



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

**September 18, 2023, 6:30 p.m.  
W.C. O'Neill Arena Complex Council Chambers**

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**A. RECORDING OF ATTENDANCE**

*A Regular Meeting of the Town of Saint Andrews Council was held on Monday, September 18, 2023 at 6:30 p.m. with the following members present:*

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

*Chris Spear, CAO/Treasurer, Paul Nopper, Clerk - Senior Administrator*

*Absent - Councillor Kurt Gumushel*

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

**C. APPROVAL OF AGENDA**

*Mayor Henderson noted that the week of September 18 - 22 is Municipalities Week. The Town has hosted a photo contest and a contest with Vincent Massey Elementary School for Mayor for the Day and Firefighter for the Day.*

**Motion: 294 - 09/23**

**Moved by Deputy Mayor Akagi**

**Seconded by Councillor Heenan**

*That the Council of the Town of Saint Andrews approves the Agenda for the 230918 Regular Council Meeting of Monday, September 18, 2023, as presented.*

**Amended**

**Motion: 295 - 09/23**

**Moved by Mayor Henderson**

**Seconded by Deputy Mayor Akagi**

*That the Council of the Town of Saint Andrews adds the discussion of Oktoberfest Food Truck concerns under New Business.*

**8 – 0**

**Carried**

**Motion: 296 - 09/23**

**Moved by Deputy Mayor Akagi**

**Seconded by Councillor Heenan**

*That the Council of the Town of Saint Andrews approves the Amended Agenda for the 230918 Regular Council Meeting of Monday, September 18, 2023, as presented.*

**8 – 0**

**Carried**

**D. DISCLOSURE OF CONFLICT OF INTEREST**

**1. Mayor Henderson - Closed Session**

**E. PRESENTATIONS**

**1. Joe Allison, Clean Energy Consultant, The Smart Energy Company Opportunities**

*Mr. Joe Allison, Clean Energy Consultant for the Smart Energy Company provided a presentation to the Council on their ground-mounted bifacial solar systems and opportunities for energy studies through their company for municipalities. It was noted that the solar system was designed for the climate of New Brunswick. There are opportunities for net metering and putting energy back into the grid. Virtual metering was discussed which relates to solar collection in one area and applied to electric meters elsewhere. A solar energy cost timeline was provided to Council for consideration. Grand Bay Westfield was provided as one of their municipal pilot projects that has since increased to a larger scale system.*

*Mayor Henderson thanked Mr. Allison for the presentation and noted that staff met Mr. Allison at the AMANB Conference. Staff are asking for consideration during budget time for a pilot project. We can look at options for the water treatment plant or other locations. Mayor Henderson asked about maintenance costs. Mr. Allison noted a cost of \$2,500.00 of service per year and an inspection each year. Councillor Blanchard asked about the municipal services to find efficiencies and wondered about proximity to the facility with ground-mounted systems. Mr. Allison noted it should be within 100 feet but could look at virtual metering and see if municipalities are able to do this. Councillor Blanchard asked about the 100 kw of energy to go back to the grid from NB Power and what the limitations would be through this. Mr. Allison would follow up but was aware of the restrictions and noted that virtual metering is an option for agriculture purposes but will follow up on municipal.*

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

**G. COMMUNICATIONS**

**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 No. 16-03, A Procedural By-Law for the Council of Saint Andrews, FA230924**

*Clerk Nopper updated Council on the report for the Procedural By-Law. Clerk Nopper went over several proposed changes including Council portfolios, scheduling workshops, absence of Councillors, Deputy Mayor voting, and standard procedures of agendas. Staff noted that this is for discussion and options are on the table for review.*

*Council thanked staff for the review of the proposed changes to the Procedural By-Law. Councillor Weare asked about Section 28 referencing the Mayor to enter the debate and if this was needed in the By-Law. Mayor Henderson noted that this was originally changed from the Mayor having to step down from the Chair to enter the*

*debate. This allows the Mayor to provide input and information without having to step down. Councillor Harland asked the difference between a Council Workshop and a Committee of the Whole. Clerk Nopper indicated that a Council Workshop can be led by staff and does not need the public to be part of the process. A Committee of the Whole would need to have the opportunity for the meeting to be open but does not need to be televised. This would allow Council to have some open discussions and review the Registers. The goal would be to schedule once per month. Mayor Henderson asked for staff to email Council about the changes and proposed portfolios for Council to review.*

**2. Public Works - Councillor Blanchard**

**3. Public Safety - Councillor Neil**

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

**1. By-Law No. 23-04, A By-Law of the Town of Saint Andrews to Impose a Special Business Improvement Levy First Reading, BTHC230906**

*Clerk Nopper noted that the date of the Public Hearing of Objections would need to change as we need to do a two-week posting in a newspaper based on the regulations under the BIA Act.*

**Motion: 297 - 09/23**

**Moved by Councillor Hirtle**

**Seconded by Councillor Blanchard**

*That the Council of the Town of Saint Andrews grants leave for First reading of By-Law No. 23-04, A By-Law of the Town of Saint Andrews to Impose a Special Business Improvement Levy for 2024 in the Town of Saint Andrews.*

**8 – 0**

**Carried**

**Motion: 298 - 09/23**

**Moved by Councillor Hirtle**

**Seconded by Councillor Heenan**

*That the Council of the Town of Saint Andrews sets the date of Tuesday, October 3, 2023, at 6:30 p.m. at the W.C. O'Neill Arena Complex Council Chambers for a Public Hearing of Objections to By-Law 23-04, A By-Law to Impose a Special Business Improvement Levy for 2024 in the Town of Saint Andrews.*

**Amended**

**Motion: 299 - 09/23**

**Moved by Councillor Heenan**

**Seconded by Deputy Mayor Akagi**

*That the Council of the Town of Saint Andrews amends the Public Hearing of Objections to be on November 6, 2023.*

**8 – 0**

**Carried**

**Motion: 300 - 09/23****Moved by Councillor Hirtle****Seconded by Councillor Heenan**

*That the Council of the Town of Saint Andrews sets the date of Monday, November 6, 2023, at 6:30 p.m. at the W.C. O'Neill Arena Complex Council Chambers for a Public Hearing of Objections to By-Law 23-04, A By-Law to Impose a Special Business Improvement Levy for 2024 in the Town of Saint Andrews.*

**8 – 0****Carried****5. Recreation and Community Services - Councillor Gumushel****6. Planning & Economic Development - Councillor Heenan****J. NEW BUSINESS**

*Council discussed some concerns surrounding the operation of the food truck for Oktoberfest during the setup on Friday, September 22, 2023. Concerns discussed included placement of the truck, the public accessing the truck during set up, and how safety could be a factor for those trying to access while heavy construction was going forward. Council debated the topic of when the truck could start operating safely and inquired if the Town received a site plan. Staff noted a detailed site plan was provided and that the truck would be placed along the deck of the St. Andrews Brewing Company. It was recommended that they do not start operating until after 5:00 p.m. once set up was complete. It was further discussed by Council if this topic should have been brought forward twice, through two different requests for operation. Mayor Henderson noted that this should be the discretion of the CAO and to work with the owner on the safest avenue for operation.*

**Motion: 301 - 09/23****Moved by Deputy Mayor Akagi****Seconded by Councillor Harland**

*That the Council of the Town of Saint Andrews allow the CAO to provide discretion for the operation of the food truck on Friday, September 22, 2023, regarding safety of the public and set up of Oktoberfest.*

**5 – 4, Nay, Councillor Bennett, Neil, Heenan, and Weare****Carried****K. QUESTION PERIOD****L. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS**

*Deputy Mayor Akagi - Earthfest is happening this Sunday, September 24, 2023, on Ministers Island. It is a worthwhile event and hope you can attend.*

*Deputy Mayor Akagi - The National Day for Truth and Reconciliation event in Saint Andrews will take place on Saturday, September 30, 2023, at 5:30 p.m. at Indian Point Park. Posters have been sent out throughout Town, it is on the website and social media. We will do our ceremony followed by a solemn walk around the Point. Funds collected from the event will go back to helping create First Nations educational programs for the public including drum making, rattle making, blanket exercises, etc. Please come and join us for the walk and think about all the lost souls and survivors who have come back. Thank you.*

*Councillor Heenan - On behalf of the citizens of Saint Andrews, Chamcook, and Bayside, thank you to our Public Works team for the great job they did during Hurricane Lee in cleaning the streets of trees, catch basins, etc. I had a lot of*

people saying thank you for all the hard work. We should be proud of our workers for keeping us safe.

**M. MAYOR'S COMMENTS**

Mayor Henderson - CAO Spear came back early to help with Hurricane Lee. Mr. Nopper helped lead the charge with staff for the preparation for the storm. Public Works did a great job. We are happy the storm did not have the impacts we were expecting. We have had a couple of incidents this year but overall we are very lucky. I also want to recognize all the NB Power Lineman and Linewomen who helped to bring power back so quickly. We had over 7000 customers without power and are now down to 66. That is a quick response.

**N. CLOSED SESSION**

Mayor Henderson left the meeting at 7:22 p.m.

**Motion: 302 - 09/23**

**Moved by Councillor Harland**

**Seconded by Councillor Bennett**

At 7:22 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 or contract.

**8 - 0**

**Carried**

**Motion: 303 - 09/23**

**Moved by Councillor Bennett**

**Seconded by Councillor Harland**

At 8:42 p.m. that Council returns to Open Session.

**7 - 0**

**Carried**

**O. ADJOURNMENT**

**Motion: 304 - 09/23**

**Moved by Councillor Blanchard**

**Seconded by Councillor Harland**

At 8:43 p.m. that the meeting be adjourned.

**7 - 0**

**Carried**

Brad Henderson, Mayor

Paul Nopper, Clerk - Senior Administrator

