



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

**April 6, 2021, 7:00 p.m.
Electronic Meeting**

A. RECORDING OF ATTENDANCE

A Regular Meeting of the Town of Saint Andrews Council was held on Tuesday, April 6, 2021, at 7:00 p.m. with the following members present:

Mayor Doug Naish, Deputy Mayor Brad Henderson, Councillor Kate Akagi, Guy Groulx, Kurt Gumushel, Andrew Harrison.

Staff: Chris Spear, CAO/Treasurer, Paul Nopper, Clerk - Senior Administrator, Alexander Gopen, Planner, Southwest New Brunswick Service Commission.

Absent Councillor Edie Bishop.

B. APPROVAL OF AGENDA

Motion: Motion: 137 - 04/21

Moved by Councillor Akagi

Seconded by Councillor Groulx

Addition of Closed Meeting pertaining to Local Governance Act Section 68 (1)(G) litigation or potential litigation affecting the local government or any corporation referred to in subsection 8(1), the local government's agencies, boards or commissions including a matter before an administrative tribunal.

5 – 0

Carried

Motion: Motion: 138 - 04/21

Moved by Councillor Akagi

Seconded by Councillor Groulx

That the Amended Agenda be approved as presented.

5 – 0

Carried

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.

Deputy Mayor Henderson - Next Council should review the minutes going forward under the procedural By-Law.

Motion: Motion: 139 - 04/21

Moved by Councillor Groulx

Seconded by Councillor Akagi

That the Minutes of the 210208 Public Consultation Session on February 8, 2021, at 7:00 p.m. be adopted.

5 – 0

Carried

- 2. Minutes of the 210301 Public Hearing of Objections on March 1, 2021, 6:00 p.m.**

Motion: Motion: 140 - 04/21
Moved by Councillor Groulx
Seconded by Deputy Mayor Henderson

That the Minutes of the 210301 Public Hearing of Objections on March 1, 2021, at 6:00 p.m. be adopted.

5 – 0
Carried
- 3. Minutes of the 210301 Regular Meeting of Council on March 1, 2021, 7:00 p.m.**

Motion: Motion: 141 - 04/21
Moved by Councillor Groulx
Seconded by Councillor Akagi

That the Minutes of the 210301 Regular Meeting of Council on March 1, 2021, at 7:00 p.m. be adopted.

5 – 0
Carried
- 4. Minutes of the 210308 Special Meeting of Council on March 8, 2021, 6:00 p.m.**

Motion: Motion: 142 - 04/21
Moved by Deputy Mayor Henderson
Seconded by Councillor Akagi

That the Minutes of the 210308 Special Meeting of Council on March 8, 2021, at 6:00 p.m. be adopted.

5 – 0
Carried
- 5. Minutes of the 210315 Special Meeting of Council on March 15, 2021, 6:00 p.m.**

Motion: Motion: 143 - 04/21
Moved by Councillor Gumushel
Seconded by Deputy Mayor Henderson

That the Minutes of the 210315 Special Meeting of Council on March 15, 2021, at 6:00 p.m. be adopted.

5 – 0
Carried
- 6. Minutes of the 210322 Public Hearing of Objections on March 22, 2021, 6:00 p.m.**

Motion: Motion: 144 - 04/21
Moved by Councillor Gumushel
Seconded by Councillor Groulx

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

5 – 0
Carried

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

Motion: Motion: 145 - 04/21
Moved by Councillor Groulx
Seconded by Deputy Mayor Henderson

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

5 – 0
Carried

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

Motion: Motion: 146 - 04/21
Moved by Councillor Akagi
Seconded by Councillor Gumushel

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

5 – 0
Carried

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

Motion: Motion: 147 - 04/21
Moved by Deputy Mayor Henderson
Seconded by Councillor Groulx

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

5 – 0
Carried

F. COMMUNICATIONS

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

Mayor Naish read the letter provided by the National Organ and Tissue Donation Awareness Week.

G. STAFF REPORT/FINANCIAL REPORT

Motion: Motion: 148 - 04/21
Moved by Councillor Gumushel
Seconded by Deputy Mayor Henderson

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

5 – 0
Carried

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

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

1. **FA201101 Formal Wage and Salary Structure Town Employees**

Councillor Groulx - I think our staff has worked hard on this and a long time coming. This is a positive step forward for the Town.

Motion: Motion: 149 - 04/21
Moved by Councillor Groulx
Seconded by Councillor Gumushel

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

5 – 0
Carried

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

Councillor Akagi - This is a great idea.

Motion: Motion: 150 - 04/21
Moved by Councillor Groulx
Seconded by Councillor Akagi

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.

5 – 0
Carried

3. FA210303 Town of Saint Andrews Policies and Procedures Manual

Councillor Groulx - There has been a lot of effort into this document. It provides a lot of clarity and desperately needed. I applaud staff for the work.

Motion: Motion: 151 - 04/21
Moved by Councillor Groulx
Seconded by Councillor Harrison

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

5 – 0
Carried

4. FA210304 Municipal Capital Borrowing Board Wharf and Trails

Councillor Groulx - This is a proactive move to get the ducks in order before the summer recess. This is a good move by the Town.

Motion: Motion: 152 - 04/21
Moved by Councillor Groulx
Seconded by Deputy Mayor Brad Henderson

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		
Transportation Services		
Trail Improvements	\$400,000	15 Years
Trail Improvements(Interim Financing)	\$200,000	3 Years
Environmental Development		
Market Wharf Refurbishment	\$1,300,000	25 Years
Market Wharf Refurbishment (Interim Financing)	\$750,000	3 Years
Total	\$2,650,000	

**5 – 0
Carried**

2. Public Works - Councillor Akagi

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

Council had a discussion on the COVID-19 Water Street for the 2021 season. Council reviewed the results from the Chamber of Commerce, the BIA, and the Community survey. From the results, Council noted that whatever decisions come forward, that there will be people in the public that may not be happy with the decisions. Concerns were raised about the new COVID-19 variants and how they would affect the summer season. It is anticipated that most New Brunswickers will be vaccinated with the first doses by the end of June 2021. The debate occurred around the one-way street, additional social distancing space, options for parking on Water Street including walkarounds, expansion onto sidewalks, style of barriers if built, and options for the wharf. The discussion also involved potential mandatory mask-wearing areas, sanitization, and flow of traffic of people and vehicles.

Motion: Motion: 153 - 04/21
Moved by Councillor Akagi
Seconded by Councillor Harrison

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.

4 - 1 Nay Councillor Groulx
Carried

Motion: Motion: 154 - 04/21
Moved by Councillor Akagi
Seconded by Councillor Harrison

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.

**2 - 3 Nay Deputy Mayor Henderson, Councillor Groulx, Councillor Gumushel
Defeated**

**Motion: Motion: 155 - 04/21
Moved by Councillor Harrison
Seconded by Councillor Gumushel**

Amendment to move the wood and rope nautical themed barricades for the Southwest side of Water Street between Edward Street and Frederick Street starting June 25, 2021 to September 7, 2021.

**5 - 0
Carried**

**Motion: Motion: 156 - 04/21
Moved by Councillor Akagi
Seconded by Councillor Gumushel**

That Council approves the amended motion that wood and rope nautical themed barricade for the Southwest side of Water Street between Edward Street and Frederick Street starting June 25, 2021 to September 7, 2021.

**2 - 3 Nay Deputy Mayor Henderson, Councillor Groulx, Councillor Akagi
Defeated**

**Motion: Motion: 157 - 04/21
Moved by Deputy Mayor Brad Henderson
Seconded by Councillor Groulx**

Amendment to remove the cost born by businesses for walkarounds.

**5 - 0
Carried**

**Motion: Motion: 158 - 04/21
Moved by Councillor Akagi
Seconded by Deputy Mayor Brad Henderson**

That Council approves the amended motion that the Town to sign into encroachment agreements with businesses for the purpose of walkarounds for sidewalks and under the terms and conditions established by the Chief Administrative Officer.

**5 - 0
Carried**

**Motion: Motion: 159 - 04/21
Moved by Deputy Mayor Brad Henderson
Seconded by Councillor Akagi**

Amendment to remove the wharf gate and to have the wharf signage limiting vehicular traffic to permitted vehicles only and those with accessibility parking passes.

**3 - 2 Nay Councillor Groulx, Councillor Gumushel
Carried**

Motion: Motion: 160 - 04/21

Moved by Councillor Akagi

Seconded by Councillor Gumushel

That Council approves the amended motion to install Wharf signage limiting vehicular traffic to permitted vehicles only and those with accessibility parking passes 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 - 2 Nay Councillor Harrison, Councillor Gumushel

Carried

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

Motion: Motion: 161 - 04/21

Moved by Deputy Mayor Brad Henderson

Seconded by Councillor Akagi

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

5 - 0

Carried

Mayor Naish read the Proclamation.

5. Recreation and Community Services - Councillor Gumushel

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

Motion: Motion: 162 - 04/21

Moved by Councillor Gumushel

Seconded by Councillor Groulx

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

5 - 0

Carried

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

Motion: Motion: 163 - 04/21

Moved by Councillor Gumushel

Seconded by Deputy Mayor Brad Henderson

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.

5 - 0

Carried

3. RCS210303 Wellness Programs for Saint Andrews

Motion: Motion: 164 - 04/21

Moved by Councillor Gumushel

Seconded by Councillor Groulx

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.

5 - 0

Carried

Motion: Motion: 165 - 04/21

Moved by Councillor Gumushel

Seconded by Councillor Groulx

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

5 - 0

Carried

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

Motion: Motion: 166 - 04/21

Moved by Councillor Harrison

Seconded by Councillor Akagi

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.

5 - 0

Carried

Mayor Naish read by Title for Second Reading.

2. PED210203d Amendment Z21-02 to Zoning By-Law Z21-01 for Rezoning 108 Sophia Street Second Reading

CAO Spear - Mr. Gopen, when it the PRAC meeting reviewing this.

Planner Gopen - It has passed by PRAC.

CAO Spear - Would staff be willing to move this forward before the Committee Meeting?

Councillor Gumushel - Can we poll the neighbours of this?

Planner Gopen - PRAC sends mailouts to direct property owners in the area. Instead of full mailouts, it is posted as a public hearing of objections to widen the net.

Councillor Groulx - Under the Zoning By-Law, there is a requirement for parking, and is there enough parking to meet the Zoning criteria.

Planner Gopen - At the time of their plans, we will have to check on their permits.

Councillor Groulx - Isn't a prerequisite to have this information forward?

CAO Spear - There are additional spots off Sophia Street.

Councillor Groulx - Just want to make sure we are meeting the criteria for rezoning.

Motion: Motion: 167 - 04/21

Moved by Councillor Harrison

Seconded by Councillor Groulx

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.

5 - 0

Carried

Mayor Naish read for a Second Time by Title.

3. PED210204d Amendment MP20-03 to Municipal Plan MP20-01 for Rezoning 108 Sophia Street Second Reading

Motion: Motion: 168 - 04/21
Moved by Councillor Harrison
Seconded by Councillor Groulx

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.

5 - 0

Carried

Read for a Second Time by Title by Mayor Naish.

4. PED210301 Temporary Use Request Views for PRAC on 258 Montague Street

Councillor Harrison - What is a sight triangle?

Planner Gopen - It is an area on a corner that you do not want landscaping in so you can see cars coming from other streets.

Councillor Groulx - We have a detailed presentation from the planner and it is a large property. I do not see a significant impact.

Motion: Motion: 169 - 04/21
Moved by Councillor Harrison
Seconded by Councillor Groulx

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.*

5 - 0

Carried

I. NEW BUSINESS

1. RCS210304 Amendment to Capital Budget at Arena

Deputy Mayor Henderson - In the summer it is almost unbearable upstairs. I think this is a great idea.

Motion: Motion: 170 - 04/21
Moved by Councillor Gumushel
Seconded by Councillor Akagi

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.

5 - 0

Carried

J. QUESTION PERIOD

K. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

Councillor Groulx - One comment, today the Green Paper came out today for Municipal Reform. This could have a significant impact on taxpayers, budget, staff levels, new regional government, etc. I would encourage you to look at it and comment back to the Province. The deadline is May 31st. I would encourage all members of the public to submit comments.

Councillor Gumushel - Nova Scotia has a 10-year accessibility plan and legislation. The speaker of the House is in a wheelchair. They are making all facilities accessible and setting the bar high. A lot of the discussion is about accessibility and mobility. I want to compliment SORTI and Dr. Johnson to make trails accessible and the exercise park. The new Council should consider shouldering accessibility in the community.

L. MAYOR'S COMMENTS

M. CLOSED SESSION

Motion: Motion: 171 - 04/21
Moved by Councillor Gumushel
Seconded by Councillor Groulx

At 9:50 P.M. Council moves into Closed Session per the Local Governance Act, Section 68 (1)(G) litigation or potential litigation affecting the local government or any corporation referred to in subsection 8(1), the local government's agencies, boards or commissions including a matter before an administrative tribunal.

5 - 0
Carried

Motion: Motion: 172 - 04/21
Moved by Councillor Gumushel
Seconded by Councillor Groulx

At 10:02 P.M. Council returned to Open Session.

5 - 0
Carried

N. ADJOURNMENT

Motion: Motion: 173 - 04/21
Moved by Councillor Akagi
Seconded by Councillor Gumushel

At 10:03 P.M. that the meeting be adjourned.

5 - 0
Carried



Doug Naish, Mayor



Paul Nopper, Clerk

