



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

**November 12, 2024, 6:00 p.m.  
W.C. O'Neill Arena Complex Council Chambers**

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**A. RECORDING OF ATTENDANCE**

*A Special Council Meeting of the Town of Saint Andrews Council was held on Tuesday, November 12, 2024, at 6:00 p.m. with the following members present:*

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

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

*Electronic: Terry Acton, Asset/Operations Manager.*

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

**C. APPROVAL OF AGENDA**

**Motion: 382 - 11/24**

**Moved by** Councillor Heenan

**Seconded by** Councillor Blanchard

*That the Agenda for the 241112 Special Council Meeting 2025 Budget be approved as presented.*

**9 – 0**

**Carried**

**D. DISCLOSURE OF CONFLICT OF INTEREST**

**E. PRESENTATIONS**

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

**1. Discussion on the Town of Saint Andrews 2025 Budget, FA241125**

*CAO Spear provided a highlighted overview of the budget report submitted to Council. Assessments have been provided to the Town for the Wards of Bayside, Chamcook and the Ward of Saint Andrews. Bayside and Chamcook assessment base grew by \$25,500,000 for a total assessment of \$234,000,000. Saint Andrews grew close to \$41,000,000 for a total assessment of \$492,300,00. For the total community, the assessment is \$726,654,600. The current budget presented will have a total revenue of \$8,029,000 with offsetting expenses for a \$0 balance. We used a 3% assessment growth for budget projections. We would adjust the Mill Rates accordingly. Council asked us to look at other municipalities and how they are allocating funds in their budget. 5 municipalities responded and are doing the allocations similar to how we are doing them, sharing them equally.*

*Local costs to Saint Andrews tax zone is a majority of local costs. With new contracts for garbage and policing, Bayside and Chamcook have a shared cost model with the Ward of Saint Andrews. In the budget process, we took Public Works, debt, and water costs off Bayside and Chamcook. If it were not for fire suppression, our system, our water system would be designed and look different. Systems like a water tower, for instance, would be*

smaller. We kept the \$118,000 transfer to the water services from the fire department for this. We left everything else including administration, fiscal services, tourism, Wellness Centre, protective services including fire, police, and by-law enforcement, environment (solid waste), recreation, and cultural services across the entire municipality. For Capital costs, all transportation-related projects are for the Saint Andrews Ward, the rest, i.e. W.C. O'Neill Arena Complex projects are a shared cost across all Wards. We have identified the Warrant required is \$6,500,000 based on a 3% growth rate. The Mill Rate, if done by the Provincial Formula would be for Bayside and Chamcook at \$0.60 per \$100 assessment and Saint Andrews at \$1.02 per \$100 assessment. The proposed rate by the Town is \$1.05 for Saint Andrews and \$0.54 for Bayside and Chamcook. Adding the \$0.4115 to the Bayside and Chamcook Mill Rate, it would be \$0.9527 or \$0.02 below last year's rate. We took all the changes proposed by Council and developed this draft of the budget. There are still a few minor Capital cost discussions but should not affect the Mill Rate.

Council discussed the options of creating a parity in the Mill Rate model but noted that staff have been able to find reductions in the Mill Rates across the entire municipality. Council noted in the new year they would discuss the allocation of funds in the budget and conduct a financial exercise to see fund distributions. CAO Spear noted that in many areas there is a \$0.10 difference between urban and rural Mill Rates. The hope is to find some middle ground on the Mill Rates for all Wards. Council noted concern that the Province might increase the Department of Transportation rate for 2025. CAO Spear indicated that information would have had to have been provided to the Town with the assessments or earlier for that to occur in 2025. At this time there is no change to the DTI rate. Council noted that there is talk with the Union of Municipalities of New Brunswick on the DTI rate and the lack of repair, maintenance, and upkeep along the roads throughout the Province. Council also noted that many properties are under a spike protector rate for another couple of years which will see the assessment rate continue to rise.

CAO Spear discussed with Council the proposed Prince of Wales Street upgrades with the active transportation lane. Council had the opportunity to review the potential widening of the street and the impacts to the trees along the roadway. The project is estimated at \$850,000 with a grant of about \$350,000. Without the grant, the project would be upwards of \$675,000 with total costs borne by the Town. There is one block between Sophia Street and Ernest Street that would potentially have 9 trees removed. Staff are seeking direction from Council on how to proceed. Council debated the street widening and looked at some options of narrowing that one block with share the road signs, moving the project down to link up with Carleton Street instead, or reducing the number of blocks from 5 to 3 for the project. Staff noted the Carleton Street option would be difficult due to sidewalks and the cost could escalate. Staff indicated that they will set up a meeting with the funding partners and discuss options for the project and come back to Council with some options. Council also discussed the installation of the three-way stop at Sophia Street and reducing the speeds on this road to 30 km/h to help with traffic calming. CAO Spear noted that Council can pass the Operations Budget and continue discussing the Capital Budget into the new year before it needs to be submitted to the Province. The Operational Budget needs to be submitted by the beginning of December. Council agreed to wait for staff to report back on the Prince of Wales project.

CAO Spear indicated that there is \$15,000 in the budget for additional By-Law Enforcement support specifically for the May to October season. It was noted that staff still need to meet with Councillors on the Public Works and Public Safety portfolio to discuss options for support. Council agreed to discuss By-Law Enforcement at the next meeting on the budget. Councillors have heard from the public about concerns about the lack of enforcement in the community. It was noted that Mr. Rigby has done a great job of

*educating the public and responding with positive communications. After education, enforcement takes further steps as necessary.*

*Council asked about the Economic Development Revenues and Expenses and asked about the increase to the budget. CAO Spear indicated that the budget had increased based on the presentations for Community Assistance Grants. Council will be discussing at the next meeting those funds and the budget will be adjusted accordingly.*

**G. NEW BUSINESS**

**H. QUESTION PERIOD**

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

*Deputy Mayor Akagi - I want to thank Sylvia Anderson and the entire Poppy Club who have been working hard all year on the development of the Remembrance Day Poles. They are absolutely fantastic and have added to the community in so many ways. Thank you to all the volunteers who helped make them happen.*

*Councillor Weare - I thank the staff for their progress on the 2025 Budget. We are taking steps forward. When I look back at some of my paperwork, in 2021, the Province noted that 30% of the population does not have any Local Government representation, but they did through the LSD Committees. Now we have been refocused on municipalities, towns, and cities. If we keep working at this, the way we have been and everyone keeps an open mind about it, the percentages of budgets, in two Wards, went up by 62% this year. Hopefully, as the assessment spike ends, there will be some levelling off of rates. I would say by that time we will see more assessments come forward. I am not optimistic. In the budget, we did meet at Bayside Hall last week, and that facility is now being rented 5 out of 7 days. It is one of the most used facilities in Town. With the revenue projected with it, the Hall might break even on revenues and expenses. Merven has done a great job and is a valuable asset to the volunteers and the community. Having a low-cost operation is important. It is rewarding to see the Hall continue to flourish and maybe even do better than in the past.*

**J. MAYOR'S COMMENTS**

**K. CLOSED SESSION**

**L. ADJOURNMENT**

**Motion: 383 - 11/24**

**Moved by** Councillor Gumushel

**Seconded by** Deputy Mayor Akagi

*At 6:45 p.m. that the meeting be adjourned.*

**9 – 0**

**Carried**



Brad Henderson, Mayor

  
Paul Nopper, Clerk – Senior  
Administrator