

TOWN OF SAINT ANDREWS
Regular Council Meeting
Minutes
December 7, 2015

A Regular meeting of Town Council was held in the Council Chambers beginning at 7:12 p.m. with the following members present: Deputy Mayor Catherine Akagi Councillors Edie Bishop, Lee Sochasky, Doug Naish, Guy Groulx and Patrick Mann. Also present were Staff Members: Jamie Carr, CAO/Clerk, Chris Spear, Treasurer/Deputy Clerk and Gail McLaughlin, Administrative Assistant.

Absent: Councillor Sochasky

DISCLOSURE OF CONFLICT OF INTEREST IF ANY- NONE

APPROVAL OF AGENDA

It was moved by Councillor Bishop, seconded by Deputy Mayor Akagi and carried to move item E1, the Police Report to be presented prior to the evenings scheduled Public Presentations.

PRESENTATIONS

Jody Ricicot from the Winston Smith Theatre Company presented his proposal of utilizing the W. C. O'Neill Arena Theatre for a Summer Theatre Series during the summer of 2016. He proposes a 10 week program, running from late June to early September. He asked for Council's consideration as well as Community support for this venture.

Jamie Carr, CAO and Chris Spear, Treasurer provided a second Town of Saint Andrews 2016 Budget Public Presentation to inform the public of the fine tuning that has occurred since the initial presentation on October 8, 2015.

MINUTES

It was moved by Councillor Bishop, seconded by Councillor Mann and carried to adopt the minutes of the November 2, 2015 Regular Meeting of Council.

STAFF REPORTS

It was moved by Councillor Bishop, seconded by Councillor Mann and carried to approve the Staff Reports as presented.

COMMUNICATIONS-

Mayor Choptiany read correspondence from The Health Center-St. Andrews Inc. indicating a donation of \$50,000 to assist with the costs of the health centre in the town.

Mayor Choptiany read correspondence from The Sir James Dunn Foundation indicating a donation in the amount of \$15,000 each for the benefit of the Sir James Dunn Academy Honour Fund and the NBCC Honour Fund.

Mayor Choptiany read correspondence from Robert F. Charlton, President of the St. Andrews Chamber of Commerce. The report outlined the work the Chamber completed in 2015 and the anticipated projects for 2016. The President also thanked the town for supporting him over the past two years in his role as President.

COMMITTEE REPORTS & RESOLUTIONS

Finance and Administration Committee

It was moved by Councillor Naish, seconded by Councillor Mann and carried that Council approve the appointment of Hap Stelling to the position of Manager of Development and Planning Services pursuant to the terms of employment set by the CAO.

It was moved by Councillor Naish, seconded by Deputy Mayor Akagi and carried that Council direct the CAO to renew the current lease with Sophia Health Corporation for a further one year period ending December 31, 2016 with the same terms and conditions as the current lease.

It was moved by Councillor Naish, seconded by Councillor Bishop and carried that Council direct the CAO to renew the current lease with St. Andrews Physiotherapy Services for a further one year period ending December 31, 2016 with the same terms and conditions as in the current lease.

It was moved by Councillor Naish, seconded by Councillor Mann and carried that Council rescind earlier motions to appoint Councillor Naish and Councillor Groulx to the Planning Advisory Committee and remove them from the PAC. Councillor Groulx registered a Nay vote.

It was moved by Councillor Naish, seconded by Councillor Bishop and carried that Council appoint Shannon-May Pringle and David Johnson as members of the Planning Advisory Committee each for a one year term.

It was moved by Councillor Naish, seconded by Deputy Mayor Akagi and carried that Council appoint Alistair Fox and George Dashner each for a one year term to serve on the St. Andrews Wharf Board.

It was moved by Councillor Naish, seconded by Deputy Mayor Akagi and carried that Council direct the CAO to take the necessary legal steps to release the easement on Mr Henderson's property at 2 Patrick Street.

It was moved by Councillor Naish, seconded by Deputy Mayor Akagi and carried that Council direct the CAO to amend the Schedules D, E, and I of By-Law 94-2 to permit and to install necessary signage to convert the corner of Prince of Wales Street and King Street from a 3-Way to a 4-Way Stop and to install auxiliary warning signs on the existing Stop signs at Harriet Street and Parr Street to ensure motorists know it is a 3-Way not a 4-Way Stop. As well, that Council direct the CAO to plan and implement appropriate Deer Warning signage in the Town.

It was moved by Councillor Naish, seconded by Councillor Mann and carried that Council approve the Request for Proposal as prepared and direct the CAO to release the RFP for Seniors Housing through normal channels.

It was moved by Councillor Naish, seconded by Deputy Mayor Akagi and carried that Council set the date of the January 2016 Council meeting as Monday, January 11, 2016.

To address the necessary protocol for end of year Reserve Transfers:

It was moved by Councillor Naish, seconded by Councillor Mann and carried that it be moved that \$40,000 be transferred from the General Operating Reserve Fund to the General Operating Fund.

It was moved by Councillor Naish, seconded by Councillor Bishop and carried that it be moved that \$215,000 be transferred from the General Capital Reserve Fund to the General Capital Fund.

It was moved by Councillor Naish, seconded by Deputy Mayor Akagi and carried that it be moved that \$75,000 be transferred from the Utility Operating Reserve Fund to the Utility Operating Fund.

It was moved by Councillor Naish, seconded by Deputy Mayor Akagi and carried that \$78,000 be transferred from the Utility Capital Reserve Fund to the Utility Capital Fund.

At the end of this current year, the Treasurer projects an operating surplus due to savings from various departments as well as unfinished projects being moved forward to 2016. It would be appropriate to transfer this amount to the Reserve Fund. Therefore, It was moved by Councillor Naish, seconded by Councillor Bishop and carried that \$100,000 be transferred from the General Operating Fund to the General Capital Reserve Fund.

In relation to the upgrade at the Wastewater Treatment Plant at Indian Point, as part of the Town's agreement with the Build Canada Fund (Small Communities component), the Town must contribute \$10,000 per year to build up a reserve fund to \$100,000 for future maintenance needs. This will be the eighth installment for the Town. It was moved by Councillor Naish, seconded by Deputy Mayor Akagi and carried that \$10,000 be transferred from the Utility Operating Fund to the Utility Capital Reserve Fund.

This past summer, Council received permission from the Municipal Capital Borrowing Board to borrow \$300,000 towards work on Charles Street. For interim financing the Town needs to go to the Bank of Nova Scotia and they require a motion from Council to create a new credit facility. It was moved by Councillor Naish, seconded by Councillor Bishop and carried that the Mayor or Deputy Mayor and the Clerk or Deputy Clerk are hereby authorized to borrow on behalf of the Town of Saint Andrews from the Bank of Nova Scotia from time to time by way of promissory note a sum or sums, not exceeding at any one time, three hundred thousand dollars (\$300,000) towards infrastructure renewal on Charles Street.

INTRODUCTION, CONSIDERATION AND PASSING OF BY-LAWS

TOWN OF SAINT ANDREWS

BY-LAW NO. 15-03

A BY-LAW OF THE TOWN OF SAINT ANDREWS TO IMPOSE A SPECIAL BUSINESS IMPROVEMENT LEVY

Pursuant to Section 3(1) of the Business Improvement Areas Act, be it enacted by the Council of the Town of Saint Andrews as follows:

1. That a special business improvement tax shall be levied for the calendar year 2016 on all non-residential property within the business improvement area of the Town, said area having been designated in Town of Saint Andrews By-Law No. 72 enacted on June 4, 1984.
2. That the special business improvement tax for calendar year 2015 shall be at the rate of *twenty cents (\$0.20)* on each *one hundred dollars (\$100.00)* assessment of real property being the non-residential property in the business improvement area.

Read the by-law in its entirety in Council first time: November 2, 2015

Hearing of Objections: December 7, 2015

Read the second time in its entirety: December 7, 2015

Read the third and final time this 7th day of December, 2015.

MAYOR- STAN CHOPTIANY

CLERK- JAMIE CARR

It was moved by Councillor Bishop, seconded by Councillor Mann and carried that By-Law 15-03, A By-Law of the Town of Saint Andrews To Impose a Special Business Improvement Levy be read in its entirety a second time.

It was moved by Deputy Mayor Akagi, seconded by Councillor Mann and carried that By-Law 15-03, A By-Law of the Town of Saint Andrews To Impose a Special Business Improvement Levy be read by title a Third and final time.

NEW BUSINESS

J1. Mayor's Comments

Mayor Choptiany provided information regarding the Regional Service Commission and the increase in tipping fees from \$77 to \$82 by the Southwest Solid Waste Commission to meet the 2016 Budget objectives. The Town of Saint Andrews Council is asked to accept the Commission's 2016 Budget proposal. It was moved by Councillor Naish, seconded by Councillor Mann and carried that it be moved that the Town of Saint Andrews accept the

Southwest Solid Waste Commission's 2016 Budget proposal of \$929,507 as identified for revenue and expenses in 2016.

J2. Councillor's Comments/Concerns

K. Financial

ADJOURNMENT

At 9:35p.m. Deputy Mayor Akagi moved that the meeting be adjourned.

DS *Stan Choptiany*
Mayor

DS *Jamie Carr*
Clerk