



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

**March 4, 2024, 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 Monday, March 4, 2024, at 7:00 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.

Electronic Attendance: Councillor Marc Blanchard.

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

B. LAND RECOGNITION OF THE PESKOTOMUHKATI NATION

C. APPROVAL OF AGENDA

Motion: 063-03/24

Moved by Councillor Harland

Seconded by Councillor Hirtle

That the Agenda for the 240304 Regular Council Meeting be approved as presented.

Amended

Motion: 064-03/24

Moved by Councillor Heenan

Seconded by Deputy Mayor Akagi

That the Agenda for the 240304 Regular Council Meeting be amended to include the following items to be added under New Business: Prince of Wales Street Issue, Trail Washrooms, and W.C. O'Neill Arena Digital Sign.

9 – 0

Carried

Motion: 065-03/24

Moved by Councillor Harland

Seconded by Councillor Hirtle

That the Amended Agenda for the 240304 Regular Council Meeting be approved as presented.

9 – 0

Carried

D. DISCLOSURE OF CONFLICT OF INTEREST

E. PRESENTATIONS

1. Emma Keech, Senior Resource Coordinator, Charlotte County Seniors Resource Centre

Mrs. Emma Keech, Senior Resource Coordinator for the Charlotte County Seniors Resource Centre presented to Council on the services provided to the community at the Saint Andrews Wellness Centre. She outlined the team responsible for oversight, management, and operations of the facility including the Passamaquoddy Lodge, volunteers, and the steering committee. The program was developed through the Nursing Homes Without Walls project along with calls through the Healthy Seniors Pilot Project. The goal is to ensure older adults and their families have access to appropriate services and information related to aging in place, provide social health initiatives to counter social isolation and loneliness for older adults and caregivers, increase knowledge on health-related issues important to aging in place and healthy gaining for older adults and their caregivers and to empower the local community to respond to the needs of an aging population. We offer non-medical services at no cost to seniors to access the services. We offer education sessions and in-person services to access Social Development Programs. Our goal is to combat social isolation while helping seniors access existing resources which will enable them to stay home longer.

Council thanked Mrs. Keech for her presentation. Council was informed that this centre is offering support to all seniors of Charlotte County. Staff are connecting seniors to resources they may not have known about before; seniors can drop in without being a member for support. Seniors are encouraged to join but do not have to. Council asked what consultations are being done with seniors and what are the precise needs that are being addressed. Mrs. Keech noted that they deal with a lot of different problems and are problem solvers trying to find a solution that will work for each senior. If not, the Centre provides them with resources to help guide themselves to the supports they may be looking for. Council was encouraged to attend the upcoming open house in May and learn more about what the Resource Centre can do for the community.

F. APPROVAL OF THE MINUTES OF PREVIOUS MEETING

1. Minutes of the 230205 Regular Council Meeting on Monday, February 5, 2024, 6:30 p.m.

Motion: 066-03/24

Moved by Councillor Blanchard

Seconded by Councillor Heenan

That the Minutes of the 240205 Regular Council Meeting of Monday, February 5, 2024, at 6:30 p.m. be adopted.

9 – 0

Carried

2. Minutes of the 240220 Regular Council Meeting on Tuesday, February 20, 2024, 6:30 p.m.

Motion: 067-03/24

Moved by Deputy Mayor Akagi

Seconded by Councillor Harland

That the Minutes of the 240220 Regular Council Meeting on Tuesday, February 20, 2024, at 6:30 p.m. be adopted.

9 – 0

Carried

G. COMMUNICATIONS

1. Request to Support the Mayor's Monarch Pledge

Council was presented with letters from Pine Springs Preparatory Academy, North Carolina, from Ms. Katie Thompson's class looking for the Town of Saint Andrews to support the Mayors' Monarch Pledge. The goal of this pledge is to help build and encourage community members to build pollinator gardens to support Monarchs and other pollinators. Council noted that Ms. Thompson is a seasonal resident of Saint Andrews and her connection to the community. Council 100% support for this initiative and to bring it forward to the next meeting for proclamation and a motion of Council to support.

2. Caroline Davies, Chair of the Age-Friendly Community Committee, Regarding 2024 Budget Request

Council received a letter from Caroline Davies, Chair of the Age-Friendly Committee on how they intend to spend funds for 2024 to support Age-Friendly initiatives in the community. The goal is to support the Vincent Massey Elementary School Bike Rodeo, support community lunches held at the Anglican Church, support renovations to the kitchen at the Saint Andrews Youth Centre for better use for seniors and youth, and support further education initiatives from the Mental Wellness Forum held in Saint Andrews in February 2024. Council was in support of these initiatives.

3. James Geneau, Saint Andrews Civic Trust, Request for Support National Trust of Canada's NEXT GREAT SAVE Contest

Mr. James Geneau, of the Saint Andrews Civic Trust provided Council with a letter seeking a letter of support for the Pendlebury Lighthouse. Several repair projects are needed on the lighthouse due to recent storms. The goal is to enter into the National Trust of Canada's Next Great Save contest. They have requested a letter of support from the Town to enter the contest. Council supported the initiative and the Mayor will provide a letter of support from the Town.

H. STAFF REPORT/FINANCIAL REPORT, PWPS240301, FA240317, RE240302, RE240301, PWPS240302, PWPS240303, PAC240304, FA240318, PWPS240304, PWPS240305, FA240319

Council noted that with the increased rain and storm events, many of the lakes above Chamcook Lake are experiencing freeze-and-thaw events and retaining a lot of water which causes issues along the shorelines. CAO Spear noted that the dam at the upper end has no logs left to be removed to control the water flow, as it is at its maximum release amounts. We are sympathetic but cannot release any more water.

Motion: 068-03/24

Moved by Councillor Hirtle

Seconded by Councillor Blanchard

That the Council of the Town of Saint Andrews accepts all the Staff Reports and Financial Reports as presented.

9 – 0

Carried

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

1. Finance & Administration Committee - Deputy Mayor Akagi

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

Mayor Henderson read by Title for Third and Final Reading.

Motion: 069-03/24

Moved by Deputy Mayor Akagi

Seconded by Councillor Heenan

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

9 – 0

Carried

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

1. Amendment A-5 to By-Law 19-07, Water and Wastewater By-Law, PWPS240201

CAO Spear noted that the water rates for the Town of Saint Andrews are still 50% lower than the rates of other communities in New Brunswick. Rates will be reviewed again in the fall as infrastructure costs need to be considered along with the metered rates.

Motion: 070-03/24

Moved by Councillor Bennett

Seconded by Councillor Harland

That the Council of the Town of Saint Andrews approves the Water and Wastewater Rate changes as outlined in Amendment A-5 to By-Law No. 19-07, A By-Law Relating to Water Systems, Water Rates, Wastewater Systems, and Wastewater Rates.

9 – 0

Carried

2. Solid Waste Pick-up Chamcook Line #3, PWPS240307

CAO Spear noted that there have been ongoing issues with the garbage dumpster on Chamcook Line #3. The bin was placed there for seasonal and permanent residents of the area. However, there has been continued misuse of the bin, with it being filled with construction waste, restaurant waste, etc. With the illegal dumping, there have been issues with garbage cleanup in this area and waste being dragged into the woods by animals. The Department of Natural Resources and Energy Development has concerns with the animals, especially bears, as this creates an attractor for them and harms their natural food harvesting processes. The Department of Environment and Local Government said to find an alternate solution for the

dumpster. Staff have spoken to the Department of Transportation and Infrastructure on road clearing and there is an opportunity to create roadside pickup for most of the road areas with some residents needing to place garbage at the end of their road. Staff are recommending that we move to a roadside pickup for garbage collection in this area and to notify residents of the change. Note that this has been an ongoing issue in the previous LSDs and will become a further issue for the Town as we transition to Bayside being part of the Town's garbage collection.

Council discussed the option for garbage collection on Chamcook Line #3. It was noted that garbage in this area seems to be getting worse. The Department of Natural Resources and Energy Consumption will not live trap the bears unless they can get them all, and there are multiple bears in this area. They would prefer not to capture them. Concern was brought about the age of residents and their ability to bring bins to the end of some of the side roads. There was also concern that people would just dump garbage at these bins on garbage day. Other concerns raised were for the seasonal residents and how they would deal with their waste. Staff noted that seasonal residents can take their waste back home with them upon completion of their stay or ask a neighbour to take their garbage on garbage day. Staff noted again that this is an ongoing issue and anticipate it will become a larger issue in the spring and summer when construction season begins. Staff noted that they have had cameras placed in the area and have observed large dumping of waste by people who are not residents of the area being serviced. It was staff's opinion that the best option is still for roadside pickup and to remove the bin. Council asked if there could be additional pickups made at this bin with the collector. Staff noted we are under contract and additional costs would be associated with this collection. In addition, it would have to be mixed into their other routes as they service many communities in Charlotte County. Council further debated residents' roadside collections, distances to drop garbage off, and the capabilities of the residents in this area. Council noted that additional solutions should be reviewed for garbage collection in this area and that the status quo is to be maintained with the dumpster for now.

3. Wharf Approach Replacement – CBCL Engineering Services Proposal, PWPS240306

Council asked about the significant funding for engineering and tender package development if this has been consistent in the process. CAO Spear noted it has and this is the fee to conduct all permitting, design, tender preparation, evaluation and reporting back to Council with recommendations. Council asked, with the amount of funds being spent, should the tender package development be sent for a Request for Proposal. CAO Spear noted he had spoken with another engineering firm in preparation, but due to the extensive background CBCL Ltd. has had on this project and the limited timelines with significant work completed, it would be difficult for another company to come in at this time and build out the tender package. It is not realistic in the timelines we have left. Council noted that they are not experts in the tender package and engineering of this so it is difficult to comment if anything is missing in the processes.

Council asked about the start date of the project. CAO Spear said that the Town will have a more firm date for start after the tenders come in but anticipated to start between the end of September and mid-October. With most work being conducted over the wintertime, we hope to have the Wharf open by the end of May 2025. Council asked if the engineers are building in extra time for construction depending on storms and other weather events. CAO Spear noted a contingency of 15% has been built in, however, major storms are outside the scope but good point to bring forward. Council noted that lighting should be reviewed for the project as it will have an effect on the aesthetic character of the Wharf and the community. CAO Spear noted that staff will contact CBCL Ltd. to provide an update to Council before the engineered drawings are completed to review them with Council and provide any additional comments.

Motion: 071-03/24

Moved by Councillor Neil

Seconded by Councillor Gumushel

That the Council of the Town of Saint Andrews accepts the CBCL Ltd. proposal for the Market Wharf Approach Trestle Replacement – Hybrid Infill/Structural Wharf, Detailed Design and Tender Services Engineering, in the amount of \$343,700.00 plus HST.

9 – 0

Carried

- 3. Economic Development, Business, & Culture Committee - Councillors Hirtle and Weare**
- 4. Recreation & Environment Committee - Councillor Gumushel and Blanchard**
- 5. Planning & Community Development Committee - Councillor Harland and Heenan**

J. NEW BUSINESS

1. Water Line Issue Prince of Wales Street near the Algonquin Hotel

CAO Spear noted that a main high-pressure valve along Prince of Wales Street near the Algonquin Hotel was discovered to have issues and could cause a main water line breakdown if not repaired. This could have major impacts on the community. Staff have to bring in a company that specializes in high-pressure live taps and will need to be done quickly. The 3 to 4 blocks within the vicinity of the area will need to be notified and put on a boil water advisory for several days. The work is anticipated to take place March 11 - 13, 2024. We have been in discussions with the Algonquin Hotel and they are aware of the upcoming shutdown. As this is an unbudgeted repair, with a quote of \$53,000.00 to complete the work, we can draw funds from the Utility Capital Reserve Fund if needed. We have money set aside to complete the project. Council discussed the water line emergency project noting that the line could go at any time and cause larger issues for the community. Shutting down for a few days to fix the issue is important and a priority. Council asked staff to ensure strong communication is noted to residents in the area and the community of the upcoming work and that we hope it can be completed as fast as possible to not interrupt too many residents. Council asked if fire hydrants would be affected by the shutdown. CAO Spear noted that other hydrants within the vicinity of the blocks can be drawn upon if needed but yes those hydrants in the area of work would be

shut off. Council asked about the schools and if they would be affected by the shutdown. CAO Spear noted they would not be.

Motion: 072-03/24

Moved by Councillor Neil

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews awards Fairville Construction with the repair work for the water main and valve on Prince of Wales Street for an emergency services repair for \$53,000.00 plus HST.

9 – 0

Carried

2. Van Horne Trail Washroom Quotes

CAO Spear noted that the Town has been working on getting quotes for the new washroom along the Van Horne Trail. Staff estimated the budget at \$140,000. Water lines were installed in 2023. A 16' x 10' building quote have come in significantly over budget. We have three quotes; \$224,000, \$175,000, and \$173,000. There is no effect on the surplus or deficits on the taxes as this was being funded through the Tourism Accommodation Levy Fund. Staff are looking for a motion of Council to approve the lowest bid quote and additional funds would come from the TALB fund. Other municipalities we have spoken to are seeing similar issues with the quotes coming in. Council asked if the Town had reached out to Katy's Cove Inc. about their washrooms built in 2023. Staff noted that the washroom at Katy's Cove was also significantly over budget and that is one of the reasons they asked for support for operations from the Town in 2024. Council noted that one of the main complaints we have is access to accessible washrooms in the community. Council noted they prefer the lowest bid for the construction of the washrooms.

Motion: 073-03/24

Moved by Councillor Neil

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews awards the Van Horne Trail Washroom project to Hannan's Construction Ltd. in the amount of \$173,000 plus HST.

9 – 0

Carried

3. W.C. O'Neill Arena Sign Update

CAO Spear noted that we are within the \$65,000 budget for the LED sign for the W.C. O'Neill Arena Complex. We are seeking Council approval to spend an additional \$4,000 from the budget allocation to add the Heather Curling Club sign to the new sign. We wish to remove the Heather Curling Club sign from the building and complete repairs behind it. We have experienced leaking into the Council Chambers and need to seal up behind the sign. Staff is seeking Council support for this. Council noted consensus with the request.

K. QUESTION PERIOD

L. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

Councillor Weare - Noted he was doing research on the New Brunswick Property Assessments and noted that the real property listing seems to have issues. Councillor Weare asked how properties are zoned, assessed, etc. and how some of the increases are formed.

CAO Spear noted that the Town received a tax roll each year and anyone can view them during business hours.

Councillor Weare - Indicated that looking at his property tax bills and a mill rate of \$1.61 was a hefty rate. We incurred a 14.7% increase last year which was astronomical. In the Municipal rate, I had a 12.4% increase. I am going to build a matrix in Excel to see the changes and the impacts.

CAO Spear indicated that, depending on the exercise, a summary of how assessment bases come up and change would be good data to see.

Councillor Heenan - Special thanks to CHCO TV for the new installation of cameras and communication systems in the Council Chambers. They deserve a big thank you from Council. Also, happy anniversary to Vicki Hogarth and Patrick Watt.

Deputy Mayor Akagi - There is a drumming event occurring at the United Church on March 8th, 2024, from 6:00 p.m. to 9:00 p.m. Donations are welcome and will help to purchase more drums.

Deputy Mayor Akagi - With Easter and Lent, there is a Lent breakfast at the Anglican Church. It runs 9:00 a.m. - 10:00 a.m. on Sundays.

Deputy Mayor Akagi - This Saturday, March 9th, from 9:00 a.m. to 3:00 p.m. Mr. Bob Cheatly will be running a quiet day at the Anglican Church. All are welcome to participate.

Deputy Mayor Akagi - Thank you to Matthew Dickson for his movie on his bike ride across Canada and his awareness campaign on Schizophrenia.

M. MAYOR'S COMMENTS

Mayor Henderson - Councillor Gumushel competed in the Goggins event. He ran 4 miles every four hours in a 24-hour period for Suicide Awareness. A lot of community members joined him, and they raised \$250.00.

Mayor Henderson - Happy birthday to Councillor Annette Harland.

N. CLOSED SESSION

O. ADJOURNMENT

Motion: 074-03/24

Moved by Deputy Mayor Akagi

Seconded by Councillor Blanchard

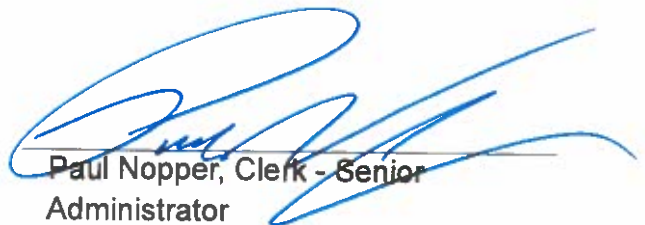
At 8:45 p.m. that the meeting be adjourned.

9 – 0

Carried



Brad Henderson, Mayor


Paul Nopper, Clerk - Senior
Administrator