



TOWN OF SAINT ANDREWS

REGULAR COUNCIL MEETING

MINUTES

March 3, 2025, 6:30 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 3, 2025, at 6:30 p.m., with the following members present:

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

Electronic: Councillor Jamie Hirtle and Alexander Gopen, Senior Planner, Southwest New Brunswick Service Commission.

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

Absent: Mayor Brad Henderson

B. LAND RECOGNITION OF THE PESKOTOMUHKATI NATION

C. APPROVAL OF AGENDA

Motion: 063 - 03/25

Moved by Councillor Heenan

Seconded by Councillor Gumushel

That the Agenda for the 250303 Regular Council Meeting be approved as presented.

Amended

Motion: 064 - 03/25

Moved by Councillor Bennett

Seconded by Councillor Neil

That the Council of the Town of Saint Andrews adds to the Agenda a motion under FA250327 Amend Utility Capital Budget 2025 and under New Business add Community Assistance Grant Request Drum and Rattle Workshop.

8 – 0

Carried

Motion: 065 - 03/25

Moved by Councillor Heenan

Seconded by Councillor Gumushel

That the Amended Agenda for the 250303 Regular Council Meeting be approved as presented.

8 – 0

Carried

D. DISCLOSURE OF CONFLICT OF INTEREST

Deputy Mayor Akagi - New Business: Community Assistance Grant Request Drum and Rattle Workshop

E. PRESENTATIONS

F. APPROVAL OF THE MINUTES OF PREVIOUS MEETING

- 1. Minutes of the 250203 Public Hearing of Objections to By-Law No. 25-02, Peddler, Buskers, Transient Traders, and Food Trucks Monday, February 3, 2025, 6:30 p.m.**

Councillor Blanchard abstained.

Motion: 066 - 03/25

Moved by Councillor Gumushel

Seconded by Councillor Bennett

That the Minutes of the 250203 Public Hearing of Objections to By-Law No. 25-02, Peddler, Buskers, Transient Traders, and Food Trucks in the Town of Saint Andrews on Monday, February 3, 2025, at 6:30 p.m. be adopted.

7 – 0

Carried

- 2. Minutes of the 250203 Regular Council Meeting Monday, February 3, 2025, 6:45 p.m.**

Councillor Blanchard abstained.

Motion: 067 - 03/25

Moved by Councillor Heenan

Seconded by Councillor Harland

That the Minutes of the 250203 Regular Council Meeting on Monday, February 3, 2025, at 6:45 p.m. be adopted.

7 – 0

Carried

- 3. Minutes of the 250218 Public Hearing of Objections to Amendment Z22-11 to the Zoning By-Law Z22-01, Tuesday, February 18, 2025, 6:30 p.m.**

Councillors Blanchard and Heenan abstained.

Motion: 068 - 03/25

Moved by Councillor Harland

Seconded by Councillor Neil

That the Minutes of the 250218 Public Hearing of Objections to Amendment Z22-11 to the Zoning By-Law Z22-01 on Tuesday, February 18, 2025, at 6:30 p.m. be adopted.

6 – 0

Carried

- 4. Minutes of the 250218 Public Hearing of Objections to By-Law No. 25-01, A By-Law to Regulate Vehicular Traffic in the Town of Saint Andrews, Tuesday, February 18, 2025, 6:33 p.m.**

Councillors Blanchard and Heenan abstained.

Motion: 069 - 03/25

Moved by Councillor Neil

Seconded by Councillor Bennett

That the Minutes of the 250218 Public Hearing of Objections to By-Law No. 25-01, A By-Law to Regulate Vehicular Traffic in the Town of Saint Andrews on Tuesday, February 18, 2025, at 6:33 p.m. be adopted.

6 – 0

Carried

5. Minutes of the 250218 Regular Council Meeting, Tuesday, February 18, 2025, 6:45 p.m.

Councillor Heenan abstained.

Motion: 070 - 03/25

Moved by Councillor Harland

Seconded by Councillor Blanchard

That the Minutes of the 250218 Regular Council Meeting on Tuesday, February 18, at 6:50 p.m. be adopted.

7 – 0

Carried

G. COMMUNICATIONS

1. Request for Purple Day March 26th, 2025, Proclamation Epilepsy Association of the Maritimes, PCD250306

Councillor Hirtle was away from the meeting for this vote.

Deputy Mayor Akagi read the proclamation in full.

Motion: 071 - 03/25

Moved by Councillor Bennett

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews proclaims March 26, 2025, Purple Day to support the Epilepsy Association of the Maritimes.

7 – 0

Carried

2. Explore St. Andrews Monthly Update to Council

Councillor Gumushel requested a more specific report for Council similar to the Staff Reports submitted by Town Staff.

CAO Spear noted would discuss with Explore St. Andrews on the traditional staff report summary, but pointed out they are an external organization although funded by the Town and that their report is one they send out monthly to their stake holders.

H. STAFF REPORT/FINANCIAL REPORT, PWPS250312, PWPS250308, FA250322, PWPS250313, PWPS250309, RE250304, PWPS250310, FA250323, PCD250308, PWPS250314, FA250324

Councillor Heenan noted the great work being done on the Town Hall public washrooms. Wonderful news is that they are ahead of schedule by a month.

Motion: 072 - 03/25

Moved by Councillor Harland

Seconded by Councillor Heenan

That Council accepts all the Staff Reports and Financial Reports as presented.

8 – 0

Carried

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

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

1. Amendment Z22-11 to the Zoning By-Law Z22-01 for First and Second Reading, PCD250102

Clerk Nopper clarified with Planner Gopen that the changes to traditional building materials or facsimiles for fencing are only for the front and flankage yards within the Historic Business District; only fences that are visible from public streets. PAC's recommendation was to extend that to the entire Town Plat and Environs. If Council wants to make the recommended change, it would require another Public Hearing of Objections be held for this change to the Amendment.

CAO Spear noted transparency of chain-link fences allowing people to see residential gardens would be lost as other types of materials might not provide that view. Consideration for transparency that we have talked about as being important might disappear.

Councillor Heenan stated have a couple problems first in terms of transparency. People with fences want to see their gardens. I have seen wooden fences fall into disarray. I do not see that as a plus for the Town. I have lived beside a wooden fence and a chain link fence, and chain link is far nicer than a falling fence. If not put up correctly, they all look shabby. I would not support the By-Law to change it

Council had concerns on how this would affect the existing fencing in the community including rear yard fencing and fencing at the schools and about passing a blanket by-law. Concerns about deer fencing and how it may be affected by these changes was also discussed. Also, wanted clarification on the height restrictions on front yard fences.

Planner Gopen clarified that the type deer fencing involving just wrapping fabric around hedges is not considered under this amendment; this is stakes in the ground and some kind of barriers between stakes types of fencing. He also noted that Council could exempt non-residential uses. Only talking front and flankage yard fences. Not rear yards. Areas around the school would be considered side yards. If you wish to go with options, can exempt institutional uses and make residential only. Basic maintenance of existing fences is ok if you are not dealing with posts in the ground. Existing fences would be grandfathered in. If you are replacing a whole fence or when there is soil disturbance involved, then it is basically considered a new fence. At that time if you require variances or new permit we look at that as a new fence needing to meet up to date by-laws. This amendment, either way, does make variances easier and gives development officers a bit more discretion whereas before everything was going to PAC. In certain cases, i.e. high school needs to put a fence in a front yard to protect a garden, could bring that to PAC for a decision. There are ways to deal with it. My advice would be if you do the PAC amendment have that apply to only residential

uses in the Town Plat and Environs so that would exempt schools, churches, Arena Complex etc. In terms of maximum height currently the by-law says anything between 3.3 and 6.6. feet; anything over 3.3 feet in front or flankage yard has to go to PAC for terms and conditions. Generally they have been requiring transparency and these discussions around traditional building materials have come up. Transparency is common as a term; it could be chain link, wooden slats, rot iron, etc. The PAC amendment would just say in the Town Plat as well as the Historic Business District you would have to have the transparency and you would have to do it with traditional materials which means you cannot use chain link.

Read by Deputy Mayor Akagi by Title for First Reading.

Motion: 073 - 03/25

Moved by Councillor Harland

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews grants leave for the First Reading to Amendment Z22-11 to the Zoning By-Law Z22-01 for the Town of Saint Andrews.

Amended

Motion: 074 - 03/25

Moved by Councillor Harland

Seconded by Councillor Neil

That the Council of the Town of Saint Andrews adds to Amendment Z22-11 that all front and flankage yards in the Town Plat and Environs must be constructed of traditional materials and or facsimile.

8 – 0

Carried

Motion: 075 - 03/25

Moved by Councillor Bennett

Seconded by Councillor Gumushel

That the Council of the Town of Saint Andrews adds to Amendment Z22-11 that only residential properties in the Town Plat and Environs are subject to the new fence provisions in the front and flankage yard for traditional building materials or facsimile can be used.

8 – 0

Carried

Motion: 076 - 03/25

Moved by Councillor Harland

Seconded by Councillor Hirtle

That the Council of the Town of Saint Andrews grants leave for the First Reading to the Amended Amendment Z22-11 to the Zoning By-Law Z22-01 for the Town of Saint Andrews.

8 – 0

Carried

Motion: 077 - 03/25

Moved by Councillor Harland

Seconded by Councillor Neil

That the Council of the Town of Saint Andrews sets the date of Monday, April 7, 2025, at 6:30 p.m. at the W.C. O'Neill Arena Complex Council Chambers for a Public Hearing of Objections to Amendment Z22-11 to the Zoning By-Law Z22-01 for the Town of Saint Andrews under Section 111 of the Community Planning Act.

8 – 0

Carried

2. Proposed Land for Public Purposes All Saints Corporation Consideration, PCD250307

Motion: 078 - 03/25

Moved by Councillor Harland

Seconded by Councillor Bennett

That the Council of the Town of Saint Andrews denies the request to accept the Proposed Land for Public Purposes on Glebe Road, Chamcook, as proposed by the All Saints Corporation.

8 – 0

Carried

3. Proposed Service Agreement with SNBSC for Heritage Officer and Permit Process, PCD250305

CAO Spear - Staff recommend to table as still working out some costing for enforcement for Heritage processes. This is the first time you have seen this. Still couple clauses to work out. If there is anything in the agreement you would like to bring forward, we can bring forward to the next meeting.

For clarification purposes Council requesting where the fee structure came from.

CAO Spear - In speaking with Planner Henderson he stated that was their calculated time; staff time and all the processes involved in special permitting. It does not include the time for attending meetings and things.

Planner Gopen - Clarified that it is based on staff time similar to the agreements and fee structure with dangerous and unsightly enforcement.

Motion: 079 - 03/25

Moved by Councillor Heenan

Seconded by Councillor Neil

That the Council of the Town of Saint Andrews approves the Heritage Officer Service Agreement with the Southwest New Brunswick Service Commission to oversee the handling of Heritage Permits and the Heritage Board processes.

Amended

Motion: 080 - 03/25

Moved by Councillor Heenan

Seconded by Councillor Neil

That the Council of the Town of Saint Andrews Tables the Heritage Officer Service Agreement with the Southwest New Brunswick Service Commission to oversee the handling of Heritage Permits and the Heritage Board processes.

8 – 0

Tabled

2. Finance & Administration Committee - Deputy Mayor Akagi

1. Municipal Capital Borrowing Board Debentures for the Van Horne Trail and Fire Truck, FA250326

Motion: 081 - 03/25

Moved by Councillor Heenan

Seconded by Councillor Harland

Be it resolved that the Clerk or Treasurer and Mayor or Deputy Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of the Town of Saint Andrews debenture in the principal sum of \$1,000,000 on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation,

And

Be it resolved that the Municipality of the Town of Saint Andrews agrees to issue postdated cheques payable to the New Brunswick Municipal Finance Corporation as and when requested in payment of principal and interest charges on the debenture.

Ministerial Order No.	Date of Motion	Date of Councils Resolution Authorizing Application to MCBB	Purpose by Function	Amount in Dollars	Term
GENERAL					
21-0050	Aug 17, 2021	Apr 6, 2021	Transportation Services	\$90,000	15 Years
22-0008	Jan 10, 2022	Dec 6, 2021	Protective Services	\$910,000	15 Years

8 – 0

Carried

2. Amended Utility Capital Budget 2025, FA250327

Motion: 082 - 03/25

Moved by Councillor Heenan

Seconded by Councillor Blanchard

That the Council of the Town of Saint Andrews approves the Amended Utility Capital Budget dated March 3, 2025, for 2025-2029.

8 – 0

Carried

Motion: 083 - 03/25

Moved by Councillor Heenan

Seconded by Councillor Harland

That the Council of the Town of Saint Andrews submit to the Municipal Capital Borrowing Board an application for authorization to borrow \$245,000 for a Capital expense for the following terms and amounts:

Purpose	Amount
Term	
<i>Environmental Health</i>	<i>\$245,000</i>
<i>15 Years</i>	

8 – 0

Carried

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

1. 18 Marshall Road, Bayside Demolition Order and Removal Order as per By-Law No. 23-02 Dangerous or Unightly Premises, PWPS250311

Council wanted clarification on what is meant by immediate. This is a costly proposition. Assume will have a right to put a lien on the property.

Clerk Nopper - Request for Proposal process will take a couple of months. Process is the Town would apply to Minister of Finance to apply any expenses that are done by the Town to the property tax and the Minister of Finance would provide the cost of the work completed by the Town back to us. We will recoup our costs, but it will take time. There would be a process to which we do attain the funds back and then any costing is under the Acts are put on to the property tax for that particular individual.

Council noted should be given a heads up on any demolitions. We should have ample warning that a demolition request is coming forward so we can do a little research and can be prepared for people who may come to a meeting where a demolition is being discussed. If it is a safety concern, I guess that trumps everything.

CAO Spear - We did bring this up a couple of weeks ago on the registers just to give you a heads up. We have been working with the landowner for months to help them meet compliance with the by-law, but they stopped accepting documentation from us. This is kind of the next step. We will still work with them. Now we can say that Council is very serious about this so will you comply now.

Council questioned is it necessary to move the vehicles as it will be a considerable expense to the landowner. Also were concerned whether due diligence has been followed in these circumstances.

Clerk Nopper - Under Policy for Derelict Vehicles has been thoroughly reviewed by By-Law Enforcement as well as opinions received by the Building Inspector regarding the vehicles that were on site. Many are overgrown, not moveable, have flat tires, do not have the ability to move, start or function. There are boats with holes in them, a camper with a collapsed roof, etc. Everything was looked at with a fine tooth comb. Made sure it met the by-law and policy qualifications

Council stated understand when we passed this by-law it would only be enforced if there was a complaint

CAO Spear - This was brought about because of complaints from multiple neighbours. Staff are not going out looking for violations. We wait until we hear from the community and then act on those complaints. This particular case has been going on for months and months to try and help deal with this. Prior to Local Governance Reform this was the way it was dealt with in Town; a complaint driven process.

Motion: 084 - 03/25

Moved by Councillor Neil

Seconded by Councillor Bennett

That the Council of the Town of Saint Andrews approves the immediate demolition, clean up, safe removal and disposal in an approved landfill facility the entire structures of Building #1 and Building #3 and vehicles, trailers, and boats listed as outlined in Form 4 Notice to Comply for PID01234996, 18 Marshall Road, Bayside, NB. Issued December 10, 2024, as per Sections 11.1.1, 11.1.3, 11.3, 11.4, and 11.5 of By-Law No. 23-02 A By-Law Respecting Dangerous or Unsightly Premises in the Town of Saint Andrews.

8 – 0

Carried

Motion: 085 - 03/25

Moved by Councillor Neil

Seconded by Councillor Bennett

That the Council of the Town of Saint Andrews directs staff to hire a third-party company to complete the immediate demolition, clean up, safe removal, and disposal in an approved landfill facility the entire structures of Building #1 and Building #3 and vehicles, trailers, and boats listed as outlined in Form 4 Notice to Comply for PID01234996, 18 Marshall Road, Bayside, NB. Issued December 10, 2024, as per Sections 11.1.1, 11.1.3, 11.3, 11.4, and 11.5 of By-Law No. 23-02 A By-Law Respecting Dangerous or Unsightly Premises in the Town of Saint Andrews.

8 – 0

Carried

2. By-Law No. 25-01, A By-Law to Regulate Vehicular Traffic in the Town of Saint Andrews, First Reading, PWPS250315

By-Law read by Deputy Mayor Akagi by Title for First Reading.

Motion: 086 - 03/25

Moved by Councillor Bennett

Seconded by Councillor Gumushel

That the Council of the Town of Saint Andrews grants leave for the First Reading to By-Law No. 25-01, A By-Law Regulating Vehicular Traffic in the Town of Saint Andrews.

8 – 0

Carried

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, Third and Final Reading EBC250101

By-Law read by Deputy Mayor Akagi by Title for Third and Final Reading.

Motion: 087 - 03/25

Moved by Councillor Hirtle

Seconded by Councillor Harland

That the Council of the Town of Saint Andrews grants leave for the Third and Final 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.

8 – 0

Carried

5. Recreation & Environment Committee - Councillor Gumushel and Blanchard

1. Road Closure for Solar Eclipse Event March 28 and 29, 2025, RE250305

Council wanted to ensure that all safety precautions will be met and hat the fire trucks can get through if need be.

CAO Spear responded that for clarity, there are two small gravel areas at Indian Point where people can turn around, so they do not have to go through the campground. Would ask that the motion be amended to include terms and conditions as set by the CAO.

Motion: 088 - 03/25

Moved by Councillor Gumushel

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews approves the road closure of Water Street around Indian Point for the Cliff Valley Astronomy Solar Eclipse event for Friday, March 28, 2025, 9:00 p.m. to Saturday, March 29, 2025, 9:00 a.m.

Amended

Motion: 089 - 03/25

Moved by Councillor Heenan

Seconded by Councillor Bennett

That the Council of the Town of Saint Andrews adds to the Road Closure for Indian Point on March 28 and 20, 2025, under terms and conditions established by the Chief Administrative Officer.

8 – 0

Carried

Motion: 090 - 03/25

Moved by Councillor Gumushel

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews approves the amended road closure of Water Street around Indian Point for the Cliff Valley Astronomy Solar Eclipse event for Friday, March 28, 2025, 9:00 p.m. to Saturday, March 29, 2025, 9:00 a.m. under the terms and conditions established by the Chief Administrative Officer.

8 – 0

Carried

J. NEW BUSINESS

**1. Community Assistance Grant Request Drum and Rattle Workshop
March 15, 2025, RE250306**

Councillor Neil chaired.

Deputy Mayor Akagi left at 8:07 p.m.

Councillor Blanchard Read the background and motion.

Deputy Mayor returned at 8:10 p.m.

Council inquired whether these types of workshops have been supported before by Council and for what amount.

Clerk Nopper responded it has been about \$1,000 each time, but if it is not used it is returned back to the Town.

Motion: 091 - 03/25

Moved by Councillor Blanchard

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews approves the Community Assistance Grant Funding for the Drum and Rattle Workshop on Saturday, March 15, 2025, for funding up to \$1,000 to support any shortfalls in the program. Funds not spent will be returned to the Town for future use.

7 – 0

Carried

K. QUESTION PERIOD

L. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

Councillor Weare - Would like to get some idea when we might have the public consultations on the Municipal Plan in particular for the wards. Getting a lot of questions on zoning and how this will affect the agricultural and industrial sectors.

CAO Spear - Will have to confirm with the Planners, but looking at April is the expectation. Will get some dates for Council.

Councillor Neil - Would like to acknowledge Councillor Gumushel on completing the 4 x 4 x 48 David Goggins Challenge in which he ran 4 miles, every 4 hours, over 48 hours to help raise money for local families. Congratulations.

Gumushel - We raised \$500.00 for suicide awareness for a local family.

Deputy Mayor Akagi - Has been difficult to get registrants for the drum and rattle workshop . Have tried three times to get this workshop done, but cannot seem to get enough people to participate although lots of people say they would like to do

it. With consultation with the group that I work with we have decided that we are only going to host 10 rattles and 10 drums on March 15th. I am hoping we are going to get that many people to participate. Would like the drummer to come back and do a drum workshop on drumming; learning how to use and care for your drum, doing some singing and chanting which we can then do on Truth and Reconciliation Day 2025. We may get a bigger group out then and may be more beneficial. Have to do a lot of work to organize these workshops. This one will be the last one. It is one of the 94 Calls to Action that we wanted to do some workshops for cultural and educational teaching. I would like to thank the drummer Greg Mansfield for coming, Clerk Nopper and staff for their support, and to Council who have been very supportive of the Indigenous activities that we have tried to do.

Deputy Mayor Akagi - Shrove Tuesday is tomorrow which is the beginning of Lent. Pancakes available by donation at the All Saints Anglican Church Hall from 4:00 pm - 6:00 pm.

Deputy Mayor Akagi - Happy St. Patrick's Day!

M. MAYOR'S COMMENTS

N. CLOSED SESSION

O. ADJOURNMENT

Motion: 092 - 03/25

Moved by Councillor Heenan

Seconded by Councillor Gumushel

At 8:20 p.m. that the meeting be adjourned.

8 – 0

Carried

Brad Henderson, Mayor

Paul Nopper, Clerk - Senior
Administrator

