



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

Monday, February 5, 2024, 6:30 p.m.

W.C. O'Neill Arena Complex
Council Chambers

Pages

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- A. RECORDING OF ATTENDANCE**
- B. LAND RECOGNITION OF THE PESKOTOMUHKATI NATION**
Welcome and we recognize we are on the unceded traditional territory of the Passamaquoddy (Peskotomuhkati) (Besko-toe-moo-gati), people.
- C. APPROVAL OF AGENDA**
Recommended Motion:
That the Agenda for the 240205 Regular Council Meeting be approved as presented.
- D. DISCLOSURE OF CONFLICT OF INTEREST**
- E. PRESENTATIONS**
- F. APPROVAL OF THE MINUTES OF PREVIOUS MEETING**
1. **Minutes of the 240115 Regular Meeting of Council on Monday, January 15, 2024, 6:30 p.m.** 5
Recommended Motion:
That the Minutes of the 240115 Regular Council Meeting on Monday, January 15, 2024, at 6:30 p.m. be adopted.
- G. COMMUNICATIONS**
1. **Tressa Bevington, Indulge Request for Tent Placement** 14
2. **National Dental Hygienists Week April 4 - 10, 2024 Request to Light Up Town Hall** 15
- H. STAFF REPORT/FINANCIAL REPORT, PS240208, RCS240211, PS240209, PED240208, PS240210, PW240210, PW240211, FA240209, RCS240212, FA240213** 16
Recommended Motion:
That the Council of the Town of Saint Andrews accepts all the Staff Reports and Financial Reports as presented.
- I. INTRODUCTION, CONSIDERATION AND PASSING OF BY-LAWS AND MOTIONS**
1. **Finance & Administration - Deputy Mayor Akagi**
1. **CPI Staff and Council Wage Adjustment 2024, FA240207** 34

Recommended Motion:

That the Council of the Town of Saint Andrews approves the annual cost of living increase for Council and staff to be set at 3.0%.

2. Wharf Refurbishment Project Municipal Capital Borrowing Board Application, FA240208

38

Recommended Motion:

That the Council of the Town of Saint Andrews voids Ministerial Order 21-0043 for \$2,050,000 in total financing and Ministerial Order 23-0064 for \$550,000.

Recommended Motion:

The Municipality of the Town of Saint Andrews submits to the Municipal Capital Borrowing Board an application for the authorization to borrow money in an amount not to exceed \$3,600,000 for capital expenses for the following:

Purpose Amount Term

General Fund

Environmental Development

-Market Wharf Refurbishment \$2,850,000 25 Years

-Market Wharf Refurbishment \$750,000 3 Years

(Interim Funding)

Total General Fund \$3,600,000

3. Assignment of Council Portfolios as Per By-Law No. 23-06, Procedural By-Law, FA240210

44

Recommended Motion:

That the Council of the Town of Saint Andrews approves the following Councillors to the Portfolios:

- 1. Finance and Administration – Deputy Mayor Akagi.*
- 2. Public Works and Public Safety – Councillors Mark Bennett and Steve Neil.*
- 3. Economic Development, Business, and Culture – Councillors Jamie Hirtle and Darrell Weare.*
- 4. Recreation and Environment – Councillors Kurt Gumushel and Marc Blanchard.*
- 5. Planning and Community Development – Councillors Annette Harland and Lee Heenan.*

4. By-Law No. 24-01, Chief Administrative Officer By-Law First and Second Reading, FA240211

45

Recommended Motion:

That the Council of the Town of Saint Andrews grants leave for

First Reading to By-Law No. 24-01, Chief Administrative Officer By-Law.

Recommended Motion:

That the Council of the Town of Saint Andrews grants leave for Second Reading to By-Law No. 24-01, Chief Administrative Officer By-Law.

5. Human Resources Organizational Chart, FA240212

51

Recommended Motion:

That the Council of the Town of Saint Andrews approves the updated Organizational Chart and the document to be added to the Human Resource Policy.

2. Public Works and Public Safety - Councillors Bennett and Neil

3. Economic Development, Business, and Culture - Councillors Hirtle and Weare

4. Recreation and Environment - Councillors Gumushel and Blanchard

1. Request for Proposal Energy Study Award, RCS240213

52

Recommended Motion:

That the Town of Saint Andrews awards the RFP Energy Study to _____ in the amount of _____ (HST Excluded).

5. Planning and Community Development - Councillors Harland and Heenan

1. Discussion on Draft By-Law Economic Development Incentive, PED240209

53

Recommended Motion:

That the Council of the Town of Saint Andrews sets the date of Monday, March 6, 2024, at 6:30 p.m. at the W.C. O'Neill Arena Complex Council Chambers for a Public Hearing of Objections to the proposed draft By-Law No. 24-02, Economic Development Incentives in the Town of Saint Andrews.

J. NEW BUSINESS

K. QUESTION PERIOD

L. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

M. MAYOR'S COMMENTS

N. CLOSED SESSION

Recommended Motion:

At _____ 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

Recommended Motion:

At _____ p.m. that Council returns to Open Session.

O. ADJOURNMENT

Recommended Motion:

At _____ p.m. that the meeting be adjourned.