



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

**July 4, 2023, 7:00 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 Tuesday, July 4, 2023, at 6:50 p.m. with the following members present:

Mayor Brad Henderson, Deputy Mayor Kate Akagi, Councillors Marc Bennett, 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.

Absent - Councillor Blanchard, Councillor Gumushel

B. LAND RECOGNITION OF THE PESKOTOMUHKATI NATION

C. APPROVAL OF AGENDA

Motion: 213 - 07/23

Moved by Councillor Neil

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews approves the Agenda for the 230704 Regular Council Meeting on Tuesday, July 4, 2023, as presented.

Amended

Motion: 214 - 07/23

Moved by Councillor Neil

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews amends the Agenda for the 230704 Regular Council Meeting to include a discussion on New Brunswick Power and the planned power outages for Water Street under New Business.

7 – 0

Carried

Motion: 215 - 07/23

Moved by Councillor Neil

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews approves the Amended Agenda for the 230704 Regular Council Meeting on Tuesday, July 4, 2023, as presented.

7 – 0

Carried

D. DISCLOSURE OF CONFLICT OF INTEREST

- 1. Councillor Weare - Amendment By-Law No. 09-BS-009-01, A By-Law to Amend Bayside Planning Area Rural Regulations First Reading, PED230510**

E. PRESENTATIONS

F. APPROVAL OF THE MINUTES OF PREVIOUS MEETING

- 1. Minutes of the 230605 Public Hearing of Objections to By-Law 23-03 on Monday, June 5, 2023, 6:30 p.m.**

Motion: 216 - 07/23

Moved by Councillor Heenan

Seconded by Councillor Harland

That the Minutes of the 230605 Public Hearing of Objections to By-Law No. 23-03, Being the Building By-Law for the Town of Saint Andrews on Monday, June 5, 2023, at 6:30 p.m. be adopted.

7 – 0

Carried

- 2. Minutes of the 230605 Regular Council Meeting on Monday, June 5, 2023, 6:45 p.m.**

Motion: 217 - 07/23

Moved by Deputy Mayor Akagi

Seconded by Councillor Bennett

That the Minutes of the 230605 Regular Council Meeting on Monday, June 5, 2023, at 6:45 p.m. be adopted.

7 – 0

Carried

- 3. Minutes of the 230519 Public Hearing of Objections to Amendment By-Law No. 09-BS-009-01, on Monday, June 19, 2023, 6:30 p.m.**

Motion: 218 - 07/23

Moved by Councillor Hirtle

Seconded by Councillor Bennett

That the Minutes of the 230619 Public Hearing of Objections to Amendment By-Law No. 09-BS-009-01, A By-Law to Amend Bayside Planning Area Rural Regulations on Monday, June 19, 2023, at 6:30 p.m. be adopted.

7 – 0

Carried

- 4. Minutes of the 230619 Regular Council Meeting on Monday, June 19, 2023, 6:45 p.m.**

Motion: 219 - 07/23

Moved by Councillor Harland

Seconded by Councillor Heenan

That the Minutes of the 230619 Regular Council Meeting on Monday, June 19, 2023, at 6:45 p.m. be adopted.

7 – 0

Carried

G. COMMUNICATIONS**1. Mayor Henderson Update to Council Regarding Regional Service Commission Strategic Plans**

Mayor Henderson, last Thursday the Strategic Plans for the Regional Service Commission were supposed to be approved for Tourism, Recreation, Economic Development, and Community Development. The RSC Board unanimously postponed the decisions. The Board, this as the material given was only provided the night before the meeting and there was not adequate time to review. The decisions were postponed and will be brought forward in a month's time. The RSC still had to send a draft of the Strategic Plans to the Province and that is where it stands. Those on Committees who have not met, how can you have a strategy without meeting? A lot of questions of the RSC on strategies and are consistent with what Council has brought forward at a high level. I have shared the concerns of Council with on the board and detailed plans have been forwarded to Council. Welcome to discuss.

Councillor Harland - To clarify, the draft is not available to Council?

CAO Spear - There was a package sent last week and we can resend it.

Councillor Weare - Pleased to hear that the RSC Board decided to table for the time. I had concerns about the strategy with my Committee and am happy to hear they are taking more time.

H. STAFF REPORT/FINANCIAL REPORT, PW230709, FA230715, RCS230708, PS230710, RCS230710, RCS230709, PW230710, PED230715, PS230711, RCS230712, RCS230711, FA230716, FA230718

CAO Spear provided the staff report for the Town for June 2023. The report highlighted Canada Day, updates on the trail development for 5% accessible grade and tender for fall, Bayside Community Hall, budget time approaching and meetings to start in September, summer Council schedule, a notice of objection Z22-04 and Z22-05, Charlotte County Courthouse open house and process, exercise park with ongoing process, substantial renovations at W.C. O'Neill Arena Complex including new windows in the dining room and new office for Recreation Manager, Jessica Elliot retirement from Ross Library, Library summer reading program, fire chief reports with forest fire support and thanks to all, 4 new individuals taken level 1 fire fighting process, clerk preparing 2022 annual report, three international students SJDA volunteers at Youth Center, and a new Facebook page for Recreation.

CAO Spear - no comments on the financials at this time. Will have a better idea in August and will provide back.

Councillor Harland - The Facebook page for Recreation is easily accessible, engaging, and job well done.

Motion: 220 - 07/23

Moved by Councillor Weare

Seconded by Councillor Heenan

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

7 - 0

Carried

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

1. Finance & Administration - Deputy Mayor Akagi

1. Cancellation of Regular Council Meetings for July and August 2023, FA230717

Motion: 221 - 07/23

Moved by Deputy Mayor Akagi

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews formally cancels the following Regular Council Meetings based on By-Law No. 16-03, A Procedural By-Law for the Organization and Operation of the Council of the Town of Saint Andrews:

1. Monday, July 17, 2023.

2. Monday, August 21, 2023.

7 – 0

Carried

2. Public Works - Councillor Blanchard

3. Public Safety - Councillor Neil

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

1. Update on the Van Horne Trail Project, BTHC230704

CAO Spear provided an update on the proposed trail developments for 2023. After the 2022 trail projects, the Town has \$1.1 million left in the budget. The Trail Advisory Committee was looking at four components to the trail system for consideration. The first is the development of a new trail that will go from behind the ballfields at the Harry Mallory Sports Field and will run parallel to Diana Drive to Bar Road. The second is to add an off-road trail from the end of the new trail to Bar Road to Champlain Avenue. The third is to fix the grade from Cemetery Road to the ballfields as the slope is greater than 5% for accessibility. The fourth and final trail option is along Water Street between Patrick Street and Indian Point Park with a raised trail along the roadway. The Harry Mallory Sports Field to Bar Road trail is approximately \$800,000.00 and Water Street is \$150,000.00 as estimated by CBCL Ltd. The remaining two projects would put the budget at \$1.23 million, a shortfall of \$200,000.00. There are two ways Council can go, the first is that Council could approve or table the decision and get further input from the Trail Committee. We know that the Bar Road trail project is a priority. The second option is that Council selects the projects to move forward with. Staff would recommend the Bar Road trail and the Water Street trail for 2023. Staff need direction from Council to move forward.

Council thanked CAO Spear for the update and asked when the trail work is anticipated to be completed for 2023. CAO Spear noted that the hope was to get tenders out shortly and have work done in the fall, similar to 2022. However, if Council wished to further debate it, the projects could be moved to 2024. The Trail Advisory Committee will review the final design drawings prior to tendering. Council concurred that the Bar Road project was a priority and to move forward with that one. Council discussed the safety of pedestrians walking along Water Street and noted concerns with pedestrians and

vehicles around Indian Point Park. Council asked for clarification on the Bar Road option for the off-road section to Champlain Avenue. CAO Spear noted that Bar Road was widened with a 1.5 m paved shoulder a few years ago. The Bar Road trail option was thought to put a small bridge across to the shoulder and that people can walk up the paved shoulder. With no sidewalk on Champlain Avenue, it is in the staff's opinion that the bridge option is the preferred choice and to help save money. Council could look in the future to add an additional off-road trail when the Passamaquoddy Lodge is built and a further look at sidewalks or other trail access in this area at that time. Council asked if the paved shoulder was relatively safe to traverse. CAO Spear noted that Bar Road is busier in the summer season with people accessing Ministers Island but feels that the shoulder is safe enough for pedestrians and cyclists as both sides of the road were widened and paved. Council noted issues with safety are hard to quantify and that we cannot predict the future. Council can look at lowering the speed limit on Bar Road to make it safer for pedestrians and cyclists. Council noted that with the 2024 budget approaching, that the preexisting trail infrastructure from Cemetery Road to the Sports Field could wait. Council supported the Bar Road Trail and the Water Street Trail. for 2023. Council asked how much was spent on trails in 2022. CAO Spear noted \$435,000.00 to construct the trail along Cemetery Road and updates to the Brandy Cove Road trail along the golf course. Council asked how much funding was received originally. CAO Spear noted \$1.5 million and \$1.2 million came from a grant fund. The Town has invested \$300,000.00 for the trail.

Motion: 222 - 07/23

Moved by Councillor Hirtle

Seconded by Councillor Neil

That the Council of the Town of Saint Andrews approves the following changes to the Phase 2 extension of the Van Horne Trail:

- 1. Extend the trail parallel to Bar Road 200m, from the Town's land parcel to behind Diana Drive to Champlain Avenue.*
- 2. Connect Diana Drive to the Trail through the Charlotte Street Extension.*
- 3. Rebuild the trail from Cemetery Road to Harry Mallory Sports Field to lower the grade to 5%.*

Amended

Motion: 223 - 07/23

Moved by Councillor Neil

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews omits options 1. Extend the trail parallel to Bar Road 200m, from the Town's land parcel to behind Diana Drive to Champlain Avenue and 3. Rebuild the trail from Cemetery Road to the Harry Mallory Sports Field to lower the grade to 5% for the 2023 trail projects.

7 – 0

Carried

Motion: 224 - 07/23

Moved by Councillor Hirtle

Seconded by Councillor Neil

That the Council of the Town of Saint Andrews approves the amended motion with the following changes to the Phase 2 extension of the Van Horne Trail:

2. Connect Diana Drive to the Trail through the Charlotte Street Extension.

7 – 0

Carried

5. Recreation and Community Services - Councillor Gumushel

1. Terms of Reference for the Formation of the Bayside Hall Committee, RCS230713

Council asked for clarification if the Committee was suggested by staff or residents. Councillor Weare noted that the Committee was aging and not a lot of young people are on it at this time. The Town has been meeting with the current Committee and has been very productive. As the facility is under the Town now, it was advised that a Committee of the Town be struck. Council asked how long the facility has been operating. Councillor Weare stated since 1989. Council further discussed the Committee and the structure of it including terms of members. Councillor Weare noted that terms should be limited up to 3 years and that will allow transitions to happen to new members. Staff supported the terms for Committee members and the ongoing support from the Town. Council acknowledged the impressive ability of the previous Committees to develop, fundraise, and run the facility in Bayside since 1989 and want to continue supporting the Hall.

Motion: 225 - 07/23

Moved by Councillor Bennett

Seconded by Councillor Weare

That the Council of the Town of Saint Andrews accepts the Terms of Reference for the formation of the Bayside Hall Committee and that staff advertises for positions.

7 – 0

Carried

6. Planning & Economic Development - Councillor Heenan

1. Amendment By-Law No. 09-BS-009-01, A By-Law to Amend Bayside Planning Area Rural Regulations First Reading, PED230510

Councillor Weare left the meeting at 7:38 p.m.

Councillor Weare returned to the meeting at 7:42 p.m.

Mayor Henderson read in full for First Reading.

Motion: 226 - 07/23

Moved by Councillor Heenan

Seconded by Councillor Bennett

That the Council of the Town of Saint Andrews grants leave for First Reading to Amendment By-Law No. 09-BS-009-01, A By-Law to Amend Bayside Planning Area Rural Plan Regulation No. 09-BS-009-00.

6 – 0

Carried

2. **Housing Accelerator Fund, PED230716**

Motion: 227 - 07/23

Moved by Councillor Heenan

Seconded by Councillor Harland

That the Council of the Town of Saint Andrews supports the application to the Housing Accelerator Fund.

7 – 0

Carried

J. NEW BUSINESS

Councillor Heenan brought up concerns regarding New Brunswick Power's planned power outages for Water Street during the peak tourism season. Councillor Heenan noted that he had spoken with several businesses and their concerns over lost revenues and continued minimal information being received by businesses. There had been two previously planned power outages, one that was done and one that was not. Businesses make a significant profit in the summertime and to have two to three days of their businesses being closed during peak season is not acceptable. I am not opposed to upgrades and businesses improving their facilities, however, there needs to be better planning on the part of New Brunswick Power to not interfere with the summer season. I know some businesses were scrambling to find generators to keep their fridges operational, especially in the heat. Communication and planning is an issue.

CAO Spear noted that the Mayor should write a letter on behalf of Council to New Brunswick Power and that we can make contact with the accounting representative to discuss the planning of outages, especially as it relates to the summer season. Another part is that many of the workers on the project are subcontractors and communication can be sparse. We are sympathetic and the Town was not notified until the last minute of the planned outages.

Mayor Henderson agreed that a letter should be provided and that he and Senior Staff should sit down with New Brunswick Power to find a better solution to planned outages and communication with the Town and businesses. We want to minimize the impact on our summer tourist season for all businesses. Council supported the letter and discussions with the account representatives.

K. QUESTION PERIOD

L. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

Deputy Mayor Akagi - Happy Independence Day USA.

Deputy Mayor Akagi - Noted that Canada Day was a success and a great job by all staff and the Manager of Recreation Mervyn Hanselbacher. The Deputy Mayor noted she volunteered at the Fireman's Breakfast helping to accept donations and take orders. She noted that a little girl at the event was upset that she could not get on the fire truck. Councillor Neil was in the department and gave her a personal tour of the Hall and the trucks. The little girl got a hat and came back to me and said he was so nice and appreciated the time Councillor Neil took to show her around. Breakfast was a huge success.

Deputy Mayor Akagi - My brother John Akagi, was in the Armed Forces and a veteran. He was provided a Quilt of Valor and Kathy Smith was instrumental in getting him one. John was given one and it is gold with red maple leaves. Our family is very proud of him and we are all proud. These quilts are made by women

who donate time to make them and they are given to veterans in honour of their service.

Deputy Mayor Akagi - The Drum Making Workshops on Sunday, July 2nd was a success. We had 40 participants with 50 drums that could have been made. The last 10 drums will be built and sold as part of the program. Greg Mansfield is Mi'kmaq and Constance Sewell were First Nations representatives helping with the workshops. We blessed the drums that day and have a process and need to wait 1 year before use. In 2024 we want to see all the drums out for September 30th's Truth and Reconciliation Day. Thanks to Kim Reeder and Nancy Carson, and all the others who helped that day. Thank you to the Fire Department for bringing water and helping with the set up. Thanks to Clerk Paul Nopper and all the staff for their support in this workshop process. We are going to do shakers and raddles in the near future to continue growing Indigenous programs in our community.

Deputy Mayor Akagi - Wanted to note that Jessica Elliot was retiring from the Ross Memorial Library. She will be sorry missed and we hope to see her back in some capacity in the future.

Councillor Weare - Had a couple of questions about Chamcook Lake. Residents on the lake are noting that it is at its highest levels in years. There seems to be a lot of erosion going on and who is looking after the dam? CAO Spear noted he will pass the concerns on to the Department of Environment and Local Government as they make decisions around the processes of the lake. June has been a healthy month for rain and runoff.

Councillor Weare - After the presentation on the Housing Accelerator Fund and researching non-profit housing, just curious if the Town has looked at the option to develop our own non-profit housing corporation. Mayor Henderson noted that we have had discussions and met with a few groups that were interested, including Project Village, but nothing concrete was formed from the discussions. Forming one within greater Saint Andrews would be good for long range but it is a long process to get off the ground. If successful with the application, a large sum of money and a multi-year campaign, the Town could look at this option again. There are a lot of what-ifs in this process. CAO Spear noted that the Town has had contact with the Saint John Housing Corporation, and they have talked about extending their services to Charlotte County. We can look at this further down the road.

Councillor Heenan - Wanted to acknowledge the new Operations Manager Kevin Hughes and the Public Works team. They are unsung heroes of Canada Day and keep the community clean and ready for tourists after the event. Their team started at 5:30 a.m. and worked in shifts to keep the event going. Much appreciated for the hard work.

M. MAYOR'S COMMENTS

Mayor Henderson - Noted that at the Regional Service Commission, an item came up from another municipality putting forward a motion to look at alternative policing options versus the RCMP. We might see an item come forward and we will discuss it and give adequate time to consult with Council. We are in a unique position with a spot on the RSC and should work as a team. There have been a lot of discussions happening across Charlotte County with issues including mental health, homelessness, inflation, and policing. So many items are outside policing but the status quo is not working. We certainly feel the increase of theft across the County. Some other communities did not see the change, but we can see change

coming and we are going to have to be proactive versus reactive. More to come on that.

N. CLOSED SESSION

O. ADJOURNMENT

Motion: 228 - 07/23

Moved by Deputy Mayor Akagi

Seconded by Councillor Heenan

At 8:06 p.m. that the meeting be adjourned.

7 - 0

Carried



Brad Henderson, Mayor



Paul Nopper, Clerk - Senior
Administrator

