



ROTHESAY

COUNCIL MEETING
Rothesay Town Hall Common Room
Monday, September 14, 2026
7:00 p.m.



PRESENT: MAYOR MATT ALEXANDER
DEPUTY MAYOR TIFFANY MACKAY FRENCH
COUNCILLOR HELEN BOYLE
COUNCILLOR DAVE BROWN
COUNCILLOR TYLER DAVIS
COUNCILLOR PETER J. LEWIS
COUNCILLOR BILL McGUIRE
COUNCILLOR DON SHEA

CHIEF ADMINISTRATIVE OFFICER (CAO) BRETT McLEAN
ASSISTANT TREASURER LAURA ADAIR
TOWN CLERK NEIL McKENNA
ASSISTANT CLERK LIZ HAZLETT
DIRECTOR OF DEVELOPMENT/PLANNING SERVICES (DPDS) MARK READE
DIRECTOR OF OPERATIONS (DO) TIM COLWELL
DIRECTOR OF REC/PARKS (DRP) CHARLES JENSEN
DIRECTOR OF HUMAN RESOURCES ASHLEY BURCHELL

1. CALL TO ORDER

Mayor Alexander called the meeting to order at 7:00 p.m.

2. LAND ACKNOWLEDGEMENT

Mayor Alexander read the Rothesay Land Acknowledgement and spoke about the history of the Mi'kmaq, Wolastoqiyik, and Peskotomuhkati Nations, and how they traveled across an extensive network of rivers, streams, lakes, wetlands, and overland travel routes through what is now New Brunswick. He spoke about birchbark canoes and their importance as a means of transportation, and that travel by canoe required an intimate knowledge of the landscape and waterways.

3. APPROVAL OF AGENDA

MOVED by Counc. Brown and seconded by Counc. Davis that a memorandum from Counc. Shea be added to the agenda under section 11, Reports.

CARRIED.

MOVED by Counc. Brown and seconded by Counc. Davis the agenda be approved as revised.

CARRIED.

4. ADOPTION OF MINUTES

➤ Regular Meeting 10 August 2026

MOVED by Deputy Mayor Mackay French and seconded by Counc. Boyle the Open Session Council minutes of August 10, 2026, be adopted as circulated.

CARRIED.

5. DECLARATION OF CONFLICT OF INTEREST

Counc. Shea declared a conflict of interest with respect to Item 11.6 (Sagamore Heights).

ROTHESAY

Regular Council Meeting
Minutes

-2-

14 September 2026

6. OPENING REMARKS OF COUNCIL

Mayor Alexander shared the following remarks:

He congratulated Nick Kilfoil, winner of the 13th annual Through the Lens Photo Contest. Mayor Alexander presented Mr. Kilfoil with a certificate, and noted that there were 71 entries in the contest, with 1,519 votes received.

7. DELEGATIONS

N/A

8. CONSENT AGENDA

8.1 25 August 2026 CN – Proclamation Request | Rail Safety Week 2026

MOVED by Counc. Lewis and seconded by Counc. Shea the consent agenda be received/filed.

CARRIED.

9. CONSIDERATION OF ISSUES SEPARATED FROM CONSENT AGENDA

N/A

10. CORRESPONDENCE FOR ACTION

10.1 8 August 2026 Email from L'Arche Saint John – Community Building Gala

MOVED by Counc. Shea and seconded by Counc. Lewis the email from L'Arche Saint John regarding the Community Building Gala dated 8 August 2026 be referred to the Finance Committee.

CARRIED.

10.2 25 July 2026 Email from resident RE. request for a gate to be installed on path between Colonsay Place and Charles Crescent

MOVED by Counc. McGuire and seconded by Counc. Brown the email from a resident dated 25 July 2026 and 21 July 2026 regarding a request for a gate to be installed on path between Colonsay Place and Charles Crescent be referred to the Works and Utilities Committee.

CARRIED.

10.3 3 September 2026 Email from resident RE. power outage on Sept. 5, 2026

MOVED by Deputy Mayor Mackay French and seconded by Counc. Boyle the emails from a resident dated 3 September 2026 regarding a power outage on Sept. 5, 2026 be referred to the Works and Utilities Committee.

CARRIED.

11. REPORTS

11.0 August 2026 Report from Closed Session

Counc. Shea read into the record his memorandum dated 28 August 2026 regarding the RICC Fundraising Campaign, requesting that staff cease asking for redeemable containers as part of the ongoing fundraising effort. He noted that doing so put the Town in competition with other charitable groups who do not have the same level of resources, many of whom rely on bottle drives

ROTHESAY

Regular Council Meeting
Minutes

-3-

14 September 2026

to raise funds.

MOVED by Deputy Mayor Mackay French and seconded by Counc. Boyle to refer the memorandum from Counc. Shea dated 28 August 2026 by Counc. Shea to the RICC fundraising committee.

CARRIED.

11.1 28 July 2026 Fundy Regional Service Commission (FRSC) Board meeting minutes

MOVED by Counc. Lewis and seconded by Counc. Brown the Draft Fundy Regional Service Commission (FRSC) Board meeting minutes dated 28 July 2026 be received/filed.

CARRIED.

11.2 10 August 2026 New Brunswick Medical Education Foundation (NBMEF) Grant
Application

MOVED by Deputy Mayor Mackay French and seconded by Counc. Boyle the grant application by the New Brunswick Medical Education Foundation (NBMEF) be referred to the Finance Committee.

CARRIED.

11.3 31 July 2026 Draft unaudited Rothesay General Fund Financial Statements

MOVED by Counc. Shea and seconded by Counc. Boyle the draft unaudited Rothesay General Fund Financial Statements dated 30 June 2026 be received/filed.

CARRIED.

31 July 2026 Draft unaudited Rothesay Utility Fund Financial Statements

MOVED by Counc. Shea and seconded by Counc. Boyle the draft unaudited Rothesay Utility Fund Financial Statements dated 30 June 2026 be received/filed.

CARRIED.

31 July 2026 Donation Summary

MOVED by Deputy Mayor Mackay French and seconded by Counc. Boyle the Donation Summary dated 31 July 2026 be received/filed.

CARRIED.

➤ Fresh Start Casino Royale

MOVED by Counc. McGuire and seconded by Counc. Brown that Council approve a sponsorship for the Fresh Start Casino Royale in the amount of \$500.00.

DEFEATED.

➤ St. Joes Women's Campaign – KENT Pallet Build

MOVED by Counc. McGuire and seconded by Counc. Shea that Council approve a donation to the St Joes Women's Campaign – KENT Pallet Build in the amount of \$500.

DEFEATED.

➤ Fundy Soccer

MOVED by Counc. McGuire and seconded by Deputy Mayor Mackay French that Council approve

ROTHESAY

Regular Council Meeting
Minutes

-4-

14 September 2026

an in-kind donation to Fundy Soccer in the amount of \$910.00.

CARRIED.

➤ KV Association for Community Living Inc.

MOVED by Counc. McGuire and seconded by Deputy Mayor Mackay French that Council approve a donation to the KV Association for Community Living Inc. in the amount of \$500.00.

CARRIED.

11.4 3 September 2026 Draft Finance Committee meeting minutes

MOVED by Counc. Shea and seconded by Counc. Boyle the draft Finance Committee meeting minutes dated 3 September 2026 be received/filed.

CARRIED.

11.5 28 August 2026 Draft 2026 Budget process memo

MOVED by Counc. Boyle and seconded by Counc. Brown that the draft 2026 Budget process memo be received/filed.

CARRIED.

11.6 8 September 2026 Draft Planning Advisory Committee meeting minutes

MOVED by Counc. Lewis and seconded by Deputy Mayor Mackay French the Draft Planning Advisory Committee meeting minutes dated 8 September 2026 be received/filed.

CARRIED.

➤ 88 Hampton Road – Rezoning to Central Commercial (CC)

MOVED by Counc. Lewis and Counc. Shea that Council enact BY-LAW 2-10-43 to rezone land located at 88 Hampton Road being an approximately 0.70-hectare portion of PID 00245928 from Single Family Residential – Standard Zone [R1B] to Central Commercial (CC) to utilize the property in conjunction with the existing veterinary clinic at 90 Hampton Road.

CARRIED.

MOVED by Counc. Lewis and Counc. Shea that Council pursuant to the provisions of Section 59 of the Community Planning Act, impose the following conditions on the parcel of land having an area of approximately 0.70 hectares, located at 88 Hampton Road, also identified as a portion of PID 00245928:

- a) That the use of the 0.70-hectare rezoned area be limited to the following land uses:
 - i. Those uses permitted in the Single Family Residential – Standard Zone [R1B]
 - ii. A veterinary clinic.

CARRIED.

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

➤ Sagamore Heights – Rezoning from Single Family Residential –Standard Zone [R1B] to Two Family Residential Zone [R2]

MOVED by Deputy Mayor Mackay French and Counc. Davis that Council Cancels the Public

ROTHESAY

Regular Council Meeting
Minutes

-5-

14 September 2026

Hearing scheduled for Monday, September 28, 2026, immediately following a public hearing, to consider rezoning of an approximate 8.3-hectare portion of the remaining lands within the Sagamore Heights Development along Greenbrier Street and Maliseet Drive (PID 00245928) from Single Family Residential – Standard [R1B] to Two Family Residential Zone (R2).

CARRIED.

Counc. Shea returned to the meeting.

➤ Cameron Road – Rezoning to Attached Residential [R3]

MOVED by Deputy Mayor Mackay French and Counc. Lewis that Council schedule a public hearing, in accordance with the Community Planning Act, SNB 2017, c. 19, for Monday, October 26, 2026 at 7:00 p.m. to rezoning of an approximate 4.02-hectare portion of the property to the south of 5,7,9, and 11 Cameron Road (PIDs 00064337, 00064386, 00246769, 00246868, 00064394, 00064402, 00064345 (portion), 00064352 (portion), 00064378 (portion)) from Single Family Residential – Standard [R1B] to and Multi-Unit Residential [R4] to Attached Residential [R3].

ON THE QUESTION:

Mayor Alexander asked DPDS Reade for clarification on the process of bringing forth an application to council, and on the structure of the proposed development agreement. DPDS Reade noted that changes to the development agreement can be made all the way up until third reading at council.

CARRIED.

11.7 August 2026 Monthly Building Permit Report

MOVED by Deputy Mayor Mackay French and seconded by Counc. Lewis the August 2026 Monthly Building Permit Report be received/filed.

CARRIED.

12. UNFINISHED BUSINESS

TABLED ITEMS

12.1 Marr Road/Chapel Road signalization (Tabled April 2024)

No action at this time

12.2 Draft by-law amendments RE: Consumer Fireworks (Tabled September 2024)

No action at this time

13. NEW BUSINESS

13.1 Weeden Avenue Culvert Lining and Remaining PMHP Budget

9 September 2026 Memorandum from CAO McLean

MOVED by Counc. Brown and seconded by Counc. Shea that Rothesay Mayor and Council:

ROTHESAY

Regular Council Meeting
Minutes

-6-

14 September 2026

1. Authorize the director of Operations to issue a purchase order in the amount not exceeding \$88,500 plus HST to Eastern Trenchless Ltd. to install a structural lining in a cross culvert on Weeden Avenue; and
2. Receive this report for information.

CARRIED.

13.2 East Riverside FloatWalk - Update

10 September 2026

Memorandum from CAO McLean

MOVED by Counc. Boyle and seconded by Deputy Mayor Mackay French the memorandum entitled “East Riverside FloatWalk – Update” be received/filed.

ON THE QUESTION:

Counc. Brown inquired if Town staff should add “No alcohol” language to the recently installed sign outlining what behaviour can occur on the FloatWalk. CAO McLean responded that the Town cannot impose rules that supersede provincial regulations, noting that it is already illegal to consume alcohol in a public space.

CARRIED.

14. NEXT MEETING

The next meeting is scheduled as follows:

Regular meeting

Tuesday, October 13, 2026 at 7:00 p.m.

15. ADJOURNMENT

MOVED by Counc. Lewis and seconded by Deputy Mayor Mackay French the meeting be adjourned.

CARRIED.

The meeting adjourned at 7:28 p.m.

Original signed by Mayor

Original signed by Assistant Clerk

MAYOR

ASSISTANT CLERK