



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

**October 16, 2023, 6:30 p.m.
W.C. O'Neill Arena Complex Council Chamber**

A. RECORDING OF ATTENDANCE

A Regular Meeting of the Town of Saint Andrews Council was held on Monday, October 16, 2023, at 6:30 p.m. with the following members present:

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

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

Absent - Councillor Marc Blanchard.

B. LAND RECOGNITION OF THE PESKOTOMUHKATI NATION

C. APPROVAL OF AGENDA

That Council enters into Closed Session as per the Local Governance Act Section 68(1)(f) information concerning legal opinions or advice provided to the local government by its solicitor or privileged communications between solicitor and client in a matter of local government business.

Motion: 332 - 10/23

Moved by Councillor Heenan

Seconded by Councillor Harland

That the Council of the Town of Saint Andrews approves the Agenda for the 231016 Regular Council Meeting as presented.

8 – 0

Carried

D. DISCLOSURE OF CONFLICT OF INTEREST

E. PRESENTATIONS

1. Community Service Award to Matthew Dickson

Mayor Henderson provided a Special Merit Award to Matthew Dickson, for his 2023 Mental Health Bike Ride Across Canada.

2. John Matheson, Chair, Shiretown Community Service Request for Support on Affordable Housing at Queen St. at Princess Royal St.

John Matheson, of the Shiretown Community Services presented to Council for support of a low-income and affordable housing project on the old Legion lot located at the corner of Queen Street and Princess Royal Street. This land has been vacant for years and there is an opportunity to build a 10 - 12 unit apartment complex for those making minimum wage. We have a deal in place with the Royal Canadian Legion, Passamaquoddy Branch #8,

to purchase the land and build on it. The total estimated cost of the project is \$2,250,000.00 and we are seeking 10% or \$225,000.00 from the Town to help support the build. A concept design of the building was provided to Council for review.

Council thanked Mr. Matheson for his presentation and asked for clarification on the number of units. Mr. Matheson indicated that they wanted to stick within the rules of the Zoning By-Law but aimed for one and two-bedroom apartment units with two units reserved for veterans. The hope is for 12 units in total. Council asked what the proposed rents would be for a unit. Mr. Matheson noted that half the units will be subsidized by New Brunswick Housing under their regulations and the other half at market value. The goal is to have rentals below \$1,000.00. It was noted that they will have to review what the market can bear, other subsidies, and the end cost to build. Council noted that they have applied to the Housing Accelerator Fund and are waiting to hear back on the funding but think that this project would fit. Council is going through the budget process now and has locked in rents for another project for 15 years. Before Council can make a decision on funding support, more information is needed. Council noted that they also want to develop an incentive policy for developers so everyone is playing on the same field when it comes to asking for funding for developments. Council asked if Shiretown has had conversations with New Brunswick Housing on the half-subsidized units. Mr. Matheson indicated they have had positive discussions and the project meets their criteria. Council asked who specifically Shiretown would be targeting for the affordable housing. Mr. Matheson noted various options including people who would like to work in town but cannot afford to live here, single mothers, women over 50 who do not yet qualify for CPP, and those working minimum-wage jobs. Council asked if any members of the current Shiretown programs would be clients at the apartments. Mr. Matheson noted they would have to be on the waitlist for the New Brunswick Subsidized Housing Programs and go from there. Council noted next steps would be to provide staff and Council with more specifics of the project and to wait to hear back on the Housing Accelerator Fund. It was noted the property would need to be rezoned from Institutional to Multiple Residential 1 or 2. Parking needs to be addressed in the design.

3. Alex Henderson, Director of Planning, SNBSC, Regarding Proposed By-Law No. 23-01 Subdivision By-Law for the Town of Saint Andrews

Alex Henderson, Director of Planning, provided a presentation on a new version of the proposed By-Law No. 23-05, Subdivisions. The current By-Law No. 69 Subdivisions has been in place since 1984 and in the rural areas, the Provincial Subdivision Regulations have been in place since 1980. We are looking to modernize the rules for subdivisions. In 2020, the new Municipal Plan noted that the Subdivision By-Law would need updating and should be brought forward. In 2023, Local Governance Reform changed the boundaries of the Town and the new Subdivision By-Law needs to be reflective of the rural and urban landscapes. Currently, we use the Department of Transportation's standards for subdivisions. With active transportation and varying styles of development, this does not provide flexibility in the build. We also do not have regulations on land for public purposes in rural areas and this new By-Law would provide standards. This can be encouraging public access to intertidal zones for example. The new By-Law would address standards for lands for public purpose, trails and connectivity to recreation, innovative green infrastructure solutions, new

roads that have to include active transportation, traffic calming on residential streets, and tree-lined streets. This By-Law will help create steps towards sustainable, healthy, and safe infrastructure policies for Saint Andrews. This By-Law complies with the Statements of Public Interest Regulations from the Provincial Government. Mr. Henderson provided an overview of the classes of roads including Arterial Roads, Local Collector, Local Streets Class A, Local Streets Class B, Local Laneway, Other Access Class A, and Other Access Class B.

Council thanked Mr. Henderson for his presentation. Council asked if a developer has to come in and make a new road, would they need to pay for the sidewalk infrastructure based on the By-Law as written? Mr. Henderson noted that this is the standard but you can provide space for a new sidewalk in the future but would not need to be developed at the time of the road being created. Ultimately it is up to Council how they want to invest the taxpayer's funds for practical purposes. One option is that funds for the development of a sidewalk could be borne through the purchase of the land and developed only when the entire development is completed. It can be reviewed on a case-by-case basis. Moncton uses a similar process. Council noted that this is a good process. Council asked since the Town does not own the roads in Chamcook and Bayside, how does this affect roads in subdivisions? Mr. Henderson noted rural roads are under the Department of Transportation and Infrastructure. If a new road or street is proposed, it will be handled by DTI but the Planning Advisory Committee will provide recommendations to the layout of the subdivisions and streets. Council can ask for the lands for public purposes. It is important to have this By-Law as DTI will have to follow the guidelines. Council asked how this By-Law affects those who are looking for a simple subdivision of one piece of property to two. Mr. Henderson noted that it depends on the property frontage and the public roads it faces. An existing right of way, that meets the standards, that is 90 m or less, the provision is that an emergency vehicle can have access. Extending the right of way and lots of this can happen easily. CAO Spear asked how this By-Law affects private roadways. Mr. Henderson states that private roadways are at the discretion of the Planning Advisory Committee. If it does not meet the standards and new private lane, PAC would likely reject it. There could be special cases for a private right of way, but the new Provincial Policy Statements of Interest identify the need to promote the development of public roads.

F. APPROVAL OF THE MINUTES OF PREVIOUS MEETING

G. COMMUNICATIONS

1. Proposal for Mental Health Town Halls for Saint Andrews

Matthew Dickson thanked Council for accepting the proposal to host Mental Health Town Halls in Saint Andrews. It is a new process that will help those speak about mental health in an open and safe forum. I have recently been in similar Canadian Mental Health Association meetings that have opened up the topic of Mental Health and I am over the moon about speaking in public now about my own Mental Health situations. It would be great to get all the local agencies involved and speak on this topic. I am challenging other communities to take part. I would like to see Saint Andrews be the first community to get this ball rolling.

Council thanked Mr. Dickson for his proposal and presentation. Council acknowledged the tremendous idea and how to make it a reality. Councillor

Harland volunteered to work with Mr. Dickson on getting the Town Halls up and running. Council noted they look forward to participating.

H. STAFF REPORT/FINANCIAL REPORT

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

1. Planning & Economic Development - Councillor Heenan

1. By-Law No. 23-05, Subdivision By-Law, PED231010

Councillor Hirtle noted that on November 20th, Neighbourhood Works in St. Stephen is holding an open house and encouraged all of Council to attend and see the great work they do. In that light, there was a request to move the Public Hearing of Objections to November 22nd. CAO Spear noted that staff would look at a possible public meeting to inform the public on the changes to the Subdivision By-Law.

Motion: 333 - 10/23

Moved by Councillor Heenan

Seconded by Councillor Bennett

That the Council of the Town of Saint Andrews sets the date of Monday, November 20, 2023, at 6:30 p.m. for a Public Hearing of Objections to the proposed By-Law No. 23-05, Subdivision By-Law for the Town of Saint Andrews in the Council Chambers at the W.C. O'Neill Arena Complex, 24 Reed Avenue, Saint Andrews.

Amended

Motion: 334 - 10/23

Moved by Councillor Hirtle

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews amends the date of Wednesday, November 22, 2023, at 6:30 p.m. for a Public Hearing of Objections to the proposed By-Law No. 23-05, Subdivision By-Law for the Town of Saint Andrews in the Council Chambers at the W.C. O'Neill Arena Complex, 24 Reed Avenue, Saint Andrews.

8 – 0

Carried

Motion: 335 - 10/23

Moved by Councillor Heenan

Seconded by Councillor Bennett

That the Council of the Town of Saint Andrews accepts the amendment to sets the date of Wednesday, November 22, 2023, at 6:30 p.m. for a Public Hearing of Objections to the proposed By-Law No. 23-05, Subdivision By-Law for the Town of Saint Andrews in the Council Chambers at the W.C. O'Neill Arena Complex, 24 Reed Avenue, Saint Andrews.

8 – 0

Carried

Motion: 336 - 10/23

Moved by Councillor Heenan

Seconded by Councillor Harland

That the Council of the Town of Saint Andrews requests the views of the Planning Advisory Committee for By-Law No. 23-05, Subdivision By-Law for the Town of Saint Andrews.

8 – 0

Carried

2. Finance & Administration - Deputy Mayor Akagi

1. By-Law No. 23-06, A Procedural By-Law for the Organization and Operation of the Council of Saint Andrews, FA231017

Councillor Hirtle noted that this Public Hearing of Objections should be amended as well to November 22nd.

Motion: 337 - 10/23

Moved by Deputy Mayor Akagi

Seconded by Councillor Harland

That the Council of the Town of Saint Andrews sets the date of Monday, November 20, 2023, at 6:45 p.m. for a Public Hearing of Objections to By-Law No. 23-06, A Procedural By-Law for the Organization and Operation of the Council of Saint Andrews in the Council Chambers at the W.C. O'Neill Arena Complex, 24 Reed Avenue, Saint Andrews.

Amended

Motion: 338 - 10/23

Moved by Councillor Hirtle

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews amends the date of Wednesday, November 22, 2023, at 6:45 p.m. for a Public Hearing of Objections to By-Law No. 23-06, A Procedural By-Law for the Organization and Operation of the Council of Saint Andrews in the Council Chambers at the W.C. O'Neill Arena Complex, 24 Reed Avenue, Saint Andrews.

8 - 0

Carried

Motion: 339 - 10/23

Moved by Deputy Mayor Akagi

Seconded by Councillor Harland

That the Council of the Town of Saint Andrews accepts the amendments to set the date of Wednesday, November 22, 2023, at 6:45 p.m. for a Public Hearing of Objections to By-Law No. 23-06, A Procedural By-Law for the Organization and Operation of the Council of Saint Andrews in the Council Chambers at the W.C. O'Neill Arena Complex, 24 Reed Avenue, Saint Andrews.

8 – 0

Carried

3. Public Works - Councillor Blanchard

1. Canada Community Build Fund for Heat Pumps for Bayside Community Hall, PW231013

Council discussed the options for using the Canada Community Build Fund. It was noted that there is a report attached that looks at Dock Road. It is not advertised in this discussion but should come forward as part of the 2024 Budget discussions. Council agreed that the heat pumps for Bayside Hall are a good investment. CAO Spear also noted that the Sea Cadets are looking for additional space for practicing marksman training. The Bayside Hall Committee is providing free space to the Cadets on a weekly basis to practice. Council was supportive of the donation of space.

Motion: 340 - 10/23

Moved by Councillor Harland

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews approves the installation of Heat Pumps for the Bayside Community Hall at a cost of \$17,000.00 from the Canada Community Building Fund from 2023.

8 – 0

Carried

4. Public Safety - Councillor Neil

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

6. Recreation and Community Services - Councillor Gumushel

J. NEW BUSINESS

K. QUESTION PERIOD

L. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

Councillor Hirtle - Noted that there will need to be a motion to move the November 20, 2023, Regular Council Meeting to November 22, 2023. Clerk Nopper stated that a motion will come to the next Regular Council Meeting on November 6, 2023, for the Council to approve.

Deputy Mayor Akagi - There is a movie night at the Anglican Church Hall on Friday, October 20, 2023. They will be showing Jesus Revolution at 6:30 p.m. On Saturday, October 21, 2023, the Anglican Church Hall will be hosting a Halloween party and all family members are invited.

Deputy Mayor Akagi - I would like to thank Inez Thomas-Cuyllle and Susan Coombs for all their hard work in getting the Legion Banners organized for 2023. Thank you to Public Works for putting them up. They look great and the community is proud of them.

M. MAYOR'S COMMENTS

N. CLOSED SESSION

Motion: 341 - 10/23

Moved by Councillor Hirtle

Seconded by Councillor Gumushel

At 7:47 p.m. that the Council of the Town of Saint Andrews moves into Closed Session as per the Local Governance Act, Section 68(1)(f) information concerning legal opinions or advice provided to the local government by its solicitor or privileged communications between solicitor and client in a matter of local government business.

8 – 0

Carried

Motion: 342 - 10/23

Moved by Councillor Neil

Seconded by Councillor Heenan

At 8:26 p.m. that Council returns to Open Session.

8 – 0

Carried

O. ADJOURNMENT

Motion: 343 - 10/23

Moved by Deputy Mayor Akagi

Seconded by Councillor Hirtle

At 8:27 p.m. that the meeting be adjourned.

8 – 0

Carried



Brad Henderson, Mayor



Paul Nopper, Clerk - Senior
Administrator

