other Assets:	
Projects	<u>2,837,810</u>
TOTAL ASSETS	<u><u>6,454,182</u></u>

CURRENT LIABILITIES AND EQUITY

Accounts Payable	1,422,451
Other Payables	1,158,070
Gen Operating due to/from Gen Reserves	799,942
Gen Operating due to/from Gen Capital	120,500
Accrued Sick Leave	58,545
Accrued Pension Obligation Y/E	(119,900)
Accrued Retirement Allowance	385,828
Def. Rev-Quispamsis/Library Share	35,420
TOTAL LIABILITIES	<u>3,860,855</u>

EQUITY

Retained Earnings	479,535
Surplus/(Deficit) for the Period	<u>2,113,792</u>
	<u>2,593,327</u>
	<u><u>6,454,182</u></u>

Town of Rothesay

Statement of Revenue & Expenditure
6 Months Ended 6/30/2026

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET Y-T-D	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Warrant of Assessment	2,006,160	2,006,160	12,036,958	12,036,958	(0)		24,073,917
Sale of Services	48,145	38,675	348,252	276,950	71,302		534,000
Services to Province of New Brunswic	50,018	50,000	50,018	50,000	18		80,000
Other Revenue from Own Sources	336,080	7,861	858,558	51,973	806,585		99,138
CORE Equalization	7,246	4,472	26,829	26,830	(1)		53,660
Conditional Transfers	3,734	4,000	24,848	18,000	6,848		47,000
Other Transfers	50,000	50,000	412,285	412,285	0		712,285
	<u>\$2,501,383</u>	<u>\$2,161,167</u>	<u>\$13,757,749</u>	<u>\$12,872,996</u>	<u>\$884,753</u>		<u>\$25,600,000</u>
EXPENSES							
General Government Services	607,031	556,739	2,051,005	1,974,206	(76,799)		3,082,039
Protective Services	511,046	511,115	3,765,002	3,772,197	7,194		6,858,426
Transportation Services	251,311	327,613	2,429,053	2,446,186	17,133		4,677,215
Environmental Health Services	78,707	75,583	474,200	473,500	(700)		947,000
Environmental Development	63,896	68,484	357,820	431,401	73,581		949,703
Recreation & Cultural Services	257,959	396,395	1,432,999	1,497,030	64,031		3,149,897
Fiscal Services	913,398	367,269	1,133,877	422,337	(711,540)		5,935,720
	<u>\$2,683,348</u>	<u>\$2,303,199</u>	<u>\$11,643,957</u>	<u>\$11,016,856</u>	<u>(627,100)</u>		<u>\$25,600,000</u>
Surplus (Deficit) for the Year	<u>-\$181,965</u>	<u>-\$142,032</u>	<u>\$2,113,792</u>	<u>\$1,856,140</u>	<u>\$257,653</u>		<u>\$ (0)</u>

Solid Waste Disposal Land Fill garbage	22,402	25,000	145,387	150,000	4,614	300,000
Solid Waste Disposal Landfill Compost	5,765	3,333	20,909	20,000	(909)	40,000
Solid Waste Collection Fero	46,874	47,250	281,038	283,500	2,462	567,000
Clean Up Campaign	3,667	0	26,867	20,000	(6,867)	40,000
Total Environmental Health Services	78,707	75,583	474,200	473,500	(700)	947,000

Environmental Development Services

Planning & Zoning							
Administration (Wages and benefits)	39,968	39,692	206,573	258,000	51,427	15	516,000
Administration	1,478	3,508	16,543	31,200	14,657	16	151,800
Planning Projects	0	833	3	5,000	4,997		10,000
Heritage Committee		0	0	500	500		500
	41,445	44,034	223,119	294,700	71,581		678,300

Envision Saint John	22,450	22,450	134,702	134,702	0		269,403
Tourism	0	2,000	0	2,000	2,000		2,000
	22,450	24,450	134,702	136,702	2,000		271,403

Total Environmental Development Service	63,896	68,484	357,820	431,401	73,581		949,703
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Recreation & Cultural Services

Administration (wages and benefits)	36,165	35,769	245,975	232,500	(13,475)	17	465,000
Administration	2,537	3,092	63,720	52,550	(11,170)	18	71,100
RICC Fundraising	14,124	10,436	76,875	67,000	(9,875)	19	134,000
Rothsay Arena	36,838	34,042	256,379	218,680	(37,699)	20	419,000
Parks & Gardens	100,710	104,363	423,318	423,805	488		883,600
Playgrounds and Fields	18,682	21,250	47,661	60,000	12,339	21	149,000
Rothsay Common Rink	1,064	5,125	81,142	65,330	(15,812)	22	108,200
Memorial Centre	5,077	6,133	39,775	45,185	5,410		81,500
Wells Building	4,761	3,583	34,020	33,500	(520)		55,000
James Renforth	271	167	2,785	3,425	640		4,425
Beaches	6,087	6,800	6,347	6,800	453		66,500
Summer Programs	12,795	14,742	16,651	17,700	1,049		107,500
The Hive expenses	1,076	1,921	9,717	11,526	1,809		23,052
Regional Facilities Operating	0	0	55,327	55,327	0		221,308
Kennebecasis Public Library	9,279	9,279	55,674	55,674	0		111,349
Regional Facilities Capital	0	0	0	0	0		196,363
Special Events	8,495	14,267	17,632	22,600	4,968		45,500
PRO Kids	0	0	0	0	0		7,500

Total Recreation and Cultural Services	257,959	270,968	1,432,999	1,371,603	(61,396)		3,149,897
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Fiscal Services

Debt Charges							
Interest	63,886	63,269	87,621	81,337	(6,284)		207,720
Debtenture Payments	304,000	304,000	341,000	341,000	0		528,000
	367,886	367,269	428,621	422,337	(6,284)		735,720

Transfers To:

Capital Fund for Capital Expenditures	0	0	0	0	0		5,200,000
Reserve Funds	545,511	0	705,256	0	(705,256)		0
	545,511	0	705,256	0	(705,256)		5,200,000

Total Fiscal Services	913,398	367,269	1,133,877	422,337	(711,540)		5,935,720
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2,683,348	2,177,772	11,643,957	10,891,429	(752,527)		25,600,000
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Town of Rothesay

Variance Report - General Fund

Note #	Actual	month ending Budget	6/30/2026 Better/(Worse)	Description of Variance
Revenue				
1	Arena Revenue	\$ 174,354	\$ 133,650	\$ 40,704 Higher than anticipated
2	Licenses & Permits	\$ 66,634	\$ 28,850	\$ 37,784 Timing
3	Interest & Sundry	\$ 50,544	\$ 15,000	\$ 35,544 Conservative budget
4	RICC Donations & Sponsorships	\$ 720,160	\$ -	\$ 720,160 RICC donations not budgeted
Expenses				
<i>General Government</i>				
5	Administration - Wages & Benefits	583,199	525,412	\$ (57,787) Unbudgeted last pay for 3 people
6	Office Building	151,525	128,500	\$ (23,025) Renovations to office and kitchenette
7	Supplies	237,786	190,167	\$ (47,619) IT equipment offset by capital, \$14K Ispire - updating VOIP Connections unbudgeted
8	Civic Relations	11,452	1,500	\$ (9,952) Fabiola Martinez art work @ Wells
9	Insurance	268,158	286,545	\$ 18,387 Lower than anticipated
<i>Protective Services</i>				
<i>Transportation</i>				
10	Roads & Streets	29,979	46,000	\$ 16,021 timing with Asphalt
11	Culverts & Drainage Ditches	46,174	66,750	\$ 20,576 timing
12	Snow & Ice Removal	792,303	745,791	\$ (46,512) timing
13	Traffic Signals	16,401	55,000	\$ 38,599 Only expense to date LED audible signals at Hampton/Marr
14	Public Transit - KV Go	12,688	0	\$ (12,688) 50% of KV Go follow up survey
<i>Environmental Health</i>				
<i>Environmental Development</i>				
15	Administration (wages and benefits)	206,573	258,000	\$ 51,427 Vacant position
16	Adminsitration	16,543	31,200	\$ 14,657 Bylaw enforcement - timing potentially
<i>Recreation & Cultural Services</i>				
17	Administration (wages and benefits)	245,975	232,500	\$ (13,475) Vacation pay outs, unbudgeted raise
18	Administration	61,183	49,458	\$ (11,725) Jackets for staff
19	RICC Fundraising	76,875	67,000	\$ (9,875) Unbudgeted raise, and timing with RICC events
20	Playgrounds and Fields	47,661	60,000	\$ 12,339 Timing, budgeted allocated monthly
21	Rothesay Arena	219,541	184,638	\$ (34,903) \$21K Power allocated monthly, new Arena Coordinator position
22	Rothesay Common Rink	80,079	60,205	\$ (19,874) Annual service agreement doubled in price/ \$14K Power higher than anticipated
<i>Fiscal Services</i>				
23	Reserve Funds	\$ 705,256	\$ -	\$ (705,256) RICC donations transfer to reserve

Town of Rothesay

Capital Projects

General Fund

6 Months Ended 6/30/2026

	ANNUAL BUDGET	CURRENT Y-T-D	Remaining Budget
General Government			
G-202*-001 Town Hall Improvements	103,000	8,949	94,051
G-202*-00* IT	15,000	0	15,000
Total General Government	118,000	8,949	109,051
Transportation			
T-202*-00* 2026 Asphalt	1,715,000	1,063,661	651,339
Frances Ave Culvert	380,000	29,119	350,881
T-202*-00* Fleet Replacement	680,000	472,067	207,933
T-202*-00* Wiljac Improvements	1,800,000	19,254	1,780,746
T-202*-00* Hillsvieview Crescent	250,000	430	249,570
T-20**-00* Vincent Road	1,400,000	0	1,400,000
T-202*-00* Designated Highway	547,000	0	547,000
Villa Madonna	0	2,276	(2,276)
Total Transportation	6,772,000	1,586,807	0 5,185,193
Recreation			
T-2025-00* Renforth Property study	250,000	260,447	(10,447)
East Riverside water access	235,000	0	235,000
R-202*-00* Arena Renovation	100,000	31,334	68,666
R-202*-00* RICC	2,820,000	582,992	2,237,008
R-202*-00* Wells Trail Connector	2,800,000	0	2,800,000
Total Recreation	6,205,000	874,773	5,330,227
Carryovers			
T-2025-001 Asphalt (13)	0	359,403	(359,403)
R-202*-00* Synthetic Turf	0	3,186	(3,186)
R-202*-00* Recreation Equipment	0	4,693	(4,693)
	0	367,281	(367,281)
Total	\$ 13,095,000	\$ 2,837,810	\$ 10,257,190

Funding	Total	Operating	Reserve	Borrow	CCBF	Grant
General Government	118,000	118,000				
Transportation	6,772,000	1,677,000	80,000	535,000	1,280,000	3,200,000
Recreation	6,205,000	3,405,000				2,800,000
	13,095,000	5,200,000	80,000	535,000	1,280,000	6,000,000

Town of Rothesay

Utility Fund Financial Statements

June 30, 2026

Attached Reports:

Capital Balance Sheet	U1
Reserve Balance Sheet	U2
Operating Balance Sheet	U3
Operating Income Statement	U4
Variance Report	U5
Capital Summary	U6

Town of Rothesay

Capital Balance Sheet

As at 6/30/2026

ASSETS

Assets:

Capital Assets - Under Construction - Utilities	1,846,329
Capital Assets Utilities Land	119,970
Capital Assets Utilities Buildings	3,295,037
Capital Assets Utilities Equipment	813,621
Capital Assets Utilities Water System	30,912,097
Capital Assets Utilities Sewer System	30,527,595
Capital Assets Utilities Land Improvements	42,031
Capital Assets Utilities Roads & Streets	220,011
Capital Assets Utilities Vehicles	113,001
	67,889,693

Accumulated Amortization Utilites Buildings	(1,194,505)
Accumulated Amortization Utilites Water System	(11,418,506)
Accumulated Amortization Utilites Sewer System	(11,417,878)
Accumulated Amortization Utilites Land Improvements	(42,031)
Accumulated Amortization Utilites Vehicles	(68,490)
Accumulated Amortization Utilites Equipment	(615,146)
Accumulated Amortization Utilites Roads & Streets	(33,724)
	(24,790,280)

TOTAL ASSETS	
	43,099,413

LIABILITIES

Current:

Total Current Liabilities	
	-

Long-Term:

Long-Term Debt	
	8,472,609
Total Liabilities	
	8,472,609

EQUITY

Investments:

Investment in Fixed Assets	
	34,626,804
Total Equity	
	34,626,804
TOTAL LIABILITIES & EQUITY	
	43,099,413

Town of Rothesay
Balance Sheet - Utilities Fund Reserves
6/30/2026

ASSETS

BNS Utility Capital Reserve # 00241 12	2,589,645
Util Reserves due to/from Util Oper	12,038
	<u>\$ 2,601,683</u>

LIABILITIES AND EQUITY

Invest. in Utility Capital Reserve	2,039,049
Invest. in Utility Operating Reserve	125,292
Invest. in Sewerage Outfall Reserve	437,342
	<u>\$ 2,601,683</u>

Town of Rothesay

Utilities Fund Operating Balance Sheet
As at 6/30/2026

ASSETS

Current assets:

Accounts Receivable Net of Allowance	1,551,839
Total Current Assets	<u>1,551,839</u>

Other Assets:

Projects	2,244,748
	<u>2,244,748</u>

TOTAL ASSETS	<u><u>\$ 3,796,587</u></u>
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LIABILITIES

Accrued Payables	14,492
Due from General Fund	1,198,908
Deferred Revenue	<u>8,007</u>
Total Liabilities	<u><u>1,221,407</u></u>

EQUITY

Surplus:

Opening Retained Earnings	(1,050)
Profit (Loss) to Date	<u>2,576,230</u>
	<u><u>2,575,180</u></u>

TOTAL LIABILITIES & EQUITY	<u><u>\$ 3,796,587</u></u>
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Town of Rothesay
Utilities Operating Income Statement
6 Months Ended 6/30/2026

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT YTD	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
RECEIPTS							
Sale of Water	346,149	305,250	714,444	634,500	79,944	1	1,250,000
Meter and non-hookup fees	18,165	15,500	38,242	31,000	7,242		62,000
Water Supply for Fire Prot.	0	0	340,000	340,000	0		340,000
Local Improvement Levy	0	0	58,686	59,000	(314)		59,000
Sewerage Services	0	0	2,585,850	2,575,000	10,850	2	2,575,000
Connection Fees	5,550	6,250	15,975	37,500	(21,525)	3	75,000
Interest Earned	14,510	7,500	77,749	45,000	32,749	4	90,000
Misc. Revenue	600	176	2,700	1,058	1,643		2,115
Infrastructure Grants	0	0	232,757	0	232,757	5	0
Surplus - Previous Years	0	0	33,385	33,385	0		33,385
TOTAL RECEIPTS	384,974	334,676	4,099,788	3,756,443	343,346		4,486,500
WATER SUPPLY							
Share of Overhead Expenses	20,000	20,000	120,000	120,000	0		240,000
Wages	15,968	17,500	98,031	130,000	31,969	6	260,000
Audit/Legal/Training	686	500	6,878	11,000	4,122		14,000
Other Water	0	167	598	1,000	402		2,000
Purification & Treatment	236,941	196,700	465,437	456,867	(8,570)		710,000
Transmission & Distribution	8,107	11,250	25,874	52,917	27,043	7	135,000
Power & Pumping	4,433	5,667	34,199	34,000	(199)		68,000
Billing/Collections	154	167	451	1,000	549		2,000
Water Purchased	0	0	645	876	231		1,750
Misc. Expenses	7,290	250	25,697	16,500	(9,197)	8	18,000
McGuire Road Operating	2,614	1,301	7,598	9,055	1,457		17,110
TOTAL WATER SUPPLY	296,193	253,501	785,408	833,214	47,806		1,467,860
SEWERAGE COLLECTION & DISPOSAL							
Share of Overhead Expenses	30,000	30,000	180,000	180,000	0		360,000
Wages	32,500	32,500	195,000	195,000	0		390,000
Audit/Legal/Training	295	750	6,487	10,500	4,013		15,000
Collection System Maintenance	313	500	12,415	10,500	(1,915)		75,000
Sewer Claims	0	0	11,657	13,000	1,343		26,000
Lift Stations	6,861	13,075	43,854	76,950	33,096	9	152,500
Treatment/Disposal	13,157	9,333	69,049	69,000	(49)		125,000
Misc. Expenses	1,197	1,667	6,322	10,000	3,678		20,000
TOTAL SWGE COLLECTION & DISPC	84,322	87,825	524,784	564,950	40,165		1,163,500
FISCAL SERVICES							
Interest on Bank Loans	0	0	0	0	0		75,000
Interest on Long-Term Debt	113,101	113,101	132,366	132,366	0		312,105
Principal Repayment	81,000	81,000	81,000	81,000	0		618,035
Transfer to Reserve Accounts	0	0	0	0	0		75,000
Capital Fund Through Operating	0	0	0	0	0		775,000
TOTAL FISCAL SERVICES	194,101	194,101	213,366	213,366	0		1,855,140
TOTAL EXPENSES	574,617	535,427	1,523,558	1,611,530	87,972		4,486,500
NET INCOME (LOSS) FOR THE PER	(189,643)	(200,751)	2,576,230	2,144,912	431,318		0

Town of Rothesay

Variance Report - Utility Operating
6/30/2026

Note #	Account Name	Actual YTD	Budget YTD	Variance Better(worse)	Description of Variance
Revenue					
1	Sale of Water	714,444	634,500	79,944	Larger consumption compared to past Q's + water break
2	Sewerage Services	2,585,850	2,575,000	10,850	Conservative budget
3	Connection Fees	15,975	37,500	(21,525)	timing
4	Interest Earned	77,749	45,000	32,749	Conservative budget
5	Infrastructure Grants	232,757	0	232,757	WWTP
Water					
6	Wages	96,257	130,000	33,743	1 vacancy due to WCB
7	Purification & Treatment	465,437	456,867	(8,570)	Timing
8	Misc. Expenses	25,697	16,500	(9,197)	New water meters
Sewer					
9	Lift Stations	43,382	76,950	33,568	Timing on lift station mtce
Fiscal Services					

Town of Rothesay

Capital Projects
Utility Fund
6 Months Ended 6/30/2026

	Original BUDGET	Current Y-T-D	Remaining Budget
WATER			
W-202*-00* Well Field and WTP	565,000	134,883	430,117
W-202*-00* Treatment effluent tank re-lining	100,000	20,857	79,143
SCADA	60,000	59,051	949
W-202*-00* Hillsvieview Crescent water	420,000	-	420,000
W-202*-00* Wiljac Improvement	800,000	-	800,000
Unbudgeted items:			
	0	\$ 2,034	-2,034
	\$ 1,945,000	\$ 216,824	\$ - \$ 1,728,176

SEWER			
S-202*-00* WWTP	10,000,000	\$ 2,017,808	7,982,192
S-202*-00* Frances Ave lift station replacement	100,000	\$ -	100,000
Rothesay Road sewer shed capacity study	50,000	\$ 10,116	39,884
Unbudgeted items:			
	10,150,000	2,027,924	- 8,122,076

Total Approved	12,095,000	2,244,748	- 9,850,252
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Carryovers			
Funded from Reserves			
	0	0	0 0
	12,095,000	2,244,748	- 9,850,252

Funding:						
	Total	Operating	Reserves	Borrow	CCBF	Grants
Water	1,945,000	625,000	100,000	\$ 800,000	420,000	
Sewer	10,150,000	150,000	-	\$ 2,667,000		7,333,000
	\$ 12,095,000	\$ 775,000	\$ 100,000	\$ 3,467,000	\$ 420,000	\$ 7,333,000

Town of Rothesay

6/30/2026

219500-60

Donations/Cultural Support	Budget	Paid to date
KV3C (in kind)	2,500.00	-
NB Medical Education Trust	5,000.00	5,000.00
KV Food Basket	5,000.00	
Fairweather Scholarship	1,000.00	
Saint John Theatre Company	1,000.00	
Symphony NB	2,500.00	
sub	17,000.00	5,000.00
Other:	19,500.00	
Junior Achievement NB		250.00
KV Basketball Association		250.00
Lakefield Elementary School		250.00
Gala Ballet Production		500.00
KV Minor Hockey Association		500.00
YMCA - Red Triangle event		250.00
RNS - 2026 Art Show & Sale		500.00
sub	19,500.00	2,500.00
	36,500.00	7,500.00
G/L Balance		7,500.00

TOWN OF ROTHESAY

FINANCE COMMITTEE
July 23, 2026

In attendance:

Mayor Matt Alexander, Chairman
Deputy Mayor Tiffany Mackay French
Councillor Helen Boyle
Councillor Don Shea
CAO, Brett McLean
Assistant Treasurer Laura Adair

The meeting was called to order at 8:30am.

The agenda was accepted with addition to Donations to include Fiona Boyd (HB/DS)

Review of Minutes

The minutes of April 09,2026 were accepted as presented (DS/HB)

Election of Chairperson – Mayor Matt Alexander elected as chairperson.

June Internal Financial statements

Assistant Treasurer, Laura Adair reviewed internal F/S for both funds, noting any significant variances on pg 9 & pg 16.

General Fund

- No significant concerns.
- Variance due to additional **donation revenue (~\$90,000)**, offset by corresponding expenditures.
- Capital Budget – 2026 Asphalt includes the work at Renforth Wharf such as the retaining wall, once the final invoice is received a journal entry will be made to separate the two.

Utility Fund

- Water and sewer revenues slightly above budget.
- Notable item:
 - One customer leak resulted in approximately **\$16,000 additional billing**.
- Infrastructure grant revenue recorded but will offset with capital expenses later.
- Budget for wages higher for Overtime and one person off work due to injury

It was agreed **the financial statements for both funds should be referred to Council for approval (DS/HB).**

Donation Requests

Shinning Horizons – Moved to recommend to Council to approve donation of \$1,200 (HB/TM)

MOVED

Sky Athletics All-Star Cheerleading Booster Club - Moved to recommend to Council to approve donation \$500 (TM/HB)

DEFEATED

Councillor Don Shea declared conflict of interest and exited the room.

KV Old Boys - Moved to recommend to Council to approve donation of \$500 (HB/TM)

MOVED

Councillor Don Shea returned.

Councillor Helen Boyle declared a conflict of interest and exited the room.

Fiona Boyd - Moved to recommend to Council to approve donation of \$500 (TM/DS)

MOVED

Councillor Helen Boyle returned

Kennebecasis Rowing Club \$3,000 - Tabled until Canada Summer Games is announced

Signing Officers – Motion to recommend to Council to approve the following signing officers (DS/HB):

Mayor Matt Aleexander
Deputy Mayor Tiffany Mackay French
Councillor Don Shea
CAO Brett McLean
Treasurer – TBD
Clerk - TBD

MOVED

Payment Approval

CAO, Brett McLean explained memo regarding payment authorization for Debly Enterprises and Galbraith Construction.

Moved to recommend to Council approve payment of Debly invoice and Galbraith invoice (DS/TM)

MOVED

For Information

Rate Stabilizer

Assistant Treasurer Adair explained Government of New Brunswick Tax Rate Stabilizer, the proposed property tax reforms maintain Council's authority to approve municipal budgets and set local tax rates. The Province will calculate a recommended residential tax rate using the new Tax Rate Stabilizer, which considers assessment growth and local cost pressures rather than assessment changes alone. Council may choose to adopt or reject the recommended rate based on local financial needs. The proposed reforms also allow greater flexibility in the residential-to-non-residential tax ratio, which could shift more of the tax burden to commercial and industrial properties. Council may choose to adopt or reject the recommended rate based on local financial

needs. Any decision to depart from the recommended rate or adjust the tax ratio should be supported by clear financial and policy rationale.

Compliance report – all items filed.

Motion to accept and receive **items for information (HB/DS)**

Next Meeting

The next meeting August 27, 2026.

The meeting adjourned at 8:40am.

Deputy Matt Alexander, Chairman

Laura Adair, Recording Secretary



ROTHESAY

MEMORANDUM



TO	:	Mayor and Council
FROM	:	Finance Committee
DATE	:	5 August 2026
RE	:	Donation Recommendations

The finance committee recommends the following motion re donation requests:

Council approve a donation to the Shinning Horizons to support local residents access meaningful therapy in the amount of \$1,200.

Council approve a donation to the Sky Athletics All-Star Cheerleading Booster Club to attend global games in Haiwii.

Finance Committee recommends defeating this motion as the event has already passed.

Council approve a donation to the KV Old Boys to support Country Concert in the amount of \$500.

Council approve a donation to Fiona Boyd to support Coady Institute - Feminist Leadership workshop in Nepal in the amount of \$500.

Liz Hazlett

From: Shining Horizons Therapeutic Riding Association <admin@shininghorizons.ca>
Sent: Wednesday, June 24, 2026 1:35 PM
To: Rothesay Info
Subject: Shining Horizons Application - Town of Rothesay Municipal Grant - Application
Attachments: Application for Town of Rothesay Municipal Grant 2026.docx

Some people who received this message don't often get email from admin@shininghorizons.ca. [Learn why this is important](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Mayor Alexander and Members of Rothesay Town Council,

On behalf of Shining Horizons, thank you for the opportunity to submit our grant application for your consideration. We appreciate the Town of Rothesay's ongoing commitment to initiatives that enhance the well-being of residents and strengthen our community.

Since 1996, Shining Horizons has provided therapeutic services to children, youth, and adults through equine-assisted programming. In recent years, we have expanded our services to include licensed therapist-led mental health programming, providing structured, evidence-based interventions for individuals facing challenges related to trauma, neurodiversity, grief, and other complex needs.

Our programs help address a growing need for accessible mental health and wellness services in our region, offering participants a safe, supportive environment where they can build confidence, resilience, and meaningful life skills.

We are grateful for your consideration of our application and would welcome the opportunity to provide any additional information. Thank you for your continued support of programs that make a positive difference in the lives of community members.

Sincerely,

Richard DeLange
Shining Horizons



Richard DeLange
Executive Director
Shining Horizons Therapeutic Riding Association
1680 Red Head Road,
Saint John, NB, E2P 1K4

506 719 9946

www.shininghorizons.ca

Application for Town of Rothesay Municipal Grant

Application Date. June 24, 2026

Applicant: Shining Horizons

Address: 1680 Red Head Road, Saint John NB, E2P 1K4

Contact: Richard DeLange (Executive Director) Tel: 506 719 9946

Email: admin@shininghorizons.ca

Organisation Description:

Shining Horizons is a non-profit equine-assisted wellness centre providing therapeutic and mental health-focused programs for children, youth, and adults in the Greater Saint John region. Since 1996, our organization has supported individuals with diverse physical, emotional, developmental, and mental health needs through safe, structured, and professionally guided equine-assisted programming.

Our work is delivered in collaboration with trained equine specialists, occupational therapists, clinical psychologists, and community partners. Together, we provide high-quality, relationship-based care that helps participants build confidence, emotional regulation, trust, communication skills, physical strength, and a sense of belonging.

Our core programs include:

Therapeutic Riding (mental and physical)

Led by equine specialists, offered since 1996, this foundational program supports participants in improving motor coordination, balance, posture, confidence, and emotional regulation. Through connection with horses and skilled instruction, participants experience increased independence, empowerment, and overall well-being.

Equine-Assisted Therapy (for neurodiverse children and youth) – Small group program

Led by an occupational therapist and equine specialists, this program helps neurodiverse children and youth build confidence, social skills, communication, emotional regulation, and cognitive abilities in a supportive, non-clinical environment. A study conducted in 2023 by the University of New Brunswick Psychology Department confirmed significant improvements among participants.

Equine-Assisted Trauma Therapy (trauma) - Individual program

Led by a clinical psychologist and equine specialists, this program supports individuals affected by trauma, domestic violence, and abuse. Through a safe and trauma-informed approach, participants work toward rebuilding trust, strengthening emotional resilience, and developing a renewed sense of self-worth. This initiative is delivered in partnership with Hestia House.

Equine-Assisted Trauma Therapy (Grief and Loss) – Small group program

Led by an occupational therapist, equine specialists, and a registered social worker, this program is delivered in partnership with NB COPES.

The program supports children and youth who are experiencing grief, loss, or significant life changes. In a safe, compassionate, and non-judgmental environment, participants are gently supported as they explore emotions, develop coping strategies, and build resilience.

Through guided interactions with horses, nature-based activities, and therapeutic support, the program helps children and youth process difficult experiences in a relationship-based way that may feel more accessible and less intimidating than traditional talk-based therapy.

Care Farm Project (Launching in 2026) – Small Group day activity program

The Shining Horizons Care Farm will provide a structured life-skills and day activity program for individuals who benefit from meaningful, therapeutic, and nature-based programming in a safe and supportive environment. Through farm-based activities, animal care, gardening, teamwork, creative projects, and hands-on learning, participants will develop emotional regulation, communication skills, confidence, practical life skills, and vocational readiness.

The Care Farm will focus on three key participant groups:

- **School youth experiencing mental health challenges**
This includes youth who may be struggling with anxiety, emotional regulation, school avoidance, low confidence, social isolation, or difficulty engaging in a traditional classroom setting. The Care Farm will offer a softer, non-clinical pathway for youth who are skipping classes or at risk of disengaging from school. Through structured activities, connection with animals, mentorship, and meaningful responsibility, participants can rebuild confidence, routine, trust, and a sense of belonging.
- **Newcomer youth ages 12 to 15 who are feeling displaced**
Many newcomer youths face the challenge of adjusting to a new country, language, school system, culture, and peer environment. Some may also carry trauma related to war, displacement, refugee camp experiences, or interrupted education. The Care Farm will provide a welcoming and accessible environment where youth can participate without feeling labelled. Through animals, nature, teamwork, and hands-on learning, participants can build communication skills, confidence, emotional safety, and connection to their new community.

- **Individuals with complex needs living in care homes**

The Care Farm will also support individuals with complex needs who live in care homes and may have limited access to education, employment experience, skill-building opportunities, and meaningful community participation. Through supported farm-based activities, participants will be encouraged to develop life skills, cognitive abilities, communication, emotional regulation, independence, and a stronger sense of purpose. For some, the program may create a supported pathway toward vocational readiness, community inclusion, and greater independence.

- By serving these three groups, the Care Farm will help address a significant gap in accessible daytime, mental health-focused, and skill-building programming in our community. The program will combine the therapeutic benefits of animals, nature, structure, and hands-on activity to support participants who may not thrive in traditional clinical, classroom, or institutional settings.

Amount requested: \$2500

Description of purpose:

The purpose of this funding request is to support the **Shining Horizons Participant Financial Relief Fund**, which helps children and youth continue accessing equine-assisted therapy when financial barriers would otherwise prevent their participation.

In recent years, we have seen a growing number of families forced to discontinue programming due to financial constraints. While some participants receive support through provincial government personal budgets, these budgets are often capped and may be fully used before the end of the year. As a result, children and youth may lose access to therapy midway through their progress, even when continued participation would provide meaningful therapeutic, developmental, physical, and emotional benefits.

Equine-assisted therapy is most effective when participants can attend consistently over time. Sustained participation allows children and youth to build trust, strengthen emotional regulation, improve confidence, develop communication and social skills, and experience long-term growth. When programming is interrupted due to funding limitations, participants risk losing momentum, stability, and access to a supportive environment that contributes to their well-being.

To address this need, Shining Horizons actively fundraises for the **Shining Horizons Participant Financial Relief Fund**. This fund ensures that children and youth facing financial barriers can continue receiving vital therapy and are not excluded from care because of family income or exhausted funding sources.

All contributions to the **Shining Horizons Participant Financial Relief Fund** are carefully tracked and directed toward participant access to programming. Shining Horizons can

provide annual reporting to ensure transparency, accountability, and responsible stewardship of donor and grant funding. Every dollar contributed to this fund directly helps children and youth access the therapy, support, and continuity of care they need.

Project Costs:

We are planning to raise \$100,000.00 for the **Shining Horizons Participant Financial Relief Fund**, in 2026.

Benefits to the Town of Rothesay:

Shining Horizons provides direct public benefit to residents of Rothesay by offering accessible equine-assisted therapy and wellness programming to children, youth, adults, and families living in the Rothesay area. Our organization serves a broad regional catchment area from St. Andrews to Sussex, which includes Rothesay and the surrounding communities.

Many of our current and past participants reside in Rothesay, and families from the area access our programs for therapeutic riding, neurodiverse youth support, trauma therapy, grief and loss support, and other mental health-focused services. As a non-profit service provider, Shining Horizons helps ensure that Rothesay residents have access to specialized, relationship-based therapeutic programming that may not otherwise be available within their immediate community.

Support for Shining Horizons directly benefits the Rothesay community by helping local residents access meaningful therapy, build confidence and emotional resilience, improve physical and mental well-being, and remain connected to supportive community-based care.

Shining Horizons would like to sincerely thank the Mayor and Council of Rothesay for their continued support.

Best regards,

Richard DeLange
Executive Director
Shining Horizons

Liz Hazlett

From:
Sent: Thursday, July 2, 2026 9:47 AM
To: Rothesay Info
Cc: shootingstarsbooster@gmail.com
Subject: Sponsorship Request in Support of Sky Athletics All-Star Cheerleading Booster Club
Attachments: Town of Rothesay Sponsorship Application.pdf; Sponsor Letter.pdf

Some people who received this message don't often get email from [Learn why this is important](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

To Whom It May Concern,

On behalf of the Sky Athletics All-Star Cheerleading Booster Club, we are reaching out to invite your organization to become a sponsor for our 2026–2027 competitive season.

Our Booster Club is a non-profit organization dedicated to helping our athletes pursue their goals by easing the financial burden of competitions, travel, and related expenses. This season, our athletes have the exciting opportunity to travel to Hawaii to compete, providing them with an unforgettable experience and the chance to represent our community on an international stage.

To help make this opportunity possible, we are seeking sponsorships from businesses and organizations that share our commitment to supporting youth in sport. Sponsorship contributions will directly help offset the costs of competitions, travel, uniforms, and other expenses associated with the 2026–2027 season, including our athletes' opportunity to compete in Hawaii. Every sponsorship, regardless of the amount, will make a meaningful difference in helping our athletes achieve their goals while providing your organization with valuable recognition within our community.

In appreciation of your sponsorship, we will proudly recognize your organization through our event promotions, social media channels, and during our fundraising events, highlighting your commitment to supporting local youth athletics and our community.

For your reference, we have attached our sponsorship package, which includes detailed information about our Booster Club and the available sponsorship levels and benefits.

Thank you for considering our request. We sincerely appreciate your time and consideration and would be honored to partner with you in supporting our athletes as they work toward achieving their dreams.

If you have any questions or require additional information, please feel free to contact us at shootingstarsbooster@gmail.com.

Thank you again for your support and consideration.

Sincerely,
Sky Athletics All-Star Cheerleading Booster Club



June 29, 2026

🌸 **Support Sky Athletics Freeze - Road to Hawaii - May 2027** 🌸

Dear Community Partner,

The Sky Athletics Freeze Travel team from Quispamsis, New Brunswick has earned the incredible opportunity to compete at the Global Games in Hawaii in May 2027

Composed of 22 dedicated athletes from Quispamsis and surrounding communities, Freeze has worked tirelessly to achieve this milestone. Through years of training, commitment, and teamwork, these athletes have earned the chance to represent not only their gym but also their community and province on an international stage.

Competing at the Global Games will provide these athletes with an unforgettable experience, allowing them to showcase their skills against teams from around the world while building confidence, leadership, resilience, and lifelong memories.

To help make this journey possible, the team is seeking support from local businesses, organizations, and community members. Sponsorships and donations will help offset the costs associated with travel, accommodations, competition fees and other expenses related to attending this prestigious event.

Your support will directly impact these young athletes and help them pursue a dream they have worked incredibly hard to achieve. By sponsoring Sky Athletics Freeze, you are investing in the development of local youth and helping showcase the talent, determination, and spirit of New Brunswick athletes on a global stage.

We sincerely appreciate your consideration and support. Together, we can help send Sky Athletics Freeze to Hawaii and provide these athletes with an opportunity they will never forget.

Thank you for helping make this dream a reality.

Sincerely,

SKY Shooting Stars Booster
shootingstarsbooster@gmail.com

Sponsorship Levels



Presenting Sponsor - Road to Hawaii 2027 - \$5000+

- Highest level recognition as a lead sponsor
- Largest logo placement on all promotional materials
- Featured spotlight across social media campaigns
- Verbal recognition at events and showcases
- Framed team photo and thank-you certificate



Platinum Ocean Sponsor - \$2,500 +

- Premium logo placement on team sponsorship materials
- Recognition on Social Media throughout the campaign
- Recognition at fundraising events
- Framed team photo and thank-you certificate



Gold Paradise Sponsor - \$1,000 - \$2,499

- Logo placement on team sponsorship materials
- Social Media recognition
- Recognition at fundraising events
- Thank-you certificate



Silver Island Sponsor - \$500 - \$999

- Social Media recognition
- Recognition at fundraising events
- Thank-you certificate



Bronze Aloha Sponsor - \$250 - \$499

- Social Media recognition
- Thank-you certificate



Friend of Freeze - Up to \$249

- Recognition on our team sponsor list
- Heartfelt appreciation from our athletes and families



SCHEDULE A

Application for Rothesay Municipal Grant

App. Date: 07/02/26

Applicant: Sky Athletics All Star Cheerleading
Address: 80 Millennium Dr., Unit 4d, Quispamsis NB
Contact: Laura Cleveland Tel. E2E 4B1
Email: ShootingStarsBcoster@gmail.com

Organization Description: Sky Athletics Freeze is a competitive all star
Cheerleading team made up of 22 dedicated athletes
from across the region. The team will proudly represent
their gym, community & Province on the international
stage.

Descriptions of proposed event or activity: The Global Games is an
international championship that brings together
cheerleading teams from around the world to
compete on an international stage in Hawaii.
Project costs: 100,000.00

Benefits to town of Rothesay: Please see attached
supporting documentation.

All records in the custody and control of the town of Rothesay are subject to the provisions of the Right to Information and Protection of Privacy Act ("the Act"), SNB 2009, c R-10.6 and may be subject to disclosure under the provisions of "the Act". The information collected on this form may be shared with internal departments, external agencies or released at a public Town Council or committee meeting.

Any questions regarding the collection of this information can be directed to the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).



KV OLD BOYS
 32 Wedgewood Drive
 Rothesay, New Brunswick
 E2E 3P7

Tel: 506-640-1886

Email: kvob@nbnet.nb.ca

RECEIVED

JUL 15 2026

MAKING A GOOD COMMUNITY BETTER

Summer 2026

Warm greetings from the **KV Old Boys**.

We're making the rounds today as we gear up for another foot-stompin' Country & Western Show on **November 7, 2026**, and we wanted to personally reconnect with community supporters like you. With the steady help of local businesses over the years, this show has grown into a real favorite for families, music lovers, and neighbors from across the area. This year's show is shaping up to be our best yet — great performers, plenty of energy, and a whole lot of good fun.

We'd be proud to have you join us as a sponsor for the 2026 show. Your support helps us create more than just a memorable night out — it strengthens the sense of community we all care about. It's also a meaningful way to put your name in front of hundreds of residents who appreciate hometown commitment.

Previously, shows have sold out with over five hundred attendees. Expenses run approximately \$6000 per show, covering: auditorium rental, custodians, sound technician and equipment, advertisement, musicians, and stage guests.

In past years, sponsorships have ranged from **\$100 to \$1,000**, and every contribution helps keep the lights on, the music loud, and the smiles wide. Whether you've supported us before or are considering it for the first time, we'd be thrilled to have you involved.

To meet pending deadlines, consideration of this request at your earliest convenience would be appreciated. Our poster print deadline is the end of August 2026.

If someone from our group has already been in touch, our apologies for the double tap — we simply didn't want to miss the chance to stop by.

Thank you for everything you do to help keep our community strong.

With warmest regards,

Mike

Mike Hughes, President

Ps: **Sponsorship can be mailed to: KV OLD BOYS, 32 Wedgewood Drive, Rothesay, NB E2E 3P7, or, alternatively, by e-transfer to kvob@nbnet.nb.ca.**

Membership

Steve Ball
 Bob Black
 Greg Boudreau
 Dick Connolly
 Glenn Curtis (Vice-President)
 David Down
 Tom Eastwood
 Brian Flewelling
 Doug Gordon
 Peter Hastings
 Bob Howes
 Mike Hughes (President)
 Stephen Little
 Don MacDonald
 Daniel Martel
 Dave Oliver
 Bob Orr
 George Patton
 Russell Robinson
 Stew Rogers
 Dave Scott
 John Petticrew
 Kraig Schwartz
 Don Shea (Secretary-Treasurer)
 Robert Wyss
 Ken Yorston

We Remember

Vernon Graves (2002)
 Rev. Jack Fancy (2008)
 Greg Rodine (2009)
 Bob Johnston (2012)
 Doug Young (2014)
 Norm McKay (2019)
 Paul Richard (2021)
 Barrie Brewer (2022)
 Ross Mavis (2022)
 Don Shaw (2023)
 Clayton Daye (2023)
 Russ Finnermore (2025)
 Neil Hanlon (2025)

RECEIVED

JUL 22 2026

SCHEDULE AApplication for Rothesay Municipal GrantApp. Date: July 22/26Applicant: Fiona BoydAddress: Rothesay, NB, E2E 4X3Contact: Fiona Boyd Tel. Email: Organization Description: Coady Institute -Feminist Leadership workshop in NepalAugust 17-21Amount Requested: \$ 1000-

Descriptions of proposed event or activity: Feminist Leadership
workshop in Nepal. Will explore different feminist
practices across different cultures, social and
political context. Building relationships with Community leaders
 Project costs: \$9000- from around the world.

Benefits to town of Rothesay: This opportunity will directly
benefit The Town of Rothesay by bringing home new
knowledge, global perspectives and leadership
skills that I can apply within our community.
I could share lessons learned with RHS
and The Hive

All records in the custody and control of the town of Rothesay are subject to the provisions of the Right to Information and Protection of Privacy Act ("the Act"), SNB 2009, c R-10.6 and may be subject to disclosure under the provisions of "the Act". The information collected on this form may be shared with internal departments, external agencies or released at a public Town Council or committee meeting.

Any questions regarding the collection of this information can be directed to the Rothesay Town Clerk, 70 Hampton Road, Rothesay, NB E2E 5L5 (506-848-6664).

StFX students selected for feminist leadership workshop in Nepal



July 2, 2026



L-r, Maria Young and Fiona Boyd

Two St. Francis Xavier University students will travel to Nepal this August after being selected for a unique international learning opportunity hosted through Coady Institute as part of the Samaan Aawaaj (Equal Voice) project, funded by Global Affairs Canada.

Maria Young and Fiona Boyd were chosen through a highly competitive selection process to participate in a five-day Feminist Leadership Workshop taking place August 17 to 21. The workshop will bring together participants from three partner organizations - The Story Kitchen and DidiBahini in Nepal and the Christian Commission for Development in Bangladesh (CCDB) - as well as feminist leaders from across the Indo-Pacific region for a week of dialogue, learning, and reflection.

Former Coady Institute teaching staff member and feminist activist Sarika Sinha will facilitate the workshop which

explores what feminist leadership looks like in practice across different cultural, social, and political contexts. Participants will engage in discussions, collaborative learning activities, and critical reflection while building relationships with activists and community leaders from around the world.

The opportunity generated significant interest among StFX students. Thirty-six applications were received from students eager to deepen their understanding of feminist leadership and global social change. Following a comprehensive review process, six students were shortlisted for interviews. Candidates were evaluated based on their interest in feminist and intersectional approaches to leadership, openness to learning across cultures, and commitment to meaningful participation.

"This was an intensive but rewarding selection process," Lisa Faye, Samaan Aawaaj project manager, says. "The quality of applications demonstrated the depth of student interest in global citizenship, social justice, and leadership, but even more than that it demonstrated the inspiring and insightful young people who choose to learn here at StFX. As much as this is a learning opportunity, I know that we have so much to learn from these students as well and I'm thrilled the Institute was able to build an opportunity like this."

Maria Young

Maria Young is a Mi'kmaw student from Eskasoni First Nation entering her fourth year at StFX. She is pursuing a Bachelor of Arts with a joint major in Applied Forensic Psychology and Women's and Gender Studies.

Her academic interests are grounded in Indigenous advocacy and intersectional feminism, and she is actively involved in leadership roles both on campus and in the community. This summer, she is serving as Indigenous Youth Program Coordinator at the Antigonish Women's Resource Centre. During the academic year, she works as an Indigenous peer mentor, serves as co-president of the Women and Gender Studies Society, and acts as academic lead for the Applied Forensic Psychology Student Council.

Ms. Young is passionate about building meaningful connections and exploring how leadership can contribute to social change. Outside her studies, she enjoys photography, travelling, and seeking out new learning opportunities.

One of her references described her as a leader who creates welcoming spaces for dialogue and collective decision-making, highlighting her exceptional care, curiosity, and generosity in both learning and community leadership.

"As an Indigenous woman, it's incredibly meaningful to take part in an opportunity where our voices and experiences are valued and shared with others from around the world," she says. "The workshop represents an opportunity to connect Indigenous perspectives on leadership with global movements for social change while learning alongside women leaders from diverse cultural contexts."

Fiona Boyd

Fiona Boyd is a fourth year honours development studies student from Rothesay, New Brunswick. Currently spending her second summer tree planting in Alberta, she has developed a strong interest in community-led development, social justice, and international learning through her studies and experiences.

Known for her thoughtful and reflective approach to leadership, Ms. Boyd is deeply committed to listening to and learning from those most affected by social issues. She believes meaningful change begins with respect,

collaboration, and shared power.

Drawn to feminist leadership because of its emphasis on collective action and community voice, she is eager to learn from feminist leaders across the Indo-Pacific while contributing her own curiosity, openness, and commitment to thoughtful dialogue.

A reference described Ms. Boyd's leadership strength as her ability to ask questions others may have overlooked, helping those around her think more deeply and creating space for richer and more meaningful conversations.

The workshop aligns closely with her academic interests in development and social justice, offering an opportunity to explore how feminist approaches to leadership can strengthen community-led change.

"I am looking forward to learning from feminist leaders and engaging with diverse perspectives," she says. "I hope to gain a deeper understanding of how women have navigated leadership roles in different contexts and to bring those insights back to my own community and future endeavours."

Learning Across Cultures

As part of their participation, Ms. Young and Ms. Boyd will engage in pre-departure learning sessions, contribute to workshop discussions, maintain daily reflection journals, and collaborate on a joint reflection following the experience.

Samaan Aawaaj (Equal Voice) project is a partnership between Coady, The Story Kitchen, DidiBahini, and the Christian Commission for Development in Bangladesh. Samaan Aawaaj works to strengthen the leadership and participation of women from marginalized communities in Nepal and Bangladesh.

By connecting StFX students with feminist leaders and grassroots activists from across the Indo-Pacific, the initiative creates opportunities for mutual learning, cross-cultural exchange, and deeper understanding of how communities are advancing social change around the world.

StFX espi-kina'matno'kuom etek Mi'kma'ki, wejkwa'taqanik Mi'kmaq maqamikewmuew mna'q iknmuetu'tik. Nalikitquniejk na Mi'kmawey wisun wjit Antigonish teluek Aklasie'w-iktuk, 'place where branches are torn off.'

StFX is located in Mi'kma'ki, the unceded ancestral territory of the Mi'kmaw people. The Mi'kmaw name for Antigonish is Nalikitquniejk, meaning 'place where branches are torn off.'

LEARN MORE



ROTHESAY

MEMORANDUM



TO	:	Mayor and Council
FROM	:	Finance Committee
DATE	:	August 04, 2026
RE	:	Signing Authority Recommendations

The finance committee recommends the following motion re Signing Authority:

Council approve a signing officers to be Mayor, Deputy Mayor, Councilor Don Shea, CAO, Treasurer and Clerk



ROTHESAY

MEMORANDUM



TO : Mayor and Council
 FROM : Brett McLean, CAO
 DATE : July 21, 2026
 RE : Lagoon De-sludging – Sagamore Point

Recommendation:

It is recommended that Council authorize a payment to Debly Enterprises in the amount of \$431,989.43 including HST.

Background

In March of 2024 Council approved a motion to undertake sludge dewatering as part of the decommissioning of the Lagoon Cell #1 at Sagamore Point to allow for construction of the new Wastewater Treatment Plant on the site.

The entire project was estimated at \$1,189,000 (Net HST) in March 2024. The motion that was adopted at the March meeting was to conduct a one-month trial of the proposed sludge dewatering method at a cost of \$500,000.

Owing to a number of factors relating to permits, site conditions etc. the decommissioning work has just now been completed in June 2026.

The proposed sludge dewatering and removal methodology for the “trial” worked well, and the project continued thru completion (past the one-month trial) without a formal follow up report to Council in April of 2024 or subsequently.

Financial Considerations

The estimated cost in 2024 was \$1,189,000 (Net HST) and the total completion cost in 2026 is actually \$1,460,051.08 (Net HST). This total includes removal of the sludge in primary Cell #1, but also includes installation of a dividing curtain in Cell #2 (to create primary and secondary zones within Cell #2,) and installation of piping to direct active sewage flow from Cell #1 to Cell #2.

The additional cost difference between the 2024 estimate and 2026 actual will be funded within the overall project budget envelope of \$32,000,000.

The lagoon is now fully de-sludged, active flow has been flipped from Cell#1 to Cell #2 and Cell #1 is now ready for rock infilling.



ROTHESAY MEMORANDUM



TO	:	Mayor and Council
FROM	:	Brett McLean, CAO
DATE	:	July 21, 2026
RE	:	Dobbin Street Completion

Recommendation:

It is recommended that Council authorize a payment to Galbraith Construction Ltd. in the amount of \$247,204.00.

Background

In 2025 Galbraith Construction was engaged to install concrete curb and sidewalk along Dobbin Street.

Brunswick Engineering completed the design and provided construction management services for the project.

The work started late in the 2025 construction season, and an early onset of frigid temperatures led to shutdown of the work prior to completion. The contractor costed the remaining work at time of shutdown and the Town Treasurer, as part of the 2026 budgeting process, accrued \$250,000 to complete the work in 2026.

During the design phase it was determined, from record drawing and field evidence, that there was an existing, contiguous storm sewer system on Dobbin Street and therefore only minor modification would be necessary to deal with collected storm flow along the face of the proposed concrete curb.

After construction of the curb recommenced in spring 2026 it became evident that the mapped storm sewer system was not, in fact, contiguous in many places and included inappropriate drainage outlets onto private property. The necessary repairs to the storm sewer were completed prior to final resurfacing of the street.

Financial Considerations

The 2026 budget included \$250,000 for the completion of Dobbin Street Curb & Sidewalk. The work is now complete and the cost overrun beyond the accrued 2026 budget (and final payment due) is \$247,204.00 including HST.



Parks & Recreation Committee

June/July/August Update for Committee

July 31, 2026

Soccer & Baseball Fields	Fields are busy evenings and weekends.
Concert in the Common	Concerts have been well attended. They continue each Thursday night until August 27. For more details, including the full line up, visit: https://www.rothesay.ca/recreation/seasonal-programs/concert-in-the-common/
Playground Programs	Rothsay Playground Programs commenced on June 22 and will run through August 21 at KPark Elementary, Rothsay Park School, and Wells Recreation Park. Registration opened in May, and approximately 474 children are currently enrolled in the program. Additional information is available on our website: https://www.rothesay.ca/recreation/seasonal-programs/playground-programs/
Beaches	KPark and Renforth Beaches opened on June 22 and will remain open through August 21. Lifeguard supervision is provided at: • KPark Beach: Monday to Friday, from 11:00 AM to 5:00 PM, and at • Renforth Beach: Monday to Sunday, from 11:00 AM to 5:00PM
Canada Day	Canada Day celebrations were held on July 1 at the Common and were very well attended, with an estimated 1,000+ participants. Despite windy conditions, favourable weather allowed all planned activities to proceed as scheduled. The event was attended by MLA Alyson Townsend, MP Wayne Long, and Premier Susan Holt, who joined Mayor Alexander in delivering remarks.
Sunset Yoga Session	The Sunset Yoga Series returned this summer, offering free community yoga sessions at Renforth Rotary Park. The first session, held on July 15, was attended by more than 165 participants. The remaining session is scheduled for August 11 from 7:00 to 8:00 PM Additional information is available on our website: https://www.rothesay.ca/recreation/seasonal-programs/sunset-yoga/



12 Weeks/12 Walks	The KV Walkers program began the week of June 8 and will continue through August 24. Free guided walks are held each Monday evening at 6:30 PM, with most walks lasting approximately one hour. The program encourages residents to explore local trails while promoting active living and community connection. More information is available at: https://www.rothesay.ca/event/kv-walkers-2026-walks/
Walk 'n Talk with David Goss – Rothesay Common	The Walk 'n Talk event with David Goss, held on July 21 at Rothesay Common, was a memorable and well-attended evening, with more than 50 participants joining the walk and conversation. As this may be one of David Goss's final Walk 'n Talk events, the evening provided a special opportunity for residents to gather, share stories, and celebrate his contributions to the community. The event was also livestreamed on the Town's Facebook page, with approximately 30 viewers tuning in. David also shared a collection of Town history materials with the Communications Coordinator for future use and reference.
Through the Lens	The 13th Annual Through the Lens Photo Contest is now accepting entries! For more information about the photo contest, visit: https://www.rothesay.ca/recreation/seasonal-programs/through-the-lens/
Rothesay HIVE	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: 1,93 Members Rothesay Hive Registered Members 2026: 280 Members • 2022: 124 Members, 2023: 162 Members, 2024: 205 Members, 2025: 271
Wellness Fair 2026	The third annual Rothesay Age-Friendly Community Wellness Fair on Monday, June 1. With more than 150 participants, it was a very successful event! Thank you to our community partners, information booth participants, and all the volunteers who made this community event happen. Thanks to the generosity of many - the raffle draw raised \$450 for the Rothesay High School Adopt a Redhawk Program. RHS's support with this event makes it all possible, we are thrilled to be able to donate back to this important school initiative! Thank you to all the businesses and organizations who donated items for the amazing raffle baskets. We look forward to bringing this amazing wellness focused event back to Rothesay next year! Mark your calendars for June 7, 2027.



RICC Campaign Update	• Campaign Total (as of July 17, 2026): \$1,697,479 raised toward the \$3,000,000 community fundraising goal. Upcoming Events • August 15–16 – The RICC Challenge – Four Sports. One Great Cause ○ Pickleball Tournament: Registration is off to a strong start with 50+ participants already registered. https://forms.cloud.microsoft/r/c72M4PpkQP ○ Spikeball Tournament: Registration is now open with very registrants. Hoping it will pick up soon. https://forms.cloud.microsoft/r/ynUGEJmFrh ○ Ball Hockey Tournament: organized by KV Minor Hockey. Most spots are filled already. ○ 3-on-3 Basketball Tournament: registration is underway but still lots of spots to fill. https://forms.office.com/r/tA6J1w9KrB The RICC Challenge is shaping up to be an exciting community fundraising weekend, with strong early interest in several sports and continued planning underway to maximize participation and community engagement. • September 15 – Social Cycle Spin Club Fundraiser at Renforth Wharf. More details to come. • October 14 – Intergenerational Fashion Show at the Bill McGuire Centre. More details to come. • November 13–15 – 2nd Annual RHS Battle at the Nest Hockey Tournament at the Rothsay Arena. More details to come.
Other	Subscribe to our quarterly e-newsletter for Rothsay news, events, and more directly to your inbox by following this link and providing your information: https://mailchi.mp/rothesay/r-insider



ROTHESAY
WORKS AND UTILITIES COMMITTEE MEETING
Rothesay Town Hall Sayre Room
Wednesday, July 22nd, 2026
5:30 p.m.



PRESENT: MAYOR MATTHEW ALEXANDER
MARC GRULL, CHAIRPERSON
SHAWN CARTER, VICE CHAIRPERSON
COUNCILLOR DAVE BROWN
CYNTHIA VANBUSKIRK
STEPHEN ROSENBERG

DRAFT

CHIEF ADMINISTRATIVE OFFICER BRETT MCLEAN
DIRECTOR OF OPERATIONS TIM COLWELL
RECORDING SECRETARY DEBBIE KEYES

Chairperson M. Grull called the meeting to order at 5:38 p.m.

1. ELECTION OF OFFICERS

Mayor Alexander called three times for nominations from the floor for Chairperson. C. VanBuskirk nominated Marc Grull as Chairperson, seconded by Councillor Brown. There being no other nominations, Marc Grull was elected Chairperson by acclamation.

Mayor Alexander called three times for nominations from the floor for Vice Chairperson. C. VanBuskirk nominated Shawn Carter as Vice Chairperson, seconded by Councillor Brown. There being no other nominations, Shawn Carter was elected Vice Chairperson by acclamation.

2. APPROVAL OF AGENDA

MOVED by Mayor Alexander and seconded by S, Carter the agenda be approved with the following addition:

Item 10.3 Lack of updates with floating walkway at East Riverside Kingshurst Park

CARRIED.

3. APPROVAL OF MINUTES

3.1 Regular Works and Utilities Committee meeting of April 22nd, 2026.

MOVED by C. VanBuskirk and seconded by S. Carter the agenda be approved.

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****RECEIVED FOR INFORMATION****7.2 Speed Radar Signs Report****RECEIVED FOR INFORMATION****7.3 Council Priorities 2021-2026**

Mayor Alexander noted that several major initiatives continue to move forward, including:

- the Recreation Master Plan, which will support future planning and development priorities.
- The Wells Connector Link Project - It was reported that recent communication with the local Member of Parliament's office indicated that the Wells Connector Link project is instead being considered under the Active Transportation Fund, and it was reported that the funding agreement is currently being finalized. The update was viewed as encouraging, with optimism expressed regarding potential funding for the project, which has been under development for an extended period.
- Rothesay Highway Signage - CAO McLean updated the Committee regarding ongoing efforts to obtain approval for Rothesay signage. It was reported that recent discussions with the MLA's office resulted in follow-up with the appropriate contacts; however, staff were subsequently advised that the municipality would need to provide proposed sign locations. Concern was expressed that this returns the project to a previously encountered stage, as earlier submissions of proposed locations had not been approved.

The Committee noted the difficulty in moving the project forward and questioned how similar signage approvals had been obtained by other municipalities. It was suggested that previously compiled research documenting approved signage locations in other communities be shared to support the municipality's request. CAO McLean also noted that discussions had taken place with departmental representatives regarding the matter, but that no resolution had yet been reached. The matter remains ongoing, and further follow-up will be undertaken to advance the approval process.

8. CORRESPONDENCE FOR ACTION

- 8.1 2026 May 12 Email from resident RE: Highland Avenue/Hampton Road
signal request

The Committee discussed a request for the installation of an additional pedestrian crosswalk on Hampton Road near Rothesay Elementary School.

The Committee discussed the existing pedestrian crossing infrastructure, noting that a previous crossing signal had been relocated to Town Hall and an additional crossing was installed near Arthur Miller Fields to improve pedestrian access for children using the recreational facilities.

It was further noted that the existing crossings are in close proximity and that installing another crossing in the requested location would not be appropriate.

DO Colwell discussed the significant cost associated with overhead pedestrian crossing systems and noted that emergency situations involving large numbers of pedestrians would be managed by emergency services as required.

Following discussion, the Committee agreed to recommend to Council that a letter be sent to the resident, thanking them for their email and advising that, due to the proximity of existing crosswalks along Hampton Road, the municipality will not be installing an additional pedestrian crossing at the requested location.

MOVED by S. Carter and seconded by S. Rosenberg to recommend to Council that a letter be sent to the resident, thanking them for their email and advising that, due to the proximity of existing crosswalks along Hampton Road, the Town will not be installing an additional pedestrian crossing at the requested location.

CARRIED.

8.2 2026 July 02 Email from resident RE: Intersection at Hampton Rd, Gondola Point Rd and Rothesay Rd

The Committee discussed whether collision and incident data could be obtained from the police department to determine whether safety concerns at the Hampton Road, Gondola Point Road, and Rothesay Road intersection are supported by a significant history of reported incidents.

CAO McLean advised that previous requests for statistics had indicated that police records are generally maintained by roadway rather than by specific intersections. As a result, information provided for streets such as Hampton Road and Rothesay Road may include incidents beyond the specific intersection in question. CAO McLean noted that reports are often reviewed manually to identify relevant incidents, as historical records do not always identify exact locations.

It was further noted that available records only extend back to approximately 2011. Previous reviews of the data did not indicate a high number of reported injury collisions at the intersection.

The Committee agreed that reviewing available collision data could help determine whether additional infrastructure changes are warranted beyond potential measures such as flashing stop signs or other traffic awareness initiatives.

The Committee continued discussion regarding the challenges associated with the Hampton Road, Gondola Point Road, and Rothesay Road intersection. It was noted that the intersection geometry presents difficulties for potential traffic signal installation, as the roadway approaches do not align in a manner that would support a traditional signalized intersection.

CAO McLean advised that following the unsuccessful funding application for a roundabout, other alternatives had previously been explored, including changes to one of the intersection approaches; however, those options were not supported.

The Committee acknowledged that while the intersection may be familiar and manageable for long-time local residents, it can be confusing and challenging for unfamiliar drivers. Discussion emphasized that proactive improvements should be considered where possible rather than waiting for significant incidents to occur.

The possibility of additional signage identifying the intersection as a four-way stop was discussed. Members agreed that driver awareness remains an important consideration and that available safety measures should continue to be evaluated.

Following discussion regarding safety concerns at the Hampton Road, Gondola Point Road, and Rothesay Road intersection, the Committee recommended that Council request the Kennebecasis Regional Police Force (KRPF) conduct targeted observation and enforcement at the intersection for a period of several days per week over a number of weeks, focusing on the afternoon peak period between 4:00 p.m. and 6:00 p.m.

The Committee further suggested that KRPF track any reported incidents or collisions specifically occurring at this intersection during the observation period and provide the municipality with the information collected.

The information gathered will assist Council and staff in determining whether additional measures or further investigation into traffic safety improvements are warranted.

MOVED by S. Carter and seconded by S. Rosenberg to recommend to Council that the Kennebecasis Regional Police Force is contacted to conduct monitoring and enforcement at the Hampton Road, Gondola Point Road, and Rothesay Road intersection during peak afternoon hours of 4:00pm to 6:00pm and provide a report on any observed issues or incidents.

CARRIED.

8.3 2026 July 01 Email from resident RE: Islay Drive road conditions

The Committee discussed a request regarding the condition of a local roadway and whether resurfacing should be considered. Staff advised that the roadway was last resurfaced in 2012 and noted that a pavement condition assessment had been completed.

The pavement condition index (PCI) for the roadway was reported as 56, indicating that the surface is approaching a stage where deterioration may accelerate and resurfacing should be considered. Members discussed that while the roadway is not experiencing high traffic volumes, the current condition supports reviewing it for future resurfacing.

DO Colwell noted that resurfacing priorities are evaluated through the Towns multi-year capital planning process. The Committee agreed that the roadway should be reviewed for possible inclusion in the following year's resurfacing program, taking into consideration the condition of other roads requiring work.

MOVED by M. Grull and seconded by D. Brown to recommend to Council to send a letter to the resident explaining the Town employs third-party consultants to do road condition surveys and that information is utilized to set priorities for street work each year. The condition of Islay Drive did meet the conditions for highest priority in 2026, however it will be reassessed along with other streets for inclusion with the annual resurfacing program for 2027.

CARRIED.

9. NEW BUSINESS**9.1 Hedges Blocking Intersection Sightlines (report by Engineering Summer Students)**

The Committee received information regarding sight line concerns at intersections caused by overgrown hedges and vegetation. DO Colwell advised that a review had been conducted by summer students to identify locations where vegetation may be obstructing driver visibility, intersection approaches, or traffic signage.

Discussion took place regarding recommended sight line standards and the municipality's approach to addressing these concerns. DO Colwell noted that several intersections throughout the area have vegetation-related visibility issues, including locations where hedges are encroaching into sight lines or obstructing signs.

The Committee discussed potential approaches, including working with property owners to request trimming of vegetation that impacts visibility. It was noted that, in some cases, the municipality has undertaken limited pruning where necessary to address safety concerns while avoiding unnecessary damage to private property. Other past solutions have included adjustments to traffic controls, such as relocating stop signs or installing traffic signals where appropriate.

The Committee discussed the possibility of sending letters to affected property owners advising that vegetation is creating sight line concerns and requesting that hedges be trimmed back. The letter could also indicate that Towns assistance may be available if required.

Staff will review the identified locations and determine appropriate next steps for addressing sight line issues.

10. CORRESPONDENCE FOR INFORMATION**10.1 Update – Water system and water rates (Report by DO Colwell)**

The Committee continued its discussion regarding proposed changes to the water utility rate structure, specifically the consumption threshold and rate differential for higher water users.

Members discussed increasing the gap between the lower consumption rate and the higher consumption rate to encourage water conservation. Various consumption thresholds and rate options were considered, with the understanding that the higher rate is intended to serve as a conservation incentive rather than a revenue-generating measure. It was noted that while the increased rate may not discourage high-volume uses such as filling swimming pools, it would better reflect the cost of treating and supplying additional water.

Staff emphasized that the water utility operates on a cost-recovery basis and that any additional revenue generated must be reinvested in the utility. Members were advised that significant investment in water supply infrastructure will be required to accommodate existing approved growth. Staff noted that the municipality currently has the capacity to produce approximately 30 litres per second, while future needs are projected to reach approximately 75 litres per second over the long term, with intermediate demand increasing substantially over the next 25 years.

The Committee was advised that a recommendation on the revised rate structure will need to be finalized at the next Works and Utilities Committee meeting to allow the proposed rate changes to proceed.

10.2 Verbal Update – Sidewalk Policy

The Committee received an update from CAO McLean regarding the municipality's street lighting policy. CAO McLean advised that, while residents requesting additional streetlights have historically been informed that lighting is provided only at intersections, the adopted policy also requires street lighting at every second utility pole along streets with sidewalks.

A review of the existing system identified several locations where streets with sidewalks do not currently meet the policy requirements. CAO McLean noted that solar lighting made it feasible to install street lighting in areas where it was previously impractical, including Sierra Avenue.

Staff advised that additional streetlights will be required to bring the municipality into compliance with the adopted policy. It is anticipated that approximately 20 to 25 new streetlights will be installed, resulting in an estimated annual operating cost increase of approximately \$20,000.

The update was provided for information, and the Committee agreed that the matter had been addressed and could be removed from the agenda.

10.3 Lack of updates with floating walkway at East Riverside Kingshurst Park

MEETING ADDENDUM:

C. VanBuskirk raised concerns regarding public communication about the floating walkway project at East Riverside Kingshurst Park. While expressing support for the project, C. VanBuskirk noted that there had been limited public updates since the initial announcement and suggested that more frequent communication would help address questions and speculation within the community.

C. VanBuskirk also commented on the need for clear construction signage and requested general updates on project progress, acknowledging that construction timelines may change due to unforeseen delays.

CAO McLean explained that construction has been affected by several factors, including high water levels, weather conditions, the installation of the anchoring system, and the need to construct an additional access ramp. Staff advised that work on the water has at times been limited by river conditions. As a result, a firm completion date has not been established.

C. VanBuskirk emphasized that regular updates describing the work being completed and the reasons for delays would help the public better understand the project and build support for what was described as a significant waterfront amenity. Staff noted that project updates, including a drone video, had been shared previously and agreed that additional communication could be provided as construction progresses.

The Committee acknowledged the feedback and agreed that improvements to public communication would be beneficial. The discussion concluded with staff indicating they would work to provide more regular updates on the project's progress through the Towns social media platforms.

11. DATE OF NEXT MEETING:

Wednesday, August 19th, 2026

12. ADJOURNMENT

MOVED by S. Carter and seconded by S. Rosenberg meeting be adjourned.

The meeting adjourned at 6:45 p.m.

CHAIRPERSON

RECORDING SECRETARY



ROTHESAY

MEMORANDUM



TO	:	Mayor and Council
FROM	:	Works & Utilities Committee
DATE	:	July 22 nd , 2026
RE	:	Highland Avenue/Hampton Road signal request

Background:

Please be advised the Works & Utilities Committee passed the following motion at its regular meeting on Wednesday, July 22nd, 2026:

MOVED ... and seconded ...:

MOVED by S. Carter and seconded by S. Rosenberg to recommend to Council that a letter be sent to the resident, thanking them for their email and advising that, due to the proximity of existing crosswalks along Hampton Road, the Town will not be installing an additional pedestrian crossing at the requested location.

CARRIED.



ROTHESAY

MEMORANDUM



TO : Mayor and Council
FROM : Works & Utilities Committee
DATE : July 22nd, 2026
RE : Intersection at Hampton Rd, Gondola Point Rd and Rothesay Rd

Background:

Please be advised the Works & Utilities Committee passed the following motion at its regular meeting on Wednesday, July 22nd, 2026:

MOVED ... and seconded ...:

MOVED by S. Carter and seconded by S. Rosenberg to recommend to Council that the Kennebecasis Regional Police Force is contacted to conduct monitoring and enforcement at the Hampton Road, Gondola Point Road, and Rothesay Road intersection during peak afternoon hours of 4:00pm to 6:00pm and provide a report on any observed issues or incidents.

CARRIED.



ROTHESAY

MEMORANDUM



TO	:	Mayor and Council
FROM	:	Works & Utilities Committee
DATE	:	July 22 nd , 2026
RE	:	Islay Drive road conditions

Background:

Please be advised the Works & Utilities Committee passed the following motion at its regular meeting on Wednesday, July 22nd, 2026:

MOVED ... and seconded ...:

MOVED by M. Grull and seconded by D. Brown to recommend to Council to send a letter to the resident explaining the Town employs third-party consultants to do road condition surveys and that information is utilized to set priorities for street work each year. The condition of Islay Drive did meet the conditions for highest priority in 2026, however it will be reassessed along with other streets for inclusion with the annual resurfacing program for 2027

CARRIED.



ROTHESAY

PLANNING ADVISORY COMMITTEE MEETING
Rothesay Town Hall Common Room
Tuesday, August 4, 2026 at 5:30 p.m.



DRAFT

PRESENT: COUNCILLOR DON SHEA
COUNCILLOR PETER LEWIS
RALPH FORTE, CHAIRPERSON
MATTHEW GRAHAM
TED HARLEY

CHIEF ADMINISTRATIVE OFFICER (CAO) BRETT McLEAN
TOWN CLERK NEIL McKENNA
ASSISTANT CLERK LIZ HAZLETT
DIRECTOR OF PLANNING/DEVELOPMENT SERVICES (DPDS) MARK READE

ABSENT: KELLY ADAMS, VICE-CHAIRPERSON
RHEAL GUIMOND
COLLEEN LANG

The meeting was called to order at 5:30 p.m. and Chairperson Forte welcomed Neil McKenna who has joined staff in the role of Town Clerk.

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 July 6, 2026

MOVED by Counc. Lewis and seconded by T. Harley the Planning Advisory Committee meeting minutes of July 6, 2026 be adopted as circulated.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST

Counc. Shea and T. Harley declared a conflict of interest on items 4.4 37 Chapel Road and 4.5 Sagamore Heights.

4. NEW BUSINESS

4.1 3219 Rothesay Road

Lisa Hovey

OWNER:

608822 N.B. Inc.

PID:

00256578

PROPOSAL:

Conditional Use – Retail Store

The applicant, Lisa Hovey, was in attendance. DPDS Reade summarized the report, highlighting that the applicant seeks to have the property approved for conditional use, as a retail store. He noted that the property has an existing driveway and parking spaces. He also noted that the area where the property is located requires that retail use comply with central commercial requirements for height. He added there is currently a buffer from nearby residential properties, traffic is not anticipated as a concern, and the matter will also be reviewed by the Heritage Preservation Review Board. DPDS Reade indicated that staff's recommendation was to approve the proposed retail use as a conditional use of the site.

ON THE QUESTION:

Ms. Hovey introduced herself and explained that intent to open a retail store on the property. The proposed retail establishment will sell home decor, decorations, clothing, and prepared food. She noted that opening a store of this nature would be beneficial for the community.

Tom Badger, a representative for the landlord of the property spoke in favour of the application. No questions were asked by Committee members or the public.

MOVED by Counc. Shea and seconded by M. Graham the Planning Advisory Committee hereby approves the proposed retail use as a conditional use of the site at 3219 Rothesay Road (PID 00256578) subject to any required approvals by the Heritage Preservation Review Board.

CARRIED.

The Committee thanked the applicant and she left the meeting.

4.2 20 Kildare Court**Kirk and Elizabeth Nice**

OWNER:

Kirk and Elizabeth Nice

PID:

00237248

PROPOSAL:

Conditional Use – Temporary Suite

The applicants were in attendance. DPDS Reade summarized the report, noting that the application is for conditional use, for the purpose of constructing a temporary suite on the property. Polling was conducted, with no feedback received. Staff recommended approval.

Ms. Nice indicated that the temporary suite would be used to house her elderly mother as well as her sister, and would be a good place for her mother to live for the duration of her retirement years.

MOVED by M. Graham and seconded by Counc. Lewis the Planning Advisory Committee approve a temporary suite as a conditional use located at 20 Kildare Court (PID 00237248) on the following conditions:

1. The applicant shall remove the kitchen from the temporary suite when the family member is no longer occupying the dwelling.

CARRIED.

The Committee thanked Ms. Nice and she left the meeting.

4.3 21 Calistoga Road**CNJ Builders (Nic Jeffries)**

OWNER:

Scott McIsaac

PID:

00236489

PROPOSAL:

Sideyard Variance

Doug Boyle of CNJ Builders appeared on behalf of the property owner. A variance for the side yard setback for a proposed addition with an attached garage to an existing residential dwelling is being sought for the property at 21 Calistoga Road (PID 00236489). DPDS Reade summarized the report, noting that the application is in support of expanding the existing dwelling, and that the footprint of the overall addition had changed so a new application has been submitted. The applicants are seeking to add a garage and build an addition on the house - the proposal for an attached garage would reduce the minor side yard setback to 1.57 metres (5 feet 2 inches). Staff recommended that the variance be granted to reduce the side yard setback from 4 meters to between 1.57 and 3.3 metres.

Mr. Boyle noted that the property is owned by a young family seeking to expand their home.

MOVED by T. Harley and seconded by M. Graham the Planning Advisory Committee grant a variance to the Rothesay Zoning By-law No. 2-10 allowing for a reduced minor setback of 1.57 metres for a proposed addition at 21 Calistoga Road (PID 00236489). The variance is subject to the following conditions:

- a. The applicant is required to submit the following to the Town before the construction of the addition:
 - i. A Surveyor's **Location Certificate** to confirm compliance with the building's required setbacks, the certificate shall:
 1. Be based on an actual site inspection and measurements
 2. Verify the siting of the building foundation wall, setback from property boundary(s) for the four corners of the proposed building
 3. Be prepared by personnel qualified to practice Land Surveying in New Brunswick
 4. The Surveyor's **Location Certificate** shall be provided to the Development Officer prior to any backfilling of the foundation excavation.

CARRIED.

The Committee thanked the applicant's representative and he left the meeting.

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

4.4 37 Chapel Road

OWNER:

Patrick Shea

Sandra Jean Shea

Scott Bros Ltd.

PID:

00479212 & PID 00173443 (portion)

PROPOSAL:

Rezoning to Attached Residential [R3]

Patrick Shea was in attendance, representing the landowners. DPDS Reade summarized the report, noting that the application is to rezone two properties from Single Family Residential – Standard (R1B) to Attached Residential [R3]. The applicant plans to establish an attached residential housing development on the properties. Staff recommended that the Committee schedule a public hearing to consider the rezoning. If the recommendation is approved the matter would return to the Committee for further discussion. Additionally, should a public hearing be scheduled additional polling will be conducted and signage will be posted onsite.

The subject site is approximately 4.4 hectares in area, is designated medium residential in the Municipal Plan, abuts properties with a similar style of housing as proposed, and is accessed from Chapel Road which bounds the site to the west. Campbell Drive bounds the site to the east. Access is not available to Campbell Drive given its status as a controlled access roadway.

Discussion ensued between committee members and the proponent regarding the easement for NB Power that currently exists on the property, and whether the applicant plans to sell or rent the properties that could be built. Committee members also asked why a traffic study was not conducted, with DPDS Reade explaining that a study is generally only required if more than 100 units are being proposed. Committee members indicated that possible traffic challenges could arise because of multiple recent projects in the area, that could lead to a cumulative increased level of congestion. CAO McLean reminded Committee members that the Committee does not set policies regulating traffic, and that the motion being considered was solely to make or not make a recommendation to council on holding a public hearing.

The Chair asked anyone who would like to speak in support of the application to present. The following individuals spoke in support:

Scott Smith – 6 Matscot Court
Paul Soyatt – 11 Matscot Court

Supporters of the application expressed support for some level of development in the area to occur but raised questions regarding the impact that any development would have on the wooded area.

The Chair asked anyone who would like to speak against the application to present. The following individuals spoke against:

Barbara Flewelling – 18 Windermere Court
Carolyn Kindred – 4 Windermere Court
Peter Clark -15 Mapledawn Court
Roslyn Harrush – Chapel Hill
Caroly Keezer – 19 Mapledawn Court
Scott Smith - 6 Matscot Court
Linda Foster – 3 Alexscot Court
Doug Evans – 5 Alexscot Court
Viki Mills – 20 Windermere Court
Alma Bezeau – 15 Windermere Court

Residents opposed listed several concerns, including increased traffic in and around the Marr Road area, the effect that new residences would have on the character of the neighbourhood, privacy, noise, loss of greenspace/environmental impacts on surrounding properties and wildlife, demographic changes, and the effect that new development could have on property values.

Mr. Shea addressed concerns, proposing that an informal meeting could be held with property owners to discuss concerns further. He mentioned that rezoning to R3 would be preferable to perhaps a multi-unit building in an R4 zone or lot coverage in an R1B zone.

Further committee discussion ensued regarding the flow of information to the community from both the committee and the proponent. It was noted in order to proceed to the next stage in the process the developer will need to provide a more detailed plan. Committee members reiterated that the focus of the meeting was to vote on whether to recommend to council to hold a public hearing to consider rezoning, and not on the actual rezoning decision itself.

MOVED by Counc. Lewis and seconded by M. Graham the Planning Advisory Committee recommends that Rothesay Council schedule a public hearing to consider the rezoning of an approximate 4.4-hectare parcel of land between Chapel Road and Campbell Drive (PID 00479212 & PID 00173443 (portion)) from Single Family Residential – Standard [R1B] to Attached Residential [R3].

CARRIED.

Counc. Shea and T. Harley declared a conflict of interest and remained outside the meeting.

4.5 Sagamore Heights

OWNER:

PID:

PROPOSAL:

Patrick Shea

619699 N.B. Inc. (Directors – Patrick Shea and Edward Harley)

00241240 (portion)

Rezoning – Single Family Residential [R1B] to Two Family Residential [R2]

Patrick Shea was in attendance. DPDS Reade summarized the report, noting that the applicant is seeking to have the property rezoned from Single Family Residential [R1B] to Two Family Residential [R2]. The applicant stated that his motivation to seek a rezoning is based on changing market conditions, and that there is less demand for the single-family residential homes he had previously planned to build on the land.

The Chair called three times for those wishing to speak in favour of the proposal. The following individuals spoke:

Susan Harley – 7 Pickett Lane

Ms. Harley owns the land being considered for rezoning. She indicated that there is demand for this form of housing, and that the duplexes they are proposing to build would be of high quality.

The Chair called three times for those wishing to speak against the proposal. The following individuals spoke:

Bob and Wendy Youden – no address provided

Heather Craig - 69 Maliseet Drive

Katelyn Wood – Maliseet Drive

Donald MacPhail – 54 Maliseet Drive

Corey Brett – 55 Maliseet Drive

Nathan Gorham – 46 Maliseet Drive

Those who spoke in opposition cited concerns regarding possible changes to the neighbourhood's character, a desire to maintain low density in the neighbourhood, the possibility of increased traffic, and a lack of greenspace. Questions were also raised as to how new construction would affect water in the area, which has been an issue for some residents. Some speakers expressed frustration regarding the notice period for the PAC meeting, and the manner in which communications were handled.

Discussion between committee members ensued, which focused on how the communications process had been handled by the Town. CAO McLean noted that the PAC meeting is the start of a lengthy process, and that Council will make the final decision.

MOVED by Counc. Lewis and seconded by M. Graham the Planning Advisory Committee recommends that Rothesay Council schedule a public hearing to consider the rezoning of an approximate 8.3-hectare portion of the remaining lands within the Sagamore Heights Development along Greenbrier Street and Maliseet Drive (PID 00245928) from Single Family Residential – Standard [R1B] to Two Family Residential Zone (R2).

CARRIED.

Counc. Shea and T. Harley returned to the meeting.

4.6 9 Clark Road

Allison MacDonald

OWNER:

Allison MacDonald

PID:

30130454 & 00241778

PROPOSAL:

Rezoning – Single Family Residential [R1B] to Two Family Residential [R2]

The applicant, Allison MacDonald, was in attendance. DPDS Reade summarized the report, noting that the property had previously been approved for the addition of a temporary suite, but that it had later been sold to the current owner as a permanent two-unit property. The temporary suite was supposed to have been decommissioned, but this never occurred. The applicant is now seeking rezoning of the property to allow its continued use. Staff advised that the Committee recommend to Council to hold a public hearing to discuss rezoning the property from Single Family Residential [R1B] to Two Family Residential [R2].

Discussion ensued amongst committee members regarding the frequency of properties being marketed and sold as two permanent units when one is in fact only intended to be a temporary unit, and if legal recourse against the real estate agent could be pursued.

It was noted by CAO McLean that the house was built on two PIDs, which would require consolidation. He added that, if approved, the building would also need to meet Building Code requirements for the proposed use.

Chairperson Forte invited comments from the public. No one came forward.

MOVED by M. Graham and seconded by Counc. Shea the Planning Advisory Committee recommends that Rothesay Council schedule a public hearing to consider the rezoning of 9 Clark Road (PIDs 30130454 & 00241778) from Single Family Residential – Standard [R1B] zone to the Two Family Residential Zone (R2).

CARRIED.

The Committee thanked the applicant and she left the meeting.

5. OLD BUSINESS**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***5.3 Cameron Road (Lands South of #5, 7, 9, and 11) – Rezoning to R3***No action at this time***5.4 57 Iona Avenue (PID 00245555) – Accessory Structure Variance***No action at this time***5.4 3 Stack Road****Terry Henry**

OWNER:

Cheryl Linda Charters & Terry Van Henry

PID:

00241612

PROPOSAL:

Accessory Building Variances

MOVED by Counc. Shea and seconded by M. Graham the variance application for 3 Stack Road (PID 00241612) be removed from the table.

CARRIED.

The applicant, Terry Henry, was in attendance. DPDS Reade summarized the report, highlighting that the applicant had built an oversize garage, which requires variances. The applicant did not seek approval for these variances before beginning construction. CAO McLean noted that a complaint had been received about the structure.

Mr. Henry explained that he had built a similar structure in a different municipal jurisdiction without seeking approval and had simply done the same with this property. Committee members reminded Mr. Henry that this was not permissible, but that staff are willing to work with him to find a way to connect his house and garage and be properly permitted, which would resolve the variance issue. Mr. Henry expressed willingness to work with Town staff to find a way to connect the two structures.

MOVED by T. Harley and seconded by Counc. Lewis the matter be tabled pending further discussion between the applicant and the Town.

CARRIED.**5.5 88 Hampton Road****Charles Abbate**

OWNER:

ENGs Holdings Inc.

PID:

00245928

PROPOSAL:

Rezoning from Single Family Residential – Standard R1B to Central Commercial (CC)

MOVED by M. Graham and seconded by T. Harley the rezoning application for 88 Hampton Road (PID 00245928) be removed from the table.

CARRIED.

The applicant, Charles Abbate, was in attendance. DPDS Reade summarized the report, highlighting that the applicant is seeking a rezoning to utilize the existing garage, located adjacent to the single unit dwelling at 88 Hampton Road, in conjunction with the existing veterinary clinic at 90 Hampton Road. It was noted that the proposal was to rezone the property in question to be fully recognized as Central Commercial. It was also noted by CAO McLean that it is unusual for one PID to have two separate zones.

Discussion ensued where the applicant explained that his intention is to use the garage as a space to hold a water treadmill, for use by staff of the existing veterinary clinic. Questions were also posed regarding the possible future sale of land located behind the area where the proposed garage would be located.

Chairperson Forte invited comments from the public. No one came forward.

MOVED by Counc. Shea and seconded by Counc. Lewis the Planning Advisory Committee recommends that Rothesay Council schedule a public hearing to consider the rezoning of an approximate 0.70-hectare portion of 88 Hampton Road (PID 00245928) from Single Family Residential – Standard [R1B] to Central Commercial (CC) for the establishment of a veterinary clinic on the property.

CARRIED.

6. CORRESPONDENCE FOR INFORMATION

N/A

7. DATE OF NEXT MEETING(S)

The next meeting will be held on:

Regular Meeting

TUESDAY, September 8, 2026 at 5:30 p.m.

8. ADJOURNMENT

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

CARRIED.

The meeting adjourned at 8:35 p.m.

CHAIRPERSON

RECORDING SECRETARY



ROTHESAY

MEMORANDUM



TO	:	Mayor Alexander and Council
FROM	:	Planning Advisory Committee
DATE	:	5 August 2026
RE	:	37 Chapel Road [PIDs 00479212 & 00173443 (portion)]

Recommendation:

- Council schedule a public hearing, in accordance with the *Community Planning Act*, SNB 2017, c. 19, for Monday, October 19, 2026 immediately following a public hearing, to consider rezoning of an approximate 4.4-hectare parcel of land between Chapel Road and Campbell Drive (PID 00479212 & PID 00173443 (portion)) from Single Family Residential – Standard [R1B] to Attached Residential [R3].

Background:

The Planning Advisory Committee passed the following motion at its regular meeting of Tuesday, August 4, 2026:

MOVED by Counc. Lewis and seconded by M. Graham the Planning Advisory Committee recommends that Rothesay Council schedule a public hearing to consider the rezoning of an approximate 4.4-hectare parcel of land between Chapel Road and Campbell Drive (PID 00479212 & PID 00173443 (portion)) from Single Family Residential – Standard [R1B] to Attached Residential [R3].

CARRIED.



To: Chair and Members of the Rothesay Planning Advisory Committee

From: Mark Reade, P.Eng., RPP, MCIP – Director of Planning and Development Services

Date: Monday July 27, 2026

Subject: Rezoning to Attached Residential [R3]– 37 Chapel Road (PID 00479212 and portion of PID 00173443)

Applicant:	Patrick Shea	Property Owner:	Sandra Jean Shea Scott Bros Ltd.
Mailing Address:	270 Eriskay Drive Rothesay, NB E2E 5G7	Mailing Address:	PO Box 4694 Rothesay, NB E2E 5X4 PO Box 4697 Rothesay, NB E2E 5X4
Property Location:	Vacant Land between Chapel Road and Campbell Drive	PIDs:	PID 00479212 PID 00173443 (portion)
Plan Designation:	Medium Density Residential	Zone:	Single Family Residential – Standard Zone [R1B]
Application For:	Rezoning from Single Family Residential –Standard Zone [R1B] to Attached Residential [R3]		
Input from Other Sources:	Director of Operations, KVFD, KRPF		

Origin:

Rothesay has received an application from Pat Shea, representing Sandra Shea and Scott Brothers Ltd., to rezone two undeveloped parcels of land (PID 00479212 and portion of PID 00173443). A rezoning from Single Family Residential – Standard (R1B) to Attached Residential [R3] is being sought to provide for the development of townhouse dwellings.

Background:

The subject site is approximately 4.4 hectares in area and is accessed from Chapel Road which bounds the site to the west. Campbell Drive bounds the site to the east. Access is not available to Campbell Drive given its status as a controlled access roadway.

Lands immediately south of the site are zoned R3 and accommodate an 111-unit townhouse and single unit development, Chapel Hill Estates. To the north of the site, lands are zoned R3 and R4 and contain a mix of townhouse units and multiple unit buildings. A surplus piece of Town-owned land is also located north of the site adjacent to Campbell Drive. An area of single-unit residential development, zoned R1B, is located west of Chapel Road.

A rezoning of the site to R3 is being sought to provide for the development of townhouse dwellings. Plans submitted with the application detail single storey townhouses developed along a new Public Street.

On the south side of the proposed street, adjacent to Chapel Hill Estates, two options for development are available to the landowners(s):

- A row of townhouses fronting onto the proposed Public Street
- Extension of one or all the streets within the Chapel Hills Estates Development (Windermere Court, Mapledawn Court, Matscot Court) to connect with the new Public Street.

The application, currently, does not include the subdivision of the lands.

Municipal Plan:

The subject property is designated Medium Density Residential in the Municipal Plan. Permitted uses within this designation are outlined in Policy MDR-2 of the Municipal Plan.

Policy MDR-2 Medium Density Residential Uses: Designate land identified on the Generalized Future Land Use Map as encompassing those areas of Rothesay where the primary land use shall be medium density residential. Allow within the Medium Density Residential designation, a range of housing types where the dominant form of housing is two unit semi-detached, duplex dwellings, triplex-dwellings, fourplex dwellings, row houses, garden homes, or clustered housing. Other compatible uses may be permitted in the Medium Density Residential designation without amendment to the Municipal Plan, including but not limited to parks, municipal facilities, single-family homes, neighbourhood commercial, and public utilities.

Development of townhouse dwellings within the proposed development, as advanced by the applicant, conforms to the envisioned land uses within the Medium Density Residential designation and confirms to the Municipal Plan. Given townhouses are located on lands south and north of the subject site, the applicant's proposal is considered to fit within the surrounding neighbourhood context.

Zoning:

A review of the information provided with the application indicates the proposed preliminary building layout meets the standards of the R3 zone. Staff note the final layout may require a variance to reduce the required 30 metre lot depth to approximately 28 metres. This variance is considered minor.

Polling

Polling letters were sent to nearby residents to inform them of the application and soliciting their comments or feedback. Any written correspondence received from the polling has been provided in the agenda packet.

Should Council agree to set a public hearing date, Staff will send polling letters to notify landowners within 100 metres of the site regarding the date of the public hearing, along with site signage.

Recommendation:

It is recommended THAT the Planning Advisory Committee

- A. Recommend that Rothesay Council schedule a public hearing to consider the rezoning of an approximate 4.4-hectare parcel of land between Chapel Road and Campbell Drive (PID 00479212 and PID 00173443 (portion)) from Single Family Residential – Standard [R1B] to Attached Residential [R3].

Attachments:

Map 1	Aerial Photo Location Map
Map 2	Future Land Use Map - Municipal Plan
Map 3	Zoning Map
Attachment 1	Site Plan and Sample Building Elevations



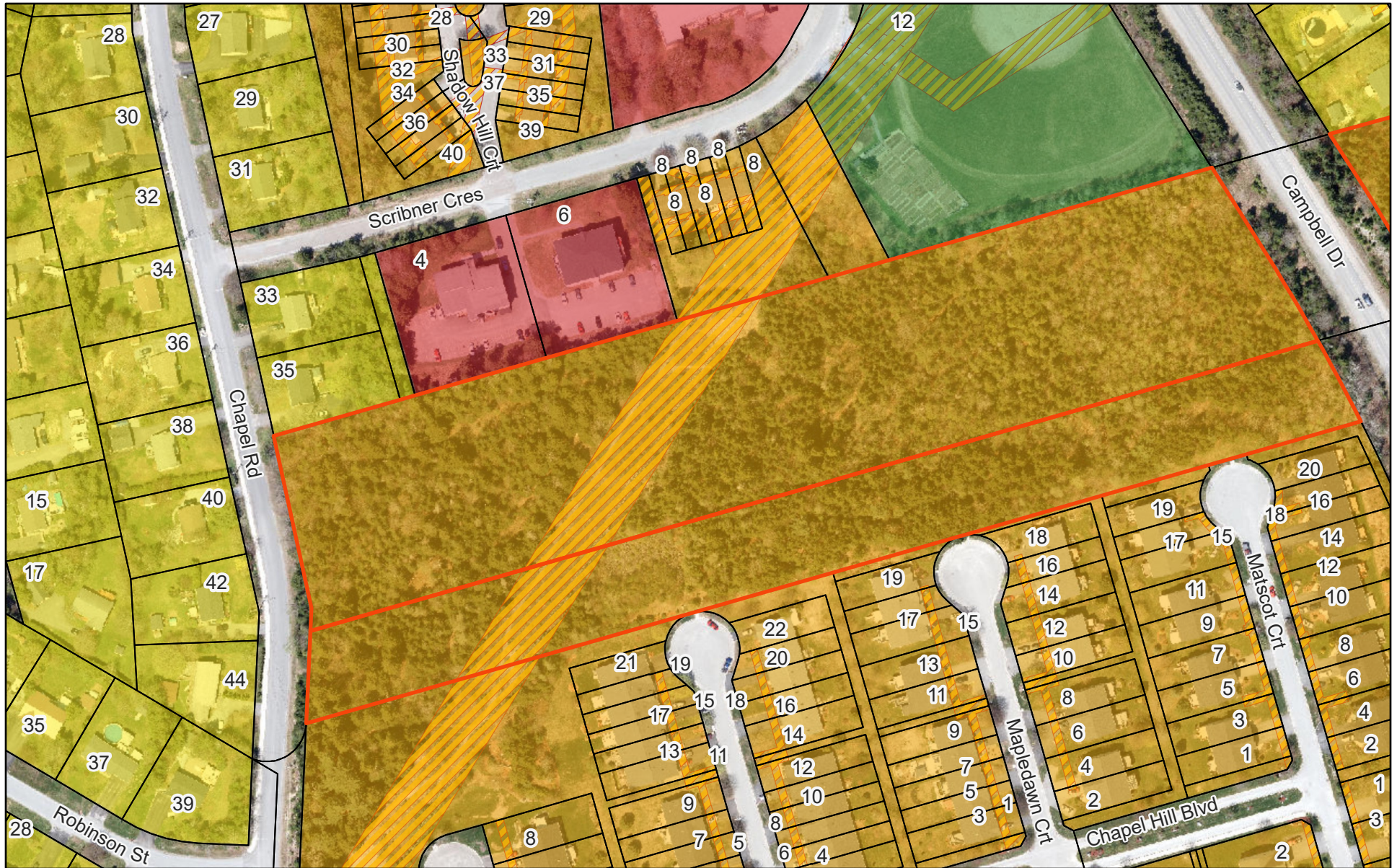
Report Prepared by: Mark Reade, P.Eng., RPP, MCIP
Date: Monday July 27, 2026

2026August10OpenSessionFINAL 114
Chapel Road - Air Photo



Chapel Road - Future Land Use

2026 August 10 Open Session FINAL 115



2026-07-31

 Subject Site

FutureLandUse

Low Density

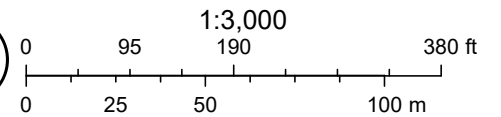
Medium Density

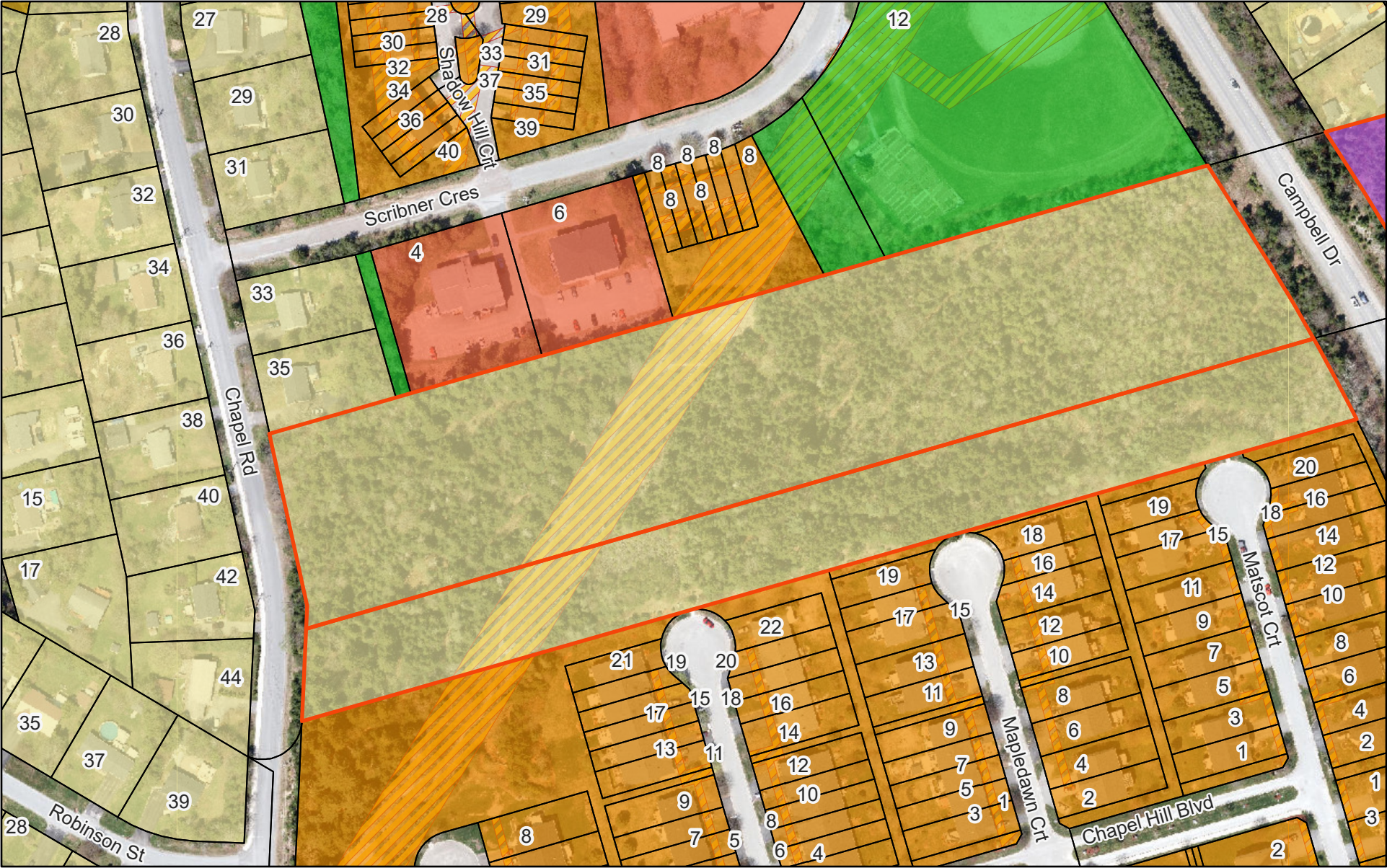
Park & Conservation

High Density

Street

Encumbrance

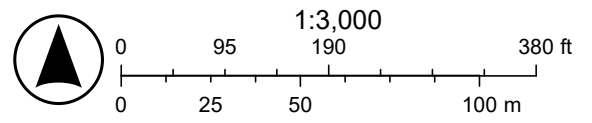


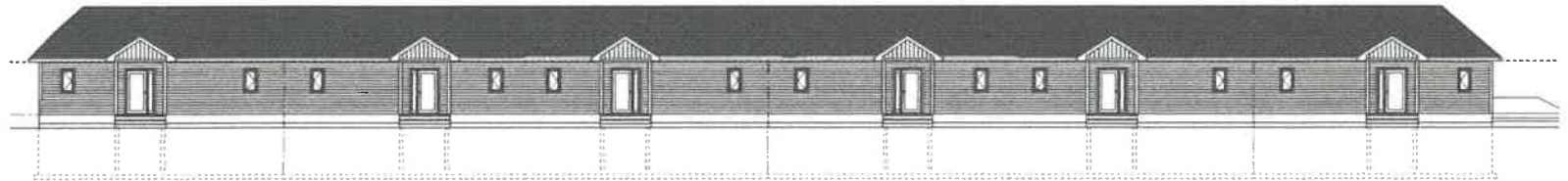


2026-07-31

 Subject Site

- | | | |
|---|---|---|
| Zoning |  R3 |  MP |
|  R1B |  R4 | Street |
|  R2 |  REC |  Encumbrance |









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100m

2,541,165.745 7,377,605.577 Meters

RECEIVED

JUL 27 2026

DARCY HUDSON
 ASSISTANT Development Officer
 Town of Rothesay

July 27, 2026

RE: Rezoning Chapel Road PIDs 00173443 + 00479212

I just learned about the proposed rezoning of land at Chapel Road to R3.

I recently completed the Town survey and made comments regarding the over development of multi family houses in the Fairvale section of Rothesay.

I first moved to the valley in 1970. Lately there seems to be a rapid need to grow the population quickly and cut down all the wooded spaces that contribute to the quality of life in this area. This eliminates the homes of the wildlife and sends the deer, raccoons, rats and others into the residential sections to find new homes. It also adds to the traffic congestion and the need for more traffic lights as left hand turns in this community are becoming more dangerous.

Is this how Rothesay should grow? There is already a development planned for the corner of Millennium + Campbell DR. that will destroy a lot of trees and habitat. Can't we leave some green space in this area of town.

4 Windermere Court

3 Alexscot Court
Chapel Hill Estates
Rothesay, NB
E2E 0A7

July 29, 2026

Darcy Hudson
Assistant Development Officer
Rothesay Planning Advisory Committee
70 Hampton Road
Rothesay, NB
E2E 5L5



Mr. Hudson and PAC:

With respect to the *application from Mr. Pat Shea to rezone lands (PIDs 00173443 & 00479212) at Chapel Road from the Single Family Residential- Standard Zone (R1B) to the Attached Residential Zone (R3) to allow for future development involving townhouse dwellings*, we find it strange that “those with comments or concerns” are being invited to forward these before learning the details of this proposal on August 4. We also find it peculiar and inconsiderate that only a few of the 110 residents of Chapel Hill Estates were notified of this proposal, and that your letter arrived in the summer when many residences are busy or potentially away from home. All residents of CHE should have been informed by the Town of Rothesay because of our proximity to the proposed development. Fortunately for us, we learned about your letter from neighbours and we can express our *comments and concerns*.

We have concerns. Chapel Hill Estates (CHE) is a sought-after neighbourhood that we hope to preserve. Houses in our neighbourhood sell by word of mouth, often above the asking price, and we do not want property value to be reduced. Home owners of CHE proudly take good care of our properties. We also are fortunate to have a well-organized volunteer-based Home Owners Association which assists home owners and takes good care of Trustee Land. We are a community of mostly retired adults who value our peaceful space and place where neighbours look after one another. The peace has noticeably changed in recent years because of nearby residential development and increased vehicular and pedestrian traffic, and we would like to curb that uncomfortable trend before it gets even worse.

We value the beautiful trees of Chapel Hill Estates which we maintain, and we do not want to lose the trees that border our beautiful neighbourhood. If the forest is depleted to make way for a housing development, even more deer and other animals will wander through Rothesay. The animals are already literally on our front doorsteps. Let the animals live in the woods, and let us all respect and preserve the ecosystem where the animals are meant to live.

With another set of residences built, in addition to the two recent nearby apartment buildings on Chapel Hill Road and Holland Drive, pedestrian traffic will inevitably increase through Chapel Hill to the Superstore, liquor store etc. There is already litter, including empty liquor bottles, left in our neighbourhood, especially on the trail from Chapel Hill Estates to the Superstore. We do not want more litter from pedestrians who do not have the care and attention for our neighborhood as we do. Besides potential litter, pedestrians of all ages from a new housing development could be a traffic hazard and be in danger of traffic accidents especially since there are no sidewalks on CHE courts.

Traffic on Chapel Hill Road and Marr Road will definitely increase beyond the frustrating state that now exists.

In addition to our above stated current concerns, we look forward to hearing an explanation about why a housing development would be built so close to NB Power Lines! This seems like a strange, unhealthy, and perhaps illegal activity. Has the builder retained a formal right-of-way authorization for the housing development from NB Power?

We are not NIMBY (Not In My Back Yard) people, and did not complain when two recent apartment complexes were built. But enough is enough. We now feel the need to express our concern for the environment and for the peace and stability of our beautiful neighbourhood for which we are thus far grateful. We hope common sense will prevail, and that the Town of Rothesay will respect our comments and justified concerns, and that Council will prevent the housing development from being built so close to Chapel Hill Estates.

Sincerely yours,

cc Mayor and Council

Town of Rothesay (*Separate letter dated*)

Darcy Hudson

From: >
Sent: July 23, 2026 10:26 AM
To: Darcy Hudson
Subject: Chapel Hill Rd/Pat Shea Development

You don't often get email from [REDACTED] [Learn why this is important](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I have the following concerns with the proposed Pat Shea development on Chapel Rd.

1. Are traffic lights going to be installed on the corner of Marr Rd. and Chapel Rd.to deal with the increased traffic flow. With the new apartments by the Credit Union, the joining of Chapel Rd and Holland Dr. to support that new apartment development and now this additional Pat Shea project, it is my daily observation that these traffic lights are an absolute requirement.
2. What buffer provisions are being addressed between the Pat Shea development and Chapel Hill Estates.

4 Matscot Ct.

Rothsay N.B.

E2E 6G5

JULY 22, 2026

RE: Rezoning Application – Chapel Road (PIDs 00173443 & 00479212)

To Whom It May Concern:

We are writing this letter to express our strong opposition to the above-noted Rezoning Application.

We have been residents of the Estates of Chapel Hill (hereafter referred to as CHE Inc.) for 15 years; a neighbourhood that is one of the most sought-after areas in Rothesay. It is well managed by its HOA, beautifully maintained and known for its quiet, peaceful ambiance.

Given this, we have a number of issues of concern related to the proposed rezoning, including the manner in which the public was notified. We consider the methodology of the dissemination of information to have been faulty for several reasons. Firstly, the letter regarding the proposal was not sent to all CHE Inc. residents. Secondly, the letter was sent during summer months when there is a greater likelihood of people being away or otherwise occupied thus not having the same opportunity to adequately consider the proposal. As well, the time frame provided for responding to the letter was very brief. A similar situation arose within the past 18-24 months regarding a rezoning application for self-storage units located behind 69 Marr Road, which is in close proximity to CHE Inc. Only a small number, not all, residents of CHE Inc. homeowners were notified by letter.

In recent years there has been (and continues to be) a significant amount of both commercial and residential development surrounding CHE Inc. This includes, but is not limited to Chapel Hill Suites, apartment buildings on Holland Drive (currently under construction) and relocation of Shoppers Drug Mart to the Superstore/Dollarama complex (currently under construction). Also, the previously mentioned proposed self-storage facility and the large scale four-phase, twenty-year project at the corner of Campbell Drive and Millenium Drive. All of these activities completely surround CHE Inc. and have significant impact upon the overall quality of life for its residents.

There has been a dramatic increase in traffic; both because of additional residents in the new housing units but also the multitude of construction vehicles associated with the various projects. With the increased traffic come issues such as speeding, inadequate

traffic signals (example: intersection of Marr Road and Chapel Road), greater risk to pedestrians, increased noise level and increased wear/tear on already damaged roads.

Over the past 18 months Chapel Road has become more dangerous because of the ongoing construction projects in the immediate area. There is a large volume of heavy equipment travelling on it. Measures undertaken to enhance safety (three-way stop sign, a new crosswalk and a speed measuring device) have done little to nothing to decrease the speed of vehicles or to enhance the safety of pedestrians and motorists alike.

The following paragraphs outline issues which we believe will arise and negatively impact the Estates of Chapel Hill:

Intended Use (at time of proposal) vs. Eventual Actual finished project. Although an indication has been given as to the intended purpose for the rezoning, what guarantee is there that the finished project will in fact be what was proposed?

Infrastructure. With recent and future planned development, it is quite apparent that the current infrastructure (condition and design of roads, municipal services such as water/sewerage, etc.) is not and will not be adequate.

Neighbourhood being used as a thoroughfare/path. Given the close proximity of the proposed development to CHE Inc., it stands to reason that residents of the newly developed area will choose to walk through our neighbourhood in an effort to access services such as grocery stores, pharmacies, etc. This will undoubtedly lead to an increase in discarded garbage, possible damage to properties because of foot traffic and a deterioration in the overall safety/security of the neighbourhood.

CHE Inc. already has to contend with the garbage that is generated from a nearby shopping complex (including Superstore, NBLC, Dollarama, Starbucks, NB Cannabis Store). On a daily basis, debris from that area blows into our yards. It is quite common for individuals to shop at those various stores, cut through our neighbourhood and throw/drop cigarette butts and garbage on the ground.

In conclusion, we want to reiterate that we strongly oppose the rezoning proposal.

What was once a quiet, peaceful neighbourhood surrounded by an abundance of green space and natural beauty, it is quickly losing its uniqueness and appeal. What benefit is there to the residents of CHE Inc. to have even more development and less green space? The quality of life that we enjoyed 15 years ago when we moved here has deteriorated and we question how our tax dollars are of benefit to us.

We respectfully request that our letter be given serious consideration and that the rezoning proposal be denied.

Respectfully Submitted,

10 Alexscot Court
Rothesay, NB

Darcy Hudson

From: >
Sent: July 22, 2026 7:44 AM
To: Darcy Hudson
Subject: Rezoning application Chapel Road IDs 00173443 & 00479212 - comments, concerns
Importance: High

You don't often get email from [REDACTED]. [Learn why this is important](#)

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I am responding to your letter of July 14, 2026 regarding rezoning of the two parcels identified above, from single family residential Standard Zone (R1B) to Attached Residential Zone (R3).

Concerns and questions:

- **Traffic:** two recent apartment developments (Holland Hills with one building near complete and the second one soon to break ground, plus Chapel Hill Suites) have and will continue to significantly impact traffic on Chapel Road
- **Walking and safety:** Existing drivers on Chapel Road are a concern to walkers, often speeding through the stop signs and ignoring the one poorly marked crosswalk sign. This roadway is used by walkers frequently, at their own risk. Additional units will add only more traffic, leaving walkers, often seniors who live in the area for the proximity to necessities, forced to consider transportation.
- **Environmental:** Chapel Hill Estates has taken an environmental approach of keeping noise and light pollution at a minimum, through only lighting the boulevard and calming traffic through street design. The closeness of the proposed development will greatly impact light and noise pollution.
- **Right of way and safety:** I note the footnote to the map noting the map may not be free from error or omission, is that why there is no clear right of way for the power line shown? Increased population will also increase danger of increased activity around the power lines.
- **Information request:** Is a copy of the rezoning application and site plan available? Does this include exact list of building uses and heights? What would the setback requirement be?
- **Storm water/drainage:** Property along the power line is varied in grade. Impact to neighbors, Chapel Hill and Scribner residents from the development.
- **Driving and Safety:** How will the proposed properties be accessed, extension to Robinson, from Campbell Drive, Scribner or another route?
- **Recreation, health and food security:** Impact to recreational land (ball field, public garden plots).

This area has been chosen by residents because of the quietness and closeness to necessities. The extensive development in the immediate and surrounding area is significantly impacting the

lifestyle and undoubtedly our real estate values as the desirable urban feel of the community is lost.

Regards,

21 Windermere Court
Rothesay, NB E2E5Y4

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Darcy Hudson

From:
Sent: July 20, 2026 10:49 AM
To: Darcy Hudson
Subject: Rezoning application-Chapel Road

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Hi Mr. Hudson,

My name is [REDACTED] and I am the President of the Chapel Hill Estates Homeowners Association. We are a 110-unit garden home development that will potentially be impacted by this proposal. Four of our streets are adjacent to the proposed development.

I have a few initial questions:

- Where are the access points planned for this development?
- How close would the actual construction be to our property line?

I understand you may not be responding directly to this email, but I do plan on attending the PAC meeting on August 4th and expect that many of these questions will be addressed at that time.

One additional observation is that the existing power transmission lines appear to significantly reduce the amount of usable land for building purposes. Has a timeline for the project been developed?

Thank you, and I look forward to learning more at the meeting.

Regards, [REDACTED] President – Chapel Hill Estates Inc.

Darcy Hudson

From: >
Sent: July 20, 2026 1:21 PM
To: Darcy Hudson
Subject: Rezoning application - Chapel Road

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<https://aka.ms/LearnAboutSenderIdentification>]

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I am looking at a copy of the application which residents on Matscot Crt. was to have been received by mail. I did not get a letter.

The attachment does not give enough information to make sensible observations. What is going to be on the 3.5 acre land PID 00479212)? Are the streets into the development area going to junction on Chapel Road or might the join onto our streets? If so I have some concerns. We are not really designed for additional traffic flow and it would do a great job of dramatically reducing the appeal of our community.

I would appreciate a more detailed view on what physical structures (dwellings and roads) would be located.

A quick reply would be appreciated.

6 Matscot Crt.

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Rezoning adjacent to Chapel Hill Estates
Date: July 27, 2026 9:37:34 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From: >
Sent: Monday, July 27, 2026 6:22:38 p.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Rezoning adjacent to Chapel Hill Estates

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As a resident of Windermere Court in Chapel Hill Estates I was not notified of this rezoning application. My concern would be the additional car traffic on Chapel Road from this housing when it comes in addition to the Holland Drive apartment building. We already have a difficult time getting out on to the Marr Road if we want to turn left off of Chapel on to Marr. Also concerned about the proposed buffer being enforced between the two properties and also ensuring that our courts will not be extended as a thoroughfare to this new development. I have been a resident here since 1999.

10 Windermere Court Rothesay
Sent from my iPad

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Rezoning Application Chapel Road
Date: July 29, 2026 9:00:15 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From: >
Sent: Wednesday, July 29, 2026 8:44:30 p.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Rezoning Application Chapel Road

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As a resident of Chapel Hill Estates we have a property that borders the proposed rezoning parcels of land.

We feel the removal of the trees between our park and the new proposed townhomes will greatly reduce the value of our home and take away the peaceful enjoyment of our yard. Therefore, we would ask that the requested rezoning of the 3.5 acre parcel of land (PID00479212) be denied and enforce a mandate that this parcel of land remain undisturbed.

Our second concern is with regards to the power line that goes through the proposed new development. We ask for more detailed information on any changes as it is our understanding homes cannot be built close to a power line.

Our last issue is with regards to increased traffic as the result of new townhomes and ask that the installation of a new traffic light at the intersection of Chapel Road and Marr Road be installed by the developer.

Respectfully,

19 Mapledawn Court
Rothesay, NB

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From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Rezoning application for proposed development near Chapel Hill Estates
Date: July 27, 2026 5:45:42 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From: >
Sent: Monday, July 27, 2026 5:37:47 p.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Rezoning application for proposed development near Chapel Hill Estates

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In May, 2025, we moved to 10 Mapledawn Court in Chapel Hill Estates, Rothesay, NB.

On Thursday, 23 July 2026, we received an information email from Chapel Hill Estates stating a proposed development which "could have a significant impact on homeowners in Chapel Hill Estates". We have not received anything through Canada Post about this and would like to have the information concerning this rezoning proposal so we may determine what, if any, impact this may have on our current residence.

Thank you.

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Rezoning application-Chapel Road (PIDS 00173443&00479212
Date: July 29, 2026 3:40:04 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From: >
Sent: Wednesday, July 29, 2026 12:36:37 p.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Rezoning application-Chapel Road (PIDS 00173443&00479212

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I am a resident of Chapel Hill, 5 Alexscot Court.

I am concerned about this proposed development. Some of the following reasons are:

- 1) the increased traffic on Chapel Road, particularly at the intersection with Marr Road,
- 2) the increased foot traffic through our development through to the Superstore and other commercial properties,
- 3) the possibility of no tree barrier, or any barrier between Chapel Hill and the proposed development.
- 4) effects of construction activity on our peace, quiet and lifestyle.

As to the effect on the existing infrastructure I look forward to hearing from Rothesay staff.

I will be attending on August 4.

Thank you,

Sent from my iPad



ROTHESAY

MEMORANDUM



TO	:	Mayor Alexander and Council
FROM	:	Planning Advisory Committee
DATE	:	5 August 2026
RE	:	Sagamore Heights – Rezoning to R2 [PID 00241240 (portion)]

Recommendation:

Council schedule a public hearing, in accordance with the *Community Planning Act*, SNB 2017, c. 19, for Monday, September 21, 2026 immediately following a public hearing, to consider rezoning of an approximate 8.3-hectare portion of the remaining lands within the Sagamore Heights Development along Greenbrier Street and Maliseet Drive (PID 00245928) from Single Family Residential – Standard [R1B] to Two Family Residential Zone (R2).

Background:

The Planning Advisory Committee passed the following motion at its regular meeting of Tuesday, August 4, 2026:

MOVED by Counc. Lewis and seconded by M. Graham the Planning Advisory Committee recommends that Rothesay Council schedule a public hearing to consider the rezoning of an approximate 8.3-hectare portion of the remaining lands within the Sagamore Heights Development along Greenbrier Street and Maliseet Drive (PID 00245928) from Single Family Residential – Standard [R1B] to Two Family Residential Zone (R2).

CARRIED.



To: Chair and Members of the Rothesay Planning Advisory Committee

From: Mark Reade, P.Eng., RPP, MCIP – Director of Planning and Development Services

Date: Monday July 27, 2026

Subject: Rezoning to Two Family Residential [R2]– Sagamore Heights (portion of PID 00241240)

Applicant:	Patrick Shea	Property Owner:	619699 N.B. Inc. (Directors - Patrick Shea and Edward Harley)
Mailing Address:	619699 N.B. Inc. 270 Eriskay Drive Rothesay, NB E2E 5G7	Mailing Address:	619699 N.B. Inc. 270 Eriskay Drive Rothesay, NB E2E 5G7
Property Location:	Vacant Land off Maliseet Drive	PIDs:	00241240 (portion)
Plan Designation:	Low Density Residential	Zone:	Single Family Residential – Standard Zone [R1B]
Application For:	Rezoning from Single Family Residential –Standard Zone [R1B] to Two Family Residential Zone [R2]		
Input from Other Sources:	Director of Operations, KVFD, KRPF		

Origin:

Rothesay has received an application from Pat Shea, representing 619699 N.B. Inc., seeking to rezone a portion of the undeveloped lands within the Sagamore Heights development (portion of PID 00241240). A rezoning from Single Family Residential – Standard (R1B) to Two Unit Dwelling (R2) is being sought to provide for the inclusion of two-unit dwellings in the remaining areas of the development.

Subdivision approval for the overall layout of the development including the location of Public Streets and Lands for Public Purposes was granted by Rothesay Council in 2021.

Background:

The subject site is approximately 9.6 hectares in area and is accessed from Greenbrier Street. The subdivision plan assented to by Rothesay Council in 2021 provides for two roadway connections to Maliseet Drive. The property is designated Low Density Residential on the Municipal Plan Future Land Use Map.

A rezoning of an 8.3-hectare portion of the site is being sought to provide for the potential to incorporate two-unit dwellings within the remaining area of the development. The R1B zoning will be retained for six future lots (approximate area 1.3 hectares) along the extension of Greenbrier Street, east of Sage Street.

On January 11, 2021, Rothesay Council granted the necessary assents for the proposed Public Streets and Lands for Public Purposes for the subdivision of the site. Given this, the roadway layout for the future development area will be developed as approved by Council in 2021 and include the following:

- a future extension of Greenbrier Street to the west from its current terminus,
- the construction of Sage Street to connect Greenbrier Street to Maliseet Drive,
- The construction of a cul-de-sac, Juneberry Court, on the west side of Sage Street, and
- the construction of Goldenrod Lane between Sage Street and Maliseet Drive.

The roadway and lot layout approved in 2021 is provided in Figure 1.

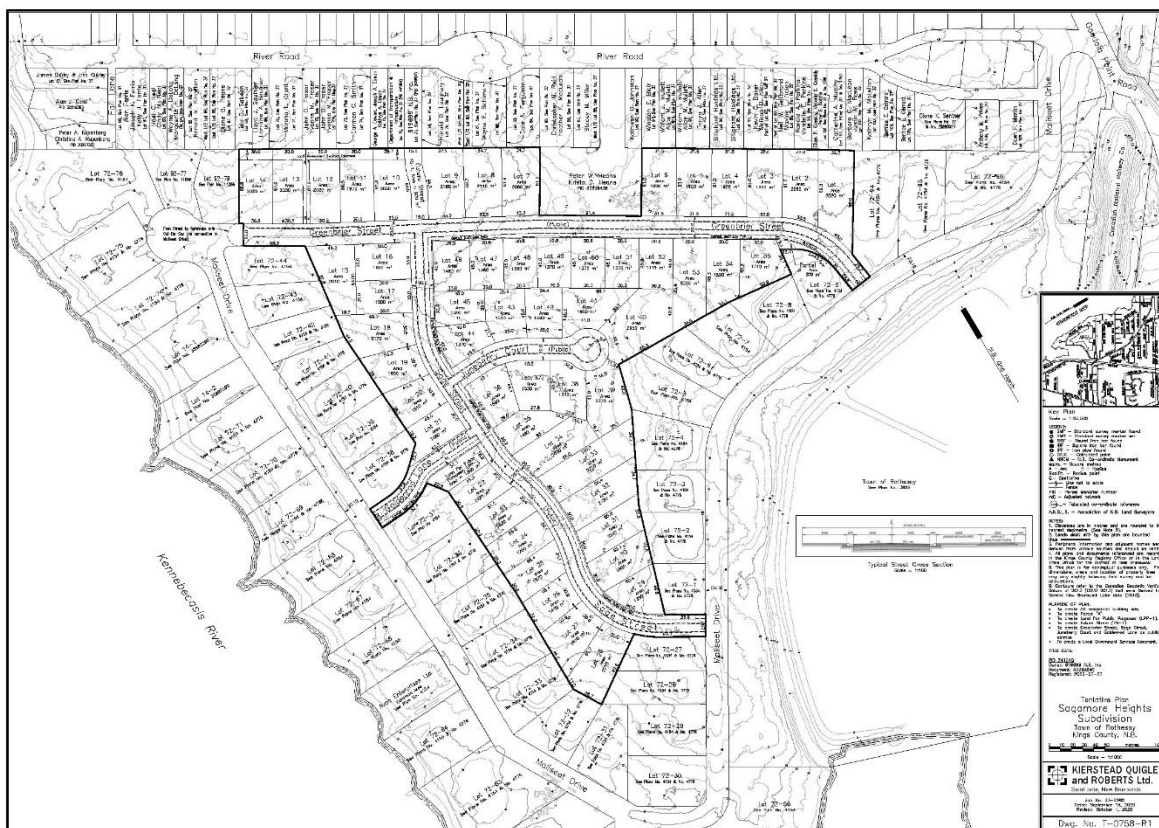


Figure 1 – Approved subdivision layout.

Municipal Plan:

The subject property is designated Low Density Residential in the Municipal Plan. Permitted uses within this designation are outlined in Policy LDR-2 of the Municipal Plan.

Policy LDR-2 Low Density Residential Uses: Allow within the Low Density Residential designation, a range of housing types where the dominant form is single family detached homes and other low-density forms of housing, including secondary suites, two unit semi-detached, secondary units, and duplex dwellings. Other compatible uses may be permitted in the Low Density Residential designation without amendment to the Municipal Plan including but not limited to neighbourhood convenience stores, public utilities, parks, municipal facilities, and where appropriate home occupations.

Development of two-unit dwellings within the proposed development conforms to the land uses envisioned within the Low Density Residential designation of the Municipal Plan.

Zoning:

A rezoning to the Two Family Residential Zone [R2] is being sought. The primary difference between the existing R1B zoning and the requested R2 zoning is the provision of two-unit dwellings as a permitted main use within the R2 zone.

As the necessary assents to the location of the Public Streets have been given by Rothesay Council, the future street layout within the future development area is fixed. This street layout can support both the existing R1B zoning and the requested R2 zoning. This approved subdivision proposal provided for 36-single family lots within the area that is subject to the current rezoning application. If the rezoning is approved, these lands would have the potential to accommodate a maximum of 72 dwelling units (36 lots x 2 units/lot). A comparison of the R1B and R2 zone standards are provided in Table 1.

Table 1.0 – Comparison of R1B and R2 Zone Standards			
	R1B Standard (Current Zoning)	R2 Standard (Proposed Zoning)	Staff Commentary
Minimum Lot Area	1350 sq.m.	1200 sq.m.	Although the R2 zone allows for a smaller lot size, staff note the development layout with the approved street locations will result in lot areas that exceed the 1200 square metre minimum.
Minimum Lot Frontage	30 metres	30 metres	
Minimum Lot Depth	45 metres	30 metres	
Minimum Setback from Property Lines:	7.5 m Front Yard 7.5 m Flankage Yard 6 m Rear Yard 5 m Side Yard (Major) 4 m Side Yard (Minor)	7.5 m Front Yard 7.5 m Flankage Yard 7.5 m Rear Yard 5 m Side Yard (Major) 5 m Side Yard (Minor)	Also, given the approved street location and configuration of the site, lot depths will exceed the 30-metre minimum providing for deeper lots than are required by the R2 standard. The R2 zone requires a larger rear yard setback and larger minor side yard setback. This provides greater separation from existing and future lots when compared with the existing R1B zoning.
Building Height	Maximum 9 m Minimum 3 m	Maximum 9 m Minimum 3 m	No change in height requirements
Minimum Building Area	90 sq.m.	185 sq.m. (92.5 sq.m. per dwelling unit)	Minimum building floor area is the same (3% larger in the R2 zone).
Maximum Building Coverage:	40%	35%	The R2 zone has a lower minimum lot coverage providing additional open space on the developed lot.
Driveway Entrance	Maximum width: 5 m Maximum number: 1	Maximum width: 5 m Maximum number: 2	The R2 zone provides for an additional driveway for each lot given the potential for a two-unit dwelling.

From the assessment of the R2 zone standards, Staff are of the opinion the rezoning would provide a built form that aligns with the existing community context as the zone standards regulating the size and location of dwellings are closely aligned with the R1B zone.

The proponent has provided a sample of the exterior design of the townhouse units based on similar developments constructed elsewhere in New Brunswick.

PAC's role at this preliminary review stage is to advise Council whether to hold a public hearing regarding the proposal. If Council decides to hold a public hearing PAC will be required to provide Council with detailed advice regarding this application and conditions to be imposed through either a resolution of Council or a Development Agreement, should it proceed.

Given the proposal aligns with the Municipal Plan and the R1B zoning found within the surrounding neighbourhood, Staff support further consideration of the application by Council through the scheduling of a Public Hearing.

Polling

Polling letters were sent to nearby residents to inform them of the application and soliciting their comments or feedback. Any written correspondence received from the polling has been provided in the agenda packet.

Should Council agree to set a public hearing date, Staff will send out polling letters to notify the adjacent landowners of the date of the public hearing, along with site signage.

Recommendation:

It is recommended THAT the Planning Advisory Committee

- A. Recommend that Rothesay Council schedule a public hearing to consider the rezoning of an approximate 8.3-hectare portion of the remaining lands within the Sagamore Heights Development along Greenbrier Street and Maliseet Drive (PID 00245928) from Single Family Residential – Standard [R1B] to Two Family Residential Zone (R2).

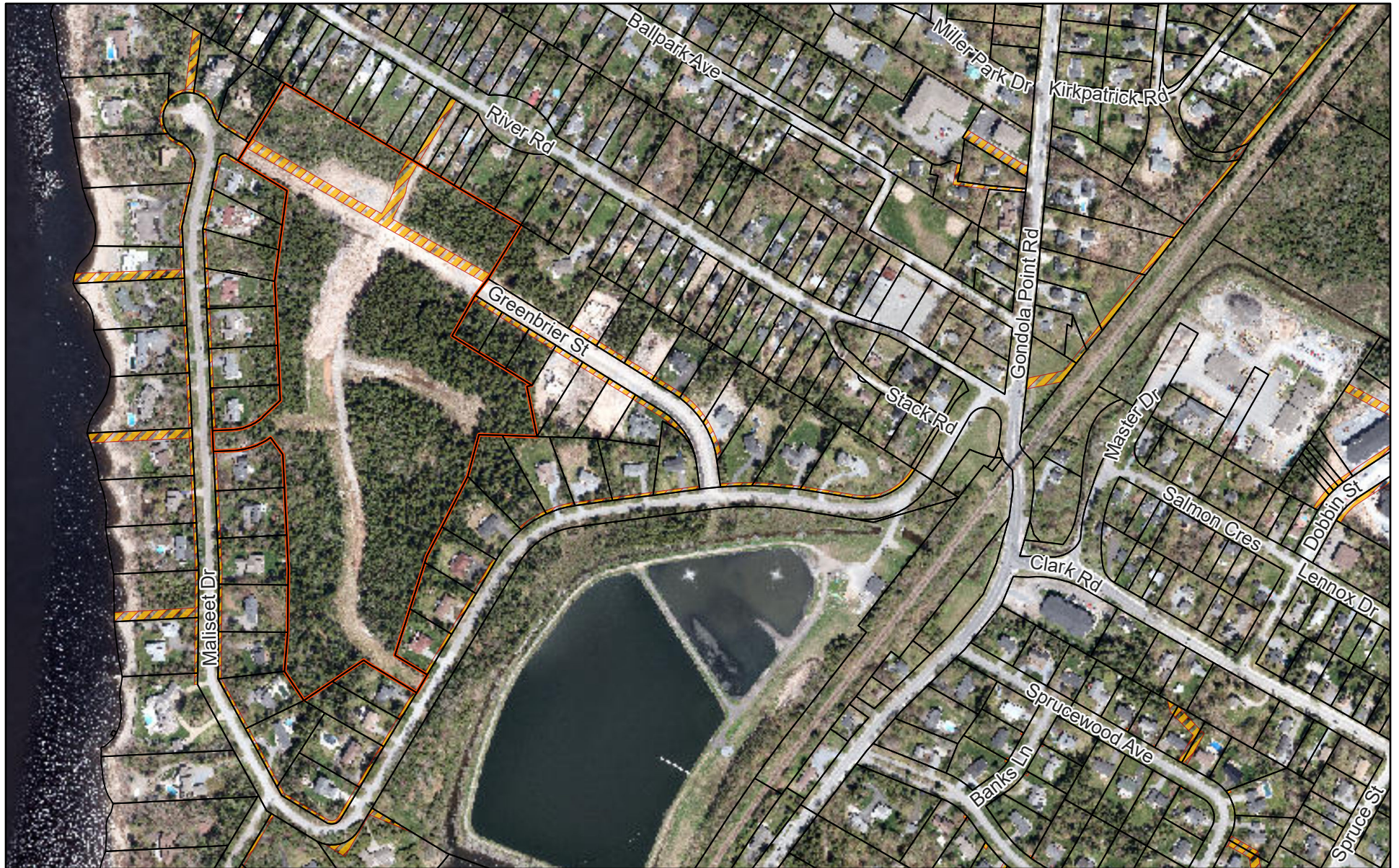
Attachments:

Map 1	Aerial Photo Location Map
Map 2	Future Land Use Map - Municipal Plan
Map 3	Zoning Map
Attachment 1	Proposal Information from Applicant
Attachment 2	Subdivision Plan - 2021 Approval



Report Prepared by: Mark Reade, P.Eng., RPP, MCIP
Date: Monday July 27, 2026

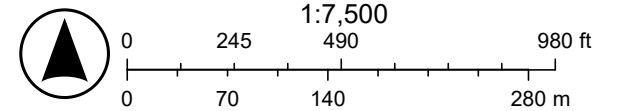
2026August10OpenSessionFINAL 141
Sagamore Heights - Air Photo



2026-07-30

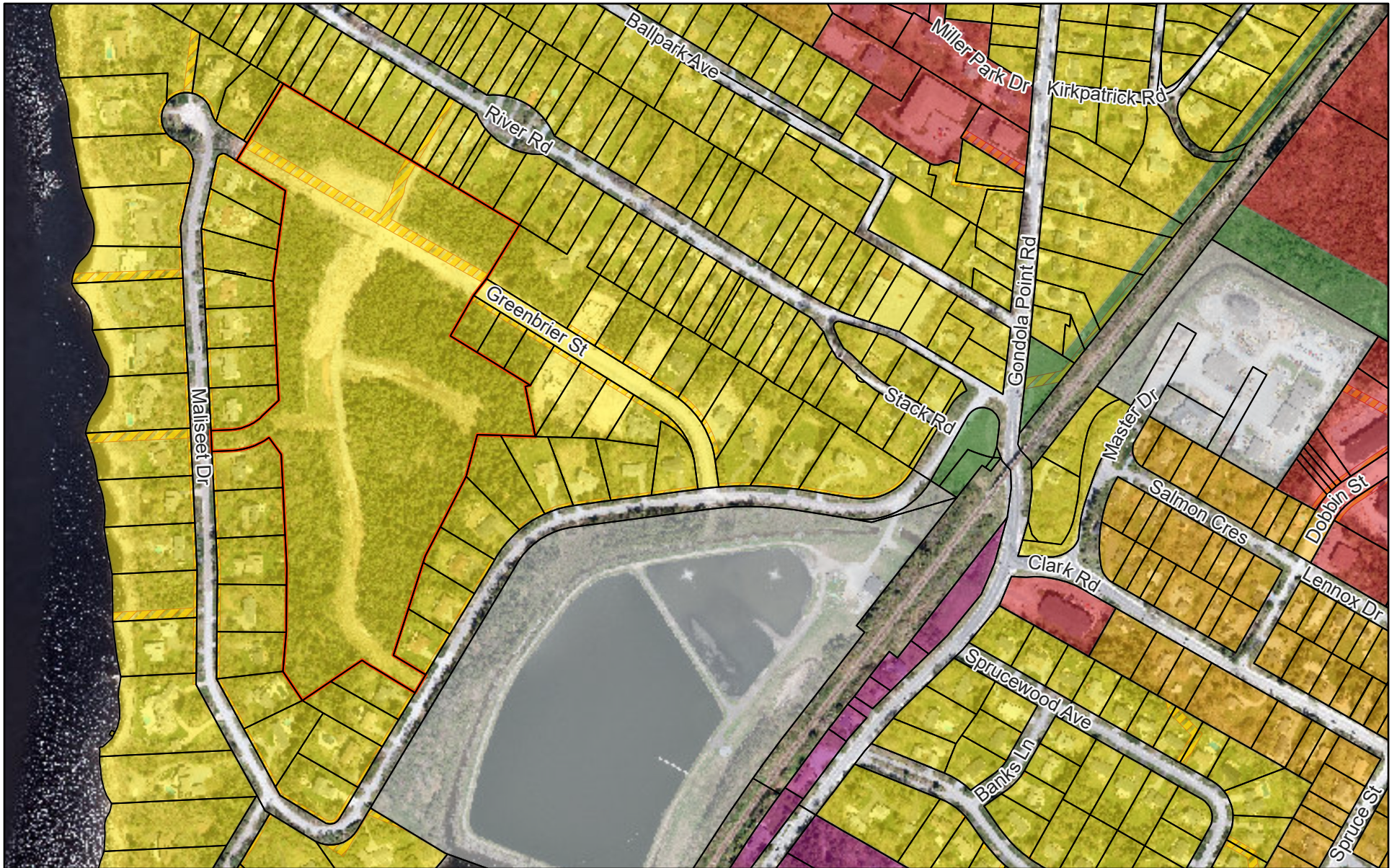
 Subject Site

 Encumbrance



Sagamore Heights - Future Land Use

2026 August 10 Open Session FINAL 142



2026-07-30

 Subject Site

Future Land Use

 Low Density

 Medium Density

 Park & Conservation

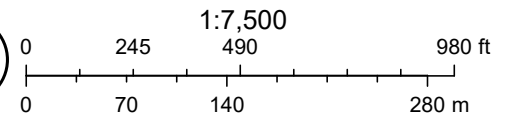
 High Density

 Traditional Area

 Light Industrial

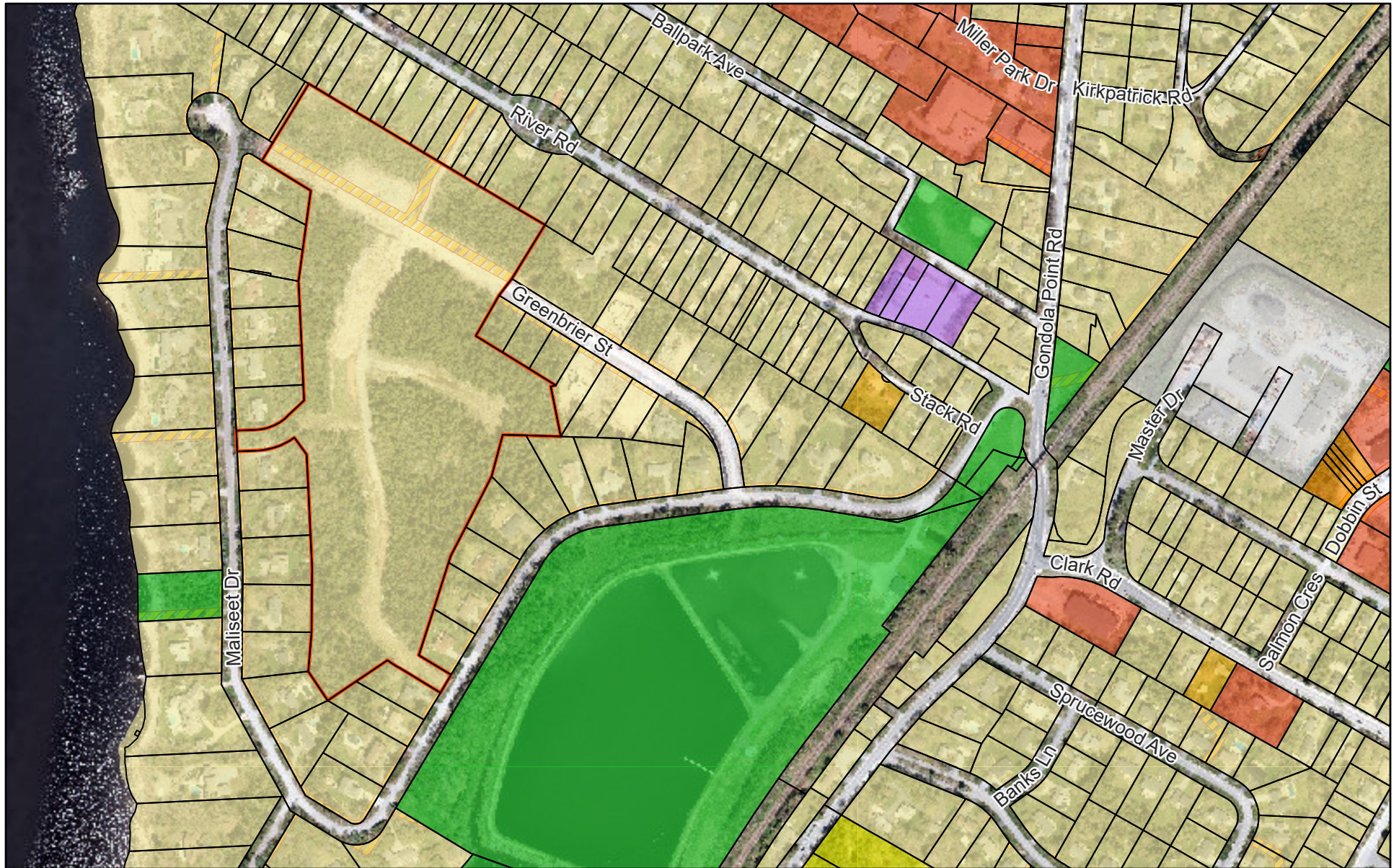
 Street

 Encumbrance

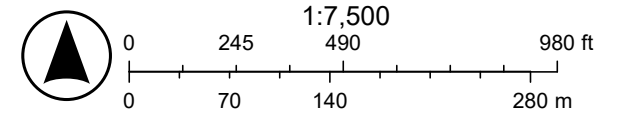
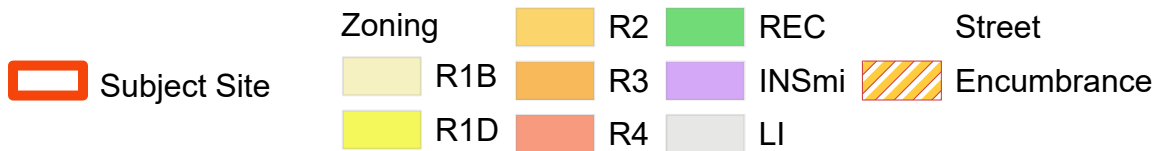


Sagamore Heights - Zoning

2026 August 10 Open Session FINAL 143



2026-07-30

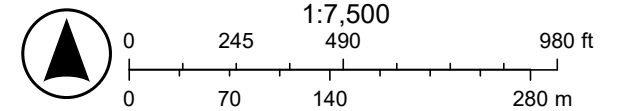


Sagamore Heights - Area to be Rezoned

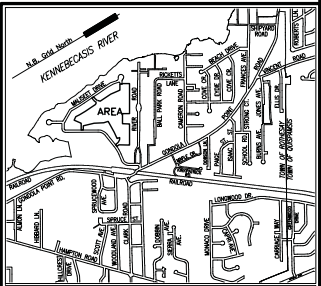
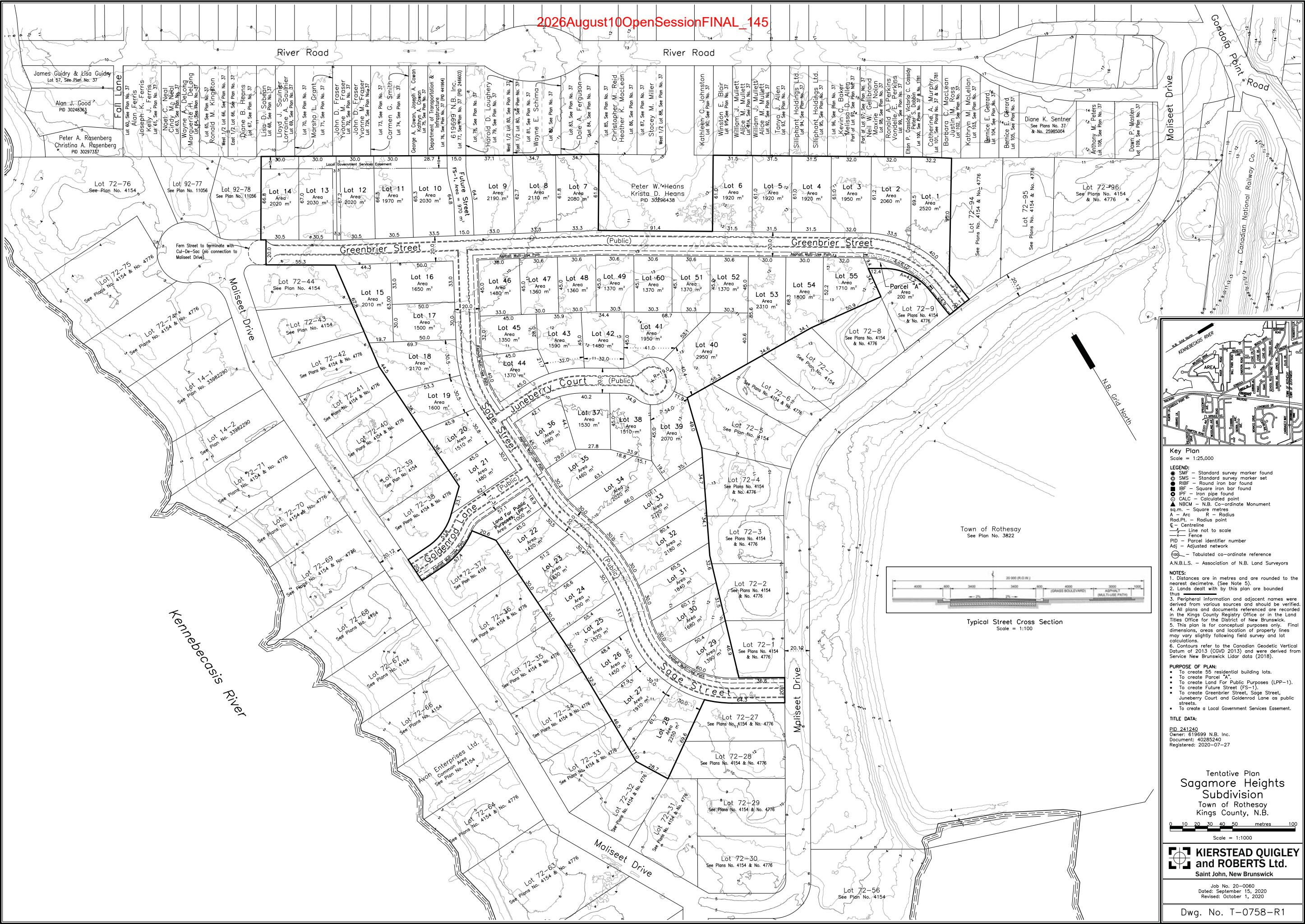
2026 August 10 Open Session FINAL 144



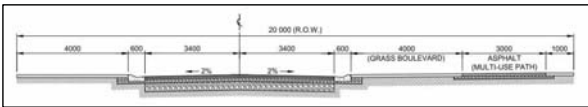
2026-07-31



 r Encumbrance



- Key Plan**
Scale = 1:25,000
- LEGEND:**
- SMF - Standard survey marker found
 - SMS - Standard survey marker set
 - RIBF - Round iron bar found
 - IBF - Square iron bar found
 - IPF - Iron pipe found
 - CALC - Calculated point
 - ▲ NBCM - N.B. Co-ordinate Monument
 - sq.m. - Square metres
 - A - Arc
 - R - Radius
 - Rad.Pt. - Radius point
 - Centreline
 - Line not to scale
 - Fence
 - PID - Parcel identifier number
 - Adj - Adjusted network
 - Tabulated co-ordinate reference
 - A.N.B.L.S. - Association of N.B. Land Surveyors
- NOTES:**
- Distances are in metres and are rounded to the nearest decimetre. (See Note 5).
 - Lands dealt with by this plan are bounded thus
 - Peripheral information and adjacent names were derived from various sources and should be verified.
 - All plans and documents referenced are recorded in the Kings County Registry Office or in the Land Titles Office for the District of New Brunswick.
 - This plan is for conceptual purposes only. Final dimensions, areas and location of property lines may vary slightly following field survey and lot calculations.
 - Contours refer to the Canadian Geodetic Vertical Datum of 2013 (CGVD 2013) and were derived from Service New Brunswick Lidar data (2018).
- PURPOSE OF PLAN:**
- To create 55 residential building lots.
 - To create Parcel "A".
 - To create Land For Public Purposes (LPP-1).
 - To create Future Street (FS-1).
 - To create Greenbrier Street, Sage Street, Juneberry Court and Goldenrod Lane as public streets.
 - To create a Local Government Services Easement.
- TITLE DATA:**
- PID: 241249
Owner: 619699 N.B. Inc.
Document: 40285240
Registered: 2020-07-27



Typical Street Cross Section
Scale = 1:100

Tentative Plan
Sagamore Heights
Subdivision
Town of Rothesay
Kings County, N.B.

0 10 20 30 40 50 metres 100
Scale = 1:1000

KIERSTEAD QUIGLEY and ROBERTS Ltd.
Saint John, New Brunswick

Job No. 20-0060
Dated: September 15, 2020
Revised: October 1, 2020

Dwg. No. T-0758-R1

July 2026

Sagamore Heights Sub-Division Proposal

In order to move forward with building homes in the Sagamore Heights Sub-division, the following is proposed:

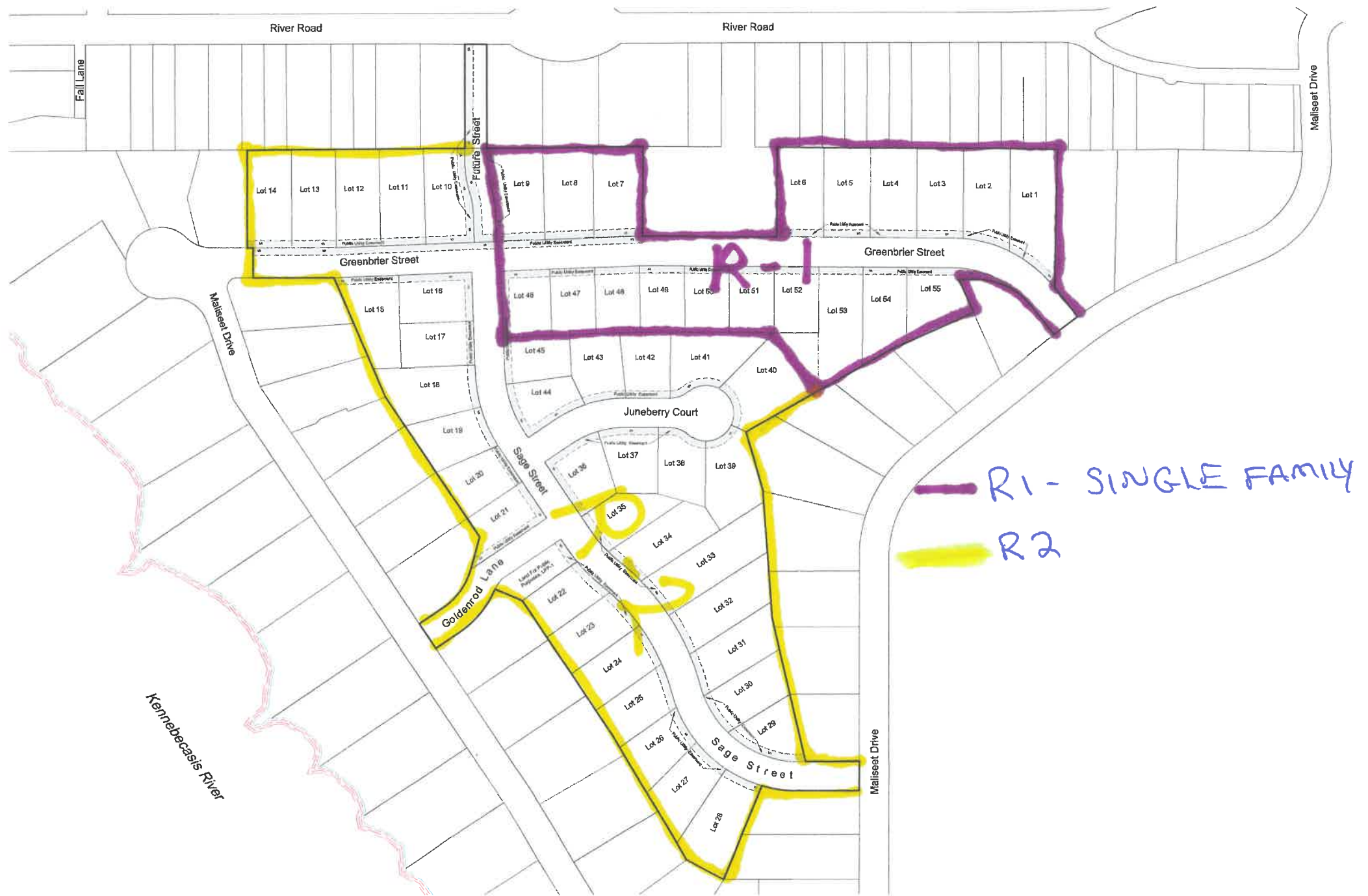
- Greenbrier Street will continue extend down to the intersection of Sage Street. There are 6 building lots left in this section, and will continue to be built as R1/Single Family Homes

For the remaining lots in the sub-division (36 lots), the following is proposed:

- These lots will be permitted to be built as either R1 (single family) or R2 (duplex/2 family)
- The square footage of each lot is more than adequate to build R2 homes, with spacing between lots.
- Each home will require a connection to the Rothesay town water and sewer system.

The Rothesay municipal plan anticipated mixed use developments, and allows for this type of housing to be built in the sub-division. No variances are needed to allow the project to move forward as a mixture of R1/R2.

The homes to be built will be of the same quality and community aesthetic as the existing homes in the neighbourhood. It is important to the developer that the homes be of a quality that people will be proud to own a home, and to live in the community. The exterior landscaping and upkeep of all homes in the additional phase will be professionally maintained – lawnmowing, lawn care, snow removal. The high quality of the sub-division will be continued in the construction of the remaining homes.



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The Village at the Fairways

Exclusively built by **MARTELL**
CUSTOM HOMES

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- Executive Town Houses
- 2 Styles Available:
 - Single car garage or
 - Double car garage
- Semi Detached Homes
- Energy Efficient
- 3 Season Sunroom (Optional)
- Cathedral Ceilings
- Attached Garage
- 10 Year New Home Warranty
- Lawn & Snow Maintenance
- Private Backed Lots

Schedule a FREE Consultation

Country living in the heart of the city.

Luxury townhomes in a stunning new community!



Liz Hazlett

From: Mark Reade
Sent: Thursday, July 23, 2026 10:23 AM
To:
Cc: Darcy Hudson; Liz Hazlett
Subject: FW: Rezoning Application - Sagamore Heights

Trevor, thank you for your comments.

We will forward your e-mail to the Committee, and Council for their consideration.

Mark



Mark Reade P.Eng., RPP, MCIP
Director of Planning and Development Services

(506) 848-6609

B.Sc.Eng. (Civil) UNB • MPL Queen's
markreade@rothesay.ca

70 Hampton Rd, Rothesay NB
T: 506-848-6600 | F: 506-848-6677
rothesay.ca

From: Darcy Hudson <darcyhudson@rothesay.ca>
Sent: July 21, 2026 8:25 AM
To: Mark Reade <markreade@rothesay.ca>
Subject: FW: Rezoning Application - Sagamore Heights

From:
Sent: July 20, 2026 5:52 PM
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Rezoning Application - Sagamore Heights

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Darcy,

I received your letter dated July 14, 2026 regarding the rezoning in Sagamore Heights and as per your request I wanted to provide my comments.

I am surprised and a bit disappointed with the potential rezoning. My wife and I specifically chose this location to build our home based on how this subdivision was sold to us as an exclusive neighborhood with upscale single family homes, including the current and future dream homes for the NB Home Lottery.

To hear the developer is now looking at developing a multi-family dwelling strategy is a very different purpose versus what we were told at the time of purchasing our lot for our future home. These building lots are not inexpensive to purchase and I wonder if the value of the lots will now decrease as this will no longer be the exclusive neighborhood we were sold.

I do have additional concerns on traffic density given the number of units will more than double from the original plan for the development and I would hope that if this rezoning moves forward there would be mandatory access points at other locations on Maliseet Drive as a first step to prevent excess traffic on Greenbrier. I would welcome further discussion if you need any additional information.

Thanks,

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: [SUBMISSION] Rezoning Application - Sagamore Heights
Date: July 29, 2026 10:25:25 PM
Attachments: [LETTER V2.pdf](#)

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From:
Sent: Wednesday, July 29, 2026 10:15:05 p.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Cc:
Subject: [SUBMISSION] Rezoning Application - Sagamore Heights

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Ms. Hudson:

See attached above our letter concerning the proposed rezoning of Sagamore Heights.

We would like this letter entered into the public record and considered by the Rothesay Planning Advisory Committee.

Please confirm receipt and thank you ahead of time.

- The

July 20, 2026

VIA E-MAIL: darcyHUDSON@rothesay.ca

Town of Rothesay
70 Hampton Road
Rothesay, NB
E2E 5L5

Attention: Darcy Hudson

Dear Mrs. Hudson:

We write to you to express our concern with the proposed rezoning of Sagamore Heights (PID 00241240) from the single family residential designation to the two family residential designation. If this proposal were to be approved by the Rothesay Planning Advisory Committee, it would mark a significant departure from the municipality's historic zoning of the land and its surrounding parcels. This would come as a detriment to the neighborhood's existing residents. The increase in traffic and resulting noise pollution would irreparably alter the character of the neighborhood. Surrounding streets (i.e., Maliseet Drive and River Road) are furthermore not prepared for this degree of urban sprawl. To rezone Sagamore Heights would not be in the public interest. It would only be in the private interest of the applicant who seeks to develop his property into duplexes. Keeping all of the above-noted in mind, we therefore ask the committee to deny the developer's application for a rezoning of Sagamore Heights.

It is important to note that the single family residential zone has long been the predominant zoning designation of the municipality. Given Rothesay's history as a small town along the Kennebecasis River, two family residential zones are less common. It should remain this way to ensure peace and quiet in the community. If Sagamore Heights were to be rezoned as a two family residential, the surrounding area would become more congested than is reasonable or necessary.

Duplexes would double the viable future population of Sagamore Heights. This would mean more residents in closer proximity to each other than has normally been permitted by the planning committee. All of them grossly increasing the neighbourhood's need for public utilities and services.

Current construction along Sagamore Heights has been a nuisance for residents. The loss in privacy for residents at home has also been drastic. The endless traffic from onlookers, civilians, and heavy construction equipment has detracted from our freedom to enjoy our property. Residents may potentially have up to two families living in their backyard where they had expected to only have, at most, one.

This letter is written to be a noted objection in the public record. While we hope that the committee considers our objections carefully, we know that previous objections have also gone unheeded. We ask that the committee does not rezone this parcel of land as we do not see the reasonable benefit of this rezoning to the area's existing residents.

Sincerely,

37 River Road
Rothesay, NB
E2E 2C8

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Application rezoning Sagamore Heights
Date: July 29, 2026 7:21:19 PM
Attachments: [Sagamore Heights .docx](#)

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From: >
Sent: Wednesday, 29 July 2026 17:45:04
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Application rezoning Sagamore Heights

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Hi Darcy:

Please see attached.

Darcy Hudson

From: >
Sent: July 22, 2026 12:28 PM
To: Darcy Hudson
Subject: Re: Sagamore Heights

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Darcy:

I have not heard from you on this matter and am very uncomfortable that there is not adequate time to understand the impact on our neighborhood.

Not having basic info such as number of potential units and number of additional wells. Last summer was a very dry one and I we had to limit the use oof water so the well was not impacted. This subdivision, Ball Park, River, Cameron and West Beach Estates are very populated and all are on wells.

How much additional traffic will be generated? The roads are not lit and it is very hard to see people walking at night. I know West Beach has had issues with traffic.

Many properties in that section are valued well in excess of a million dollars. I am concerned about property values.If I had one of the lottery homes or others in the subdivision and knew I was going to be nest door to a duplex, I would be alarmed.

There are other questions but without any data, it is hard to assess the impact.

It is the 22nd of July and with responses required in eight days, it is unreasonable for people to be able to evaluate the Impact. Is there an open house for neighbors to meet and hear the facts?

Please consider this a formal request to defer the application until residents are given adequate time to consider the impact.

63 Maliseet Drive

> On Jul 20, 2026, at 8:05 AM, > wrote:
>
> HI Darcy
>
> I hope all is well with you.
>
> I got the notice of teh rezoning application and would like to get more details on how many total units now versus before this proposal and any studies on impacts to etc community.
>

> Thank you.

>

>

July 29, 2026

To: Town of Rothesay

Re: Opposition to the Rezoning Application for Duplex Development in Sagamore Point/Sagamore Heights

Dear Members of the Planning and Advisory Council,

I am writing to formally express my strong opposition to the application to amend the zoning to permit the development of 36 duplex lots within the Sagamore Point/Sagamore Heights community.

Recently, I received a one-page notice regarding this project, which I have shared with several neighbors who have not been informed. Moreover, I find it unreasonable that the town mailed this notice on July 14th, **requiring a response by July 30th** and a planning meeting to review it August 4th. Given the timing, this schedule does not allow for adequate community consultation and engagement. It is imperative that such significant proposals undergo thorough consideration and dialogue with residents.

From my understanding, only twelve of the forty-eight lots in the original development have been sold. The request to amend zoning, could ultimately lead to a total of 84 units—almost double the originally approved number.

Our neighborhood has been carefully developed as a community of single-family homes. The character, quality, and exclusivity of both Sagamore Point and Sagamore Heights are reflected in the high-value homes that define our area. Approving the addition of 36 duplex lots would represent a dramatic shift away from the vision that many residents relied upon when choosing to invest in their properties.

I have several key concerns regarding this proposed development:

- **Neighborhood Character:** The introduction of a significant number of duplexes would fundamentally alter the established character of our community, transforming it from a predominantly single-family home environment to a denser development.
- **Property Values:** Homeowners have invested substantial resources based on the existing zoning and character of our neighborhood. A development of this scale threatens to undermine these investments and diminish the long-term desirability of the area.
- **Traffic and Safety:** This proposal would lead to a considerable increase in the number of households utilizing our limited road network, which is particularly concerning given that our streets have no street lighting. The increase in traffic poses risks to pedestrians, children, cyclists, and overall public safety.
- **Lack of Information:** The limited information provided about the proposed duplexes raises significant concerns. Residents have not been informed of the architectural standards, price ranges, or whether the units will be owner-occupied or rental properties.

Without these details, it is impossible for residents to adequately assess the implications of this proposal.

Given the magnitude of this proposed change, I respectfully urge the Council to defer any decision on this application until a public meeting can be held involving the developer, Town staff, Council members, and residents of Sagamore Point and Sagamore Heights. Such a meeting would provide an invaluable opportunity for residents to ask questions, gain clarity, and understand the long-term impact of this proposal before any decisions are made.

Residents who have invested in this community deserve a meaningful opportunity to voice their concerns and participate in shaping the future of our neighborhood.

Thank you for considering my comments. I respectfully request that the Council reject the rezoning application.

Sincerely,

63 Maliseet Drive

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Maliseet
Date: July 29, 2026 9:22:40 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From:
Sent: Wednesday, July 29, 2026 9:21:48 p.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Maliseet

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Good evening Darcy,

A concerned neighbour stopped by earlier tonight to discuss the proposed duplex development behind us.

While admittedly I haven't followed the plans that closely.

I am concerned as to what impacts there could be to our property. Including water supply, property values, and mostly traffic. Maliseet is a very quiet and safe street.

I will plan to attend the meeting.

Thanks for your time,

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Proposal for Changes - Sagamore Point
Date: July 30, 2026 1:45:43 PM
Attachments: [sagamore.pages](#)

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From: >
Sent: Thursday, July 30, 2026 1:40:18 p.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Proposal for Changes - Sagamore Point

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Please find attached some comments regarding the proposed new changes.

Thank you.

Comments Regarding Proposal for for changes to sub division - Sagamore Point

1. The first proposal dated December 2nd, 2020 was to change the original plan for 46 lots to 55 which not really a popular idea but an agreement was reached to go ahead with the changes.
- b. The clearing of the area was done all at once and while some of the brush was removed, the cutdown in the 3rd phase was definitely was left to rot. This is so unacceptable as it became an eyesore and more importantly, a fire hazard. If a fire got started behind Maliseet Drive, it could have massive ramifications for the owner/owners of the new subdivision.
- c. Having multi family buildings increases the traffic, impacts the environment and wild life and so much more.
- d. Will the multi family building be built on one lot or will the lots be made larger again?

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Rezoning Application - Sagamore Heights PID 00241240
Date: July 29, 2026 9:24:43 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From: >
Sent: Wednesday, July 29, 2026 9:23:52 p.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Rezoning Application - Sagamore Heights PID 00241240

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Hello Darcy Hudson,

We have received your letter regarding the rezoning application of PID 00241240.

Though we are not against densification in principle, we are lacking information on a number of important points critical to the area:

- Increased traffic through Maliseet Drive with no alternative route. Has an alternate route through River Road been considered and if so been approved?
- Increased storm water on adjacent properties due to additional driveways may require additional drainage through our and neighbouring properties. Drainage from the ditches run through small drainage pipes to the river. Who will bear this cost?
- Increased pressure on sewage system. Has the sizing of the sewage system been considered?
- Increased pressure on the water table due to additional wells and pumping needs. Has there been an analysis done to guarantee there will be enough water for everyone. Especially since some wells in the area ran dry last year.

These are important matters that need to be thoroughly assessed and clarified before any changes approved by council.

Thank you,

53 Maliseet Drive

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Rezoning Application Chapel Road (PIDs 00173443 & 00479212)
Date: July 30, 2026 11:25:39 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyHUDSON@rothesay.ca

From: >
Sent: Thursday, July 30, 2026 4:01:39 p.m.
To: Darcy Hudson <darcyHUDSON@rothesay.ca>
Subject: Rezoning Application Chapel Road (PIDs 00173443 & 00479212)

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To Darcy Hudson

I live in Chapel Hill Estates and have some concerns about the above mentioned development.

1. What will the boundaries be between my community and this new development?
Will my community maintain the trees that border on our property, how much will be removed and what kind of border will be built so that we can maintain our privacy?
We do not want public access to our individual courts from your new housing projects.

2. Road accessibility.
I am very concerned having more traffic coming from your new development onto Chapel road and ending up at the Marr rd. intersection.
This intersection experiences terrible wait times to either turn left heading to Campbell drive or right towards Hampton rd. throughout the day.
I anticipate it will only get worse.
The speed limit is noted at 40k but the amount of speeders becomes dangerous for anyone trying to cross our new pedestrian walkway below our Blvd.

3. Will your new development put pressure on our community water system?

I appreciate the difficulty planning new housing in crowded neighborhoods,
I hope that people's concerns are met with thoughtful considerations.

Thanks for your time,

4 Ayerscliffe Court

Chapel Hill Estates

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Rezoning Application Sagamore Heights meeting
Date: July 30, 2026 2:06:03 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From:
Sent: Thursday, 30 July 2026 13:58:18
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Rezoning Application Sagamore Heights meeting

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Darcy Hudson

Please be advised a petition of objection is in circulation at this time. Several homes did not receive the notification. This document will be presented at the meeting and we are requesting this be added to the meeting agenda. We have questions and items to be addressed.

69 Maliseet Drive
Rothesay, NB
E2E 2G1

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Please address it as one

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Rezoning Application-Sagamore Heights (PID 00241240)
Date: July 30, 2026 8:48:33 AM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From:
Sent: Thursday, July 30, 2026 8:46:36 a.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Rezoning Application-Sagamore Heights (PID 00241240)

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Mr. Hudson,

Your recent letter regarding the rezoning application by Mr. Pat Shea (Mr. Ted Harley) provides no detail information of the application.

How many two family dwellings will be added to Sagamore Heights?

Will current subdivision plan be redrawn showing where the two family units will be located?

How will this new application affect the current traffic study for the increase in homes?

Does the addition of more homes in the area affect the current storm water management plan? I have already seen an increase in the amount of water coming onto my property from the 3year build behind me.

Are there sidewalks planned from Greenbrier to River Road given that there will be more vehicles travelling in the area?

I suspect that you will be receiving more questions and concerns from the area as the original plan was for 41 homes, then 55 and now more.

20 Maliseet Drive

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Rezoning in Sagamore Point
Date: July 30, 2026 11:24:39 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From:
Sent: Thursday, July 30, 2026 3:16:04 p.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Rezoning in Sagamore Point

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Good afternoon,

I reside at 52 Maliseet Drive. I am writing regarding the proposed rezoning in the lots adjacent to the back of my house. As of yet, not many details have been shared, which as you can imagine, is quite concerning for the existing residents. Could you please advise what the actual proposed construction will entail? And whether there has been any analysis done regarding the potential storm, water or environmental impact by the proposed rezoning? Or whether there will be any economic impact to the existing residents, such as changes to the property taxes?

Thank you, your attention to this matter is appreciated.

Sincerely,

From: [Rothesay Info](#)
To: [Mark Reade](#)
Subject: FW: Rezoning Proposal of Sagamore Heights from R1 to R2
Date: July 30, 2026 3:44:50 PM

See below

Rothesay Administration
rothesay@rothesay.ca
70 Hampton Rd, Rothesay NB, E2E 5L5
T: 506-848-6600 | F: 506-848-6677
rothesay.ca

-----Original Message-----

From:
Sent: July 30, 2026 3:44 PM
To: Rothesay Info <Rothesay@Rothesay.ca>
Cc: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Re: Rezoning Proposal of Sagamore Heights from R1 to R2

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Dear Mayor and Members of Council

We are writing as members of the affected area to formally express our strong opposition to the proposed rezoning of Sagamore Heights from Single Family Residential (R1) to Family Residential (R2).

LACK OF PROPER NOTICE

Our household and many neighbours did not receive any notification of the proposed rezoning.

MUNICIPAL PLAN

The Rothesay Municipal Plan designates this area strictly for low density, single family residential use. Changing it undermines the predictability of our town's urban planning.

PROTECT NEIGHBOURHOOD CHARACTER

The introduction of a significant number of duplexes would significantly change the community environment.

INCREASED TRAFFIC

Increased density will generate a higher volume of daily vehicular trips straining our local street network and exacerbate the existing bottleneck at the junction of River Road and Gondola Point Road.

The above are some of our many concerns regarding the proposed rezoning.

In view of the lack of notification and inappropriate timing of the proposal (in the middle of summer) we request that the public meeting be rescheduled to a later date.

A petition "In Opposition to the Proposed Rezoning of Sagamore Heights from R1 to R2" is being circulated and

will be presented to Mayor and Council in due course.

Sent from my iPad

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Rezoning Proposal of Sagamore Heights from R1 to R2
Date: July 30, 2026 11:25:12 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From: >
Sent: Thursday, July 30, 2026 3:47:36 p.m.
To: Rothesay Info <Rothesay@Rothesay.ca>
Cc: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Fwd: Rezoning Proposal of Sagamore Heights from R1 to R2

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Sent from my iPad

Begin forwarded message:

From: >
Date: July 30, 2026 at 3:43:41 PM ADT
To: Rothesay@rothesay.ca
Cc: darcyhudson@rothesay.ca
Subject: Re: Rezoning Proposal of Sagamore Heights from R1 to R2

Dear Mayor and Members of Council

We are writing as members of the affected area to formally express our strong opposition to the proposed rezoning of Sagamore Heights from Single Family Residential (R1) to Family Residential (R2).

LACK OF PROPER NOTICE

Our household and many neighbours did not receive any notification of the proposed rezoning.

MUNICIPAL PLAN

The Rothesay Municipal Plan designates this area strictly for low density, single

family residential use. Changing it undermines the predictability of our town's urban planning.

PROTECT NEIGHBOURHOOD CHARACTER

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In view of the lack of notification and inappropriate timing of the proposal (in the middle of summer) we request that the public meeting be rescheduled to a later date.

A petition "In Opposition to the Proposed Rezoning of Sagamore Heights from R1 to R2" is being circulated and will be presented to Mayor and Council in due course.

Sent from my iPad

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Rezoning Sagamore Heights
Date: July 29, 2026 9:31:14 PM
Attachments: [Screenshot_20260729-205218.png](#)

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From:
Sent: Wednesday, July 29, 2026 9:29:26 p.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Rezoning Sagamore Heights

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Mr Hudson,

I wanted to reach-out as a concerned resident at 51 Maliseet Drive over the proposed rezoning initiative.

Being an industry expert, I have concerns that go beyond the scope of standard public engagement.

Being privy to this process as a 25 year veteran of industry with hundreds of millions of public and private developments under my belt, I have concerns that civic engagement was rushed intentionally and that there is bias introduced at Town Hall for a well known developer in the community receiving select treatment. Two weeks notice for rebuttal, especially in the middle of the summer is not sufficient lead time or appropriate under any light.

I have attached my open letter to my neighbors to solicit their engagement in the process. I will be guiding anyone interested as their technical and economic liaison pro-bono.

I am personally open to many things, but I expect to have all pertinent details in my hands to do so. Sending a flyer by mail with a short incomplete narrative, coupled with a short response timeline is optically intentional bias and not professional by Town Hall.

As a concerned citizen, I expect that Town Hall will treat this initiative with a similar amount of scrutiny as say Holland Hills/Chapel Oaks as a primitive example of the expectations of the municipality on that file. Selective treatment won't be accepted by the residents of Sagamore.

If you can send all publically available and pertinent technical details such as traffic studies,

designs and so forth, it would be greatly appreciated.

Deliverables on all functional topics for the proposal are expected to be delivered to in a timely fashion digitally (a minimum of 72 hours in advance of the August 4th public session is an expected deliverable given the tight timeline imposed this isn't an unreasonable request for appropriate review and consultation with my neighbours).

Please update my email for the Town Hall servers, I prefer all communications digitally moving forward, including utility bills and so forth.

Regards,

 Neighbours of Maliseet DriveJust now • 

Hi Folks,

I'm at Civic #51.

I just wanted to make sure everyone was aware of tomorrow's impending deadline to send in questions and/or concerns pertaining to the proposed new zoning in our backyard.

There aren't many pertinent details being relayed and civic engagement is important on these things. Is it SDU's or garden homes proposed as an example?

The timeline given for questions/concerns was significantly short for public engagement as well, based upon a standard timeline for these initiatives; it is seemingly being rushed through the process.

There are many positives and negatives associated with this endeavour, I'm happy to privately DM if anyone wants my take as an industry professional in the space.

There are opportunities to negotiate neighborhood amenities (lighting, sidewalks, etc). It is also an opportunity to review traffic studies, storm water/ environmental impacts, economic outcomes such as property taxes and so forth as part of the process.

Inquiries are due by 4pm, tomorrow, July 30. They can be sent to town planner Darcy Hudson

(darcyhudson@rothesay.ca)

Darcy Hudson: 506-848-6666

Your post was shared.
Thanks,

[View post](#)

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Rezoning Sagamore Heights
Date: July 30, 2026 9:31:56 AM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From:
Sent: Thursday, July 30, 2026 9:28:23 a.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Rezoning Sagamore Heights

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Good morning,

What's the rush!!! Why is this happening in the summer when many people are away on vacation? This requires more than a quick yea and a signature. Please give the people who will be impacted by any decision regarding the rezoning an opportunity to hear the proposed plan before it slides through. Full disclosure please.

Thank you,

48 Maliseet Dr

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: REZONING SAGAMORE HEIGHTS
Date: July 26, 2026 2:08:01 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From:
Sent: Saturday, July 25, 2026 11:10:13 a.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: REZONING SAGAMORE HEIGHTS

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Dear Mr Hudson

I am objecting to this request with the following reasons:

- 1) This would change the property values downwards. We have homes of a significant value due to their individual lots and privacy.
- 2) Without documents in hand, I believe that there is a legal challenge possible due to agreements that were written into the deeds of the current property owners such as deeded beach rights.
- 3) Step by step the nature of our community is being changed. Apartment buildings are being built in every nook and corner. This will be the next logical request considering the extremely slow development of this subdivision.

Sincerely,

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Rezoning Sagamore
Date: July 28, 2026 12:07:41 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From: >
Sent: Tuesday, July 28, 2026 12:06:58 p.m.
To: Darcy Hudson <DarcyHudson@rothesay.ca>
Subject: Rezoning Sagamore

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Dear Mr. Hudson

I am Objecting to the request for 2 family residences.

- We have homes of significant value due to their individual lots and privacy. This would change the property values downwards.
- I believe there is a legal challenge possible due to the arrangements that were written into the deeds of the current property owners such as deeded beach rights.
- Bit by bit the nature of our communitie is being changed. Apartment buildings are being built in many nooks and corners. Will this be the next request as time is slow for the Sagamore development.
- Traffic concerns, there are no sidewalks
- We pay high property tax to live in this prestigious neighbourhood. I would like it to stay this way. Unless of course you want to cut our property tax by 50% that is not going to happen! Either way I do not agree with 2 family residences.

sincerely

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Sagamore Heights Rezoning Application
Date: July 29, 2026 10:25:57 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyHUDSON@rothesay.ca

From:
Sent: Wednesday, July 29, 2026 10:23:21 p.m.
To: Darcy Hudson <darcyHUDSON@rothesay.ca>
Cc: Matthew Alexander <matthewalexander@rothesay.ca>; Tiffany Mackay French <tiffanymackayfrench@rothesay.ca>; Bill McGuire <billmcguire@rothesay.ca>; Dave Brown <davebrown@rothesay.ca>; Helen Boyle <helenboyle@rothesay.ca>; Peter Lewis <peterlewis@rothesay.ca>; Don Shea <donshea@rothesay.ca>; Tyler Davis <tylerdavis@rothesay.ca>; Brett McLean <brettmclean@rothesay.ca>;
Subject: Sagamore Heights Rezoning Application

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Dear Darcy,

Thank you for the opportunity to respond to the above rezoning application. We have been residents of 42 Maliseet Dr since 1999. We attended public meetings at the time of the initial planning of Sagamore Heights several years ago. We raised several concerns about the development at that time.

While we recognize the need in the community for higher density housing options, this development was initially proposed and approved as a single-family residential zone. Rezoning to Two-Family Residential Zone (R2) is a significant deviation from the initial plan. Our initial concerns of surface water and sewage management, increased traffic, potential for increased noise, and the collective effect of these on our investment in our home are now increased.

We oppose the rezoning of this parcel of land due to the:

- deleterious effect this will have on our already tenuous surface/ storm water management.
- increased traffic leading to safety and traffic flow risk. Absence of street lights and sidewalks in the Sagamore Point portion of the neighbourhood will place pedestrians and cyclists at increased risk of

injury. A significant increase in traffic is to be expected, creating worse issues with access to Gondola Point Road via River Rd, particularly at times of high volume.

- increased noise due to population density increase.

- both real and perceived conflict of interest with a member of the Sagamore Heights ownership group being a member of the Town of Rothesay Planning Advisory Committee. Even with recusal, a decision for approval will always have the appearance of bias. This will not look favorably on the Town.

- short notice given to current residents to provide feedback. This request can't be rushed through.

The direction being taken by the Sagamore Heights developers to enhance their return on investment is clear given the slow pace of sales to date. If approved, what is to prevent them or a third party that purchases the remaining land from a further application for rezoning to even higher density status?

I trust that the Planning Advisory Committee will consider that the current residents don't want this rezoning to proceed. We shouldn't bear the cost of a development that didn't provide the desired financial return. Allowing a rezoning will negatively affect our home values with the addition of two family dwellings. No homeowner wants this to happen.

Respectfully submitted,

42 Maliseet Dr
Rothesay, NB
E2E2G2

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Sagamore Heights Rezoning
Date: July 30, 2026 11:24:02 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From: >
Sent: Thursday, July 30, 2026 2:44:25 p.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Sagamore Heights Rezoning

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Hello Darcy,
Below is my response to the Rezoning Application of Sagamore Heights (PID 00241240)

To: Rothesay Planning Advisory Committee

Thank you for letting our voices be heard on this issue.

I was opposed to the original subdivision proposal because it replaced a significant natural forested area with a large residential development in a community that has historically experienced modest growth. More than five years later, only a portion of the lots have been sold, with some lots reportedly transferred through fundraising initiatives rather than traditional market sales. From my perspective, this suggests that the anticipated demand has not materialized.

Given this history, I question whether increasing the permitted density through rezoning is an appropriate response. Rather than changing the zoning to address slower-than-expected sales, I believe Council should first consider whether the original assumptions about housing demand remain valid and whether this proposal is supported by objective evidence demonstrating a genuine community need.

The proposed rezoning should not be viewed as a minor amendment to an already approved subdivision. Permitting duplexes on 36 lots (although I don't know the

number for certain as that has not been provided) has the potential to significantly increase the number of dwelling units beyond what was originally contemplated when the subdivision was approved. As a result, many of the assumptions that supported the original review—including traffic volumes, municipal servicing, stormwater management, and neighbourhood impacts—may no longer be valid. All of the questions raised from the 1st zoning meetings (summarized in the Dec 15 2020 meeting) should be readdressed with the new numbers. As a historical note, the original subdivision application and rezoning requests were done in the early part of covid which limited residents participation in the process.

The following is from the original meeting

"For example, the proposed subdivision would add 55 homes to the existing 48 homes in Sagamore Point thereby creating a neighbourhood of 104 homes. The land area of Sagamore Point is 95.8 acres therefore the overall density is 1.08 dwellings per acre. For comparison, Kennebecasis Park has 333 Single Family Dwellings and 309.8 acres of land for an overall density of 1.07 dwellings per acre." So using the numbers that I have that brings the density to 1.46 dwellings per acre which would be even higher if only the numbers for the new development area were used which I do not have access to.

Council should also consider whether this change is consistent with maintaining the character of the neighbourhood that residents bought into and the original vision for Sagamore Heights. We have already lost a natural space that has not been replaced. Rezoning should be based on what is best for this neighbourhood.

Thank you for considering my concerns,

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Sagamore Heights Rezoning
Date: July 27, 2026 5:45:13 PM

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From: >
Sent: Monday, July 27, 2026 5:06:40 p.m.
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Sagamore Heights Rezoning

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<https://aka.ms/LearnAboutSenderIdentification>]

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Hello Darcy,

I live at 28 Maliseet and my only concern is the additional traffic and speed. The traffic on Maliseet has already increased and there is often excessive speeding (the limit is 40km/h). What additional measures will be taken in controlling this? Will there be speed bumps installed? The street is dark and has no sidewalks and this is an issue that already needs to be addressed - before more development.

Thank you,

From: [Darcy Hudson](#)
To: [Mark Reade](#)
Subject: Fw: Sagamore Heigjhts Rezoning Proposal
Date: July 30, 2026 8:48:51 AM
Attachments: [rothesay rezoning proposal.pdf](#)

Darcy Hudson
Assistant Development Officer / GIS Technician
(506) 848-6666
darcyhudson@rothesay.ca

From:
Sent: Wednesday, 29 July 2026 23:29:40
To: Darcy Hudson <darcyhudson@rothesay.ca>
Subject: Sagamore Heigjhts Rezoning Proposal

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Please see attached.

54 Maliseet Drive
Rothesay, NB
E2E 2E9

Town of Rothesay
Attn: Darcy Hudson
Assistant Development Officer
Via email: darcyhudson@rothesay.ca

July 29 2026

RE : Rezoning Application- Sagamore Heights

Thank you for the opportunity to comment on the proposed rezoning in the Sagamore Heights subdivision.

As an adjacent property owner, I would, of course, prefer the area as a green space, but recognize that the proposed change probably does better reflect the mix of housing needs in the area.

On the assumption that services like sewer and water can be provided to the new and hence denser housing development without stressing the systems of current residents, I would like to see any R2 development consider the following:

- That further development, if it is to include any two-unit dwellings, have a mix of single-unit dwellings as well
- That additional green space within the development be considered given that R2 population density will be higher and existing green space within the approximately 50 proposed building sites is less than half a building lot. This is a very small percentage of green space for any sort of modern urban development
- That consideration be given to the small wetland that currently exists within the area proposed for development. If the wetland is to be used for housing, there should be adequate drainage installed to ensure both building stability and to avoid runoff onto adjacent properties. In fact, the best option for the wetland would be to preserve it, in line with many best practises, and include it as a green space/wildlife area within the housing development.

Thank you for considering these aspects of any future development.

Yours,

signed

From: [Rothesay Info](#)
To:
Cc: [Mark Reade](#); [Darcy Hudson](#)
Subject: FW: Sagamore Point and Sagamore Heights
Date: July 30, 2026 8:14:46 AM
Attachments: [Sagamore Heights .docx](#)

Good morning,
Your email has been forwarded on to Mark Reade, Director of Planning & Development.



Rothesay Administration

rothesay@rothesay.ca

70 Hampton Rd, Rothesay NB, E2E 5L5

T: 506-848-6600 | F: 506-848-6677

rothesay.ca

From:
Sent: July 30, 2026 8:11 AM
To: Rothesay Info <rothesay@rothesay.ca>
Subject: Sagamore Point and Sagamore Heights

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[Learn why this is](#)

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To the Town of Rothesay and all concerned:

I am copying a letter sent by my neighbours, _____ of 63 Maliseet Drive. He informed me of the proposed duplex development up for approval by the City Council. I did not receive any notice of this development until last evening, Wednesday, July 29th. It is my understanding the proposal is going before the Planning Committee today to be reviewed by the Council on August 4th. This seems an egregious oversight to present homeowners who will undoubtedly be impacted...all in the ways he has stated so clearly.

I affirm and completely agree with each point of _____ in their well stated stance.

letter. Please take note of my firm alliance

Sincerely,

61 Maliseet Drive

Rothsay

July 29, 2026

To: Town of Rothesay

Re: Opposition to the Rezoning Application for Duplex Development in Sagamore Point/Sagamore Heights

Dear Members of the Planning and Advisory Council,

I am writing to formally express my strong opposition to the application to amend the zoning to permit the development of 36 duplex lots within the Sagamore Point/Sagamore Heights community.

Recently, I received a one-page notice regarding this project, which I have shared with several neighbors who have not been informed. Moreover, I find it unreasonable that the town mailed this notice on July 14th, **requiring a response by July 30th** and a planning meeting to review it August 4th. Given the timing, this schedule does not allow for adequate community consultation and engagement. It is imperative that such significant proposals undergo thorough consideration and dialogue with residents.

From my understanding, only twelve of the forty-eight lots in the original development have been sold. The request to amend zoning, could ultimately lead to a total of 84 units—almost double the originally approved number.

Our neighborhood has been carefully developed as a community of single-family homes. The character, quality, and exclusivity of both Sagamore Point and Sagamore Heights are reflected in the high-value homes that define our area. Approving the addition of 36 duplex lots would represent a dramatic shift away from the vision that many residents relied upon when choosing to invest in their properties.

I have several key concerns regarding this proposed development:

- **Neighborhood Character:** The introduction of a significant number of duplexes would fundamentally alter the established character of our community, transforming it from a predominantly single-family home environment to a denser development.
- **Property Values:** Homeowners have invested substantial resources based on the existing zoning and character of our neighborhood. A development of this scale threatens to undermine these investments and diminish the long-term desirability of the area.
- **Traffic and Safety:** This proposal would lead to a considerable increase in the number of households utilizing our limited road network, which is particularly concerning given that our streets have no street lighting. The increase in traffic poses risks to pedestrians, children, cyclists, and overall public safety.
- **Lack of Information:** The limited information provided about the proposed duplexes raises significant concerns. Residents have not been informed of the architectural standards, price ranges, or whether the units will be owner-occupied or rental properties.

Without these details, it is impossible for residents to adequately assess the implications of this proposal.

Given the magnitude of this proposed change, I respectfully urge the Council to defer any decision on this application until a public meeting can be held involving the developer, Town staff, Council members, and residents of Sagamore Point and Sagamore Heights. Such a meeting would provide an invaluable opportunity for residents to ask questions, gain clarity, and understand the long-term impact of this proposal before any decisions are made.

Residents who have invested in this community deserve a meaningful opportunity to voice their concerns and participate in shaping the future of our neighborhood.

Thank you for considering my comments. I respectfully request that the Council reject the rezoning application.

Sincerely,

63 Maliseet Drive

RECEIVED

JUL 30 2026

2026August10OpenSessionFINAL_190

7371 Pleasant Drive, Kothasay
N.B. EEK 2E9
July 30, 2026

Attention:

Darcy Hudson

Re: Rezoning Sagamore Heights from
Single family R.B to two family R.2

We have a number of concerns re
the above proposal.

- Storm water and water table that
have caused problems and stress for
us and our neighbors.
- Environmental issues lack of trees
polluted water running thru our property
and not thru the proper Areas to river.
Piles of soil that causes run off.
- Traffic and noise. Homes you have
at least two vehicles plus visitors
and delivery people. Congestion
at Gondola Point Road. Each
additional home causes more
noise and issues.
- Will existing lots remain the
same or will they be divided to
accommodate more than two garden
homes what is the set back? Will
they have sufficient areas for parking
and environment, peaceful living
with trees and quiet is what we love, our
neighborhood.

July 28, 2026
Mr. Darcy Hudson - Assistant Development Officer
Town of Rothesay
70 Hampton Road
Rothesay, NB E2E 5L5



Re: Rezoning Application - Sagamore Heights

Dear Mr. Hudson,

I am writing to formally express my objection to the proposed rezoning application for Sagamore Heights.

When the subdivision was originally approved, it was presented as a development consisting of 55 single-family homes. Existing residents made purchasing decisions based on that approved plan and the reasonable expectation that the character of the neighbourhood would remain consistent with that vision.

My concerns regarding the proposed amendment are as follows:

Traffic and Infrastructure

One of the primary concerns during the original subdivision approval was the increase in traffic on Maliseet Drive, which currently has a single access route via River Road to Gondola Point Road. The addition of up to 36 duplex units has the potential to significantly increase vehicle traffic, particularly during peak commuting hours, placing additional pressure on an already limited access point.

Neighbourhood Character

The proposed introduction of duplex housing represents a significant departure from the original development plan. Residents purchased homes with the understanding that the subdivision would consist exclusively of single-family dwellings. This change has the potential to alter the character of the neighbourhood and may negatively affect the desirability and value of existing homes.

Furthermore, comparable high-end residential developments within Rothesay, including Kennebecasis Park and Hastings Cove, have maintained single-family residential development. I believe Sagamore Heights should be held to the same planning standard.

Public Notification

I would also like to note my concern regarding the notification process. I did not receive notice of this rezoning application and only became aware of it through a neighbour on July 26, 2026. Given the significance of this proposal, I believe it is important that all affected property owners receive proper and timely notification.

For these reasons, I respectfully request that Council reject the proposed rezoning application and preserve the original vision for the Sagamore Heights subdivision.

Thank you for your consideration of my comments.

Respectfully,

49 Maliseet Drive
Rothesay, NB E2E 2G3

Darcy Hudson

From:
Sent: July 18, 2026 3:50 PM
To: Darcy Hudson
Subject: Rezoning of Sagamore Heights from Single Family Residential

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As residents of Sagamore Point since we built here in 1984, we would prefer to see the further development of Sagamore Heights continue to be zoned as single family residential. Two family residential, similar to the side-by-side units adjacent to the Rothesay Common, is not a concern, however, we do not wish to see it developed as tenement houses.

We do not want this application, if approved, to lead to further applications for more and more families on a single lot, culminating in an apartment complex.

Sincerely,

46 Maliseet Drive



ROTHESAY

MEMORANDUM



TO : Mayor Alexander and Council
FROM : Planning Advisory Committee
DATE : 5 August 2026
RE : 9 Clark Road (PIDs 30130454 & 00241778)

Recommendation:

Council schedule a public hearing, in accordance with the *Community Planning Act*, SNB 2017, c. 19, for Monday, October 19, 2026 at 7:00 p.m., to consider rezoning of 9 Clark Road (PIDs 30130454 & 00241778) from Single Family Residential – Standard [R1B] zone to the Two Family Residential Zone (R2).

Background:

The Planning Advisory Committee passed the following motion at its regular meeting of Tuesday, August 4, 2026:

MOVED by M. Graham and seconded by Counc. Shea the Planning Advisory Committee recommends that Rothesay Council schedule a public hearing to consider the rezoning of 9 Clark Road (PIDs 30130454 & 00241778) from Single Family Residential – Standard [R1B] zone to the Two Family Residential Zone (R2).

CARRIED.



To: Chair and Members of Rothesay Planning Advisory Committee

From: Darcy Hudson
Assistant Development Officer

Date: July 23, 2026

Subject: Rezoning R1B to R2 – 9 Clark Rd (PIDs 30130454 & 00241778)

Applicant:	Allison Macdonald	Property Owner:	Allison Macdonald
Mailing Address:	9 Clark Rd Rothesay, NB E2E 2G8	Mailing Address:	9 Clark Rd Rothesay, NB E2E 2G8
Property Location:	9 Clark Rd	PID:	30130454 & 00241778
Plan Designation:	Low Density Residential	Zone:	Single Family Residential R1B
Application For:	Single Family Residential (R1B) to Two Family Residential Zone [R2].		
Input from Other Sources:	Polling		

Origin:

An application by Ms. Allison Macdonald to rezone 9 Clark Rd (PID 30130454 & 00241778) from Single Family Residential (R1B) to Two Family Residential Zone [R2] (See Attachment A). The application to rezone would allow for the existing dwelling to be used as a two unit dwelling. The applicant intends to use the existing dwelling with no new development, structure, or addition being added to the property.

Background:

The subject property is 2826m² in area is zoned Single Family Residential (R1B) and has an existing single unit residential dwelling which contains an unused temporary suite previously approved for the former owner. This former temporary suite area cannot be used due to the specific limitation that temporary suites be only be used by a family member of the owner.



Figure 1. Air photo – 9 Clark Road

The property is in an area of Rothesay designated as Low Density Residential in the Municipal Plan. This land use designation supports single and two-unit dwellings. The residential neighbourhood along Clark Road can be characterized as a stable residential neighbourhood where owners continue to invest in their property and therefore is an attractive residential neighbourhood. The surrounding neighbourhood contains a mix of residential densities and dwelling types including single unit dwellings, a two-unit dwelling and multiple unit dwellings having 12 and 24 units.

The municipal plan states that within the low-density designation one of the goals of the Town is to “*protect and enhance existing residential neighbourhoods.*” and to “*ensure that future residential development complements existing neighbourhoods.*” The plan also states that the Town intends to “*encourage a variety of housing types to meet the residential needs of the existing and future population of Rothesay in a high-quality living environment.*” and to “*ensure that future residential development occurs in locations where appropriate municipal services and road infrastructure is available or can be provided including areas with in-fill potential.*”

The applicant has stated that the existing dwelling can function as a two-unit dwelling without any new additions being added to the property. The potential threat or concern regarding land use compatibility with the established low-density neighbourhood does not seem to present any significant concern. Furthermore, it may be advantageous to encourage development such as the proposed use at the higher density to offer more variety in residential housing choice in Rothesay. Pursuant to Municipal Plan Policy 5.2.3(a).¹ Staff conducted a preliminary review of the applicant’s proposal and determined that the existing dwelling would meet the R2 zone requirements.

Analysis:

Staff’s analysis would suggest that a change from one Low Density form of housing R1B to an R2 zone presents minimal risk of land use conflict. Staff believe, after careful review of the proposal, that the proposed density change from R1B to R2 is within the accepted range housing that can be classified as mixed density and is therefore compatible with the Municipal Plan and the surrounding neighbourhood context. Accordingly, Staff believe that the application is not contrary to the designation of the land in the Municipal Plan and that Council should consider the application.

Polling Results

As standard procedure with all rezoning applications letters were sent to nearby residents to inform them of the application and soliciting their comment or feedback. As of Monday, July 20th, no emails have been received by the Town.

Recommendation:

It is recommended THAT the Planning Advisory Committee:

- A. Recommend that Rothesay Council schedule a public hearing to consider the rezoning of 9 Clark Road (PIDs 30130454 and 00241778) from the Single Family Residential R1B zone to the Two-Family Residential Zone [R2].

Attachments:

Map 1	Aerial Photo Location Map
Map 2	Land Use Designation Map
Map 3	Zoning Map
Submission 1	Site Plan / Floor Plan

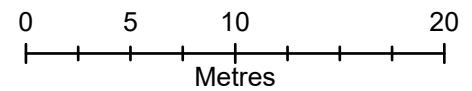


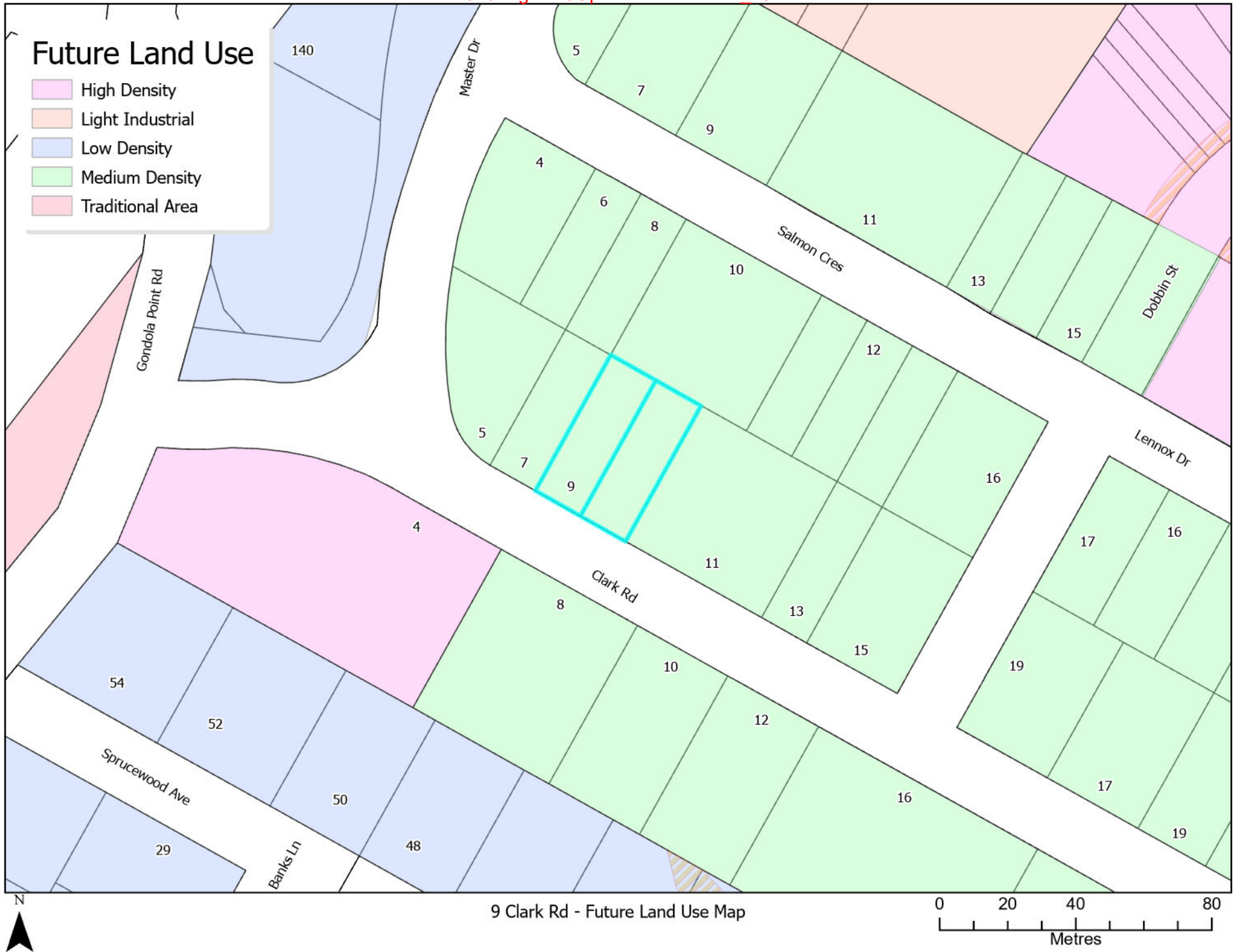
Report Prepared by: Darcy Hudson, Assistant Development Officer

Date: July 23, 2026

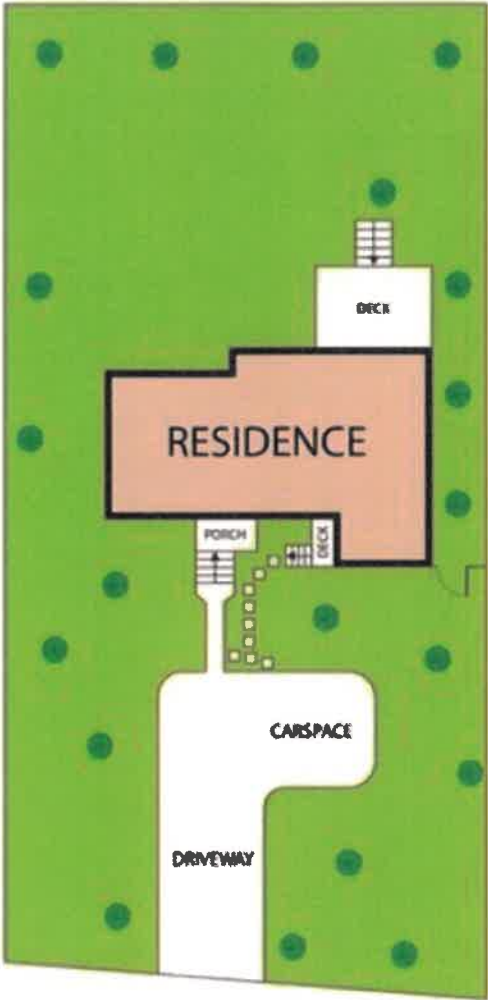
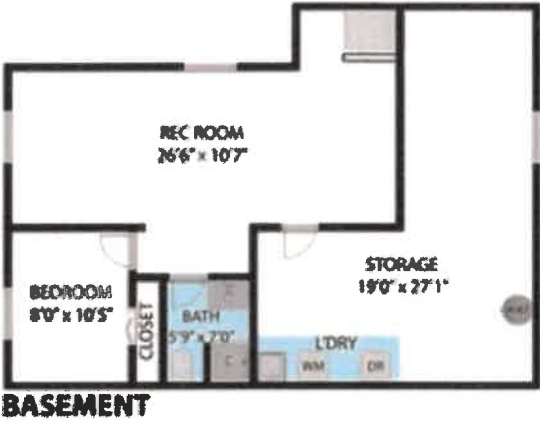
¹ By-law 1-10 Policy 5.2.3 (a) The areas shown on the Future Land Use Map as low density residential shall be limited to uses that include single-family, detached housing, and in some zones, two-unit dwellings with limitations on the relative numbers of each type and uses accessory or supplementary to these.

9 Clark Rd











ROTHESAY

MEMORANDUM



TO	:	Mayor Alexander and Council
FROM	:	Planning Advisory Committee
DATE	:	5 August 2026
RE	:	88 Hampton Road – Rezoning to Central Commercial (CC)

Recommendation:

- Council schedule a public hearing, in accordance with the *Community Planning Act*, SNB 2017, c. 19, for Monday, September 21, 2026 at 7:00 p.m., to consider rezoning of an approximate 0.70-hectare portion of 88 Hampton Road (PID 00245928) from Single Family Residential – Standard [R1B] to Central Commercial (CC) for the establishment of a veterinary clinic on the property.

Background:

The Planning Advisory Committee passed the following motion at its regular meeting of Tuesday, August 4, 2026:

MOVED by Counc. Shea and seconded by Counc. Lewis the Planning Advisory Committee recommends Rothesay Council schedule a public hearing to consider the rezoning of an approximate 0.70-hectare portion of 88 Hampton Road (PID 00245928) from Single Family Residential – Standard [R1B] to Central Commercial (CC) for the establishment of a veterinary clinic on the property.

CARRIED.



To: Chair and Members of the Rothesay Planning Advisory Committee

From: Mark Reade, P.Eng., RPP, MCIP – Director of Planning and Development Services

Date: Tuesday, July 28, 2026

Subject: Rezoning Central Commercial [CC]– 88 Hampton Road (portion of PID 00245928)

Applicant:	Charles Abbate	Property Owner:	ENGs Holdings Inc
Mailing Address:	90 Hampton Road Rothesay, NB E2E 2P5	Mailing Address:	90 Hampton Road Rothesay, NB E2E 2P5
Property Location:	88 Hampton Road	PID:	00245928
Plan Designation:	High Density Residential	Zone:	Central Commercial (CC) (portion) Single Family Residential – Standard [R1B] (portion)
Application For:	Rezoning from Single Family Residential – Standard [R1B] to Central Commercial (CC)		
Input from Other Sources:	Operations, KVFD, KRPF		

Origin:

At their meeting of April 7, 2026, the Committee tabled a rezoning application from Charles Abbate on behalf of ENGs Holdings Inc. for the property at 88 Hampton Road (PID 00245928) pending the May 2026 municipal election.

Staff recommend that the Committee consider the following motion:

The rezoning application for 88 Hampton Road (PID 00245928) be removed from the table.

Background:

The applicant is seeking a rezoning to utilize the existing garage, located adjacent to the single unit dwelling at 88 Hampton Road, in conjunction with the existing veterinary clinic at 90 Hampton Road. Initially the applicant was considering utilizing the garage for clinic activities including diagnosis and treatment of animals. Staff have reviewed the condition of the existing garage with the applicant and use of the garage as clinic space will require extensive renovations and upgrades to the structure. Given this, the applicant is still considering use of the garage but potentially for less intensive uses such as storage. Portions of the site in front of the garage, adjacent to the dwelling unit, could also provide parking for clinic staff.

The subject site is a flag lot approximately 8,266 square metres in area with an approximate frontage of 12 metres along Hampton Road and an approximate depth of 185 metres. A single unit dwelling and garage are currently located on the property. The property is designated High Density Residential on the Municipal Plan Future Land Use Map.

The front portion of the property, extending approximately 65 metres from Hampton Road, is zoned Central Commercial (CC). This commercially zoned area is approximately 1230 square metres in area with the rear portion, approximately 7036 square metres in area, zoned Single Family Residential – Standard (R1-B).



Figure 1 – View of site and adjacent veterinary clinic from Hampton Road.

Municipal Plan:

The subject property is designated High Density Residential in the Municipal Plan. While a rezoning request to Central Commercial (CC) would require the site to have the Commercial Land Use designation, Municipal Plan Policy and Zoning By-Law standards provide for uses permitted within adjacent land use designations to be considered for sites such as the subject site.

Policy IM-14 of the Municipal Plan and Section 1.2.2 (e) of the Zoning By-law provide the following:

Policy IM-14 Adjoining Designations: Consider amendments to the Zoning By-law on lands that adjoin a different land use designation for a use that is permitted within the adjoining designation. Notwithstanding the above, no such considerations shall be given to properties where the designations are not adjoining.

Section 1.2.2 (e) Rezoning Applications

- (e) *Where a property abuts a line separating designations in the Municipal Plan, it may be considered to be within either designation for the purposes of considering an amendment to this By-law.*

In this case, the property to the north, PID 30297816, is designated as Commercial in the Municipal Plan. As the subject property abuts the Commercial designation, the property can be considered as being within that commercial designation and therefore Council can consider the rezoning.

Policy C-2 of the Municipal Plan provides for a range of commercial uses on lands within the Commercial land use designation. The use of a portion of the site for the proposed veterinary clinic aligns with Policy C-2.

The proposed rezoning conforms to the Municipal Plan.

Zoning:

Staff conducted a preliminary compliance review of the applicant's proposal based upon the CC zone requirements and established the following:

Lot Size	The subject site (PID 00245928) has an area of 8,266 square metres. The minimum lot size in the CC zone is 1350 square metres. The site meets the lot size requirement of the CC zone.
Setbacks	The proposed building would comply with the applicable 6 meter major and 3 metre minimum side yard requirements as well as the front and rear yard requirements of the CC zone. Existing buildings on the site meet the CC zone yard setback standards.
Parking	Parking requirements are calculated based on 1 space per 20 square metres of floor area. The garage has an approximate floor area of 39 square metres, requiring 2 on-site parking spaces for the proposal. Two parking spaces will be required on-site and the site has sufficient area to accommodate these spaces.
Building	The CC zone requires a minimum building floor area of 110 square metres. Both existing buildings are below this threshold. A variance will be required to reduce the minimum required building area to reflect existing conditions.
Area Compatibility	The immediate area to the north and along Hampton Road is commercial. Low Density residential development is located to the south and east of the site,

In summary Staff have reviewed the applicant's proposal and have determined that it conforms to the Municipal Plan and Zoning By-Law.

PAC's role at this preliminary review stage is to advise Council whether to hold a public hearing regarding the proposal. If Council decides to hold a public hearing PAC will be required to provide Council with detailed advice regarding this application and conditions to be imposed through either a resolution of Council or a Development Agreement, should it proceed.

From the initial review of the application Staff note key issues to be addressed are:

- the extent of the site to be rezoned, and
- a restriction on proposed uses of the site such as restricting the use of the site to the existing single-family dwelling and proposed veterinary clinic.

These issues can be accomplished via conditions enacted through a Council Resolution or a Development Agreement, both of which are provided for under Section 59 of the *Community Planning Act*.

From the initial review of the application, Staff recommend that the entirety of the rear portion of the site that is currently zoned Single Family Residential – Standard (R1B) be rezoned to Central Commercial (CC).

To mitigate the impact of the rezoning on adjacent residentially zoned properties it is recommended the use of the rezoned portion of the site be restricted to those uses currently permitted in the R1B zone, and a veterinary clinic.

Although the entirety of the site would be zoned to Central Commercial with this approach, this limited set of land uses would be the only land uses legally permitted on the site, mitigating impacts on the adjacent residentially zoned properties. In the future, should other forms of development be considered for the site, they will be subject to an amendment to the development agreement or conditions imposed via resolution. This amendment process would involve public notification and a Public Hearing in accordance with the *Community Planning Act*.

Recommendation:

It is recommended THAT the Planning Advisory Committee

- A. Recommend that Rothesay Council schedule a public hearing to consider the rezoning of an approximate 0.70-hectare portion of 88 Hampton Road (PID 00245928) from Single Family Residential – Standard [R1B] to Central Commercial (CC) for the establishment of a veterinary clinic on the property.

Attachments:

April 2026 PAC Report



Report Prepared by: Mark Reade, P.Eng., RPP, MCIP
Date: Wednesday, April 1, 2026



To: Chair and Members of the Rothesay Planning Advisory Committee

From: Mark Reade, P.Eng., RPP, MCIP – Director of Planning and Development Services

Date: Tuesday, April 7, 2026

Subject: Rezoning Central Commercial [CC]– 88 Hampton Road (portion of PID 00245928)

Applicant:	Charles Abbate	Property Owner:	ENGs Holdings Inc
Mailing Address:	90 Hampton Road Rothesay, NB E2E 2P5	Mailing Address:	90 Hampton Road Rothesay, NB E2E 2P5
Property Location:	88 Hampton Road	PID:	00245928
Plan Designation:	High Density Residential	Zone:	Central Commercial (CC) (portion) Single Family Residential – Standard [R1B] (portion)
Application For:	Rezoning from Single Family Residential – Standard [R1B] to Central Commercial (CC)		
Input from Other Sources:	Operations, KVFD, KRPF		

Origin:

Rothesay has received an application from Charles Abbate on behalf of ENGs Holding Inc. to rezone the rearmost portion of the property at 88 Hampton Road (PID 00245928) from Single Family Residential – Standard (R1B) to Central Commercial (CC). The rezoning application seeks to provide for the use of the existing garage on the site as an extension of the existing veterinary clinic located at 90 Hampton Road (PID 30145007).

Background:

The subject site is a flag lot approximately 8,266 square metres in area with an approximate frontage of 12 metres along Hampton Road and an approximate depth of 185 metres. A single unit dwelling and garage are currently located on the property, and the property is designated High Density Residential on the Municipal Plan Future Land Use Map.

The front portion of the property, extending approximately 65 metres from Hampton Road, is zoned Central Commercial (CC). This commercially zoned area is approximately 1230 square metres in area with the rear portion, approximately 7036 square metres in area, zoned Single Family Residential – Standard (R1-B).



Figure 1 – View of site and adjacent veterinary clinic from Hampton Road.

Municipal Plan:

The subject property is designated High Density Residential in the Municipal Plan. While a rezoning request to Central Commercial (CC) would require the site to have the Commercial Land Use designation, Municipal Plan Policy and Zoning By-Law standards provide for uses permitted with adjacent land use designations to be considered for sites such as the subject site. In this case, the property to the north, PID 30297816, is designated as Commercial in the Municipal Plan.

Policy IM-14 of the Municipal Plan and Section 1.2.2 (e) of the Zoning By-law provide the following:

Policy IM-14 Adjoining Designations: Consider amendments to the Zoning By-law on lands that adjoin a different land use designation for a use that is permitted within the adjoining designation. Notwithstanding the above, no such considerations shall be given to properties where the designations are not adjoining.

Section 1.2.2 (e) Rezoning Applications

(e) Where a property abuts a line separating designations in the Municipal Plan, it may be considered to be within either designation for the purposes of considering an amendment to this By-law.

As the subject property abuts the Commercial designation, the property can be considered as being within that commercial designation and therefore Council can consider the rezoning.

Policy C-2 of the Municipal Plan provides for a range of commercial uses on lands within the Commercial land use designation. The use of a portion of the site for the proposed veterinary clinic aligns with Policy C-2.

The proposed rezoning conforms to the Municipal Plan.

Zoning:

Staff conducted a preliminary compliance review of the applicant's proposal based upon the CC zone requirements and established the following:

Lot Size	The subject site (PID 00245928) has an area of 8,266 square metres. The minimum lot size in the CC zone is 1350 square metres. The site meets the lot size requirement of the CC zone.
Setbacks	The proposed building would comply with the applicable 6 meter major and 3 metre minimum side yard requirements as well as the front and rear yard requirements of the CC zone. Existing buildings on the site meet the CC zone yard setback standards.
Parking	Parking requirements are calculated based on 1 space per 20 square metres of floor area. The garage has an approximate floor area of 39 square metres, requiring 2 on-site parking spaces for the proposal. Two parking spaces will be required on-site.
Building	The CC zone requires a minimum building floor area of 110 square metres. Both existing buildings are below this threshold. A variance will be required to reduce the minimum required building area to reflect existing conditions.
Area Compatibility	The immediate area to the north and along Hampton Road is commercial. Low Density residential development is located to the south and east of the site,

In summary Staff have reviewed the applicant's proposal and have determined that it conforms to the Municipal Plan and Zoning By-law.

PAC's role at this preliminary review stage is to advise Council whether to hold a public hearing regarding the proposal. If Council decides to hold a public hearing PAC will be required to provide Council with detailed advice regarding this application and conditions to be imposed through either a resolution of Council or a Development Agreement, should it proceed.

From the initial review of the application Staff note the key issues to be addressed through conditions or a Development Agreement are the extent of the site to be rezoned and a restriction on proposed uses of the site such as the existing residential use and proposed veterinary clinic. Staff recommend that the entirety of the rear portion of the site that is currently zoned Single Family Residential – Standard (R1B) be rezoned to Central Commercial (CC).

To mitigate the impact of the rezoning on adjacent residentially zoned properties it is recommended the use of the site be restricted to those uses currently permitted in the R1B zone and a veterinary clinic. Although the entirety of the site would be zoned to Central Commercial, this limited set of land uses would be the only uses legally permitted on the site, mitigating impacts on the adjacent residentially zoned properties. In the future, should other forms of development be considered for the site, they would be subject to an amendment to the conditions imposed or development agreement, involving public notification and a Public Hearing in accordance with the *Community Planning Act*.

Polling

Polling letters were sent to nearby residents to inform them of the application and soliciting their comments or feedback. Any written correspondence received from the polling has been provided in the agenda packet.

Should Council agree to set a public hearing date, Staff will send out polling letters to notify the adjacent landowners of the date of the public hearing, along with site signage.

Recommendation:

It is recommended THAT the Planning Advisory Committee

- A. Recommend that Rothesay Council schedule a public hearing to consider the rezoning of an approximate 0.70-hectare portion of 88 Hampton Road (PID 00245928) from Single Family Residential – Standard [R1B] to Central Commercial (CC) for the establishment of a veterinary clinic on the property.

Attachments:

Map 1	Aerial Photo Location Map
Map 2	Future Land Use Map - Municipal Plan
Map 3	Zoning Map
Attachment 1	Proposed Floor Plan



Report Prepared by: Mark Reade, P.Eng., RPP, MCIP
Date: Wednesday, April 1, 2026

88 Hampton Road - Air Photo

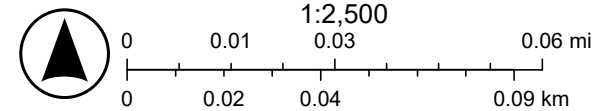
2026August10OpenSessionFINAL 209



2026-03-05

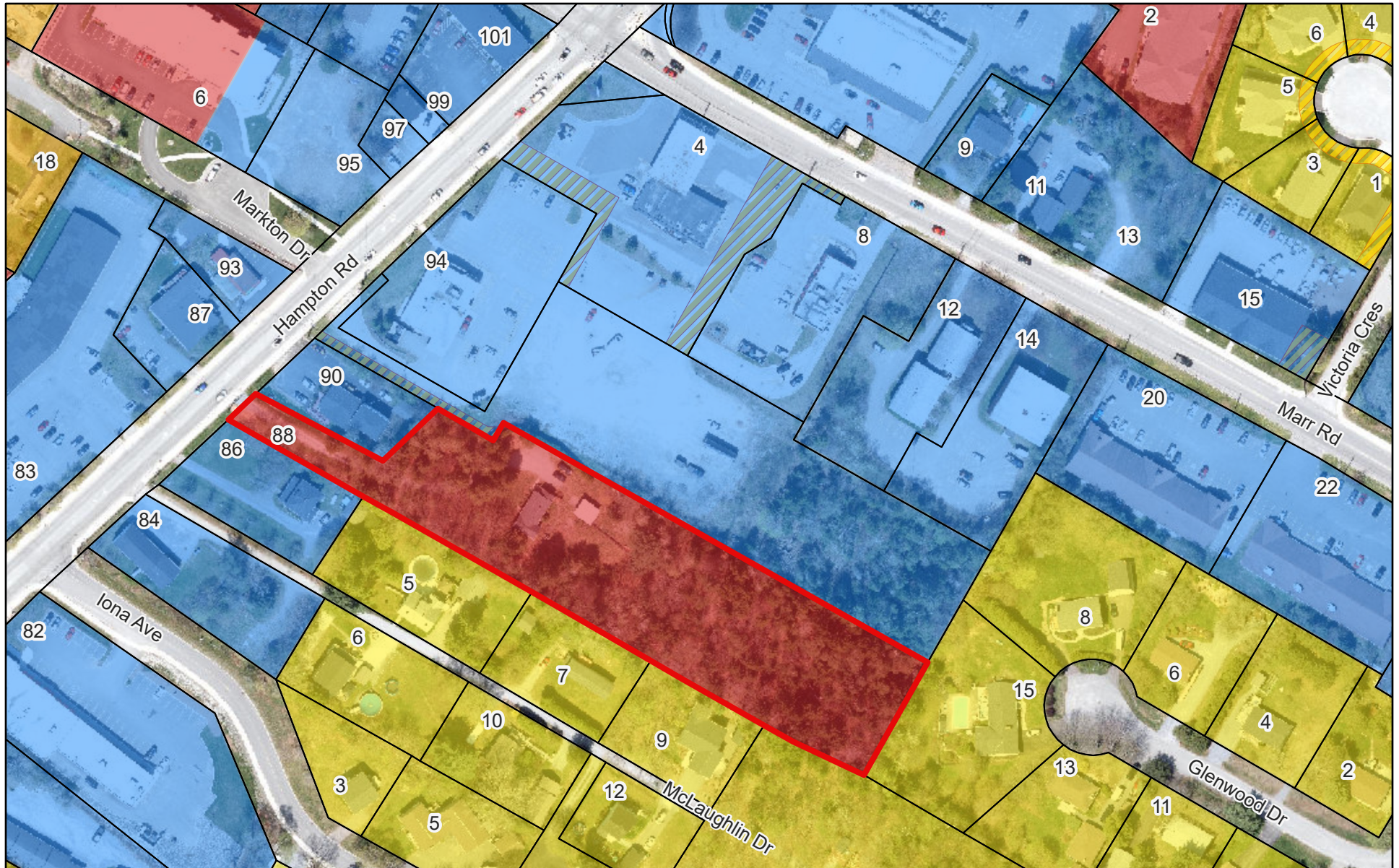
 Subject Site
 Property_Owner

CivicAddress  Encumbrance
Street

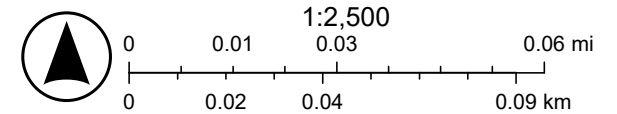
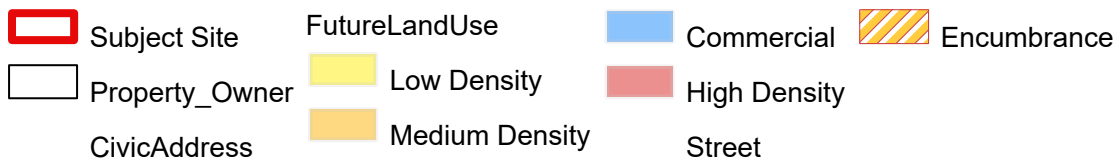


88 Hampton Road - Future Land Use

2026August10OpenSessionFINAL 210

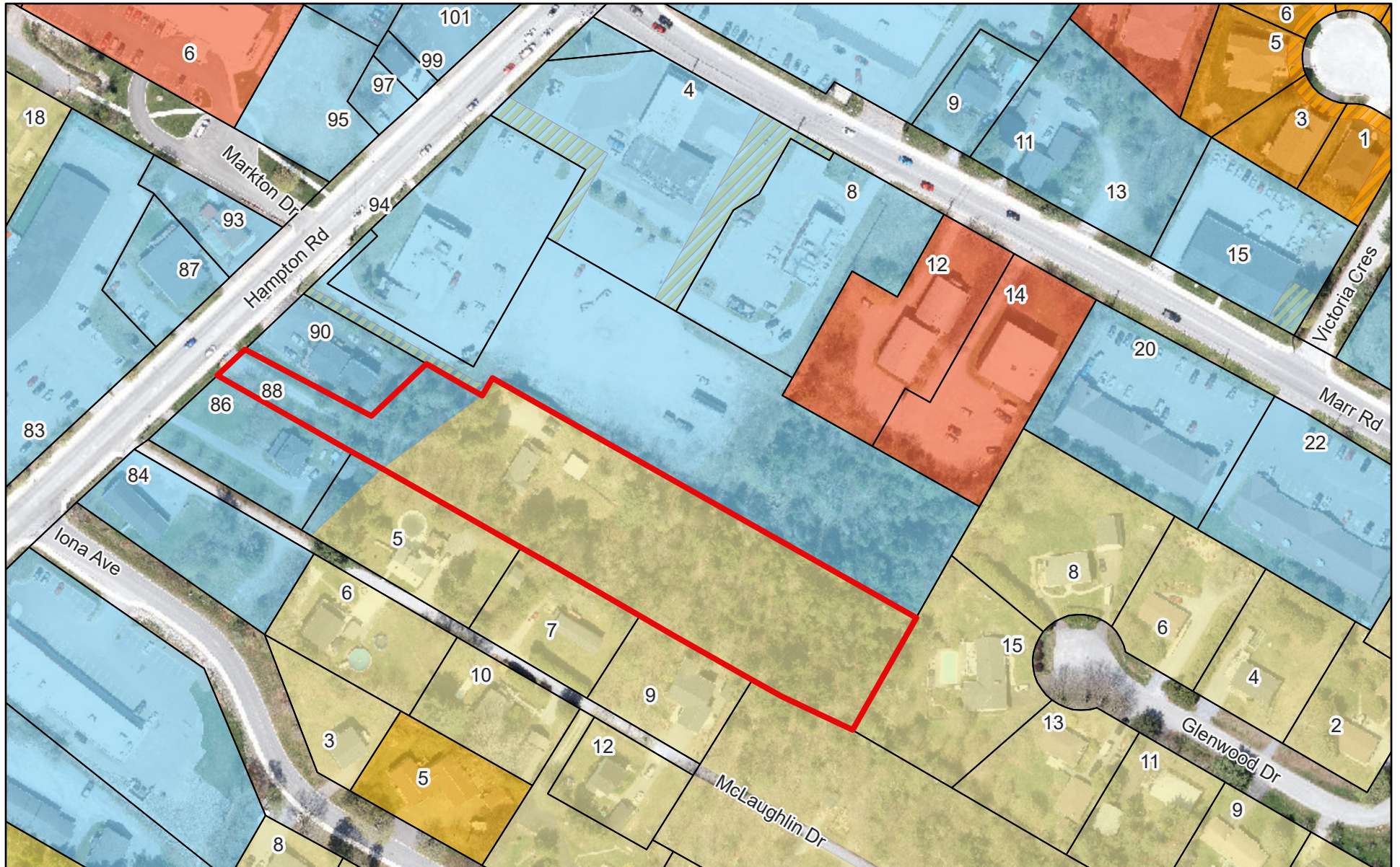


2026-03-05



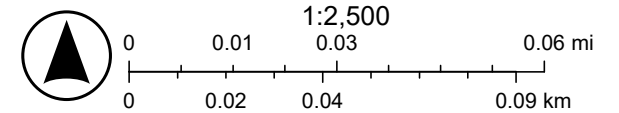
88 Hampton Road - Zoning

2026 August 10 Open Session FINAL 211



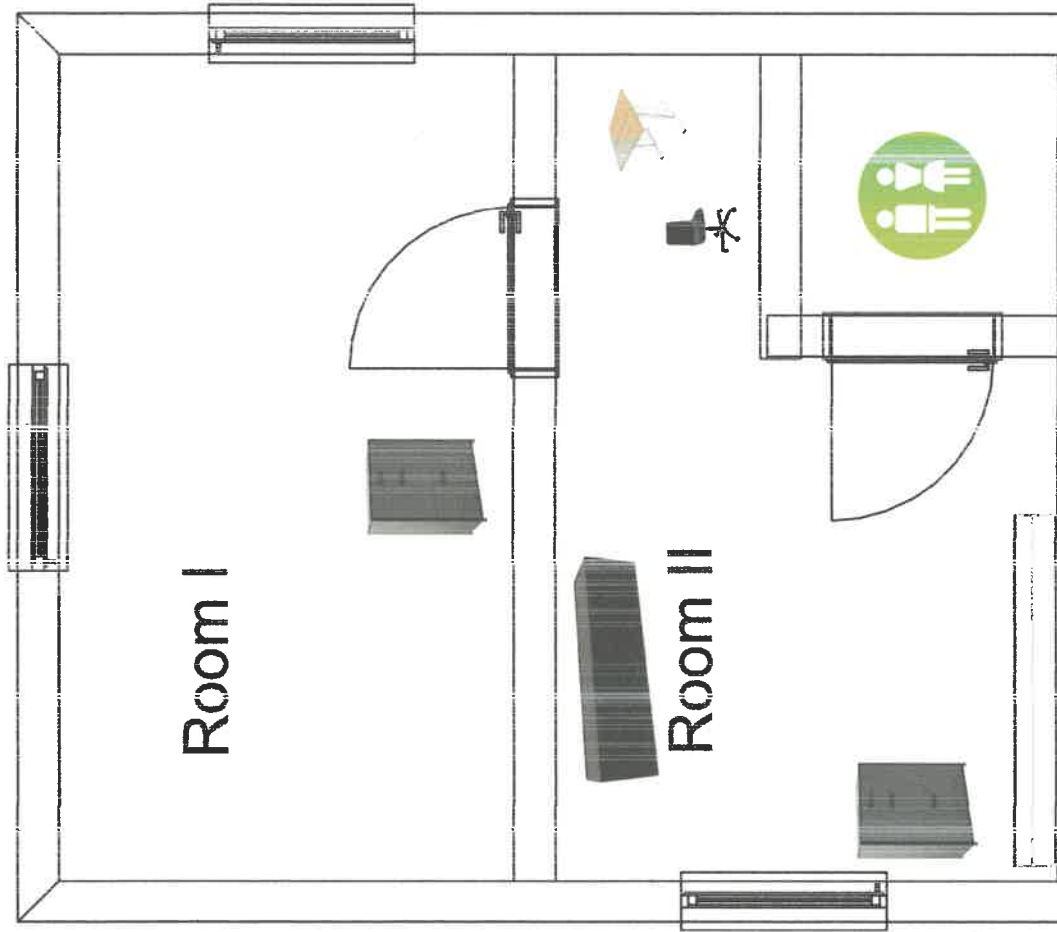
2026-03-05

- | | | | |
|---|---|--|---|
|  Subject Site | Zoning |  R2 |  CC |
|  Property_Owner |  R1A |  R3 | Street |
| CivicAddress |  R1B |  R4 |  Encumbrance |



Garage 88 Hampton Road -

2026August10OpenSessionFINAL_212



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Date
Designer
Scale

Trail:
Fix:

Front

Dear Committee Members,

I am writing to support the application to rezone the rear portion of **88 Hampton Road** from Single Family Residential (R1B) to Central Commercial (CC).

The plan to convert the existing garage into an extension for the current **veterinary clinic** is a practical and efficient use of the site. As a member of the pet services community, I believe this expansion provides a valuable benefit to local pet owners and supports a necessary local business.

I encourage the Committee to approve this application during the meeting on **April 7, 2026**.

Sincerely,

Kieran Kelly

Global Pet Foods New Brunswick

From: Mary Jane Banks
Sent: Friday, March 13, 2026 1:45 PM
To: Mark Reade; Liz Hazlett
Subject: FW: Opposition for Rezoning Application - 88 Hampton Road

Mary Jane E. Banks, BComm, NACLA II
Town Clerk – Rothesay
Director of Administrative Services
70 Hampton Road
Rothesay, NB E2E 5L5

p (506)848-6664
f (506)848-6677

Before printing, please think about the environment. Respectez l'environnement, réfléchissez avant d'imprimer

-----Original Message-----

From:
Sent: Friday, March 13, 2026 1:41 PM
To: Rothesay Info <rothesay@rothesay.ca>
Subject: Opposition for Rezoning Application - 88 Hampton Road

[Some people who received this message don't often get email from . Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Planning Advisory Committee,

I am writing to formally oppose the proposed rezoning application for 88 Hampton Road from Single Family Residential - Standard (R1B) to Central Commercial (CC).

While I understand that there are existing businesses along Hampton Road, this property is currently zoned residential and sits close to surrounding homes. Expanding commercial use into this space raises concerns about increased traffic, parking demand, and noise that could negatively impact nearby residents and families.

I am also concerned that this proposal represents a form of spot rezoning, where a single property is granted a different zoning classification than surrounding residential properties. Approving this change could set a precedent for similar requests in the future and gradually lead to further commercial expansion into residential areas.

Residents who purchased homes in this area did so with the expectation that surrounding properties would remain residential. Changing the zoning may affect the stability and character of the neighbourhood and undermine long-term planning for the community.

For these reasons, I respectfully ask the Committee to reject this rezoning application and preserve the existing residential zoning.

Thank you for considering the concerns of residents.

Sincerely,

12 McLaughlin Drive

From:
Sent: Thursday, April 2, 2026 11:04 AM
To: Rothesay Info
Cc:
Subject: Rezoning Application - 88 Hampton Road

Some people who received this message don't often get email from

[Learn why this is important](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I am a resident of the adjacent property, 5 McLaughlin Dr. Apologies for the late submission, I hope this can still be considered towards the decision to rezone 88 Hampton Rd to Central Commercial.

First, there seems to be an error on the notice that indicates the garage to be extended is located on 88 Hampton Road but notes the PID as 90 Hampton Road.

Assuming the garage is the one located at 90 Hampton Rd, adjacent to the veterinary clinic, I have no concern with extending the garage but do have concerns that the rezoning of 88 Hampton Road property in its entirety will allow for future commercial development outside the extension of the garage at 90 Hampton Rd. Rezoning of this property could impact the quality of life and character of the adjacent neighbourhood, McLaughlin Rd. My concerns are that rezoning of the entire property could allow for potential environmental impacts and be incompatible with the existing neighbourhood.

To reiterate I would have no concern with expansion of the existing garage at 90 Hampton Rd but have concerns that rezoning the entire property, 88 Hampton Rd, would impact the quality of the adjacent neighbours.

Than you for your time,

BUILDING PERMIT REPORT

7/1/2026 to 7/31/2026

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
07/10/2026	BP2026-00059	123 BIRCH CRES	SINGLE FAMILY	\$600,000.00	\$4,350.00
07/13/2026	BP2026-00063	18 COSSE LANE	SINGLE FAMILY	\$500,000.00	\$3,625.00
07/13/2026	BP2026-00064	18 COSSE LANE	DETACHED GARAGE	\$50,000.00	\$362.50
07/06/2026	BP2026-00088	14 ROTHESAY PARK RD, ROTHESAY, NEW BRUNSWICK, E2E 5T6	WINDOWS	\$10,000.00	\$72.50
07/07/2026	BP2026-00108	40 BEL AIR AVE, ROTHESAY, NEW BRUNSWICK, E2E 4Y1	DECK	\$15,000.00	\$108.75
07/13/2026	BP2026-00109	230 ERISKAY DR, ROTHESAY, Rothesay Elementary School	SIDING AND WINDOWS	\$1,005,309.78	\$7,293.50
07/06/2026	BP2026-00111	73 HIGHLAND AVE, ROTHESAY, NEW BRUNSWICK, E2E 5P2	FENCE	\$9,041.00	\$72.50
07/09/2026	BP2026-00112	7 COSSEY LANE, ROTHESAY, NEW BRUNSWICK, E2S 1A1	DETACHED GARAGE	\$50,000.00	\$362.50
07/24/2026	BP2026-00116	9 ELLIS DR, ROTHESAY, NEW BRUNSWICK, E2E 1X9	ADDITION	\$64,000.00	\$464.00
07/17/2026	BP2026-00118	215 RENSHAW RD, ROTHESAY, NEW BRUNSWICK, E2H 1R8	STORAGE SHED	\$9,021.00	\$72.50
07/14/2026	BP2026-00119	2865 ROTHESAY RD, ROTHESAY, NEW BRUNSWICK, E2E 5V1	RENOVATION	\$2,000.00	\$20.00



ROTHESAY

2026August10OpenSessionFINAL_218

BUILDING PERMIT REPORT

7/1/2026 to 7/31/2026

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
07/28/2026	BP2026-00120	53 DONLYN DR, ROTHESAY, NEW BRUNSWICK, E2E 4X6	SOLAR	\$26,600.00	\$195.75
07/28/2026	BP2026-00121	9 PAIGE ST, ROTHESAY, NEW BRUNSWICK, E2E 0N9	DETACHED GARAGE	\$14,900.00	\$108.75
07/24/2026	BP2026-00122	23 GROVE AVE, ROTHESAY, NEW BRUNSWICK, E2E 5K5	RENOVATION	\$5,000.00	\$36.25
07/23/2026	BP2026-00124	63 PARK DR, ROTHESAY, NEW BRUNSWICK, E2H 1A5	WINDOWS	\$2,265.00	\$21.75
Totals:				\$2,363,136.78	\$17,166.25
Summary for 2026 to Date:				\$9,349,551.91	\$68,024.00

2025 Summary

	<u>Value of Construction</u>	<u>Building Permit Fee</u>
Montlhy total:	\$1,391,146.52	\$10,119.25
Summary to Date:	\$9,090,220.97	\$66,055.25



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

**Rothesay Council
Open Session
August 10, 2026**

TO: Mayor Alexander and Members of Rothesay Council

SUBMITTED BY: 
Brett McLean, CAO

DATE: August 5, 2026

SUBJECT: PMHP Program 2028-2030

RECOMMENDATION

It is recommended Council pass the following motion:

“That the document entitled Rothesay Three-Year Plan for the PMHP Program 2028-2030 be adopted”.

ORIGIN AND BACKGROUND

The Provincial-Municipal Highway Partnership (PMHP) Program, formerly known as the Municipal Designated Highway (MDH) Program, was created in the 1970's to provide financial assistance to municipalities for capital upgrades to provincial-municipal highways (excludes bypass highways). Over 1,400 km of provincial-municipal highways are eligible for funding under the PMHP Program.

In 2025, the program previously requested municipalities to submit a three-year funding request submission for the years 2028-2030, and this year they have asked us to update and resubmit the plan for the same timeframe with any necessary updates.

Staff have prepared the attached Rothesay Provincial-Municipal Highway Partnership Program Three Year Plan 2028 - 2030 that is recommended for submission to the Department of Transportation and Infrastructure under the Program. This has been done with a focus on the existing conditions of the roads and previous years' funding. The submitted plan is the same as what was submitted in 2025, with a few adjustments based on our updated unit pricing database.

It should be noted that Rothesay has already been approved for \$839,000 of PMHP funding in 2028 to contribute to 75% of the cost of rehabilitating Southridge Road from French Village Road to the Saint John city limit.



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

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



Rothsay

Provincial-Municipal Highway Partnership Program Three-Year Plan

2028 - 2030



Provincial-Municipal Highway Partnership Program - Three Year Plan

INTRODUCTION

Rothesay has prepared a Three-Year Plan for the years 2028-2030 for the *Provincial-Municipal Highway Partnership Program*. Included are project names, descriptions, project limits, cost estimates and financing for each selected project.

THREE-YEAR PLAN CONTENT

DTI publishes a three-year annual capital plan of anticipated projects. These projects include bridges, highways, buildings, and the Provincial-Municipal Highway Partnership (PMHP) Program.

The Three-Year Plan for the PMHP Program includes the following:

1. Certified copy of the resolution from Council adopting the PMHP Program Three-Year Plan of the local government.
2. Schedule A: Project Description. Schedule A to be completed separately for each project including project name, description, project limits and estimated costs.
3. Schedule B: PMHP Funding Request Summary (Excel spreadsheet).
4. Schedule C: Checklist signed by CAO or Transportation head.



Provincial-Municipal Highway Partnership Program - Three Year Plan

Schedule A – Project Description

Route number or name: Southridge Road

Project Description (Include limits and length of the work, type of rehabilitation):

Limits of Work: French Village Road to City of Saint John Limit

Length of Section: 1050m

Width of Section: 6.0m

Scope of Work:

1. Asphalt Resurfacing: Pulverizing and Paving Base and Surface Course – 6,600m²
2. Shouldering
3. Replacement of a 1500mm (60") diameter x 35m long corrugated steel pipe cross culvert
4. Replacement of 42m of 600mm diameter storm sewer

Identify non-eligible items of work that will be done as part of this project (i.e., water main, sanitary sewer, sidewalk, etc.):

N/A

Year	DTI Contribution of Eligible Items (000s)	Municipal Contribution of Eligible Items (000s)	Other Contribution of Eligible Items (000s)	Non-Eligible Items (000s)	Total Project Cost (000s)
2028	839	280	n/a	n/a	1,119
2029					
2030					

THIS PROJECT HAS ALREADY BEEN APPROVED FOR FUNDING IN 2028. SEE APPROVAL LETTER NEXT PAGE.

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
Page 2

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, appearing to read "Marci Gould".

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



Provincial-Municipal Highway Partnership Program - Three Year Plan

Route number or name: Route 100 - Hampton Road

Project Description (Include limits and length of the work, type of rehabilitation):

Limits of Work: Quispamsis Town Limit to Rothesay Town Hall

Length of Section: 1410m

Width of Section: Varies: 9.0 to 13.0m

Scope of Work:

1. Asphalt Resurfacing: Milling and Paving Surface Course - 17,600m²
2. Curb Replacement Town Hall to Marr Road
3. Structure cover adjustments

Identify non-eligible items of work that will be done as part of this project (i.e., water main, sanitary sewer, sidewalk, etc.):

Installation of underground electrical ducting for street lights, sidewalk replacement
Town Hall to Marr Road

Year	DTI Contribution of Eligible Items (000s)	Municipal Contribution of Eligible Items (000s)	Other Contribution of Eligible Items (000s)	Non-Eligible Items (000s)	Total Project Cost (000s)
2028					
2029	706	235		342	1,283
2030					



Provincial-Municipal Highway Partnership Program - Three Year Plan

Route number or name: Route 100 - Rothesay Road

Project Description (Include limits and length of the work, type of rehabilitation):

Limits of Work: Golf Club Court to Hampton Road

Length of Section: 2070m

Width of Section: Varies: 9.5m

Scope of Work:

1. Asphalt Resurfacing: Milling and Paving Surface Course – 20,500m²
2. Misc Curb Repairs
3. Structure cover adjustments
4. Storm Sewer Upgrades

Identify non-eligible items of work that will be done as part of this project (i.e., water main, sanitary sewer, sidewalk, etc.):

1. Misc Sidewalk Repairs

Year	DTI Contribution of Eligible Items (000s)	Municipal Contribution of Eligible Items (000s)	Other Contribution of Eligible Items (000s)	Non-Eligible Items (000s)	Total Project Cost (000s)
2028					
2029					
2030	909	303		55	1,267



Provincial-Municipal Highway Partnership Program - Three Year Plan

Schedule B: PMHP Funding Request Summary

Please refer to the Excel document named: **"PMHP Funding Request Summary 2028-2030.xls"**.

SCHEDULE B – PMHP PROGRAM FUNDING REQUEST SUMMARY



Insert your data in the green cells
 Fixed cells (do not alter)

Rothesay

	2028	2029	2030
Provincial share	75%	75%	75%
Municipal share	25%	25%	25%

Project Name with Route Number or Name	Total Eligible Items (000s)			
	2028	2029	2030	Total
Southridge Road (French Village Road to Town Limit)	\$1,119,000			\$1,119,000
Route 100 - Hampton Road (Rothesay Town Hall to Quispamsis Town Limit)		\$941,626		\$941,626
Route 100 - Rothesay Road (Hampton Road to Golf Club Court)			\$1,212,129	\$1,212,129
DTI Contribution of Eligible Items	\$839,250	\$706,219	\$909,097	\$2,454,566
Municipal of Contribution Eligible Items	\$279,750	\$235,406	\$303,032	\$818,189
Other Contribution (Eligible Items)	\$0	\$0	\$0	\$0
Total Eligible Items	\$1,119,000	\$941,626	\$1,212,129	\$3,272,755
Non-Eligible Items (if applicable)	\$0	\$342,133	\$55,372	\$397,505
Total Project Cost (Eligible and Non-Eligible Items)	\$1,119,000	\$1,283,759	\$1,267,501	\$3,670,260



Provincial-Municipal Highway Partnership Program - Three Year Plan

Schedule C: Checklist

- Schedule A for each individual project duly completed
- Schedule B duly and correctly completed
- Signed Council Resolution
- Submitted application by the requested deadline
- Failure to have the above completed properly and on time may result in the rejection of the application

Authorized Signature: 



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
August 10, 2026

TO: Mayor Alexander and Members of Rothesay Council

SUBMITTED BY:

Brett McLean, P. Eng., CAO

DATE: August 5, 2026

SUBJECT: Well TH90-1 Final Hydrogeological Assessment and EIA Approval Report

RECOMMENDATION

It is recommended that Rothesay Mayor and Council authorize the Director of Operations to:

- 1) Issue a purchase order in the amount not exceeding \$35,000 plus HST to Sullivan's Well Drilling to provide pump testing services; and
- 2) Issue a purchase order in the amount not exceeding \$45,000 plus HST to Hydrostrata Engineering and Environmental Inc. to author a report to the NB Department of Environment EIA branch to obtain the Approval to Operate Well TH90-1 as a production well.

ORIGIN

With the amount of multi-unit residential developments already approved by Council and expected to be built over the next two decades, Rothesay's water utility needs to aggressively expand its water sources and treatment capabilities to be able to meet this expected growth. Well TH90-1 is anticipated to be the second bedrock well added to the Town's raw water supply.

BACKGROUND

The Carpenter Pond wellfield is the Town's sole water source and is currently comprised of seven sand and gravel aquifer wells and one infiltration gallery surrounding the pond. The wellfield and our water treatment plant on McGuire Road can currently provide a maximum flow rate of 30 L/s (litres per second), which on most days can supply enough water to replenish the Town's two reservoirs overnight after a day's usage. A recent study completed by CBCL Limited determined that in the next decade, we need to be able to supply 50 L/s and 75 L/s in the next 10 and 25 years, respectively, to keep up with growth.

So far in our efforts to expand the water supply we have fully developed and obtained an EIA approval to operate nearby well TW19-02, which will provide a maximum flow of 5.6 L/s. Well TH90-1 is anticipated to provide somewhere in the vicinity of 3.5L/s, though we will not officially know until the EIA approval is finalized. In total, these two new wells will add about 9 L/s to the water supply.

DISCUSSION

The timeline below outlines the work that has and will need to be performed to get TH90-1 from test well into approved production well:

Year	Scope of Work
1990	Initial installation of test well, eventually abandoned and lost as it was not immediately needed
2019	Inadvertently discovered while performing search for new sources
2026 (to-date)	Phase I • Installed access road to the well head • Re-reamed the well, performed initial 24 hour pump testing and chemistry testing to determine if further development is suitable • Install bentonite-grout surface seal around the upper casing
2026 (to come)	Phase II • Perform 72 hour step pump testing, with incremental chemistry sampling and determination of impacts on surrounding wells (this report) • Formal report to NBDELG outlining the results of the 72 hour pumping test and report requesting an Approval to Operate TH90-1 as a production well (this report)
2027	Phase III • Obtain EIA approval for well TH90-1 • Construct new common well building for the two new bedrock wells, Install water main to each well, install pumps and electronics, and put wells into production • Well house is commissioned and wells TW19-02 and TW90-1 are placed into service

Well TH90-1 Final Hydrogeological Assessment and EIA Approval Report
Council Report

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August 10, 2026

This well's development is currently well ahead of schedule. As Council may recall, the Phase I work was approved in the January 2026 meeting, and we thought we would miss the available window to complete the Phase II work in 2026, as it has to be done in a narrow window of summer when the surrounding watershed is in baseflow (dry weather) condition. The watershed is currently in baseflow condition, and the well driller is available to do the testing the week of August 10th.

The EIA approval for Well TW19-02 took around four months to finalize from December of 2025 to March of this year, so we should be able to expect a similar approval timeline for well TH90-1.

FINANCIAL IMPLICATIONS

This phase II work was not budgeted in the 2026 Utility Capital Fund. We did, however, carry a line item of \$94,000 in this year's capital budget for the installation of water main into the site. That work is not required this year, and we are recommending deferring that project until next year in favour of completing the work outlined in this recommendation report.

The quoted budget of the hydrogeology consulting from Hydrostrata Engineering and Environmental Inc. will be an upset limit of \$46,929.60 including the Town's eligible rebated HST and the quoted drilling costs from Sullivan's Well Drilling will be an upset limit of \$36,500.80 including the Town's eligible rebated HST. Overall, the maximum total cost to the Town is anticipated to be \$83,430.40 including the Town's eligible rebated HST. The anticipated completion cost of the project is further broken down as follows:

Vendor	Total Price (15% HST included)	HST Rebate	Subtotal	Budget	Variance
Sullivan's Well Drilling	\$40,250.00	\$3,749.20	\$36,500.80		
Hydrostrata Engineering and Environmental Inc	\$51,750.00	\$4,820.40	\$46,929.60		
TOTAL	\$92,000.00	\$8,569.60	\$83,430.40	\$94,000	\$10,569.60

Hydrostrata and their drilling contractor Sullivan's Well Drilling were sole sourced for this work as this is a continuation of the work that they are currently performing on this well.

STRATEGIC PLAN ALIGNMENT

This project aligns with the following strategic plan objectives:

1. **Infrastructure Development:** One of our key objectives under the Infrastructure Development pillar of the strategic plan is to "Expand the water supply capacity through the well field and water treatment plant, better preparing the community for population growth without creating a water supply issue". This work aligns with the objective to grow the Town's available water supply.

**Well TH90-1 Final Hydrogeological Assessment and EIA Approval Report
Council Report**

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August 10, 2026



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



Report Reviewed by: Laura Adair, CPA CA, Assistant 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
August 10, 2026

TO: Mayor Alexander and Members of Rothesay Council

SUBMITTED BY:

Brett McLean, CAO

DATE: August 5, 2026

SUBJECT: Sagamore Point – Lagoon Infill

RECOMMENDATION

It is recommended that Rothesay Mayor and Council authorize a full and final payment to Galbraith Construction Ltd. in the amount of \$562,062.50 including HST, for the infill of the Sagamore Point Lagoon Cell #1.

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 complete.

In preparation for the “flipping” of active flow and the subsequent infill of Cell #1, importing of rock fill to the site was completed through March, April and May to avoid lost time due to spring

weight restrictions. The estimated quantity of material was in the range of 100,000 metric tonnes for which Council had given authority to procure. The “flipping of active flow was completed (by a different contractor) in late June and a provincial “ACE” regulatory audit was scheduled for July 24th. Galbraith commenced a large-scale moving operation to (quickly) transfer the stockpiled rock fill into the lagoon cell #1 on July 2nd and, working through two weekends, completed the infill on July 23rd in time for the provincial audit. The audit results were favourable and the decommissioning of the cell #1 was accepted by the Department of Environment. The final tally of rockfill required to infill cell #1 was 112,000 tonnes.

The site is now ready for construction.

FINANCIAL IMPLICATIONS

The final cost to infill the lagoon, (separate and distinct from the decommissioning of the lagoon which included de-sludging, curtain installation in Cell#2 and flipping of flow) is as follows:

Item	Cost incl. HST	HST rebate	Total
Rockfill	1,642,200.00	152,967.36	1,489,232.64
Infill operation	430,100.00	40,062.88	390,037.12
Total	2,072,300.00	193,030.24	1,879,269.76
Paid to date	1,510,237.50	140,675.34	1,369,562.16
Final total due	562,062.50	52,354.90	509,707.60

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



ROTHESAY

INTEROFFICE MEMORANDUM



TO: Mayor and Council
FROM: Mark Reade, Director of Development Services
DATE: 5 August 2026
RE: Encroachment Agreement -38 Elizabeth Parkway

Recommendation:

It is recommended that Council authorize the Mayor and Clerk to enter into an encroachment agreement with Wendy Klohn (the Owner), associated with 38 Elizabeth Parkway (PID 00235531), to permit the cleaning of the existing path and the installation of stairs to provide access to the river over Town-owned lands, and to permit the installation of a floating wharf on lands abutting the river (PID 00234575), subject to the Owner obtaining all required Provincial and Municipal permits and complying with any applicable conditions.

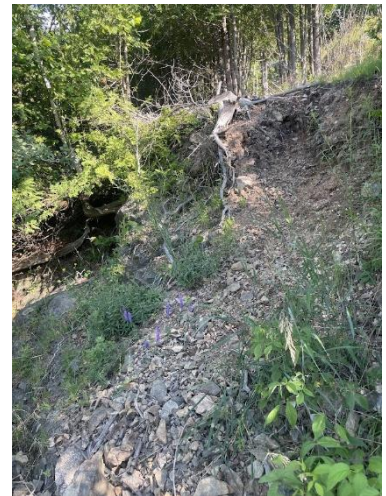
Background

The Klohns have constructed a new home at 38 Elizabeth Parkway on an existing property. The existing property has a path across the Town-owned lands to the shoreline; however, it has become overgrown and dangerous, requiring some minor clearing and re-topping of the gravel. The edge of the path has a steep embankment with an existing dangerous path to the shore, as shown in the image.

The new stairs would allow safe passage to the shore.

The Owner has also requested approval to install a floating wharf should they wish to proceed in the future.

The activity may require a Wetland and Watercourse Alteration (WAWA) permit, which can only be issued to the property owner. In this case, the Town would support or approve the application, as the request appears reasonable.



A copy of the encroachment agreement is attached.

ENCROACHMENT AGREEMENT
Land Titles Act, S.N.B. 1981, c.L-1.1, s.24

Rothesay By-law No. 1-11, A By-law to Manage Town-Owned Lands

Parcel Identifier of Parcel Burdened by Agreement: PID 00234575 - Rothesay

Parcel Identifier of Parcel Benefiting by Agreement: PID 00235531 – Klohn

Encroachment Owners: Wendy Klohn
38 Elizabeth Parkway,
Rothesay, NB
E2H 1E8

(hereinafter called the "Owner")

Property Owners: Rothesay
70 Hampton Road, Rothesay, N.B.
E2E 5L5
:

(hereinafter called the "Town")

a body corporate under and by virtue of the Local Governance
Act, RSNB 2017, C 18, located in the County of Kings and
Province of New Brunswick.

Purposes of Agreement: The Owners are desirous of that would encroach on land owned
by Rothesay, as identified on SCHEDULE A,

And whereas the Owners will continue and maintain
said encroachment.

NOW THEREFORE THIS AGREEMENT WITNESSETH that for and in the consideration of
the payment of \$200.00 to the Town, receipt of which is hereby acknowledged, the parties
agree as follows:

- A. The Town agrees that the Owners and their executors, administrators or assigns may continue the encroachment only in accordance with this agreement.
- B. The Owners agree that they will continue the encroachment, including any surface and structure, to be located as shown on SCHEDULE A and generally described as:
 - a) Galvanized stairs with safety gate/chain anchored to rock face of slope
 - b) Clearing and maintenance of the existing pathway along the slope to stairs
 - c) Small wharf and Beach Anchoring.
- C. The Owners agree to obtain all Federal, Provincial and/or Municipal Permits and approvals that may be required for the work including but not limited to Provincial wetland and watercourse alteration permits or other permits as required
- D. The Owners agree that the encroachment and associated structure(s) will not obstruct access to the public.
- E. The Owners agree that there will be no pruning of trees or vegetation without the approval of the Town or as outlined in Schedule B.
- F. All equipment to be used or placed on the Town-owned lands is to be approved by the Town.
- G. All damage to the Town infrastructure or vegetation outside the scope is to be repaired or restored by the Owners subject to approval of the Town. The Owners agree that, should the improvement(s) or any portion of it be structurally altered, ordinary repairs excepted, the alterations shall be done so that the structure shall not encroach at all or further on the Town owned land after the alterations and shall be in full compliance with the Town's By-laws.
- H. The Owners agree that the Town has the explicit right to remove, or to request the Owner to remove, any encroachment if the improvements are deemed a hazard, in a state of disrepair or is deemed unsightly (as per By-law) at the Town's sole discretion,

and the Owners shall be responsible for the cost of removing said encroachment.

- I. The Town may withdraw permission to encroach at any time, after which the Owners shall be responsible for the removal of the improvements.
- J. This agreement is issued for a maximum of five (5) years from the date of execution and renewed every 5 years thereafter.
- K. The Owners shall provide Rothesay with proof of liability insurance with the Owners and Rothesay as named insurers for the lands of Rothesay affected by the encroachment with respect to any claim in relation thereto.
- L. The Town has the right to conduct inspections and, if there are violations of this agreement, the Town has the option to terminate this agreement/or have the violations removed or restored at the Owners' cost.

Indemnification

The Owners agree to indemnify Rothesay against any liability, claim, demand, action or cause of action of any nature whatsoever, or any expense incident thereto, for injury to or death of a person or loss or damage to property, occurring on or pertaining to the encroachment, including any surface and or structure as shown on Schedule B during the term of this agreement, or arising out of any breach of the Owners covenants.

Registration

A copy of this Agreement and every amendment and discharge of this Agreement shall be recorded at the Land Registry office of Service New Brunswick, and the Owners shall incur all costs in recording such documents.

Subsequent Owners

This Agreement shall be binding upon the parties thereto, their heirs, successors, assigns, mortgagees, lessees and all subsequent Owners, and shall run with the Lands which are the subject of this Agreement until this Agreement is discharged by Council.

Upon the transfer of title to any lot(s), the subsequent Owner (s) thereof shall observe and perform the terms and conditions of this Agreement to the extent applicable.

IN WITNESS HEREOF the parties have duly executed these presents this

_____ day of _____ 2026

_____ Witness:	_____ (Owner)
	Rothesay
_____ Witness:	_____ Matthew Alexander, Mayor
_____ Witness:	_____ Town Clerk

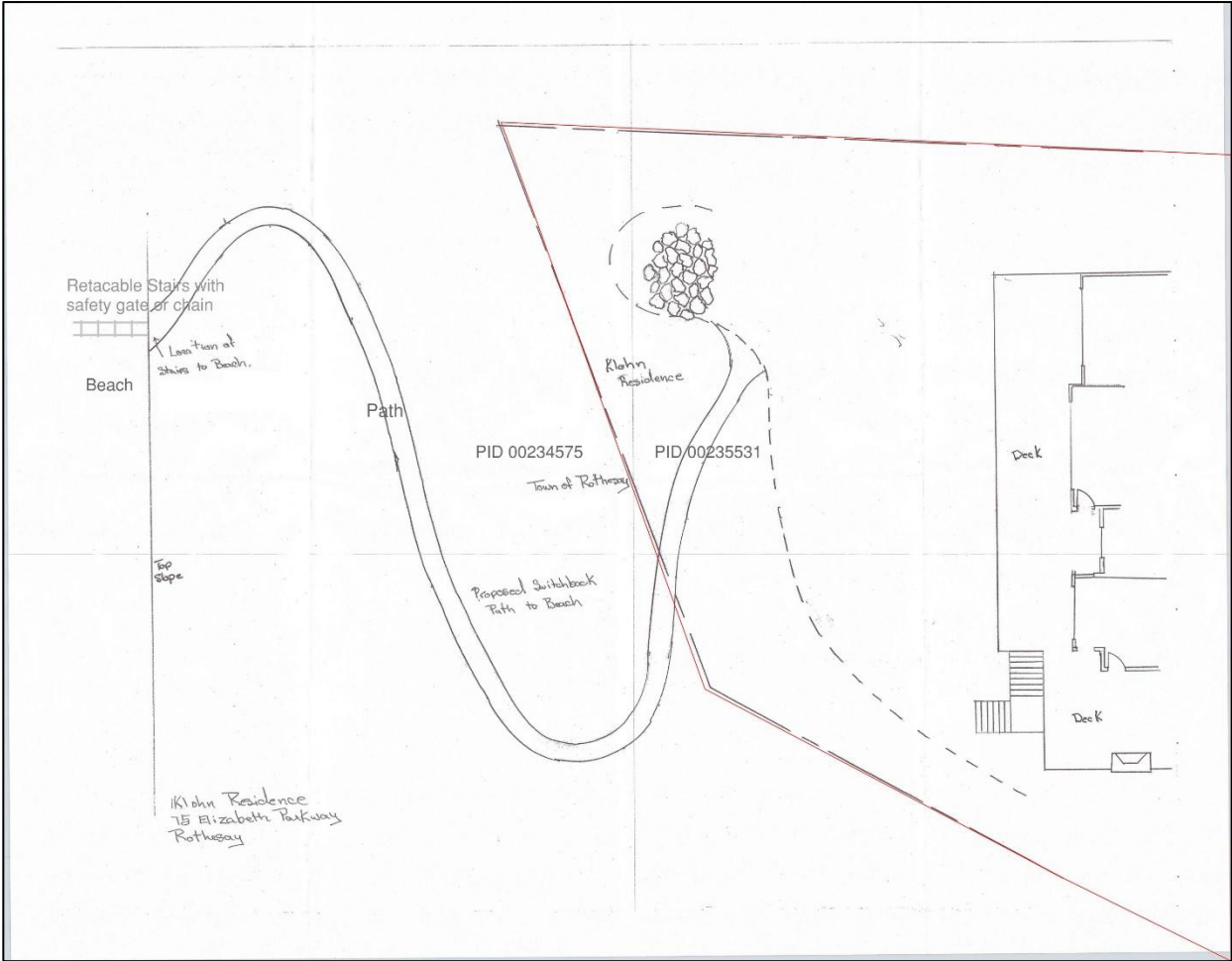
Schedule A

PID 00235531

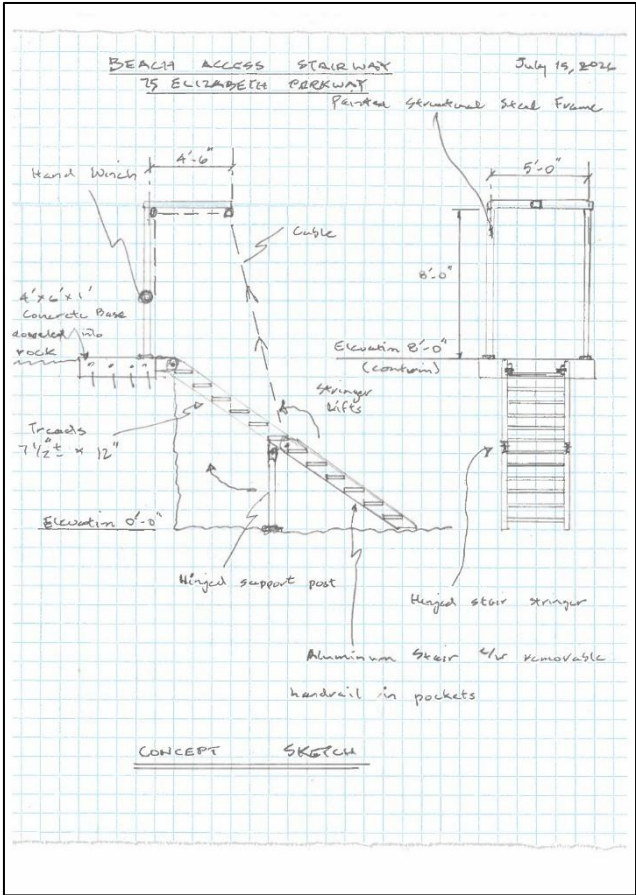


Schedule B

Site Layout



Stair Design



Wharf Design



Subscribing Witness

Form 45

AFFIDAVIT OF CORPORATE EXECUTION
Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: Clerk name
Rothesay
70 Hampton Road
Rothesay, N.B.
E2E 5L5

Office Held by Deponent: Town Clerk

Corporation: Rothesay

Other Officer Who Executed the Instrument: Matthew Alexander
Rothesay
70 Hampton Road
Rothesay, N.B.
E2E 5L5

Office Held by Other Officer Who Executed the Instrument: Mayor

Place of Execution: Rothesay, Province of New Brunswick.

Date of Execution: _____, 2026

I, Clerk name, the deponent, make oath and say THAT:

1. I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
2. the attached instrument was executed by me and Clerk name, the other officer specified above, as the officer(s) duly authorized to execute the instrument on behalf of the corporation.
3. the signature "MATTHEW ALEXANDER" subscribed to the within instrument is the signature of MATTHEW ALEXANDER, who is the Mayor of the town of Rothesay, and the signature "Clerk name" subscribed to the within instrument as the Town Clerk is the signature of me and is in the proper handwriting of me, this deponent, and was hereto subscribed pursuant to resolution of the Council of the said Town to and for the uses and purposes therein expressed and contained;
4. the Seal affixed to the foregoing indenture is the official seal of the said Town and was so affixed by order of the Council of the said Town, to and for the uses and purposes therein expressed and contained; AND
5. the instrument was executed at the place and on the date specified above.

DECLARED TO at town of)
Rothesay, in the County of Kings,)
and Province of New Brunswick,)
This ____ day of _____, 2026)

BEFORE ME:)
)
)
)
)
Commissioner of Oaths)

CLERK NAME



ROTHESAY

INTEROFFICE MEMORANDUM



TO: Mayor and Council
FROM: Mark Reade
DATE: August 5, 2026
RE: Encroachment Agreement -67 Elizabeth Parkway

Recommendation:

It is recommended that Council authorize the Mayor and Clerk to enter into an encroachment agreement with Sharon L. Laidlaw (the Owner) associated with 67 Elizabeth Parkway (PID234336) to stabilize the bank and construct stone steps to access the river and over Town-owned lands abutting the river and to permit the installation of a floating wharf on lands abutting the river (PID 00234575), subject to the Owner obtaining all required Provincial and Municipal permits and complying with any applicable conditions.

Background

The riverbank has been experiencing slope failure and erosion. The Owner wishes to stabilize the bank, prevent further erosion, and install stone steps to provide access to the river. On July 15, 2026, Town staff, including Town Engineer Tim Colwell, P.Eng., met with the contractor, Urban Landscaping (Project contractor), and the homeowner to review the proposed work. The bank stabilization design is to be prepared by a professional geotechnical engineer and submitted to the Town Engineer for review (item C in the agreement). This work will benefit the Town, as a municipal sewer system runs parallel to the bank. The Owner has also requested approval to install a floating wharf in the future, should they wish to proceed in the future.

Scope of the work images are shown on Schedule B of the agreement

The proposed activity requires a Wetland and Watercourse Alteration permit, which can only be issued to the property owner, in this case the Town. The request appears reasonable, provided that all conditions of the permit are satisfied.

A copy of the encroachment agreement is attached.

ENCROACHMENT AGREEMENT
Land Titles Act, S.N.B. 1981, c.L-1.1, s.24

Rothesay By-law No. 1-11, A By-law to Manage Town-Owned Lands

Parcel Identifier of Parcel Burdened by Agreement: PID 00234575 - Rothesay

Parcel Identifier of Parcel Benefiting by Agreement: PID 00235499 – Laidlaw

Encroachment Owners: Sharon L. Laidlaw
67 Elizabeth Parkway, Rothesay, NB
E2H 1E8

(hereinafter called the "Owner")

Property Owners: Rothesay
70 Hampton Road, Rothesay, N.B.
E2E 5L5

(hereinafter called the "Town")

a body corporate under and by virtue of the Local Governance Act,
RSNB 2017, C 18, located in the County of Kings and Province of New
Brunswick.

Purposes of Agreement: The Owners are desirous of that would encroach on land owned
by Rothesay, as identified on SCHEDULE A,

And whereas the Owners will continue and maintain
said encroachment

NOW THEREFORE THIS AGREEMENT WITNESSETH that for and in the consideration of
the payment of \$200.00 to the Town, receipt of which is hereby acknowledged, the parties
agree as follows:

- A. The Town agrees that the Owners and their executors, administrators or assigns may continue the encroachment only in accordance with this agreement.
- B. The Owners agree that they will continue the encroachment, including any surface and structure, to be located as shown on SCHEDULE A and generally described as:
 - a) Engineered retaining bank (Amour rock, stone and filter fabric)
 - b) Stone steps
 - c) Small floating wharf and shore anchoring
- C. The engineered retaining bank design is to be approved by the Town Engineer prior to installation.
- D. The Owners agree to obtain all Federal, Provincial and/or Municipal Permits and approvals that may be required for the work including but not limited to Provincial wetland and watercourse alteration permits or other permits as required
- E. The Owners agree that the encroachment and associated structure(s) will not obstruct access to the public.
- F. The Owners agree that there will be no pruning of trees or vegetation without the approval of the Town or as outlined in Schedule C.
- G. All equipment to be used or placed on the Town-owned lands is to be approved by the Town.
- H. All damage to the Town infrastructure or vegetation outside the scope is to be repaired or restored by the Owners subject to approval of the Town The Owners agree that, should the improvement(s) or any portion of it be structurally altered, ordinary repairs excepted, the alterations shall be done so that the structure shall not encroach at all or further on the Town owned land after the alterations and shall be in full compliance with the Town's By-laws.

- I. The Owners agree that the Town has the explicit right to remove, or to request the Owner to remove, any encroachment if the improvements are deemed a hazard, in a state of disrepair or are deemed unsightly (as per By-law) at the Town's sole discretion, and the Owners shall be responsible for the cost of removing said encroachment.
- J. The Town may withdraw permission to encroach at any time, after which the Owners shall be responsible for the removal of the improvements.
- K. This agreement is issued for a maximum of five (5) years from the date of execution and renewed every 5 years thereafter.
- L. The Owners shall provide Rothesay with proof of liability insurance with the Owners and Rothesay as named insurers for the lands of Rothesay affected by the encroachment with respect to any claim in relation thereto.
- M. The Town has the right to conduct inspections and, if there are violations of this agreement, the Town has the option to terminate this agreement/or have the violations removed or restored at the Owners' cost.

Indemnification

The Owners agree to indemnify Rothesay against any liability, claim, demand, action or cause of action of any nature whatsoever, or any expense incident thereto, for injury to or death of a person or loss or damage to property, occurring on or pertaining to the encroachment, including any surface and or structure as shown on Schedule B during the term of this agreement, or arising out of any breach of the Owners covenants.

Registration

A copy of this Agreement and every amendment and discharge of this Agreement shall be recorded at the Land Registry office of Service New Brunswick, and the Owners shall incur all costs in recording such documents.

Subsequent Owners

This Agreement shall be binding upon the parties thereto, their heirs, successors, assigns, mortgagees, lessees and all subsequent Owners, and shall run with the Lands which are the subject of this Agreement until this Agreement is discharged by Council.

Upon the transfer of title to any lot(s), the subsequent Owner (s) thereof shall observe and perform the terms and conditions of this Agreement to the extent applicable.

IN WITNESS HEREOF the parties have duly executed these presents this

_____ day of _____, 2026

Witness:

(Owner)

Rothesay

Witness:

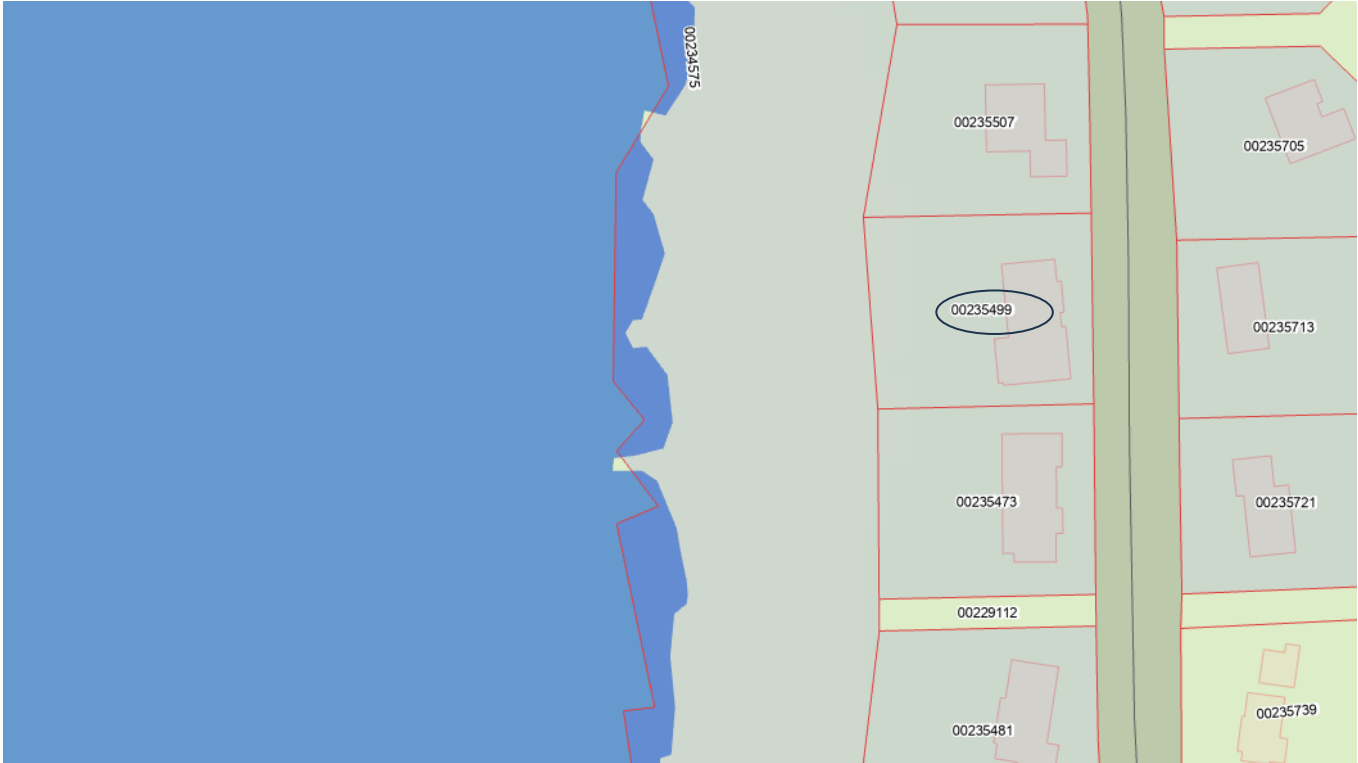
Matthew Alexander, Mayor

Witness:

Town Clerk

SCHEDULE A

PID 00235449



Subscribing Witness

Form 45

AFFIDAVIT OF CORPORATE EXECUTION
Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: Clerk name
Rothesay
70 Hampton Road
Rothesay, N.B.
E2E 5L5

Office Held by Deponent: Town Clerk

Corporation: Rothesay

Other Officer Who Executed the Instrument: Matthew Alexander
Rothesay
70 Hampton Road
Rothesay, N.B.
E2E 5L5

Office Held by Other Officer Who Executed the Instrument: Mayor

Place of Execution: Rothesay, Province of New Brunswick.

Date of Execution: _____, 2026

I, Clerk name, the deponent, make oath and say THAT:

- 1. I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
- 2. the attached instrument was executed by me and Clerk name, the other officer specified above, as the officer(s) duly authorized to execute the instrument on behalf of the corporation;
- 3. the signature "MATTHEW ALEXANDER" subscribed to the within instrument is the signature of MATTHEW ALEXANDER, who is the Mayor of the town of Rothesay, and the signature "Clerk name" subscribed to the within instrument as the Town Clerk is the signature of me and is in the proper handwriting of me, this deponent, and was hereto subscribed pursuant to resolution of the Council of the said Town to and for the uses and purposes therein expressed and contained;
- 4. the Seal affixed to the foregoing indenture is the official seal of the said Town and was so affixed by order of the Council of the said Town, to and for the uses and purposes therein expressed and contained; AND
- 5. the instrument was executed at the place and on the date specified above.

DECLARED TO at town of)
Rothesay, in the County of Kings,)
and Province of New Brunswick,)
This ____ day of _____, 2026)

BEFORE ME:)

Commissioner of Oaths) CLERK NAME



TOWN OF ROTHESAY

2026 Citizen Survey

What We Heard

July 24, 2026

Draft Report — for staff review

Prepared by

**think
well**

RESEARCH + STRATEGY

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1.0 Background and Methodology

As the Town of Rothesay enters a new chapter, the Town undertook a community-wide survey to understand residents' priorities, concerns, and aspirations. The feedback gathered will directly inform the municipal government and newly elected leaders as they carry out their strategic plan for the years ahead. The Town of Rothesay engaged Thinkwell Research to conduct the survey and report on its findings.

The broad objectives of this research were to:

- Identify the issues residents consider most important facing Rothesay today;
- Measure perceived quality of life and satisfaction with the Town's municipal government;
- Establish residents' priorities among competing municipal initiatives and services;
- Assess the perceived condition of municipal services and amenities;
- Gauge residents' vision for the future growth of the community;
- Understand housing intentions and preferences;
- Evaluate how residents receive Town information, and how they prefer to; and
- Measure familiarity with, and support for, the Rothesay Intergenerational Community Complex (RICC) project.

Methodology

In early June 2026, an invitation letter was mailed to all 4,023 households in the Town of Rothesay. Each letter contained a QR code and unique PIN providing access to the online survey, hosted on the Voxco platform. To ensure a consistent selection method, the adult (18+) in each household who most recently had a birthday was asked to complete the survey, with one response per household. Paper copies were available at Town Hall for residents who preferred not to respond online, and the Town promoted the survey through its social media channels. Respondents could enter a draw for a \$50 gift card to a local business.

Data were collected from June 4 to July 13, 2026; the original June 26 deadline was extended to maximize participation. A total of 584 residents fully completed the survey, and a further 47 partial responses (answering through at least Q3) were retained in the findings, for a total of 631 responses, or a household participation rate of 15.7%. Twenty-one surveys were completed on paper and entered into the survey platform by Thinkwell; the remainder were completed online. Bases vary by question throughout this report, as partial responses are included and not all respondents answered every question. A probability sample of 631 would be expected to yield a maximum margin of error of plus or minus 3.9 percentage points, 19 times out of 20.

This survey was conducted by Thinkwell Research in accordance with the Canadian Research Insights Council (CRIC) Standards. Responses are anonymous and reported in aggregate form only.

Representativeness and Weighting

Respondent demographics were compared against the Statistics Canada 2021 Census profile for the Town of Rothesay. The achieved sample was well balanced by gender but, as is typical of municipal surveys, skewed older than the adult population: residents aged 18–34 made up 9% of respondents versus roughly 23% of Rothesay adults, while those aged 55–74 were over-represented (44% versus roughly 34%).

Table 1 — Achieved sample vs. 2021 Census profile of Rothesay adults

	Sample (unweighted)	2021 Census (adults 18+)
18–34 years	9%	23%
35–54 years	34%	32%
55–74 years	44%	34%
75+ years	13%	11%
Men	50%	48%
Women	50%	52%

Note: sample percentages are calculated among respondents who provided a valid age or gender (i.e., excluding “prefer not to say” responses) so they can be compared directly with the census distributions, and are rounded to whole numbers.

To correct the age imbalance, survey data were weighted by age to the census distribution of Rothesay adults. Weights range from 0.79 to 2.42; respondents who did not provide their age carry a weight of 1.0. All percentages in this report are weighted unless noted; bases (n) are unweighted.

Respondents are also overwhelmingly homeowners (97%), and about half (51%) have lived in Rothesay for 20 years or longer. Renters are under-represented relative to the community. The census records 18.7% of Rothesay dwellings as apartments, and no weighting adjustment can fully compensate for this. Results should be read as primarily reflecting the views of established homeowner households.

Percentage totals in this report may not always add up to 100 due to rounding. A copy of the questionnaire is appended.

2.0 Key Findings

1. Quality of life in Rothesay is rated exceptionally high, and residents are broadly satisfied with their municipal government.

Fully 95% of residents rate the overall quality of life in Rothesay as excellent (45%) or good (50%). Among those expressing an opinion, 89% are completely (11%) or mostly (78%) satisfied with the overall performance of the Town's municipal government.

2. Growth pressure dominates the issue agenda.

The three most common top-of-mind issues — overdevelopment and growth management (17%), traffic congestion and road safety (17%), and property taxes and affordability (15%) — all connect to the pace and cost of growth. Housing affordability and options (8%) and active transportation (7%) follow.

3. Residents' preferred future is controlled, managed growth.

On a 0–10 scale from preserving Rothesay's current character to strategic growth, the average response is 4.4. Half of residents (51%) place themselves in the middle of the scale (4–6, including 37% selecting exactly 5, “controlled growth”), 29% lean toward preserving the status quo (0–3), 19% favour more significant growth (7–10), and 2% are unsure.

4. Trails, recreation, and the RICC top the priority list; expanded housing options rank last.

Ranked by personal importance among seven Town priorities, improving the trail network and walkability (58% top-3), increasing recreational opportunities (52%), and completing the RICC (51%) lead. Increasing housing options ranks last (29% top-3), consistent with residents' preference for measured growth.

5. Core services are valued and rated well, but affordable housing availability stands out as the weakest-rated item.

Protective and emergency services and street/road/sidewalk maintenance are the most important services to households, and most services are rated good or excellent by roughly two-thirds of residents or more. Street, road and sidewalk maintenance receives the lowest condition rating among high-importance services (66% good/excellent), making it the clearest improvement priority. The availability of affordable housing options is rated far below everything else: just 16% good/excellent, with 33% rating it poor and 22% unable to rate it.

6. The RICC enjoys near-universal awareness and strong support.

94% of residents have at least heard of the RICC project and 57% are familiar with it and its goals. Among those aware, 67% support the project (29% strongly) versus 6% opposed — net support of +61. Openness to supporting the project is broadest for attending fundraising events (44%).

7. Communications: residents want the Town in their inbox.

The largest gap between how residents currently get Town information and how they would prefer to is the email list/digital newsletter: 58% prefer it, but only 23% currently receive information this way (+35 points). Conversely, word of mouth (47% now, 14% preferred) is an over-relied-upon channel. Preferences differ sharply by age, arguing for a multi-channel approach.

8. Housing intentions reinforce the “missing middle” conversation.

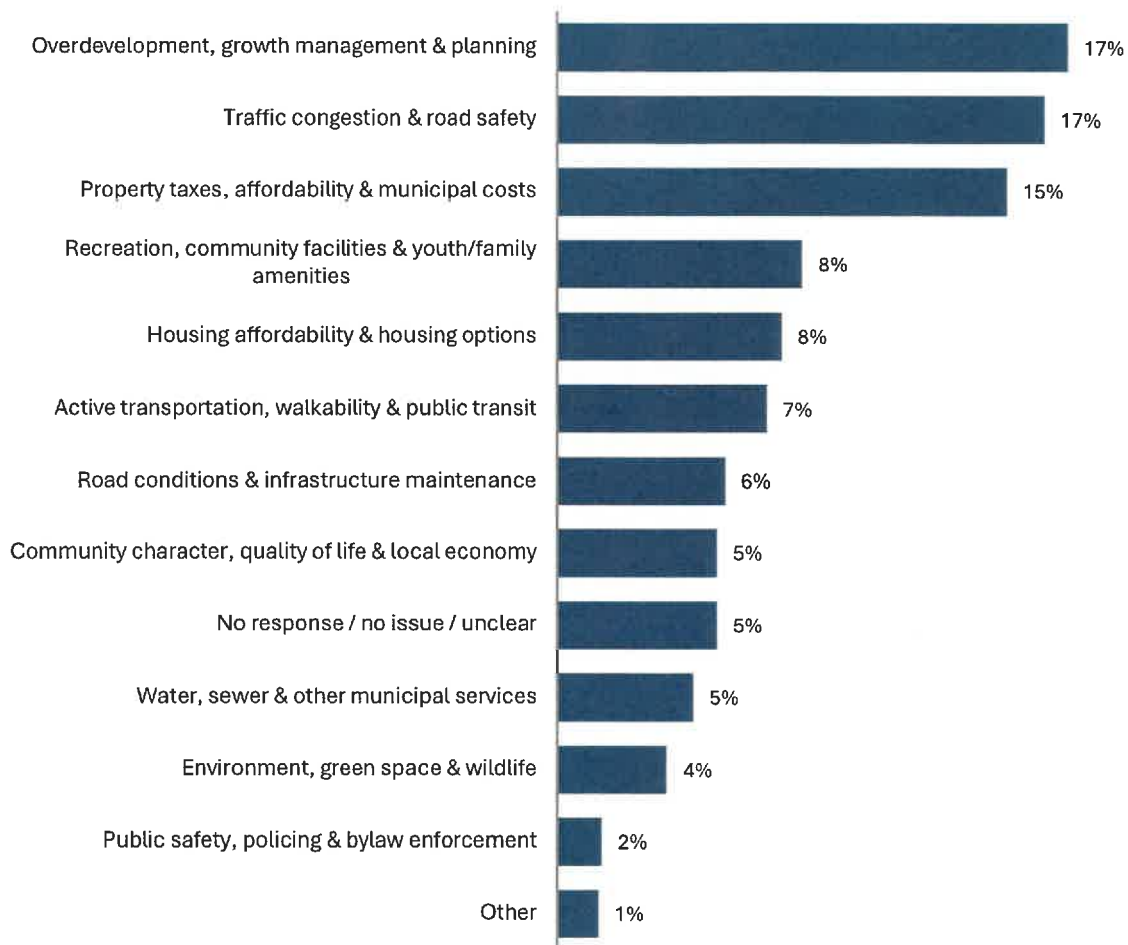
44% of residents don’t plan to leave their current home. Among the remainder, single-family homes (62%) are the most desired next step, but condos (17%), townhouses (12%), and apartments (11%) attract meaningful interest, and verbatim comments repeatedly cite the lack of downsizing options for seniors.

3.0 Detailed Findings

3.1 Most Important Issue Facing Rothesay

Respondents began the survey by describing, in their own words, the single most important issue facing Rothesay today. Responses were coded into themes. Three issues dominate, together accounting for half of all responses: overdevelopment, growth management and planning (17%); traffic congestion and road safety (17%); and property taxes, affordability and municipal costs (15%). These themes are closely related many residents link development pressure to traffic and rising costs.

Figure 1 — Most important issue facing Rothesay today (Q1, coded; n=626)



Emphasis varies somewhat across the community. Residents aged 55–74 most often cite traffic (23%), while those 75+ lead with property taxes (21%). By area, E2E residents most often raise traffic (20%), E2H residents overdevelopment (18%), and E2S residents property taxes (22%) along with water and sewer services (10%).

Illustrative comments:

“Losing Town of Rothesay character — overdevelopment creating traffic issues, signage, traffic light, crossing lights etc.”

"Traffic congestion getting worse due to population growth, especially during road construction."

"Affordability (property taxes, water, sewage fees)."

"Lack of apartments to purchase as we seniors wish to downsize. All of the new developments are rentals."

"Insufficient crosswalks on the Marr Road. Need for easier traffic movement along the Old Hampton Rd."

"Lack of indoor facilities like swimming pool, field house, indoor turf."

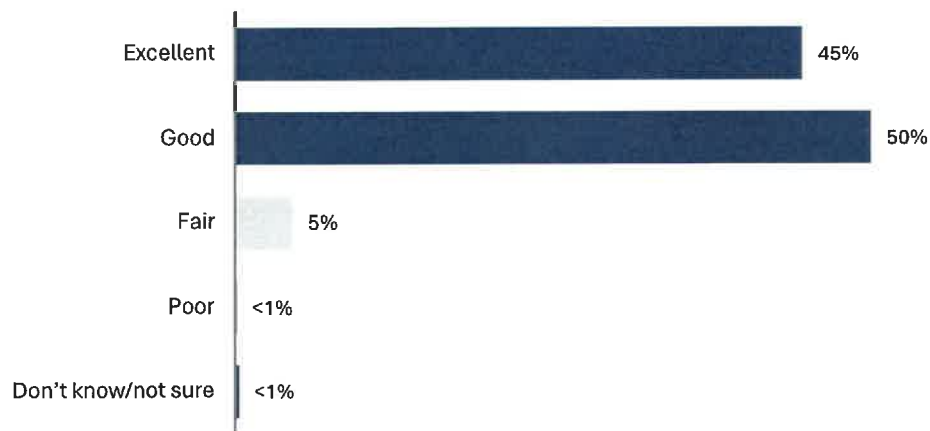
"Lack of public transit and active transportation options from outlying areas into Rothesay proper."

"Allowing growth while maintaining public safety and heritage."

3.2 Quality of Life and Satisfaction with the Town

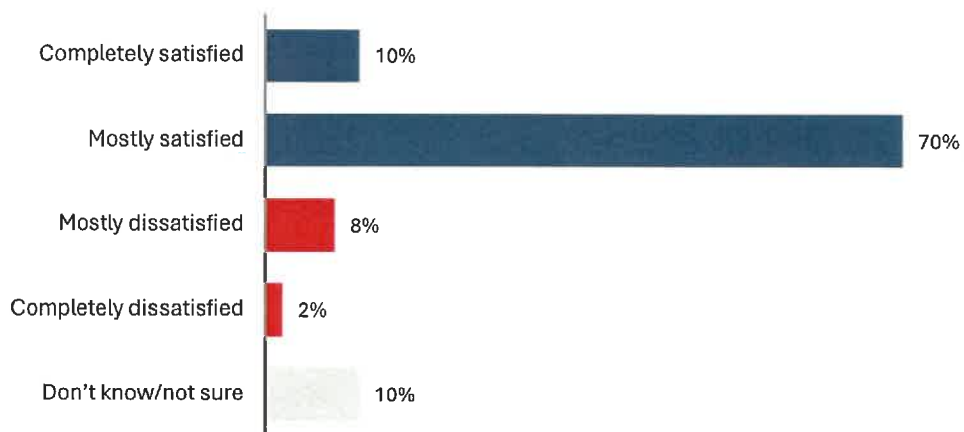
Residents hold their community in high regard: 45% rate the overall quality of life in Rothesay as excellent and a further 50% as good. Fewer than 5% rate it fair, and less than 1% poor. Ratings are consistently high across genders, age groups, and lengths of residence. By area, E2H residents are the most effusive (62% 'excellent'), significantly higher than E2E (42%), who are in turn higher than E2S (28%).

Figure 2 — Overall quality of life in Rothesay (Q2; n=630)



Satisfaction with the Town's municipal government is similarly strong. Among residents expressing an opinion, 89% are satisfied (11% completely and 78% mostly) while 8% are mostly dissatisfied and 2% completely dissatisfied. One in ten respondents (10%) could not offer an opinion. Satisfaction does not differ significantly across demographic groups or areas of Rothesay.

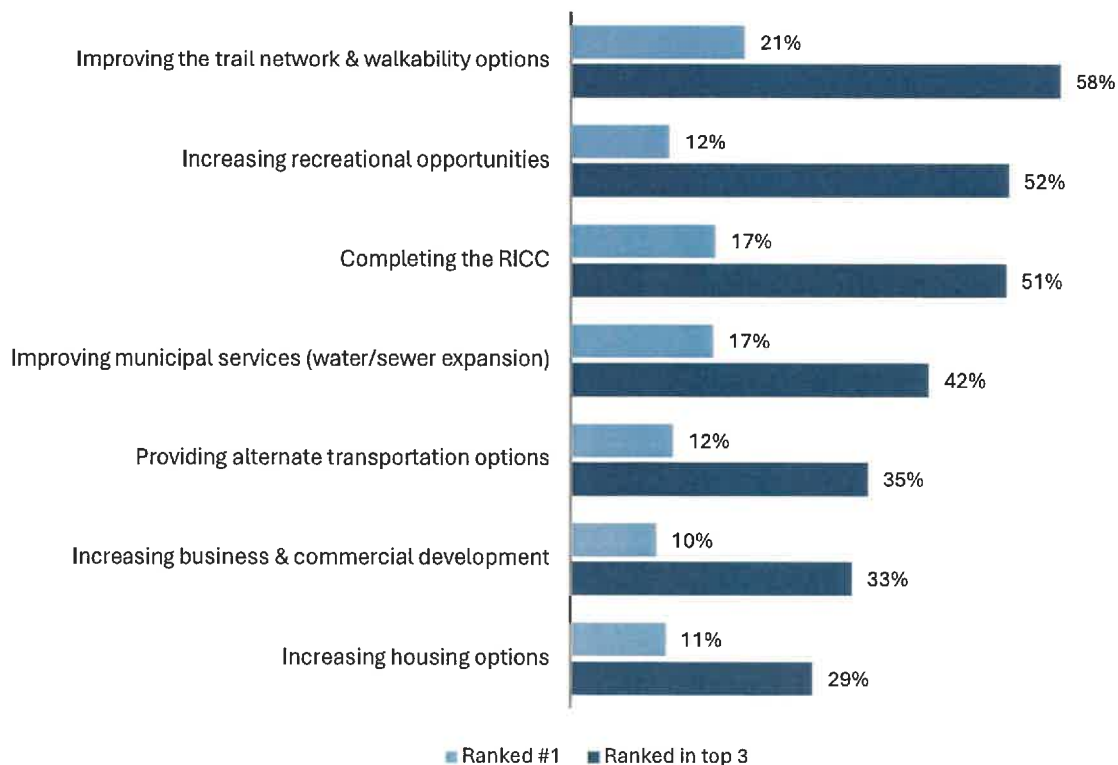
Figure 3 — Satisfaction with the overall performance of the Town of Rothesay municipal government (Q3; n=631)



3.3 Municipal Priorities

Respondents ranked seven Town priorities from most (1) to least (7) important to them personally. Improving the trail network and walkability options leads (21% ranked it first; 58% top-3; mean rank 3.35), followed by increasing recreational opportunities (52% top-3) and completing the Rothesay Intergenerational Community Complex (51% top-3, and tied for the second-most common first choice at 17%). Increasing housing options finishes last (29% top-3, mean rank 4.76), which is consistent with the measured appetite for growth seen throughout the survey.

Figure 4 — Town priorities: % ranking each #1 and in their top 3 (Q4; n=613)

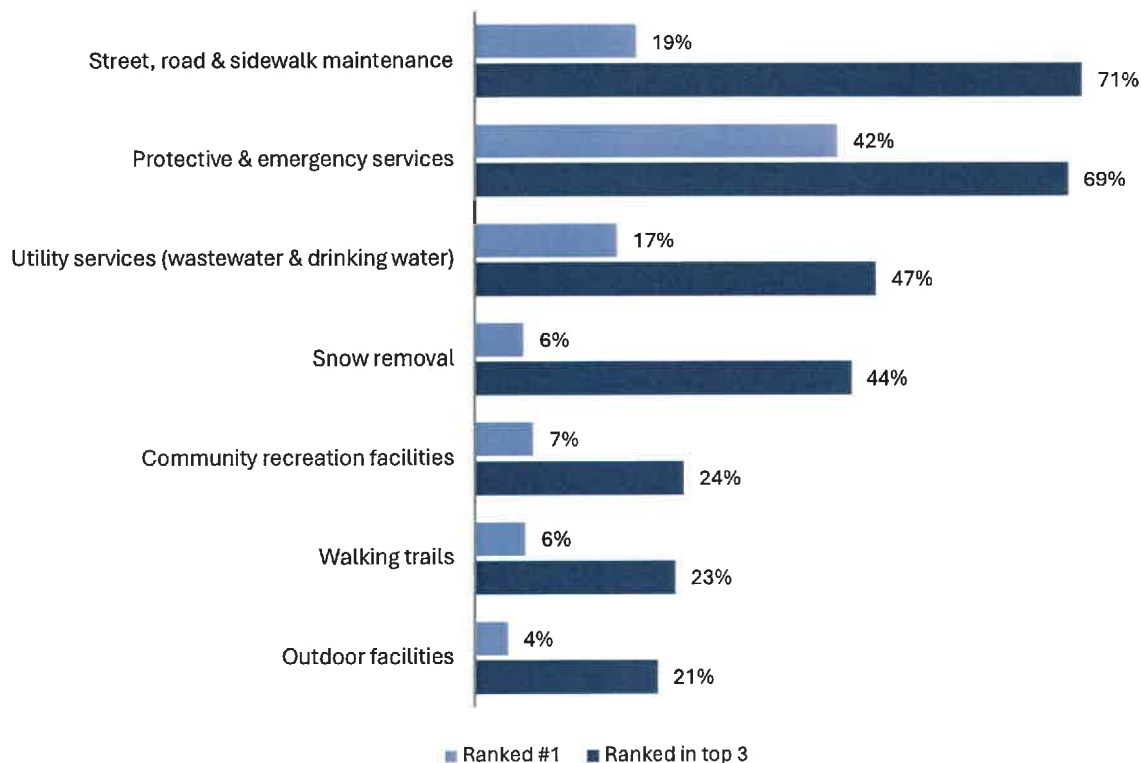


Priorities divide clearly along life-stage lines. Trails and walkability are a significantly higher priority for women (65% top-3 vs. 51% of men), residents under 55 (65% vs. 37% among those 75+), households with children (65% vs. 55%), and newer residents. Recreation follows the same pattern, as 69% of households with children rank it top-3 versus 45% of those without. The reverse holds for the more utilitarian priorities: municipal services rise steadily with age (27% among 18–34s to 62% among 75+), and increasing housing options (last overall) is significantly higher among residents 55–74 (40%), consistent with the downsizing themes in the open-ended comments. The RICC is a significantly higher priority for residents 55–74 (55% top-3) and 75+ (57%) than for those aged 35–54 (43%), with 18–34s in between (52%). This pattern reflects competing priorities more than opposition: in a forced ranking, residents 35–54 give their top spots to recreation (62%) and trails (65%), seemingly crowding the RICC out of their top three.

3.4 Municipal Services: Importance and Condition

Asked to rank seven municipal services by importance to their household, residents place protective and emergency services first (42% rank it #1; 69% top-3), with street, road and sidewalk maintenance close behind (71% top-3). Utility services (47%) and snow removal (44%) form a second tier, while outdoor facilities, recreation facilities, and walking trails rank lower in importance.

Figure 5 — Municipal services: % ranking each #1 and in their top 3 by household importance (Q5; n=604)



Here too, life stage shapes the rankings. The importance of street, road and sidewalk maintenance climbs with age (60% top-3 among 18–34s to 81% among 75+) and peaks in E2S (85%, significantly above other areas). Community recreation facilities are significantly more important to households with children (43% top-3 vs. 18%) and to residents in town less than five years (42%), while walking trails matter more to women (29% vs. 18% of men) and to residents under 55.

Residents then rated the condition of nine services and amenities. Most are rated good or excellent by roughly two-thirds of residents or more, led by protective and emergency services (82%). Two items stand apart at the bottom: the availability of professional services such as doctors and clinics (47% good/excellent), and, far below everything else, the availability of affordable housing options (16% good/excellent; 33% poor). Note that one in five respondents (22%) could not rate affordable housing availability, a signal of limited visibility into this issue.

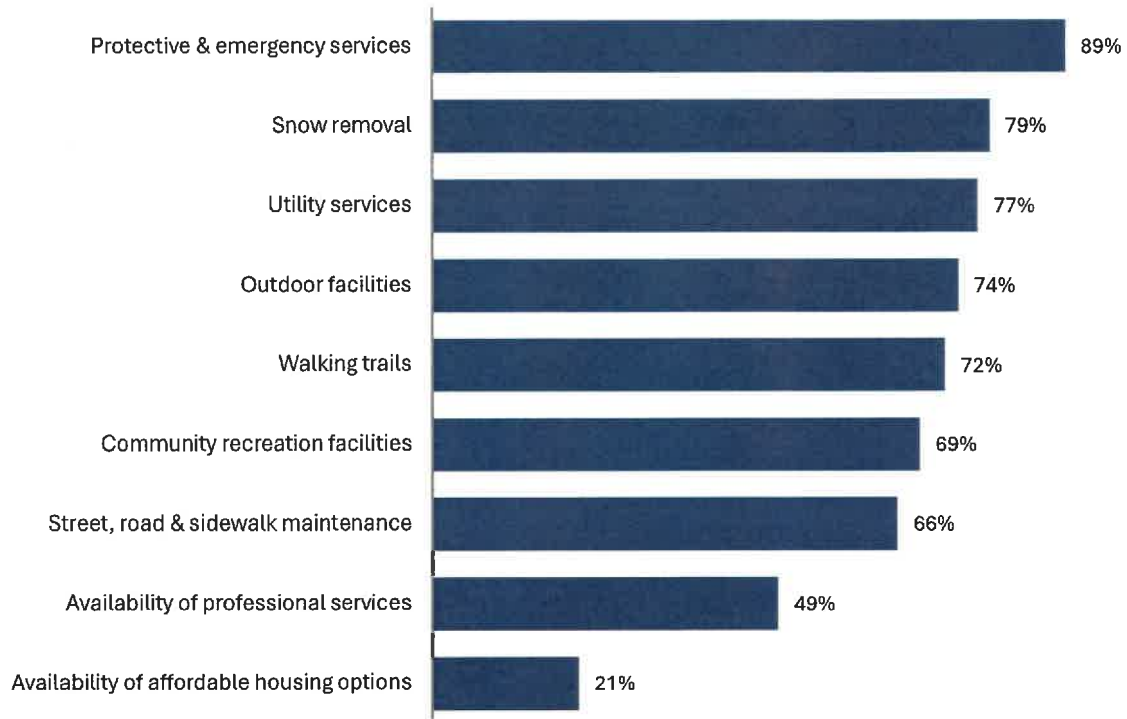
Table 2 — Condition of Town services and amenities (Q6; % of all respondents answering each item)

Service / amenity	Excellent	Good	Fair	Poor	Not sure	Excellent + Good
Protective and emergency services	39%	42%	9%	0%	9%	82%
Snow removal	21%	58%	16%	5%	0%	79%
Outdoor facilities (beaches, gardens, dog parks, parks)	10%	61%	21%	3%	5%	71%
Utility services (wastewater and drinking water)	14%	56%	15%	6%	9%	70%
Street, road and sidewalk maintenance	10%	55%	28%	7%	0%	66%
Community recreation facilities	5%	58%	22%	6%	8%	64%
Walking trails	13%	51%	20%	4%	12%	63%
Availability of professional services (doctors, clinics)	9%	38%	31%	19%	4%	47%
Availability of affordable housing options	3%	13%	29%	33%	22%	16%

Base: all respondents answering each item (n=598—600 per item).

Figure 6 below shows the same ratings, but re-calculated to exclude those who were unable or unwilling to provide a rating for these amenities. Although the rank order remains roughly the same, there are a few differences in results with this method. For example, street, road and sidewalk ratings now fall just below ratings for community recreation facilities and walking trails. The calculations used in Figure 6 serve as the basis for the importance versus condition matrix analysis in Figure 7 (page 13).

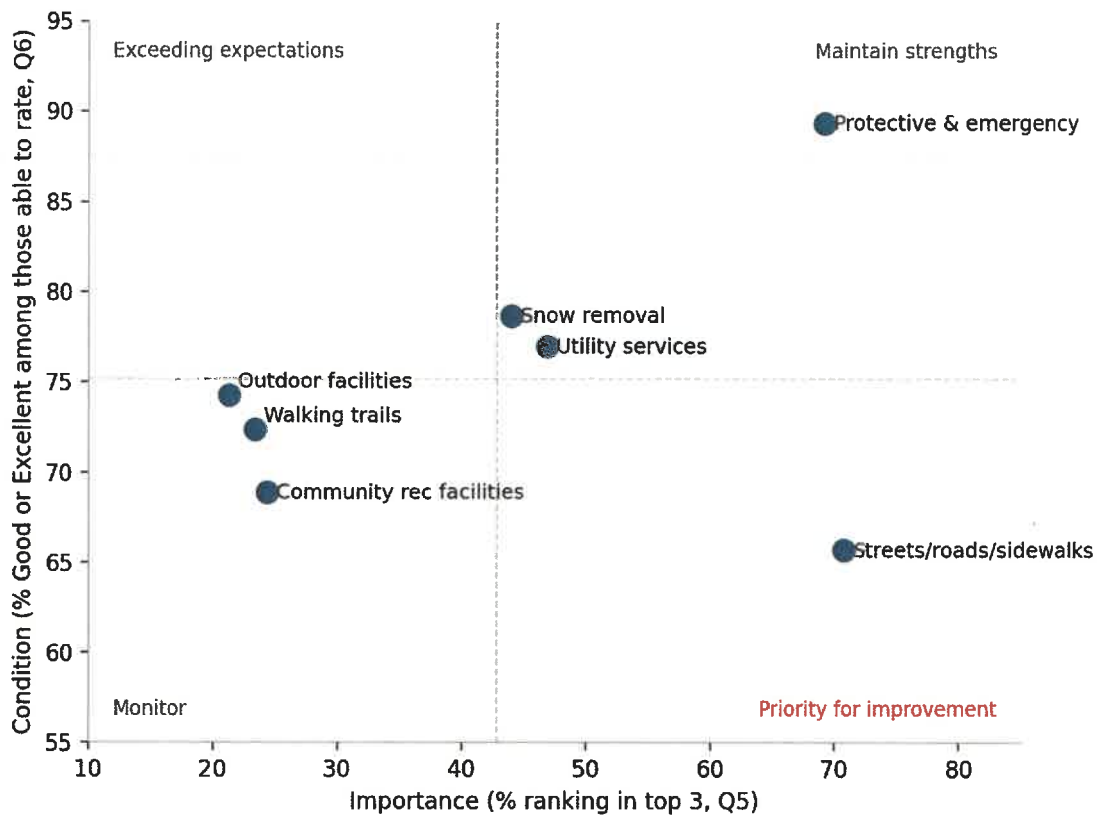
Figure 6 — Condition of Town services: % good or excellent, among those able to rate (Q6)



Plotting household importance against rated condition identifies where attention is most warranted. Street, road and sidewalk maintenance combines very high importance with the lowest condition rating among core services (66%), indicating this as the clearest priority for improvement. Protective and emergency services are both most important and best rated. Snow removal and utilities perform solidly against high importance, while trails, outdoor and recreation facilities are rated well but matter less to households day-to-day.

The street-maintenance finding is sharpest in E2S: residents there rate road importance highest (85% top-3) yet rate road conditions far below the rest of the town, with 47% good/excellent ratings versus 66% in E2E and 76% in E2H. Condition ratings for most other services are broadly consistent across demographic groups.

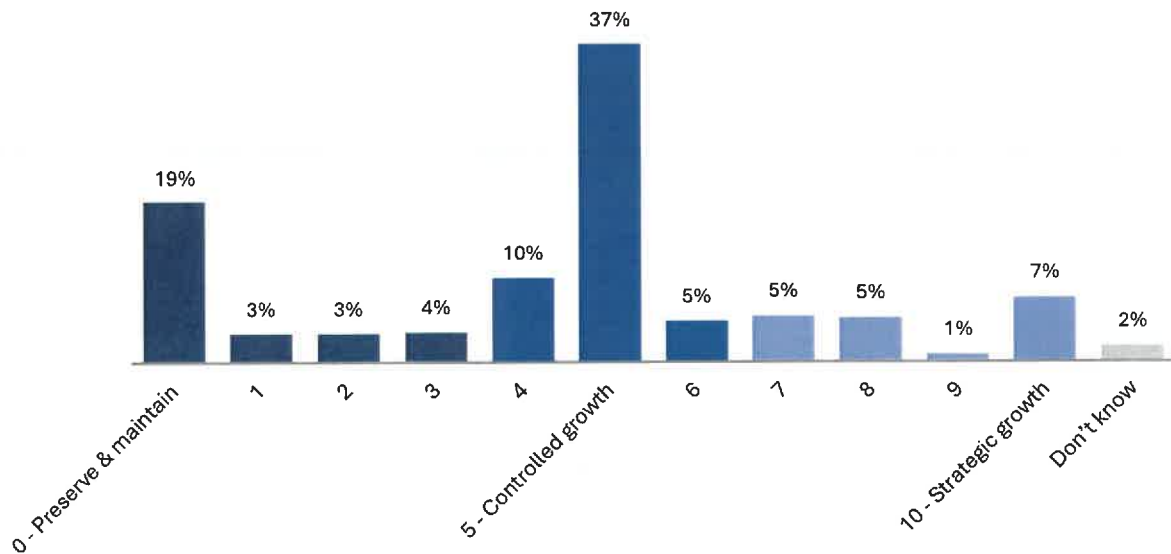
Figure 7 — Importance vs. condition of municipal services (Q5 × Q6)



3.5 Future Vision for Growth

Looking ahead a decade, residents placed their vision for Rothesay on a 0–10 scale anchored by “preserve & maintain” (0), “controlled growth” (5), and “strategic growth” (10). The average response is 4.4 (calculated on the 0–10 responses), and the distribution tells a clear story: half of residents (51%) choose the middle of the scale (including 37% selecting exactly 5) while 29% sit at the preserve end (0–3, including 19% choosing 0), 19% sit at the growth end (7–10), and 2% could not say. Rothesay’s preferred future, in short, is growth on the community’s terms: moderate, planned, and infrastructure-first.

Figure 8 — Vision for the growth of Rothesay over the next decade (Q7, 0–10 scale, including Don't know; n=588)



Views are broadly consistent across groups, though residents aged 18–34 and those newest to town lean more protective (means of 3.7 and 4.0 respectively, versus 4.4 overall), meaning that, notably, it is younger residents, not older, who are most inclined to preserve the Town's current character.

Nearly 100 respondents added a comment. The most common threads: preserve small-town character and limit overdevelopment (20%), support controlled growth with infrastructure in place first (16%), and concern that roads and traffic capacity are not keeping pace (12%).

"Growth is good but in a well planned and calculated manner. Logistics and infrastructure need to already be in place for any project to succeed."

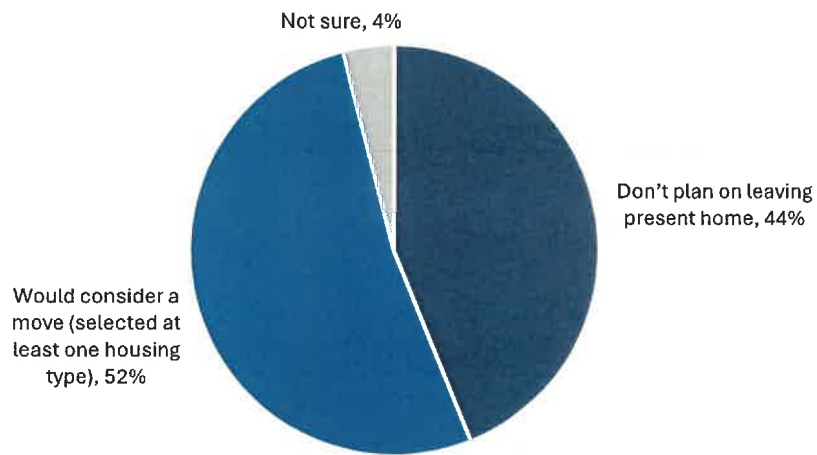
"It's time to pause continued construction in Rothesay. We are losing the character and charm of our community, traffic flows are changing, traffic is increasing, green spaces are disappearing."

"We have a lot of seniors who want to downsize but there is nowhere for them to move. We have a lot of young families who want to move into their homes, but the seniors need options first."

3.6 Housing Intentions

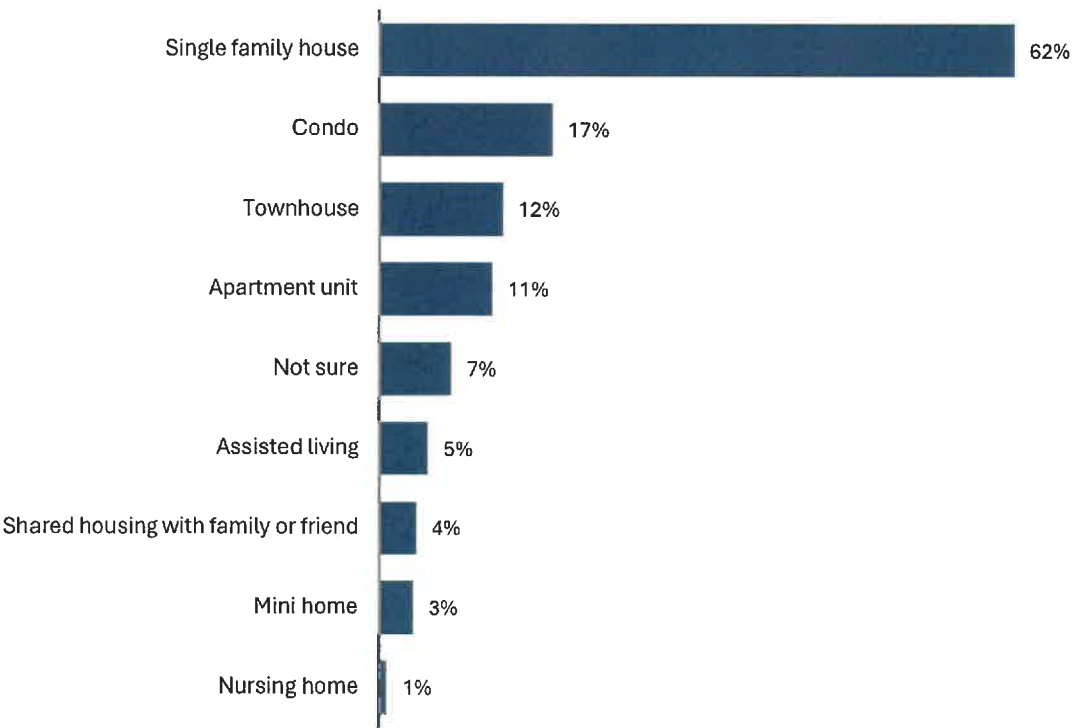
More than four in ten residents (44%) don't plan on leaving their present home (rising to 55% among those 75+), while just over half (52%) identified at least one housing type they would consider *if* they were to move, and 4% are unsure. Younger residents (18–34) are the least settled: only 31% plan to stay put, significantly below every other age group, as are residents in town less than five years (34%).

Figure 9 — Intentions regarding leaving their present home (Q8; n=590)



Among residents open to a move, the single-family house remains the dominant aspiration (62%), but interest in higher-density options is meaningful: condos (17%), townhouses (12%), and apartments (11%), echoing the downsizing-options theme raised throughout the open-ended comments.

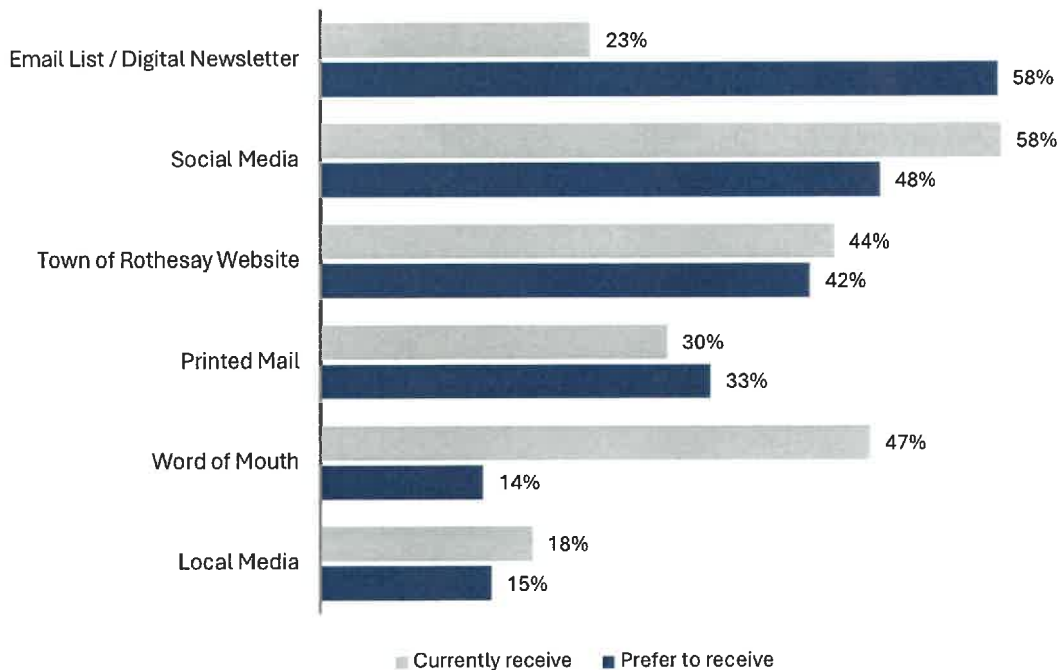
Figure 10 — Housing types of interest among those who may leave their present home (Q8; n=318)



3.7 Communicating with Residents

Social media is currently the Town's widest-reaching channel (58% get Town information there), followed by word of mouth (47%) and the Town website (44%). But preferences point elsewhere: the email list/digital newsletter is the most preferred channel (58%) yet reaches only 23% today. This represents a +35-point opportunity gap and the single clearest actionable finding in the survey. Word of mouth shows the reverse pattern (47% now, 14% preferred).

Figure 11 — How residents currently receive Town information vs. how they prefer to (Q9A/Q9B; n=585)

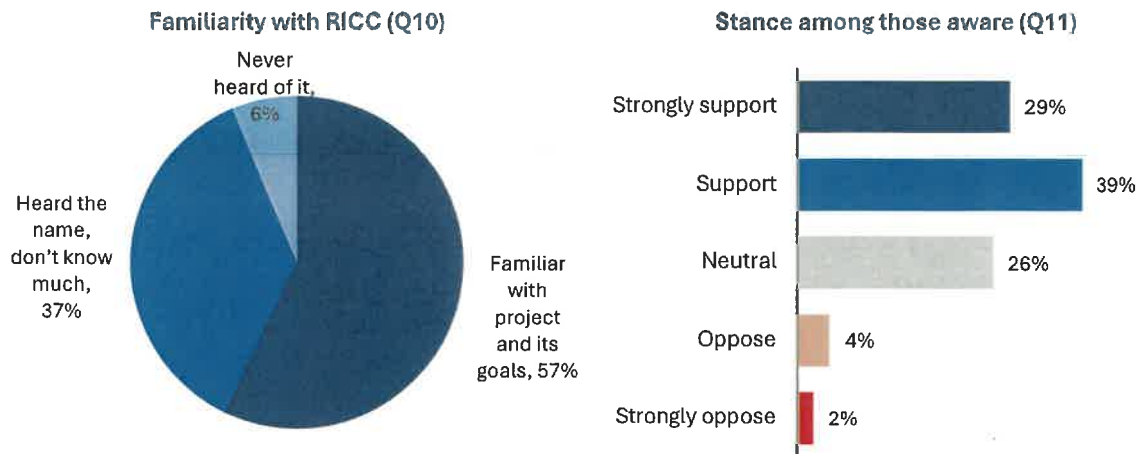


Channel preferences differ significantly by age: social media is preferred by 62% of 18–34s but only 27% of those 75+, while email/newsletter preference rises with age (46% among 18–34s to 74% among 75+). Printed mail retains a constituency in every group. It is highest in E2S (50%), where digital-channel preference is lowest. An effective strategy is necessarily multi-channel, anchored by a well-promoted email newsletter.

3.8 The Rothesay Intergenerational Community Complex (RICC)

Awareness of the RICC project is near-universal: 94% of residents have at least heard of it, including 57% who are familiar with the project and its goals. Familiarity is highest among long-tenured residents (66% of those 20+ years) and lowest in E2S (37%) and among residents new to town (44%).

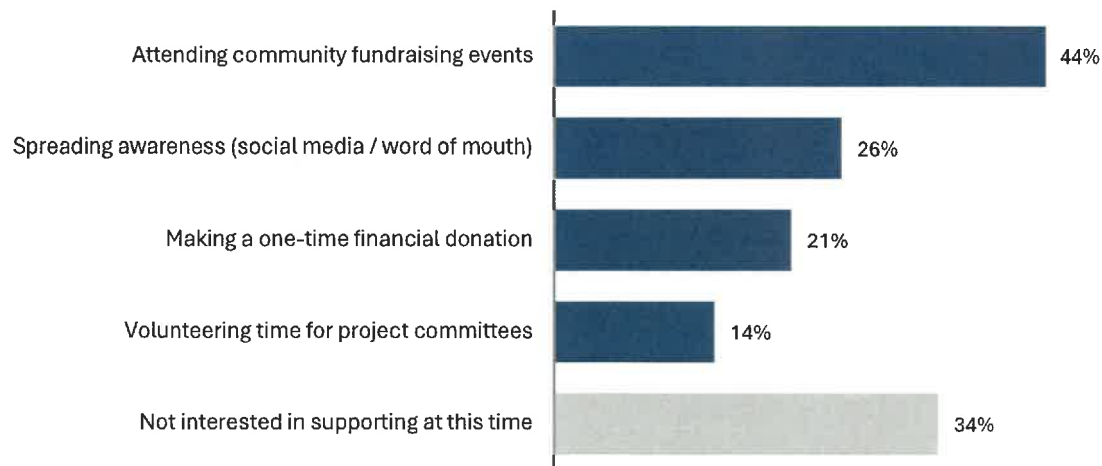
Figure 12 — RICC familiarity (Q10; n=586) and stance among those aware (Q11; n=546)



Among residents aware of the project, two-thirds (67%) support it (including 29% strongly), while 26% are neutral and just 6% are opposed, for net support of +61. Support is higher among women (73%) than men (65%), and in E2H (73%) than E2E (65%).

Asked how they would be most likely to show support given the Town's exploration of funding avenues, 44% would attend community fundraising events, 26% would spread awareness, 21% would make a one-time donation, and 14% would volunteer on project committees. Another 34% say they are not interested in supporting the project at this time.

Figure 13 — How residents would be most likely to show support for the RICC (Q12, among those aware; n=545)



3.9 Respondent Profile

The tables below profile the respondents (unweighted). See Section 1.0 for the representativeness discussion and weighting approach.

Table 3 — Respondent profile (unweighted, % of those answering)

	%		%
Male	49%	Own home	97%
Female	48%	Rent	1%
Gender neutral	<1%	Assisted/seniors living	<1%
Prefer not to answer	3%	Prefer not to say	1%
18–34 years	9%	Children in household	25%
35–54 years	33%	No children	72%
55–74 years	42%	Prefer not to say	2%
75+ years	12%	In Rothesay <5 years	15%
Prefer not to say	5%	5–19 years	33%
E2E / E2H / E2S	60 / 26 / 14%	20+ years	51%
		Prefer not to say	<1%

Note: for each item, the base is all respondents answering that question. Percentages may not sum to 100 due to rounding; "<1%" denotes values below 0.5%.

4.0 About Thinkwell Research

Thinkwell is an Atlantic Canadian based market research and strategy firm with offices in Halifax, NS and St. John's, NL. Started as a market research firm in 2003, Thinkwell has evolved its service offerings and likes to call their approach 'research plus.' Research plus strategy. Research plus planning. Research plus so much more.

Led by two industry experts, Carolyn O'Keefe and Len Preeper, Thinkwell works closely with clients to ensure they ask the right questions and have the right information, with the goal of transforming organizations through knowledge and insight.

Thinkwell provides custom research services to a wide range of clients, including members of the government, health care, telecommunications, energy, retail, tourism, health and wellness, and technology industries. These projects take a variety of forms, including customer and employee satisfaction surveys, public opinion and behavioral studies, public policy surveys, message testing and brand positioning research.

We know that getting the right information is critical to solving organizational challenges. With over 20 years of expertise in research, we know how to find those nuggets and insights that suddenly make the complex, so clear. Evidence-based facts help our clients better understand their markets, their opportunities, and their relationships with internal and external stakeholders.

Armed with these insights, we provide the strategy to turn this research into action. As a boutique sized firm, driven by a strong team of researchers and strategists, we provide expert advice and personalized services to every client.

Thinkwell is a member of the Canadian Research & Insights Council (CRIC). We play an active role in helping to shape Canada's research and insights industry.

Len Preeper, Partner

A bright, energetic and purposeful leader, Len Preeper is the owner and President of Thinkwell Research. He began working in the market research industry in 1995, as a Research Analyst with Corporate Research Associates. In 1996, he joined the Nova Scotia government, where he served in a variety of research and policy advisory roles, before co-founding OpinionTrac Research in the fall of 2000. Three years later, he broke out on his own and founded Thinkwell Research.

Since 2003, Len has provided custom research services to a series of public- and private- sector clients in Nova Scotia and beyond. This list includes Sobeys, Irving Oil, Aliant Telecom, Emera/Nova Scotia Power, Communications Nova Scotia, the Nova Scotia Gaming Corporation, Eastlink, the Canadian Cancer Society, the Coady International Institute, the IWK Health Sciences Centre, Dalhousie University, Mount Saint Vincent University, Tourism PEI, ACOA and the CBC.

Over the course of his research career, Len has also managed three large scale syndicated research projects: the CRA Atlantic Omnibus Survey, the OpinionTrac Quarterly Review and the Nextbus Survey.

Carolyn O’Keefe, Partner

A key member of the research team at Thinkwell is research and strategy expert Carolyn O’Keefe. Carolyn led the growth of one of Atlantic Canada’s leading research companies for more than 20 years, moving over to partner with Thinkwell in 2020.

Carolyn has worked with hundreds of clients throughout Atlantic Canada on the execution and management of quantitative and qualitative research. She is an expertly trained focus group moderator, and a Certified Analytics and Insights Professional (CAIP). In addition to research, Carolyn also leads Thinkwell’s market and business strategy team, providing clients with focused leadership and guidance in business development and growth.

Carolyn has a Bachelor of Commerce (Hons.) degree from Memorial University, with a concentration in Marketing. She has a passion for mentoring companies in the start-up space and is a Mentor with the Creative Destruction Lab in Halifax. Carolyn is also a valued member of several advisory boards in Atlantic Canada.

5.0 Questionnaire

The questionnaire below reflects the 2026 Citizen Survey as administered. The survey was delivered online (Voxco), with a paper version available from Town Hall; minor formatting differences between the two versions were harmonized in data processing and the instrument is presented here as a single questionnaire.

Introduction

Who should complete this survey? Please complete this questionnaire if you are a resident of the Town of Rothesay and the adult (age 18 or older) in the household who most recently had a birthday. This survey should take you approximately 10 minutes to complete.

Privacy Statement: Your responses are anonymous and will be reported in group form only. Any demographic information you provide will only be used to help us analyze the results by various groups and regions within the Town. District (i.e., postal code) information may be used to develop more in-depth community understanding, and to identify community needs and expectations. Your individual response will not be identified in the results or be made available to the public.

Respond for a chance to win great prizes! If you would like to be entered into a draw for a \$50 gift card to a local business, please complete the survey and include your name and telephone number at the end of this survey so that we may contact you if you win. To be eligible for the prize draw, you must complete the survey. As always, your information will be kept confidential.

QA. Thank you for participating in this survey. Your feedback is important to help shape the future of the Town of Rothesay. Before we begin, do you currently live within the Town of Rothesay?

- Yes
- No

If "No": This particular survey is specifically for residents of the Town of Rothesay. Because you indicated you live outside this area, we aren't able to include your responses at this time. [Survey ends]

Q1. Thank you for confirming. Let's begin the survey... In your opinion, what is the single most important issue facing Rothesay today? (Open-ended response)

Q2. All things considered, how would you rate the overall quality of life in Rothesay?

- Excellent
- Good
- Fair
- Poor
- Don't know/not sure

Q3. How satisfied are you with the overall performance of the Town of Rothesay municipal government? Are you:

- Completely satisfied
- Mostly satisfied

- Mostly dissatisfied
- Completely dissatisfied
- Don't know/not sure

Q4. The town of Rothesay, similar to other municipalities, has to manage a range of priorities. Please order the seven items below by importance to you personally. Enter 1 next to the option that is most important to you, 2 next to the next most important, and continue until you've ranked all items through 7. Each number should only be used once.

- Increasing business and commercial development in the town
- Providing alternate transportation options
- Increasing recreational opportunities
- Completing the new Rothesay Intergenerational Community Complex (replacing the Rothesay Arena with a new facility with additional features)
- Improving the town's trail network and other walkability options
- Increasing housing options (more apartments, condos, garden homes etc.)
- Improving municipal services such as expanding the current municipal water system or sewage system

Q5. Please rank the 7 municipal services below in terms of how important they are to your household. Enter 1 next to the option that is most important to you, 2 next to the next most important, and continue until you've ranked all items through 7. Each number should only be used once.

- Protective and emergency services including police, fire and ambulance
- Street, road and sidewalk maintenance
- Outdoor facilities such as beaches, community garden, dog parks, and parks
- Community recreation facilities such as rinks, ball fields, soccer fields, tennis courts and pickleball courts
- Snow removal
- Walking trails
- Utility services including wastewater and drinking water

Q6. Please rate the condition of each of the following town of Rothesay services. (Rated per item: Poor, Fair, Good, Excellent, Not sure)

- Protective and emergency services including police, fire and ambulance
- Street, road and sidewalk maintenance
- Snow removal
- Walking trails
- Availability of affordable housing options
- Availability of professional services such as doctors, lawyers and medical clinics
- Outdoor facilities such as beaches, community garden, dog parks, and parks
- Community recreation facilities such as rinks, ball fields, soccer fields, tennis courts and pickleball courts
- Utility services including wastewater and drinking water

Q7. Future Vision for Rothesay: Looking ahead to the next decade, which of the following best describes your vision for the growth of the Town of Rothesay? Please select a number from 0–10 on the scale below where:

- 0 — Preserve & maintain: represents maintaining Rothesay’s character as a residential community of primarily single-family homes with around the same population.
- 5 — Controlled growth: represents support for moderate growth with some new housing diversity and expanded local services while protecting the traditional neighborhood feel.
- 10 — Strategic growth: represents the growth of stores, services, more diverse housing options such as apartments and condos, and a higher population.
- Other, please explain (optional): open-ended response

“Don’t know” responses were also captured.

Q8. If you were going to leave your present home, what type of housing would you be interested in? Please select all that apply.

- I don’t plan on leaving my present home
- Apartment unit
- Condo
- Single family house
- Townhouse
- Mini home
- Shared housing with family or friend
- Assisted living
- Nursing home
- Not sure

Q9A. How do you currently receive information from the Town? Select all that apply.

- Social Media (e.g., Facebook, X, Instagram)
- Town of Rothesay Website
- Email List / Digital Newsletter
- Word of Mouth
- Local Media
- Printed Mail
- Other (please specify)

Q9B. How would you prefer to receive information from the Town? Select all that apply.

- Social Media (e.g., Facebook, X, Instagram)
- Town of Rothesay Website
- Email List / Digital Newsletter
- Word of Mouth
- Local Media
- Printed Mail

- Other (please specify)

Q10. How familiar are you with the Rothesay Intergenerational Community Complex (RICC) project?

- I've never heard of it until now
- I've heard the name but don't know much about it
- I am familiar with the project and its goals

If "never heard of it": skip to Demographics.

Q11. Based on what you know, what is your general stance on the RICC project?

- Strongly Oppose
- Oppose
- Neutral
- Support
- Strongly Support

Q12. The Town is exploring various funding avenues for the RICC project. How would you be most likely to show your support? Select all that apply.

- Attending community fundraising events
- Making a one-time financial donation
- Volunteering my time for project committees
- Spreading awareness through social media/word of mouth
- I am not interested in supporting this project at this time

Demographics

To conclude, we have a few questions that will help us analyze the results of this survey.

D1. What is your gender?

- Male
- Female
- Trans-gender
- Gender neutral
- Prefer not to answer

D2. In which of the following age categories do you fall? Are you ...?

- 18–24
- 25–34
- 35–44
- 45–54

- 55–64
- 65–74
- 75–84
- 85+
- Prefer not to say

D3. Are there any children under the age of 18 living in your household?

- Yes
- No
- Prefer not to say

D4. Do you own or rent your home?

- Own
- Rent
- Assisted/seniors living
- Prefer not to say

D5. How long have you lived in the Town of Rothesay?

- Less than one year
- 1 to 4 years
- 5 to 9 years
- 10 to 19 years
- 20 years or longer
- Prefer not to say

DR1. Please enter your contact information to be eligible to win a \$50 gift card to a local business. To be eligible for the contest, you must answer all of the questions on the survey. (Name; Telephone Number)

Contact information was separated from survey responses and used only to administer the prize draw. Online respondents also provided their civic address and postal code for district-level analysis; this information is likewise stored separately from survey responses.

END OF SURVEY — *Thank you very much for your participation. Your time and effort is appreciated.*



ROTHESAY

INTEROFFICE MEMORANDUM



TO : Mayor Alexander and Council
FROM : Jeremy McLaughlin, Communications Coordinator
DATE : August 5, 2026
RE : 2026 Citizen Survey — What We Heard Document

This memo is for Council's information. The following document summarizes the results of the Town's 2026 Citizen Survey, conducted by Thinkwell Research between June 4 and July 13, 2026.

Background

Invitations were mailed to all 4,023 households in Rothesay in early June. A total of 631 responses were received (584 complete, 47 partial), for a household participation rate of 15.7% and a margin of error of ± 3.9 percentage points, 19 times out of 20. Results were weighted by age to align with the 2021 Census profile of Rothesay adults.

Highlights

1. Quality of life in Rothesay is rated exceptionally high, and residents are broadly satisfied with their municipal government.
2. Growth pressure dominates the issue agenda.
3. Residents' preferred future is controlled, managed growth.
4. Trails, recreation, and the RICC top the priority list; expanded housing options rank last.
5. Core services are valued and rated well, but affordable housing availability stands out as the weakest rated item.
6. The RICC enjoys near-universal awareness and strong support.
7. Communications: residents want the Town in their inbox.
8. Housing intentions reinforce the "missing middle" conversation.

The full report, including detailed findings is attached.



ROTHESAY

INTEROFFICE MEMORANDUM



TO: Mayor & Council
FROM: RICC Campaign Coordinator, Keri Flood
DATE: August 4, 2026
RE: Council Resolution - Assumption Life - MAC - Goguen Champlain Community Fund Application

Recommendation

That Council approve the following resolution:

"That Rothesay Town Council endorses and supports the RICC Community Walking Track Wellness Initiative and authorizes the submission of this resolution in support of the Town's application to the Assumption Life – MAC – Goguen Champlain Community Fund."

The town of Rothesay has submitted an application to the Assumption Life – MAC – Goguen Champlain Community Fund for the **RICC Community Walking Track Wellness Initiative**.

The application was submitted prior to the July 31, 2026 deadline with the understanding that the required Council Resolution would be provided following Council's next regular meeting.

Approval of the resolution will satisfy the application requirement confirming Council's support for the project. The signed resolution will then be forwarded to the Municipal Advisory Corporation to complete the application.



Community Fund Application Form

Application Deadline: July 31, 2026, 5 p.m.

Submit your application to: Chris Spear, cspear@townofstandrews.ca

The Assumption Life – MAC – Goguen Champlain Community Fund was created to meaningfully support local initiatives that enhance citizen well-being and strengthen vibrant communities. By focusing on infrastructure, equipment, or essential services, the fund aims to promote physical activity, reinforce social connection, and back impactful projects that align with community priorities. Through this initiative, we are not only offering financial support but also recognizing and celebrating the commitment of municipalities and RSCs to building healthy, inclusive, and sustainable environments.

Eligibility and Selection Criteria

- Each municipality or Regional Service Commission (RSC) may submit **only one (1) application per year and must be a member of the MAC.**
- The project must be tied **to infrastructure, equipment, or a program/service** that directly benefits the community.
- If the applicant is an RSC, the proposed project must have a **regional impact** (i.e., benefit multiple municipalities within the Commission's jurisdiction).
- The **total funding (\$20,000)** may be distributed between one or two projects per year, based on the merit of applications. The selection committee will determine whether one or two projects receive funding.

ERASE

Section A: General Information

1. Municipality/Regional Service Commission (RSC) Name:

town of Rothesay

2. Primary Contact Person:

Name: Keri Flood Title: RICC Campaign Coordinator

Phone: 506-847-6298 Email: keriflood@rothesay.ca

3. Project Name: RICC Community Walking Track Wellness Initiative

4. Project Location: Rothesay Intergenerational Community Complex (RICC) 65 Hampton Road, Rothesay, NB

5. Is your municipality an Assumption Life group insurance policyholder?

☒ Yes ☐ No

Section B: Project Details

6. Project Description: (Provide a brief summary of the project, including its goals and intended impact. Max 300 words.)

The RICC Community Walking Track Wellness Initiative will create an inclusive, year-round wellness destination within the new Rothesay Intergenerational Community Complex (RICC). Located on the elevated indoor walking track overlooking the arena, the initiative will encourage residents of all ages and abilities to stay active through accessible amenities, wellness-focused wayfinding, and opportunities for independent and social recreation.

Funding will support the installation of distance markers, wellness and motivational signage, stretching and fitness stations, accessible seating and rest areas, and clear wayfinding throughout the walking track. These features will encourage users to set personal goals, monitor their progress, and safely participate in low-impact physical activity.

The walking track is intended to become one of the most accessible spaces within the RICC. Whether someone is walking for exercise, recovering from an injury, managing a chronic health condition, training for sport, or simply looking for a warm and welcoming place to connect with others, the track will provide a safe, climate-controlled environment that is available throughout the year.

Unlike many recreation amenities that serve a single sport or age group, the walking track is designed to bring generations together. Seniors can walk while grandchildren participate in recreation programs below, parents can exercise while children attend activities, and community walking groups can meet regardless of weather conditions.

7. What type of project is this? (Check all that apply)

☒ Infrastructure ☐ Equipment ☐ Program/Service

8. If this is an infrastructure project, has the location been secured?

☒ Yes ☐ No

If Yes, provide documentation confirming ownership, lease, or approval to use the site.

9. Who will benefit from this project? (Describe the community members impacted, including any targeted populations. Max 300 words.)

The Community Walking Track Wellness Initiative has been intentionally designed to benefit residents of every age, ability, and stage of life.

Older adults will gain access to a safe, climate-controlled environment that encourages regular walking, supports healthy aging, improves balance and mobility, and reduces social isolation. Individuals recovering from illness or injury, or managing chronic health conditions, will have access to an accessible space that promotes gradual, low-impact physical activity.

Children, youth, and families will benefit through school programming, recreation activities, and opportunities for families to be active together. Parents and caregivers will be able to remain physically active while children participate in programs elsewhere within the facility.

The walking track will also provide an inclusive environment for individuals living with disabilities or mobility limitations through accessible design, rest areas, clear wayfinding, and barrier-free access.

The initiative will support local walking clubs, seniors' groups, health professionals, schools, community organizations, and recreation programs by providing a year-round indoor venue that encourages wellness regardless of weather conditions.

As part of the Rothesay Intergenerational Community Complex, the walking track will serve residents throughout Rothesay and the greater

10. Estimated Project Timeline: (Start and completion dates)

Start Date: January 2027

Completion Date: December 2029

11. Please attach a resolution from your municipality or RSC supporting this project.

Please note that the required Council Resolution in support of this application is not yet available, as Rothesay Town Council will consider the resolution at its next regular monthly meeting on Monday, August 10, 2026. Upon Council's approval, the signed resolution will be forwarded to the Municipal Advisory Corporation as soon as it becomes available.

Section C: Budget & Funding

12. Total Project Cost: \$ 20000

13. Budget Breakdown: (Attach a detailed budget if available.)

Item	Cost
Wayfinding & directional signage	\$5,000
Distance markers & wellness signage	\$3,000
Accessible benches/rest areas	\$5,000
Stretching & fitness stations	\$5,000
Installation & project contingency	\$2,000

14. Other Funding Sources:

Are there other financial contributors? ☒ Yes ☐ No

If Yes, please list partners and funding amounts.

The Community Walking Track Wellness Initiative forms part of the broader Rothesay Intergenerational Community Complex, a \$36 million community recreation project supported through significant investments from the Government of Canada (\$7,000,000), the Province of New Brunswick (\$6,000,000), the town of Rothesay (\$16,320,000), and an ongoing community fundraising campaign. Community Fund support will specifically enhance the walking track through wellness amenities that may not otherwise be included within the core construction budget.

15. Who will manage funding and costs for the project?

Oversight by: ☒ Municipality ☐ Board ☐ Other (Specify) _____

16. How will the project be sustained beyond the initial funding? (E.g., long-term maintenance, continued funding strategies)
– Provide any supporting documents demonstrating sustained funding strategies such as commitment letters, financial plans, municipal budgets.

The Community Walking Track Wellness Initiative has been designed with long-term sustainability in mind. Once installed, the wellness features will become permanent components of the town of Rothesay's recreation infrastructure and will be maintained as part of the RICC's regular operating and maintenance program.

The proposed project—including signage, benches, wayfinding, and fitness stations—are durable, low-maintenance amenities with long service lives and minimal ongoing operating costs.

Section D: Selection Criteria

17. How does this project inspire community members to be active and promote a healthy lifestyle? (Max 300 words)

The Community Walking Track Wellness Initiative removes barriers to physical activity by providing a safe, accessible, and welcoming environment where people can be active regardless of age, ability, income, or weather conditions.

Walking is one of the most inclusive forms of exercise and contributes to improved cardiovascular health, strength, mobility, balance, mental wellness, and overall quality of life. By incorporating distance markers, wellness messaging, stretching stations, and accessible rest areas, the initiative encourages users to establish healthy habits, set personal fitness goals, and remain physically active throughout the year.

The initiative also promotes social wellness by creating opportunities for walking groups, seniors' programs, intergenerational activities, and informal community gatherings. Research consistently demonstrates that social connection and regular physical activity improve mental health, reduce loneliness, and contribute to healthier communities.

Because the walking track overlooks many of the activities occurring within the RICC, it allows family members of different ages and interests to remain active together while participating in different recreation opportunities within the same facility.

Section D: Selection Criteria (Continued)

18. What level of community engagement and support does this project have (volunteers, partnerships, local businesses, etc.)? Please attach evidence of support (testimonials, letters of support, etc.) if available.

The RICC has received exceptional community support since the project was announced. Funding commitments from the Government of Canada, the Province of New Brunswick, the town of Rothesay, businesses, community organizations, foundations, and individual donors demonstrate widespread confidence in the project.

The RICC campaign has already secured more than \$1.5 million in community fundraising and continues to receive strong support from residents, volunteers, service clubs, businesses, and recreation organizations.

Community partners include local sport organizations, schools, recreation clubs, and numerous corporate sponsors that recognize the importance of providing accessible recreation opportunities for future generations.

The walking track has consistently been identified by residents as one of the most valuable features of the facility because it provides recreation opportunities for individuals who may not participate in organized sports.

19. What makes this project innovative or unique?

The Community Walking Track Wellness Initiative is innovative because it transforms a traditional walking track into a comprehensive community wellness destination.

Rather than simply providing space to walk, the initiative integrates wellness education, accessible fitness opportunities, goal setting, rest areas, and inclusive design into one connected experience. The walking track will overlook the arenas and community spaces below, allowing multiple generations to participate in recreation together while enjoying a shared community environment.

20. Does this project align with any municipal or regional strategic plans?

☒ Yes ☐ No

If Yes, please describe how it contributes to these priorities.

The initiative aligns with the Town of Rothesay's strategic priorities by promoting healthy living, accessibility, inclusion, active transportation, recreation, community wellness, and age-friendly communities.

The project supports the vision of the Rothesay Intergenerational Community Complex as a welcoming gathering place where residents of all ages and abilities can play, connect, and thrive. It also complements provincial priorities related to preventative health, active lifestyles, and reducing barriers to recreation.

21. How will you promote this project to the community to ensure visibility and engagement?

The town of Rothesay will promote the Community Walking Track Wellness Initiative through municipal websites, social media channels, media releases, newsletters, community events, recreation programming, partnerships with schools and community organizations, and the grand opening of the RICC.

Interpretive signage within the facility will also acknowledge funding support while encouraging residents to utilize the walking track and wellness features.

Section E: Project Evaluation Metrics

22. How will the success of this project be measured? (Please describe key performance indicators (KPIs) or community feedback mechanisms)

Success will be measured through facility attendance, walking track usage, participation in walking clubs and wellness programming, community feedback, user surveys, and overall facility visitation.

The Town will also monitor participation from seniors, families, school groups, and community organizations while gathering testimonials that demonstrate improvements in physical activity, social connection, and overall wellness.

Section E: Project Evaluation Metrics (Continued)

23. What reports or updates will be provided to track progress?

The Town will provide regular project updates throughout design, construction, and installation. Progress will be shared through Council reports, campaign updates, social media, municipal communications, and the RICC website.

24. Will surveys or testimonials be collected to measure impact?

☒ Yes ☐ No, explain if applicable.

User surveys and testimonials will be collected following the opening of the facility to evaluate user satisfaction, accessibility, wellness outcomes, and overall community impact.

Section F: Risk Assessment & Mitigation

25. Are there any potential challenges that might affect the project's success? (E.g., funding gaps, community buy-in, resource availability)

Potential challenges include construction timelines, procurement lead times, and coordinating installation with the overall construction schedule.

26. How do you plan to address these challenges and ensure a smooth implementation?

The project is fully integrated within the larger RICC development. The Town's experienced project management team, architects, engineers, and construction partners will coordinate procurement and installation to ensure the wellness initiative is delivered efficiently and in accordance with the overall construction schedule.

Section G: Post-Funding Reporting & Accountability

27. How will you report on how the funds were used?

The town of Rothesay will provide a detailed financial summary outlining how grant funds were allocated, supported by invoices and project documentation as required.

28. What progress updates will be shared?

Progress updates will include milestone reports during design and construction, installation updates, project photography, media releases, and final completion announcements.

29. Proposed timeline for submitting reports: (E.g., mid-year update, final impact report)

Project commencement update
Mid-construction progress update
Final completion report
Post-opening impact summary (within the first year of operation)

30. How do you plan to celebrate and / or communicate the successes of this project?

The completion of the Community Walking Track Wellness Initiative will be celebrated through the official opening of the Rothesay Intergenerational Community Complex. Recognition will include media coverage, social media campaigns, donor and funding acknowledgements, community open houses, guided facility tours, and wellness-themed community events such as walking challenges and intergenerational fitness activities.

Section H: Attachments & Supporting Documents

Attach any supporting documents that enhance your application

- Detailed project plans or site maps (if infrastructure-related)
- Photos, renderings, or design mock-ups
- Promotional materials

Section I: Final Declaration

I, the undersigned, confirm that the information provided in this application is accurate and complete. I understand that submission does not guarantee funding and that the selection committee will determine the award based on merit.

Authorized Representative Name: _____ Title: _____

Signature: **X** _____ Date: _____

Submission Instructions

- Applications must be submitted by **July 31, 2026, at 5 p.m.**
- Email applications to: cspear@townofstandrews.ca
- For any questions, contact: Chris Spear, cspear@townofstandrews.ca