



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

**September 27, 2021, 7:00 p.m.
Electronic Meeting**

A. RECORD OF ATTENDANCE

A Committee of Council Meeting for the Town of Saint Andrews Council was held on Monday, September 27, 2021, at 6:45 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: 358 - 09/21

**Moved by Councillor Blanchard
Seconded by Councillor Hirtle**

That the Agenda be approved as presented.

6 – 0

Carried

C. DISCLOSURE OF CONFLICT OF INTEREST

Mayor Brad Henderson Conflict of Interest with PW210804.

D. PRESENTATIONS

E. CORRESPONDENCE

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

1. Finance & Administration

1. Heather Curling Club Lease Agreement for 2021 - 2022, FA210906

Move forward to October Regular Council Meeting.

Motion: Motion: xxx - 09/21

**Moved by _____
Seconded by _____**

That Council approves the Heather Curling Club Lease Agreement for the 2021 – 2022 season.

2. 2021 – 2026 Capital Investment Plan for Gas Tax Fund Administrative Agreement Amendment, FA210907

Move forward to October Regular Council Meeting.

Motion: Motion: xxx - 09/21

**Moved by _____
Seconded by _____**

Be it moved that the document The Town of Saint Andrews Five-Year Capital Investment Plan for the Gas Tax Fund Administrative Agreement 2021 – 2026 be amended to include water and wastewater infrastructure and adopted.

**3. Discussion Vehicle Parking Lights at the W.C. O'Neill Arena
Mr. and Mrs. Raaflaub, FA210908**

CAO Spear - Provided background on the situation with parking lighting and the Raaflaub letter's concerns. Provided were several options to Council on how to address lighting. Last Council offered to purchase darkening curtains, but this was not a keep option by the Raaflaubs. One option requested was back into the parking spots but could be a safety issue. There are additional issues with light blocking and fencing with snow clearing. The Town has installed no-idling signs and shut off light signs. Staff is seeking direction from Council on this issue.

Council discussed the letter from the Raaflaubs and the lighting at the arena. Additional options for consideration were discussed including the movement of accessible parking spaces, reversal of the one-way street at the arena and switching the angle of the parking, and allowances for backing into angled parking spaces. Council brought forward issues with these solutions including additional lights affecting more properties, issues with the narrow area and backing up into angled parking, and not establishing precedence regarding a solution as this could open options for other households in the community to ask for light dampening options. Council directed staff to review options for reversing the one-way street and parking. Staff noted that this may not change until the spring of 2022 due to the weather conditions, removal of paint, and installation of new paint. Upon a decision of Council, a formal letter is to be sent to the Raaflaubs noting how Council would like to proceed with this situation.

2. Public Works

1. By-Law 21-05 A By-Law Respecting the Stopping Up and Permanent Closure of Part of Victoria Terrace Street, Second Reading PW210804

Mayor Henderson Left at 7:10 p.m.

Mayor Henderson Returned at 7:12 p.m.

CAO Spear - Noted that the questions and comments from the Public Hearing of Objections would be provided in a staff report for follow-up with Council.

Move forward to October Regular Council Meeting.

Motion: Motion: xxx - 09/21

**Moved by _____
Seconded by _____**

That Council grant leave for the Second Reading of By-Law 21-05, A By-Law Respecting the Stopping Up and Permanent Closure of Part of Victoria Terrace Street in the Town of Saint Andrews.

3. Public Safety

1. COVID-19 Policy for the Town of Saint Andrews September 2021, PS210904

Clerk Nopper - Noted that a new version of the document will come forward based on the addition of the COVID-19 Mandatory Orders.

An updated document will be provided for the Regular Council Meeting.

CAO Spear - We should have an employee policy; we will include it with this week's package. Vaccinations are a necessity and mandated by the Provincial Orders. We will include it in a secondary document.

Council asked if there was any training or programs that can help businesses to help to de-escalate situations caused by vaccine passports. Staff will review what programs are available and see how we can make them open to Town Staff and the business community.

Move forward to October Regular Council Meeting.

Motion: Motion: xxx - 09/21

Moved by _____
Seconded by _____

That Council adopts the COVID-19 Policy for the Town of Saint Andrews as part of the Province of New Brunswick regulations instituted on September 22, 2021.

4. Business, Tourism, Heritage and Culture

5. Recreation and Community Service

1. Discussion on Christmas Programming for 2021, RCS210903

Council and Staff discussed the options available for Christmas activities for 2021. Council directed staff to continue planning for regular events including the Christmas Parade and downtown events. Council asked staff to create alternative options to the Christmas Party with Santa and any close contact events based on the COVID-19 restrictions. If they are still in place, Council will allow bubble skate activities like 2020 and rethink options with Santa. The Fire Department requested support to replace the Santa suit and Council agreed to purchase a new suit. The Ross Museum Christmas will continue planning events but, in the event, COVID-19 is an issue, we will cancel the event. There are many volunteers that help with the event in close quarters and ensuring the safety of the public is a top priority.

6. Planning & Economic Development

1. By-Law 21-04, A By-Law Respecting Encroachment Upon Public Spaces in the Town of Saint Andrews Second Reading, PED210805

Council asked staff to reach out to the Chamber of Commerce and the Business Improvement Association to get feedback and comments on By-Law 21-04. Clarification was asked on the location of signs when sidewalk areas are rented for patio space and if signs still need to remain within the 1 metre barrier from the building. Staff noted that other communities allow for signage to be placed at the far end of patios and sidewalks that have been approved for encroachment and have paid the permit fee for the season if it did not impede traffic flow. Staff noted that we will review with the Regional Service Commission on processes.

Move forward to October Regular Council Meeting.

Motion: Motion: xxx - 09/21

Moved by _____
Seconded by _____

That Council grants leave for Second Reading of By-Law 21-04, A By-Law Respecting Encroachment Upon Public Streets in the Town of Saint Andrews.

Motion: Motion: xxx - 09/21

**Moved by _____
Seconded by _____**

That Council sets the date of Monday, October 25, 2021, at 6:30 p.m. at the Courthouse at 123 Frederick Street for a Public Hearing of Objections to By-Law 21-04, A By-Law Respecting Encroachment Upon Public Streets in the Town of Saint Andrews.

G. REVIEW OF REGISTERS AND COMMUNICATIONS TO BE DISCUSSED AT THE REGULAR OR SPECIAL MEETING OF COUNCIL

CAO Spear - We have a Procedural Document to be brought for review. Good idea to revisit and see what we want to streamline. Any member of the Council should bring forward ideas.

Mayor Henderson - Staff will release information shortly.

CAO Spear - The Biological Station is looking to install 3 stage power on the wharf. The government is willing to pay for it. If we install the power the Viola Davidson would be able to stay and not move back to Halifax. We have some concerns about the power stations, and we are waiting for information from Public Works Canada from the style. They are engineering the project and are willing to give us the funds to do so. I just want to see if you want to continue down this avenue. Staff has concerns regarding the market wharf refurbishments. I want to see Council's thoughts on this. They are looking for the design stage first.

Mayor Henderson - The big question is the install, removal, and installation. I know we will need further information but see the concern.

CAO Spear - Can we move forward with the in-house design and bring it back to Council?

Mayor Henderson - Willing to look at it and bring it back for review.

Mayor Henderson - Conflict of Interest - Left 7:44 p.m.

CAO Spear - The Carneys brought up a good question on value. It is 60 ft in width. Each side would get 30 ft. I have no idea for value or how that would work. Once Council disposes of the land, you must come to terms with the owners. It is up to the owners to do a title search. The land was originally owned by the Anglican Church. It is back in the hands of the buyers to determine clear title. Then it is up to Council to sell for \$0.00, \$1.00 or another designated price. This will have to be considered. It is taxpayer land and will add value to the development. Perhaps there should be a price point for it as it will increase their land values.

Mayor Henderson - Returned 7:46 p.m.

Clerk Nopper - The public has had a number of letters submitted regarding speeding and other traffic measures. Council should bring this forward and have discussions with the public on alternatives.

CAO Spear - Trail discussions will come forward quickly and how to spend funds.

CAO Spear - We will be discussing the capital item of the parking at the Church. We can bring a staff report forward for discussion on Saturday or have an open discussion in an open forum of the Council.

Mayor Henderson - We should deal with this on Saturday during the budget discussions. There are several projects to debate.

Councillor Gumushel - I would like to see the declaration of Climate Emergency added back to the registers. I think we need to take a more active role on this topic.

Mayor Henderson - we will add it back to the registers. It would make sense to take this back to the Environment Committee through Councillor Blanchard.

Councillor Blanchard - I would be happy to do that and I have some language on this. There are some good examples, and I will take it back to the Environment Committee for feedback.

Mayor Henderson - There was a package that went out to Council. Looking at options of greenspace down past the garden homes as a housing development option. If you look at the Town Plat, this is a limited opportunity as another option to help with the NBCC student issues. Keeping all options open, we have some detail. At no means does this mean this is being issued but want to get Council's feel on this. There are other opportunities to develop additional greenspace and something the community can enjoy. I have not seen people use the green space and we need housing. I wanted to bring this forward.

Councillor Neil - Just a question, looking at the map, the land adjacent to it along Queen Street, is that property owned by the Town or private landowners?

Clerk Nopper - Owned by a private developer that may develop it in the future.

Councillor Heenan - I am in favour of replacing green space for greenspace used. I would like to see people get out and enjoy the greenspace. I have not seen people using it either. I am for transferring greenspace without diminishing.

Mayor Henderson - Next steps, how would Council move forward? Should we have more dialog and bring back?

CAO Spear - We can have a staff report and look at rezoning options. There would be a Municipal Plan amendment would be one way, or we can do a presentation on it and do pre-consultation on it to start the process and what the public reaction on this.

Planner Gopen - I think there should be public input. If you start the rezoning process, before a development agreement with a developer, there are other types of legal options, but if you want the Community Planning Act agreement, you want the developer applying for rezoning. You can make amendments to a particular zone, and that can happen. I recommend put it out with the public first.

Mayor Henderson - To keep it consistent, like Champlain and Diana, a presentation should be done and advertise to the public and hear consultation on it.

CAO Spear - Mr. Gopen is correct, we know we want development there. For pre-consultation, let's create presentations and see what the community is willing to accept and provide opinions on. This would be good before the formal phase.

Mayor Henderson - We should also consult with the Peskotomuhkati First Nations. It is a good location and a prime lot and perhaps with funds acquired we can create new green space. We need to take away and improve others. There is potential to have meaningful conversations.

H. NEW BUSINESS

I. QUESTION PERIOD

J. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

Deputy Mayor Akagi - This Thursday is Truth and Reconciliation Day. Although our Premier has not designated this as a day, our Municipality has, and we will be continuing the gathering at the Point. We are moving the event to the corner of Prince of Wales Street at the Van Horne Trail near the Tree of Life. We will start there with social distancing. It will be a simple ceremony, an introduction to Truth and Reconciliation with Judith Moses, explanation of the Orange Shirts, a solemn walk and funds collected will go to St. Stephen University to start a Truth and Reconciliation Course. We will have a smudging to start, and this event will be rain or shine.

Mayor Henderson - Town Hall will be closed on Thursday. Thank you, Deputy Mayor Akagi, for making us aware and hosting the event.

CAO Spear - The Orange Shirts are now available at Town Hall. Councillors, please drop in to pick up your shirt.

K. MAYOR'S COMMENTS

L. CLOSED SESSION

Motion: Motion: 359 - 09/21

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

At 8:07 p.m. Council moves into Closed Session per the Local Governance Act, Section 68(1)(d) the proposed or pending acquisition or disposition of land.

6 - 0

Carried

Motion: Motion: 360 - 09/21

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

At 8:25 p.m. that Council return to Open Session

6 - 0

Carried

M. ADJOURNMENT

Motion: Motion: 361- 09/21

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

At 8:26 p.m. that the meeting be adjourned.

6 - 0

Carried



Brad Henderson, Mayor



Paul Nopper, Clerk - Senior
Administrator

