



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

**September 3, 2024, 6:45 p.m.
W.C. O'Neill Arena Complex Council Chambers**

A. RECORDING OF ATTENDANCE

A Regular Council Meeting of the Town of Saint Andrews Council was held on Tuesday, September 3, 2024, at 6:45 p.m. with the following members present:

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

Chris Spear, CAO/Treasurer, Paul Nopper, Clerk - Senior Administrator, Alex Henderson, Director of Planning, Southwest New Brunswick Service Commission.

Electronic Attendance - Councillor Steve Neil, Marc Blanchard.

B. LAND RECOGNITION OF THE PESKOTOMUHKATI NATION

C. APPROVAL OF AGENDA

Motion: 282 - 09/24

Moved by Councillor Harland

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews approves the 240903 Regular Council Meeting Agenda as presented.

9 – 0

Carried

D. DISCLOSURE OF CONFLICT OF INTEREST

E. PRESENTATIONS

F. APPROVAL OF THE MINUTES OF PREVIOUS MEETING

- 1. Minutes of the 240806 Regular Council Meeting, Tuesday, August 6, 2024, 6:30 p.m.**

Motion: 283 - 09/24

Moved by Councillor Heenan

Seconded by Councillor Hirtle

That the Minutes of the 240806 Regular Council Meeting on Tuesday, August 6, 2024, at 6:30 p.m. be adopted.

9 – 0

Carried

G. COMMUNICATIONS

H. STAFF REPORT/FINANCIAL REPORT, FA240927, PWPS240902, PWPS240901, PWPS240903, FA240928, PWPS240905, RE240903, RE240901, EBC240903, PCD240901, PWPS240904, FA240929, RE240904

CAO Spear noted that with winter months being less severe and with some capital projects not occurring, we are anticipating a surplus to be put away for future use.

Council thanked staff for the monthly reports as they provide insight into the day-to-day operations of the Town. Council asked about the Recreation Master Plan and the timeline for completion. CAO Spear noted that the anticipated final report would be in December or early January.

Motion: 284 - 09/24

Moved by Councillor Heenan

Seconded by Councillor Hirtle

That 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. Planning & Community Development Committee - Councillor Harland and Heenan

1. Amendments MP20-02-03 to the Secondary Municipal Plan MP20-02 and Z22-09 to the Zoning By-Law Z22-01 for PIDs 15164718 and 01324284, for 742039 N.B. Ltd. Third Reading, PCD240501

Mayor Henderson read MP20-02-03 by Title Second Reading.

Mayor Henderson read Z22-09 by Title Third and Final Reading.

Motion: 285 - 09/24

Moved by Councillor Heenan

Seconded by Councillor Gumushel

That the Council of the Town of Saint Andrews grants leave for the Third and Final Reading to Amendment MP20-02-03 to the Secondary Municipal Plan MP20-02 for PIDs 15164718 and 01324284 for 742039 N.B. Ltd. Algonquin Hotel.

9 – 0

Carried

Motion: 286 - 09/24

Moved by Councillor Heenan

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews approves the terms and conditions by resolution as identified in Schedule (C1) under Amendment Z22-09 to the Town of Saint Andrews Zoning By-Law Z22-01.

9 – 0

Carried

Motion: 287 - 09/24

Moved by Councillor Heenan

Seconded by Councillor Gumushel

That the Council of the Town of Saint Andrews grants leave for the Third and Final Reading to the Amended Amendment Z22-09 to the Zoning By-Law Z22-01 for PIDs 15164718 and 01324284 for 742039 N.B. Ltd. Algonquin Hotel.

9 – 0

Carried

2. **Amendment Z22-10 to the Zoning By-Law Z22-01, PIDs 15025083, 01326214, and 01325406, 236 Mowat Drive Harbour Town Builders, First Reading, PCD240702**

Motion: 288 - 09/24

Moved by Councillor Harland

Seconded by Councillor Gumushel

That the Council of the Town of Saint Andrews grants leave for the First Reading to Amendment Z22-10 to the Zoning By-Law Z22-01 for PIDs 15025083, 01326214, and 01325406, 236 Mowat Drive, Harbour Town Builders.

9 – 0

Carried

2. **Finance & Administration Committee - Deputy Mayor Akagi**

1. **Policy P-24-03 Contractor Requirements Town of Saint Andrews, FA240930**

Council asked about businesses with under 3 employees and if they are required to have WorkSafeNB registration and or insurance. CAO Spear stated if they do not and they get hurt, it would increase the Town rates. WorkSafeNB has some of the cheapest insurance rates for businesses. Council asked if a company of one to two employees would need to provide certification. CAO Spear noted yes. Council asked about contractor liability insurance of \$2 million and do most companies have insurance. CAO Spear indicated most businesses have insurance of this level and may cost them between \$1,500 - \$4,000 a year depending on several factors. This is the cost of doing business safely. Council noted they had received feedback from a community member concerned about worker's best practices for safety and implementation. CAO Spear noted that any large projects, we ask for their certificates and insurance. When we have small one-day projects we have not been seeking this information but will in the future under this policy. Council indicated some concern for small to single-owner-operated businesses and them not being able to apply for work from the Town if they did not have the proper paperwork. CAO Spear said that this policy may eliminate workers but most to all of the businesses we work with have certificates and insurance. We are just formalizing the process.

Motion: 289 - 09/24

Moved by Deputy Mayor Akagi

Seconded by Councillor Bennett

That the Council of the Town of Saint Andrews approves Policy P-24-03 Contractor Requirements Town of Saint Andrews.

9 – 0

Carried

3. **Public Works & Public Safety Committee- Councillors Bennett and Neil**

1. **Discussion on Garbage Issues on Chamcook Line #3**

Council noted that staff are seeking clear direction on the garbage issue on Chamcook No. 3. CAO Spear indicated that a meeting of

residents is being established to discuss options for garbage collection. One option that the collector is proposing is to provide the garbage bin in place for 24 hours. This will give residents the time to put their garbage in and have the bin removed after that. It would be available once every seven days. This would help reduce additional dumping and animal control. We have also put into the solid waste collection tender that all garbage dumpsters must have some animal control prevention options for lids. Council noted that residents have noticed bears and raccoons being the main culprits digging through the garbage, but it does not help that garbage is placed outside the bin when full. There are concerns about the health and safety of residents and the animals.

**4. Economic Development, Business, & Culture Committee -
Councillors Hirtle and Weare**

**1. By-Law No. 24-03, A By-Law Regulating the Licensing of
Peddlers, Buskers, and Transient Traders Call for Public
Hearing of Objections, EBC240804**

Staff were seeking clarification on By-Law No. 24-03 and if adjustments need to be made prior to release to the public. Council asked if the Town had received feedback from Explore St. Andrews, the St. Andrews Chamber of Commerce, and the St. Andrews BIA. Clerk Nopper noted that one letter has been submitted by Explore St. Andrews. Council asked about how food trucks would be chosen. Clerk Nopper indicated on a first come first serve basis with a non-competition clause that you cannot serve the same or like foods that restaurants serve. Food must be different. Permits would only be valid for 6 weeks with the potential to renew. Council discussed the locations of food trucks including Market Square, Indian Point Park, the W.C. O'Neill Arena Complex, and other private locations. Council noted that they would like Market Square removed from the areas of consideration to not interfere with brick-and-mortar restaurants. Council had concerns about locations for food trucks along the 127 Highway and that for consideration, we should ensure a site plan is submitted with the application that denotes safe parking. Clerk Nopper noted that will be added to the By-Law in Section 7.6. Council asked if there could be provisions for seasonal food trucks and look at a Request for Proposal process to select them. Council also asked about the six-week permits and if they can be spaced out to select days of the week and month as food trucks like to travel to different locations. Clerk Nopper noted that these are all options for consideration. Council noted that a review of power needs and the size of food trucks coming in should be considered. Council also discussed the fees associated with permits. Council asked staff to make changes to the By-Law and bring back for further review and consideration.

Motion: 290 - 08/24

Moved by Councillor Weare

Seconded by Councillor Harland

That the Council of the Town of Saint Andrews sets the date of Monday, October 7, 2024, at 6:30 p.m. for a Public Hearing of Objections to By-Law No. 24-03, A By-Law to Regulate the Licensing

of Peddlers, Buskers, and Transient Traders in the Town of Saint Andrews.

Amended

Motion: 291 - 09/24

Moved by Councillor Gumushel

Seconded by Councillor Bennett

That the Council of the Town of Saint Andrews Tables the date of Monday, October 7, 2024, at 6:30 p.m. for a Public Hearing of Objections to By-Law No. 24-03, A By-Law to Regulate the Licensing of Peddlers, Buskers, and Transient Traders in the Town of Saint Andrews.

9 – 0

Carried

2. By-Law No. 24-04, Heritage Conservation By-Law Call for Public Hearing of Objections, EBC240902

Council asked for clarification on amending the By-Law and the process that would need to take place. Clerk Nopper noted if it is the main By-Law section it would take Three Readings and a Public Hearing of Objections. If it is a schedule change, that can be done with a motion of Council. Note that the schedule provided is a list of heritage properties and buildings that first need to be registered with the province before being added to the schedule.

Motion: 292 - 09/24

Moved by Councillor Hirtle

Seconded by Councillor Neil

That the Council of the Town of Saint Andrews sets the date of Tuesday, October 1, 2024, at 6:30 p.m. at the W.C. O'Neill Arena Complex Council Chambers for a Public Hearing of Objections to draft By-Law No. 24-04, Heritage Conservation By-Law for the Town of Saint Andrews

9 – 0

Carried

3. Courthouse Painting Update and Project Scope Change, EBC240904

Council supported the change order to move from the painting of the Courthouse to repairing the roof. Council asked if Public Works could do some of the minor carpentry work outlined in the Tender Package. CAO Spear indicated that he would consult with Public Works. Council was concerned about the ongoing issues being discovered about the Courthouse that was given by the Province. Council noted they feel misled in receiving a lemon from the Province. Council still has time to decide what they would like to do with the Courthouse as they await the St. Andrews Civic Trust report.

4. Economic Development Agreement and Officer Position, EBC240905

Council noted that all three municipalities, St. Stephen, Saint Andrews, and Eastern Charlotte need to sign the agreement before the Economic Development Agency can be established. The agreement is for a three-year commitment before reviewing if the process has been successful, for renewal, and potential expansion.

Council stated this would help to create a unified economic strategy and process that would bring attention to our region. Council asked about receiving report cards on the service levels for review so they can provide feedback. Council discussed a potential wage for the Economic Development Officer. CAO Spear indicated to attract a talented individual, we have to provide a good length of contract and salary. Key Performance Indicators will need to be established with feedback from Council and the CAOs. Council had some concerns about enhancing economic development in the community while we have not addressed parking issues for the downtown. It was also noted that it may take longer than three years to get some strong wins on the board to support the region. Caution was noted and that there is a need for the right individual to be hired.

Motion: 293 - 09/24

Moved by Councillor Hirtle

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews approves the 3-year Economic Development Agreement to start an Economic Development Agency between the Town of Saint Andrews, the Municipal District of St. Stephen, and the Municipality of Eastern Charlotte.

7 – 2, Nay Councillors Bennett and Weare

Carried

5. Recreation & Environment Committee - Councillor Gumushel and Blanchard

J. NEW BUSINESS

K. QUESTION PERIOD

L. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

Councillor Gumushel - It was nice to see some highway repairs though Bayside. Some are well done and others not so well done. I have mixed feelings when seeing the work the Town Public Works crew does for the roads in the Saint Andrews Ward and the pride they take. The work along the highway, was not steamrolled, and done with basic shovel work. This is not the same attention to detail. I am not suggesting the Town take over the highways but there are lessons that can be taken. There are still issues along the highways that need to be addressed. Speed reduction should be considered and the road conditions are aporable. We need to speak to our Provincial candidates and make sure roads are listed as a priority for acceptable repairs. Bayside and Chamcook have underserved highways.

Mayor Henderson - I have written a letter about the parking along Highway 127 and asked them to lower speed limits. They will not be reducing speeds but placing no parking signs along the highway and working with the local businesses to fix the ongoing parking issues.

Councillor Heenan - Each and every year I have written to the Town about the speeding on Parr Street going to the school. This is a safety issue. I can see they are speeding and it happens every year. We need to bring this to the attention of Council and see about enhanced safety before something bad happens.

Councillor Weare - I agree with Councillor Gumushel regarding the conditions on Highway 127. A lot of repairs were done, but at the end of the day you can see where they were dumping asphalt and trying to finish up quickly. The two culverts installed, were to help with runoff from the hills to the east of the highway. I have

never seen a problem there before with runoff. It is a sad state of affairs. Maybe we need to do some clearing of trees along Chamcook Number 3 for site lines to create safety.

Deputy Mayor Akagi - This weekend was the celebration of the 200th Anniversary of Chestnut Hall. I want to thank the staff and Norma Stewart for putting on the event and for all of Council, staff, and the public that attended.

Deputy Mayor Akagi - I went to the NBCC student's first day of school. They had a great welcoming ceremony and I welcomed them on behalf of the Town and the unceded territory of the Peskotomuhkati Nation. Please welcome the new students to the community.

Deputy Mayor Akagi - Indigenous Archbishop will be visiting the community on September 14th. We will be talking to the Anglican Parish and he will be in the community. Feel free to join us.

Deputy Mayor Akagi - On September 30th, we will be hosting the Truth and Reconciliation Day event. Judith Moses, myself, and another Elder will be coming to bless drums and participate in the event. Please come out if you would like your drum formally awoken.

M. MAYOR'S COMMENTS

N. CLOSED SESSION

Motion: 294 - 09/24

Moved by Councillor Heenan

Seconded by Councillor Gumushel

At 8:28 p.m. Council moves 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.

9 – 0

Carried

Motion: 295 - 09/24

Moved by Councillor Heenan

Seconded by Councillor Hirtle

At 9:09 p.m. that Council returns to Open Session.

9 – 0

Carried

O. ADJOURNMENT

Motion: 296 - 09/24

Moved by Deputy Mayor Akagi

Seconded by Councillor Blanchard

At 9:10 p.m. that the meeting be adjourned.

9 – 0

Carried



Brad Henderson, Mayor

Paul Nopper, Clerk - Senior Administrator