



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

Tuesday, April 6, 2021, 7:00 p.m.
ELECTRONIC MEETING

		Pages
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 210208 Public Consultation Session on February 8, 2021, 7:00 p.m. Recommended Motion: <i>That the Minutes of the 210208 Public Consultation Session on February 8, 2021, at 7:00 p.m. be adopted.</i>	7
2.	Minutes of the 210301 Public Hearing of Objections on March 1, 2021, 6:00 p.m. Recommended Motion: <i>That the Minutes of the 210301 Public Hearing of Objections on March 1, 2021, at 6:00 p.m. be adopted.</i>	16
3.	Minutes of the 210301 Regular Meeting of Council on March 1, 2021, 7:00 p.m. Recommended Motion: <i>That the Minutes of the 210301 Regular Meeting of Council on March 1, 2021, at 7:00 p.m. be adopted.</i>	19
4.	Minutes of the 210308 Special Meeting of Council on March 8, 2021, 6:00 p.m. Recommended Motion: <i>That the Minutes of the 210308 Special Meeting of Council on March 8, 2021, at 6:00 p.m. be adopted.</i>	33
5.	Minutes of the 210315 Special Meeting of Council on March 15, 2021, 6:00 p.m. Recommended Motion: <i>That the Minutes of the 210315 Special Meeting of Council on March 15,</i>	42

2021, at 6:00 p.m. be adopted.

6. Minutes of the 210322 Public Hearing of Objections on March 22, 2021, 6:00 p.m. 48

Recommended Motion:

That the Minutes of the 210322 Public Hearing of Objections on March 22, 2021, at 6:00 p.m. be adopted.

7. Minutes of 210322 Special Meeting of Council on March 22, 2021, 6:15 p.m. 49

Recommended Motion:

That the Minutes of the 210322 Special Meeting of Council on March 22, 2021, at 6:15 p.m. be adopted.

8. Minutes of the 210329 Special Meeting of Council on March 29, 2021, 6:00 p.m. 52

Recommended Motion:

That the Minutes of the 210329 Special Meeting of Council on March 29, 2021, at 6:00 p.m. be adopted.

9. Minutes of the 210329 Committee of Council Meeting on March 29, 2021, 6:30 p.m. 54

Recommended Motion:

That the Minutes of the 210329 Committee of Council Meeting on March 29, 2021, at 6:30 p.m. be adopted.

F. COMMUNICATIONS

1. National Organ and Tissue Donation Awareness Week April 18 - 21, New Brunswick Organ and Tissue Program Horizon Health 63

G. STAFF REPORT/FINANCIAL REPORT 69

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. FA201101 Formal Wage and Salary Structure Town Employees 105

Recommended Motion:

That the document titled "Town of Saint Andrews, Wage and Salary Grade Structure" dated April 5, 2021 be accepted.

2. FA210302 Province of New Brunswick Built Heritage Fund for the Courthouse and Gaol 110

Recommended Motion:

That Council supports the application to the New Brunswick Built Heritage Fund for 50% grant funding to support the Courthouse and Gaol painting project for 2021.

3. FA210303 Town of Saint Andrews Policies and Procedures Manual 111

Recommended Motion:

That Council adopts the Town of Saint Andrews Policies and Procedures Manual developed by Practical Human Resources Solutions Inc.

4. FA210304 Municipal Capital Borrowing Board Wharf and Trails

187

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 \$2,650,000 for capital expenses for the following terms and amounts:

Purpose	Amount	Term
General Fund		
<u>Transportation Services</u>		
Trail Improvements	\$400,000	15 Years
Trail Improvements (Interim Financing)	\$200,000	3 Years
<u>Environmental Development</u>		
Market Wharf Refurbishment	\$1,300,000	25 Years
Market Wharf Refurbishment (Interim Financing)	\$750,000	3 Years
Total	\$2,650,000	

2. Public Works - Councillor Akagi

1. PW201001 Discussion on COVID-19 Downtown Water Street 2021

190

Recommended Motion:

That Council approves Water Street to be designated as a one-way traffic in an easterly direction from Edward Street to Frederick Street starting June 25, 2021 to September 7, 2021.

Recommended Motion:

That Council approves no parking on the Northeast side of Water Street between Edward Street and Frederick Street starting June 25, 2021 to September 7, 2021.

Recommended Motion:

That Council approves a wood and rope nautical themed barricade for the Northeast side of Water Street between

Edward Street and Frederick Street starting June 25, 2021 to September 7, 2021.

Recommended Motion:

That Council approves the Town to sign into encroachment agreements with businesses for the purpose of walkarounds for sidewalks with the cost born by the business, and under the terms and conditions established by the Chief Administrative Officer.

Recommended Motion:

That Council approves the gating of the Wharf to vehicular traffic, excluding permitted vehicles, between 8:00 a.m. - 5:00 p.m. 7 days a week from June 25, 2021 to September 7, 2021 to allow for social distancing space due to COVID-19 and for enhanced safety.

3. Public Safety - Councillor Groulx

4. Business, Tourism, Heritage and Culture - Deputy Mayor Henderson

- 1. BTHC210301 Proclamation for Disability Awareness Week "Let's Talk Ability"! May 30 - June 5, 2021** 286

Recommended Motion:

That Council proclaim May 30th - June 5th, 2021 Disability Awareness Week "Let's Talk Ability"! in the Town of Saint Andrews.

5. Recreation and Community Services - Councillor Gumushel

- 1. RCS210301 Request for 2021 Summer Grass Cutting at Sir James Dunn Academy** 289

Recommended Motion:

That Council approves the one-time seasonal mowing of Prince Arthur Field for the 2021 summer season.

- 2. RCS210302 SORTI Request for Sentier NB Trail Funds for Bird Watching Platform** 291

Recommended Motion:

That Council approves the grant funding from Sentier NB Trails of up to \$36,000 be provided for the construction of the Bird Watching Platform in partnership with the Saint Andrews Outdoor Recreation and Trails Inc.

- 3. RCS210303 Wellness Programs for Saint Andrews** 298

Recommended Motion:

That Council supports the Town of Saint Andrews in participating in the New Brunswick Dementia Friendly Institute Pilot Project for Dementia Awareness and Training Support.

Recommended Motion:

That Council supports the Town of Saint Andrews in participating in the Heart and Stroke Foundation's Pilot Project for Stroke Navigation.

6. **Planning & Economic Development - Councillor Harrison**
1. **PED210202d By-Law 21-02, Being a By-Law to Establish a Planning Advisory Committee for the Town of Saint Andrews** 308
Recommended Motion:
That Council grants leave for Second Reading of By-Law 21-02, Being a By-Law to Establish a Planning Advisory Committee for the Town of Saint Andrews.
 2. **PED210203d Amendment Z21-02 to Zoning By-Law Z21-01 for Rezoning 108 Sophia Street Second Reading** 312
Recommended Motion:
That Council grants leave for Second Reading to By-Law No. Z21-02, A By-Law to Amend By-Law Z21-01, Being Zoning By-Law for the Town of Saint Andrews.
 3. **PED210204d Amendment MP20-03 to Municipal Plan MP20-01 for Rezoning 108 Sophia Street Second Reading** 316
Recommended Motion:
That Council grant leave for Second Reading to By-Law MP20-03, A By-Law to Amend By-Law No. MP20-01, Being Municipal Plan By-Law for the Town of Saint Andrews.
 4. **PED210301 Temporary Use Request Views for PRAC on 258 Montague Street** 320
Recommended Motion:
That Council supports the Temporary Use Request for Benjamin and Zainub Faulkner-Malik at 258 Montague Street "The Montague Rose Bed and Breakfast" for a tea-room open to the public in the existing Bed and Breakfast with the following terms and conditions:
 1. *Hours of operation shall not exceed 8:00 a.m. - 9:00 p.m.*
 2. *A parking area for 8 vehicles shall be maintained on the property.*
 3. *The parking area shall be screened from the view of adjoining residential zone or property through a 2 m (6.6 ft.) wide planting strip of landscaped open space or by a wall or decorative wooden fence or chain-link fence with filler strips woven into the mesh or some other screening facility of equal screening value; such screening facility to be at least 1.5 m (4.9 ft.) and not more than 2 m (6.6 ft.) in height, and so located as to not conflict with any sight triangle requirements.*
- I. **NEW BUSINESS**
1. **RCS210304 Amendment to Capital Budget at Arena** 331
Recommended Motion:
Move that Council authorize the unbudgeted purchase of a heat pump unit for the W.C. O'Neill Arena in the amount of \$7,000.

- J. QUESTION PERIOD
- K. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS
- L. MAYOR'S COMMENTS
- M. CLOSED SESSION
- N. ADJOURNMENT

Recommended Motion:

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