



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

**March 20, 2023, 6:30 p.m.
W.C. O'Neill Arena Complex Council Chambers**

A. RECORDING OF ATTENDANCE

A Regular Meeting of the Town of Saint Andrews Council was held on Monday, March 20, 2023, at 6:30 p.m. with the following members present:

Mayor Brad Henderson, Deputy Mayor Kate Akagi, Councillors Mark Bennett, Marc Blanchard, Kurt Gumushel, Annette Harland, Lee Heenan, Jamie Hirtle, Steve Neil, and Darrell Weare.

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

B. LAND RECOGNITION OF THE PESKOTOMUHKATI NATION

C. APPROVAL OF AGENDA

Motion: 077 - 03/23

Moved by Councillor Neil

Seconded by Councillor Harland

That the Agenda for the 230320 Regular Council Meeting on Monday, March 20, 2023, at 6:30 p.m. be approved as presented.

9 – 0

Carried

D. DISCLOSURE OF CONFLICT OF INTEREST

- 1. Councillor Hirtle - Discussion on By-Law No. 23-01, A By-Law Relating to a Tourism Accommodation Levy in the Town of Saint Andrews, BTHC230205**

E. PRESENTATIONS

- 1. Franklin Cardy, Charlotte County Archives Presentation on Staffing Request through Community Grant Application**

Mr. Franklin Cardy provided a presentation video to Council regarding the processes and business of the Charlotte County Archives. The video highlighted functions of the Archives, fundraising and donation processes, tourism numbers, facility tours, and the need for funding to help support the tours for the 2023 season.

Council thanked Mr. Cardy for the informative video. Council asked as this is a Charlotte County Archives if other Municipalities provide support for their initiatives. Mr. Cardy acknowledged that they are working on sourcing funds from other Municipalities but currently are not receiving funds. Council asked why the Archives is looking for three students for summer tours. Mr. Cardy noted that three students allow them to provide tours 7 days a week.

COVID was a factor in their reduced capacity over the last several years. Council asked if donations they receive from the tours help to offset costs. Mr. Cardy noted that tours do bring in extra revenue through donations but usually cannot cover the total cost of the student staff. Council noted that they do have limited funds under the Community Assistance Grants but would discuss the request at the next Regular Council Meeting.

2. Sunbury Shores Presentation on Capital Project Expansion Community Assistance Grant

Mr. Gerald McEachern provided Council with a presentation on the proposed upgrades to the Sunbury Shores community art class space. The goal of the project is to create more space for storage, and usable training space, expansion of washrooms and shower stations, and enhance instructor space. Council was provided with an overlay concept of the changes to the community room space. It was also brought forward that the Town is one of nine communities with a provincially recognized cultural and arts space. It was also stated that other communities, Bouctouche, Florenceville, and Sussex are provided funding or supported through building use and upkeep by their municipalities. The Town of Saint Andrews may want to consider this option in the future.

Council thanked Mr. McEachern for his presentation on the upgrading of the community rooms at Sunbury Shores. Council asked what other communities provide to their art centres. Mr. McEachern did not have the figures on hand. Staff noted that information would be brought forward to the next meeting regarding the communities that provide funding to their art centres. Council noted that the request for funds was high and limited funds in the Community Assistant Grants. Council would discuss the request for funds at the next Regular Council Meeting.

3. Town of Saint Andrews and Explore St. Andrews Presentation on Tourism Accommodation Levy 2023 Budget

Clerk Nopper provided an overview of how funds have been collected and distributed for the Tourism Accommodation Levy. From the Town portion, in 2021, the Town provided funds to ExploreStAndrews to help kickstart their process. The funds collected from the 2021 and 2022 seasons were held until projects were deemed tourism infrastructure. In 2023 the Town is looking to spend funds on new tourism signs and a new washroom to be built at Indian Point Park.

Mrs. Christy Kennedy, Chair of ExploreStAndrews provided a presentation to Council on the ongoing processes of the Board, marketing and promotion initiatives, community grants given, and to hire of a staff member to help with the implementation of the marketing and promotion initiatives. Mrs. Kennedy provided Council with a budget breakdown for the 2023 season.

Council thanked Mrs. Kennedy for her presentation and noted that this was the most thorough budget that has been presented to date from ExploreStAndrews. It was noted that the Town is currently reviewing and moving the new version of the Tourism Accommodation Levy through the By-Law process, which would include the Wards of Bayside and Chamcook. Council would review the budget presented and look to approve at the next Regular Council Meeting.

F. APPROVAL OF THE MINUTES OF PREVIOUS MEETING

G. COMMUNICATIONS

1. Epilepsy Association of the Maritimes Purple Day March 26, 2023, Proclamation, RCS230308

Motion: 078 - 03/23

Moved by Councillor Gumushel

Seconded by Councillor Bennett

That the Council of the Town of Saint Andrews supports the Epilepsy Association of the Maritimes with the Proclamation of Purple Day on March 26, 2023.

9 – 0

Carried

H. STAFF REPORT/FINANCIAL REPORT

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

1. Finance & Administration - Deputy Mayor Akagi

1. Discussion on By-Law Process to Address Requests from Bayside and Chamcook, FA230315

CAO Spear updated Council on the current processes for accepting complaints and the review mechanisms associated. It was noted that the Town was working to identify which Provincial agencies were handling issues in the Wards of Bayside and Chamcook. Discussions were had with the previous LSD Representatives and how they handled issues in the former LSDs. Staff are compiling an educational list of information for the public but recommended that the public contact the Town and have their complaints addressed by staff. It was noted that the changes brought forward with the Local Governance Reform have left some processes unattended and need to be addressed.

Council thanked staff for the update on the complaint processes and continued directing the public to Town Hall. It was asked if staff can create a mailout and educational information to be put on the website with the appropriate departments to be contacted to have issues addressed. Staff noted they will work on this and have a mailout prepared shortly.

2. Wharf Project Update, FA230316

Council brought forward several concerns regarding the quote, specifically regarding the ability of the Fire Department to respond to fires on the Wharf with the use of the trailer and hoses. It was recommended that staff review the opportunities and costs for a hard line fire suppression line to be run along the Wharf.

Motion: 079 - 03/23

Moved by Deputy Mayor Akagi

Seconded by Councillor Hirtle

That the Council of the Town of Saint Andrews approves the unbudgeted funds of \$13,000.00 for the purchase of 800 ft. of 4-inch hose and a Manifold with a 4" intake and 3 2 ½ discharge connections for fire suppression for the Market Wharf.

Amended

Motion: 080 - 03/23

Moved by Councillor Neil

Seconded by Councillor Bennett

That the Council of the Town of Saint Andrews tables the unbudgeted funds of \$13,000.00 for the purchase of 800 ft. of 4-inch hose and a Manifold with a 4" intake and 3 2 ½ discharge connections for fire suppression for the Market Wharf.

9 – 0

Tabled

2. Public Works - Councillor Blanchard

1. Amendments to By-Law No. 18-01, Vehicular By-Law One-Way Water Street and Bus Stops for 2023, PW230313

Motion: 081 - 03/23

Moved by Councillor Blanchard

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews approves the one-way Water Street from Monday, May 15, 2023, to Monday, October 16, 2023, from Edward Street to Frederick Street under Schedule "C" One-Way Street of By-Law No. 18-01, A By-Law to Regulate Vehicular Traffic in the Town of Saint Andrews.

9 – 0

Carried

Motion: 082 - 03/23

Moved by Councillor Blanchard

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews approves No Parking Anytime along the following streets from Monday, May 15, 2023, to Monday, October 16, 2023:

- *Elizabeth Street – Water Street to Queen Street, Southwest Side.*
- *Edward Street – Water Street to Queen Street – Southeast Side.*
- *William Street – Water Street to Queen Street – Southeast Side.*
- *Princess Royal Street – Water Street to Queen Street – Southwest Side.*
- *Queen Street – Elizabeth Street to Princess Royal Street – South Side.*

under Schedule "B" No Parking Anytime of By-Law No. 18-01, A By-Law to Regulate Vehicular Traffic in the Town of Saint Andrews.

9 – 0

Carried

Motion: 083 - 03/23

Moved by Councillor Blanchard

Seconded by Councillor Neil

That the Council of the Town of Saint Andrews approves the following bus stop locations for the Hop-On Hop-Off Bus from Monday, May 1, 2023, to Monday, October 30, 2023:

- *Water Street at Elizabeth Street – South Side.*

- *Water Street at Princess Royal Street – South Side.*
- *W.C. O'Neill Arena Complex Suite 5 Welcome Centre – 24 Reed Avenue.*

under Schedule "A" Bus Stops of By-Law No. 18-01, A By-Law to Regulate Vehicular Traffic in the Town of Saint Andrews.

9 – 0

Carried

2. Tender TSA 2023-03 Alexandra Crescent Water, Sanitary, and Storm Sewer Upgrades, PW230314

Motion: 084 - 03/23

Moved by Councillor Blanchard

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews awards Tender TSA 2023-03 Alexandra Crescent Water, Sanitary, and Storm Sewer Upgrades to Fairville Construction for the amount of \$711,689.00 HST included.

9 – 0

Carried

3. Public Safety - Councillor Neil

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

1. Canada Day Road Closure Request for 2023, BTHC230303

Motion: 085 - 03/23

Moved by Councillor Hirtle

Seconded by Councillor Harland

That the Council of the Town of Saint Andrews approves the road closures and closure of Market Square for the Canada Day 2023 Celebrations on Saturday, July 1, 2023, 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 to the W.C. O'Neill Arena Complex.

9 – 0

Carried

2. Request from TALB/Tourism Accommodation Levy By-Law, BTHC230304

CAO Spear noted that until a formal request was brought forward, it is recommended to table the discussion at the next Regular Council Meeting.

Motion: 086 - 03/23

Moved by Deputy Mayor Akagi

Seconded by Councillor Neil

That the Council of the Town of Saint Andrews tables the request from TALB/Tourism Accommodation Levy By-Law until the next Regular Council Meeting.

9 – 0

Tabled

3. Discussion on By-Law No. 23-01, A By-Law Relating to a Tourism Accommodation Levy in the Town of Saint Andrews, BTHC230205

Councillor Hirtle left the meeting at 8:08 p.m.

Councillor Hirtle returned to the meeting at 8:10 p.m.

Clerk Nopper noted that this By-Law has gone through the First Reading and a Public Hearing of Objections. Staff noted minor changes to the By-Law including adding minimum and maximum fines and modifications to the new date that bookings would be subject to the 3.5% levy, and some minor grammatical changes. Staff asked Council if they were prepared to go to the Second and Third Reading at the next Regular Council Meeting. Council directed to bring the By-Law forward for Second Reading only.

4. Charlotte County Courthouse Engagement Process, BTHC230302

Council noted they were happy with the background information that was provided regarding Broken Shovel Consultation and are prepared to move forward with the hiring of the consultants.

Motion: 087 - 03/23

Moved by Councillor Hirtle

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews approves the hiring of William Hicks of Broken Shovel Consulting to conduct a visioning exercise for the Charlotte County Courthouse at a cost of \$7,000.00 with funds to come from the initial grant provided by the Province of New Brunswick.

9 – 0

Carried

5. Recreation and Community Services - Councillor Gumushel

6. Planning & Economic Development - Councillor Heenan

1. Amendment MP20-07 to the Municipal Plan MP20-01, Henry Hansen, PID 01325505, Rose Lane Low Density-Subdivision, PED230307

Planner Gopen noted more information came in before the meeting and this file will come back to Council at the next Regular Council Meeting.

Motion: 088 - 03/23

Moved by Councillor Heenan

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews grants leave for First Reading to Amendment MP20-07 to the Town of Saint Andrews Municipal Plan MP20-01, Henry Hansen, PID 01325505, Rose Lane Low-Density Subdivision.

Amended

Motion: 089 - 03/23

Moved by Deputy Mayor Akagi

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews tables leave for First Reading to Amendment MP20-07 to the Town of Saint Andrews Municipal Plan MP20-01, Henry Hansen, PID 01325505, Rose Lane Low-Density Subdivision.

9 – 0

Tabled

2. Discussion on Proposals for Affordable Housing Builds in Saint Andrews, PED230308

Council noted that they are open to hearing open proposals for housing developments on Town-owned lands and that presentations can continue to Council.

J. NEW BUSINESS

K. QUESTION PERIOD

L. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

Deputy Mayor Akagi asked the public for reusable grocery bags to help with Dial A Ride Food Bank Deliveries and that bags can be dropped off at Town Hall.

Deputy Mayor Akagi thanked the Anglican Church Parish for hosting a lent breakfast and that there would be another on Sunday with western omelets.

Deputy Mayor Akagi noted that over two days, she and representatives of First Nations from around New Brunswick hosted a Kairos Blanket Exercise for the students at Sir James Dunn Academy, for Council, for staff at the Anglophone South School District, and some residents. The Deputy Mayor thanked Alex Green for supporting this initiative and for hosting it at Sir James Dunn Academy.

Deputy Mayor Akagi noted that there was a Chess Club at the Anglican Church on Sunday afternoons. Players are preparing for upcoming Chess meets and are always looking for new players to join.

Councillor Harland thanked Town staff for the information on the By-Law processes and for answering the questions of frustrated residents.

Councillor Gumushel thanked staff for reviewing the security system footage concerning the missing person who recently recovered. It is a sad time for the community, the third person in the last few years to be lost. Hoping for further discussions at budget time to install more security cameras around Town to help with search processes.

Councillor Weare provided an update on the post-smolt facility from Cooke's Aquaculture. The project is moving forward in the spring and the Province is passing the EIA assessment with construction to start shortly. Councillor Weare will provide documents to Council for review and further updates as they occur.

M. MAYOR'S COMMENTS

N. CLOSED SESSION

Motion: 090 - 03/23

Moved by Councillor Hirtle

Seconded by Councillor Gumushel

At 8:27 p.m. Council move into Closed Session per the Local Governance Act, Section 68 (1)(j) labour and employment matters, including the negotiation of collective agreements.

9 – 0

Carried

Motion: 091 - 03/23

Moved by Councillor Neil

Seconded by Councillor Bennett

At 9:38 p.m. that Council returns to Open Session.

9 – 0

Carried

O. ADJOURNMENT

Motion: 092 - 03/23

Moved by Deputy Mayor Akagi

Seconded by Councillor Harland

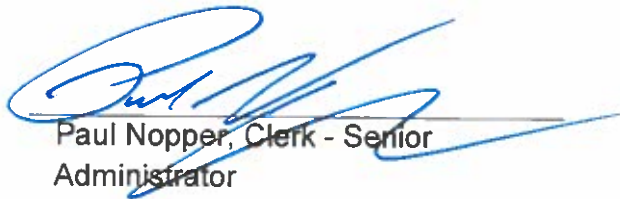
At 9:39 p.m. that the meeting be adjourned.

9 – 0

Carried



Brad Henderson, Mayor



Paul Nopper, Clerk - Senior
Administrator

