



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

Monday, October 26, 2020, at 6:41 PM

MINUTES

RECORD OF ATTENDANCE

A Committee of Council Meeting for Town of Saint Andrews Council was held on Monday, October 26, 2020, at 6:41 p.m. with the following members present: Mayor Doug Naish, Deputy Mayor Brad Henderson, Councillors Kate Akagi, Kurt Gumushel, and Guy Groulx. Also, present: Chris Spear, CAO, Paul Nopper Clerk – Senior Administrator.

Absent: Councillor Andrew Harrison

Facebook Attendance – 20
Zoom Attendance – 1

APPROVAL OF AGENDA

Motion: 378 - 10/20

It was moved by Deputy Mayor Henderson, seconded by Councillor Akagi, and carried that the Agenda be Amended to add a discussion on the NBCC Snow Clearing request and a report on Deer Fencing for 33 Water Street.

5-0 Carried

Motion: 379 - 10/20

It was moved by Deputy Mayor Henderson, seconded by Councillor Akagi, and carried that the Amended Agenda be approved as presented.

5-0 Carried

DISCLOSURE OF CONFLICT OF INTEREST

NONE

PRESENTATIONS

NONE

COMMUNICATION

NONE

INTRODUCTION, CONSIDERATION AND PASSING OF BY-LAW AND MOTIONS

Finance & Administration - Councillor Bishop

NONE

Public Works - Councillor Akagi

NONE

Public Safety - Councillor Groulx

PS200304a
Motion: – 11/20

Provincial Emergency Communications Agreement
That Council moves to amend and sign into an agreement with the Saint John Board of Police Commissioners for the new Trunk Mobile Radio system for emergency services with amendments to Paragraph 9.01 to pay \$0.0064 per \$100 assessment of fire service base and Paragraph 9.02 shall be readjusted for positive tax base growth yearly.

Move to November 2, 2020 Regular Council Meeting

Council asked for revisions to the background motion.

PS200304c
Motion: – 11/20

Continued Discussions on the Fees and Payments of Provincial Emergency Communications Agreement
That Council moves to continue discussions with the Province of New Brunswick on the Fees and Payments model for the new Trunk Mobile Radio system through the Provincial Emergency Communications Agreement for emergency services.

Council determined that this motion is not needed.

Do not move forward to November 2 Regular Council Meeting

Business, Tourism, Heritage and Culture - Deputy Mayor Henderson

BTHC200901
Motion: – 11/20

By-Law 20-07 A By-Law of the Town of Saint Andrews to Impose a Special Business Improvement Levy for 2021 Third and Final Reading
That Council moves to grant leave for Third and Final Reading of By-Law 20-07, A By-Law of the Town of Saint Andrews to Impose a Special Business Improvement Levy for 2021 in the Town of Saint Andrews.

Move to November 2, 2020 Regular Council Meeting

Recreation and Community Services - Councillor Gumushel

RCS200302c
Motion: – 11/20

Set a Date for the Public Hearing of Objections to By-Law 20-08, A By-Law for Regulating All-Terrain Vehicles within the Town of Saint Andrews
That Council moves to set the date of Wednesday, November 25, 2020 at 7:00 p.m. via electronic meeting for a Public Hearing of Objections to By-Law 20-08, A By-Law for Regulating All-Terrain Vehicles within the Town of Saint Andrews.

Council discussed the By-law and letter from the Municipal Lawyer. Council directed staff to work with the Municipal Lawyer on changes to the By-Law before moving to a Public Hearing of Objections.

Do not move forward to November 2 Regular Council Meeting

RCS201002
Motion: – 11/20

Heather Curling Club Lease Agreement for 2020/2021 Season
Council moves that the Town of Saint Andrews and the Heather Curling Club enter a one-year lease for a fee of \$15,079.56 plus HST under the terms and conditions of the attached draft lease.

Council requested a change to the Lease to move Section 10b to Section 11 to ensure that this is a stand-alone request. With the changes to the Lease, this document can be brought forward to Council.

Move to November 2, 2020 Regular Council Meeting

Planning & Economic Development – Councillor Harrison

PED201001

Request for Building a Bird Lookout at the Saint Andrews Waste Treatment Plant and Lagoon

Motion: – 11/20

That Council approve the installation of the accessible platform for bird watching off the Van Horne Trail at the Saint Andrews Waste Treatment Plant under the terms and conditions established by the CAO.

Move to November 2, 2020 Regular Council Meeting

PED201002a

Appointment of Building Inspectors for the Southwest New Brunswick Service Commission

Motion: – 11/20

WHEREAS the Town of Saint Andrews has contracted with the Southwest New Brunswick Service Commission to obtain professional building inspection services;

BE IT RESOLVED that Keith Vernon Faulkner is a building inspector for the Town of Saint Andrews;

BE IT FURTHER RESOLVED that Keith Vernon Faulkner shall remain a building inspector for the Town of Saint Andrews so long as he remains an employee of the Southwest New Brunswick Service Commission;

BE IT FURTHER RESOLVED that Keith Vernon Faulkner shall remain a building inspector for the Town of Saint Andrews so long as the Southwest New Brunswick Service Commission remains contracted to provide building inspection services to the Town of Saint Andrews.

Move to November 2, 2020 Regular Council Meeting

PED201002b

Appointment of Building Inspectors for the Southwest New Brunswick Service Commission

Motion: – 11/20

WHEREAS the Town of Saint Andrews has contracted with the Southwest New Brunswick Service Commission to obtain professional building inspection services;

BE IT RESOLVED that Michael Joseph Kyle Hall is a building inspector for the Town of Saint Andrews;

BE IT FURTHER RESOLVED that Michael Joseph Kyle Hall shall remain a building inspector for the Town of Saint Andrews so long as he remains an employee of the Southwest New Brunswick Service Commission;

BE IT FURTHER RESOLVED that Michael Joseph Kyle Hall shall remain a building inspector for the Town of Saint Andrews so long as the Southwest New Brunswick Service Commission remains contracted to provide building inspection services to the Town of Saint Andrews.

Move to November 2, 2020 Regular Council Meeting

Council directed staff to modify the report for clarity. Council identified that there needs to be clarification and review of the current agreement with the Southwest New

Brunswick Service Commission regarding development officers and representation on land use planning.

NEW BUSINESS

FA200703

Quoddy Shores Homeowners Association Request

A request was presented to Council from the Quoddy Shores Homeowners Association asking for snow plowing services and roadside garbage collection in the Quoddy Shores Subdivision. This area is a private subdivision regulated by a development agreement from 2011.

CAO Spear noted to Council that it is staff's belief to not do work on private roadways with Town staff and equipment. The development agreement signed outlined responsibilities of maintenance, snow clearing, and garbage removal. The private road and subdivision are provided limited services under the agreement. Staff asked for direction from Council on how to proceed.

Council discussed the possibility of accepting the road if it meets municipal standards and if were to become a public road versus a private road. Private entry would be eliminated in this area if it became a public road. In 2018, Council approved the installation of a garbage bin at the end of Quoddy Shore Drive for garbage collection. Staff noted that a review of the road with Public Works and the Municipal Engineer would need to occur to determine the current road level and needs to make it a municipal road. Council noted that they do not want to set precedence on Town equipment and staff work on private roads. Council directed staff to discuss Council's concerns with the Quoddy Shores representative and what direction they want to go. A report will come forward in December 2020.

RCS201001

Use of Meeting Rooms at W.C. O'Neill Arena Complex

CAO Spear noted that the Town is receiving more requests from non-profit organizations regarding use of the W.C. O'Neill Arena Complex meeting space. Due to limitations of many groups for space and COVID-19, the Arena provides a large venue with social distancing space for meetings. Staff asked for direction on bookings and rental rates.

Council directed staff that it is at the discretion of the CAO for bookings and rental rates. Council had no concerns on staff direction and ask.

PED201002

Fence Request from 33 Water Street Sheila Washburn

CAO Spear noted that 33 Water Street has requested to install a new deer fence to protect their gardens and yard. They have requested a 6-foot fence in the front yard of their property. Under the current Zoning By-Law fence in the front yard can only be 3-foot height. The deer fencing issue needs to be addressed in the Zoning By-Law, but Council should review the request.

Council discussed the need to address the deer fencing issue and that this would be brought forward at the next Zoning By-Law workshop in November. Council acknowledged the request from 33 Water Street and that the property needs to be protected as the gardens have been a staple in the community for decades. Council noted that a consistent town wide approach needs to be taken with deer fencing. Council directed staff to bring the deer fence discussion forward to the next Zoning By-Law meeting before providing 33 Water Street with an answer on the installation of new fencing.

PW201002

New Brunswick Community College Request for Snow Clearing and the Noise By-Law

Clerk Nopper noted that the Town received a request on behalf of the New Brunswick Community College asking for an exemption to the Noise By-Law to start snow clearing at 5:00 a.m. Staff noted that under By-Law 06-04 Concerning Regulating Noise in the Town of Saint Andrews that currently noise cannot occur until 7:00 a.m. NBCC needs to start at 5:00 a.m. to clear the lot and area of snow by 6:30 a.m. for the safety of the students and staff, and instructors. Council would need to provide an exemption to NBCC for the snow clearing request. Staff recommended that Council may want to revisit the By-Law in the future to address noise for snow clearing for the entire community.

Council concurred with staff's assessment and directed a motion be brought to the November 2, 2020 meeting to provide exemption to NBCC under By-Law 06-04 to allow for earlier start time for snow clearing.

REVIEW OF REGISTERS AND COMMUNICATIONS TO BE DISCUSSED AT THE REGULAR OR SPECIAL MEETING OF COUNCIL

Councillor Groulx – Asked that Council make the Active Transportation Plan a priority moving forward based on the upcoming grant funding for trail development. The request was to start discussions in November and December.

Mayor Naish – Supported the priority of the Active Transportation Plan and the trail plan for the grant funding opportunity. Additionally, we should be matching up with the recent construction projects by the Department of Transportation and Infrastructure on the work on Highway 127 to be ready for the Coastal Link Trail.

Councillor Groul – Asked staff when Council will be given a tour of the Wellness Centre.

CAO Spear – Staff are hoping to provide a tour to Council in November. The floors are being installed and once the major work has been completed, a tour will be provided. We anticipate a December opening and tour for the general public.

CAO Spear – With the 2021 Budget almost completed, does Council have any issue with a motion being brought forward at the Regular Council Meeting in November to pass the Budget?

Council – Consensus was given to bring forward the motion for the 2021 Budget at the next Regular Council Meeting in November.

QUESTION PERIOD

COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

MAYOR'S COMMENTS

CLOSED SESSION

ADJOURNMENT


Motion: 380 - 10/20

At 8:02 p.m., it was moved by Councillor Akagi, seconded Councillor Gumushel that the meeting be adjourned.

Carried 5 - 0



Doug Naish, Mayor



Paul Nopper, Clerk – Senior
Administrator

