



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

**November 29, 2021, 7:15 p.m.  
Electronic Meeting**

**A. RECORD OF ATTENDANCE**

*A Committee of Council Meeting of the Town of Saint Andrews Council was held on Monday, November 29, 2021, at 7:21 p.m. with the following members present:*

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

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

**B. APPROVAL OF AGENDA**

**Motion: 434 - 11/21**

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

*That the Agenda be approved as presented.*

**6 – 0  
Carried**

**C. DISCLOSURE OF CONFLICT OF INTEREST**

1. **Councillor Hirtle - Cheque Signing Authority, FA211107**
2. **Councillor Blanchard - Amendment By-Law Z21-05, Rezoning of PID 15036031 for Belmax Inc. First Reading, PED211103**
3. **Mayor Henderson - Amendment By-Law Z21-04, 603366 N.B. LTD, Van Horne Garden Homes, Rezoning for PID 01326081 First Reading, PED211102**

**D. PRESENTATIONS**

**E. CORRESPONDENCE**

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

**1. Finance & Administration**

**1. Cheque Signing Authority, FA211107**

*Councillor Hirtle left at 7:26 p.m.*

*Councillor Hirtle returned at 7:28 p.m.*

*Modify motion to say, Catherine A. Akagi*

*Move forward to December 6, 2021, Regular Council Meeting*

**Motion: xxx - 12/21**

**Moved by \_\_\_\_\_  
Seconded by \_\_\_\_\_**

Be it resolved that accounts in the name of the Town of Saint Andrews (hereinafter called the "Corporation") be kept at the Bank of Nova Scotia (hereinafter called the "Bank") and the Mayor or Deputy Mayor together with the Acting Clerk or Accounting Clerk are hereby authorized for and in the name of the Corporation to sign, make, draw, accept, endorse and deliver cheques, promissory notes, bills of exchange, orders for the payment of money and such agreements and instruments as may be necessary or useful in connection with the operation of the said accounts.

That any one of the above-mentioned officers is hereby authorized for and in the name of the Corporation to endorse and transfer to the Bank for deposit or discount with or collection by the Bank (but for credit of the Corporation only) cheques, promissory notes, bills of exchange, orders for payment of money and other instruments, to arrange, settle, balance and certify all books and accounts with the Bank and to sign receipts and vouchers.

That a signature card for all accounts of the Corporation shall be signed by the above-mentioned officers, filed with the Bank and shall be in the following form:

Brad Henderson, Mayor OR

Kate Akagi, Deputy Mayor

**AND**

Chris Spear, Acting Clerk OR

Mary LeBlanc, Accounting Clerk

**2. Amendment No. 3 to By-Law 16-03 A Procedural By-Law for the Town of Saint Andrews Second Reading - FA211006**

*Move forward to December 6, 2021, Regular Council Meeting*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

*That Council grants leave for Second Reading to Amendment No. 3 to By-Law 16-03, A Procedural By-law for the Organization and Operation of the Council of the Town of Saint Andrews.*

**3. Application to the Municipal Capital Borrowing Board, FA211106**

*Move forward to December 6, 2021, Regular Council Meeting*

*CAO Spear - meeting is in January not December for MCBB.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

*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 \$2,124,000 for capital expenses for the following terms and amounts:*

<i>Purpose</i>	<i>Amount</i>	<i>Term</i>
<b>GENERAL FUND</b>		
<i>Protective Services</i>		
<i>Fire Truck</i>	910,000	15 Years
<i>Total General Fund</i>	910,000	
<b>UTILITY FUND</b>		
<i>Water Mains</i>		
<i>Ernest Street</i>	180,000	25 Years
<i>Sophia Street</i>	117,000	25 Years
<i>Princess Royal Street</i>	160,000	25 Years
<i>Cornelia Street</i>	300,000	25 Years
<i>Sanitary Sewer Mains</i>		
<i>Ernest Street</i>	180,000	25 Years
<i>Sophia Street</i>	117,000	25 Years
<i>Princess Royal Street</i>	160,000	25 Years
<i>Total Utility Fund</i>	1,214,000	
<i>Grand Total</i>	\$2,124,000	

**4. Year-End Reserve Transfers, FA211108**

*Move forward to December 6, 2021, Regular Council Meeting.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_

**Seconded by** \_\_\_\_\_

*That Council authorizes \$250,000 to be transferred between the General Capital Reserve Fund and the General Capital Fund for the financing of 2021 Capital projects.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_

**Seconded by** \_\_\_\_\_

*That Council authorizes \$900,000 to be transferred between the General Operating Fund and General Capital Reserve Fund for financing future capital projects.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

*That Council authorizes \$50,000 to be transferred between the General Operating Fund and General Operating Reserve Fund to help offset future shortfalls.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

*That Council authorizes \$85,000 to be transferred from the Utility Operating Fund to the Utility Capital Fund for future capital projects.*

**2. Public Works**

- 1. Amendment A – 4 to By-Law 19-07, A By-Law Related to Water Systems, Water Rates, Wastewater Systems, and Wastewater Rates, PW211109**

*Move forward to December 6, 2021, Regular Council Meeting.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

*That Council approves Amendment A – 4 to By-Law 19-07, A By-Law Related to Water Systems Water Rates, Wastewater Systems, and Wastewater Rates.*

**3. Public Safety**

- 1. Federation of Canadian Municipalities Resolution on the RCMP Collective Agreement, PS211108**

*Move forward to December 6, 2021, Regular Council Meeting.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

**WHEREAS** *The recent collective agreement between the RCMP and National Police Federation includes significant retroactive pay going back to 2017 as well as pay increases going forward; and*

**WHEREAS** *Our municipality and others that depend on RCMP contract policing are facing significant, unbudgeted costs that may force us to make very difficult choices at a time when our primary focus needs to be on economic recovery from the COVID-19 pandemic; and*

**WHEREAS** *Municipalities were not consulted at any stage of the negotiation process, despite the outcome of these negotiations having a direct and significant impact on municipal operators; and*

**WHEREAS** *RCMP cost increases will disproportionately impact rural communities; and*

**WHEREAS** *Municipalities are eager to work more closely with other orders of government and the RCMP on contract policing issues to ensure the financial sustainability of contract policing and to maintain the service levels necessary for community safety; therefore*

**BE IT RESOLVED** *That the Town of Saint Andrews joins the Federation of Canadian Municipalities is calling on the federal*

government to absorb all retroactive costs associated with the implementation of the new RCMP labour relations regime; and

**BE IT FURTHER RESOLVED** That the Federal Government should commit to ensuring municipalities are properly consulted prior to implementation of measures that impact local fiscal sustainability and ability to maintain effective levels of police services in communities.

**NOW THEREFORE** I, Brad Henderson, Mayor of the Town of Saint Andrews, support the resolution on the Royal Canadian Mounted Police Collective Agreement signed December 6, 2021.

**IN WITNESS WHEREOF** I have set my hand and caused the seal of the Mayoralty of the Town of Saint Andres to be affixed hereto.

**2. Town of Saint Andrews Fire Department Trunk Mobile Radio System Purchase, PS211107**

*Move forward to December 6, 2021, Regular Council Meeting.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

*That Council authorizes the unbudgeted purchase of \$12,000.00 for portable radios for the Saint Andrews Fire Department as part of the new Trunk Mobile Radio System.*

**4. Business, Tourism, Heritage and Culture**

**1. Anchors Landing Request for agreement Extension on Residential Garbage Collection, BTHC211101**

*Move forward to December 6, 2021, Regular Council Meeting.*

*Mayor Henderson - We can leave the dates blank, one year, two years, five years, Council choice during debate.*

*CAO Spear - We can put a blank for the years and can debate.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

*That Council extends the residential garbage collection for Anchor's Landing for an additional 5-years from January 1, 2022, to December 31, 2027, with the opportunity to renegotiate this arrangement after this period expires.*

**5. Recreation and Community Service**

**1. Recreation Director Position for the Town of Saint Andrews, RCS211104**

*Move forward to December 6, 2021, Regular Council Meeting.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

*That Council approves the job description for the Recreation Director position with the Town of Saint Andrews and for the competition to be posted.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

*That Council approves the Southwest New Brunswick Regional Cooperative Recreation Cost-Sharing Agreement between the Town of Saint Andrews and the Southwest New Brunswick Service Commission.*

**6. Planning & Economic Development**

- 1. Amendment By-Law Z21-04, 603366 N.B. LTD, Van Horne Garden Homes, Rezoning for PID 01326081 First Reading, PED211102**

*Mayor Henderson left at 7:43 p.m.*

*Mayor Henderson returned at 7:46 p.m.*

*Move forward to December 6, 2021, Regular Council Meeting.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

*That Council gives leave for First Reading to Amendment By-Law Z21-04, Rezoning of PID 01326081 for 603366 N.B. LTD Van Horne Garden Homes.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

*That Council requests views of the Planning Advisory Committee for the Town of Saint Andrews, as per section 110 of the Community Planning Act, on Amendment By-Law Z21-04, Rezoning of PID 01326081 for 603366 N.B. LTD Van Horne Garden Homes.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

*That Council sets the date of Monday, January 10, 2022, at 6:30 p.m., through an electronic meeting, for a Public Hearing of Objections, as per section 111 of the Community Planning Act, on Amendment By-Law Z21-04, Rezoning of PID 01326081 for 603366 N.B. LTD Van Horne Garden Homes.*

- 2. Amendment By-Law Z21-05, Rezoning of PID 15036031 for Belmax Inc. First Reading, PED211103**

*Councillor Blanchard left at 7:46 p.m.*

*Councilor Blanchard returned at 7:49 p.m.*

*Move forward to December 6, 2021, Regular Council Meeting.*

**Motion: xxx - 12/21**

**Moved by** \_\_\_\_\_  
**Seconded by** \_\_\_\_\_

*That Council grants leave for First Reading to Amendment By-Law Z21-05, Rezoning of PID 15036031 for Belmax Inc.*

**Motion: xxx - 12/21**

**Moved by \_\_\_\_\_**  
**Seconded by \_\_\_\_\_**

*That Council requests views of the Planning Advisory Committee for the Town of Saint Andrews, as per section 110 of the Community Planning Act, on Amendment By-Law Z21-05, Rezoning of PID 15036031 for Belmax Inc.*

**Motion: xxx - 12/21**

**Moved by \_\_\_\_\_**  
**Seconded by \_\_\_\_\_**

*That Council sets the date of Monday, January 10, 2022, at 7:00 p.m. through an electronic meeting, for a Public Hearing of Objections, as per section 111 of the Community Planning Act, on Amendment By-Law Z21-05, Rezoning of PID 15036031 for Belmax Inc.*

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

**1. Winter Parking Ban Letter Kalen Mawer**

*Council discussed the letter submitted by Kalen Mawer on the winter parking ban and downtown residential parking options. Council debated on the topic of a public parking area, issues with enforcement, the difficulties of residents without parking options, and options to leave the parking situation to landlords and private businesses to offer parking options in the community. After discussion, Council provided direction that parking for residents in the downtown is the responsibility of the landlords or private businesses that want to offer parking to residents for a fee for the winter.*

**2. Charlotte County Dial-A Ride Parking Space Request**

*Council was in favour of offering a parking space at the W.C. O'Neill for the Charlotte County Dial-A-Ride van. A motion will be brought forward at Council for this.*

**3. Ice Rental Cost Ryan Martin Senators Hockey Team**

*Council discussed the letter submitted by Ryan Martin regarding a reduction in ice rates. Council directed staff to keep the rate as-is and send educational material to the user groups on how the arena processes have returned to semi-normal with masks and proof of vaccination.*

**H. NEW BUSINESS**

**I. QUESTION PERIOD**

*It is about the parking needed for a new building would be one per apartment instead of 1.25. Does that include visitors' parking? In winter, if you have visitors, where are they parking at night if there is only 1 parking per apartment? Are there provisions for that in the changes in urban planning? If they have time, it would be something to discuss.*

*Council noted that this information should be considered when reviewing the next phase of the Zoning By-Law for consideration.*

**J. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS**

**K. MAYOR'S COMMENTS**

**L. CLOSED SESSION**

**M. ADJOURNMENT**

**Motion: 435 - 11/21**

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

*At 8:08 p.m. that the meeting be adjourned.*

**6 – 0**

**Carried**



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Brad Henderson, Mayor



Paul Nopper, Clerk – Senior  
Administrator

