



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

**April 4, 2022, 6:45 p.m.  
Electronic Meeting**

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**A. RECORDING OF ATTENDANCE**

*A Regular Meeting of the Town of Saint Andrews Council was held on Monday, April 4, 2022, at 6:45 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, CAO/Treasurer, Paul Nopper, Clerk - Senior Administrator, Alex Henderson, Director of Planning.*

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

**C. APPROVAL OF AGENDA**

**Motion: 156 - 04/22**

**Moved by** Councillor Heenan

**Seconded by** Councillor Hirtle

*That the Agenda be approved as presented.*

**6 – 0**

**Carried**

**D. DISCLOSURE OF CONFLICT OF INTEREST**

**E. PRESENTATIONS**

**1. Aldea Poirier and Briana Cowie of Eastern Charlotte Waterways Presentation on Finalized Municipal Greenhouse Gas Emissions and Energy Study**

*Aldea Poirier and Briana Cowie presented the finalized Municipal Greenhouse Gas Emissions (GHG) and Energy Study to the Council. The presentation outlined the project objectives and milestones including creating baseline inventories and GHG forecasting, setting emissions and energy reduction targets 30% below 2020 levels by 2034, and developing a local action plan and guide for the municipality. Two additional steps to the milestones are implementation and monitoring. GHG inventory recap highlighted that Town facilities produce 675.22tCO<sub>2e</sub> per year with 49% from building emissions, 30% from water and wastewater systems, 11% from streetlights, and 10% from the vehicle fleet. There was no data available for municipal solid waste. The top 10 emitting municipal buildings were shown with the highest producers being 1. W.C. O'Neill Arena Complex 32% overall, Water Treatment Facility 20% overall, Wastewater Treatment Facility 10% overall. Methodology taken to complete the study included meetings and consultation with Town staff and the Environmental Advisory Committee, building site visit with Asset Manager, site visit of the*

wastewater treatment facility, and research on plans for comparable municipalities. 32 proposed action items were provided to Council formatted in an implementation table with proposed responsible leads, start dates, and potential funding identified. Final thoughts from the presentation noted Saint Andrews is ahead of the curve in planning and implementing of strategies to reduce GHG emissions. Local Governance Reform was identified as a component of the expansion of the plan and the plan should be reviewed often for making updates and seeing the evolution over the next twelve years.

Council thanked the representatives of Eastern Charlotte Waterways for the presentation and completion of the Greenhouse Gas Emissions and Energy Study for the Town of Saint Andrews which was funded through the Environmental Trust Fund of the Province of New Brunswick. Council noted that they will be reviewing options moving forward during budget time and that the arena was identified as a key facility that can make a large impact on the goal of 30% reduction by 2034. Staff noted that with recent changes at the arena, including the Wellness Centre and dorm use over winter, we will have to review how the efficiencies are measured and change over previous years. The baseline information collected will play a pivotal role in the review process moving forward. Council noted that through Local Governance Reform and the Regional Service Commission changes, there could be potential to have a resource staff person to support these initiatives for across the county and how we can collaborate with neighbouring communities on improving our GHG emissions. Council was happy to be notified that Saint Andrews is ahead of the curve and wishes to continue the pursuit of this.

#### **F. APPROVAL OF THE MINUTES OF PREVIOUS MEETING**

- 1. Minutes of the 220307 Public Hearing of Objections to Amendment MP20-04 to Municipal Plan MP20-01 on March 7, 2022, 6:30 p.m.**

**Motion: 157 - 04/22**

**Moved by** Councillor Hirtle

**Seconded by** Councillor Heenan

*That the Minutes of the Public Hearing of Objections to Amendment MP20-01 to Municipal Plan MP20-01 on Monday, March 7, 2022, at 6:30 p.m. be adopted.*

**6 – 0**

**Carried**

- 2. Minutes of the 220307 Public Hearing of Objections to Amendment Z21-07 to Zoning By-Law Z21-01 on March 7, 2022, 6:45 p.m.**

**Motion: 158 - 04/22**

**Moved by** Deputy Mayor Akagi

**Seconded by** Councillor Blanchard

*That the Minutes of the Public Hearing of Objections to Amendment Z21-07 to Zoning By-Law Z21-01 on Monday, March 7, 2022, at 6:45 p.m. be adopted.*

**6 – 0**

**Carried**

3. **Minutes of the 220307 Public Hearing of Objections to Amendment Z21-08 to Zoning By-Law Z21-01 on March 7, 2022, 7:00 p.m.**

**Motion: 159 - 04/22**

**Moved by** Councillor Heenan

**Seconded by** Councillor Gumushel

*That the Minutes of the Public Hearing of Objections to Amendment Z21-08 to Zoning By-Law Z21-01 on Monday, March 7, 2022, at 7:00 p.m. be adopted.*

**6 – 0**

**Carried**

4. **Minutes of the 220307 Regular Council Meeting on March 7, 2022, 7:15 p.m.**

**Motion: 160 - 04/22**

**Moved by** Councillor Blanchard

**Seconded by** Councillor Hirtle

*That the Minutes of the Regular Council Meeting on Monday, March 7, 2022, at 7:15 p.m. be adopted.*

**6 – 0**

**Carried**

5. **Minutes of the 220321 Regular Council Meeting on March 21, 2022, 6:30 p.m.**

**Motion: 161 - 04/22**

**Moved by** Deputy Mayor Akagi

**Seconded by** Councillor Blanchard

*That the Minutes of the Regular Council Meeting on Monday, March 21, 2022, at 6:30 p.m. be adopted.*

**6 – 0**

**Carried**

**G. COMMUNICATIONS**

1. **New Brunswick Organ and Tissue Program National Organ and Tissue Donation Awareness Week April 24-30, 2022**

*Light Town Hall up in Green for the Week of April 24 - 30 and post to social media.*

**H. STAFF REPORT/FINANCIAL REPORT, RCS220403, PS220403, PS220401, PW220403, PW220404, PED220412, PS220402, PW220405, FA220405, FA220406**

*CAO Spear noted that the salt budget and staff wages in Public Works are up due to the number of small storms throughout the winter season.*

*Councillor Hirtle noted that he is appreciative of the hard work and dedication of staff for the reports and keeping Council informed.*

**Motion: 162 - 04/22**

**Moved by** Councillor Hirtle

**Seconded by** Councillor Gumushel

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

**6 – 0**

**Carried**

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

**1. Finance & Administration - Deputy Mayor Akagi**

**1. By-Law No. 22-02, A By-Law to Regulate the Code of Conduct of the Council of the Town of Saint Andrews Second Reading, FA220307**

*Read by Mayor Henderson by Title for Second Reading.*

*Councillor Hirtle noted actions that Council can take for discipline but if Council has options to remove a Councillor from being a member of Council.*

*Clerk Nopper informed Council that the Local Governance Act does have stipulations for the removal of Councillors but a Councillor cannot be removed by a vote of Council.*

**Motion: 163 - 04/22**

**Moved by Deputy Mayor Akagi**

**Seconded by Councillor Heenan**

*That Council grants leave for Second Reading to By-Law No. 22-02, A By-Law to Regulate the Code of Conduct of the Council of the Town of Saint Andrews.*

**6 – 0**

**Carried**

**2. Public Works - Councillor Blanchard**

**1. Wharf Project Update and Discussion - PW220407**

*CAO Spear provided a review of the staff report highlighting options for the Wharf. CBCL Ltd. Engineering Firm has completed the geotechnical report. It was noted there are difficulties to installation in the bedrock and 3 alternatives were provided to Council including pipe piles with concrete, concrete piles with concrete top, and replacement of existing timber crib with timber. All options have come in at an estimated cost greater than \$7.5 million with a Town budget and funding of \$5.5 million. Staff noted that requests have been put in to CBCL Ltd. to explore hybrid options for designs and to bring back a quote for the rock-style wharf originally proposed. Staff indicated the wharf could be repaired now at a lower cost but would lose out on the government grant funding to raise the areas for climate change. It is estimated the repairs may extend the life by 10 - 20 years. Staff also made it clear that the timelines for construction would need to not interfere with the tourist season.*

*Council thanked staff for the report and noted that spending an additional \$3 million on the project is something that the Town cannot afford or want to take on more significant debt. Council discussed the geotechnical report from CBCL Ltd and the issues of the bedrock. Staff indicated that with continued inflation and costs that Council would have to review other alternatives for the wharf beyond the concrete options. Council asked staff to speak to the funding partners on what additional options of support might be available due to the increase in the cost of the project. Staff indicated that another option would be to make the wharf walking only and remove vehicles from use. This would help to extend the life of the wharf. Council noted*

*they look forward to seeing the alternative options and design and costing.*

**2. Municipal Greenhouse Gas Emissions and Energy Study, PW220406**

**Motion: 164 - 04/22**

**Moved by Councillor Blanchard**

**Seconded by Councillor Heenan**

*That Council adopt the Municipal Greenhouse Gas Emissions and Energy Study completed by Eastern Charlotte Waterways and funded through the Environmental Trust Fund of the Province of New Brunswick on April 4, 2022.*

**6 – 0**

**Carried**

**3. Public Safety - Councillor Neil**

**4. Business, Tourism, Heritage and Culture - Councillor Hirtle**

**1. Canada Day 2022 Road Closure Request, BTHC220402**

**Motion: 165 - 04/22**

**Moved by Councillor Hirtle**

**Seconded by Deputy Mayor Akagi**

*That Council approves the road closures and Market Square closure for the Canada Day 2022 Celebrations on Friday, July 1<sup>st</sup>, 2022, with the following streets and times:*

*Main Road Closure from 7:00 a.m. – 11:00 p.m.*

*Water Street at Elizabeth Street*

*Water Street at Edward Street*

*Water Street at William Street*

*Water Street at King Street*

*Water Street at Frederick Street*

*Temporary Closure: 7:00 a.m. – 5:00 p.m.*

*King Street at Queen Street – to accommodate for the Farmer's Market*

*Closure of Market Square from 7:00 a.m. – 11:00 p.m.*

*Support for road closure for the Parade starting at 1:00 p.m. from NBCC at Augustus Street to Harriet Street at the W.C. O'Neill Arena Complex.*

**6 – 0**

**Carried**

**2. Indulge 2022 New Brunswick's Food and Wine Festival Request for Road Closure, BTHC220401**

**Motion: 166 - 04/22**

**Moved by Councillor Hirtle**

**Seconded by Councillor Blanchard**

*That Council approves the road and intersection closures for the Indulge 2022 New Brunswick's Food and Wine Festival "Taste of Saint Andrews" event scheduled for Friday, October 14<sup>th</sup>, 2022, from 3:00 p.m. to 9:00 p.m. along the following streets:*

- *Water Street at Edward Street*
- *Water Street at William Street*
- *Water Street at King Street*

- *Water Street at Frederick Street.*

**6 – 0**

**Carried**

**5. Recreation and Community Services - Councillor Gumushel**

**1. Discussion on By-Law 01-5 Skateboards, Scooters and Inline Skates in Saint Andrews, RCS220404**

*Council provided consensus to bring forward a repeal By-Law for discussion to the next meeting.*

**6. Planning & Economic Development - Councillor Heenan**

**1. Discussion on the Zoning By-Law Z22-01, PED220302**

*Planner Henderson provided a presentation to Council on Draft Zoning By-Law Z22-01. Amendments include discussions on density, increasing accessory dwelling unit size, modifications to the Townhouse standards, Multiple Residential 2 lot standards, and parking standards specifically focused in the Historic Business District. This presentation has been provided to Council previously. Information from the Public Hearing of Objections and the Planning Advisory Committee were brought forward for additional information for Council consideration.*

*Council noted that feedback from the public and the PAC was focused on the parking standards and that all other amendments had no feedback. Council discussed what options were available for adding terms and conditions to properties for development. Staff noted that there is a Subdivision and Development Agreements that are used to structure developments and put additional terms and conditions on developments. Council supported the purposes and structures of these agreements by noting that municipal By-Laws still need to be followed accordingly. Council noted that it might be advised to start a review process for a Heritage By-Law for the Historic Business District that considers and protects the look and feel of the community. Council debated the reduction of parking spaces from 1.25 spaces per unit to 1 space per unit for apartments. Council highlighted the value of parking spaces in the Historic Business District, the current lack of parking for current residents, and the need for densified housing in walkable areas. Council briefly discussed accessory dwelling units and it was noted they cannot take up more than 10% of the lot space on a property and cannot dwarf the existing main use. Council asked staff to bring the Zoning By-Law Z22-01 back for second reading at the next meeting for further debate by Council.*

**J. NEW BUSINESS**

**K. QUESTION PERIOD**

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

**M. MAYOR'S COMMENTS**

**N. CLOSED SESSION**

**Motion: 167 - 04/22**

**Moved by Councillor Gumushel**

**Seconded by Councillor Heenan**

*At 8:34 p.m. Council move into Closed Session 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 and (d) the proposed or pending acquisition or disposition of land.*

**6 – 0**

**Carried**

**Motion: 168 - 04/22**

**Moved by Councillor Blanchard**

**Seconded by Councillor Heenan**

*At 9:20 p.m. that Council return to Open Session.*

**6 – 0**

**Carried**

**O. ADJOURNMENT**

**Motion: 169 - 04/22**

**Moved by Deputy Mayor Akagi**


**Seconded by Councillor Gumushel**

*At 9:21 p.m. that the meeting be adjourned.*

**6 – 0**

**Carried**

  
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Brad Henderson, Mayor

  
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Paul Nopper, Clerk - Senior  
Administrator

