



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

**January 31, 2022, 6:30 p.m.  
Electronic Meeting**

**A. RECORDING OF ATTENDANCE**

*A Regular Meeting of the Town of Saint Andrews Council was held on Monday, January 31, 2022, at 6:30 p.m. with the following members present:*

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

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

*Late: Deputy Mayor Akagi - 6:33 p.m.*

**B. LAND RECOGNITION OF THE PESKOTOMUHKATI NATION**

**C. APPROVAL OF AGENDA**

**Motion: 038 - 01/22**

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

*That the Agenda be approved as presented.*  
**Amended**

**Motion: 039 - 01/22**

**Moved by** Councillor Heenan  
**Seconded by** Councillor Neil

*That Council add under New Business TSA-2022-06 New Backhoe Tender Award, FA220103 and TSA-2022-07 All Wheel Drive Operations Vehicle Tender Award, FA220104.*

**6 – 0**  
**Carried**

**Motion: 040 - 01/22**

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

*That the Agenda be approved as amended.*  
**6 – 0**  
**Carried**

**D. DISCLOSURE OF CONFLICT OF INTEREST**

**E. PRESENTATIONS**

- 1. Alexander Gopen, Senior Planner, Southwest New Brunswick Service Commission Presentation on Amendment MP20-04 to the Town of Saint Andrews Municipal Plan MP20-01**

*Vivian Peng, Junior Planner, provided a Public Presentation as per Section 25 of the Community Planning Act on Amendment MP20-04 to the Town of*

*Saint Andrews Municipal Plan MP20-01 for Cathy Diane Lewis, 722898 N.B. Ltd. Kingsbrae Arms Inc. PID 01323328, 15097058, and 15159544 219 King Street move from Residential Designation to Commercial Designation on the Generalized Future Land Use Map. A visual of the proposed map changes was presented to Council. In reference to the Municipal Plan Section 2.5.2 Economy (9), if Council determines a need to develop a commercial area outside the existing commercial zone, Council shall ensure that consideration is given to protecting the existing character of the area in which the development is proposed. Linear or ribbon commercial development (e.g., strip malls) shall be discouraged. This is an existing commercial use and has no change of use or land-use intensity. This is a correction to the existing designation. The neighbourhood has mixed land used and does not affect the existing character of the area.*

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

### **1. Council Workshop on the Proposed Zoning By-Law Z22-01, PED220103**

*Alexander Gopen, Senior Planner provided an overview of the updated changes to the proposed Zoning By-Law Z22-01. Planner Gopen focused on the major changes to the document specifically regarding density.*

#### **Best planning practice, increasing density will:**

*1. Affordable housing and concentrating them near services. 2. Accessibility (age-friendly). 3. Fiscal sustainability. 4. Climate change mitigation and efficiency. Map provided on densification and the impacts that it can have on climate change mitigation. Historic Business District good example of light densification.*

#### **Accessory Dwelling Units**

*1. Current ADU maximum is 645 sq. ft. can be stand-alone or detached. 2. Current accessory structure maximum is 904 sq. ft. The proposal is to increase ADU maximum to 904 sq. ft. This can help with the densification of the community. No change to accessory structure size*

#### **Townhouse Standards**

*1. Current standards are overly restrictive in the opinion of the staff. 2. Current rowhouses: 8 m width to 6 m width, standard in most municipalities. 3. 6 m front yards from 7.5 m. In line with many other communities.*

#### **MR2 Zone**

*This is where some of the larger changes are. Currently only one development in the community with this designation, Anchor's Landing. This zone was developed for this purpose. Quite restrictive compared to other municipalities. There is a need for more high-density residential uses. Best and most efficient ways to get affordable housing in the community. Fiscally sustainable developments, increase the tax base, and support of services. Only one undeveloped MR2 property in Saint Andrews. Council has the opportunity to have development agreements or other agreements for rezoning in Town. The council can put terms, conditions, and controls into each development.*

*MR1 is more restrictive and limits density to what is appropriate in the Town Plat.*

#### **Parking**

*1. Reduce parking requirement for apartments from 1.25 spaces per unit to 1 space per unit. 2. Several infills in the Historic Business district and Town Plat developments have required parking variances. 3. Apartments require more parking than single-family dwellings. 4. Antigonish recently approved*

a 35 unit building with only 7 parking spots, (0.2 spots/unit). Worth following upon. This is an extreme case.

### **Short Term Rentals and MR1**

*Time sensitive.*

1. Remove from Z22-01, introduce it as a standalone amendment to Z21-01. Currently cannot have a short-term rental in a single-family home in an MR1 zone. 2. Take this out of the Zoning By-Law 22-01 and make it its own Z21-07 By-law to move forward. Allowing MR1 STR in a single-family residential zone. This was an oversight in Z21-01 and was addressed through a temporary use. Due to time sensitivity, this will be brought forward as a Z21-01 amendment as Z21-07. - Bring forward to Feb 7 meeting.

Council discussed the options for moving the parking spaces from 1.25 spaces per unit to 1 space per unit. Council had concerns regarding accessible parking spaces and how this change would affect parking spaces as accessible spaces are generally larger. Planner Gopen noted that the National Building Code covers accessible parking spaces and when they are needed for each development. It was noted that Council is interested in increasing the density of the community but must ensure that it is practical in the process. Council provided consensus to moving from 1.25 spaces to 1 space.

Council discussed the changes proposed for the Multiple Residential Zone 2. Members of Council indicated that they would be willing to discuss the minimum setbacks, front yard, and side yard for the Zone. Council had concerns regarding the distance reduction for the buffering between the Multiple Residential 2 Zone and being adjacent to the Estate Residential Zone and Serviced Residential Zone, especially when dealing with three-storey buildings versus two or one-storey adjacent buildings. CAO Spear noted that staff can provide a visual representation of the changes in the setbacks and buffer areas to give Council a better idea of the changes proposed. Council consensus was to wait until visuals were presented to make any decisions regarding the Multiple Residential 2 Zone proposed changes. Council asked what other communities' regulations are regarding setbacks and buffering zones. Planner Gopen provided examples from Sackville and Fredericton to give Council reference.

Council inquired if it was possible to develop a densification map of Saint Andrews. Planner Gopen noted that the new census information will be released in 2022. This can provide a basis for the development of the maps. The data necessary for the densification map will not be released until the fall of 2022.

Mayor Henderson left the Special Council Meeting at 7:05 p.m. due to personal circumstances. Deputy Mayor Akagi became the Chair of the Special Council Meeting.

## **2. Housing Development Review Options for Council Discussion, PED220104**

CAO Spear provided Council with background information on the housing developments that have been presented to the Council including the release of the Request for Proposal for lands on Champlain Avenue, private developments of Victoria Terrace, Van Horne Garden Homes, and public development behind the New Brunswick Community College. Council had completed a ranked scoring of projects that they would like to move forward with. CAO Spear noted that Council will also have to determine a percentage of funds they would like to contribute to the developments before them. Council indicated that their decision on this process would set a standard for developments in the community. Council noted that the number one project they would like to proceed with was the New Brunswick Community College project and to pursue Canadian Mortgage and Housing Corporation funding. Council debated the private developments and the

*Request for Proposal. Council requested that individual motions be brought forward to the next Regular Council Meeting to allow Council to debate the private projects and the Request for Proposal project. CAO Spear noted that Council will still have control in the housing development process as Development Agreements will need to be in place prior to any funds being released and building permits acquired.*

**3. Discussion on Pay Increased Based on Inflation Growth, FA220201**

*CAO Spear provided background regarding the Consumer Price Index and the recent changes. It was noted that the increase in inflation was above the 2% budgeted in 2022. When looking at averages over a month-to-month range, it is an average of 3.8%. Staff was seeking Council direction on how to move forward. Council discussed the inflation changes and estimated based on the information that it has been a range of 4% to 7% on a month-to-month basis. Council asked if there was a By-Law established for Council remuneration and how the inflation was set and if the budgeted increases were for staff and Council or for just staff. CAO Spear noted By-Law 18-04, To Regulate Council Remuneration and that it stipulates that Council's wages would be moved up based on the inflation percentage increase. It has been typical that whatever percentage increase staff receive, Council receives. Council inquired if Council and staff could be separated. CAO Spear noted that this has been done in the past by Council's where they have taken a 0% increase and still allowed for staff to have the increase.*

**Motion: 041 - 01/22**

**Moved by Councillor Hirtle**

**Seconded by Councillor Gumushel**

*That Council sets the Municipal Staff and Council inflationary increase for 2022 at \_\_\_\_%.*

**Amended**

**Motion: 042 - 01/22**

**Moved by Councillor Neil**

**Seconded by Councillor Gumushel**

*That Council Table the motion of the Municipal Staff and Council inflationary increase for 2022 at \_\_\_% until the February 7, 2022 Regular Council Meeting.*

**5 – 0**

**Carried**

**4. Discussion on the Dental Suite at the Saint Andrews Wellness Centre, BTHC220102**

*CAO Spear outlined the dental suite and the processes of trying to attain a dentist including two Requests for Proposal, inquiries with a dozen dentists and a proposal from an additional dentist requesting an investment by the Town of \$250,000.00. Staff has spoken to the Dunn Foundation regarding the situation. The Foundation noted that the Town has made multiple attempts to attain a dentist and that they are open to other services using the space available in the Wellness Centre. Services would have to fit the Wellness Centre purpose. Staff requested direction from the Council on how they would like to proceed with filling the space with options of having discussions at budget time to see how to attract a dentist, put out for short-term rentals for medical personnel, the office space could be a temporary area for the new Recreation Director, or to look at an alternative long-term service to be in the facility. Council had a consensus to look at the dental suite during the 2023 budget discussions but to use the space for short-term rental until a solution has been reached.*

**5. 11 and 17 Patrick Street Land Transfer Discussion, PED220106**

*Clerk Nopper provided an overview of the history of the area, the lease agreements between the Town of Saint Andrews, and the evaluation by staff for the purposes of the land transfer. Council inquired as to why the road had a narrowing at the end of Patrick Street and what the perceived purpose of the triangular land was. Clerk Nopper noted that the triangular properties were developed at the point of the Patrick Street subdivision. It was thought the triangular pieces of land could have been used for additional parking for the old Lighthouse Restaurant. It was noted that the Town has no future plans for expanding the road on Patrick Street and that there is no concern for Municipal infrastructure or snow clearing.*

**Motion: 043 - 01/22**

**Moved by Councillor Heenan**

**Seconded by Councillor Neil**

*That Council approves the land transfer of PID 15056963 and PID 15056955 to the Gozna Family at a cost to be negotiated between Town Staff and the Gozna Family.*

**5 – 0**

**Carried**

**G. NEW BUSINESS**

**1. TSA-2022-06 New Backhoe Tender Award, FA220103**

**Motion: 044 - 01/22**

**Moved by Councillor Heenan**

**Seconded by Councillor Neil**

*That Council awards tender TSA-2022-06 New Backhoe, to Maritime Case in the amount of \$119,990.00 plus HST and to include the 5-year/6000-hour warranty.*

**5 – 0**

**Carried**

**2. TSA-2022-07 All-Wheel Drive Operations Vehicle Tender Award, FA220104**

*Council asked if we should be waiting for an electric all-wheel-drive vehicle versus the hybrid option. CAO Spear noted that staff has been using their own personal vehicles to go to job sites. The hybrid vehicle would spend the majority of its time in Saint Andrews which would limit the fuel consumption and the hybrid meets Council's 30% reduction target. As electric vehicles improve, staff will continue looking at options for improving the fleet. Council noted that there are options available for all-electric all-wheel-drive vehicles but they are expensive in comparison to the hybrid vehicle. Council noted that the hybrid was a good alternative.*

**Motion: 045 - 01/22**

**Moved by Councillor Heenan**

**Seconded by Councillor Neil**

*That Council awards Tender TSA-2022-07 All-Wheel Drive Operations Vehicle to Downey Ford, St. Stephen in the amount of \$42,858.50 plus HST and to include the 5-year/100,000 km warranty.*

**5 – 0**

**Carried**

**H. QUESTION PERIOD**

*Marlo Glass, Telegraph-Journal asked Deputy Mayor Akagi and Council about the reason for the land acknowledgment and why it was being brought forward now?*

*Deputy Mayor Akagi outlined the history of the Passamaquoddy First Nations and the purposes of recognizing the unceded lands of the First Nations. Mayor Henderson had been in contact with Chief Akagi of the Passamaquoddy First Nation on the land acknowledgment. Deputy Mayor Akagi noted that the Passamaquoddy are still seeking recognition in Canada and that the Town of Saint Andrews is supportive of this process and that recognition should be given. Council supported this process and noted that the land acknowledgment process took time due to changes needed for the Procedural By-Law but recognized this was an important step to be taken.*

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

**J. MAYOR'S COMMENTS**

**K. CLOSED SESSION**

**Motion: 046 - 01/22**

**Moved by Councillor Gumushel**

**Seconded by Councillor Hirtle**

*At 8:37 p.m. that Council moves into Closed Session as per the Local Governance Act,*

*Section 68(1)(c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract.*

*Section 68(1)(j) labour and employment matters, including the negotiation of collective agreements.*

**5 – 0**

**Carried**

**Motion: 047 - 01/22**

**Moved by Councillor Neil**

**Seconded by Councillor Gumushel**

*At 9:05 p.m. that Council returned to Open Session.*

**5 – 0**

**Carried**

**L. ADJOURNMENT**

**Motion: 048 - 01/22**

**Moved by Councillor Heenan**

**Seconded by Councillor Hirtle**

*At 9:06 p.m. that the meeting be adjourned.*

**5 – 0**

**Carried**



Brad Henderson, Mayor



Paul Nopper, Clerk – Senior Administrator

