



ROTHESAY
2026 April 27 Special Open Session FINAL_001
SPECIAL COUNCIL MEETING
Monday, April 27, 2026
5:00 p.m.
AGENDA



1. APPROVAL OF AGENDA

2. FINANCE

2.1 2025 Audited Rothesay Financial Statements

Auditors Teed Saunders Doyle & Co.

- Presentation
- 22 April 2026
- 31 December 2025

Peter Logan, CPA, CA

Treasurer Doug MacDonald, CPA, CA
Memorandum from Finance Committee
Draft Rothesay Consolidated Financial
Statements

2.2 March Financial Statements

➤ **General Fund**

31 March 2026 Draft unaudited Rothesay General Fund Financial
Statements

➤ **Utility Fund**

31 March 2026 Draft unaudited Rothesay General Fund Financial
Statements

➤ **Finance Minutes**

9 April 2026 Draft Finance Committee meeting minutes

3. Asphalt Contract

23 April 2026 Report prepared by DO Colwell

4. 79 Donlyn Drive (PID 30305577) – Development Agreement with 753221 NB Inc.

20 April 2026 Report prepared by DPDS Reade
DRAFT Development Agreement

5. Kennebecasis Valley Fire Department (KVFD)

5.1 KVFD Board Meeting Minutes

12 February 2026	KVFD Board meeting minutes
31 December 2025	KVFD Statement of Expense with Budget Variance
2 February 2026	KVFD Compliance Report
February 2026	KVFD Deputy Fire Chief's Report
November 2025	KVFD Response Report
December 2025	KVFD Response Report
January 2026	KVFD Response Report
11 February 2026	KVFD FireSmart, Grant Announcement and Contest
2 February 2026	KVFD Training Update, incl. Mutual Aid Group

5.2 GNB Gifting Agreement

9 April 2026	Letter from the Department of Natural Resources Gifting Agreement
20 April 2026	Email from KVFD Fire Chief Shawn White

6. NEXT MEETINGS

15 April 2026	Memorandum from Town Clerk
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7. ADJOURNMENT



ROTHESAY

MEMORANDUM



TO	:	Mayor and Council
FROM	:	Finance Committee
DATE	:	April 22, 2026
RE	:	Audited Financial Statements

The draft audited consolidated financial statements for the year-ended December 31, 2025 are enclosed for your consideration

The committee recommends the following motions to Council:

Council approves Rothesay's 2025 audited financial statements and authorizes the Mayor and Treasurer to sign the financial statements.

Council authorize the Mayor and Treasurer to sign the audit communication letter from Teed Saunders Doyle & Co.

Council appoints Teed Saunders Doyle & Co to complete the audit of Rothesay's 2026 financial statements at a fee to be negotiated.

ROTHESAY
CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2025

ROTHESAY

DECEMBER 31, 2025

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INDEPENDENT AUDITORS' REPORT

To Her Worship The Mayor and Members of Council
Rothesay, New Brunswick

Opinion

We have audited the consolidated financial statements of Rothesay (the 'Town'), which comprise the consolidated statement of financial position as at December 31, 2025, and the consolidated statements of operations, changes in net debt and cash flows for the year then ended and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the Town as at December 31, 2025, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

Auditors' Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

(continues)

Independent Auditors' Report to Her Worship The Mayor and Members of Council of Rothesay (cont'd)

Auditors' Responsibilities for the Audit of the Consolidated Financial Statements (cont'd)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicated with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

CHARTERED PROFESSIONAL ACCOUNTANTS

Saint John, NB

ROTHESAY**CONSOLIDATED STATEMENT OF OPERATIONS****FOR THE YEAR ENDED DECEMBER 31, 2025**

	<u>2025</u> Budget (Note 28)	<u>2025</u> Actual	<u>2024</u> Actual
REVENUE			
Property tax warrant	\$ 23,655,395	\$ 23,655,396	\$ 22,262,389
Unconditional grant	52,389	52,390	78,584
Conditional government transfers (Note 29)	1,546,750	3,250,187	3,210,591
Services other governments	80,000	95,372	90,394
Sale of services (Note 29)	568,750	626,561	617,041
Other own source (Note 29)	72,350	275,240	512,929
Water and sewer user fees	3,711,479	3,883,442	3,618,999
Sundry income (Note 29)	<u>369,245</u>	<u>1,488,855</u>	<u>988,361</u>
	<u>30,056,358</u>	<u>33,327,443</u>	<u>31,379,288</u>
EXPENDITURE (Note 29)			
General government services	3,106,364	3,254,249	2,659,822
Protective services	6,829,310	6,675,647	6,021,855
Transportation services	6,404,030	7,854,961	6,765,205
Environmental health services	995,000	891,996	948,109
Environmental development services	723,872	551,113	477,211
Recreation and cultural services	3,942,406	3,730,106	3,667,728
Water and sewer services	<u>4,207,900</u>	<u>4,371,365</u>	<u>3,898,419</u>
	<u>26,208,882</u>	<u>27,329,437</u>	<u>24,438,349</u>
ANNUAL SURPLUS FOR THE YEAR	\$ <u>3,847,476</u>	5,998,006	6,940,939
ACCUMULATED SURPLUS - BEGINNING OF YEAR		99,072,304	92,145,242
CHANGE IN OWNERSHIP OF CONTROLLED ENTITIES (Note 2)		<u>(17,409)</u>	<u>(13,877)</u>
ACCUMULATED SURPLUS - END OF YEAR		<u>\$105,052,901</u>	<u>\$ 99,072,304</u>

ROTHESAY**CONSOLIDATED STATEMENT OF FINANCIAL POSITION****AS AT DECEMBER 31, 2025**

	<u>2025</u>	<u>2024</u>
FINANCIAL ASSETS		
Cash and cash equivalents (Note 4)	\$ 11,863,461	\$ 9,680,097
Accounts receivable (Note 5)	2,101,133	2,223,753
Investments (Note 11)	273,717	323,297
Accrued pension asset (Note 17)	<u>547,084</u>	<u>259,481</u>
	<u>\$ 14,785,395</u>	<u>\$ 12,486,628</u>
LIABILITIES		
Short term loan (Note 8)	\$ -	\$ 537,221
Accounts payable and accrued liabilities (Note 10)	2,310,746	3,214,122
Deferred revenue (Note 9)	2,508,538	3,058,039
Long term debt (Note 12)	13,898,042	12,241,079
Accrued sick leave (Note 16)	111,862	99,077
Accrued retirement allowance (Note 17)	<u>1,089,221</u>	<u>1,114,559</u>
	<u>19,918,409</u>	<u>20,264,097</u>
NET DEBT	<u>(5,133,014)</u>	<u>(7,777,469)</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 22)	191,407,129	183,660,209
Accumulated amortization (Note 22)	<u>(81,354,111)</u>	<u>(76,922,129)</u>
	110,053,018	106,738,080
Inventory	63,320	53,389
Prepaid expenses	61,143	58,011
Unamortized debenture costs	<u>8,434</u>	<u>293</u>
	<u>110,185,915</u>	<u>106,849,773</u>
ACCUMULATED SURPLUS	<u>\$105,052,901</u>	<u>\$99,072,304</u>
CONTINGENT LIABILITY (Note 18)		
COMMITMENTS (Note 19)		

APPROVED BY:

_____ Mayor

_____ Town Treasurer

**CONSOLIDATED STATEMENT OF CHANGES IN NET DEBT
AS AT DECEMBER 31, 2025**

	<u>2025</u>	<u>2024</u>
Annual surplus	\$ 5,998,006	\$ 6,940,939
Acquisition of tangible capital assets	(8,925,656)	(12,608,332)
Proceeds on disposal of tangible capital assets	70,464	52,961
Amortization of tangible capital assets	5,365,026	5,157,418
Change in ownership of tangible capital assets	16,501	13,832
Loss on disposal of tangible capital assets	<u>158,727</u>	<u>165,916</u>
	2,683,068	(277,266)
Acquisition of inventories	(63,320)	(53,389)
Acquisition of prepaid assets	(61,143)	(58,011)
Acquisition of unamortized debenture costs	(8,434)	(293)
Consumption of inventories	53,389	142,001
Use of prepaid assets	58,011	35,518
Consumption of unamortized debenture costs	<u>293</u>	<u>761</u>
	2,661,864	(210,679)
Change in ownership of controlled entities	<u>(17,409)</u>	<u>(13,877)</u>
Decrease (increase) in net debt	2,644,455	(224,556)
Net debt - beginning of year	<u>(7,777,469)</u>	<u>(7,552,913)</u>
Net debt - end of year	\$ <u>(5,133,014)</u>	\$ <u>(7,777,469)</u>

APPROVED BY:

_____ Mayor

_____ Town Treasurer

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2025

	<u>2025</u>	<u>2024</u>
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS		
OPERATING TRANSACTIONS		
Annual surplus	\$ 5,998,006	\$ 6,940,939
Loss on disposal of tangible capital assets	158,727	165,916
Amortization of tangible capital assets	5,365,026	5,157,418
Accounts receivable	122,620	80,213
Accounts payable and accrued liabilities	(903,376)	(496,208)
Deferred revenue	(549,501)	(787,354)
Accrued sick leave	12,785	(3,575)
Change in accrued pension obligation	(287,603)	(186,383)
Change in accrued retirement allowance	(25,338)	35,837
Change in inventory/prepaid expenses/unamortized debenture costs	<u>(21,204)</u>	<u>66,587</u>
	<u>9,870,142</u>	<u>10,973,390</u>
CAPITAL TRANSACTIONS		
Acquisition of tangible capital assets	(8,925,656)	(12,608,332)
Change in ownership of capital assets	16,501	13,832
Proceeds on disposal of tangible capital assets	<u>70,464</u>	<u>52,961</u>
	<u>(8,838,691)</u>	<u>(12,541,539)</u>
FINANCING TRANSACTIONS		
Short term loan	(537,221)	537,221
Long term debt (net)	<u>1,656,963</u>	<u>(542,123)</u>
	<u>1,119,742</u>	<u>(4,902)</u>
INVESTING TRANSACTION		
Increase in investments	<u>49,580</u>	<u>42,510</u>
CHANGE IN OWNERSHIP OF CONTROLLED ENTITIES	<u>(17,409)</u>	<u>(13,877)</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	2,183,364	(1,544,418)
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>9,680,097</u>	<u>11,224,515</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 11,863,461</u>	<u>\$ 9,680,097</u>

ROTHESAY**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS****DECEMBER 31, 2025****1. PURPOSE OF THE ORGANIZATION**

Rothsay ("the Town") was incorporated as a town by the Province of New Brunswick Municipalities Act on January 1, 1998 and was approved for status as a Municipality effective January 1, 1998 by an amendment of New Brunswick Regulation 85-6 under the Municipalities Act. As a municipality, Rothsay is exempt from income tax under section 149(1)(c) of the Canadian Income Tax Act.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Town are the representations of management prepared in accordance with Canadian generally accepted accounting principles for local government, as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada.

The focus of Public Sector Accounting Standards ('PSAS') financial statements is on the financial position of the Town and the changes thereto. The consolidated statement of financial position includes all of the assets and liabilities of the Town and its jointly controlled entities.

Significant aspects of the accounting policies adopted by the Town are as follows:

Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues, expenditures and changes in net debt and cash flows of the reporting entity. The reporting entity is comprised of all organizations and enterprises accountable for the administration of their affairs and resources to the Town and which are owned or jointly controlled by the Town.

The entities included in the consolidated financial statements are as follows:

- Rothsay
- Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC)
- Kennebecasis Valley Fire Department Inc. (KVFD)
- Kennebecasis Public Library

Interdepartmental and organizational transactions and balances are eliminated.

The jointly controlled entities have been proportionately consolidated at the following rates:

	<u>2025</u>	<u>2024</u>
Kennebecasis Regional Joint Board of Police Commissioners	39.750%	39.750%
Kennebecasis Valley Fire Department Inc.	40.380%	40.605%
Kennebecasis Public Library	38.960%	38.940%

Changes in ownership percentages have been accounted for as an adjustment to accumulated surplus.

Ownership percentages on any dissolution of the controlled entity may vary from the above depending upon the terms of the agreements.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

Budget

The budget figures contained in these consolidated financial statements were approved by Council on November 25, 2024 and the Director of Community Finances on December 13, 2024.

Financial Instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, equity instruments with actively traded markets are reported at fair value, with any unrealized gains losses reported in annual surplus. All other financial instruments are reported at amortized costs, and tested for impairment at each reporting date. Transactions costs on the acquisition, sale or issue of financial instruments are expensed when incurred.

Cash and Cash Equivalents

Cash and cash equivalents include cash on hand and balances with banks and short term deposits with original maturities of three months or less.

Revenue Recognition

Unrestricted revenue is recorded on an accrual basis and is recognized when collection is reasonably assured. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred.

Other revenue is recorded when it is earned.

Expenditure Recognition

Expenditures are recorded on an accrual basis.

Measurement Uncertainty

The preparation of the consolidated financial statements in conformity with Canadian public sector accounting standards requires management to make estimates that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reporting period. These estimates are reviewed periodically, and as adjustments become necessary, they are reported in earnings in the period in which they become known. Actual results may differ from those estimates.

Examples of significant estimates include:

- the allowance for doubtful accounts;
- providing for amortization of tangible capital assets;
- the estimated useful lives of tangible capital assets;
- the recoverability of tangible capital assets; and
- post employment benefits liability.

Inventories

Inventories are valued at the lower of cost and net realizable value with cost being determined on the first in, first out basis.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

Capital Reserves

The use of the Capital Reserve Funds is restricted to capital acquisitions. The intention is to use these funds for future capital acquisitions and reduce future borrowing requirements.

Operating Reserves

The use of these funds is restricted to payment of operating expenses.

Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost of the tangible capital asset, less any residual value when applicable, is amortized on a straight-line basis over the estimated useful lives as follows:

<u>Asset Type</u>	<u>Estimated Useful Life</u>
Land improvements	10-75 years
Buildings and leasehold improvements	20-40 years
Vehicles	3-25 years
Machinery and equipment	3-20 years
Roads and streets	5-75 years
Storm sewer	25-60 years
Water and wastewater networks	30-60 years

Assets under construction are not amortized until the asset is available for productive use.

Segmented Information

The Town is a diversified municipal unit that provides a wide range of services to its residents. For management reporting purposes, the Town's operations and activities are organized and reported by function. This presentation was created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations. Municipal services are provided by departments as follows:

General Government Services

This department is responsible for the overall governance and financial administration of the Town. This includes Council functions, general and financial management, legal matters and compliance with legislation, as well as civic relations.

Protective Services

This department is responsible for the provision of policing services, fire protection, emergency measures, animal control and other protective measures.

Transportation Services

This department is responsible for common services, roads and streets maintenance, street lighting, traffic services, parking and other transportation related functions.

Environmental Health Services

This department is responsible for the provision of waste collection and disposal.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

Segmented Information (cont'd)

Environmental Development Services

This department is responsible for planning and zoning, community development, tourism and other municipal development and promotion services.

Recreation and Cultural Services

This department is responsible for the maintenance and operation of recreational and cultural facilities including arena, parks and playgrounds and other recreational and cultural facilities.

Water and Sewer Services

This department is responsible for the provision of water and sewer services including the maintenance and operation of the underground networks, treatment plants, reservoirs and lagoons.

The Town has documented a schedule of segmented disclosure in Note 24.

Post Employment Benefits

The Town recognizes its obligations under post employment benefit plans and the related costs, net of plan assets. The Town has a sick leave benefit as documented in Note 16 and a pension plan and retirement allowance as documented in Note 17.

Asset Retirement Obligations

Liabilities are recognized for statutory, contractual or legal obligations associated with the retirement of tangible capital assets when those obligations result from the acquisition, construction, development or normal operation of the assets. The obligations are measured initially at fair value, determined using present value methodology, and the resulting costs capitalized into the carrying amount of the related tangible capital asset. In subsequent periods, the liability is adjusted for accretion and any changes in the amount or timing of the underlying future cash flows. The capitalized asset retirement cost is amortized on the same basis as the related asset and accretion expense is included in the Consolidated Statement of Operations. As at December 31, 2025, no asset retirement obligations have been identified by management.

3. FINANCIAL INSTRUMENTS

The Town is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Town's risk exposure and concentration as of December 31, 2025:

Credit Risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Town is exposed to credit risk from its accounts receivable. The Town minimizes credit risk through ongoing credit management.

ROTHESAY

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

3. FINANCIAL INSTRUMENTS (cont'd)

Liquidity Risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Town is exposed to this risk mainly in respect of its receipt of funds from its customers and other related sources, long term debt, accounts payable and accrued liabilities and other obligations.

Currency Risk

Currency risk is the risk to the company's earnings that arise from fluctuations of foreign exchange rates and the degree of volatility of these rates. The Town is not exposed to foreign currency risk as it does not hold foreign currencies.

Interest Rate Risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Town manages exposure through its normal operating and financing activities. The Town is not exposed to interest rate risk as its long term debt does not have a variable interest rate.

4. CASH

	<u>2025</u>	<u>2024</u>
Unrestricted	\$ 1,987,080	\$ 1,127,113
Restricted - reserve funds (Note 26)	9,549,245	8,233,341
Restricted - controlled entities	<u>327,136</u>	<u>319,643</u>
	<u>\$ 11,863,461</u>	<u>\$ 9,680,097</u>

5. ACCOUNTS RECEIVABLE

	<u>2025</u>	<u>2024</u>
Due from the Federal Government and its agencies (Note 6)	\$ 848,505	\$ 1,023,140
Due from the Province of New Brunswick (Note 7)	22,776	91,814
Water and sewer	1,149,532	1,058,905
Arena	45,174	16,077
Other	<u>35,146</u>	<u>33,817</u>
	<u>\$ 2,101,133</u>	<u>\$ 2,223,753</u>

6. DUE FROM FEDERAL GOVERNMENT AND ITS AGENCIES

	<u>2025</u>	<u>2024</u>
Canada Revenue Agency (HST refund)	\$ 361,444	\$ 550,499
RCMP Secondments	43,995	47,297
Canada Community Building Fund (CCBF)	<u>443,066</u>	<u>425,344</u>
	<u>\$ 848,505</u>	<u>\$ 1,023,140</u>

ROTHESAY**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS****DECEMBER 31, 2025****7. DUE FROM PROVINCE OF NEW BRUNSWICK**

	<u>2025</u>	<u>2024</u>
Regional Development Corporation	-	51,864
WorkSafe NB	19,506	32,960
Department of Justice and Public Safety	<u>3,270</u>	<u>6,990</u>
	<u>\$ 22,776</u>	<u>\$ 91,814</u>

8. SHORT TERM LOAN

The Kennebecasis Regional Joint Board of Police Commissioners arranged a non-revolving loan bearing interest at the Bank of Nova Scotia's prime lending rate from time to time, minus 0.75% per annum. The facility was used to provide bridge financing for the building expansion project and was paid in full by June 30, 2025. The Commission received approval from the Municipal Capital Borrowing Board for financing received in 2025 and was secured by Rothesay and Quispamsis.

9. DEFERRED REVENUE

	<u>2025</u>	<u>2024</u>
Government transfers - CCBF	\$ 2,465,111	\$ 3,013,277
Deferred revenue - Quispamsis	35,420	35,420
Deferred revenue - K-Park Levy (Note 15)	<u>8,007</u>	<u>9,342</u>
	<u>\$ 2,508,538</u>	<u>\$ 3,058,039</u>

10. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	<u>2025</u>	<u>2024</u>
Accounts payable - trade	\$ 1,068,271	\$ 2,314,971
Bid deposits	154,050	154,050
Accrued interest	14,492	15,664
Accrued liabilities	<u>1,072,888</u>	<u>729,442</u>
	<u>\$ 2,309,701</u>	<u>\$ 3,214,122</u>

11. INVESTMENTS

The investments represent the Town's proportionate share of the investments of the KRJBPC. The investments consist of short term notes, canadian equities and foreign equities and are recorded at fair market value. The unrealized gain (loss) on the investments at December 31, 2025 was \$9,316; 2024 - (\$30,731). The investments are restricted for future payment of retirement benefits.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

12. LONG TERM DEBT

(a) General Capital Fund

	Balance January 1, <u>2025</u>	Issued during <u>year</u>	Redeemed during <u>year</u>	Balance December 31, <u>2025</u>
New Brunswick Municipal Financing Corporation				
Debentures:				
CD13 4.048% - 5.115%, due 2043, OIC # 22-0018	\$ 968,000	\$ -	\$ 34,000	\$ 934,000
BG18 1.65% - 3.80%, due 2027, OIC # 10-12, 11-71, 99-77	13,000	-	1,000	12,000
BL26 1.2% - 3.7%, due 2034, OIC # 03-88, 11-71, 13-08	1,590,000	-	148,000	1,442,000
BN17 1.05% - 3.15%, due 2025, OIC # 10-12, 13-08	205,000	-	205,000	-
BO19 1.45% - 3.50%, due 2031, OIC # 13-08	705,000	-	211,000	494,000
BX18 0.90% - 2.95%, due 2040, OIC # 19-0020	858,000	-	37,000	821,000
BY23 0.50% - 1.80%, due 2030, OIC # 19-0020	214,000	-	35,000	179,000
CH18 2.85% - 4.67%, due 2040, OIC # 23-0015	<u>-</u>	<u>450,000</u>	<u>-</u>	<u>450,000</u>
	<u>\$ 4,553,000</u>	<u>\$ 450,000</u>	<u>\$ 671,000</u>	<u>\$ 4,332,000</u>

Approval of the Municipal Capital Borrowing Board has been obtained for the long term debt.

Principal payments required during the next five years for the General Capital Fund are as follows:

2026 - \$528,000; 2027 - \$385,000; 2028 - \$387,000; 2029 - \$398,000; 2030 - \$387,000

In 2025, debenture BN17 matured with a final payment of \$205,000.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

12. LONG TERM DEBT (cont'd)

(b) Water and Sewer Capital Fund

	Balance January 1, <u>2025</u>	Issued during <u>year</u>	Redeemed during <u>year</u>	Balance December 31, <u>2025</u>
New Brunswick Municipal Financing Corporation				
Debentures:				
CH19 2.85% - 4.895%, due 2045, OIC # 23-0068	\$ -	\$ 1,500,000	\$ -	\$ 1,500,000
CA20 0.855% - 2.378%, due 2031, OIC # 00-0018	\$ 686,000	\$ -	\$ 92,000	\$ 594,000
CF8 4.151% - 4.911%, due 2044, OIC # 21-0061	800,000	-	\$ 13,000	787,000
BG19 1.65 - 3.80%, due 2027, OIC # 11-0045	350,000	-	15,000	335,000
BH23 1.35 - 3.80%, due 2032, OIC # 00-0018	338,000	-	37,000	301,000
BL27 1.2% - 3.7%, due 2034, OIC # 11-0045	755,000	-	28,000	727,000
BN18 1.05% - 3.15%, due 2025, OIC # 15-38	39,000	-	39,000	-
BP21 1.20% - 3.80%, due 2036, OIC # 18-0020	687,000	-	23,000	664,000
BR22 1.65% - 3.30%, due 2037, OIC # 15-0069	1,082,000	-	34,000	1,048,000
BU21 2.55% - 3.7%, due 2038, OIC # 15-0069, 96-006, 96-0072	898,000	-	89,000	809,000
BY24 0.50% - 2.60%, due 2040, OIC # 19-0020	<u>670,000</u>	<u>-</u>	<u>21,000</u>	<u>649,000</u>
	<u>6,305,000</u>	<u>1,500,000</u>	<u>391,000</u>	<u>7,414,000</u>

Canada Mortgage and Housing Corporation

CMHC 3.70%, due 2030 OIC # 09-119, 09-139, 10-012	<u>1,343,726</u>	<u>-</u>	<u>204,117</u>	<u>1,139,609</u>
	<u>\$ 7,648,726</u>	<u>\$ 1,500,000</u>	<u>\$ 595,117</u>	<u>\$ 8,553,609</u>

Approval of the Municipal Capital Borrowing Board has been obtained for the long term debt.

The Water and Sewer Capital Fund contains long term debt of \$295,805 (2024 - \$336,305) issued to fund local improvement projects. The debt will be repaid over a period of time through the collection of local improvement levies.

Principal payments required during the next five years for the Water and Sewer Capital Fund are as follows: 2026 - \$625,639; 2027 - \$945,528; 2028 - \$646,715; 2029 - \$646,209; 2030 - \$679,724

In 2025, debenture BN18 matured with a final amount payment of \$39,000. In 2027, debenture BG19 will mature with a final amount due of \$303,000, however it is expected that \$303,000 of this payment will be refinanced during that year for an additional ten years.

ROTHESAY**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS****DECEMBER 31, 2025****12. LONG TERM DEBT (cont'd)**(c) Jointly Controlled Entity - KRJBPC (proportionate share)

	Balance January 1, 2025	Issued during year	Redeemed during year	Balance December 31, 2025
New Brunswick Municipal Financing Corporation				
Debentures:				
CH 33-2025 2.85% - 4.895%, due 2045, OIC # 24-0010	\$ -	\$ 1,012,433	\$ -	\$ 1,012,433
BN35 1.05% - 3.15%, due 2025, OIC# 03-53	<u>39,353</u>	<u>-</u>	<u>39,353</u>	<u>-</u>
	<u>\$ 39,353</u>	<u>\$ 1,012,433</u>	<u>\$ 39,353</u>	<u>\$ 1,012,433</u>

Principal payment required during the five years are as follows:

2026 - \$34,583; 2027 - \$35,775; 2028 - \$36,570; 2029 - \$37,763; 2030 - \$38,955

Total Long term debt:

	2025	2024
General Capital Fund	\$ 4,332,000	\$ 4,553,000
Water and Sewer Capital Fund	8,553,609	7,648,726
Jointly Controlled Entity - KRJPC	<u>1,012,433</u>	<u>39,353</u>
	<u>\$ 13,898,042</u>	<u>\$ 12,241,079</u>

13. LAND FOR PUBLIC PURPOSES

In accordance with the Community Planning Act, the Town has the authority to set aside up to 10% of any land subdivided, or up to 8% of the monetary value of such land, as a reserve. As well, any proceeds on the sale of public lands must be reserved. These funds can only be used for the purchase or development of public lands and are included in the Reserve Funds (Note 26).

14. SEWER OUTFALL RESERVE

In accordance with an agreement with the Municipality of Quispamsis, Rothesay and the Municipality of Quispamsis are required to fund, on an annual basis, an amount to cover the operating and maintenance costs associated with the shared sewer effluent line and outfall pipe. The contributions are made on a per unit basis, with Rothesay contributing \$1 per unit and the Municipality of Quispamsis contributing \$2 per unit. Any accumulated amounts are transferred to the Water and Sewer Capital Reserve Fund for future capital expenditures. At December 31, 2025, the balance in this reserve was \$419,654 (2024 - \$389,097).

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

15. DEFERRED REVENUE

In 2002, the Town issued a special warrant of assessment to the residents of Kennebecasis Park for local improvements made to the area. The assessment will be invoiced annually over a period of 30 years. A number of residents paid the entire levy amount in the first year, and as a result, the prepayment has been recorded as deferred revenue to be amortized over 29 years.

16. ACCRUED SICK LEAVE

Rothesay provides non-unionized employees sick leave that accumulates at a rate of 18 hours per month and a rate of 1.5 days per month of service for unionized employees. Non-union employees can accumulate to a maximum of 2,400 hours and can take leave with pay for an amount of time equal to the accumulated sick leave. Unionized employees can accumulate up to 150 days of sick leave.

KVFD provides sick leave that accumulates at a rate of 18 hours per month while the employees sick bank is below 1,000 hours, and at 13.5 hours per month while the sick bank is above 1,000 hours. All employees can accumulate to a maximum of 2,184 sick leave hours and can take leave with pay for an amount of time equal to the accumulated sick leave.

An actuarial valuation in accordance with PSA 3255, was performed for each plan, the 48 employee plan for Rothesay and the 38 employee plan for KVFD. The actuarial method used was the Projected Unit Credit pro-rated on service to expected usage. The valuation was based on a number of assumptions about future events, such as interest rates, wage and salary increases and employee turnover and retirement. The assumptions used reflect the Town's and KVFD's best estimates.

The following summarizes the major assumptions in the valuation:

- annual salary increase is 3% for Rothesay and 3.50% for KVFD;
- the discount rate used to determine the accrued benefit obligations is 4.32% for Rothesay and 4.25% for KVFD;
- retirement age is 65 for Rothesay and 60 for KVFD; and
- estimated net excess utilization of rate of sick leave varies with age.

The sick leave is an unfunded benefit and as such, there are no applicable assets. Benefits are paid out of general revenue as they come due.

The consolidated unfunded liability consist of:

	Estimated 2025	2024
Rothesay	\$ 58,545	\$ 50,200
KRJBPC	6,876	6,876
KVFD	<u>46,440</u>	<u>42,000</u>
	<u>\$ 111,861</u>	<u>\$ 99,076</u>

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

17. POST EMPLOYMENT BENEFITS PAYABLE

Retirement Allowance Program

Rothestay's retiring employees are entitled to four weeks' regular salary for every five years of employment to a maximum of 26 weeks. The employee must be 55 years of age to receive the benefit.

The accrued liability is based on an actuarial valuation as at December 31, 2024, which used a discount rate of 4.32% and an annual salary increase rate of 3%. The liability was determined using the projected unit credit method pro-rated on service to the date the maximum benefit is earned.

KVFD's retiring employees are entitled to four weeks' regular salary for every five years of employment to a maximum of 26 weeks based on a minimum of ten years service. The employee must be of retirement age of 50.

The accrued liability is based on an actuarial valuation as at December 31, 2022, which used a discount rate of 4.52% and an annual salary increase rate of 3%.

KRJBPC's retiring employees are entitled to accumulate the greater of fifty percent of unused sick leave credits or one month's standard salary for every five years, or any part thereof, of service to a maximum of 6 months. The employee must be of retirement age of 60 years old for police officers and 62 years old for civilian members.

The accrued liability is based on an actuarial valuation as at July 31, 2025, which used a discount rate of 4.64% and an annual salary increase rate of 3.25% until December 31, 2028 and 3% thereafter.

The consolidated unfunded liability consist of:

	<u>2025</u>	<u>2024</u>
Rothestay	\$ 608,187	\$ 543,187
KVFD	300,451	273,783
KRJBPC	<u>180,583</u>	<u>297,589</u>
Balance at end of year	\$ <u>1,089,221</u>	\$ <u>1,114,559</u>

KVFD and KRJBPC have internally restricted funds for their liabilities.

Pension Obligation

Employees of Rothestay, KVFD and KRJBPC participate in the New Brunswick Municipal Employees Pension Plan (NB MEPP). The NB MEPP is a multiple-employer defined benefit pension plan administered by a board elected by the members under the provisions of the Local Governance Act of New Brunswick. The NB MEPP provides pensions based on length of service and best average earnings.

Actuarial valuations for funding purposes are performed either annually or triennially depending on the financial position of the NB MEPP (currently annually). In turn, the actuarial valuations for accounting purposes are based on these figures (with adjustments). The most recent actuarial valuation was prepared as at December 31, 2023 and resulted in an overall NB MEPP accrued benefit obligation of \$158,648,800 based on the accounting basis.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

17. POST EMPLOYMENT BENEFITS PAYABLE (cont'd)

The actuarial valuation for accounting purposes was based on a number of assumptions about future events, such as inflation rates, interest rates, wage and salary increases and employee turnover and mortality. The assumptions used reflect management's best estimates. The following summarizes the major assumptions in the valuation as at December 31, 2024:

- the expected inflation rate is 2.10% (prior 2.10%);
- the discount rate used to determine the accrued benefit obligation is 6.05% (prior 6.05%);
- the expected rate of return on assets is 6.05% (prior 6.05%);
- retirement age varies by age and employment category; and
- estimated average remaining service life (EARS�) is 14.0 years (prior 14.0 years).

The actuarial valuation prepared as at December 31, 2023 indicated that the present value of the accumulated plan benefits exceeded the market value of the net assets available for these benefits. The pension plan has been granted a solvency deficiency exemption by the Province of New Brunswick. On a going concern valuation basis, the actuarial valuation indicated a plan deficit of \$9,496,000, a change of \$2,732,600 from the December 31, 2022 surplus of \$12,228,600. Based on the assumptions as at December 31, 2023, the actuary expected the level of employer and employee contributions to be sufficient to fund the deficit in less than fifteen years, as allowed by the Pensions Benefits Act.

As at December 31, 2023, the NB MEPP provides benefits for 332 retirees. Total benefits payments to retirees and terminating employees during 2025 are estimated to be approximately \$5,705,700 (actual 2024, \$8,265,100) in totality for the NB MEPP.

Employees make contributions using rates that vary by earnings level and employment category, with an overall average contribution rate of approximately 7.93%. Each participating body contributes an amount that equals their employees contributions amounts. Pension fund assets are invested in short term securities, bonds, Canadian equities, real estate, infrastructure and foreign equities. Combined employees and participating bodies' contributions for 2025 are estimated to be approximately \$10,714,400 (actual 2024, \$10,407,800) in totality for the NB MEPP.

The following summarizes the NB MEPP data as it relates to Rothesay:

- The average age of the 44 active employees covered by the NB MEPP is 48.1 (as at Dec 31, 2023);
- benefit payments were \$242,100 in 2024 and were estimated to be \$242,100 in 2025; and
- combined contributions were \$530,000 in 2024 and were estimated to be \$546,000 in 2025.

The following summarizes the NB MEPP data as it relates to KVFD:

- The average age of the 42 active employees covered by the NB MEPP is 44.7 (2024 - 44);
- benefit payments were \$616,800 in 2024 and were estimated to be \$616,800 in 2025; and
- combined contributions were \$651,400 in 2024 and were estimated to be \$671,000 in 2025.

The following summarizes the NB MEPP data as it relates to KRJBPC:

- The average age of the 50 active employees covered by the NB MEPP is 44.9 (2024 - 43.7);
- benefit payments were \$940,200 in 2024 and were estimated to be \$602,400 in 2025; and
- combined contributions were \$925,500 in 2024 and were estimated to be \$953,200 in 2025.

ROTHESAY

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

17. POST EMPLOYMENT BENEFITS PAYABLE (cont'd)

In addition to determining the position of the NB MEPP as it relates to Rothesay and the other controlled entities as at December 31, 2023 and December 31, 2024, NB MEPP's actuary performed an extrapolation of the December 31, 2024 accounting valuation to determine the estimated position as at December 31, 2025. The extrapolation assumes assumptions used as at December 31, 2025 remain unchanged from December 31, 2024. The extrapolation also assumes assets return 6.05%, net of all fees and expenses. If experience is different than assumed, amounts will be adjusted to reflect actual experience. Results of the extrapolation are as follows:

	Estimated Jan 1, 2025 to Dec 31, 2025	Jan 1, 2024 to Dec 31, 2024
Accrued Benefit Asset		
Accrued benefit liability at beginning of period	\$ (259,481)	\$ (73,098)
Change in ownership percentage	(284)	137
Adjustment to actual	(16,006)	(18,630)
Pension expense for the year	326,610	420,210
Employer contributions	<u>(597,923)</u>	<u>(588,100)</u>
Accrued benefit asset at end of period	\$ <u>(547,084)</u>	\$ <u>(259,481)</u>

In summary, the consolidated accrued benefit asset is estimated to be \$547,084 as at December 31, 2025. The December 31, 2024 asset was estimated in the prior year. The actual asset was calculated to be \$275,488. The difference of \$16,006 has been recorded in the current year. This amount is included in the post employment benefits payable on the consolidated statement of financial position.

	Estimated Jan 1, 2025 to Dec 31, 2025	Jan 1, 2024 to Dec 31, 2024
Rothesay	\$ (272,800)	\$ (119,900)
KVFD	7,067	46,330
KRJBPC	<u>(281,351)</u>	<u>(185,911)</u>
	\$ <u>(547,084)</u>	\$ <u>(259,481)</u>

The financial position as it relates to the accrued benefit asset is shown as follows and illustrates the unamortized amounts being recognized in pension expense over time:

	Estimated Jan 1, 2025 to Dec 31, 2025	Jan 1, 2024 to Dec 31, 2024
Reconciliation of Funded Status at End of Period		
Accrued benefit obligation	\$ 24,701,802	\$ 23,192,585
Plan assets	<u>(24,679,208)</u>	<u>(22,853,610)</u>
Plan deficit	22,594	338,975
Adjustment to actual	-	16,006
Unamortized experience gains	<u>(569,678)</u>	<u>(614,462)</u>
Accrued benefit asset at end of period	\$ <u>(547,084)</u>	\$ <u>(259,481)</u>

ROTHESAY

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

17. POST EMPLOYMENT BENEFITS PAYABLE (cont'd)

The following illustrates the reconciliation of accrued benefit obligation from the beginning of period to the end of period:

	Estimated Jan 1, 2025 to Dec 31, 2025	Jan 1, 2024 to Dec 31, 2024
Reconciliation of Accrued Benefit Obligation		
Accrued benefit obligation at beginning of period	\$ 23,192,585	\$ 21,858,971
Change in ownership	(35,531)	(39,464)
Current service cost	870,174	826,376
Benefits payments	(730,618)	(866,281)
Interest for period	1,405,192	1,318,859
Experience gain during period	-	94,124
Accrued benefit obligation at end of period	<u>\$ 24,701,802</u>	<u>\$ 23,192,585</u>

The following illustrates the reconciliation of plan assets from the beginning of period to the end of period:

	Estimated Jan 1, 2025 to Dec 31, 2025	Jan 1, 2024 to Dec 31, 2024
Reconciliation of Plan Assets		
Plan assets at beginning of period	\$ 22,853,610	\$ 20,463,624
Change in ownership	(34,303)	(37,181)
Employer contributions	597,923	581,174
Employee contributions	597,923	581,214
Benefit payments	(730,617)	(866,281)
Return on plan assets during period	<u>1,394,672</u>	<u>2,131,060</u>
Plan assets at end of period	<u>\$ 24,679,208</u>	<u>\$ 22,853,610</u>

Total expense related to pensions include the following components:

	Estimated Jan 1, 2025 to Dec 31, 2025	Actual Jan 1, 2024 to Dec 31, 2024
Pension Expense		
Employer current service cost	\$ 272,250	\$ 245,162
Interest on accrued benefit obligation	1,405,192	1,318,859
Expected return on assets	(1,394,672)	(1,244,705)
Experience loss	<u>43,840</u>	<u>108,260</u>
Pension expense	<u>\$ 326,610</u>	<u>\$ 427,576</u>

The pension expense is included in the statement of operations.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

18. CONTINGENT LIABILITY

In the normal course of operations, the Town becomes involved in various claims and legal proceedings. While the final outcome with respect to claims and legal proceedings pending at December 31, 2025 cannot be predicted with certainty, it is the opinion of management and Council that resolution of these matters will not have a material adverse effect.

19. COMMITMENTS

Solid Waste Collection, Transportation and Recycling Services

The Town has a five year contract for solid waste services. The contract expires on December 31, 2030. The minimum annual commitment for the next five year are as follows.

2026	\$620,272
2027	\$620,272
2028	\$620,272
2029	\$675,812
2030	\$675,812

Snow Clearing Contract

During the year, the Town entered into a contract for snow clearing services from November 2023 to April 15, 2027. The minimum annual commitment for the next two years are as follows:

2026	\$874,365
2027	\$874,365

20. SHORT TERM BORROWING

Operating Borrowing

As prescribed in the Local Governance Act, borrowing to finance General Operating Fund operations is limited to 4% of the Municipality's budget. Borrowing to finance Utility Fund operations is limited to 50% of the operating budget for the year. In 2025, the Town has complied with these restrictions.

Capital Funds

At December 31, 2025, there was \$120,500 short term funds (2024 - \$329,500) borrowed from other funds to provide interim funding for capital projects in the General Capital Fund.

At December 31, 2025, there was no short-term funds (2024 - \$1,208,934) borrowed from other funds to provide interim funding for capital projects in the Utility Capital Fund.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

20. SHORT TERM BORROWING (cont'd)

Interim Borrowing Capital Funds

The Town has remaining outstanding authority for short-term borrowings as follows:

General Capital Fund, OIC # 22-0018	\$ 250,000
General Capital Fund, OIC # 23-0015	<u>1,950,000</u>
	\$ <u>2,200,000</u>
 Utility Capital Fund, OIC # 23-0068	 \$ <u>8,500,000</u>

Inter-fund Borrowing

The Local Governance Act requires that short term inter-fund borrowings be repaid in the next year unless the borrowing is for a capital project. The amounts payable between Funds are in compliance with the requirements.

Amounts outstanding at year end are inter fund regular payables or in some cases, a short term loan may exist from the reserve account. Where a loan is in place, interest is paid to the reserve account at a rate that equates what the account would have earned had it been in the bank. These loan amounts are paid off within the following year and Council is given a summary at year end to be fully informed of these transactions.

21. UTILITY FUND SURPLUS

The Local Governance Act requires Utility Fund surplus amounts to be absorbed into one or more of four Operating Budgets commencing with the second next ensuing year; the balance of the surplus at the end of the year consists of:

	<u>2025</u>	<u>2024</u>
2025 Surplus	\$ 75,969	\$ -
2024 Surplus	32,335	32,335
2023 Surplus	<u>-</u>	<u>40,521</u>
	\$ <u>108,304</u>	\$ <u>72,856</u>

ROTHESAY

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

22. SCHEDULE OF TANGIBLE CAPITAL ASSETS

COST	Land	Land Improvements	Buildings and Leasehold Improvements	Vehicles	Machinery and Equipment	Roads and Streets	Infrastructure			Subtotal	Assets Under Construction	2025 Total	2024 Total
							Storm Sewer	Water	Sewer				
Balance - beginning of year	\$ 5,199,081	\$ 10,500,200	\$ 17,609,814	\$ 8,226,516	\$ 6,469,804	\$ 50,469,359	\$ 21,876,105	\$ 30,232,286	\$ 28,886,974	\$ 179,470,139	\$ 4,190,070	\$ 183,660,209	\$ 172,578,679
Change in ownership	(158)	50	(15,265)	(8,396)	(2,500)	-	-	-	-	(26,269)	-	(26,269)	(22,978)
Add: Net additions during the year	460,183	1,207,726	2,425,441	524,211	1,119,170	2,287,753	669,396	684,896	1,640,622	11,019,398	(2,093,742)	8,925,656	12,608,332
Less: Disposals during the year	-	-	-	(247,150)	(128,172)	(764,801)	(7,254)	(5,085)	-	(1,152,467)	-	(1,152,467)	(1,503,824)
Balance - end of year	\$ 5,659,106	\$ 11,707,976	\$ 20,019,990	\$ 8,495,181	\$ 7,458,297	\$ 51,992,311	\$ 22,538,247	\$ 30,912,097	\$ 30,527,596	\$ 189,310,801	\$ 2,096,328	\$ 191,407,129	\$ 183,660,209
ACCUMULATED AMORTIZATION													
Balance - beginning of year	-	5,921,092	6,592,937	5,078,692	4,219,858	24,790,257	8,740,460	10,742,913	10,835,920	76,922,129	-	76,922,129	73,058,804
Change in ownership	-	38	(3,725)	(4,885)	(1,196)	-	-	-	-	(9,768)	-	(9,768)	(9,146)
Add: Amortization during the year	-	352,818	602,173	569,774	525,854	1,685,528	366,240	680,680	581,959	5,365,026	-	5,365,026	5,157,418
Less: Accumulated amortization on disposals	-	-	-	(245,560)	(128,172)	(540,916)	(3,539)	(5,084)	-	(923,276)	-	(923,276)	(1,284,947)
Balance - end of year	-	6,273,948	7,191,385	5,398,021	4,616,339	25,934,869	9,103,161	11,418,509	11,417,879	81,354,111	-	81,354,111	76,922,129
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS													
	\$ 5,659,106	\$ 5,434,028	\$ 12,828,605	\$ 3,097,160	\$ 2,841,958	\$ 26,057,442	\$ 13,435,086	\$ 19,493,588	\$ 19,109,717	\$ 107,956,690	\$ 2,096,328	\$ 110,053,018	\$ 106,738,080
Consists of:													
General Fund													
Assets	\$ 5,290,014	\$ 5,242,549	\$ 6,216,421	\$ 2,339,193	\$ 2,044,463	\$ 25,868,223	\$ 13,435,086	\$ -	\$ -	\$ 60,435,949	\$ -	\$ 60,435,949	\$ 60,330,874
Utility Fund													
Assets	119,971	-	2,219,443	51,618	268,132	189,219	-	19,493,588	19,109,717	41,451,688	2,096,328	43,548,016	40,501,003
Controlled													
Entities	249,121	191,472	4,392,741	706,349	529,363	-	-	-	-	6,069,053	-	6,069,053	5,906,203
	\$ 5,659,106	\$ 5,434,028	\$ 12,828,605	\$ 3,097,160	\$ 2,841,958	\$ 26,057,442	\$ 13,435,086	\$ 19,493,588	\$ 19,109,717	\$ 107,956,690	\$ 2,096,328	\$ 110,053,018	\$ 106,738,080

ROTHESAY

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

23. SCHEDULE OF TANGIBLE CAPITAL ASSETS FOR JOINTLY CONTROLLED ENTITIES

		<u>Land</u>	<u>Land Improvements</u>	<u>Buildings</u>	<u>Vehicles</u>	<u>Machinery and Equipment</u>	<u>Assets Under Construction</u>	<u>2025 Total</u>	<u>2024 Total</u>
COST									
Balance - beginning of year	\$	249,279	\$ 230,742	\$ 5,829,878	\$ 1,966,548	\$ 1,125,089	\$ 646,103	\$ 10,047,639	\$ 9,264,396
Change in ownership		(158)	50	(15,265)	(8,396)	(2,500)	-	(26,269)	(22,978)
Add: Net additions during the year		-	83,077	901,554	26,345	265,886	(646,103)	630,759	867,953
Less: Disposals during the year		-	-	-	(32,222)	(21,709)	-	(53,931)	(61,732)
Balance - end of year		<u>249,121</u>	<u>313,869</u>	<u>6,716,167</u>	<u>1,952,275</u>	<u>1,366,766</u>	<u>-</u>	<u>10,598,198</u>	<u>10,047,639</u>
ACCUMULATED AMORTIZATION									
Balance - beginning of year		-	107,010	2,125,826	1,138,843	769,757	-	4,141,436	3,808,602
Change in ownership		-	38	(3,725)	(4,885)	(1,196)	-	(9,768)	(9,146)
Add: Amortization during the year		-	15,342	201,325	142,600	90,551	-	449,818	392,094
Less: Accumulated amortization on disposals		-	-	-	(30,632)	(21,709)	-	(52,341)	(50,114)
Balance - end of year		<u>-</u>	<u>122,390</u>	<u>2,323,426</u>	<u>1,245,926</u>	<u>837,403</u>	<u>-</u>	<u>4,529,145</u>	<u>4,141,436</u>
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS		<u>\$ 249,121</u>	<u>\$ 191,479</u>	<u>\$ 4,392,741</u>	<u>\$ 706,349</u>	<u>\$ 529,363</u>	<u>\$ -</u>	<u>\$ 6,069,053</u>	<u>\$ 5,906,203</u>

ROTHESAY

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

24. SCHEDULE OF SEGMENT DISCLOSURE

	General	Protective	Transportation	Environmental Health	Environmental Development	Recreation and Culture	Water and Sewer	2025 Consolidated	2024 Consolidated
REVENUE									
Property tax warrant	\$ 3,894,091	\$ 8,313,458	\$ 5,512,869	\$ 1,241,979	\$ 926,164	\$ 3,766,835	\$ -	\$ 23,655,396	\$ 22,262,389
Sale of service	133,046	-	-	-	-	493,515	-	626,561	617,041
Services provided to other governments	-	-	95,372	-	-	-	-	95,372	90,394
Other own source	53,565	-	4,708	-	216,967	-	-	275,240	512,929
Unconditional grant	8,625	18,412	12,209	2,751	2,051	8,342	-	52,390	78,584
Conditional government transfers	780,947	-	702,366	-	-	173,146	1,593,728	3,250,187	3,210,591
Water and sewer user fees	-	-	-	-	-	-	3,883,442	3,883,442	3,618,999
Sundry and interest	720,672	348,083	-	-	-	12,143	407,957	1,488,855	988,361
	<u>5,590,946</u>	<u>8,679,953</u>	<u>6,327,524</u>	<u>1,244,730</u>	<u>1,145,182</u>	<u>4,453,981</u>	<u>5,885,127</u>	<u>33,327,443</u>	<u>31,379,288</u>
EXPENDITURE									
Salaries and benefits	1,568,185	5,465,076	1,664,028	-	373,589	1,455,160	591,092	11,117,130	10,056,691
Goods and services	1,554,075	810,542	3,366,870	891,996	177,524	1,334,830	2,017,712	10,153,549	8,563,163
Interest	17,300	42,229	53,883	-	-	61,188	301,316	475,916	442,482
Other	59,090	(596)	159,323	-	-	-	-	217,817	218,595
Amortization	<u>55,600</u>	<u>358,396</u>	<u>2,610,857</u>	<u>-</u>	<u>-</u>	<u>878,928</u>	<u>1,461,244</u>	<u>5,365,025</u>	<u>5,157,418</u>
	<u>3,254,250</u>	<u>6,675,647</u>	<u>7,854,961</u>	<u>891,996</u>	<u>551,113</u>	<u>3,730,106</u>	<u>4,371,364</u>	<u>27,329,437</u>	<u>24,438,349</u>
Surplus (deficit) for the year	<u>\$ 2,336,696</u>	<u>\$ 2,004,306</u>	<u>\$ (1,527,437)</u>	<u>\$ 352,734</u>	<u>\$ 594,069</u>	<u>\$ 723,875</u>	<u>\$ 1,513,763</u>	<u>\$ 5,998,006</u>	<u>\$ 6,940,939</u>

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NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

25. RECONCILIATION OF ANNUAL SURPLUS

	General Operating Fund	General Capital Fund	Utility Operating Fund	Utility Capital Fund	General Operating Reserve Fund	General Capital Reserve Fund	Utility Operating Reserve Fund	Utility Capital Reserve Fund	Jointly Controlled Entities	Total
2025 annual surplus (deficit)	\$ 7,703,691	\$ (2,848,861)	\$ 1,505,521	\$ (624,033)	\$ 31,582	\$ 189,642	\$ 3,955	\$ 50,492	\$ (13,983)	\$ 5,998,006
Adjustments to annual surplus										
Surplus (deficit) for funding requirements										
Second previous year's surplus	109,616	-	40,521	-	-	-	-	-	112,003	262,140
Transfers between funds										
Transfer elimination	(15,194)	-	-	-	-	15,194	-	-	-	-
Transfer elimination	(886,132)	-	-	-	-	886,132	-	-	-	-
Transfer elimination	790,000	-	-	-	-	(790,000)	-	-	-	-
Transfer elimination	354,000	-	-	-	-	(354,000)	-	-	-	-
Transfer elimination	(199,357)	-	-	-	-	199,357	-	-	-	-
Transfer elimination	-	-	(85,675)	-	-	-	-	85,675	-	-
Transfer elimination	-	-	716,448	-	-	(716,448)	-	-	-	-
Transfer elimination	-	-	(5,686)	-	-	-	-	5,686	-	-
Transfer elimination	-	-	(12,012)	-	-	-	-	12,012	-	-
Transfer elimination	-	-	(750,000)	-	-	-	-	750,000	-	-
Transfer elimination	(76,703)	-	-	-	-	76,703	-	-	-	-
Transfer elimination	(565,790)	-	-	-	-	565,790	-	-	-	-
Transfer elimination	(5,660,849)	5,660,849	(740,548)	740,548	-	-	-	-	-	-
Long term debt principal repayment	(671,000)	671,000	(592,600)	592,600	-	-	-	-	-	-
Provision for retirement allowance	65,000	-	-	-	-	-	-	-	(9,751)	55,249
Provision for pension asset	(152,900)	-	-	-	-	-	-	-	(134,446)	(287,346)
Provision for sick leave accrual	-	-	-	-	-	-	-	-	4,673	4,673
Accumulated amortization on disposal of capital assets	-	(865,851)	-	(5,084)	-	-	-	-	(41,176)	(912,111)
Deferred CCBF revenue	(548,166)	-	-	-	-	-	-	-	-	(548,166)
Unrealized gain on investments	-	-	-	-	-	-	-	-	(9,316)	(9,316)
Amortization expense	-	3,453,964	-	1,461,244	-	-	-	-	449,818	5,365,026
Total adjustments to 2025 annual surplus (deficit)	(7,457,475)	8,919,962	(1,429,552)	2,789,308	-	(117,272)	-	853,373	371,805	3,930,149
2025 annual surplus (deficit) for funding requirements	\$ 246,216	\$ 6,071,101	\$ 75,969	\$ 2,165,275	\$ 31,582	\$ 72,370	\$ 3,955	\$ 903,865	\$ 357,822	\$ 9,928,155

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NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

26. STATEMENT OF RESERVES

	General Operating Reserve	General Capital Reserve	Utility Operating Reserve	Utility Capital Reserve	Land for Public Purpose	2025 Total	2024 Total
ASSETS							
Cash and short term investments	\$ 1,038,128	\$ 5,955,876	\$ -	\$ 2,555,241	\$ -	\$ 9,549,245	\$ 8,233,341
Accounts receivable from (to) other funds	-	(197,709)	123,627	(123,627)	197,709	-	-
Due from other funds	-	83,845	-	-	-	83,845	388,010
	<u>\$ 1,038,128</u>	<u>\$ 5,842,012</u>	<u>\$ 123,627</u>	<u>\$ 2,431,614</u>	<u>\$ 197,709</u>	<u>\$ 9,633,090</u>	<u>\$ 8,621,351</u>
ACCUMULATED SURPLUS	<u>\$ 1,038,128</u>	<u>\$ 5,842,012</u>	<u>\$ 123,627</u>	<u>\$ 2,431,614</u>	<u>\$ 197,709</u>	<u>\$ 9,633,090</u>	<u>\$ 8,621,351</u>
REVENUE							
Other government transfers	\$ -	\$ 886,132	\$ -	\$ -	\$ -	\$ 886,132	\$ 850,687
Transfers from Operating Funds	-	841,850	-	853,373	15,194	1,710,417	344,362
Interest	<u>31,582</u>	<u>183,936</u>	<u>3,955</u>	<u>50,492</u>	<u>5,706</u>	<u>275,671</u>	<u>440,666</u>
	<u>31,582</u>	<u>1,911,918</u>	<u>3,955</u>	<u>903,865</u>	<u>20,900</u>	<u>2,872,220</u>	<u>1,635,715</u>
EXPENDITURES							
Transfers to General Operating Fund	-	716,448	-	-	-	716,448	2,070,096
Transfer to General Capital Fund	-	790,000	-	-	-	790,000	-
Transfer to Water and Sewer Capital Fund	-	<u>354,000</u>	-	-	-	<u>354,000</u>	<u>500,000</u>
	-	<u>1,860,448</u>	-	-	-	<u>1,860,448</u>	<u>2,570,096</u>
ANNUAL SURPLUS (DEFICIT)	<u>\$ 31,582</u>	<u>\$ 51,470</u>	<u>\$ 3,955</u>	<u>\$ 903,865</u>	<u>\$ 20,900</u>	<u>\$ 1,011,772</u>	<u>\$ (934,381)</u>

Included in the General Capital Reserve Fund is \$3,359,741 of Canada Community Building Fund (CCBF) funds to be used for capital projects that meet the criteria of the Agreement on the Canada Community Building Fund with Local Governments. Included in the General Capital Reserve Fund is \$434,468 of Regional Facility Commission and \$643,586 of Rothesay Intergenerational Community Complex (RICC) funds to be used for capital projects.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

26. STATEMENT OF RESERVES (cont'd)

Council Resolutions regarding transfers to and from reserves:

Date Enacted December 8, 2025

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

CARRIED.

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

CARRIED.

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

CARRIED.

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

CARRIED.

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

CARRIED.

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

CARRIED.

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

CARRIED.

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

CARRIED.

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

CARRIED.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

26. STATEMENT OF RESERVES (cont'd)

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

CARRIED.

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

CARRIED.

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

CARRIED.

Date Enacted February 9, 2026

MOVED by Deputy Mayor Alexander and seconded by Council. Shea Council approve the transfer of \$565,790.00, effective December 31, 2025, from the General Operating Fund to the General Capital Reserve Fund (RICC) to cover the costs of future expenditures.

CARRIED.

I hereby certify that the above are true and exact copies of resolutions adopted at the regular meetings of Council on December 8, 2025 and February 9, 2026.

Town Clerk

Date

ROTHESAY**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS****DECEMBER 31, 2025****27. STATEMENT OF JOINTLY CONTROLLED ENTITIES OPERATIONS**

	<u>KV Fire</u>	<u>Police</u>	<u>Library</u>	<u>2025 Total</u>	<u>2024 Total</u>
ASSETS	\$ <u>3,772,431</u>	\$ <u>2,742,325</u>	\$ <u>1,203,935</u>	\$ <u>7,718,691</u>	\$ <u>7,646,931</u>
LIABILITIES	\$ <u>436,614</u>	\$ <u>1,354,393</u>	\$ <u>26,073</u>	\$ <u>1,817,080</u>	\$ <u>1,713,931</u>
ACCUMULATED SURPLUS	\$ <u>3,335,817</u>	\$ <u>1,387,932</u>	\$ <u>1,177,862</u>	\$ <u>5,901,611</u>	\$ <u>5,933,000</u>
REVENUE	\$ 2,894,666	\$ 3,725,199	\$ 109,145	\$ 6,729,010	\$ 6,571,980
EXPENDITURES	<u>2,800,274</u>	<u>3,740,781</u>	<u>201,936</u>	<u>6,742,991</u>	<u>6,125,866</u>
	94,392	(15,582)	(92,791)	(13,981)	446,114
CHANGE IN OWNERSHIP	<u>(18,061)</u>	<u>-</u>	<u>652</u>	<u>(17,409)</u>	<u>(13,877)</u>
ANNUAL SURPLUS (DEFICIT)	\$ <u>76,331</u>	\$ <u>(15,582)</u>	\$ <u>(92,139)</u>	\$ <u>(31,390)</u>	\$ <u>432,237</u>

The above noted entities are included in the consolidated financial statements. The above figures do not include the eliminating adjustments and represent Rothesay's proportionate share.

ROTHESAY

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

28. OPERATING BUDGET TO PSA BUDGET

	Operating Budget General	Operating Budget Water and Sewer	Amortization ICA	Controlled Entities	Transfers	Total
REVENUE						
Property tax warrant	\$ 23,655,395	\$ -	\$ -	\$ -	\$ -	\$ 23,655,395
Unconditional transfers from other governments	52,389	-	-	-	-	52,389
Conditional transfers from Federal or Provincial governments	46,750	-	-	-	1,500,000	1,546,750
Services other governments	80,000	-	-	-	-	80,000
Other own source	84,350	-	-	-	(12,000)	72,350
Sale of services	568,750	-	-	-	-	568,750
Other transfers	600,000	-	-	-	(600,000)	-
Water and sewer user fees	-	4,097,479	-	-	(386,000)	3,711,479
Sundry income	30,000	105,000	-	234,245	-	369,245
Surplus of second previous year	109,616	40,521	-	-	(150,137)	-
	<u>25,227,250</u>	<u>4,243,000</u>	<u>-</u>	<u>234,245</u>	<u>351,863</u>	<u>30,056,358</u>
EXPENDITURES						
General government services	3,161,057	-	110,000	-	(164,693)	3,106,364
Protective services	6,651,330	-	358,396	114,332	(294,748)	6,829,310
Transportation services	4,402,284	-	2,370,000	-	(368,254)	6,404,030
Environmental health services	995,000	-	-	-	-	995,000
Environmental development services	723,872	-	-	-	-	723,872
Recreation and cultural services	3,017,766	-	780,000	13,397	131,243	3,942,406
Fiscal services						
Long term debt repayments	671,000	592,800	-	-	(1,263,800)	-
Interest	204,941	335,532	-	-	(540,473)	-
Transfer from General Operating Fund to Transfer from General Operating Fund to General Capital Fund	5,400,000	-	-	-	(5,400,000)	-
Transfer from Water and Sewer Operating Fund to Water and Sewer Capital Reserve Fund	-	75,000	-	-	(75,000)	-
Transfer from Water and Sewer Operating Fund to Water and Sewer Operating Capital Fund	-	775,000	-	-	(775,000)	-
Water and Sewer	-	<u>2,464,668</u>	<u>1,410,000</u>	<u>-</u>	<u>333,232</u>	<u>4,207,900</u>
	<u>25,227,250</u>	<u>4,243,000</u>	<u>5,028,396</u>	<u>127,729</u>	<u>(8,417,493)</u>	<u>26,208,882</u>
Surplus (deficit)	\$ -	\$ -	\$ (5,028,396)	\$ 106,516	\$ 8,769,356	\$ 3,847,476

ROTHESAY

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

29. REVENUE AND EXPENDITURES SUPPORT

	2025 Budget	2025 Actual	2024 Actual
REVENUE			
Sale of services			
Community Centre	\$ 53,000	\$ 65,182	\$ 67,228
Rental revenue	145,000	121,027	137,837
Recreational programs	357,000	422,483	394,846
HIVE programs	<u>13,750</u>	<u>17,869</u>	<u>17,130</u>
	<u>\$ 568,750</u>	<u>\$ 626,561</u>	<u>\$ 617,041</u>
Other own source			
Permits and fines	\$ 57,600	\$ 216,967	\$ 200,139
Contributions by developers	-	-	294,952
Local improvement levy	4,708	4,708	4,708
Miscellaneous	<u>10,042</u>	<u>53,565</u>	<u>13,130</u>
	<u>\$ 72,350</u>	<u>\$ 275,240</u>	<u>\$ 512,929</u>
Conditional government transfers			
Government of Canada	\$ 45,000	\$ 511,034	\$ 686,802
Atlantic Canada Opportunities Agency	-	14,524	50,000
Province of New Brunswick	-	1,189,801	816,972
CCBF revenue	1,500,000	1,434,262	1,654,417
Canada Day grants	1,750	2,420	2,400
Other grants	<u>-</u>	<u>98,146</u>	<u>-</u>
	<u>\$ 1,546,750</u>	<u>\$ 3,250,187</u>	<u>\$ 3,210,591</u>
Sundry income			
RICC donations	-	642,493	-
Interest and other income	<u>\$ 369,245</u>	<u>\$ 846,362</u>	<u>\$ 988,361</u>
	<u>\$ 369,245</u>	<u>\$ 1,488,855</u>	<u>\$ 988,361</u>
EXPENDITURE			
General government services			
Legislative			
Mayor	\$ 55,000	\$ 53,648	\$ 53,476
Councilors	154,610	179,368	173,446
Fundy Regional Service Commission	45,895	45,895	27,915
Other	<u>37,301</u>	<u>4,945</u>	<u>6,180</u>
	<u>292,806</u>	<u>283,856</u>	<u>261,017</u>

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NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

29. REVENUE AND EXPENDITURE SUPPORT (cont'd)

	<u>2025</u> Budget	<u>2025</u> Actual	<u>2024</u> Actual
General government services (cont'd)			
Administrative			
Administration	1,392,409	1,484,966	1,227,654
Office building	203,500	227,717	198,696
Solicitor	50,000	48,470	49,686
Supplies	50,000	68,181	36,094
Information systems	160,600	306,501	145,226
Other	116,598	137,175	62,026
Share of overhead	<u>(180,000)</u>	<u>(180,000)</u>	<u>(164,588)</u>
	<u>1,793,107</u>	<u>2,093,010</u>	<u>1,554,794</u>
Financial management			
Professional fees	<u>100,000</u>	<u>99,815</u>	<u>27,994</u>
Other			
Civic relations	1,500	2,634	2,318
Community communications	68,500	6,249	8,582
Insurance	272,900	257,816	300,219
Property tax - land for public purposes	18,617	19,653	18,618
Grants to organizations	36,500	26,984	27,372
Fox Farm Road rental expenses	4,000	3,205	8,860
Cost of assessment	388,127	388,127	359,172
Interest	20,307	17,300	12,103
Amortization	<u>110,000</u>	<u>55,600</u>	<u>78,773</u>
	<u>920,451</u>	<u>777,568</u>	<u>816,017</u>
	<u>\$ 3,106,364</u>	<u>\$ 3,254,249</u>	<u>\$ 2,659,822</u>
Protective services			
Fire			
Administration	\$ 360,830	\$ 409,464	\$ 396,052
Firefighting force	1,989,678	1,825,840	1,696,094
Telecommunications	110,964	116,870	105,005
Insurance	34,282	34,006	31,339
Prevention and training	27,297	25,509	17,694
Facilities	116,344	115,319	106,417
Fleet	51,989	56,567	53,882
Operations	31,698	31,971	31,073
Water costs	14,732	7,380	14,411
Retirement allowance	18,434	18,434	14,677
Emergency management operations	27,182	2,351	1,366
Other	2,019	2,325	2,574
Gain on disposal of tangible capital assets	-	-	(9,126)
Amortization	<u>196,879</u>	<u>196,879</u>	<u>169,283</u>
	<u>2,982,328</u>	<u>2,842,915</u>	<u>2,630,741</u>
Crimestoppers	<u>2,800</u>	<u>2,800</u>	<u>2,800</u>

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NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

29. REVENUE AND EXPENDITURE SUPPORT (cont'd)

	<u>2025</u> Budget	<u>2025</u> Actual	<u>2024</u> Actual
Protective services (cont'd)			
Police			
Crime Control	2,877,333	2,802,066	2,562,675
Vehicle Fleet	93,651	119,081	93,091
Property	131,629	137,768	120,377
Administration	375,897	372,952	301,861
Retirement allowance	39,750	36,320	34,819
Communications	119,250	120,643	118,340
Unrealized gain on investments	(9,316)	(9,316)	(30,731)
Loss on disposal of tangible capital assets	(596)	(596)	7,782
Amortization	<u>161,517</u>	<u>161,517</u>	<u>130,981</u>
	<u>3,789,115</u>	<u>3,740,435</u>	<u>3,339,195</u>
Other			
Emergency measures	1,000	-	-
Animal control	3,500	4,326	4,870
Interest	49,567	42,229	43,847
Other	<u>1,000</u>	<u>42,942</u>	<u>402</u>
	<u>55,067</u>	<u>89,497</u>	<u>49,119</u>
	<u>\$ 6,829,310</u>	<u>\$ 6,675,647</u>	<u>\$ 6,021,855</u>
Transportation services			
Common			
Wages and benefits	\$ 1,712,000	\$ 1,675,312	\$ 1,523,208
Workshop, yard and equipment maintenance	801,261	803,720	950,868
Engineering	7,500	9,975	3,151
Share of overhead	<u>(420,000)</u>	<u>(420,000)</u>	<u>(384,037)</u>
	<u>2,100,761</u>	<u>2,069,007</u>	<u>2,093,190</u>
Roads and Streets			
Roadway surfaces	67,000	66,322	71,607
Designated highway surfacing	-	941,623	-
Crosswalks and sidewalks	36,850	152,894	57,144
Culverts and drainage ditches	40,000	20,870	50,016
Storm sewers	60,000	171,233	71,931
Street cleaning	10,000	9,890	14,282
Snow and ice removal	1,267,000	1,065,835	1,112,626
Street lighting	190,000	181,768	169,951
Street signs	20,000	11,069	22,806
Traffic lane marking	40,000	38,764	38,670
Traffic signals and signs	20,000	58,684	36,930
Railway crossing signals	26,000	49,430	28,118
Public transit - Comex Service & KV Go	93,173	193,509	80,356
Interest	63,246	53,883	51,622

ROTHESAY**NOTES TO CONSOLIDATED FINANCIAL STATEMENTS****DECEMBER 31, 2025****29. REVENUE AND EXPENDITURE SUPPORT (cont'd)**

	<u>2025</u> Budget	<u>2025</u> Actual	<u>2024</u> Actual
Roads and Streets (cont'd)			
Loss on disposal of tangible capital assets	-	159,323	164,187
Amortization	<u>2,370,000</u>	<u>2,610,857</u>	<u>2,701,769</u>
	<u>4,303,269</u>	<u>5,785,954</u>	<u>4,672,015</u>
	<u>\$ 6,404,030</u>	<u>\$ 7,854,961</u>	<u>\$ 6,765,205</u>
Environmental health services			
Solid waste disposal	\$ 300,000	\$ 275,826	\$ 280,179
Solid waste compost	40,000	40,669	41,721
Solid waste collection	615,000	538,577	610,221
Clean up campaign	<u>40,000</u>	<u>36,924</u>	<u>15,988</u>
	<u>\$ 995,000</u>	<u>\$ 891,996</u>	<u>\$ 948,109</u>
Environmental development services			
Environmental planning and zoning	\$ 574,500	\$ 403,741	\$ 338,083
Envision SJ	147,372	147,372	139,090
Tourism	<u>2,000</u>	<u>-</u>	<u>38</u>
	<u>\$ 723,872</u>	<u>\$ 551,113</u>	<u>\$ 477,211</u>
Recreation and cultural services			
Administration	\$ 493,600	\$ 542,274	\$ 499,729
Beaches	66,500	53,322	57,173
Rothsay Arena	377,500	376,716	395,236
RICC fundraising	-	36,534	-
Memorial Centre	76,000	70,983	118,515
Summer programs	101,225	95,144	93,147
Rothsay Common	102,500	75,351	74,774
Parks and gardens	857,750	857,902	848,374
Regional Facilities Commission	528,848	316,907	395,795
Kennebecasis Public Library Inc	110,360	110,476	111,174
Special events	45,500	41,986	39,083
HIVE programs	18,650	13,916	12,227
Playgrounds and fields	156,500	132,245	131,228
Living museum	-	-	104
PRO Kids	7,500	7,500	7,500
Wells canopy	54,505	54,201	51,168
James Renforth	2,225	4,533	10,048
Train station	-	-	4,027
Interest	71,821	61,188	72,404
Amortization	<u>871,422</u>	<u>878,928</u>	<u>746,022</u>
	<u>\$ 3,942,406</u>	<u>\$ 3,730,106</u>	<u>\$ 3,667,728</u>

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

DECEMBER 31, 2025

29. REVENUE AND EXPENDITURE SUPPORT (cont'd)

	<u>2025</u> Budget	<u>2025</u> Actual	<u>2024</u> Actual
Water and sewer services			
Water System			
Administration	\$ 314,500	\$ 282,646	\$ 262,030
Purification maintenance and treatment	615,000	881,490	704,042
Source of supply - purchase of water	1,750	866	1,311
Transmission and distribution	130,000	90,036	57,387
Power and pumping	65,000	62,179	51,633
Billing and collecting	3,118	726	1,956
Share of overhead	<u>240,000</u>	<u>240,000</u>	<u>219,450</u>
	<u>1,369,368</u>	<u>1,557,943</u>	<u>1,297,809</u>
Sewer System			
Administration	425,000	396,848	378,250
Sewer collection system	98,000	78,605	103,482
Sewer lift stations	85,000	113,393	104,498
Treatment and disposal	125,000	102,016	89,036
Share of overhead	360,000	360,000	329,175
Loss on disposal of tangible capital asset	<u>-</u>	<u>-</u>	<u>3,073</u>
	<u>1,093,000</u>	<u>1,050,862</u>	<u>1,007,514</u>
Interest	335,532	301,316	262,506
Amortization	<u>1,410,000</u>	<u>1,461,244</u>	<u>1,330,590</u>
	<u>1,745,532</u>	<u>1,762,560</u>	<u>1,593,096</u>
	<u>\$ 4,207,900</u>	<u>\$ 4,371,365</u>	<u>\$ 3,898,419</u>

Town of Rothesay

General Fund Financial Statements

March 31, 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

3/31/2026

ASSETS

Capital Assets - General Land	4,829,831
Capital Assets - General Fund Land Improvements	10,227,427
Capital Assets - General Fund Buildings	9,725,884
Capital Assets - General Fund Vehicles	6,146,966
Capital Assets - General Fund Equipment	4,531,094
Capital Assets - General Fund Roads & Streets	50,249,347
Capital Assets - General Fund Drainage Network	21,876,106
Capital Assets - Under Construction - General	(0)
	<u>107,586,655</u>

Accumulated Amortization - General Fund Land Improvements	(5,772,052)
Accumulated Amortization - General Fund Buildings	(3,391,516)
Accumulated Amortization - General Fund Vehicles	(3,878,462)
Accumulated Amortization - General Fund Equipment	(2,904,611)
Accumulated Amortization - General Fund Roads & Streets	(24,759,465)
Accumulated Amortization - General Fund Drainage Network	(8,740,459)
	<u>(49,446,564)</u>

\$ 58,140,091

LIABILITIES AND EQUITY

Gen Capital due to/from Gen Operating	(120,500)
Total Long Term Debt	4,332,000

Total Liabilities \$ 4,211,500

Investment in General Fund Fixed Assets	53,928,591
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\$ 58,140,091

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Town of Rothesay

Balance Sheet - General Fund Reserves

3/31/2026

ASSETS

BNS CCBF Interest Account	3,382,057
BNS General Operating Reserve #214-15	1,045,055
BNS General Capital Reserves #2261-14	1,964,033
BNS - RICC reserve	652,623
BNS - Capital Renewal Fund	297,446
Gen Reserves due to/from Gen Operating	84,023
	<u>\$ 7,425,238</u>

LIABILITIES AND EQUITY

Def. Rev -CCBF Fund - General	2,465,111
Invest. in General Capital Reserve	1,413,437
General CCBF Funding	916,946
Invest. in General Operating Reserve	1,045,055
Invest. in Land for Public Purposes Reserve	199,007
Invest. in Regional Facilities	351,587
Invest. in RICC	736,648
Invest. in Capital Renewal Fund	297,446
	<u>\$ 7,425,238</u>

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Town of Rothesay

Balance Sheet - General Operating Fund

3/31/2026

CURRENT ASSETS

Cash	3,063,311
Receivables	27,362
HST Receivable	218,542
Inventory	63,320
Gen Operating due to/from Util Operating	681,660
Total Current Assets	<u>4,054,195</u>
Other Assets:	
Projects	<u>220,861</u>
TOTAL ASSETS	<u><u>4,275,056</u></u>

CURRENT LIABILITIES AND EQUITY

Accounts Payable	615,063
Other Payables	1,106,055
Gen Operating due to/from Gen Reserves	381,469
Gen Operating due to/from Gen Capital	120,500
Accrued Sick Leave	58,545
Accrued Pension Obligation Y/E	(119,900)
Accrued Retirement Allowance	507,837
Def. Rev-Quispamsis/Library Share	35,420
TOTAL LIABILITIES	<u><u>2,704,988</u></u>

EQUITY

Retained Earnings	479,535
Surplus/(Deficit) for the Period	<u>1,090,534</u>
	<u><u>1,570,068</u></u>
	<u><u>4,275,056</u></u>

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Town of Rothesay

Statement of Revenue & Expenditure
3 Months Ended 3/31/2026

	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	6,018,479	6,018,479	(0)		24,073,917
Sale of Services	62,130	52,525	192,412	161,025	31,387		534,000
Services to Province of New Brunswic	0	0	0	0	0		80,000
Other Revenue from Own Sources	71,275	12,569	165,750	28,391	137,359		99,138
CORE Equalization	3,917	4,472	11,750	13,415	(1,665)		53,660
Conditional Transfers	0	0	0	0	0		47,000
Other Transfers	50,000	50,000	262,285	262,285	0		712,285
	<u>\$2,193,481</u>	<u>\$2,125,725</u>	<u>\$6,650,676</u>	<u>\$6,483,595</u>	<u>\$167,081</u>		<u>\$25,600,000</u>
EXPENSES							
General Government Services	279,354	286,592	998,657	1,018,706	20,050		3,082,039
Protective Services	895,005	896,389	1,961,680	1,964,869	3,188		6,858,426
Transportation Services	483,476	485,071	1,435,029	1,403,793	(31,235)		4,677,215
Environmental Health Services	72,647	75,583	214,360	226,750	12,390		947,000
Environmental Development	52,280	66,184	168,102	210,353	42,251		949,703
Recreation & Cultural Services	224,034	289,555	690,857	659,510	(31,347)		3,149,897
Fiscal Services	65,923	1,250	91,457	3,750	(87,707)		5,935,720
	<u>\$2,072,717</u>	<u>\$2,100,624</u>	<u>\$5,560,142</u>	<u>\$5,487,731</u>	<u>(72,412)</u>		<u>\$25,600,000</u>
Surplus (Deficit) for the Year	<u>\$120,763</u>	<u>\$25,101</u>	<u>\$1,090,534</u>	<u>\$995,864</u>	<u>\$94,670</u>		<u>\$ (0)</u>

2026April27 SpecialOpenSessionFINAL_047

Town of Rothesay

Statement of Revenue & Expenditure
3 Months Ended 3/31/2026

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Sale of Services							
Bill McGuire Memorial Centre	4,265	3,333	11,335	10,000	1,335		40,000
Wells Canopy revenue	772	1,000	3,133	3,000	133		12,000
Town Hall Rent	9,769	8,333	29,807	25,000	4,807		100,000
Community Garden revenue	0	0	0	0	0		1,000
Arena Revenue	41,356	37,358	129,259	106,125	23,134	1	253,500
Recreation Programs	5,968	2,500	18,879	16,900	1,979		127,500
	62,130	52,525	192,412	161,025	31,387		534,000
Other Revenue from Own Sources							
Licenses & Permits	15,740	4,792	36,063	14,475	21,588	2	57,600
Interest & Sundry	8,061	2,500	19,315	7,500	11,815	3	30,000
Miscellaneous	104	569	9,140	1,708	7,433		6,830
RICC Donations & Sponsorships	44,663	0	96,523	0	96,523	4	0
Fire Dept. Administration	(2,000)	0	0	0	0		0
Local Improvement Levy Mulberry Lane	4,708	4,708	4,708	4,708	0		4,708
	71,275	12,569	165,750	28,391	137,359		99,138
Conditional Transfers							
Canada Day Grant	0	0	0	0	0		2,000
Grant - Students	0	0	0	0	0		45,000
	0	0	0	0	0		47,000
Other Transfers							
Surplus of 2nd Previous Year	0	0	112,285	112,285	0		112,285
Utility Fund Transfer	50,000	50,000	150,000	150,000	0		600,000
	50,000	50,000	262,285	262,285	0		712,285
EXPENSES							
General Government Services							
Legislative							
Mayor	4,177	4,742	12,769	14,225	1,456		56,900
Councillors	13,716	14,833	42,130	44,500	2,370		178,000
Regional Service Commission 9	4,881	4,881	14,643	14,643	(0)		58,573
Other	440	3,228	1,145	9,685	8,540		38,741
	23,214	27,685	70,687	83,054	12,366		332,214
Administrative							
Administration - Wages & Benefits	92,101	95,599	334,218	289,598	(44,620)	5	1,299,223
Office Building	57,153	66,417	85,658	92,250	6,592		204,000
Supplies	64,713	67,000	134,950	136,000	1,050		287,000
Solicitor	1,625	1,625	18,360	18,360	0		50,000
Professional Fees	0	0	0	0	0		35,000
Other	8,021	7,425	52,018	51,774	(244)		121,598
	223,613	238,066	625,205	587,983	(37,223)		1,996,821
Other General Government Services							
Website/Other	516	250	1,418	750	(668)		3,000
Community Communications (Team)	725	892	1,812	2,675	863		10,700
Civic Relations	8,803	0	8,803	1,500	(7,303)		1,500
Insurance	0	0	261,175	286,545	25,370	6	286,545
Donations	1,000	0	6,750	36,500	29,750		36,500
Cost of Assessment	0	0	0	0	0		395,059
Property Taxes - L.P.P.	19,790	19,700	19,790	19,700	(90)		19,700
Fox Farm Rental Expenses	1,694	0	3,016	0	(3,016)		0
	32,527	20,842	302,764	347,670	44,906		753,004
Total General Government Services	279,354	286,592	998,657	1,018,706	20,050		3,082,039
Protective Services							
Police							
Police Protection	297,237	297,460	891,712	892,379	667		3,569,517
Crime Stoppers	0	0	0	0	0		2,800
	297,237	297,460	891,712	892,379	667		3,572,317
Fire							
Fire Protection	253,637	253,637	715,614	715,614	0		2,911,609
Water Costs Fire Protection	340,000	340,000	340,000	340,000	0		340,000
	593,637	593,637	1,055,614	1,055,614	0		3,251,609
Emergency Measures							
EMO Director/Committee	0	0	0	1,000	1,000		1,000
	0	0	0	1,000	1,000		1,000
Other							
Animal & Pest Control	0	292	645	875	230		3,500
Other	4,130	5,000	13,709	15,000	1,291		30,000
	4,130	5,292	14,354	15,875	1,521		33,500
Total Protective Services	895,005	896,389	1,961,680	1,964,869	3,188		6,858,426
Transportation Services							
Common Services							
Administration (Wages & Benefits)	149,661	142,279	441,965	427,836	(14,129)	7	1,872,500
Workshops, Yards & Equipment	95,295	103,650	222,501	216,900	(5,601)		733,775
Engineering	0	0	0	0	0		10,000
	244,955	245,929	664,466	644,736	(19,730)		2,616,275
Roads & Streets							
Crosswalks & Sidewalks	2,193	0	4,568	2,450	(2,118)		92,000
Culverts & Drainage Ditches	386	538	2,987	1,615	(1,372)		53,000
Street Cleaning & Flushing	0	0	8,827	6,250	(2,577)		175,000
Snow & Ice Removal	0	0	0	0	0		20,000
	199,465	189,869	669,124	644,606	(24,517)	8	1,247,000
	202,045	190,407	685,506	654,922	(30,584)		1,587,000
Street Lighting	14,799	15,833	45,003	47,500	2,497		190,000
Traffic Services							
Street Signs	15	0	15	0	(15)		12,000
Traffic Lanemarking	0	0	234	0	(234)		40,000
Traffic Signals	933	9,167	13,938	27,500	13,562	9	110,000
Railway Crossing	604	250	5,450	5,150	(300)		26,000
	1,551	9,417	19,636	32,650	13,014		188,000
Public Transit							
Public Transit - Comex Service	19,979	23,235	19,979	23,235	3,256		92,940
Public Transit - Other	146	250	438	750	312		3,000
	20,125	23,485	20,417	23,985	3,568		95,940
Total Transportation Services	483,476	485,071	1,435,029	1,403,793	(31,235)		4,677,215

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Environmental Health Services

Solid Waste Disposal Land Fill garbage	21,630	25,000	63,180	75,000	11,820	10	300,000
Solid Waste Disposal Landfill Compost	2,085	3,333	6,727	10,000	3,273		40,000
Solid Waste Collection Fero	48,931	47,250	144,454	141,750	(2,704)		567,000
Clean Up Campaign	0	0	0	0	0		40,000
Total Environmental Health Services	72,647	75,583	214,360	226,750	12,390		947,000

Environmental Development Services

Planning & Zoning							
Administration (Wages and benefits)	29,502	39,692	90,548	119,077	28,529	11	516,000
Administration	327	3,208	10,203	20,925	10,722	12	151,800
Planning Projects	0	833	0	2,500	2,500		10,000
Heritage Committee	0	0	0	500	500		500
	29,829	43,734	100,751	143,002	42,251		678,300
Envision Saint John	22,450	22,450	67,351	67,351	0		269,403
Tourism	0	0	0	0	0		2,000
	22,450	22,450	67,351	67,351	0		271,403
Total Environmental Development Service	52,280	66,184	168,102	210,353	42,251		949,703

Recreation & Cultural Services

Administration (wages and benefits)	35,822	35,769	120,597	107,308	(13,289)	13	465,000
Administration	26,169	28,092	37,027	43,275	6,248		71,100
RICC Fundraising	9,910	10,436	30,436	31,308	872		134,000
Rothsay Arena	50,255	46,332	133,188	116,055	(17,133)	14	419,000
Parks & Gardens	47,278	49,248	142,656	146,105	3,448		883,600
Playgrounds and Fields	2,211	6,250	6,194	18,750	12,556		149,000
Rothsay Common Rink	21,765	12,015	74,440	49,955	(24,485)	15	108,200
Memorial Centre	13,928	15,003	24,827	27,028	2,200		81,500
Wells Building	16,901	15,583	23,786	22,750	(1,036)		55,000
James Renforth	2,200	2,592	2,424	2,925	501		4,425
Beaches	0	0	0	0	0		66,500
Summer Programs	28	42	53	125	72		107,500
The Hive expenses	1,561	1,921	4,221	5,763	1,542		23,052
Regional Facilities Operating	55,327	55,327	55,327	55,327	0		221,308
Kennebecasis Public Library	9,279	9,279	27,837	27,837	0		111,349
Regional Facilities Capital	(69,584)	0	0	0	(0)		196,363
Special Events	985	1,667	7,844	5,000	(2,844)		45,500
PRO Kids	0	0	0	0	0		7,500
Total Recreation and Cultural Services	224,034	289,555	690,857	659,510	(31,347)		3,149,897

Fiscal Services

Debt Charges							
Interest	2,301	1,250	7,435	3,750	(3,685)		207,720
Debtenture Payments	0	0	0	0	0		528,000
	2,301	1,250	7,435	3,750	(3,685)		735,720
Transfers To:							
Capital Fund for Capital Expenditures	0	0	0	0	0		5,200,000
Reserve Funds	63,623	0	84,023	0	(84,023)		0
	63,623	0	84,023	0	(84,023)		5,200,000
Total Fiscal Services	65,923	1,250	91,457	3,750	(87,707)		5,935,720
	2,072,717	2,100,624	5,560,142	5,487,731	(72,412)		25,600,000

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Town of Rothesay

Variance Report - General Fund

Note #	Actual	month ending Budget	3/31/2026 Better/(Worse)	Description of Variance
Revenue				
1	Arena Revenue	\$ 129,259	\$ 106,125	\$ 23,134 Higher than anticipated
2	Licenses & Permits	\$ 36,063	\$ 14,475	\$ 21,588 Timing
3	Interest & Sundry	\$ 19,315	\$ 7,500	\$ 11,815 Conservative budget
4	RICC Donations & Sponsorships	\$ 96,523	\$ -	\$ 96,523 No budget
Expenses				
<i>General Government</i>				
5	Administration - Wages & Benefits	334,218	289,598	\$ (44,620) Unbudgeted last pay for 3 people
6	Insurance	261,175	286,545	\$ 25,370 Lower than anticipated
<i>Protective Services</i>				
<i>Transportation</i>				
7	Administration (Wages & Benefits)	441,965	427,836	\$ (14,129) Vacant position
8	Snow & Ice Removal	669,124	644,606	\$ (24,517) timing
9	Traffic Signals	13,938	27,500	\$ 13,562 New LED audible signals at Hampton/Marr
<i>Environmental Health</i>				
10	Solid Waste Disposal Land Fill garbage	63,180	75,000	\$ 11,820 Lower than budgeted
<i>Environmental Development</i>				
11	Administration (wages and benefits)	90,548	119,077	\$ 28,529 Vacant position
12	Adminsitration	10,203	20,925	\$ 10,722 Bylaw enforcement - timing potentially
<i>Recreation & Cultural Services</i>				
13	Administration (wages and benefits)	120,597	107,308	\$ (13,289) Vacation pay outs
14	Rothesay Arena	133,188	116,055	\$ (17,133) Power and W&S higher than anticipated
15	Rothesay Common Rink	74,440	49,955	\$ (24,485) Annual service agreement doubled in price/Budget Power monthly
<i>Fiscal Services</i>				

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Town of Rothesay

Capital Projects

General Fund

3 Months Ended 3/31/2026

	ANNUAL BUDGET	CURRENT Y-T-D	Remaining Budget
General Government			
G-202*-001 Town Hall Improvements	103,000	2,670	100,330
G-202*-00* IT	15,000	0	15,000
Total General Government	118,000	2,670	115,330
Transportation			
T-202*-00* 2026 Asphalt	1,715,000	0	1,715,000
Drainage Improvements Eriskay/Iona	380,000	0	380,000
T-202*-00* Fleet Replacement	680,000	59,123	620,877
T-202*-00* Wiljac Improvements	1,800,000	12,988	1,787,012
T-202*-00* Hillsvieview Crescent	250,000	0	250,000
T-20**-00* Vincent Road	1,400,000	0	1,400,000
T-202*-00* Designated Highway	547,000	0	547,000
Total Transportation	6,772,000	72,111	6,699,889
Recreation			
T-2025-00* Renforth Property study	250,000	98,248	151,752
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	8,619	2,811,381
R-202*-00* Wells Trail Connector	2,800,000	0	2,800,000
Total Recreation	6,205,000	138,201	6,066,799
Carryovers			
R-202*-00* Synthetic Turf	0	3,186	(3,186)
R-202*-00* Recreation Equipment	0	4,693	(4,693)
	0	7,879	(7,879)
Total	\$ 13,095,000	\$ 220,861	\$ 12,874,139

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

3/31/2026

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	<u>17,000.00</u>	<u>5,000.00</u>
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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

sub	<u>19,500.00</u>	<u>1,750.00</u>
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	<u>36,500.00</u>	<u>6,750.00</u>
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G/L Balance

<u>6,750.00</u>

Town of Rothesay

Utility Fund Financial Statements

March 31, 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 3/31/2026

ASSETS

Assets:

Capital Assets - Under Construction - Utilities	3,543,967
Capital Assets Utilities Land	119,970
Capital Assets Utilities Buildings	2,054,054
Capital Assets Utilities Equipment	813,621
Capital Assets Utilities Water System	30,232,286
Capital Assets Utilities Sewer System	28,886,973
Capital Assets Utilities Land Improvements	42,031
Capital Assets Utilities Roads & Streets	220,011
Capital Assets Utilities Vehicles	113,001
	66,025,916

Accumulated Amortization Utilites Buildings	(1,075,595)
Accumulated Amortization Utilites Water System	(10,742,911)
Accumulated Amortization Utilites Sewer System	(10,835,919)
Accumulated Amortization Utilites Land Improvements	(42,031)
Accumulated Amortization Utilites Vehicles	(61,384)
Accumulated Amortization Utilites Equipment	(545,489)
Accumulated Amortization Utilites Roads & Streets	(30,793)
	(23,334,121)

TOTAL ASSETS	
	42,691,795

LIABILITIES

Current:

Total Current Liabilities	
	-

Long-Term:

Long-Term Debt	
	8,553,609
Total Liabilities	
	8,553,609

EQUITY

Investments:

Investment in Fixed Assets	
	34,138,186
Total Equity	
	34,138,186
TOTAL LIABILITIES & EQUITY	
	42,691,795

2026April27 SpecialOpenSessionFINAL_054

Town of Rothesay

Balance Sheet - Utilities Fund Reserves
3/31/2026

ASSETS

BNS Utility Capital Reserve # 00241 12	2,572,291
Util Reserves due to/from Util Oper	12,038
	<u>\$ 2,584,329</u>

LIABILITIES AND EQUITY

Invest. in Utility Capital Reserve	2,025,384
Invest. in Utility Operating Reserve	124,452
Invest. in Sewerage Outfall Reserve	434,492
	<u>\$ 2,584,329</u>

2026April27 SpecialOpenSessionFINAL_055

Town of Rothesay

Utilities Fund Operating Balance Sheet
As at 3/31/2026

ASSETS

Current assets:

Accounts Receivable Net of Allowance	3,847,893
Total Current Assets	3,847,893

Other Assets:

Projects	76,963
	76,963

TOTAL ASSETS	\$ 3,924,857
--------------	--------------

LIABILITIES

Accrued Payables	14,492
Due from General Fund	693,698
Deferred Revenue	8,007
Total Liabilities	716,197

EQUITY

Surplus:

Opening Retained Earnings	(1,050)
Profit (Loss) to Date	3,209,709
	3,208,659

TOTAL LIABILITIES & EQUITY	\$ 3,924,857
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2026April27 SpecialOpenSessionFINAL_056

Town of Rothesay
Utilities Operating Income Statement
3 Months Ended 3/31/2026

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT YTD	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
RECEIPTS							
Sale of Water	368,055	329,250	368,175	329,250	38,925		1,250,000
Meter and non-hookup fees	20,064	15,500	20,077	15,500	4,577		62,000
Water Supply for Fire Prot.	340,000	340,000	340,000	340,000	0		340,000
Local Improvement Levy	58,686	59,000	58,686	59,000	(314)		59,000
Sewerage Services	2,601,775	2,575,000	2,601,250	2,575,000	26,250		2,575,000
Connection Fees	6,750	6,250	6,725	18,750	(12,025)		75,000
Interest Earned	11,216	7,500	33,971	22,500	11,471		90,000
Misc. Revenue	0	176	150	529	(379)		2,115
Infrastructure Grants	232,757	0	232,757	0	232,757		0
Surplus - Previous Years	0	0	33,385	33,385	0		33,385
TOTAL RECEIPTS	3,639,303	3,332,676	3,695,176	3,393,914	301,262		4,486,500
WATER SUPPLY							
Share of Overhead Expenses	20,000	20,000	60,000	60,000	0		240,000
Wages	10,775	21,667	40,385	65,000	24,615		260,000
Audit/Legal/Training	0	500	0	3,500	3,500		14,000
Other Water	0	167	598	500	(98)		2,000
Purification & Treatment	31,315	31,417	75,998	86,000	10,002		710,000
Transmission & Distribution	4,834	8,333	17,766	25,000	7,234		135,000
Power & Pumping	6,034	5,667	18,113	17,000	(1,113)		68,000
Billing/Collections	59	167	177	500	323		2,000
Water Purchased	193	292	467	584	117		1,750
Misc. Expenses	3,754	4,250	14,459	15,750	1,291		18,000
McGuire Road Operating	924	1,301	3,669	4,777	1,109		17,110
TOTAL WATER SUPPLY	77,888	93,759	231,633	278,611	46,978		1,467,860
SEWERAGE COLLECTION & DISPOSAL							
Share of Overhead Expenses	30,000	30,000	90,000	90,000	0		360,000
Wages	32,500	32,500	97,500	97,500	0		390,000
Audit/Legal/Training	0	750	0	2,250	2,250		15,000
Collection System Maintenance	0	0	0	0	0		75,000
Sewer Claims	0	0	5,850	6,500	650		26,000
Lift Stations	5,034	14,375	21,914	39,125	17,211		152,500
Treatment/Disposal	16,933	22,333	36,726	41,000	4,274		125,000
Misc. Expenses	1,170	1,667	1,844	5,000	3,156		20,000
TOTAL SWGE COLLECTION & DISPC	85,637	101,625	253,834	281,375	27,541		1,163,500
FISCAL SERVICES							
Interest on Bank Loans	0	0	0	0	0		75,000
Interest on Long-Term Debt	0	0	0	0	0		312,105
Principal Repayment	0	0	0	0	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	0	0	0	0	0		1,855,140
TOTAL EXPENSES	163,526	195,384	485,467	559,986	74,519		4,486,500
NET INCOME (LOSS) FOR THE PER	3,475,778	3,137,292	3,209,709	2,833,927	375,782		0

Town of Rothesay

Variance Report - Utility Operating

3/31/2026

Note #	Account Name	Actual YTD	Budget YTD	Variance Better(worse)	Description of Variance
Revenue					
1	Sale of Water	368,175	329,250	38,925	Larger consumption compared to past Q's + water break
2	Sewerage Services	2,601,250	2,575,000	26,250	Conservative budget
3	Connection Fees	6,725	18,750	(12,025)	timing
4	Interest Earned	33,971	22,500	11,471	Conservative budget
5	Infrastructure Grants	232,757	0	232,757	WWTP

Water					
6	Wages	40,385	65,000	24,615	OT
7	Purification & Treatment	75,998	86,000	10,002	Timing

Sewer					
8	Lift Stations	21,914	39,125	17,211	Timing

Fiscal Services

2026April27 SpecialOpenSessionFINAL_058

Town of Rothesay

Capital Projects

Utility Fund

3 Months Ended 3/31/2026

	Original BUDGET	Current Y-T-D	Remaining Budget
WATER			
W-202*-00* Well Field and WTP	565,000	26,654	538,346
W-202*-00* Treatment effluent tank re-lining	100,000	-	100,000
SCADA	60,000	23,996	36,004
W-202*-00* Hillsvieview Crescent water	420,000	-	420,000
W-202*-00* Wiljac Improvement	800,000	-	800,000
Unbudgeted items:			
Water Model Study	0	\$ 2,034	(2,034)
	\$ 1,945,000	\$ 52,683	\$ -
			\$ 1,892,317

SEWER			
S-202*-00* WWTP	10,000,000	\$ 10,950	9,989,050
S-2023- 004 WWTF Plant	0	\$ 13,330	(13,330)
S-202*-00* Frances Ave lift station replacement	100,000	\$ -	100,000
Rothesay Road sewer shed capacity study	50,000	\$ -	50,000
Unbudgeted items:			
	0	\$ -	0
	10,150,000	24,280	-
			10,125,720

Total Approved	12,095,000	76,963	-	12,018,037
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Carryovers

Funded from Reserves

	0	0	0	0
	12,095,000	76,963	-	12,018,037

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

FINANCE COMMITTEE

April 09, 2026

In attendance:

Mayor Nancy Grant

Deputy Mayor Matt Alexander, Chairman

Councillor Helen Boyle

Councillor Don Shea

CAO, Brett McLean

Treasurer Doug MacDonald

Financial Officer Laura Adair

Auditor Peter Logan

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

The agenda was accepted (HB/DS)

Review of Minutes

The minutes of February 25, 2026 were accepted as presented (NG/DS)

2025 Audited Financial Statements

Presentation

Treasurer MacDonald presented the 2025 audited financial statements prepared under Public Sector Accounting Standards (PSAS).

Key points:

- Statements are **consolidated**, including fire, police, and library services.
- Capital expenditures are **capitalized and amortized**, unlike internal cash-based reporting.
- Grants (e.g., gas tax/CCBF) are recorded as **revenue**, contributing to a higher reported surplus.

Financial Highlights

- Reported annual surplus in consolidated statements is **~\$6 million**
 - Clarified this is an **accounting surplus**, not an operational surplus.
- This is **NOT actual extra cash or profit**.
- It's mainly due to **accounting rules**, including:
 - **Capital assets** (like infrastructure) being spread over time (amortization)
 - **Grants** (e.g., federal/provincial funding) counted as revenue upfront
 - **Debt repayments** not counted as expenses in PSAS
 - **Reserve fund interest** counted as revenue

- Surplus for funding purposes:
 - General Operating Fund: **\$246,000**
 - Utility Fund: **\$76,000**
- These surpluses will be applied to the **2027 budget**.

Questions asked by councillors:

1. Revenue Categories

- **Question:** What's the difference between *rental revenue* and *recreation revenue*?
- **Answer:**
 - Rental = building/space rentals (e.g., town hall, facilities)
 - Recreation = usage fees (arena, ball fields, programs)

2. Property Taxes to Province

- **Question:** How much property tax is paid to the province?
- **Answer:** About **\$160,000**, but total payments back to the province exceed **\$1 million annually** (including other fees).

3. Crime Stoppers Classification

- **Question:** Why is *Crime Stoppers* listed under fire/protective services?
- **Answer:** It's a **separate category within protective services**, not grouped directly with fire totals.

4. Pro Kids Funding

- **Question:** Why is *Pro Kids* a separate line instead of a donation?
- **Answer:** It represents the town's **share of administrative costs**, not a direct donation to individuals.

5. James Renforth Item

- **Question:** What is the "James Renforth" expense?
- **Answer:** It was a **one-time cost (2024)** for a **structural assessment of a train station property** that was not ultimately purchased.

Auditor, Peter Logan confirmed:

- Unqualified audit opinion issued
- No material weaknesses
- Internal controls functioning effectively

Treasurer MacDonald recommended to continue using the same auditor for all related entities. (Fire, Police and Library)

It was agreed to **recommend to Council to reappoint Teed Saunders Doyle as auditors for 2026 (DS/HB).**

It was agreed **to approve the audited financial statements, subject to minor revisions, and present them at the special meeting on April 27 (NG/DS).**

March Internal Financial statements

General Fund

- No significant concerns.
- Variance due to additional **donation revenue (~\$90,000)**, offset by corresponding expenditures.
- Minor correction pending in transportation variance explanation.

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.

Other Updates

- Lagoon infill/stockpiling work underway (costs not yet reflected).
- No major expenditure concerns reported.

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

Donation Requests

YMCA Red Triangle Event

Consensus to purchase two tickets and determine attendance at a later meeting.

For Information

Communication of Audit Results - TSD

Treasurer MacDonald explained this letter is standard requirement of the auditor to communicate with those charged with governance the auditors' independence and that they have fulfilled the other ethical responsibilities for the audit.

Compliance report – all items filed.

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

Next Meeting

The next meeting has not been set.

The meeting adjourned at 9:05am.

Deputy Mayor Matt Alexander, Chairman

Laura Adair, Recording Secretary



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

**Rothesay Council
Special Meeting
April 27, 2026**

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY:  (PER CAO MCLEAN)
Brett McLean, P. Eng., CAO

DATE: April 23, 2026

SUBJECT: T-2026-001A Asphalt Resurfacing 2026 tender award

RECOMMENDATION

It is recommended that Rothesay Mayor and Council award Contract T-2026-001A: Asphalt Resurfacing 2026 to the low tenderer, Galbraith Construction Ltd., at a price of \$2,533,869.75 inclusive of HST, as calculated based on the estimated quantities and further that the Mayor and Clerk be authorized to execute the necessary contract documents.

ORIGIN

The 2026 General Fund Capital Budget include funding for the resurfacing of asphalt streets, and new curb and sidewalk on Campbell Drive.

BACKGROUND

EXP Services Inc. has designed and issued a public tender for asphalt resurfacing of the following streets:

- Florence Drive
- Raymond Road
- Burpee Avenue – including new storm sewer and sanitary sewer
- Renforth Boat Ramp – paved section up to CN right-of-way

- Weeden Avenue
- High Cliff Court

The scope of work also contains the construction of a concrete block retaining wall along the shoreline, next to the picnic shelter at East Riverside-Kingshurst Park. The wall will act as an anchor point for a new seasonal pedestrian facility to be deployed on the water.

It may be noted that the following differences in scope exist between the originally budgeted scope and the tendered scope:

- Appleby Drive – Removed from scope. Appleby drive was found to be in too poor condition to be able to rehabilitate with asphalt resurfacing. That, combined with the sanitary and storm sewers in poor condition, and issues with infrastructure going through private property would make this a poor choice to only resurface. We would like to completely reconstruct this street at a future date, with renewed sanitary and storm sewers, install new water main, add new curb and sidewalk and new base gravels and asphalt.
- Grove Avenue – removed from scope, substitute Campbell Drive from Grove Avenue to the Fire Station, add new curb and sidewalk. It made more logical sense that while we are in that area, to resurface the remaining portion of Campbell Drive, renew the existing curb and gutter with barrier curb and add a sidewalk which will form part of the Wells connector from the Hillside Trail up to the Fire Station.
- Burpee Avenue: Sewer inspections found that the existing asbestos concrete sanitary and storm sewers were in poor condition, so complete mainline reconstruction of both the sanitary and storm sewers was recommended and incorporated into the design. It is Town asset management philosophy that we do not pave streets if the underlying infrastructure is in poor condition. This was included in the tendered scope, however, as explained below in the Tender Results section, staff are recommending that this street be removed from the scope.
- Hillsvew Crescent: Due to the very tight design schedule, this project, which is more complex due to the water main work, was not able to be designed in time to meet this tender schedule. The work will be tendered as a separate project later this spring.

TENDER RESULTS

The public tender was advertised on the New Brunswick Opportunities Network (NBON) on April 9, 2026. The tender closed on April 23, 2026 and three (3) bids were submitted. All three (3) submitted bids were deemed compliant by the tender opening committee, which consisted of Treasurer Doug MacDonald and David Kozak of EXP Services Inc. The results were as follows:

Contractor	Price (15% HST incl.)
Galbraith Construction Ltd	\$ 3,582,187.90
Debly Enterprises Ltd	\$ 3,878,749.90
NRB Construction Company Limited	\$ 4,974,900.00
Engineer's Estimate	\$ 4,688,878.00
Budget:	\$ 2,452,935.00

The tenders were reviewed and all tenders were found to be formal in all respects.

FINANCIAL IMPLICATIONS

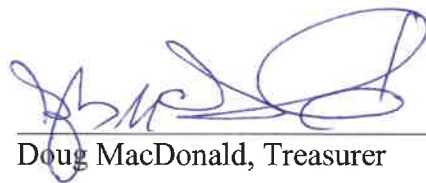
The 2026 General Fund Capital Budget included an amount of \$2,452,935.00 including HST for the above specified scope of work. The tender results came in much higher than the budgeted amount, therefore staff are recommending removal of scope to meet budget. Because Burpee Avenue would require a significant unbudgeted contribution from the Utility General Fund or Reserve Fund for the sanitary sewer work, staff are recommending that this street be removed from the scope and that the remaining scope be awarded to the low bidder. The anticipated completion cost of the project is as follows:

Item	Total Price (15% HST included)	HST Rebate	Subtotal	Budget	Variance
Design and Construction Management Fees	\$279,789.25	\$26,061.76	\$253,727.49		
Construction	\$2,533,869.75	\$236,024.46	\$2,297,845.29		
Total	\$2,813,659.00	\$262,086.22	\$2,551,572.78	*\$2,224,450.00	(\$327,122.78)

*With Hillview scope removed

The budget overrun (the total of which is based on estimated quantities and includes contingency) will be managed within the overall approved General Fund envelope depending upon allocation of the costs.

Staff is of the opinion that the low tenderer has the necessary resources and expertise to perform the work and recommend acceptance of their tender at the reduced scope with Burpee Avenue removed.



Report Reviewed by: Doug MacDonald, Treasurer

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



70 Hampton Road
Rothesay, NB
E2E 5L5 Canada

Rothesay Council
April 27, 2026

TO: Mayor Grant and Members of Rothesay Council

SUBMITTED BY:

 For
Brett McLean, CAO

DATE: April 20, 2026

SUBJECT: Development Agreement with 753221 NB Inc.– 79 Donlyn Drive (PID 30305577)

RECOMMENDATION

1. That Council authorize the Mayor and Clerk to enter into the attached Development Agreement with 753221 NB Inc. for the development of a multiple unit building on PID 30305577 as shown on the plans submitted with the application and contained in the Development Agreement

ORIGIN

At their meeting of February 2, 2026, Rothesay's Planning Advisory Committee adopted the following motion with respect to the required Development Agreement for the project:

MOVED by Counc. Lewis and seconded by C. Lang the Planning Advisory Committee hereby recommends Council enter into an agreement with 753221 NB Inc. for the development of a multiple unit building on 30305577 as shown on the plans submitted with the application and contained in the Development Agreement.

YEA votes recorded from: Councs. Lewis and Shea, and C. Lang and M. Graham
NAY vote recorded from: R. Forte

CARRIED.

On March 16, 2025, Rothesay Council held a Public Meeting regarding an application from Corey O'Dell, on behalf of 753221 N.B. Inc. to construct an 18-unit building at 79 Millenium Drive (PID 30305577). The

site is zoned Millennium Park Zone [MP], requiring that any development be subject to a Development Agreement between Rothesay and the Developer.

DISCUSSION

Staff are proposing two amendments to the Development Agreement related to payment related to past servicing extensions provided by Rothesay and provision of a fire hydrant to support the development.

Servicing Cost Recovery

The site and surrounding lands are subject to a cost contribution to cover the initial costs of extending municipal services to the area. These costs have been calculated on a per area basis, with the amount of \$5,820.97 attributed to the subject site (PID 30305577).

It is important to note this infrastructure was installed approximately 20 years ago and the present value of this infrastructure has increased significantly beyond its initial cost. Rothesay has not charged interest to developers who have benefited from this infrastructure between its installation to support development and collection of the respective development charges. Financial payments towards this public infrastructure were paid by developers of other sites in the area including Kent Building Supplies, Loblaw's (Atlantic Superstore), and the Kennebecasis Self-Storage development.

Staff have revised the agreement to require this amount to be paid by the developer upon execution of the agreement. This is provided for in Clause 15 b) of the draft Development Agreement.

Fire Hydrant Installation

Rothesay staff have reviewed the area surrounding the proposed development regarding existing fire hydrant spacing. While the proposed building is not required to be sprinklered, which would require provision of a fire hydrant within 45 metres of the building, staff recommend the Development Agreement provide for the installation of a fire hydrant along the Donlyn Drive frontage of the subject site. Provision of this fire hydrant will provide a hydrant along this section of Donlyn Drive between Millenium Drive and Lyman Drive. This will provide for a hydrant spacing that more closely conforms with recommended practice¹.

Clause 22 of the draft development agreement provides for the hydrant installation.

Next Steps

Should Council elect to enter into the Development Agreement, the proponent will be able to apply for the required building permit following execution of the agreement.

In conjunction with the review and approval of the Building Permit application by Rothesay Staff, the Development Officer will process and issue the required Development Officer (staff level) variances to:

- Increase the height from 10 metres to 11.34 metres, and
- Reduce the lot area from 7200 square metres to approximately 3336 square metres.

These are dimensional variances, which tend to be more technical in nature. Although Council has no jurisdiction under Provincial Legislation to grant a variance, Planning and Development provide the following background regarding the reasonableness of the two variances.

¹ Fire Underwriters Survey. 2020. Water Supply for Public Fire Protection. A Guide to Recommended Practice in Canada.

Height Variance

The required height variance is due to the peaked roof of the site given the height is measured at the highest point of the structure. The MP zone limits building height to 12 metres for commercial and institutional buildings and 10 metres for residential buildings. The height at the eave of the proposed building is approximately 8.74 metres. Given thus, the Development Officer considers the variance reasonable and aligned with the intent of the by-law.

Lot Area Variance

With respect to the variance for reduced lot area, Staff note that while the numeric magnitude of the variance appears large, the minimum lot size for residential uses in the Millenium Park (MP) Zone is based on the Attached Residential (R3) Zone. The R3 zone only contemplates lower-density, ground-oriented buildings, such as single and two-unit dwellings and townhouses. It does not provide for multiple unit buildings such as the proposed building. Staff note the R3 zone has a minimum required lot area of the greater of 1200 square metres or 400 square metres per dwelling unit. The 400 square metre value is closely aligned with what a minimum lot area would be within a traditional subdivision development (i.e. 13-15 metre minimum frontage with a 30-metre depth).

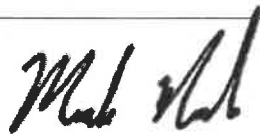
As a multiple unit building is being proposed, a better standard for evaluation of the minimum lot size is the Attached Residential (R4) zone, which permits multiple unit buildings such as the one proposed for the subject site. The R4 minimum lot area standard is the greater of 1400 square metres or 200 square metres per residential dwelling unit. Under the R4 lot area standard, an 18-unit building such as the one proposed for the site, would require a lot area of 3600 square metres, compared to the 3336 square metre lot area of the subject site. Given thus, combined with the ability of the lot to accommodate the proposed building and required parking area along with the proposed side yard setback adjacent to the dwellings along Donlyn Drive which is greater than that required, the Development Officer considers the variance for reduced lot size reasonable and meeting the intent of the Zoning By-Law).

DEPARTMENTAL INPUT

Rothsay's Treasurer has provided input regarding the amount of monies owed for the servicing extension. Input from Operations and Utilities and KVFD regarding provision of the fire hydrant has been incorporated into the report.

Attachments

Donlyn Drive Hydrant Spacing – Air Photo Overlay
Development Agreement (DRAFT 2026 April 17)



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

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

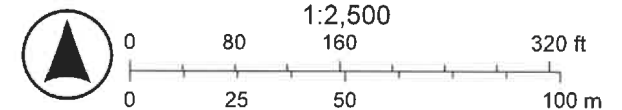
Donlyn Drive Hydrant Spacing - Air Photo Overlay

2026April27 SpecialOpenSessionFINAL_069



2026-04-21

- | | | | |
|---|--|--|--|
|  Subject Site | CivicAddress |  WValve |  Wmain |
|  Property_Owner |  WHydrant |  WService |  Encumbrance |



Rothesay

DEVELOPMENT AGREEMENT

Land Titles Act, S.N.B. 1981, c.L-1.1, s.24

Parcel Identifier
of Parcels Burdened
by Agreement: 30305577

Owner of Land Parcels: **753221 N.B. INC.**
16 Foxwood Court
Quispamsis, New Brunswick
E2E 0R6 (Hereinafter called the "Developer")

Agreement with: **Rothesay**
70 Hampton Road
Rothesay, New Brunswick
E2E 5L5 (Hereinafter called the "Town")

a body corporate under and by virtue of the Local
Governance Act, RSNB 2021, Chapter 18, located
in the County of Kings and Province of New
Brunswick

WHEREAS the Developer is the registered owner of certain land located
at 79 Donlyn Drive (PID 30305577) and which said lands are more particularly
described in Schedule A hereto (hereinafter called the "Lands");

AND WHEREAS the Developer is now desirous of entering into a
development agreement to allow for the development of one, eighteen (18) unit
apartment building on the Lands as described in Schedules A through C. (herein
after called the "Project")

AND WHEREAS Rothesay Council did, on **April 27, 2026**
authorize the Mayor and Clerk to enter into a Development Agreement with 753221
N.B. INC. to develop a multiple unit building on the Lands.

NOW THEREFORE THIS AGREEMENT WITNESSETH that for and in the
consideration of the mutual covenants and agreements herein expressed and
contained, the parties hereto covenant and agree as follows:

1. The Developer agrees that the total number of residential units situated on
the Lands shall not exceed one building with a maximum of eighteen (18)
residential apartment units.
2. The Town and Developer agree that the Development Officer may, at their
discretion, consider a reduction in the total area of the multi-unit apartment
building and the resulting applicable and necessary changes to Schedules
B, and C as non-substantive and generally in conformance with this
Agreement.

Schedules

3. The Developer agrees to develop the Lands in a manner, which, in the
opinion of the Development Officer, is generally in conformance with the
following Schedules attached to this Agreement:
 - a. Schedule A Legal Description of Parcels
 - b. Schedule B Proposed Building Plans
 - c. Schedule C Proposed Site, Servicing and Stormwater Plans

Site Development

4. The Developer agrees that except as otherwise provided for herein the use
of the Lands shall comply with the requirements of the Rothesay Zoning By-

law and Subdivision By-law, as may be amended from time to time.

5. The Developer agrees to develop the Lands in a manner, which, in the opinion of the Development Officer, is generally in conformance with Schedules B, and C.
6. The Developer agrees to provide a detailed landscaping plan for the site with the initial Development / Building Permit application for the approval of the development officer incorporating the following elements:
 - a. Landscaping along the Donlyn Drive street frontage incorporating trees as detailed in Part 11 of this agreement.
 - b. Trees along the eastern and northern sides of the parking area to provide a visual buffer around the proposed parking lot in lieu of the required landscaped islands within the parking area.
 - c. Retention of the existing treed area in the western portion of the site adjacent to PID 30186779 (77 Donlyn Drive), in accordance with the site plan submitted with the application.

Architectural Guidelines

7. The Developer agrees that an objective of this development is to provide a high quality and visually attractive development, which exhibits an architectural design that reinforces the community character and that is generally consistent with the existing styles of housing in Rothesay. The Developer agrees to ensure the following:
 - a. The architectural design of the building shall be, in the opinion of the Development Officer, generally in conformance with Schedules B and C.
 - b. All exterior mounted ventilation and related mechanical equipment, including roof mechanical units, shall be concealed by screening in a manner to reduce clutter and negative impacts on the architectural character of the building.

Off-Site Disturbance

8. The Developer agrees that any disturbance to existing off site infrastructure resulting from the development, including but not limited to, streets, sidewalks, curbs and gutters, street trees, landscaped areas and utilities, shall be the full responsibility of the Developer, and shall be reinstated, removed, replaced or relocated by the Developer as directed by the Development Officer, in consultation with the Director of Operations.

Development Permit

9. The Developer agrees to not commence clearing of trees, removal of topsoil or excavation activities in association with the construction of the development until the Town has approved a development permit for site grading, erosion and sedimentation control as issued by the Development Officer.
10. The Developer agrees that, notwithstanding that a site grading permit may be issued, the Development Officer shall not issue a development permit to the Developer for work directly connected with the construction of buildings on the Lands until the Developer submits the following plans acceptable to the Town:
 - a. Storm water Management Plan as per PART 12 of this agreement; and
 - b. Landscaping Plan as per PART 6 of this agreement.

Municipal Sidewalks

11. The Developer shall carry out and pay for the entire actual cost of a public sidewalk constructed to Town standards within the Town right-of-way along the entire frontage of the Land with Donlyn Drive, subject to inspection and approval by the Director of Operations, including the following:
 - a) supply and maintenance of for a period of one (1) year the topsoil, sod, landscaping and the planting of street trees located every 10 meters, or an equivalent number planted in locations approved by the Town, along the length of the public road right-of-way where such trees are as follows:
 - i. Not smaller than six centimetres (6 cm) in diameter measured at a point being 2 meters above the root ball such trees species as approved by the Development Officer.

Storm Water Management

12. The Developer agrees to have a storm water management plan designed by a professional engineer so that the peak surface runoff rates discharged from the development shall not exceed pre-development peak discharge rates as described in Schedule "D" Storm Water Standards of Zoning By-law 2-10.
13. The Developer shall carry out, ensuring compliance with Town By-laws and Municipal Plan and subject to inspection and approval by the Director of Operations, and pay for the entire actual costs of the installation of a storm water management system. The Developer will be responsible for the costs of the following:
 - a. Provide and install a Stormceptor® model STC 300 or equivalent inlet stormwater treatment chamber, or comparable stormwater management best practices that remove sediment and pollutants and maintain such device(s) in accordance with the manufacturer's specifications.
14. The written Certification from a qualified professional engineer licensed to practice in the Province New Brunswick, that the Developer has satisfactorily completed and constructed the stormwater management plan and works in accordance with this agreement and Schedule "D" Stormwater Standards of Zoning By-law 2-10 and as may be required by the Director of Operations prior to any construction of any buildings on the Lands pursuant to the specific proposal under this Agreement.

Water Supply

15. In addition to and notwithstanding the payments committed elsewhere in this agreement the Developer agrees to pay the Town the following amounts:
 - a. an amount, calculated by the Director of Operations in the manner set out in By-Law 1-18 Water By-Law as amended from time to time, for Permit Connection and Water System Access Fees, which shall be paid to the Town on issuance of the building permit; and
 - b. a payment of \$5,820.97 for the costs of extending servicing to PID 30305577. This payment is due upon execution of this agreement.
16. The Town agrees to supply potable water for the multi-unit apartment building and the associated residential use incidental thereto and for no other purposes whatsoever.

17. The Developer agrees that the water supply shall not be used to service any water-to-air heat pump or exchanger and that there shall be no inter-connection with domestic wells.
18. The Developer agrees to provide and grant to the Town, its successors and assigns, unencumbered easements, in the form customarily used by the Town, which the Town might deem necessary to adequately provide for the operation and maintenance of storm water drainage, water supply systems including the water service laterals and fire hydrants.
19. The Town does not guarantee and nothing in this Agreement shall be deemed to be a guarantee of an uninterrupted supply or of a sufficient or uniform water pressure or a defined quality of water. The Town shall not be liable to the Developer or to any person, firm or corporation for any damage or injury caused by the interruption of the supply of water, the lack of uniform pressure thereof or the quality of water. Further the Developer agrees to the following:
 - a. The Developer agrees that a separate water meter shall be installed, at their expense, for each connection made to the Town Water System.
 - b. The Developer agrees that the Town Council may terminate the Developer's connection to the Town water system in the event that the Town finds that the Developer is drawing water for an unauthorized purpose or for any other use that the Town deems in its absolute discretion.
20. The Developer agrees that all connections to the Town water mains shall be approved by the Director of Operations or such other person as is designated by the Town and shall occur at the sole expense of the Developer.
21. The Developer agrees that Town staff shall visually inspect the connection to the Town water mains before the connection is buried. In the event such connections are buried prior to inspection the Developer shall on the demand of Town Staff re-excavate such connections for inspection at no cost to the Town.
22. The Developer shall install a fire hydrant within the Donlyn Drive public street right-of-way along the frontage of the development site, at a location approved by the Director of Operations
23. The written certification of a Professional Engineer, licenced to practice in the Province of New Brunswick that the connection of service laterals and the connection to the existing town water supply has been satisfactorily completed and constructed in accordance with the Specifications for Developers is required prior to the occupation of any buildings or portions thereof.

Sanitary Sewer

24. In addition to and notwithstanding the payments committed elsewhere in this agreement, the Developer agrees to pay the Town an amount, calculated by the Director of Operations in the manner set out in By-Law 1-15 Sewage By-Law as amended from time to time, for Permit and Sewer Connection Fees which shall be paid to the Town on issuance of the building permit.
25. The Developer shall carry out, ensuring compliance with Town By-laws and Municipal Plan and subject to inspection and approval by Town representatives, and pay for the entire actual costs of the following:

- a. Engineering design, supply, installation, inspection and construction of all service lateral or laterals necessary to connect to the existing sanitary sewer system inclusive of all pipes, laterals, fittings, and precast concrete units. The Developer shall connect to the existing sanitary sewer system at a point to be determined by the Director of Operations. Connection to the Town sewer system will be made by directional drilling unless otherwise approved by the Director of Operations.
 - b. Providing and granting to the Town, its successors and assigns, unencumbered easements, in the form customarily used by the Town, which the Town might deem necessary to adequately provide for the operation and maintenance of the sanitary sewer inclusive of all pipes, laterals, fittings and precast concrete units crossing the Lands of the Developer.
26. The Developer agrees to submit for approval by the Town, prior to commencing any work to connect to the sanitary sewer system, any plans required by the Town, with each such plan meeting the requirements as described in the Specifications for Developers (hereinafter referred to as the "Specifications for Developers").
27. The Developer agrees that all connections to the Town sanitary sewer system shall be supervised by the Developer's professional engineer and inspected by Town staff prior to backfilling and shall occur at the sole expense of the Developer.

Lighting and General Maintenance

28. The Developer agrees to direct all exterior lighting to driveways, parking areas, building entrances and walkways and that all exterior lighting shall be arranged or directed so as to divert the light away from adjacent residential lots and buildings.
29. The Developer agrees to install decorative pole lights, the style to be approved by the Town for illumination of the driveway and roadway frontage of the lot. The pole lights shall become the responsibility of the property owner and shall be maintained in a manner to ensure continuous operation
30. The Developer shall maintain, at its own expense, the Lands, buildings or structures shown on the site plan in a condition appropriate to the area in which it is located, such determination to be made in accordance with standards prescribed by the Town.
31. The Developer agrees that refuse containers located outside the building shall be fully screened from adjacent properties and from streets by means of opaque fencing/masonry walls with suitable landscaping in accordance with the Zoning by-law, and shall further ensure that all refuse is removed regularly.
32. The Developer shall maintain and keep in good repair all portions of the development on the Lands, including but not limited to, the interior and exterior of buildings, fencing, walkways, recreational amenities, parking areas and driveways, and the maintenance of all landscaping including the replacement of damaged or dead plant stock, trimming and litter control, garbage removal and snow removal/sanding of walkways and driveways.
33. The Developer expressly agrees and understands that notwithstanding any provision of the Town's Building By-Laws or any statutory by-law or regulatory provision to the contrary, the Building Inspector shall not issue a building permit to the Property Owner for work directly connected with the development of the Lands, nor shall the Property Owner be entitled to such a permit unless and until the Development Officer has approved the Site Plan submitted as part of the Development Permit process illustrating the

precise size, location and configuration of the proposed building.

General Servicing

34. The Developer agrees to provide signed documentation and progress reports from a practicing Professional Engineer, licensed in New Brunswick ensuring that applicable codes and standards have been met and that the work was completed and utilizing such materials as in accordance with the terms of this Agreement and approved specifications.
35. The Developer agrees to provide as-built drawings that delineate all public infrastructure to be submitted to Rothesay in compliance with the minimum standards and requirements specified in Rothesay's Digital Data Submission Standards for Infrastructure and Construction Drawings.
36. The Developer agrees that all items, materials, pipes, fittings, and other such infrastructure following acceptance of delivery on site by the Developer shall remain the full responsibility of the Developer against their accidental breakage or vandalism until Rothesay accepts the completed works.
37. The Developer agrees to restore all disturbed or damaged areas of the public street and right of way to the satisfaction of Rothesay's Engineer following installation of the required municipal services.

Retaining Walls

38. The Developer agrees that dry-stacked segmental concrete (masonry block) gravity walls shall be the preferred method of retaining wall construction for the purpose of erosion control or slope stability on the Lands and furthermore that the use of metal wire basket cages filled with rock (gabions) is not an acceptable method of retaining wall construction.
39. The Developer agrees to obtain from the Town a Building Permit for any retaining wall, as required on the Lands, in excess of 1.2 meters in height and that such retaining walls will be designed by a Professional Engineer, licensed to practice in New Brunswick.

Indemnification

40. The Developer does hereby indemnify and save harmless the Town from all manner of claims or actions by third parties arising out of the work performed hereunder, and the Developer shall file with the Town prior to the commencement of any work hereunder a certificate of insurance naming the Town as co-insured evidencing a policy of comprehensive general liability coverage on "an occurrence basis" and containing a cross-liability clause which policy has a limit of not less than Two Million Dollars (\$2,000,000.⁰⁰) including a project wrap-up liability policy (with no less than 24 months coverage after project completion). The aforesaid certificate must provide that the coverage shall stay in force and not be amended, canceled or allowed to lapse within thirty (30) days prior to notice in writing being given to the Town. The aforesaid insurance coverage must remain in full force and effect during the period available to the Developer pursuant to this agreement to complete the work set out as described in this Agreement.

Notice

41. Any notice or advice which is to be given under this Agreement shall be deemed to have been satisfactorily given to the Developer if delivered personally or by prepaid mail addressed to **753221 NB Inc.**, 16 Foxwood Court, Quispamsis, NB, E2E 0R6 and to the Town if delivered personally or by prepaid mail addressed to **ROTHESAY**, 70 HAMPTON ROAD, ROTHESAY, NEW BRUNSWICK, E2E 5L5. In the event of notice by prepaid mail, the notice will be deemed to have been received four (4) days following its posting.

By-laws

42. The Developer agrees to be bound by and to act in accordance with the By-laws of the Town as amended from time to time and such other laws and regulations that apply or that may apply in the future to the site and to activities carried out thereon.

Termination

43. The Town reserves the right and the Developer agrees that the Town has the right to terminate this Agreement without compensation to the Developer if the specific proposal has not been completed on or before **April 27, 2031** being a date 5 years (60 months) from the date of Council's decision to enter into this Agreement. Accordingly, the Agreement shall have no further force or effect and henceforth the development of the Lands shall conform to the provisions of the Rothesay Zoning By-law.
44. Notwithstanding the preceding paragraph (43) above, the Parties agree that the development shall be deemed to have commenced if within a period of not less than three (3) months prior to **April 27, 2031** the construction of the municipal service infrastructure has begun and that such construction is deemed by the Development Officer in consultation with the Director of Operations as being continued through to completion as continuously and expeditiously as deemed reasonable.
45. The Developer agrees that should the Town terminate this Agreement the Town may call the Letter of Credit described herein and apply the proceeds to the cost of completing the work or portions thereof as outlined in this Agreement. If there are amounts remaining after the completion of the work in accordance with this Agreement, the remainder of the proceeds shall be returned to the Institution issuing the Letter of Credit. If the proceeds of the Letter of Credit are insufficient to compensate the Town for the costs of completing the work mentioned in this Agreement, the Developer shall promptly on receipt of an invoice pay to the Town the full amount owing as required to complete the work.

Security & Occupancy

46. The Town and Developer agree that Final Occupancy of the proposed building(s), as required in the Building By-law, shall not occur until all conditions above have been met to the satisfaction of the Development Officer and an Occupancy Permit has been issued.
47. Notwithstanding Schedule B and C of this Agreement, the Town agrees that the Occupancy Permit may be issued provided the Developer supplies a security deposit in the amount of one hundred twenty percent (120%) of the estimated cost to complete the required storm water management and landscaping. The security deposit shall comply with the following conditions:
- a. security in the form of an automatically renewing, irrevocable letter of credit issued by a chartered bank dispensed to and in favour of Rothesay;
 - b. Rothesay may use the security to complete the work as set out in Schedule B and C of this Agreement including landscaping or storm water works not completed within a period not exceeding six (6) months from the date of issuance of the Occupancy Permit;
 - c. all costs exceeding the security necessary to complete the work as set out in Schedule B and C of this Agreement shall be reimbursed to Rothesay; and
 - d. any unused portion of the security shall be returned to the Developer upon certification that the work has been completed and

acceptable to the Development Officer.

Failure to Comply

48. The Developer agrees that after sixty (60) days written notice by the Town regarding the failure of the Developer to observe or perform any covenant or condition of this Agreement, then in each such case:
- (a) The Town shall be entitled to apply to any court of competent jurisdiction for injunctive relief including an order prohibiting the Developer from continuing such default and the Developer hereby submits to the jurisdiction of such Court and waives any defense based upon the allegation that damages would be an adequate remedy;
 - (b) The Town may enter onto the Lands and perform any of the covenants contained in this Agreement or take such remedial action as is considered necessary to correct a breach of the Agreement, whereupon all reasonable expenses whether arising out of the entry onto the Lands or from the performance of the covenants or remedial action, shall be a first lien on the Lands and be shown on any tax certificate issued under the Assessment Act;
 - (c) The Town may, by resolution of Council, discharge this Agreement whereupon this Agreement shall have no further force or effect and henceforth the development of the Lands shall conform with the provisions of the Land Use By-law; and/or
 - (d) In addition to the above remedies, the Town reserves the right to pursue any other remediation under the *Community Planning Act* or Common Law in order to ensure compliance with this Agreement.

Entire Agreement

49. This Agreement contains the whole agreement between the parties hereto and supersedes any prior agreement as regards the lands outlined in the plan hereto annexed.

Severability

50. If any paragraph or part of this agreement is found to be beyond the powers of the Town Council to execute, such paragraph or part or item shall be deemed to be severable and all other paragraphs or parts of this agreement shall be deemed to be separate and independent therefrom and to be agreed as such.

Reasonableness

51. Both parties agree to act reasonably in connection with any matter, action, decision, comment or approval required or contemplated under this Agreement.

This Agreement shall be binding upon and endure to the benefit of the Parties hereto and their respective heirs, administrators, successors and assigns.

Development Agreement
DRAFT 2026 April 17

753221 N.B. Inc.
79 Donlyn Drive

IN WITNESS WHEREOF, each of the parties set out below has caused this Agreement, made in duplicate, to be duly executed by its respective, duly authorized officer(s) as of _____, 2026.

753221 N.B. INC.

Witness:

Corey O'Dell, Director

Rothesay

Witness:

Nancy E. Grant, Mayor

Witness:

Mary Jane E. Banks, Clerk

SCHEDULE A – LEGAL DESCRIPTION OF PARCELS

PID: 30305577

DRAFT

SCHEDULE B – PROPOSED BUILDING PLANS

18 Unit Apartment Building

79 Donlyn Drive, Rohnesay

24A12

M/P Engineer

Fundy Engineering

Structural Engineer

Hatcharc Engineering Ltd.

Civil Engineer

Fundy Engineering

Architect

osda architecture & consulting
JHA Architecture

Electrical Engineer

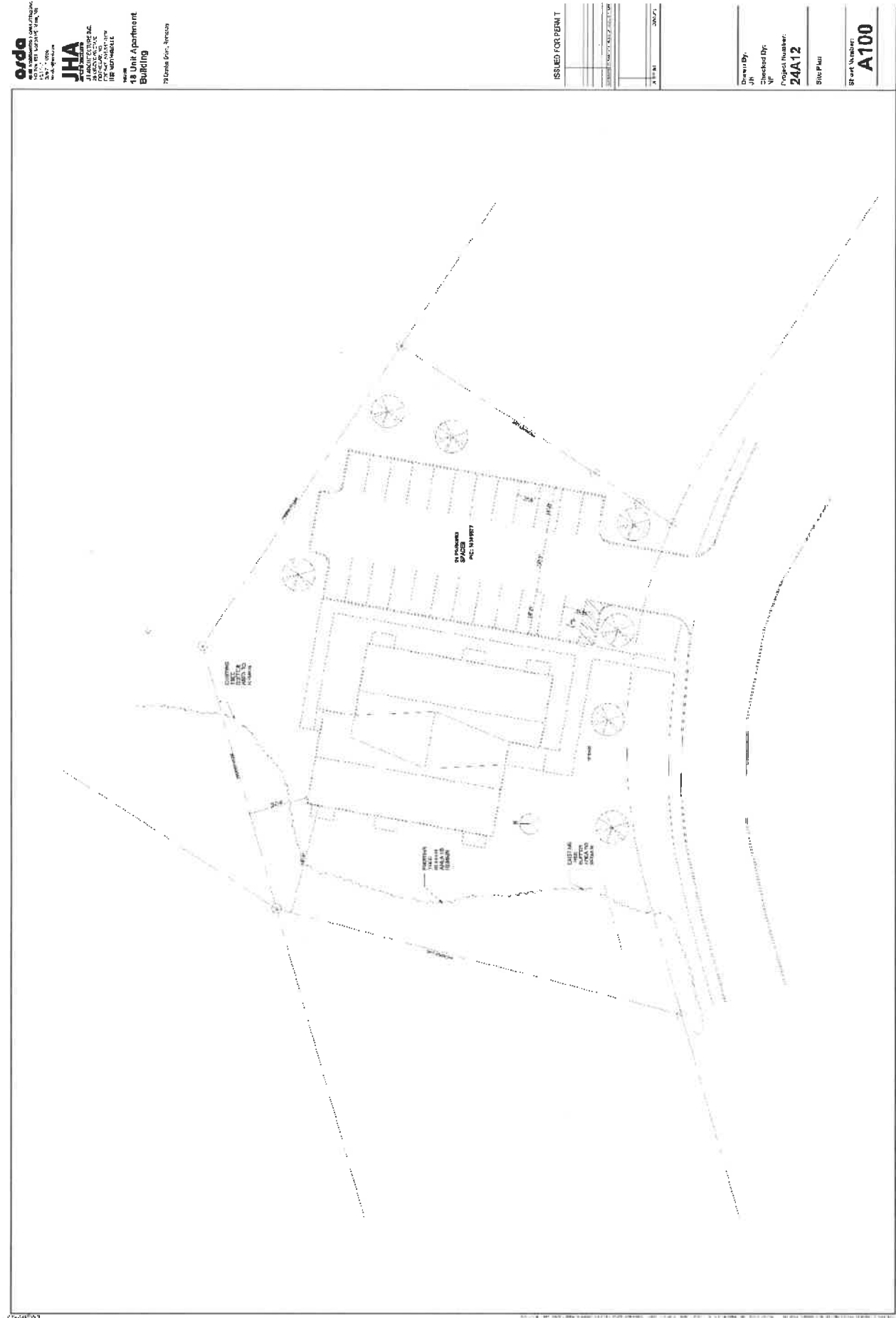
MAK Engineering

ISSUED FOR PERMIT
2025.12.16

Item	Particulars	Unit
01.1	18 UNIT APARTMENT BUILDING	
01.2	PROPOSED ELECTRICALS	
01.3	PROPOSED MECHANICAL	
01.4	MATERIALS	
01.5	DESIGN AND BIDDING CONTROLS	
02.1	20% PROPOSED	
02.2	5% PROPOSED	
02.3	10% PROPOSED	
02.4	15% PROPOSED	
02.5	20% PROPOSED	
02.6	25% PROPOSED	
02.7	30% PROPOSED	
02.8	35% PROPOSED	
02.9	40% PROPOSED	
02.10	45% PROPOSED	
02.11	50% PROPOSED	
02.12	55% PROPOSED	
02.13	60% PROPOSED	
02.14	65% PROPOSED	
02.15	70% PROPOSED	
02.16	75% PROPOSED	
02.17	80% PROPOSED	
02.18	85% PROPOSED	
02.19	90% PROPOSED	
02.20	95% PROPOSED	
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02.78	385% PROPOSED	
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02.80	395% PROPOSED	
02.81	400% PROPOSED	
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02.96	475% PROPOSED	
02.97	480% PROPOSED	
02.98	485% PROPOSED	
02.99	490% PROPOSED	
03.00	495% PROPOSED	
03.01	500% PROPOSED	
03.02	505% PROPOSED	
03.03	510% PROPOSED	
03.04	515% PRO	

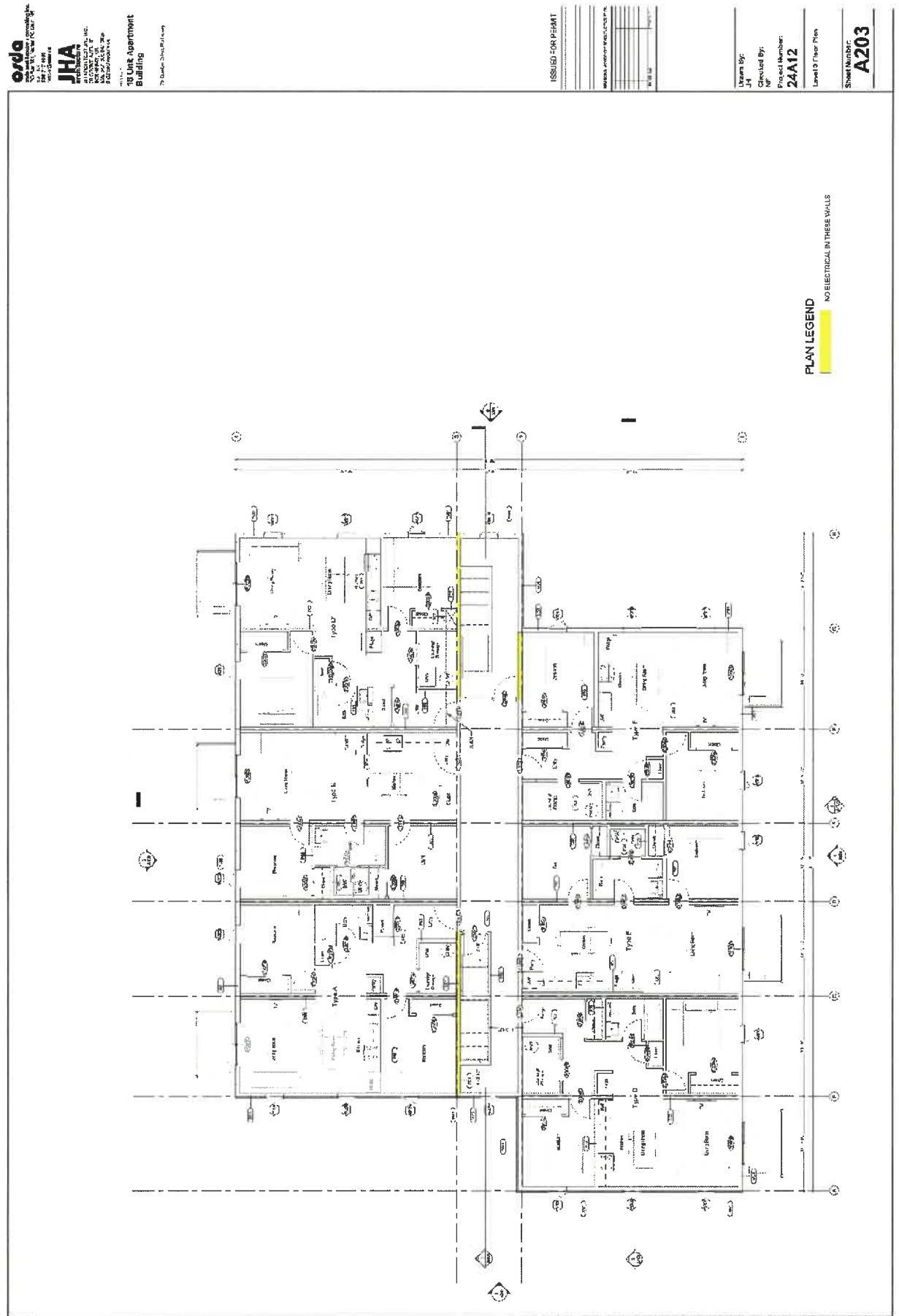
Development Agreement
DRAFT 2026 February 3

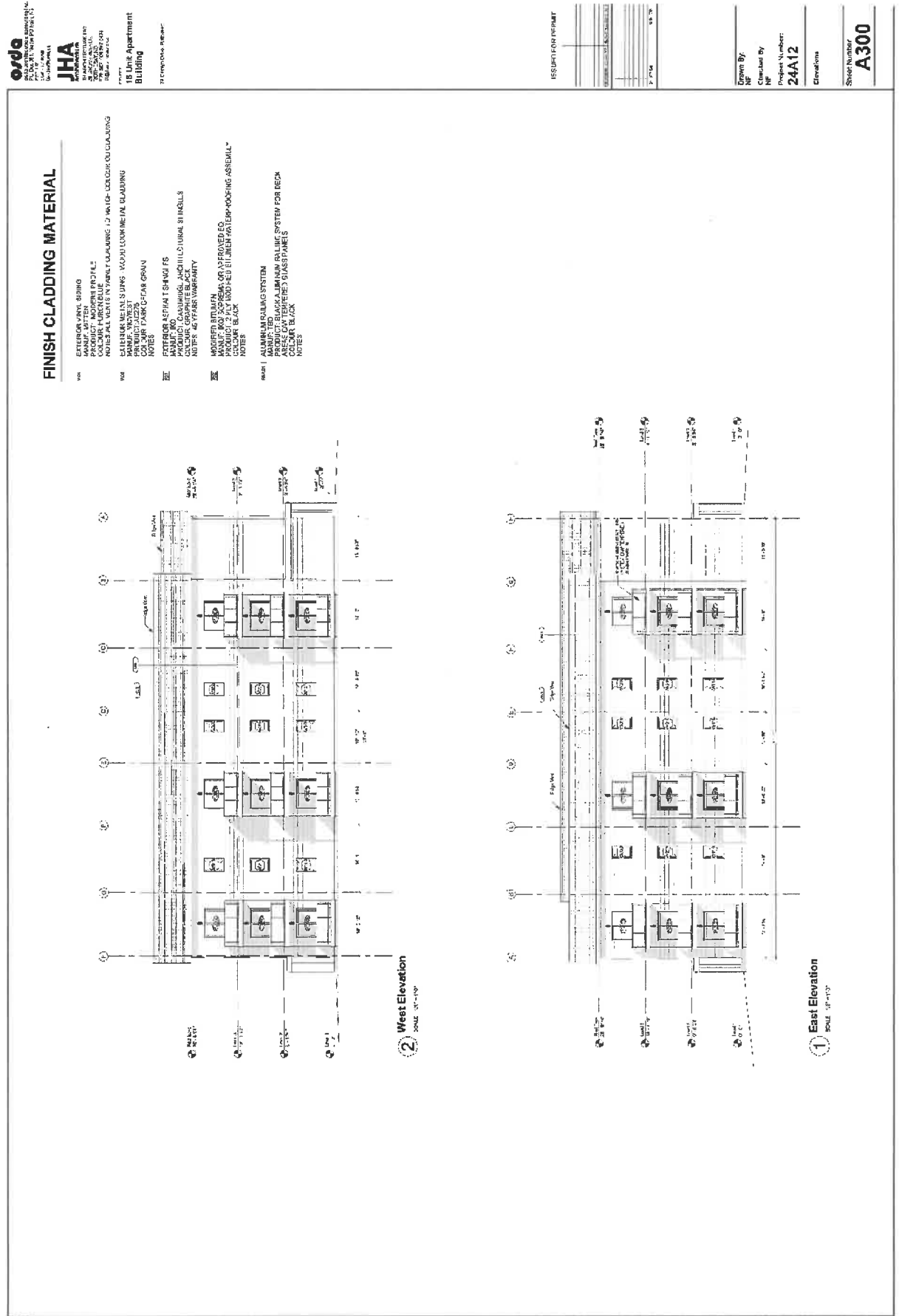
753221 N.B. Inc.
79 Donlyn Drive



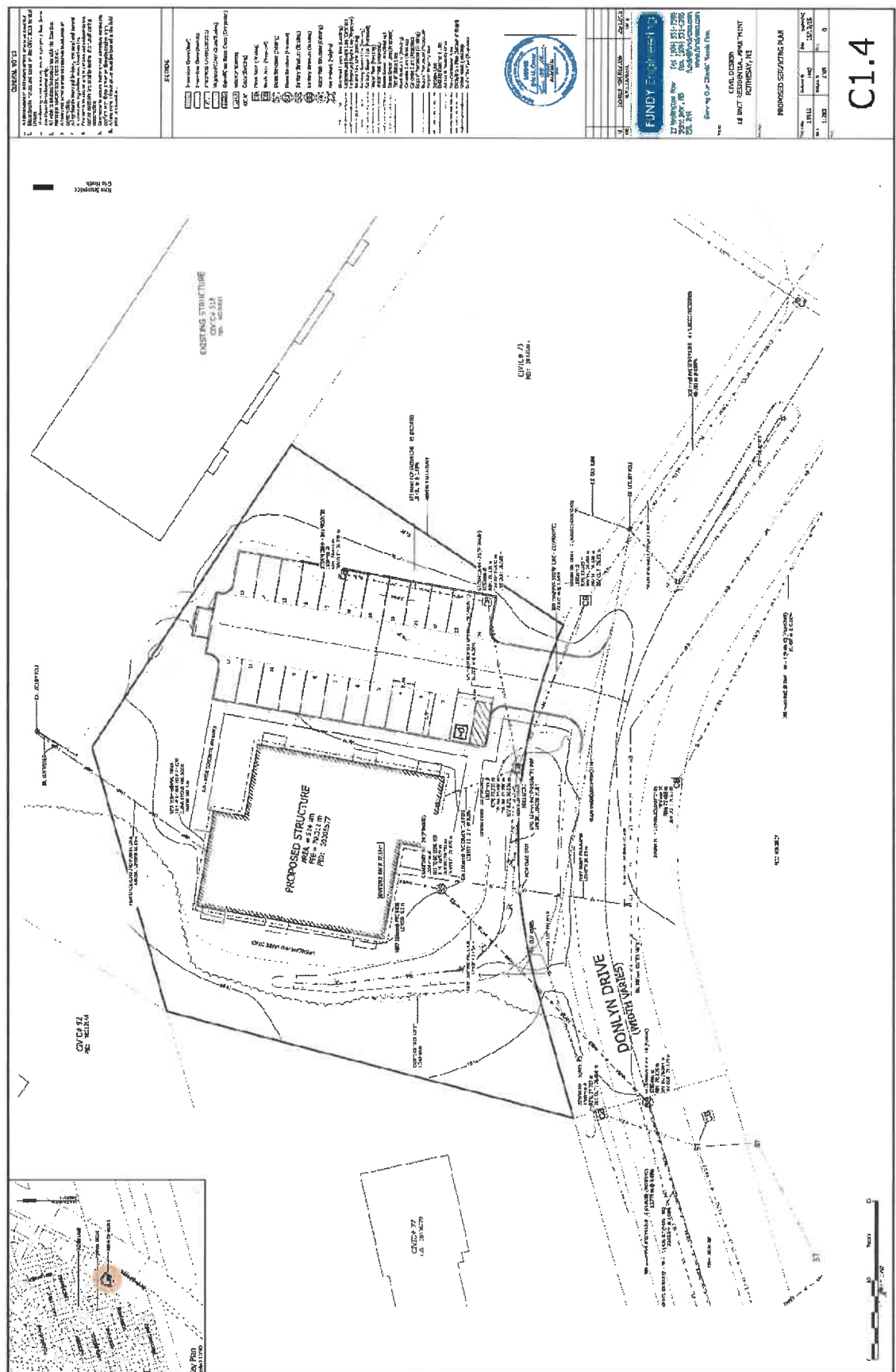


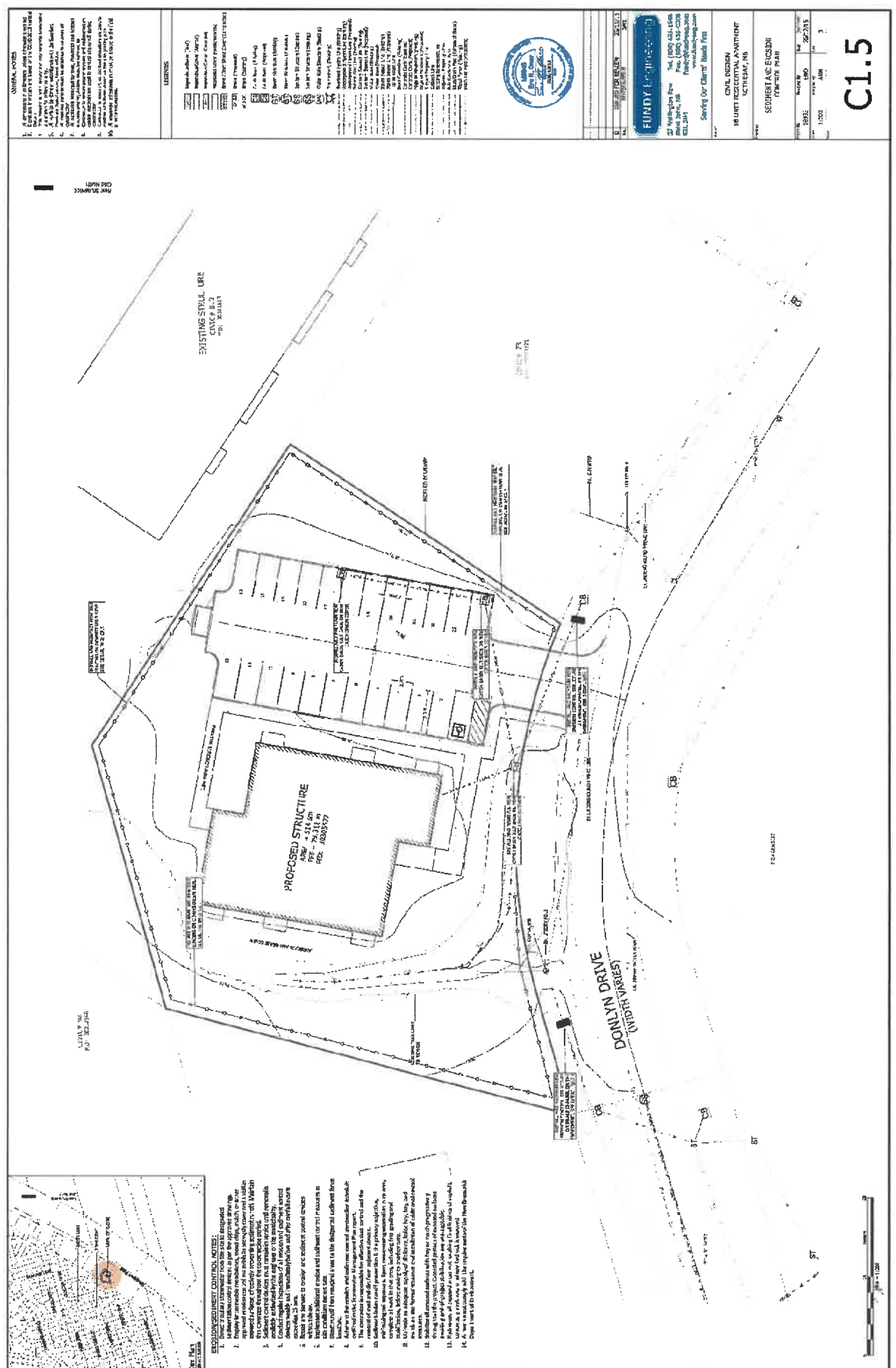






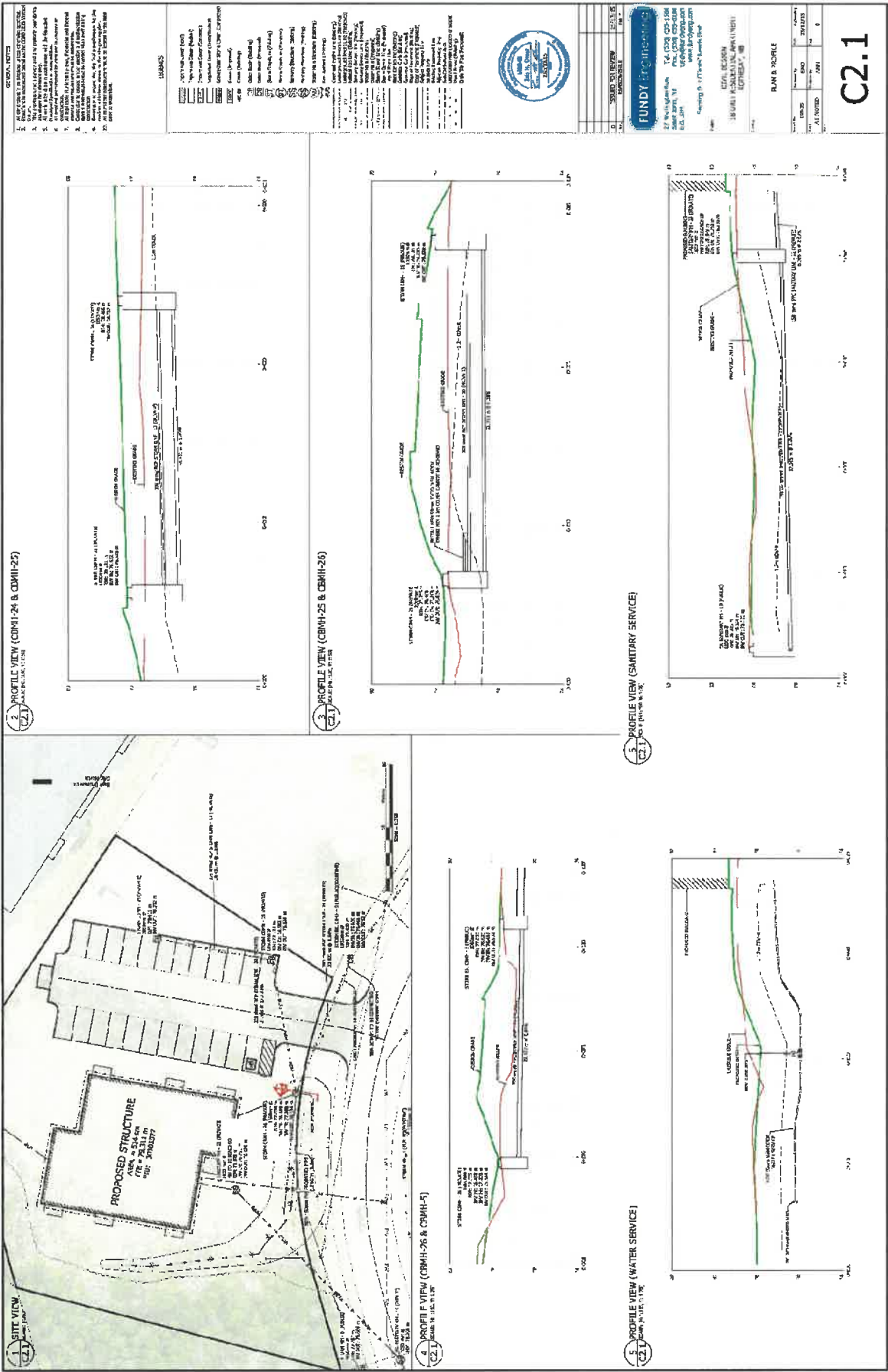
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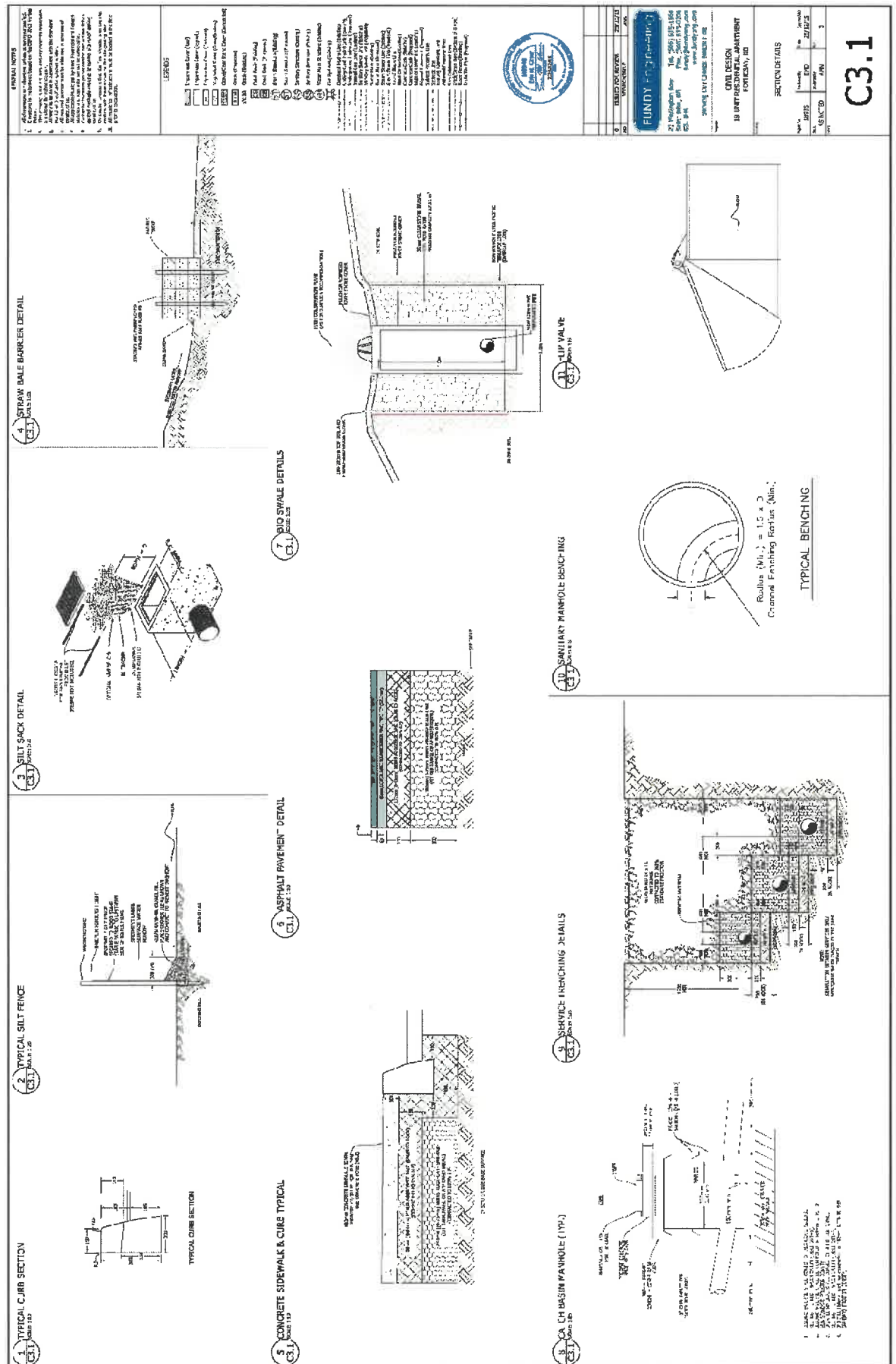




Development Agreement
DRAFT 2026 February 3

753221 N.B. Inc.
79 Donlyn Drive





Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: Corey O'Dell
16 Foxwood Court
Quispamsis, NB
E2E 0R6

Office Held by Deponent: **Director**

Corporation: 753221 NB Inc.

Place of Execution: Rothesay, Province of New Brunswick.

Date of Execution: _____, 2026

I, **COREY O'DELL**, the deponent, make oath and say:

1. That 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. That the attached instrument was executed by me as the officer(s) duly authorized to execute the instrument on behalf of the corporation;
3. the signature "**Corey O'Dell**" subscribed to the within instrument is the signature of me and is in the proper handwriting of me, this deponent.
4. the Seal affixed to the foregoing indenture is the official seal of the said Corporation was so affixed by order of the Board of Directors of the Corporation to and for the uses and purposes therein expressed and contained;
5. That the instrument was executed at the place and on the date specified above;

DECLARED TO at Rothesay,
in the County of Kings,)
and Province of New Brunswick,)
This ____ day of _____, 2026)

BEFORE ME:)

Commissioner of Oaths)

Corey O'Dell

Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c.L-1.1, s.55

Deponent: **MARY JANE E. BANKS**
Rothsay
70 Hampton Road
Rothsay, N.B.
E2E 5L5

Office Held by Deponent: Clerk

Corporation: **Rothsay**

Other Officer Who Executed the Instrument: **NANCY E. GRANT**
Rothsay
70 Hampton Road
Rothsay, N.B.
E2E 5L5

Office Held by Other Officer Who Executed the Instrument: Mayor

Place of Execution: Rothsay, Province of New Brunswick.

Date of Execution: _____, 2026

I, **MARY JANE E. BANKS**, the deponent, make oath and say:

1. That 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;
6. That the attached instrument was executed by me and **NANCY E. GRANT**, the other officer specified above, as the officer(s) duly authorized to execute the instrument on behalf of the corporation;
7. The signature "**NANCY E. GRANT**" subscribed to the within instrument is the signature of Nancy E. Grant, who is the Mayor of the town of Rothsay, and the signature "**Mary Jane E. Banks**" subscribed to the within instrument as 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;
8. 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;
9. That the instrument was executed at the place and on the date specified above;

DECLARED TO at town of
Rothsay, in the County of Kings,)
and Province of New Brunswick,)
This ____ day of _____, 2026)

BEFORE ME:)
)
)
)
Commissioner of Oaths)

MARY JANE E. BANKS

**KENNEBECASIS VALLEY FIRE DEPARTMENT INC BOARD MEETING
FIRE STATION ONE, CAMPBELL DRIVE, ROTHESAY, NB
FEBRUARY 12, 2026**

Present: Chair Kirk Miller	Ian Watson, Administrator
Vice Chair Dave Brown	Deputy Chief Shawn White
Commissioner Stéphane Bolduc	Division Chief John Codling
Commissioner Noah Donovan	Division Chief Karen Trecartin
Commissioner Patricia Murray	Carlene MacBean, Executive Assistant

Absent: Treasurer Peter Lewis

1.0 Call to Order

Chair Miller called the meeting to order at 6:36 pm.

2.0 Chair's Remarks

None

3.0 Approval of Agenda

Moved by D. Brown and seconded by S. Bolduc, the agenda be approved as presented.

CARRIED

4.0 Conflict of Interest

None

5.0 Approval of Previous Minutes

5.1 November 12, 2025

Moved by P. Murray and seconded by N. Donovan, that the minutes of November 12, 2025 be approved as presented.

CARRIED

6.0 Unfinished Business

None

7.0 Correspondence

7.1 Letter from Rothesay re: 2026 Budget Kennebecasis Valley Fire Department

Moved by N. Donovan and P. Murray to receive and file.

CARRIED

7.2 Letter from Quispamsis re: 2026 Budget Kennebecasis Valley Fire Department

Moved by S. Bolduc and D. Brown to receive and file.

CARRIED

7.3 Letter from Office of the Fire Marshal re: New Brunswick Smoke Alarm Campaign

Moved by S. Bolduc and N. Donovan to receive and file.

CARRIED

8.0 New Business

8.1 Release – Chief Mike Boyle's Retirement

A release was sent out announcing Chief Boyle's retirement and was also posted on the Kennebecasis Valley Fire Department's Facebook page.

Moved by S. Bolduc and seconded by N. Donovan to receive and file.

CARRIED

8.2 Car 1 Replacement

Deputy Chief White reported that as part of the 2026 budget process, the replacement of Car 1 was approved, which is the Fire Chief's primary service vehicle. As part of the implementation, a review of the department's light-duty fleet was conducted, including vehicle age, condition, maintenance trends and lifecycle considerations. This review identified Unit 11, a 2011 Toyota Tundra used as a reserve/service vehicle, as nearing the end of its cost-effective service life.

Following the fleet analysis, the department proceeded with the following plan:

- Unit 11 (2011 Toyota Tundra) was traded in while it had residual value
- The existing Car 1 (Dodge Durango) was reassigned as the reserve/service vehicle (Unit 11). This extends the replacement of a reserve vehicle beyond 2030.
- A new Car 1 was acquired within the approved capital budget.

Service vehicles follow a similar replacement schedule as fire apparatus; they live a useful "frontline" service life and then are either traded/sold, or are moved to reserve status. With this change, no service vehicles will need to be replaced until 2031.

Moved by N. Donovan and P. Murray to receive and file.

CARRIED

8.3 Asset Management Plan 2026 – 2036

The updated Asset Management Plan for 2026 to 2036 was provided to the Fire Board. Deputy Chief White noted that with the current frame issues with Engine 1 and the replacement of the Quint in 2027 it was important the Fire Board understand the timeline.

Moved by N. Donovan and seconded by S. Bolduc to receive and file.

CARRIED

9.0 Financial

9.1 Draft Financial Statements for the Month Ended December 31, 2025

Moved by N. Donovan and seconded by D. Brown to receive and file.

CARRIED

9.2 Budget Variance Analysis

Moved by S. Bolduc and seconded by N. Donovan to receive and file.

CARRIED

9.3 Compliance Report

Moved by N. Donovan and seconded by S. Bolduc to receive and file.

CARRIED

10.0 Business Arising from Committee of the Whole

None

11.0 Reports

11.1 Chief's Report

Moved by S. Bolduc and seconded by D. Brown to receive and file.

CARRIED

11.2 Response Summary – 2025 Year End

Moved by N. Donovan and seconded by D. Brown to receive and file.

CARRIED

11.3 Fire Prevention Report

Division Chief Trecartin reported that the completion date for the Fire Smart grant has been extended March 15 and the plan will be presented to the Fire Board at the April meeting.

Moved by N. Donovan and seconded by S. Bolduc to receive and file.

CARRIED

11.4 Training Report

Division Chief Codling provided a final wrap-up to 2025. Confined Space Rescue training has been completed, with all members now certified and the program is fully functional.

On January 17, 2026, the department assisted in a large training initiative at the request of the Association Training Representative for NBCC. With two Level 1 Firefighter courses nearing completion within the Royal Firefighters Association, a large-scale training day was held at Long Reach Fire Department's training facility. Our department providing some of our Level 2 instructors to lead a large portion of the live fire training. The regional mutual aid group too advantage of the day to incorporate a full-scale Incident Command system for the day, which then allowed several Chief officers to participate at a Command level, an initiative the department has been working on collaboratively over the last few years.

Moved by D. Brown and seconded by P. Murray to receive and file.

CARRIED

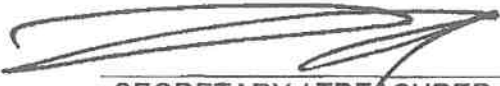
12.0 Adjournment

Moved by N. Donvoan that the meeting be adjourned at 7:04 pm.

Date of next meeting – April 8, 2026

Respectfully submitted,


CHAIR


SECRETARY / TREASURER

Vice Chair

Kennebecasis Valley Fire Department Inc.
Statement of Expense with Budget Variance
For the 12-months ending December 31, 2025

		BUDGET YEAR TO DATE	ACTUAL YEAR to DATE	VARIANCES YEAR TO DATE (Under Budget)	BUDGET 2025
Line No REVENUE:					
1	Members Contributions	\$6,913,500	\$6,913,500	\$0	\$6,913,500
2	Rebate of Property Tax (Miscellaneous Rev	\$85,679	\$84,741	(\$938)	\$85,679
4	Revenue Fee Structure	\$0	\$0	\$0	\$0
5	Misc. Revenue	\$4,500	\$63,527	\$59,027	\$6,000
6	Interest Income C/A	\$18,750	\$38,654	\$19,904	\$25,000
7	Deficit 2nd previous year	\$62,765	\$62,765	\$0	\$62,765
8		<u>\$7,085,194</u>	<u>\$7,163,186</u>	<u>\$77,992</u>	<u>\$7,092,944</u>
EXPENSES:					
ADMINISTRATION:					
9	Admin. Wages and Benefits	\$747,800	\$743,176	(\$4,624)	\$747,800
10	Convention/dues/training	\$27,000	25,644.65	(\$1,355)	\$27,000
11	Administrative Agreement	\$12,000	\$12,000	\$0	\$12,000
12	Professional Services	\$33,638	44,035	\$10,397	\$33,638
13	CPSE Accreditation	\$21,245	\$28,666	\$7,421	\$21,245
14	Office supplies/Copy Machine/ S/C	\$11,210	\$11,735	\$525	\$11,210
15	Computer hardware/software/IT	\$39,000	\$39,730	\$730	\$39,000
16	Telephone/ Internet	\$17,304	16,947	(\$357)	\$17,304
17		<u>\$909,197</u>	<u>\$921,934</u>	<u>\$12,737</u>	<u>\$909,197</u>
FIREFIGHTING FORCE:					
18	Salaries Basic	\$3,363,100	\$3,056,623	(\$306,477)	\$3,363,100
19	Overtime	\$50,000	\$77,087	\$27,087	\$50,000
20	Force Benefits	\$900,500	\$771,070	(\$129,430)	\$900,500
21	Career Uniforms and maintenance	\$30,500	\$35,108	\$4,608	\$30,500
22	Medical and Fitness Testing	\$20,000	12,572.60	(\$7,427)	\$20,000
23	Employee Wellness	\$7,000	6,089.83	(\$910)	\$7,000
24	Career Recognition	\$4,000	2,071.86	(\$1,928)	\$4,000
25	Holiday Relief Wages and overtime	\$440,800	\$483,115	\$42,315	\$440,800
26	Holiday Relief Benefits	\$180,900	\$147,324	(\$33,575)	\$180,900
27		<u>\$4,996,800</u>	<u>\$4,591,061</u>	<u>(\$405,738)</u>	<u>\$4,996,800</u>
TELECOMMUNICATIONS:					
28	Cellular Telephones	\$8,000	9,003.17	\$1,003	\$8,000
29	Communication Equipment	\$1,500	\$0	(\$1,500)	\$1,500
30	Maintenance / Repairs	\$700	\$0	(\$700)	\$700
31	Dispatch Service	\$264,600	\$280,423	\$15,823	\$264,600
32		<u>\$274,800</u>	<u>\$289,426</u>	<u>\$14,626</u>	<u>\$274,800</u>

		BUDGET	ACTUAL	VARIANCES	BUDGET
		YEAR TO DATE	YEAR to DATE	YEAR TO DATE	2025
INSURANCE:					
33	Insurance	\$84,898	\$84,214	(\$684)	\$84,898
34		\$84,898	\$84,214	(\$684)	\$84,898
PREVENTION AND TRAINING:					
35	Firefighter / Co. Officer Training	\$51,000	\$52,027	\$1,027	\$51,000
36	Fire Prevention	\$8,000	\$2,895	(\$5,105)	\$8,000
37	Public Education	\$3,600	\$5,586	\$1,986	\$3,600
38	Training Supplies	\$5,000	\$2,665	(\$2,335)	\$5,000
39		\$67,600	\$63,173	(\$4,427)	\$67,600
FACILITIES:					
40	Station 1 Operating	\$229,800	\$228,135	(\$1,665)	\$229,800
41	Station 2 Operating	\$114,000	\$109,415	(\$4,585)	\$114,000
42	Station Supplies	\$30,000	\$30,528	\$528	\$30,000
43		\$373,800	\$368,078	(\$5,722)	\$373,800
FLEET:					
44	Fuel Vehicle	\$38,000	\$37,542	(\$458)	\$38,000
45	Registration Vehicle	\$750	\$509	(\$241)	\$750
46	Vehicle Maint. & Repairs	\$90,000	\$102,036	\$12,036	\$90,000
47		\$128,750	\$140,086	\$11,336	\$128,750
OPERATIONS:					
48	New Equipment	\$26,000	\$26,114	\$114	\$26,000
49	Maint. & Repairs Equip.	\$20,000	\$28,036	\$8,036	\$20,000
50	Maint. & Repairs Bunker Gear	\$6,500	\$7,356	\$856	\$6,500
51	Medical Supplies	\$13,000	\$8,912	(\$4,088)	\$13,000
52	Fire Fighting Supplies	\$7,000	\$3,165	(\$3,835)	\$7,000
53	H&S/Cause determination	\$6,000	\$5,267	(\$733)	\$6,000
54		\$78,500	\$78,849	\$349	\$78,500
EMO:					
55	EMO	\$67,315	\$5,821	(\$61,494)	\$67,315
		\$67,315	\$5,821	(\$61,494)	\$67,315
WATER COSTS:					
56	Water Costs - Quispamsis	\$5,887	2,950	(\$2,937)	\$5,887
57	Water Costs - Rothesay	\$30,596	\$15,328	(\$15,268)	\$30,596
58		\$36,483	\$18,277	(\$18,206)	\$36,483

		BUDGET	ACTUAL	VARIANCES	BUDGET
		YEAR TO DATE	YEAR to DATE	YEAR TO DATE	2025
OTHER:					
59	Miscellaneous	\$5,000	\$5,756	\$756	\$5,000
60	Retirement Allowance	\$69,800	\$69,800	\$0	\$69,800
61		\$74,800	\$75,556	\$756	\$74,800
62	Operating Cost Total	\$7,092,943	\$6,636,477	(\$456,465)	\$7,092,943
63	(DEFICIT) SURPLUS FOR THE PERIOD	(\$7,749)	\$526,709	\$534,458	\$0

Kennebecasis Valley Fire Department Inc.

Budget Variances Analysis greater than \$5,000

For the 12-months ending December, 2025

Line #	Description	Budget YTD	Actual YTD	Variance	Details
					(Under Budget)
2	Property Tax Rebate			\$0	
5	Miscellaneous Revenue	\$4,500	\$63,527	\$59,027	\$48K WSNB rebate + \$10K payment from province for wildfire assistance
6	Interest Income	\$18,750	\$38,654	\$19,904	Budgeted for lower interest rate than actually occurred
12	Professional Services	\$33,638	\$44,035	\$10,397	Unbudgeted expenses (\$3.5K Kearney funeral + \$5K CBA legal advise)
13	CPSE Accreditation	\$21,245	\$28,666	\$7,421	Actual costs higher than expected
18	Salaries Basic	\$3,363,100	\$3,056,623	(\$306,477)	No new CBA
19	Overtime	\$50,000	\$77,087	\$27,087	Several F/T FF's were injured or disabled and covered by other Career and HRFF's
20	Force Benefits	\$900,500	\$771,070	(\$129,430)	Accruing pension cost linked to no new CBA. Retro pmt. will include lump sum pension cost
22	Medical and Fitness Testing	\$20,000	\$12,573	(\$7,427)	As required
25	Holiday Relief Wages & Overtime	\$440,800	\$483,115	\$42,315	Short 3 HRFF's in Q1&Q2. Other HRFF's covered. Several F/T FF's were injured or disabled
26	Holiday Relief Benefits	\$180,900	\$147,324	(\$33,575)	Accruing pension cost linked to no new CBA. Retro pmt. will include lump sum pension cost
31	Dispatch Service	\$264,600	\$280,423	\$15,823	Misbudgeted in 2025
36	Fire Prevention	\$8,000	\$2,895	(\$5,105)	Lower than expected costs
46	Vehicle Maint. & Repairs	\$90,000	\$102,036	\$12,036	As required
49	Maintenance & Repair Equip.	\$20,000	\$28,036	\$8,036	As required
55	EMO	\$67,315	\$5,821	(\$61,494)	As required
57	Water Costs - Rothesay	\$30,596	\$15,328	(\$15,268)	As required
Material Variances		\$5,513,944	\$5,209,240	(\$304,704)	

Kennebecasis Valley Fire Department Inc.

Invoices over \$5,000

For the months of October - December 2025

Non-Recurring Monthly Invoices		Amount	Description
10-10-25	Department of Transportation	\$39,376.58	Radios capital budget item
10-21-25	Wayfair	\$8,187.98	New filing cabinets (budgeted item)
10-27-25	Cox & Palmer	\$5,217.55	Legal opinion on potential CBA agreement
11-14-25	Toromont	\$7,632.41	E1 fire damage repair



Kennebecasis Valley Fire Department Inc.

Chief Michael Boyle

Deputy Chief Shawn White

7 Campbell Drive, Rothesay, NB E2E 5B6
Phone (506) 848-6601 Fax (506) 848-6608
Email: finance.kvfire.ca

TO: Finance Committee
FROM: Ron Catchick
DATE: February 2, 2026
RE: Compliance Report

The following Government remittances have been remitted for the months of January – June, 2025 in accordance with the appropriate regulation:

Payroll taxes (CPP, EI, income tax withheld) –remittances filed every two weeks

HST rebate claim remitted semi-annually - the months of June – December 2025 will be filed before end of February 2026.

WHSCC – remitted monthly –payment remitted

Ron Catchick

Ron Catchick
Finance Administrator



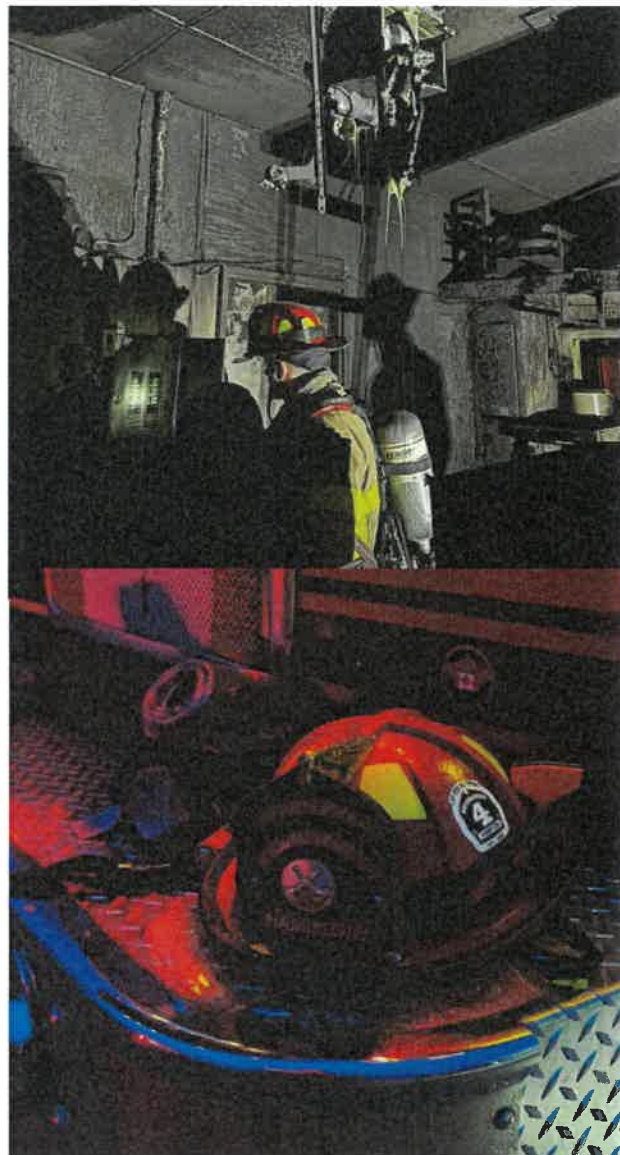
Kennebecasis Valley Fire Department

Deputy Fire Chief's Report to the Joint Board of Fire Commissioners

Significant Incidents

Around 8:30 pm on Christmas Eve, firefighters were dispatched to a structure fire on Fairweather Lane in Rothesay. Firefighters arrived in under five minutes and on arrival they found a fire inside the attached garage of the home. The fire was quickly knocked down and although the garage had significant damage, damage to the home was limited to minor smoke damage. The family was home at the time and escaped without injury.

At approximately 4:00 PM on Christmas Eve, KVFD firefighters were dispatched to assist Hampton Fire Rescue with a structure fire on Passekeag Road. Upon arrival, firefighters were met with a fully involved detached garage. Firefighters quickly knocked down the bulk of the fire and protected the house.



Saint John Airport Tabletop

On December 9th, airport staff gathered with local and provincial first responders and airline partners for an annual tabletop emergency exercise, reinforcing the importance of training together, not just responding together. The morning session included an introduction to the Incident Command System for Executives, providing leaders with a deeper understanding of unified command, multi-agency coordination, and the flow of information between Executives and Incident Commanders during an incident.



Firefighter for a Day

On December 9th, we celebrated Maddie, Logan, Freya, and Mila for winning this year's Firefighter for a Day contest! Each of these students did a fantastic job of creating a home escape plan for their household. Each year, firefighters visit every grade 3 classroom in the valley educating on the importance of smoke alarms, home escape planning, and meeting spots. These winners were picked up at school in a fire truck and got to spend the day with firefighters at our fire stations.



Captain Bill Gentleman Retirement

Bill joined the department back in 1983, when it was still the Rothesay Fire Department, starting out as a volunteer before going full time in 1990. Bill worked his way up the ranks, becoming a Lieutenant in 2005 and a Captain in 2010, and he has proudly served as the Captain on C Platoon.



Chief Mike Boyle Retirement

After more than 20 years of dedicated service to the residents of the Kennebecasis Valley, Mike Boyle officially retired from the department on January 23. The strong foundation he helped build will ensure the department continues to be a benchmark of excellence for others to follow.



Wildfire Planning Funding

On December 15th, representatives from the provincial and federal government gathered at Station 1 to announce funding for wilding resilience planning.

The federal and provincial governments are providing 50 New Brunswick communities with a combined \$2.6 million for wildfire planning. The KVFD was one of the fire departments chosen and is currently having a wildfire resiliency plan drafted for the community by a consulting company from British Columbia.



Professional update DC White

I have joined the International Association of Emergency Managers (IAEM), which provides access to national and international best practices, training resources, and professional development in emergency management and disaster preparedness.

In addition, I have been elected as Zone Chair, assuming the role previously held by Mike. I look forward to continuing the work of the Zone in supporting collaboration and coordination among departments and partner agencies.





Monthly Incident Report - Public

INCIDENT TYPE (NFIRS)	COUNT OF INCIDENTS
10 - Fire/explosion - dollar loss	1
12 - Rubbish/grass fire - no dollar loss	2
31 - Vehicle Accident	12
43 - Public Hazard - power line down / utility pole hazard	1
49 - Public Hazard - miscellaneous	1
62 - Public Service - first aid	65
65 - Public Service - mutual aid	1
69 - Public Service- miscellaneous	3
70 - Alarm No Fire - accidental miscellaneous	9
71 - Alarm No Fire - smoke or steam mistaken	1
73 - Alarm No Fire - detector activated	2
75 - Alarm No Fire - unknown odours	1
79 - Alarm No Fire - miscellaneous	5
90 - Incident Situation unclassified	2
Total	106

December 2025



Monthly Incident Report - Public

INCIDENT TYPE (NFIRS)	COUNT OF INCIDENTS
10 - Fire/explosion - dollar loss	3
12 - Rubbish/grass fire - no dollar loss	8
30 - Rescue - Miscellaneous	1
31 - Vehicle Accident	10
41 - Public Hazard - gasoline or fuel spill	2
43 - Public Hazard - power line down / utility pole hazard	6
49 - Public Hazard - miscellaneous	1
53 - Gas Leak - response to carbon monoxide detector alarm	1
59 - Gas Leak - miscellaneous	1
62 - Public Service - first aid	70
65 - Public Service - mutual aid	3
69 - Public Service- miscellaneous	4
70 - Alarm No Fire - accidental miscellaneous	3
71 - Alarm No Fire - smoke or steam mistaken	1
72 - Alarm No Fire - sprinkler surge or discharge	1
73 - Alarm No Fire - detector activated	5
75 - Alarm No Fire - unknown odours	2
79 - Alarm No Fire - miscellaneous	2
82 - False Alarm (Mischief) - internal or local alarm system	1
(NULL)	1
Total	126



January 2026

Monthly Incident Report - Public

INCIDENT TYPE (NFIRS)	COUNT OF INCIDENTS
10 - Fire/explosion - dollar loss	4
30 - Rescue - Miscellaneous	1
31 - Vehicle Accident	10
41 - Public Hazard - gasoline or fuel spill	1
43 - Public Hazard - power line down / utility pole hazard	5
53 - Gas Leak - response to carbon monoxide detector alarm	1
62 - Public Service - first aid	54
63 - Public Service - assist police or other agency	2
65 - Public Service - mutual aid	2
70 - Alarm No Fire - accidental miscellaneous	3
71 - Alarm No Fire - smoke or steam mistaken	1
72 - Alarm No Fire - sprinkler surge or discharge	1
73 - Alarm No Fire - detector activated	3
79 - Alarm No Fire - miscellaneous	2
82 - False Alarm (Mischief) - internal or local alarm system	2
(NULL)	3
Total	95



Kennebecasis Valley Fire Department

Office of the Fire Chief

To: Joint Board of Fire Commissioners
From: Division Chief Karen Trecartin
Re: FireSmart, Grant Announcement and Contest
Date: February 11, 2026

Fire Smart – Grant Application Update

Earlier in 2025, the KVFD applied for funding through the Province of New Brunswick. This funding would cover the cost of the development of a Community Wildfire Resiliency Plan (CWRP).

A CWRP is a strategic framework designed to help communities prepare for and respond to wildfires. It typically includes:

1. **Risk Assessment:** Identifying areas within the community that are most vulnerable to wildfires.
2. **Mitigation Strategies:** Implementing measures to reduce wildfire risks, such as creating defensible spaces, improving building codes, and managing vegetation.
3. **Emergency Response:** Developing plans for evacuation, firefighting, and communication during a wildfire event.
4. **Community Engagement:** Educating and involving community members in wildfire preparedness and resilience efforts.

These plans are essential for enhancing the overall resilience of communities against the increasing threat of wildfires.

On September 19th, the KVFD was notified by the Hon. John Herron, Minister of Natural Resources, that the department was approved for 100% funding of this project, which amounts to \$72,334.50. With approval of the Fire Board, upon completion of the project, this amount will be debited against the EMO budget and will be recouped under miscellaneous revenue on completion of the project.

The completion date for the plan has since been extended to March 15th, 2026 as the notification of approval for funding was later than expected. We are continuing to meet regularly with the consultants and a draft of the plan is almost complete. The consultants from Geoterra are scheduled to present the Community Wildfire Resiliency Plan during the board meeting on April 8th.

Announcement

On December 15th the department hosted a funding announcement at station one with Department of Natural Resources and Energy Development Minister John Herron, Minister Aaron Kennedy, Minister Alyson Townsend and MP Wayne Long. The funding is part of a \$14.5-million federal-provincial investment under Natural Resources Canada's Resilient Communities through FireSmart program.



Firefighter for a Day program

Throughout October and November all grade 3 students in the community were taught how to create and practice a home fire escape plan with their families. Completed plans were submitted to the fire department for review and entry into a contest.

In December, contest winners Maddie, Logan, Freya, and Mila were Firefighters for a Day. These winners were from Chris Saunders Elementary, Ecole de Pioneers, Rothesay Elementary, and Valley Christian Academy. Students were picked up from school and brought to the fire station where they participated in a full day of hands-on activities including touring the station, navigating a fire safety maze, wearing protective equipment and using extrication tools.





September 19, 2025 (Updated January 22, 2026)

Karen Trecartin
Kennebecasis Valley
70 Hampton Road
Rothesay, NB E2E 5Y2
ktrecartin@kvfire.ca

Karen,

I am pleased to advise that your application submitted under the *Canada/New Brunswick Climate Change Initiative* has been approved for funding. The Government of Canada and the Province of New Brunswick will provide financial assistance for the above-noted project. Details on approved contributions, eligible activities and important dates are as follows:

Approved Maximum Contribution: \$72,334.50

Project Start Date: September 19, 2025

Project Completion Date: March 15, 2026

Claim Due Date: March 31, 2026

Eligible Activity(ies)	Eligible Cost(s)	% Rate of Assistance	Maximum Contribution Approved (Less HST)	Applicant/Other Contributions
Community Wildfire Resiliency Plan	\$72,334.50	100%	\$72,334.50	N/A

Costs incurred prior to the project start date or after the project completion date will not be eligible for reimbursement. The portion of Harmonized Sales Tax (HST) refunded by Canada Revenue Agency is considered ineligible. Only contractors approved by the New Brunswick FireSmart Committee would be considered eligible costs.



Kennebecasis Valley Fire Department

Training Division

To: Deputy Chief White
From: Division Chief John Codling
Re: Training Update, incl. Mutual Aid Group
Date: 02 February 2026

General:

The year end for 2025 incorporated various training activities, including completion of Confined Space Rescue evolutions for any members who had missed the initial practical component. With this training now complete, all members have been certified and the program is fully functional.

From late November 2025 to late January of 2026, KVFD hosted 3 fire cadets from the Holland College Professional Firefighter program. Each cadet was assigned to a platoon and was mentored by the company officer and senior firefighter. While with their platoon, they follow all of the routines and responsibilities of a hydrant firefighter, the junior position of the crew. While they do not replace a position, they are able to "shadow" and participate in all aspects of the job, such as training, station duties, and emergency responses. At the completion of their on-the-job training, they returned to Holland College to write their final exams for certification as Level II firefighters. We wish them all the best of luck with their career ambitions.

Royal Firefighters Association Live Burn Training:

On 17 January, KVFD assisted in a large training initiative at the request of the Association Training Representative (ATR) for NBCC. As there were currently two Level 1 Firefighter courses nearing completion in the Royal, a large-scale training day was set at Long Reach Fire Department's training facility. This allowed a large number of students to finish final sign-offs for critical components of their training, including direct exposure to fire behavior, live fire attack and extinguishment, and forcible entry. The ATR contacted KVFD to request some of our Level 2 instructors to lead a large portion of the live fire training. Our regional Mutual Aid group took advantage of the day to incorporate a full-scale Incident Command system for the day, which then allowed several Chief officers to participate at a Command level, an initiative we have been

working on collaboratively over the last few years. As we had not had the opportunity to perform any live fire training last year with our three newest KVFD firefighters, we also capitalized on the day and involved them in the evolutions to assist in their probationary evaluations. Approximately 28 students, plus several Chief officers took part in the training evolutions through the day.







April 9, 2026

Rothsay
70 Hampton Road
Rothsay, NB
E2E 5L5

Attention: Mayor Nancy Grant and Clerk Mary Jane Banks

Dear Mayor Grant and Clerk Banks :

I am pleased to inform you about a significant initiative designed to enhance wildfire response capabilities across New Brunswick. The Department of Natural Resources (DNR) has repurposed and redistributed essential firefighting equipment to support the following Volunteer Fire Departments within your municipality:

- Kennebecasis Valley Fire Department Inc.

Before we proceed with the delivery of this equipment, please review the attached Gifting Agreement. If you find it satisfactory, kindly sign where indicated and return an electronic copy to stacey.mcmullin@gnb.ca

DNR will then sign the agreement, return a copy for your records, and arrange for the delivery of the equipment to each Fire Department.

Effective wildfire management requires coordinated efforts from multiple agencies, and DNR relies heavily on the support of local fire departments to fulfill its mandate. Thanks to the Natural Resources Canada program "*Fighting and Managing Wildfires in a Changing Climate*" funding, the Government of New Brunswick (GNB) is now able to significantly enhance the wildfire response capabilities of all volunteer fire departments in the province. Over the next few years, we will be providing these departments with wildland fire equipment and comprehensive training on its use.

The Wildfire Management Branch of DNR will supply fully refurbished Wajax Mark III portable high-pressure fire pump kits to New Brunswick's volunteer fire departments. Each kit includes a Wajax Mark-III pump, 20 lengths of discharge hose, tools, and accessories. It is important to note that the responsibility for the maintenance and replacement of these kits in the future will rest solely with the recipient fire departments.

Natural Resources / Ressources naturelles

P.O. Box 6000, Fredericton, New Brunswick E3B 5H1 / C.P. 6000, Fredericton, Nouveau-Brunswick E3B 5H1

GNB.CA

In addition to providing the equipment, DNR will offer initial training on the use of these kits and will maintain a collaborative relationship with the fire departments moving forward. This collaboration will include district presence at two training nights per year, focusing on wildland-specific tactics and operations, as well as DNR representation at fire association meetings.

This initiative aims to enhance the effectiveness of wildfire response and improve community safety by fostering interagency collaboration. Our goals are to:

- Improve coordination between DNR and fire departments for more efficient and effective emergency responses.
- Organize joint training exercises and preparedness activities to familiarize DNR and fire departments with each other's protocols.
- Establish regular communication channels to facilitate information sharing, thereby reducing response times and improving outcomes.

Ultimately, this initiative seeks to better protect our communities and minimize the impact of wildfires on New Brunswick residents. Every volunteer fire department in the province will receive a kit, with the rollout prioritizing those located within communities most at risk of wildfires.

We look forward to working closely with your municipality to ensure the success of this initiative and to enhance the safety and well-being of our communities.

Kind regards,



Troy Adams
Director, Wildfire Management
Natural Resources



GIFTING AGREEMENT

THIS AGREEMENT is made and entered into this ____ day of _____, 2026.

BETWEEN:

HIS MAJESTY THE KING IN RIGHT OF THE PROVINCE OF NEW BRUNSWICK as represented by the Minister of Natural Resources (the "**Donor**")

AND

ROTHESAY (the "**Recipient**")

BACKGROUND

- A. The Donor desires to donate certain equipment to the Recipient for the use by its Fire Departments, and the Recipient desires to accept such donation under the terms and conditions described below.

IN CONSIDERATION of the mutual responsibilities and obligations in this Contract the Parties agree as follows:

1. DONATION OF EQUIPMENT

The Donor agrees to donate, transfer, and deliver to the Recipient, and the Recipient agrees to accept, the equipment listed in the attached Schedule A (the "**Equipment**") for use by the Fire Departments operating under its authority, with each Fire Department listed below receiving the Equipment listed in Schedule A.

- Kennebecasis Valley Fire Department Inc.

2. ACCEPTANCE OF EQUIPMENT

The Recipient acknowledges and agrees that the Equipment is accepted "as is" and "with all faults" and that the Donor makes no representations or warranties of any kind, express or implied, as to the condition, quality, or suitability of the Equipment for any particular purpose.

3. RELEASE OF LIABILITY

The Recipient hereby releases, waives, and discharges the Donor, its officers, employees, and agents from any and all liability, claims, demands, actions, or causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by the Recipient or any third party, or to any property belonging to the Recipient or any third party, arising out of the use or possession of the Equipment.



4. COMPLIANCE WITH LAWS

The Recipient agrees to comply with all applicable federal, provincial, and local laws, regulations, and ordinances in the use and operation of the Equipment.

5. INSPECTION AND ACCEPTANCE

The Recipient acknowledges that it has inspected the Equipment and accepts it in its current condition. The Donor will not be responsible for any defects or issues discovered after the transfer.

6. USE OF EQUIPMENT

The Recipient agrees to use the Equipment solely for the purposes intended and in a manner consistent with its design and capabilities. Any misuse or unauthorized use of the Equipment will be the sole responsibility of the Recipient.

7. AMENDMENT AND TERMINATION

This Agreement may be amended or terminated only by a written agreement signed by both parties. The Donor reserves the right to terminate this Agreement if the Recipient fails to comply with any of its terms.

8. SEVERABILITY

If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions will continue in full force and effect.

9. INDEMNIFICATION

The Recipient agrees to indemnify, defend, and hold harmless the Donor, its officers, employees, and agents from and against any and all claims, liabilities, damages, losses, and expenses, including reasonable legal fees, arising out of or in any way connected with the use, operation, or possession of the Equipment.

10. GOVERNING LAW

This Agreement will be governed by and construed in accordance with the laws of the Province of New Brunswick and the applicable laws of Canada.

11. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties with respect to the gift and supersedes all prior agreements and understandings, whether written or oral, relating to such subject matter.



12. SIGNED ORIGINALS

Identical copies of this Agreement may be signed separately by the Parties and combined to form fully executed originals. A signed Agreement delivered by electronic means is as valid as if delivered physically and will be treated as an executed original of this Agreement.

[Signature pages to follow]



The Parties enter into this agreement by signing below.

**HIS MAJESTY THE KING IN RIGHT OF
THE PROVINCE OF NEW BRUNSWICK**
as represented by the Minister of Natural
Resources and his authorized signatory

Witness

Troy Adams, Director, Wildfire
Management, Natural Resources

Date:_____



ROTHESAY

Nancy Grant
Mayor

Date: _____

Mary Jane Banks
Clerk

Date: _____



SCHEDULE A

EACH FIRE DEPARTMENT WILL RECEIVE THE FOLLOWING EQUIPMENT:

Equipment List		
Quantity	Item	
Refurbished		
1	Wajax Mark III Pump	
1	8-foot Suction Hose	
20	100 ft Forestry Hose	
1	Spark Plug Wrench	
1	Barrel Nozzle	
1	Fog Nozzle	
1	Foot Valve	
1	Hose Strangler	
1	"Y" Valve	
1	Hose Coupling Wrench	
New		
1	Fuel Can	
1	Fuel Line	
1	Toolbox	
1	Amsoil Oil, 1 Liter	
1	Spark Plug	
1	Oil Absorbent Pads	

Liz Hazlett

From: Liz Hazlett
Sent: Monday, April 20, 2026 3:06 PM
To: Liz Hazlett
Subject: FW: Letter from Dept of Natural Resources

From: Shawn White <swhite@kvfire.ca>
Sent: Monday, April 20, 2026 10:51:32 AM
To: Debbie Long <debbielong@rothesay.ca>; Brett McLean <brettmclean@rothesay.ca>
Subject: RE: Letter from Dept of Natural Resources

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

Good morning,

I have reviewed the Gifting Agreement provided to the Town on April 9.

By way of background, we were advised early last year that the Department of Natural Resources had surplus equipment that would be distributed to fire departments across New Brunswick. This equipment will undoubtedly benefit the residents of the Kennebecasis Valley by enhancing our ability to protect land and property.

Should the Town agree to accept this equipment, the estimated value is approximately \$15,000–\$20,000.

KVFD would be pleased to receive and utilize the equipment outlined in the agreement. We recognize the significant value of this equipment and the meaningful impact it will have on our wildfire response capabilities.

We acknowledge and accept the terms and conditions of the agreement, including the responsibilities related to the use, maintenance, and ongoing care of the equipment as outlined in the document.

Please let me know if you require any further action on my part..

Thank you.

Shawn White



2026April27 SpecialOpenSessionFINAL_128
SHAWN WHITE BA, ECFÖ
FIRE CHIEF /
KV EMO DIRECTOR

📞 506-647-1825
✉️ swhite@kvfire.ca
🌐 www.kvfire.ca
📍 7 Campbell Dr, Rothesay NB. E2E 5B6

Any correspondence with employees or agents of the Kennebecasis Valley Fire Department may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act of the Province of New Brunswick.

This e-mail communication (including any or all attachments) is intended only for the use of the person or entity to whom it is addressed and may contain confidential and/or privileged material. If you are not the intended recipient of this e-mail, any use, review, retransmission, distribution, dissemination, copying, printing, or other use of, or taking of any action in reliance upon this e-mail, is strictly prohibited. If you have received this e-mail in error, please contact the sender and delete the original and any copy of this e-mail and any printout thereof, immediately. Your co-operation is appreciated.

From: Debbie Long <debbielong@rothesay.ca>
Sent: April 17, 2026 11:15 AM
To: Shawn White <swhite@kvfire.ca>
Subject: Letter from Dept of Natural Resources

Good morning Chief White.

As per our conversation, attached is a copy of the letter we received from the Department of Natural Resources.

Have a great weekend!

Regards,



Debbie Long
Executive Assistant to the CAO
(506) 848-6627
Debbielong@rothesay.ca

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

From: Scan 2. Email <scan2email@rothesay.ca>

Sent: April 17, 2026 10:36 AM

To: Debbie Long <debbielong@rothesay.ca>

Subject: Message from KM_C361i

Any correspondence with employees, agents, or elected officials of the town of Rothesay may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act, S.N.B. 2009, c. R-10.6. Records may be shared with internal departments, external agencies or may be publicly released at a 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



ROTHESAY

MEMORANDUM



TO	:	Mayor and Council
FROM	:	Town Clerk Mary Jane Banks
DATE	:	15 April 2026
RE	:	Oath of Office Ceremony

RECOMMENDATION:

- Council re-schedule the June 8, 2026 Council meeting to Monday, June 15, 2026
- Council extend the term appointments for Councillor Shea and Councillor Lewis on the Planning Advisory Committee until June 8, 2026

Background:

In accordance with the *Local Governance Act*, Oaths of Office cannot be administered before May 21 and cannot be administered after June 15 (*unless a candidate has not been declared by that date*). The meeting date is set by the Clerk, also in accordance with the Act.

In consultation with Mayor Grant, Mayor-Elect Alexander, and CAO McLean, June 8, 2026 (7 pm) is the date preferred, based on the assumption the incumbent Council agrees with the motions proposed above. As Council will recall, the Oaths are administered in a ceremony which is followed by a brief Council meeting to elect a Deputy Mayor and approve Committee appointments. The evening closes with a reception and light refreshments.

If the motions are not approved, the Oath of Office ceremony will be held on Monday, May 25 (7 pm). Any elected members who are not available can have their Oaths administered before taking their seat at the Council table, any time before June 15, 2026.