

**TOWN OF SAINT ANDREWS  
W. C. O'NEILL ARENA COMPLEX VIC  
Regular Council Meeting  
MINUTES  
January 8, 2018 at 7:00PM**

A Regular Meeting of the Town of Saint Andrews Council was held at the W. C. O'Neill Arena Complex Visitor Information Centre beginning at 7:00PM with the following members present: Mayor Doug Naish, Deputy Mayor Brad Henderson, Councillors Edie Bishop, Dan Boyd, Guy Groulx, Kurt Gumushel and Andrew Harrison. Also present were: Angela McLean, Clerk, Chris Spear, Treasurer, and Nikki Mott, Receptionist.

**APPROVAL OF AGENDA**

**Motion 01- 01/18**

A proposed amended Agenda was presented to Council with the following additions to the Agenda noted below:

**Item: FA180101 Amendment 1 – Policy 17-02 Financial Planning Policy**

It was moved by Councillor Groulx, seconded by Councillor Harrison and carried to add item FA180101 to the Agenda.

**Item: “M – Closed Session”**

It was moved by Councillor Groulx, seconded by Deputy Mayor Henderson and carried to add item “M – Closed Session” to the Agenda.

**Item: “N – Council Working Session”**

Councillor Groulx suggested that the title for item “N” be changed to just “*2018 Budget Session*” and remove the “Council Working Session” entirely. It was moved by Councillor Bishop, seconded by Deputy Mayor Henderson and carried to approve the corrected wording to Item “N – 2018 Budget Session” and added to the Agenda.

It was moved by Deputy Mayor Henderson, seconded by Councillor Boyd and carried that the Agenda be approved as amended with the above three additions added.

**DISCLOSURE OF CONFLICT OF INTEREST**

None

**MINUTES**

**Motion 02 – 01/18**

It was moved by Councillor Groulx, seconded by Councillor Bishop and carried that the Minutes of the December 4, 2017 Regular Meeting of Council be adopted as presented.

**Motion 03 – 01/18**

It was moved by Councillor Bishop, seconded by Councillor Groulx and carried that the Minutes of the December 7, 2017 Special Meeting of Council be adopted as presented.

**Motion 04 – 01/18**

It was moved by Councillor Groulx, seconded by Councillor Boyd and carried that the Minutes of the December 12, 2017 Special Meeting of Council be adopted as presented.

**Motion 05 – 01/18**

It was moved by Deputy Mayor Henderson, seconded by Councillor Bishop and carried that the Minutes of the December 18, 2017 Special Meeting of Council be adopted as presented.

**PRESENTATIONS - NONE**

**COMMUNICATIONS - NONE**

## STAFF REPORTS

### Motion 06 – 01/18

It was moved by Councillor Groulx, seconded by Councillor Harrison and carried that Council accept the Staff Reports as presented.

## FINANCIAL REPORT

## INTRODUCTION, CONSIDERATION AND PASSING OF BY-LAWS AND MOTIONS

### Finance & Administration Portfolio- Councillor Bishop

### Motion 07 – 01/18

It was moved by Councillor Bishop, seconded by Councillor Groulx and carried that By-law R17-03, A By-law to Repeal By-law 00-1 A By-law of the Town of Saint Andrews to Establish a Planning Advisory Committee be read a second time.

Mayor Naish read By-Law R17-03 in its entirety a seconded time.

**By-Law R17-03**  
**A By-Law to Repeal By-Law 00-1, A By-law of the**  
**Town of Saint Andrews to Establish a Planning Advisory Committee**

The Council of the Town of Saint Andrews under authority vested in it by Section 74(1)(a) of the *Community Planning Act*, enacts as follows:

1. The following By-Law, enacted by the Town of Saint Andrews and amendments thereto, are hereby repealed:
  - a) By-Law 00-1, A By-Law to Establish a Planning Advisory Committee, enacted May1, 2000.
2. The repeal of said by-law shall not affect any penalty, forfeiture or liability incurred before such appeal or any proceeding for enforcing the same completed or pending at the time of repeal; nor shall it repeal or disturb, invalidate, or prejudicially affect any matter or thing whatsoever completed, existing, or pending, at the time of repeal.

Read the first time:	December 4, 2017
Read the second time:	January 8, 2018
Read the third time and enacted:	_____

\_\_\_\_\_  
 Mayor

\_\_\_\_\_  
 Clerk

### Motion 08 – 01/18

#### Motion 1:

It was moved by Councillor Bishop and seconded by Councillor Groulx to adopt the Amendment 01 to the Financial Planning Policy P17-02.

After some discussion and direction from Town staff, it was suggested by Deputy Mayor Henderson that the item be tabled until the 2018 Budget has been approved by Council.

#### Motion 2:

It was moved by Deputy Mayor Henderson, seconded by Councillor Boyd and carried to table the item until after the 2018 Budget is approved.

### Public Works- Councillor Boyd

No motions

### Public Safety – Councillor Groulx

No motions

### Business, Tourism, Heritage and Culture Portfolio – Deputy Mayor Henderson

**Motion 09 – 01/18**

It was moved by Deputy Mayor Henderson, seconded by Councillor Harrison and carried that Council proceed to Third and final reading of By-law 17-04, A By-law of the Town of Saint Andrews to Impose a Special Business Improvement Levy.

Mayor Naish read By-law 17-04, A By-law to Impose a Special Business Improvement Levy in its entirety a third and final time.

**TOWN OF SAINT ANDREWS****BY-LAW NO. 17-04****A BY-LAW OF THE TOWN OF SAINT ANDREWS TO IMPOSE A SPECIAL BUSINESS IMPROVEMENT LEVY**

Pursuant to Section 5(1) of the *Business Improvement Areas Act R.S.N.B 2014, c. 102*, 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 2018 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 2018 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 6, 2017

Hearing of Objections: December 11, 2017

Read the second time: December 4, 2017

Read the third and final time this 8<sup>th</sup> day of January, 2018.

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**MAYOR- DOUG NAISH**

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**CLERK- ANGELA MCLEAN**

**SANT ANDREWS BUSINESS IMPROVEMENT CORPORATION, INC.  
2018 BUDGET**

<b>REVENUE</b>	
BIA Levy .....	\$18,928.80
<b>Total Revenue.....</b>	<b>\$18,928.80</b>
<b>EXPENDITURES</b>	
<b>Marketing and Promotion:</b>	
General .....	2,500.00
Downtown Music & Events .....	4,200.00
<b>Special Events:</b>	
Spring .....	1,000.00
Summer .....	1,628.00
Fall .....	1,200.00
Winter .....	1,200.00
Annual General Meeting .....	300.00
<b>Administration:</b>	
Downtown Membership Dues .....	\$ 275.00
Supplies .....	196.00
<b>Beautification:</b>	
General .....	<u>\$ 6,429.80</u>
<b>Total Expenses.....</b>	<b>\$18,928.80</b>

**BIA LEVY: \$0.20/\$100 assessed value within the Business Improvement Corporation Area.**

**Recreation and Community Services Portfolio- Councillor Gumushel**  
No Motions

**Planning and Economic Development Portfolio- Councillor Harrison**  
No Motions

**NEW BUSINESS**  
None

**QUESTION PERIOD**  
None

**COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS**

**MAYOR'S COMMENTS**

**CLOSED SESSION**

**Motion 10 – 01/18**

At 7:40PM, it was moved by Deputy Mayor Henderson, seconded by Councillor Bishop and carried to move to Closed session under the authority of the *Local Governance Act per Section 68(1)(f) information concerning legal opinions or advice provided to the municipality by the municipal solicitor, or privileged communications as between solicitor and client in a matter of municipal business.*

**Motion 11 – 01/18**

At 8:15PM, it was moved by Councillor Groulx, seconded by Deputy Mayor Henderson and carried to return to Open session.

**2018 BUDGET SESSION**

**ADJOURNMENT**

**Motion 12 - 01/18**

At 9:12PM, it was moved by Councillor Gumushel, seconded by Councillor Boyd and carried that the meeting be adjourned.

  
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Doug Naish, Mayor

  
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Angela McLean, Clerk

