



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

**August 30, 2021, 6:30 p.m.
Council Chambers at Courthouse, Frederick St., Saint Andrews**

A. RECORDING OF ATTENDANCE

A Special Meeting of the Town of Saint Andrews Council was held on Monday, August 30, 2021, at 6:30 p.m. with the following members present:

Mayor Brad Henderson, Deputy Mayor Kate Akagi, Councillors Marc Blanchard, Kurt Gumushel, Lee Heenan, Jamie Hirtle, Steve Neil.

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

B. APPROVAL OF AGENDA

Motion: Motion: 322 - 08/21

**Moved by Councillor Heenan
Seconded by Councillor Hirtle**

That the Agenda be approved as presented.

6 – 0

Carried

C. DISCLOSURE OF CONFLICT OF INTEREST

D. PRESENTATIONS

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

1. RFP Fitness Centre Discussion, RCS210805

CAO Spear provided an outline of the two different versions of the Request for Proposal for release for the Fitness Centre. One version highlights equipment and one version highlight a hybrid of classes and equipment. Council discussed the two options for RFP and asked staff to ensure that a community-based model system was reviewed with options of early and late-night access to equipment and use of space for classes. Council wants to see the creativity of business proponents based on the space and resources that will be available at the W.C. O'Neill Arena and Saint Andrews Wellness Centre. Preference should be given to access to the facility versus classes but to utilize all space made available. Council provided direction to release the RFP with the suggested changes.

2. RFP Champlain Avenue Property, PED210807

CAO Spear provided an outline of the two Requests for Proposals for land in the Town's subdivision. Two RFP's have been developed for Champlain Avenue and Diana Drive. This RFP focuses on Champlain Avenue. The preamble speaks to the housing need and conditions of the land. Higher scores will be provided to concepts with higher densities, natural area, meeting housing needs, and timelines. Affordable housing has been highlighted as what is in demand and the need for these based on the lack of employees for our businesses and student housing. This is the scope of

this project awarding to at this point by the Council. There is limited access to this lot access as it is almost landlocked. An additional parcel would be moved to MR2 and consolidated.

Council discussed spacing and accuracy of land surveying and ensuring that the properties being offered in the RFP match what has been surveyed. Council discussed the accesses to the property and the creation of the main entrance and exit/egress off the property. Council asked how long-term affordable housing can be maintained. Planner Gopen provided details on the Multiple Residential 2 and Multiple Residential 1 Zonings and how short-term rentals are not allowed in these zones to protect long-term use. Council provided staff with direction to release the RFP when ready.

3. RFP Diana Drive Property, PED210809

CAO Spear noted that the suggested Peter Corbyn requested area has elevations that cause issues with sanitary and needing the lift station for \$250,000. The development needs to be shifted to ensure gravity is used for sanitary and that the RFP will need to move it on the northern side of Diana Drive. The development could occur on both sides of the road from the extension of Diana Drive. Other issues that will need to be addressed are frontages, landlocking future property, location of the road, and running of underground infrastructure. Staff highlighted the option of applying for funding through the Canadian Mortgage and Housing Corporation and the Development Scheme By-Law, however, this would take time, estimated 2023, to complete the process. Staff was seeking direction from the Council on the size of land to be offered in the RFP. It was noted that developers are asking for larger tracks of land to create larger housing developments.

Council discussed the options of offering parcels of land near Diana Drive and Bar Road areas. Council was informed that they do not have to accept any RFP that is submitted. Council can review and not select an RFP if they chose to. Council noted that there are advantages of developing Diana Drive to Bar Road street to create another entrance and exit from the subdivision. Council discussed the opportunities for phased development but brought up concerns about the CHMC process and the timeline of 2023. Understanding the housing demand and need currently, Council wants to continue to pursue development and CHMC funding for further phases. Council had a consensus on selecting a parcel of land at approximately 5-6 acres to start on Diana Drive to get the initial housing development started and leave the area near Bar Road as part of the negotiation with the Passamaquoddy Lodge. The release of the RFPs will occur on different weeks to allow time to evaluate each RFP and make a decision on how to proceed.

4. Formation of a Committee of Council to Review Appeals Under By-Law 19-04, Dangerous or Unsightly Properties, PED210810

Clerk Nopper provided Council with a background on the processes under By-Law 19-04 and the purposes of the establishment of an Appeal Committee under Section 7 of the By-Law. Council noted that this process is setting a standard and noting to the community that Dangerous or Unsightly Premises will need to be made examples of to ensure the protection of all buildings and properties within Saint Andrews.

Motion: Motion: 323 - 08/21

**Moved by Councillor Heenan
Seconded by Deputy Mayor Akagi**

That Council appoints the following 3 individuals to the Appeals Committee for By-Law 19-04, A By-Law of the Town of Saint Andrews Respecting Dangerous or Unsightly Premises:

1. Chris Flemming
2. Jeff Cross

3. *Gerald Ingersoll*

6 – 0
Carried

5. Amendment to Schedule B and C to By-Law No. 18-01, A By-Law to Regulate Vehicular Traffic in the Town of Saint Andrews for One-Way Water Street, PW210805

CAO Spear noted that with the increased tourism traffic and the upcoming events in September and October, that it would be advisable to maintain the one-way street and sidewalk walkarounds until after the Indulge Festival on October 18, 2021.

Motion: Motion: 324 - 08/21

Moved by Councillor Blanchard
Seconded by Councillor Hirtle

That Council Amends Schedule B and C to By-Law No. 18-01, A By-Law to Regulate Vehicular Traffic in the Town of Saint Andrews to extend parking restrictions and Water Street as a one-way street until Monday, October 18, 2021.

6 – 0
Carried

F. NEW BUSINESS

G. QUESTION PERIOD

H. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

Deputy Mayor Akagi - August 28th was a fantastic day and thank you to the volunteers, organization, and visitors for supporting our community.

I. MAYOR'S COMMENTS

J. CLOSED SESSION

K. ADJOURNMENT

Motion: Motion: 325 - 08/21

Moved by Deputy Mayor Akagi
Seconded by Councillor Gumushel

At 7:38 p.m. that the meeting be adjourned.

6 – 0
Carried



Brad Henderson, Mayor



Paul Nopper, Clerk – Senior Administrator

