



**TOWN OF SAINT ANDREWS
SPECIAL COUNCIL MEETING
MINUTES**

**December 14, 2020, 6:00 p.m.
Electronic Meeting**

A. RECORDING OF ATTENDANCE

A Special Meeting of the Town of Saint Andrews Council was held on Monday, December 14, 2020, at 6:00 p.m. with the following members present:

Mayor Doug Naish, Deputy Mayor Brad Henderson, Councillors Kate Akagi, Edie Bishop, Guy Groulx, Kurt Gumushel, and Andrew Harrison.

Staff: Chris Spear, CAO/Treasurer, Paul Nopper, Clerk - Senior Administrator

Facebook 28

Zoom - 3

B. APPROVAL OF AGENDA

Motion: Motion: 449 - 12/20

Moved by Councillor Bishop

Seconded by Councillor Groulx

That the Agenda be approved as presented.

6 – 0

Carried

C. DISCLOSURE OF CONFLICT OF INTEREST

D. PRESENTATIONS

1. Tourism Accommodation Levy Budget and Agreement, Neil Shorthouse - Chair, Tourism Accommodation Levy Board

With Gerald Ingersoll - Representative of Chamber of Commerce.

Wanted to put the agreement forward that lines out who does what. Funds would be transferred for use by TALB to the Chamber of Commerce. A model has been set up between the Town, Chamber, and TALB. Chamber will hold the funds as directed by TALB through minutes directive. There will be a double signature on the expenditures and justification of expenditures.

Councillor Groulx - Not sure if we are dealing with the agreement tonight, I thought only the budget.

Deputy Mayor Henderson - We need to discuss the agreement first. Take the opportunity to ask questions on that document, a good time to dive into it.

Mayor Naish - Any questions on the agreement.

Councillor Groulx - Have some concerns about the agreement first as it relates to the By-Law 19-06. There are some flaws in the agreement contrary to the By-Law.

Mayor Naish - Sounds like headed for a delay until review. Any additional comments Council? To flag one thing, previously agreed for 2021, for the funds from 2020, although short of pre-COVID, all ready to turn over

revenue including the Town portion for 2021. We need to make sure the agreement is reflective of the funds provided. Want to work with you to get it right and get it together. Any motion to table

Deputy Mayor Henderson - we need to ensure we deal with this asap in January to go over concerns and work through the budget to not delay the process.

Mayor Naish - I concur with that.

Councillor Bishop - motion to January 2021

CAO Spear - would like to address the lease for space or delay until January?

2. Market Wharf Design Presentation, Chris Spear, CAO/Treasurer

CAO Spear provided a presentation on the Wharf Refurbishment Project. In 2018, with CBCL, over 10 years \$1.5 million to complete repairs. The prior CAO did a presentation with an armour stone breakwater and Council made a motion to apply for funding. It was initially refused but moved forward for consideration under the Green Infrastructure Fund. Council will have to look at the design, meeting climate change adaptation, and moving forward.

History:

Original Wharf built-in 1950's - owned by the Gov of Canada

Fire in 1993 - Pier Head and Intermediate Trestle Rebuilt. Ownership was transferred to the Town for the rebuild.

Ongoing Investment Since 2010

\$2.3 Million - New ramp, bathrooms, and office, lower pontoons, wave break, boat, repairs to 3 sections of the Approach. The wharf at one point in the last few years had a weight restriction due to rot.

Breakwater Style - Focus for tonight.

CBCL has created some additional drawings with views. This will give us guidance on styles and where to go. Using the landscape as it is, the new rendition of the wharf is provided. First view of wharf is from the Wharf pierhead to town. Armour rock visible at low tide but not high tide.

Move to overhead view - New space will be created on the market square and increase by 20%. Gives us options moving ahead.

Move to street head level (Water and King) - bumpers provide aesthetics while still giving us the longevity of a new rock wharf.

Move to decorative pole picture - concept drawings and design next step. Space to put picnic tables, etc. if there is no walkway on one side. Options available.

Move to upper rock photo - one thing of note, there is support from some of the businesses close by that they agree with the design versus the traditional wharf. Designs much superior to the previous wharf.

Access to beach picture - where the boat ramp is currently would be a staircase to get down to the shore.

Another Option - Concrete Wharf

The structure would be cribbed with concrete versus wood. There is a cost issue with this as well. Can cost more to repair over time due to concrete wear in the saltwater.

Cost Estimates

Wooden Structure Replacement - \$3.4 million - does not include elevation raise for sea-level rise*

Armour Stone Breakwater - \$3 million

*Concrete Structure on Piles - \$2.9 million - * - does not include elevation raise for sea-level rise*

Estimate another 10 - 15% in cost to bring up to sea-level rise

Life Cycle Costs

Wooden structure will deteriorate faster. It is also currently the most expensive option.

Concrete has a longer life cycle but can breakdown and require expensive, frequent repairs (bridge)

Breakwater Style can be repaired with minimal costs, local contractors can repair. Easier to raise additional 0.5 m in 40 - 50 years.

Still working on a dry dock situation. Not sure where to put it yet but will be determined.

Moving Forward

Public Consultation - Wednesday, January 20th

Motion to proceed with chosen design - February/March Council Session

2 - 3 year wintertime project - phased project not to interfere with tourism season.

Mayor Naish - Can you explain the funding?

CAO Spear - 70% of funding to be covered but must invest in climate change adaptation and sea-level rise. We are checking the boxes for funding as long as there are no red flags, we will have a positive outcome on funds.

Councillor Harrison - how wide is the wharf?

CAO Spear - I do not have the numbers in front of me. I will go back to the engineers and supply that directly.

Councillor Harrison - my biggest fear is how this will look. To be honest, not sure I would want the yellow building in its current location. I would like to have the water view there coming down King Street. I am wondering, can the engineers a picture, not a seagull view but a street view from the market square? I would like to know how it feels like to see the vibe of the town. If the difference is a few hundred thousand then buy into the one that looks better. Is there a reason why we cannot build higher now? Can we go up a half metre now?

CAO Spear - we are going up half a metre now, difficult to connect with the pierhead. If you go up a whole metre quite noticeable.

Councillor Harrison - Is it a metre we need to compensate for?

CAO Spear - 1 metre over 100 years. This is why we are looking at 0.5 m for the first 50 years and change after that.

Councillor Harrison - would like to see more information on this.

Councillor Groulx - Can we have stairs on both sides? Can we have a boardwalk on both sides? Have we considered how market square armour stones be replacing the wood in the market square still?

CAO Spear - Market square was always going to be armour stone.

Councillor Groulx - in research that I have been doing, the piles for wood, the lifespan of them are 20 years. The breakwater style has easily double

the lifespan of timber. The overall costs make the difference on price for the lifecycle of breakwater versus timber versus concrete. The other item to address, have a slide on environmental concerns on the breakwater. Perhaps have something upfront on how to address these concerns.

Deputy Mayor Henderson - market square must be protected by armour stone. It is more of the footprint of the wharf and how wide it is and how it looks at low tide. This is a huge multi-year multi-million project, can we have similar ones done for wood and concrete. When we go to public consultation, can we have these, life expectancy, price tag, so the public can get a better understanding of the design costs? If it is a few thousand, let's spend the money on the designs for decision making. Think we need this for the public.

Councillor Groulx - one final point, when looking at this, the property approach is to look at the full lifecycle costs.

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

1. FA201203 Tourism Accommodation Levy Budget and Agreement Discussion

Councillor Harrison - Can we not move forward on these documents and have the formal agreement match?

CAO Spear - in the original by-law Feb 1 first time to distribute. If Council wants to provide a motion to advance funds, not a problem.

Mayor Naish - Think we need to stay the course and deal with the agreement first. I also agree there needs to be expedience of funds as we are running a bit behind. Once we sign the agreement, get this in place by October 31st. I think we can make a commitment to get this done in early January.

Motion 2

Councillor Groulx - In terms of rental costs and terms and conditions, can we use the same as Ministers Island. This is something we had in place and providing a break to the Chamber and Tourism Accommodation Levy. Charging the same for all non-profit groups.

Councillor Harrison - Any recommendation of staff?

CAO Spear - My concern is that the Chamber may not have budgeted for this in 2021. We do not want to cut them off, but want to give them a fair deal. We did not build in a rent portion in the budget. At this point, waiting on what Council would like to do.

Councillor Harrison - If they run a VIC, this is where it would be our of?

CAO Spear - Yes.

Councillor Harrison - If they are taking the VIC off our hands, willing to entertain a discount on space.

Mayor Naish - Any other comments? I would be comfortable with CAO Spear to meet with the Chamber and TALB with terms and conditions and inform us of the decision.

CAO Spear - I will bring back a motion for the meeting in January.

Deputy Mayor Henderson - Mr. Spear could meet with the Chamber on what they budget for. I would approve a motion with the following amendments - negotiate rates - do not delay the process.

Councillor Groulx - I have no problems with Mr. Spear doing what he did with Wellness Centre with lease agreements with approval. Give direction to staff to come back and then make a motion.

Deputy Mayor Henderson - As long as this will not delay the process, then yes I would be happy with that.

Councillor Groulx -Could a lease agreement be ready for Wednesday?

CAO Spear - Yes. I will have something for Wednesday.

Motion: Motion: 450 - 12/20
Moved by Councillor Bishop
Seconded by Councillor Groulx

That Council approves the proposed 2021 Tourism Accommodation Levy Budget.

Motion: Motion: 451 - 12/20
Moved by Councillor Harrison
Seconded by Councillor Groulx

Tabled that Council approve the proposed 2021 Tourism Accommodation Levy Budget.

6 – 0

Carried

Motion: Motion: 453 - 12/20
Moved by Councillor Bishop
Seconded by Councillor Groulx

That Council approves the development of a lease agreement at a rental cost of \$_____ to provide shared use of office space at the W.C. O'Neill Arena Complex for the Saint Andrews Chamber of Commerce and the Tourism Accommodation Levy Board under terms and conditions established by the CAO.

Motion: Motion: 453 - 12/20
Moved by Councillor Harrison
Seconded by Councillor Bishop

Tabled That Council approves the development of a lease agreement at a rental cost of \$_____ to provide shared use of office space at the W.C. O'Neill Arena Complex for the Saint Andrews Chamber of Commerce and the Tourism Accommodation Levy Board under terms and conditions established by the CAO.

6 – 0

Carried

2. PW200801 Market Wharf Design Discussion

CAO Spear - Good target but will send off an email to engineers. I recommend going forward with the motion and if it takes longer we will inform you on Wednesday.

Deputy Mayor Henderson - We need to get this project on more eyes, we should set the meeting and do a follow up as needed. The more info the better decision making.

Councillor Gumushel - the drawing by CBCL boardwalk on one side, would pick up on the other side of the wharf, might be a good space for a barrier to closer the wharf when it might need to be. Some more design needs to be done. This is the town asset and should have the ability to close off or sell tickets, etc. Still a number of design aspects to be reviewed.

CAO Spear - this is nowhere near the final design, just a concept and seeing before coming forward including functionality, etc. This is a high-level drawing to start the conversation on what road to go down.

Motion: Motion: 454 - 12/20
Moved by Councillor Akagi
Seconded by Councillor Bishop

That Council sets the date of Wednesday January 20, 2020 at 6:00 p.m. for a public information session on the Wharf Design Concepts.

6 - 0

Carried

3. FA201107 Social Media Policy for Council Meetings

Councillor Groulx - wanted to say the social media has certainly had a positive impact on viewing and transparency on Council. Thanks to staff on putting together the policy. Seems to have covered off the basis.

Councillor Bishop - A combination of social media and public access would be good.

Councillor Gumushel - Think we were the most transparent council in our area before COVID, note sure why we need to be more transparent. Great we will be more transparent but were transparent before.

Motion: Motion: 455 - 12/20

Moved by Councillor Bishop

Seconded by Councillor Akagi

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

6 - 0

Carried

F. NEW BUSINESS

G. QUESTION PERIOD

1. If this wharf goes with the rock style, are boats going to be able to lay up beside it? Has there been any consideration in putting a boom on the wharf so the industry can work off it? Or is it all aesthetics?

2. This new section being raised 0.5 metres, would this mean a 0.5 m drop down to the existing wharf and 0.5 m down to the parking area beside the post office? Not clear on what is being raised 0.5 m?

3. How many people have been consulted on this project? How much money do we spend on road maintenance. Why is this different?

H. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

I. MAYOR'S COMMENTS

J. CLOSED SESSION

Motion: Motion: 456 - 12/20

Moved by Councillor Bishop

Seconded by Councillor Gumushel

At 7:14 p.m. Council moved into Closed Session Section 68 (j) labour and employment matters, including the negotiation of collective agreements.

6 - 0

Carried

Motion: Motion: 457 - 12/20

Moved by Councillor Bishop

Seconded by Councillor Gumushel

At 7:42 P.M. Return to Open Session.

6 - 0

Carried

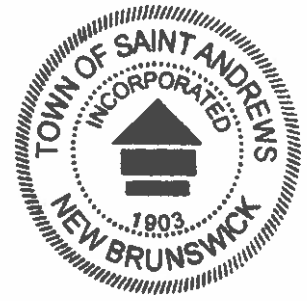
K. ADJOURNMENT

Motion: Motion: 458 - 12/20
Moved by Councillor Bishop
Seconded by Councillor Gumushel

At 7:43 p.m. that the meeting be adjourned.

6 - 0

Carried





Doug Naish, Mayor



Paul Nopper, Clerk