



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

Monday, February 3, 2025, 6:45 p.m.  
W.C. O'Neill Arena Complex Council Chambers

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	<b>Pages</b>
<b>A. RECORDING OF ATTENDANCE</b>	
<b>B. LAND RECOGNITION OF THE PESKOTOMUHKATI NATION</b> <i>Welcome and we recognize we are on the unceded traditional territory of the Passamaquoddy (Peskotomuhkati) (Besko-toe-moo-gati), people.</i>	
<b>C. APPROVAL OF AGENDA</b> <b>Recommended Motion:</b> <i>That the Agenda for the 250203 Regular Council Meeting be approved as presented.</i>	
<b>D. DISCLOSURE OF CONFLICT OF INTEREST</b>	
<b>E. PRESENTATIONS</b>	
1. John Rocca, Presentation on Request for Encroachment at 260 Water Street, Argyll Residences	5
<b>F. APPROVAL OF THE MINUTES OF PREVIOUS MEETING</b>	
1. Minutes of the 250120 Regular Council Meeting on Monday, January 20, 2025, 6:30 p.m. <b>Recommended Motion:</b> <i>That the Minutes of the 250120 Regular Council Meeting on Monday, January 20, 2025 at 6:30 p.m. be adopted.</i>	13
<b>G. COMMUNICATIONS</b>	
<b>H. STAFF REPORT/FINANCIAL REPORT, FA250216, PWPS250203, PWPS250204, RE250205, PWPS250206, PWPS250207, FA250218, RE250206, PWPS250208</b> <b>Recommended Motion:</b> <i>That Council accepts all the Staff Reports and Financial Reports as presented.</i>	24
<b>I. INTRODUCTION, CONSIDERATION AND PASSING OF BY-LAWS AND MOTIONS</b>	
1. Planning & Community Development Committee - Councillor Harland and Heenan	
1. Discussion on Proposed Encroachment Agreement for 260 Water Street Argyll Residence, PCD250204	37

2. **Appointment of Members to the Mental Wellness Committee, PCD250205** 39

**Recommended Motion:**

*That the Council of the Town of Saint Andrews appoints the following members to the Mental Wellness Committee for a 1-year term:*

- *Angela Keetch*
- *Caleigh Dunfield*
- *Heather Heath*
- *Elizabeth Neve*
- *Matthew Dickson*
- *Devon Lord*
- *Councillor Annette Harland*
- *Councillor Steve Neil*
- *Councillor Jamie Hirtle*

3. **Appointment of Members to the Planning Advisory Committee, PCD250203** 40

**Recommended Motion:**

*That the Council of the Town of Saint Andrews accepts the resignation of Jeff Cross to the Planning Advisory Committee.*

**Recommended Motion:**

*That the Council of the Town of Saint Andrews accepts the reappointment of the following Planning Advisory Committee Members with the following term limits:*

- *Jill Stewart – 3 years*
- *Jeremiah Kerr – 3 years*
- *Kevin Simmonds – 2 years*
- *Dwight Ingalls – 1 year*
- *John Tanner – 2 years*
- *Councillor Annette Harland – end of Council term.*

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

1. **By-Law No. 22-02, Code of Conduct Investigation Report, FA250217** 41

**Recommended Motion:**

*That the Council of the Town of Saint Andrews accepts the conclusion of the investigative report of Jody Carr, dated September 9, 2024.*

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

1. **Tender No. TSA-2025-01 and TSA-2025-02 Purchase of Vehicles, PWPS250205** 42
- Recommended Motion:**  
*That the Council of the Town of Saint Andrews awards Tender TSA-2025-01, New 2024/2025 ¾ Ton 4x4 Regular Cab Truck to Downey Ford St. Stephen in the amount of \$66,966 plus HST.*
- Recommended Motion:**  
*That the Council of the Town of Saint Andrews awards Tender TSA-2025-02, purchase of Tandem Plow/Dump Truck, to Applied Pressure Inc. of Saint John, NB, for \$429,950 plus HST.*
4. **Economic Development, Business, & Culture Committee - Councillors Hirtle and Weare**
1. **By-Law No. 25-02, A By-Law to Regulate Peddlers, Buskers, Transient Traders, and Food Trucks, First Reading EBC250101** 43
- Recommended Motion:**  
*That the Council of the Town of Saint Andrews grants leave for the First Reading to By-Law No. 25-02, A By-Law to Regulate Peddlers, Buskers, Transient Traders, and Food Trucks in the Town of Saint Andrews.*
2. **St. Andrews Chamber of Commerce Funding Request 2025, EBC250205** 55
- Recommended Motion:**  
*That the Council of the Town of Saint Andrews supports the request for funds by the St. Andrews Chamber of Commerce for \$\_\_\_\_\_ towards the 2025 Town Maps and \$\_\_\_\_\_ sponsorship to the 2025 Business Gala. Funds will be drawn from the Tourism Accommodation Levy for these initiatives.*
3. **Appointment of Members to the Heritage Board, EBC250206** 58
- Recommended Motion:**  
*That the Council of the Town of Saint Andrews appoint Alexander Gopen, Senior Planner, as the Heritage Officer under By-Law No. 24-04, Heritage Conservation By-Law for the Town of Saint Andrews.*
- Recommended Motion:**  
*That the Council of the Town of Saint Andrews appoint the following persons to the Heritage Board under By-Law No. 24-04, Heritage Conservation By-Law for the Town of Saint Andrews.*
- *Councillor Jamie Hirtle – until the end of Council Term*
  - *Councillor Annette Harland – until the end of Council Term*
  - *James Geneau – 3 year term*
  - *Dylan Smith – 2 year term*
  - *John Kelly - 2 year term*

- *Monica Cole – 3 year term*
- *Cindy Kohler – 2 year term*

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

- 1. Appointments to the Age-Friendly Advisory Committee, RE250203** 59

**Recommended Motion:**

*That the Council of the Town of Saint Andrews accepts the resignations of Louise MacFarland and Sandy Morgan from the Age-Friendly Advisory Committee.*

**Recommended Motion:**

*That the Council of the Town of Saint Andrews appoints Shelley Hughes and Lisa Eldridge for 2 years to the Age Friendly Advisory Committee.*

- 2. Appointment of Member to the Trail Advisory Committee, RE250204** 60

**Recommended Motion:**

*That the Council of the Town of Saint Andrews accepts the resignation of Dr. David Johnson from the Trail Advisory Committee.*

**Recommended Motion:**

*That the Council of the Town of Saint Andrews accepts the appointment of Ann McKay to the Trail Advisory Committee for a term of 2 years.*

**J. NEW BUSINESS**

**K. QUESTION PERIOD**

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

**M. MAYOR'S COMMENTS**

**N. CLOSED SESSION**

**O. ADJOURNMENT**

**Recommended Motion:**

*At \_\_\_\_\_ p.m. that the meeting be adjourned.*