



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

Monday, December 7, 2020, 7:00 p.m.
Electronic Meeting

Pages

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- A. RECORDING OF ATTENDANCE**
- B. APPROVAL OF AGENDA**
Recommended Motion:
That the Agenda be approved as presented.
- C. DISCLOSURE OF CONFLICT OF INTEREST**
- D. PRESENTATIONS**
- E. APPROVAL OF THE MINUTES OF PREVIOUS MEETING**
1. Minutes of the 201102 Regular Meeting of Council on November 2, 2020, 7:00 p.m. - 6
Recommended Motion:
That the Minutes of the 201102 Regular Council Meeting on November, 2, 2020, 7:00 p.m. be adopted.
 2. Minutes of the 201102 Public Hearing of Objections on November 2, 2020, 6:45 p.m. - 13
Recommended Motion:
That the Minutes of the 201102 Public Hearing of Objections on November, 2, 2020 at 6:45 p.m. be adopted.
 3. Minutes of the 201104 Special Meeting of Council on November 4, 2020, at 6:00 p.m. - 14
Recommended Motion:
That the Minutes of the 201104 Special Meeting of Council on November 4, 2020, at 6:00 p.m. be adopted.
 4. Minutes of the 201118 Special Meeting of Council on November 18, 2020, at 6:00 p.m. - 20
Recommended Motion:
That the Minutes of the 201118 Special Meeting of Council on November 18, 2020, at 6:00 p.m. be adopted.
 5. Minutes of the 201123 Emergency Meeting of Council on November 23, 2020, at 6:00 p.m. - 22
Recommended Motion:
That the Minutes of the 201123 Emergency Meeting of Council on

November 23, 2020, at 6:00 p.m. be adopted.

6. **Minutes of the 201125 Special Meeting of Council on November 25, 2020, at 6:00 p.m. -** 26

Recommended Motion:

That the Minutes of the 201125 Special Meeting of Council on November 25, 2020, at 6:00 p.m. be adopted.

7. **Minutes of the 201130 Committee of Council Meeting on November 30, 2020, at 6:30 p.m. -** 30

Recommended Motion:

That the Minutes of the 201130 Committee of Council Meeting on November 30, 2020 at 6:30 p.m. be adopted.

F. COMMUNICATIONS

- G. STAFF REPORT/FINANCIAL REPORT** 39

Recommended Motion:

That Council accepts all the Staff Reports and Financial Reports as presented.

H. INTRODUCTION, CONSIDERATION AND PASSING OF BY-LAWS AND MOTIONS

1. **Finance & Administration - Councillor Bishop**

1. **FA201102 COVID-19 Safe Restart Funding** 84

Recommended Motion:

Be it resolved that the municipality of the Town of Saint Andrews (Town) suffered financial loss due to 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 that:*
- *The Town suffered lost revenues of \$231,746 and*
- *The Town incurred extra costs of \$37,383 and*
- *The Town had Specific Operational Savings of \$153,753.00*
- *For a net request of \$115,376.00.*

2. **FA201103 Application to the Municipal Capital Borrowing Board** 86

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:

PURPOSE	AMOUNT	TERM
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GENERAL FUND

Transportation Services

Resurfacing Roads 140,000 15 Years

Total General Funds 140,000

UTILITY FUND

Water Mains

Sophia Street 110,000 25 Years

Sanitary Sewer Mains

Sophia Street 110,000 25 Years

King Street 110,000 25 years

Liner Sewage Lagoon 116,000 25 Years

Recondition Steel

Reservoir 125,000 15 Years

Total Utility Fund 746,000

Grand Total 886,000

3. **FA201104 Year-End Reserve Fund Transfers** 88

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.*

Recommended Motion:

*Be it moved that **\$10,000** be transferred from the Utility Capital Reserve Fund to the Utility Capital.*

4. **FA201101 Human Resource Inventory and Organization Structure** 89

Recommended Motion:

That Council moves to approve the new Human Resource Inventory and Organization Structure for the Town of Saint Andrews.

5. **FA201107 Social Media Policy for Council Meetings** 139

Recommended Motion:

That Council moves to approve the Social Media Policy for Council Meeting for the Town of Saint Andrews.

2. **Public Works - Councillor Akagi**
3. **Public Safety - Councillor Groulx**

4. **Business, Tourism, Heritage and Culture - Deputy Mayor Henderson**
5. **Recreation and Community Services - Councillor Gumushel**
1. **RCS201002 Heather Curling Club Lease Agreement** 142
- Recommended Motion:**
That Council moves to approve the Amended Heather Curling Club Lease Agreement for the 2020/2021 season.
6. **Planning & Economic Development - Councillor Harrison**
1. **PED201101 Huntsman Marine Development Support** 151
- 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 of 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)).*
2. **PED201102 Land for Proposed Rebuild Passamaquoddy Lodge** 152
- Recommended Motion:**
That the Council of the Town of Saint Andrews authorizes the support of the possible development of the new Passamaquoddy Lodge, on Town-owned land, 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.

Recommended Motion:

That the Council of the Town of Saint Andrews authorizes a Public Information Sessions on the potential space for the new Passamaquoddy Lodge to be scheduled in early 2021.

3. PED201004 182 Water Street Temporary Use Proposal Charlie Bartlett

156

Recommended Motion:

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.

I. NEW BUSINESS

1. PS201103 COVID-19 Operations Update
2. FA201201 VOIP Phone Systems

J. QUESTION PERIOD

K. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

L. MAYOR'S COMMENTS

M. CLOSED SESSION

Recommended Motion:

At _____ p.m. Council move into Closed Session per the Local Governance Act, Section 68 1 (c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract; and

Section 68 1 (d) the proposed or pending acquisition or disposition of land.

Recommended Motion:

At _____ P.M. Council returned to open session.

N. ADJOURNMENT

Recommended Motion:

At _____ p.m. that the meeting be adjourned.