



**TOWN OF SAINT ANDREWS  
COMMITTEE OF COUNCIL MEETING  
AGENDA**

Monday, November 30, 2020, 6:30 p.m.  
Electronic Meeting

Pages

**A. RECORD OF ATTENDANCE**

**Recommended Motion:**

A Committee Meeting of the Town of Saint Andrews Council was held on \_\_\_\_\_, \_\_\_\_\_, 20\_\_ at \_\_\_\_\_ p.m. with the following members present:

**B. APPROVAL OF AGENDA**

**Recommended Motion:**

That the Agenda be approved as presented

**C. DISCLOSURE OF CONFLICT OF INTEREST**

**D. PRESENTATIONS**

**E. CORRESPONDENCE**

**F. INTRODUCTION, CONSIDERATION AND PASSING OF BY-LAWS AND MOTIONS**

**1. Finance & Administration**

**1. FA201102 COVID-19 Safe Restart Funding**

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**Recommended Motion:**

*Be it resolved that the municipality of the Town of Saint Andrews (Town) suffered financial loss due the 2020 pandemic and that:*

- *The Council of the Town of Saint Andrews makes application to the Minister of Finance and Local Government Reform for recovery under the Safe Restart Agreement and that;*
- *The Town suffered lost revenues of \$\_\_\_\_\_ and*
- *The Town incurred extra costs of \$\_\_\_\_\_ and*
- *The Town had Specific operational savings of \$\_\_\_\_\_*

- For a net request of  
\$ \_\_\_\_\_

2. **FA201103 Application to the Municipal Capital Borrowing Board**

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**Recommended Motion:**

*THAT IT BE RESOLVED that the Municipality of the Town of Saint Andrews submit to the Municipal Capital Borrowing Board an application for the authorization to borrow \$886,000 for capital expenses for the following terms and amounts:*

<i>Purpose</i>	<i>Amount</i>	<i>Term</i>
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**GENERAL FUND**

Transportation Services

<i>Resurfacing Roads</i>	<i>140,000</i>	<i>15</i>
<i>Years</i>		

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<b><i>Total General Fund</i></b>	<b><i>140,000</i></b>	
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**UTILITY FUND**

Water Mains

<i>Sophia St</i>	<i>110,000</i>	<i>25</i>
<i>Years</i>		

Sanitary Sewer Mains

<i>Sophia St</i>	<i>110,000</i>	<i>25</i>
<i>Years</i>		

<i>King St</i>	<i>110,000</i>	<i>25</i>
<i>Years</i>		

<i>Liner Sewage Lagoon</i>	<i>116,000</i>	<i>25</i>
<i>Years</i>		

<u><i>Recondition Steel Reservoir</i></u>	<u><i>125,000</i></u>	<u><i>15</i></u>
<u><i>Years</i></u>		

<b>Total Utility Fund</b>	<b>746,000</b>
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<b>Grand Total</b>	<b>\$886,000</b>
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- 3. **FA201104 Year End Reserve Fund Transfers** 10  
**Recommended Motion:**  
*Be it moved that \$450,000 be transferred from the General Operating Fund to the General Capital Reserve Fund for the financing of future capital projects.*  
**Recommended Motion:**  
*Be it moved that \$25,000 be transferred from the General Operating Fund to the General Operating Reserve Fund.*
  
- 4. **FA201101 Human Resource Inventory and Organization Structure** 12  
**Recommended Motion:**  
*That Council moves to approve the new Human Resource Inventory and Organization Structure for the Town of Saint Andrews.*
  
- 2. **Public Works**
- 3. **Public Safety**
- 4. **Business, Tourism, Heritage and Culture**
- 5. **Recreation and Community Service**
  - 1. **RCS201002 Heather Curling Club Lease Amendment** 13  
**Recommended Motion:**  
*That Council move to approve the Amended Heather Curling Club Lease Agreement for the 2020/2021 season.*
  
- 6. **Planning & Economic Development**
  - 1. **PED200101G Third and Final Reading of the Municipal Plan MP 20-01** 25  
**Recommended Motion:**  
*That Council gives leave for the Third and Final Reading of the Municipal Plan MP 20-01 for the Town of Saint Andrews.*
  
  - 2. **PED200102E Third and Final Reading of the Secondary Municipal Plan MP 20-02** 62  
**Recommended Motion:**  
*That Council gives leave for the Third and Final Reading of the Secondary Municipal Plan MP 20-02 for the Town of Saint Andrews.*

**3. PED201101 Huntsman Marine Development Support**

119

**Recommended Motion:**

*The Council of the Town of Saint Andrews recognizes the importance of marine science and education to our community. We support the efforts of The Huntsman Marine Science Centre to expand its world-class facilities and develop its Upper Campus land holdings primarily with a focus towards a Marine Knowledge Park that is also consistent with the Town Municipal Plan, which will ensure Saint Andrews remains the geographic focal point for the New Brunswick Oceans Economy. To this end, Council will:*

- *designate an Institutional Growth Area on the Town's generalized future land use map for a Marine Knowledge Park on the Huntsman property along Marine Science Drive (Town Municipal Plan 2.4.3(2));*
- *seek to work with economic development partners (domestically and internationally) to pursue investment opportunities and develop this Marine Knowledge Park (Town Municipal Plan 2.5.3(3));*
- *support the development a Marine Knowledge Park in the Designated Institutional Growth Area in partnership with other levels of government, institutions, landowners, or private developers, prioritizing commercial research space, high tech industry, and some multi-family housing (Town Municipal Plan 2.5.3(4)); and,*
- *work with the Huntsman to support their strategic plan and ensure their continued operation so long as their activities align with the Town's Vision and Mission statements (Town Municipal Plan 2.6.2(2)).*

**4. PED201102 Land for Proposed Rebuild Passamaquoddy Lodge**

121

**Recommended Motion:**

*That the Council of the Town of Saint Andrews authorizes a right of first refusal on the possible development of the following property:*

*5.16 Hectares (12.6 Acres) of land beginning at the Northeast Corner of the Bar Road and Champlain Avenue, heading approximately 225 m Northeast along Bar Road and approximately 225 m east along Champlain Avenue, with the intersection of the lines running perpendicular to each road acting as the final corner.*

*In the event the sale of the land takes place, it will be for \$ \_\_\_\_\_ and solely for the purpose of a nursing home facility and auxiliary development.*

*The term of this agreement will be for no more than 18 months.*

G.	REVIEW OF REGISTERS AND COMMUNICATIONS TO BE DISCUSSED AT THE REGULAR OR SPECIAL MEETING OF COUNCIL	123
1.	FA201105 Leases for the Wellness Centre	
2.	FA201106 Kiwanis Club Campground Lease	129
3.	FA201107 Social Media Policy for Council Meetings	143
4.	PW200901 Direction on Subdivision Expansion Proposal CBCL	
5.	RCS201102 Information on the Professional Recreation Leadership Assistance Program	
6.	PED201103 Southwest New Brunswick Service Commission Housing Study	145
7.	PED201103 Tim Horton's Drive-Thru Signage	236
8.	PS201102 Report on Effluent Testing for COVID-19	
H.	NEW BUSINESS	
I.	QUESTION PERIOD	
J.	COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS	
K.	MAYOR'S COMMENTS	
L.	CLOSED SESSION	
	Recommended Motion:	
	At _____ p.m. Council move into Closed Session per the <i>Local Governance Act, Section 68</i> _____.	
M.	ADJOURNMENT	