



**TOWN OF SAINT ANDREWS
REGULAR COUNCIL MEETING
W.C. O'NEILL ARENA DINING ROOM
ELECTRONIC MEETING**

Monday, November 2, 2020, at 7:00 PM

MINUTES

RECORD OF ATTENDANCE

A Regular Meeting of the Town of Saint Andrews Council was held on Monday, November 2, 2020, at 7:00 p.m. with the following members present Mayor Doug Naish, Deputy Mayor Brad Henderson, Councillors Kate Akagi, Guy Groulx, Edie Bishop, Andrew Harrison, and Kurt Gumushel. Also, present: Chris Spear, CAO/Treasurer, Paul Nopper Clerk – Senior Administrator.

In-Person - 4
Facebook – 26
Zoom - 1

APPROVAL OF AGENDA

Motion: 385 - 11/20

It was moved by Councillor Groulx, seconded by Councillor Bishop, and carried that the Agenda be approved as presented.

Carried 6 - 0

DISCLOSURE OF CONFLICT OF INTEREST

Councillor Harrison to PED 201004 – One-Year Temporary Use Request for 182 Water Street. Councillor Harrison left the room at 8:30 p.m. and returned at 8:41 p.m.

PRESENTATIONS

Caroline Davies, President, Passamaquoddy Lodge Board, and Lezlie Leblanc, Administrator, Passamaquoddy Lodge, presentation on proposed new Passamaquoddy Lodge Nursing Home.

The presentation provided an overview of background work that has been completed investigating the location, design, and models for a new facility. Have a strategic plan to look at a home style model with 60 individual rooms with bathroom facilities. The facility would be designed with COVIC-19 and pandemic responses designed to ensure safety of the residents. Next steps are to determine best site, brief politicians, obtain government approval, and obtain land. Estimated cost of work to be completed is \$25 million. The request to the Town of Saint Andrews is for a Memorandum of Understanding for first right of refusal on land (Bar Road at Champlain Ave), rezoning land to institutional, formal support for this proposal, assistance in obtaining federal, provincial, and other funding, and potential financial contributions from the Town.

Council received the presentation and acknowledged their participation to support the process and look forward to more discussions on land, funding, and support.

Bethany Young and Freya Clark, Nature Trust of New Brunswick 2020 Year in Review

The presentation provided Council with a review of the 2020 season and nature protecting projects that have occurred. Projects the Nature Trust completed around Saint Andrews and the surrounding area included Pagan Point with 100 trees planted to stabilize the shoreline, Caughey Taylor Preserve with trail work to clear Taggart's Brook Loop, and Navy Island trail work and discovery of a Loyalist cemetery. The Nature Trust goal is to protect 15,000 acres of land by 2023, nearly doubling currently protected lands.

Council received the presentation and thanked the Nature Trust for bringing projects to Council's attention that they were not aware of. Council was open to strengthening the partnership with the Nature Trust with future projects.

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

Motion: 386 - 11/20 **Minutes of the 201005 Regular Council Meeting**
It was moved by Councillor Bishop, seconded by Councillor Groulx that the minutes of the 201005 Regular Council Meeting of October 5, 2020, at 7:00 p.m. be adopted.

Carried 6 - 0

Motion: 387 - 11/20 **Minutes of the 201007 Special Meeting of Council**
It was moved by Councillor Groulx, seconded by Councillor Harrison that the minutes of the 201007 Special Meeting of Council on October 7, 2020, at 6:00 p.m. be adopted.

Carried 6 - 0

Motion: 388 - 11/20 **Minutes of the 201021 Special Meeting of Council**
It was moved by Councillor Akagi, seconded by Councillor Groulx that the minutes of the 201021 Special Meeting of Council on October 21, 2020, at 6:00 p.m. be adopted.

Carried 6 - 0

Motion: 389 - 11/20 **Minutes of the 201026 Special Meeting of Council**
It was moved by Councillor Groulx, seconded by Councillor Bishop that the minutes of the 201026 Special Meeting of Council on October 26, 2020, at 6:00 p.m. be adopted.

Carried 6 - 0

Motion: 390 - 11/20 **Minutes of the 201026 Committee of Council Meeting**
It was moved by Councillor Akagi, seconded by Councillor Bishop that the minutes of the 201026 Committee of Council Meeting on October 26, 2020, at 6:41 p.m. be adopted.

Carried 6 - 0

Motion: 391 - 11/20 **Minutes of the 201028 Special Meeting of Council**
It was moved by Councillor Akagi, seconded by Councillor Groulx that the minutes of the 201028 Special Meeting of Council on October 28, 2020, at 6:00 p.m. be adopted.

Carried 6 - 0

COMMUNICATION

NONE

STAFF REPORTS FINANCIAL REPORTS

Motion: 392 - 11/20 *It was moved by Deputy Mayor Henderson, seconded by Councillor Bishop that Council accepts all the Staff Reports as presented.*

Carried 6 - 0

INTRODUCTION, CONSIDERATION, AND PASSING OF BY-LAW AND MOTIONS**Finance and Administration – Councillor Bishop****FA200704****Motion: 393 - 11/20****Approval of the 2021 Budget**

That Council approves the 2021 General Operating and General Capital for the Town of Saint Andrews, as well as the projections for the same for 2022-2025 be approved;

And that, the 2021 General Operating Fund Budget totals \$5,157,864 including a Tax Warrant of \$4,183,356 based on a mill rate of \$1.2600 for each \$100 of assessment. Council orders and directs the levying by the Minister of Local Government and Local Governance Reform of said amount on Real Property liable to taxation under the Assessment Act within the Town of Saint Andrews.

That the General Capital projects in the 2021 Budget be funded by \$799,093 from the General Operating Fund, \$140,000 from long-term borrowings, \$2,862,662 from Government Grants, and \$250,765 from the General Capital Reserve Fund.

Carried 6 - 0**Motion: 394 - 11/20**

That Council approves the 2021 Utility Operating Fund Budget consists of total revenue of \$966,450 and total expenditures of \$966,450.

That the Utility Capital Project for the 2021 Budget be funded by \$186,207 from the Utility Operating Fund and \$746,393 from long-term borrowing.

Carried 5 - 1**Councillor Groulx voted Nay**

Councillor Groulx noted that the long-term debt on the Utility Operating Fund needs to be addressed by next Council as \$0.43 per dollar will be used to service debt by 2025.

Public Works -Councillor Akagi**PW201002****Motion: 395 - 11/20****New Brunswick Community College Request for Snow Clearing and the Noise By-law**

It was moved by Councillor Akagi, seconded by Councillor Gumushel that Council provide the New Brunswick Community College with an exemption to By-Law 06-04, A By-Law Concerning the Regulations of Noise in the Town of Saint Andrews. The exemption will be for snow clearing purposes to start at 5:00 a.m.

Carried 6 - 0**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.

CAO Spear – The Town received correspondence indicating St. Stephen is willing to keep us on for emergency communications for one year. Council can differ signing the Provincial agreement until further consultation is conducted. The radio equipment will come with the signing of the agreement.

Council – had consensus on the issue of Saint Andrews being unfairly charged for services and wanted to continue discussions with the Province on the funding formula.

PS200304a

Tabled Provincial Emergency Communications Agreement

Motion: 396 - 11/20

It was moved by Deputy Mayor Henderson, seconded by Councillor Akagi, that Council tables the 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.

Carried 6 - 0

Business, Tourism, Heritage and Culture – Deputy Mayor Henderson

BTHC200901

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

Motion: 397 - 11/20

It was moved by Deputy Mayor Henderson, seconded by Councillor Groul 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.

Carried 6 - 0

Read for the Third and Final Time in Full by Mayor Naish

Recreation and Community Services – Councillor Gumushel

RCS201002

Heather Curling Club Lease Agreement for 2020/2021 Season

Motion: 398 - 11/20

It was moved by Councillor Gumushel, seconded by Deputy Mayor Henderson, that 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.

Carried 6 - 0

Council – Discussed Section 11 referencing the Town of Saint Andrews ability to host large events and first right of refusal in coordination with the Heather Curling Club.

Planning & Economic Development – Councillor Harrison

PED201001

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

Motion: 399 - 11/20

It was moved by Councillor Harrison, seconded by Councillor Gumushel 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.

Carried 6 - 0

PED201002a

Motion: 400 - 11/20

Appointment of Building Inspectors for the Southwest New Brunswick Service Commission

It was moved by Councillor Harrison, seconded by Councillor Akagi that:

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.

Carried 6 - 0

PED201002b

Motion: 401 - 11/20

Appointment of Building Inspectors for the Southwest New Brunswick Service Commission

It was moved by Councillor Harrison, seconded by Councillor Bishop that:

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

Carried 6 - 0

PED201004

Motion: - 11/20

One-Year Temporary Use Request for 182 Water Street

That Council moves to support the proposed one-year temporary use request for an open-air market restaurant at 182 Water Street to Charlie Bartlett with terms and conditions outlined by the CAO.

Councillor Harrison left the Council session on basis of Conflict of Interest at 8:30 p.m.

Councillor Groulx – Are the Business Improvement Association and the Chamber of Commerce in support of this project?

CAO Spear – Staff will reach out and report back to Council.

Deputy Mayor Henderson – Good idea to reach out as the request for temporary use would be a change to our Peddlers Permit By-Laws and Zoning that are currently in place.

CAO Spear – Under the Zoning, food trucks are not allowed but PRAC can provide overriding orders. PRAC is asking for Council’s opinion before making a decision. If permitted amendments will need to be made to the Peddlers By-Law.

Deputy Mayor Henderson – Until further information is gathered from the BIA and Chamber, move to table the motion.

PED201004

Table One-Year Temporary Use Request for 182 Water Street

Motion: 401 - 11/20

It was moved by Deputy Mayor Henderson, seconded by Councillor Akagi that Council moves to table the support the proposed one-year temporary use request for an open-air market restaurant at 182 Water Street to Charlie Bartlett with terms and conditions outlined by the CAO.

Carried 5 - 0

Councillor Harrison returned to the Council session at 8:41 p.m.

NEW BUSINESS

PW201003

Motion: 402 - 11/20

Climate Change Resilience Assessment

It was moved by Councillor Akagi, seconded by Councillor Gumushel that staff are authorized to spend up to \$10,000 for the completion of a Climate Change Resilience Assessment to continue our application under the Green Infrastructure – Adaptation, Resilience and Disaster Mitigation program for Market Wharf.

Carried 6 - 0

CAO Spear – The Climate Change Resilience Assessment need to be completed as part of the funding application process for the Wharf. Part of the program highlights green house gas emissions and environmental assessments. This is time sensitive and needs to be completed by the end of the year. The assessment will be based on the breakwater concept but will ask if a change in design will affect the study.

QUESTION PERIOD

1. *Has there been any consideration for a rehab gym on site for the new Passamaquoddy Lodge?*
 - a. *No plans have been submitted yet for the facility.*
2. *Is the By-Law meeting on Wednesday looking at the Short-Term Rental By-Law?*
 - a. *No. The meeting on Wednesday is to review the Zoning By-Law and wording within it. The Short-Term Rental By-Law will be coming forward later.*
3. *Can you repeat the number of building permits from last year compared to this year?*
 - a. *49 in 2019 and 22 in 2020.*

COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

Deputy Mayor Henderson - Echo on CAO Spear's report, Mr. Tim Sharkey thank you and wish a great retirement. He had great ice experience with his knowledge and most small communities never have this. I am hoping we will be able to do a send off to him.

Deputy Mayor Henderson - Because of COVID-19, November 11th will be different this year. There will be no in-person event and will be shown online and on CHCO-TV the televised version.

MAYOR'S COMMENTS

Mayor Naish - Today we have poppy banners around light posts, completed by Brenda Waiwood and a team of dedicated volunteers, who created these banners for Remembrance Day. They have aspirations to have a poppy banner on every light post in the downtown. Please take note of them. They have been working on the banners over the past year. Great work and good job on the Town team for getting them up and organized.

Mayor Naish - We did get some information on the Community Garden and the great year they had. I want to acknowledge them and the outstanding work they do. Great intergenerational gardening at its best.

CLOSED SESSION

ADJOURNMENT

Motion: 403 - 11/20

At 8:53 p.m., it was move by Councillor Akagi, seconded Councillor Gumushel that the meeting be adjourned.

Carried 6 - 0



Doug Naish, Mayor



Paul Nopper, Clerk – Senior
Administrator

