



## TOWN OF SAINT ANDREWS

### REGULAR COUNCIL MEETING

### MINUTES

September 23, 2024, 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 23, 2024, 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, and Darrell Weare.*

*Chris Spear, CAO/Treasurer, Paul Nopper, Clerk - Senior Administrator, and Alexander Gopen, Senior Planner, Southwest New Brunswick Service Commission.*

*Electronic Attendance: Councillors Marc Blanchard and Steve Neil,*

*Absent: Councillor Jamie Hirtle.*

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

#### C. APPROVAL OF AGENDA

**Motion: 302 - 09/24**

**Moved by** Councillor Bennett

**Seconded by** Councillor Heenan

*That the Council of the Town of Saint Andrews approves the 240923 Regular Council Meeting Agenda as presented.*

**8 – 0**

**Carried**

#### D. DISCLOSURE OF CONFLICT OF INTEREST

- 1. Mayor Henderson - By-Law No. 24-02, A By-Law Respecting the Collection and Disposal of Solid Waste, FA240422**
- 2. Deputy Mayor Akagi - Community Assistance Grant Request for Truth and Reconciliation Day Event Saint Andrews, FA240932**

#### E. PRESENTATIONS

- 1. Jake Taylor, Dillon Consulting Limited, Greenhouse Gas Reduction Pathway Feasibility Study**

*Jake Taylor, Dillon Consulting. The project is outlined in seven (7) steps starting in March 2024 with site investigations, calibrated energy modelling, design workshop, measure-level analysis, GHG reduction scenarios and package analysis, decision-making workshop and the final report. This was funded by the Federation of Canadian Municipalities and the Province of New Brunswick. The project followed the FCM guidelines and measures.*

*Examples provided addressed steps for municipal facilities to move to net zero and lifecycle costs.*

*Council thanked Mr. Taylor for the presentation and noted this document will be a guide to the Town's goals of achieving reduced Greenhouse Gas Emissions and the energy target of Net Zero. Council discussed energy reduction goals such as ice plants, lighting, building envelopes, lifecycles, costs, etc. With the upcoming budget, Council is hoping to see some of these items come for discussion and to start moving forward on the reduction plans.*

**2. Lorraine Justason Presentation on the Proposed Community Wheelchair Bus Rental Service for Charlotte County**

*Lorraine Justason spoke to Council seeking support for the need of a wheelchair bus for rural residents of Charlotte County. Mrs. Justason is pursuing the development of a non-profit organization that would offer this service in the region. She is working with the Regional Service Commission to help fill a need. Mrs. Justason noted she was not asking for funding from the Town but for advocacy towards the program.*

*Council thanked Mrs. Justason for her enthusiasm and drive to bring this service to the community. Council was encouraged to hear she was working with the RSC and hopes that the project will come to fruition. Council noted that this would be a good service to partner with Dial-a-Ride. Mrs. Justason noted she is in talks with the RSC, Eastern Charlotte Waterways, and Dial-a-Ride to go over this program. Council noted the need for additional rural transit and those that support wheelchair-accessible movement throughout the County.*

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

**G. COMMUNICATIONS**

**1. International Dyslexia Day October 8, 2024**

*Council noted that the Dyslexia fish are hanging in Town Hall and are available to the public to see.*

**H. STAFF REPORT/FINANCIAL REPORT**

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

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

**1. By-Law No. 24-02, A By-Law Respecting the Collection and Disposal of Solid Waste, FA240422**

*Mayor Henderson left the meeting at 7:31 p.m.*

*Mayor Henderson returned to the meeting at 7:40 p.m.*

*Deputy Mayor Akagi read By-Law No. 24-02 for the Third and Final Reading by Title.*

*Council asked for clarification on the 90 cm height restriction of rural resident garbage boxes and bins at the end of driveways. Council was concerned that this would be too limiting to the bin size. Council requested a change to the bin size from 90 cm to 120 cm in height, just under four (4) ft.*

**Motion: 303 - 09/24**

**Moved by** Councillor Harland

**Seconded by** Councillor Heenan

*That the Council of the Town of Saint Andrews grants leave for Third and Final Reading to By-Law No. 24-02, A By-Law Respecting the Collection and Disposal of Solid Waste in the Town of Saint Andrews.*

**Amended**

**Motion: 304 - 09/24**

**Moved by** Councillor Heenan

**Seconded by** Councillor Harland

*That the Council of the Town of Saint Andrews amends Sections 2.5 "Collection Bin" and 2.22.1.4 to increase the height of bins from ninety (90) cm or three (3) ft. to one hundred and twenty (120) cm or four (4) ft.*

**7 – 0**

**Carried**

**Motion: 305 - 09/24**

**Moved by** Councillor Harland

**Seconded by** Councillor Heenan

*That the Council of the Town of Saint Andrews grants leave for Third and Final Reading to Amended By-Law No. 24-02, A By-Law Respecting the Collection and Disposal of Solid Waste in the Town of Saint Andrews.*

**7 – 0**

**Carried**

**2. Community Assistance Grant Request for Truth and Reconciliation Day Event Saint Andrews, FA240932**

*Deputy Mayor Akagi left the meeting at 7:40 p.m.*

*Deputy Mayor Akagi returned to the meeting at 7:42 p.m.*

**Motion: 306 - 09/24**

**Moved by** Councillor Heenan

**Seconded by** Councillor Gumushel

*That the Council of the Town of Saint Andrews approves the \$500.00 Community Assistance Grant to support Truth and Reconciliation Day event on Monday, September 30, 2024, at Indian Point Park.*

**7 – 0**

**Carried**

**3. Donation Request from the Charlotte County Hospital Foundation for the 2024 Radiothon, FA240933**

**Motion: 307 - 09/24**

**Moved by** Deputy Mayor Akagi

**Seconded by** Councillor Bennett

*That the Council of the Town of Saint Andrews approves a donation of \$300.00 to the Charlotte County Hospital Foundation's 11<sup>th</sup> Annual Radiothon.*

**8 – 0**

**Carried**

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

**1. Policy P-24-04 Derelict Vehicles for the Town of Saint Andrews, PWPS240906**

*Council asked for clarification on the need for a policy on derelict vehicles. Clerk Nopper noted that the Dangerous and Unsightly Premises By-Law notes derelict vehicles but does not describe how to identify vehicles as derelict. This policy guides staff through a process for determining if a vehicle meets the derelict description. This policy is similar to others in New Brunswick.*

**Motion: 308 - 09/24**

**Moved by** Councillor Neil

**Seconded by** Deputy Mayor Akagi

*That the Council of the Town of Saint Andrews approves Policy P-24-04 Derelict Vehicles for the Town of Saint Andrews.*

**8 – 0**

**Carried**

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

**1. By-Law No. 24-05, BIA By-Law for First Reading and Call for Public Hearing of Objections, EBC240906**

*Mayor Henderson read By-Law No. 24-05 for the First Reading by Title.*

*Council asked if there is a potential to expand the geographical boundary of the Business Improvement Area. CAO Spear indicated that we have approached them in the past but they did not want to expand, but we will go back to them for 2025 to see if they have interest. Clerk Nopper noted that the BIA would need to approach the Province first about changing the boundary before it could come before Council. Council was supportive of approaching the BIA about potential expansion. Mayor Henderson noted he would bring it to the attention of the BIA at their next meeting.*

**Motion: 309 - 09/24**

**Moved by** Councillor Weare

**Seconded by** Councillor Bennett

*That the Council of the Town of Saint Andrews grants leave for the First Reading of By-Law No. 24-05, A By-Law of the Town of Saint Andrews to Impose a Special Business Improvement Levy for 2025 in the Town of Saint Andrews.*

**8 – 0**

**Carried**

**Motion: 310 - 09/24**

**Moved by** Councillor Weare

**Seconded by** Councillor Blanchard

*That the Council of the Town of Saint Andrews sets the date of Monday, October 21, 2024, at 6:30 p.m. at the W.C. O'Neill Arena Complex Council Chambers for a Public Hearing of Objections to By-Law 24-05, A By-Law to Impose a Special Business Improvement Levy for 2024 in the Town of Saint Andrews.*

8 – 0

Carried

**4. Recreation & Environment Committee - Councillor Gumushel and Blanchard**

**1. Dillon Consulting Greenhouse Gas Reduction Pathway Feasibility Study, RE240905**

**Motion: 311 - 09/24**

**Moved by** Councillor Blanchard

**Seconded by** Councillor Neil

*That the Council of the Town of Saint Andrews accepts the Greenhouse Gas Reduction Pathway Feasibility Study completed by Dillon Consulting.*

8 – 0

Carried

**5. Planning & Community Development Committee - Councillor Harland and Heenan**

**1. Update to Policy P17-01 Policy on Advisory Committees, PCD240902**

**Motion: 312 - 09/24**

**Moved by** Councillor Heenan

**Seconded by** Councillor Gumushel

*That the Council of the Town of Saint Andrews approves the changes to Section 7.4 of Policy P17-01, Policy on Advisory Committees to read the following: "Council members may serve on an Advisory Committee. There is a maximum allowance of 3 Councillors to serve on an Advisory Committee to ensure no quorum of Council is established. A staff member may serve on an Advisory Committee as a non-voting member and as a liaison to Council."*

8 – 0

Carried

**2. Establishment of a Mental Wellness Committee of the Town of Saint Andrews Council, PCD240903**

*Councillor Harland noted that she was proud to be part of a Council bringing forward a Mental Wellness Committee as it shows tremendous awareness as a Municipality to spotlight mental wellness in our community. I have to acknowledge Matthew Dickson tonight who spurred us on to review this opportunity and as a result have had some initiatives and increased awareness. Health Canada has a mental health framework and one of the indicators is social inclusion and that is our connection to the community we live and work in. The importance of this is absolutely critical and I am pleased to see this moving forward as a way to continue to focus on mental wellness and become more inclusive.*

*Mayor Henderson thanked Councillor Harland, Hirtle, and Neil for their work to bring the Mental Wellness Committee forward. It is good to see local leadership making it a priority. Councillor Weare noted that this is a great initiative to incorporate social inclusion. Another area he is hoping the new Committee will review is transient mental health, noting that people have ebbs and flows through life and not everyone is battling mental health issues all the time. There needs*

*to be supports for those who go through waves of mental health issues and not to forget about them. Council noted that it was the hope this Committee would review all levels of mental wellness and take steps to providing supports for the community. CAO Spear noted that a budget line should be put forward in the 2025 budget to support initiatives the Committee would like to bring forward.*

**Motion: 313 - 09/24**

**Moved by** Councillor Harland

**Seconded by** Councillor Bennett

*That the Council of the Town of Saint Andrews establishes a new Committee of Council under Policy P17-01, known as the Mental Wellness Committee.*

**8 – 0**

**Carried**

**3. Discussion on Harbour Town Builders Terms and Conditions for Proposed Development at 236 Mowat Drive, PCD240904**

*Planner Gopen noted that the terms and conditions were synthesized from comments of Council, the Planning Advisory Committee, staff, neighbours and the developer. Council noted if there could be terms about not allowing short-term rentals in this property. Planner Gopen indicated that Council can add that to the terms and conditions. Council was supportive of this action. Council asked about the prohibition of businesses out of the homes. Planner Gopen noted the regulations under the Serviced Residential Zone that discuss 25% or less of floor space could be used for a home-based business and could be added to the terms and conditions. CAO Spear also noted that there should be some timelines as it relates to buildout of the development and should be less than 10 years to complete as to not leave the property in disarray for the adjacent neighbours. Council was supportive of this.*

**J. NEW BUSINESS**

**K. QUESTION PERIOD**

**L. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS**

*Council Gumushel - Running along Highway 127 I noticed the election signs placed at Ghost Road. These signs are blocking views of the highway and are creating a danger to traffic. Also, this is seen at the corner of Harriet Street and Reed Avenue. This is a safety issue that I would like to see addressed. I also think Council should consider a round-about for Harriet Street and Reed Avenue to help with traffic flow.*

*Councillor Weare - On the By-Law passed earlier on Solid Waste, we moved from 3 feet to 4 feet for a permanent structure. Permanent structures can be difficult at 4 feet in height, especially for shorter people. This can also be difficult for the collector to dig out of 4-foot-high bins.*

*Councillor Weare - On Highway 127, there is no doubt that we have no representation as it relates to highway repairs and support. We called the MLA every day and nothing happened. Some have been working to cut site lines and trim back trees at intersections, especially at Chamcook No. 3. It has become dangerous as you cannot see the highway traffic. It is a Provincial highway and is mind-boggling that the site lines have not been cleared. It is a disgrace. We need an MLA to make this move forward.*

*Mayor Henderson - Saint Andrews is not alone in this issue. All the Mayors of Southern New Brunswick are saying the same thing. They all have a list of the issues and have lots of tax money going to them with continued questions on service levels.*

*CAO Spear - We can look to present a motion at the UMNBC Conference regarding the issue of highway maintenance.*

*Deputy Mayor Akagi - Welcome to the new NBCC Students to our community. I had the chance to speak with the students and be part of their welcoming day. Please welcome the students to our community when you get a chance.*

*Deputy Mayor Akagi - I want to thank Council for their ongoing support of the Truth and Reconciliation Day. We will be starting between 6:00 p.m. and 6:30 p.m. on Monday, September 30, 2024, at Indian Point Park. If you made a drum and would like it awoken, please bring it with you as we will have a Knowledge Keeper to bless the drums and he will be bringing a grandmother drum. We will do our gathering event and then a solemn walk around Indian Point. Please join us in honouring the Residential School children, survivors and those who were lost.*

**M. MAYOR'S COMMENTS**

**N. CLOSED SESSION**

**Motion: 314 - 09/24**

**Moved by** Councillor Bennett

**Seconded by** Councillor Gumushel

*At 8:11 p.m. Council move into Closed Session 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: 315 - 09/24**

**Moved by** Councillor Gumushel

**Seconded by** Councillor Heenan

*At 8:46 p.m. that Council returns to Open Session.*

**8 – 0**

**Carried**

**O. ADJOURNMENT**

**Motion: 316 - 09/24**

**Moved by** Deputy Mayor Akagi

**Seconded by** Councillor Weare

*At 8:47 p.m. that the meeting be adjourned.*

**8 – 0**

**Carried**



Brad Henderson, Mayor

Paul Nopper, Clerk - Senior  
Administrator