



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

**November 21, 2022, 6:30 p.m.
W.C. O'Neill Arena**

A. RECORDING OF ATTENDANCE

A Regular Meeting of the Town of Saint Andrews Council was held on Monday, November 21, 2022, at 6:30 p.m. with the following members present:

Mayor Brad Henderson, Deputy Mayor Kate Akagi, Councillor Marc Blanchard, Lee Heenan, Jamie Hirtle, Steve Neil.

Late: Councillor Kurt Gumushel - Electronic Attendance 6:50 p.m.

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

B. LAND RECOGNITION OF THE PESKOTOMUHKATI NATION

C. APPROVAL OF AGENDA

Motion: 432 - 11/22

Moved by Councillor Heenan

Seconded by Councillor Hirtle

That the Agenda be approved as presented.

5 – 0

Carried

D. DISCLOSURE OF CONFLICT OF INTEREST

- 1. Mayor Henderson - Amendment MP20-06 to the Town of Saint Andrews Municipal Plan MP20-01 for 302 Mowat Drive Second Reading, PED220611**
- 2. Mayor Henderson - Amendment Z22-02 to the Town of Saint Andrews Zoning By-Law Z22-01 for 302 Mowat Drive Second Reading, PED 220612**

E. PRESENTATIONS

F. APPROVAL OF THE MINUTES OF PREVIOUS MEETING

G. COMMUNICATIONS

H. STAFF REPORT/FINANCIAL REPORT

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

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

- 1. By-Law No. 22 – 07, A By-Law Relating to the Town of Saint Andrews Council Remuneration, FA221115**

CAO Spear provided a presentation on the proposed Council Remuneration. The presentation highlighted the importance of adequate compensation for Council Members to help attract quality candidates, to compensate for hours of work, and high-stress situations, and to be more inclusive. Remuneration is being discussed now as the Province of New Brunswick is implementing new Council remunerations across the province for all municipalities that are going to full general elections. A comparison of the new rates for St. Stephen, Eastern Charlotte, Fundy St. Martin, Shippagan, and Shediac was used as a comparison. Those communities, six in the province, will be going to bi-elections, and the decision is left to those Councils on remuneration. The proposed remuneration was calculated based on a scoring matrix composed of population size, services provided, number of institutions, infrastructure, and government services, average tax base per resident, and size of the territory. This matrix was developed by the Association of Francophone Municipalities of New Brunswick and has been implemented by other municipalities. Recommended remunerations include for Mayor \$34,400 - \$42,650, Deputy Mayor \$14,7892 - \$20,472, and Councillors \$13,072 - \$18,339. The remuneration would put the Council in line at the lower end of the remuneration spectrum in comparison to other similar municipalities.

Council thanked the staff for the thorough analysis of the proposed funding. Mayor Henderson reiterated that the province had a chance to implement the new remuneration by their decision but left it to Council. Council discussed the remuneration option noting that they would like to start on the lower end of the scale for remunerations. It was noted that to continue drawing potential candidates, to support the hours worked, and to deal with the stresses of the position, it is reasonable to increase the Council's remuneration. Council noted that there would be a Public Hearing of Objections on the proposed remuneration on Monday, December 12, 2022.

Mayor Henderson read the By-Law in Full for the First Reading.

Motion: 433 - 11/22

Moved by Deputy Mayor Akagi

Seconded by Councillor Heenan

That Council grants leave for First Reading of By-Law No. 22-07, A By-Law Relating to the Town of Saint Andrews Council Remuneration.

6 – 0

Carried

Motion: 434 - 11/22

Moved by Deputy Mayor Akagi

Seconded by Councillor Neil

That Council sets the date of Monday, December 12, 2022, at 6:30 p.m. for a Public Hearing of Objections to By-Law No. 22-06, A By-Law Relating to the Town of Saint Andrews Council Remuneration.

6 – 0

Carried

2. Public Works - Councillor Blanchard

1. Market Square and Market Wharf Project Scope Amendment, PW221113

Motion: 435 - 11/22

Moved by Councillor Blanchard

Seconded by Councillor Heenan

That Council approves a scope amendment to the Regional Development Corporation of the Province of New Brunswick for the Market Square and Market Wharf Project to include Market Square repairs and upgrades based on climate change adaptation and repairs to the Market Wharf pier and piles with steel wrappings.

6 – 0

Carried

Motion: 436 - 11/22

Moved by Councillor Blanchard

Seconded by Deputy Mayor Akagi

That Council approves a safety inspection review to be completed on the Market Wharf to determine current conditions.

6 – 0

Carried

3. Public Safety - Councillor Neil

4. Business, Tourism, Heritage and Culture - Councillor Hirtle

1. By-Law 22-05, A By-Law of the Town of Saint Andrews to Impose a Special Business Improvement Levy Third and Final Reading, BTHC221004

Mayor Henderson read the By-Law in Full for the Third and Final reading.

Motion: 437 - 11/22

Moved by Councillor Hirtle

Seconded by Councillor Blanchard

That Council grants leave for Third and Final Reading of By-Law 22-05, A By-Law of the Town of Saint Andrews to Impose a Special Business Improvement Levy for 2023 in the Town of Saint Andrews.

6 – 0

Carried

2. 108 Sophia Street Request for Airbnb and Long-Term Rental, BTHC221103

Planner Gopen provided some insight into the 108 Sophia Street Zoning and that the rental units are an allowable use for the property. Council asked if there was enough parking on the site for the additional rental units. CAO Spear noted that there was parking at the rear of the building and that 108 Sophia Street has a lease agreement with the Town for the adjacent parking lot on Sophia Street. They must provide all snow clearing and maintenance for the site. Planner Gopen noted that each unit would need 1.25 parking spaces.

Motion: 438 - 11/22

Moved by Councillor Hirtle

Seconded by Deputy Mayor Akagi

That Council supports the development of a long-term rental and Airbnb at 108 Sophia Street, by Krista McAllister, based on the Council Resolution of April 2021.

6 – 0

Carried

5. Recreation and Community Services - Councillor Gumushel

- 1. Amendment to Terms of Reference for the Trail Advisory Committee for the Town of Saint Andrews, RCS221107**

Motion: 439 - 11/22

Moved by Councillor Gumushel

Seconded by Councillor Heenan

That Council accepts the following Amendments to the Terms of Reference for the Trail Advisory Committee for the Town of Saint Andrews:

- 1. Terms of Composition - All 8 members will be appointed and removed by the Council.*
- 2. Two Council Members.*

6 – 0

Carried

6. Planning & Economic Development - Councillor Heenan

- 1. Amendment MP20-02-02 to the Secondary Municipal Plan MP20-02 for PID 15210289 Lot on Carleton Street for Mary Truemner Second and Third Reading, PED221007**

Council asked if the comments from the Planning Advisory Committee regarding the movement of the house forward were for opinion or was this direction. Clerk Nopper clarified that it was part of the opinion of the PAC, but it was not a direction, just an opinion to provide additional backyard space. The property is on a slant and the only buildable area without dealing with grade issues was the back of the lot.

Mayor Henderson read the Amendment by Title for the Second Reading.

Mayor Henderson read the Amendment by Title for the Third and Final Reading.

Motion: 440 - 11/22

Moved by Councillor Heenan

Seconded by Deputy Mayor Akagi

That Council grants leave for Second Reading to Amendment MP20-02-02 to the Town of Saint Andrews Secondary Municipal Plan MP20-02 for PID 15210289, Mary Truemner, to be exempt from any policy or proposal in the Secondary Municipal Plan MP20-02.

6 – 0

Carried

Motion: 441 - 11/22

Moved by Councillor Heenan

Seconded by Councillor Neil

That Council grants leave for Third and Final Reading to Amendment MP20-02-02 to the Town of Saint Andrews Secondary Municipal Plan MP20-02 for PID 15210289, Mary Truemner, to be exempt from any policy or proposal in the Secondary Municipal Plan MP20-02.

6 – 0

Carried

2. Amendment MP20-06 to the Town of Saint Andrews Municipal Plan MP20-01 for 302 Mowat Drive Second Reading, PED220611

Mayor Henderson left at 7:20 p.m.

Council inquired if they can continue to see the final rendered engineer drawings of the layout of the building once complete. Clerk Nopper noted that Council will be provided copies of the final engineered drawings of the layout of the building and that the developer is willing to make presentations to Council on a regular basis as the process moves forward.

Deputy Mayor Akagi read the By-Law by Title for Second Reading

Motion: 442 - 11/22

Moved by Councillor Heenan

Seconded by Councillor Hirtle

That Council grants leave for Second Reading to the Municipal Plan Amendment MP20-06 to the Town of Saint Andrews Municipal Plan MP20-01 for Compass Housing Inc, at PID 01325521, 302 Mowat Drive, to move from Commercial designation to Residential designation on the Generalized Future Land Use Map.

5 – 0

Carried

3. Amendment Z22-02 to the Town of Saint Andrews Zoning By-Law Z22-01 for 302 Mowat Drive Second Reading, PED 220612

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

Mayor Henderson returned at 7:28 p.m.

Motion: 443 - 11/22

Moved by Councillor Heenan

Seconded by Councillor Blanchard

That Council grants leave for Second Reading to the Zoning By-Law Amendment Z22-02 to the Town of Saint Andrews Zoning By-Law Z22-01, for Compass Housing Inc, at PID 01325521, 302 Mowat Drive, to move from Tourist Commercial Zone to Multiple Residential 2 Zone.

5 – 0

Carried

J. NEW BUSINESS**1. Request for Extension of Champlain Avenue Housing Request for Proposal Submission Date**

CAO Spear noted that the Town has received a request to extend the Champlain Avenue Housing Request for Proposal from the December 5th, 2022, date to delay to early February 2022. We have six or seven groups that have taken a copy of the RFP. The concern is if we extend the deadline to February, it will take staff time to review the scoring and bring it back to Council. From there it may take the rest of the year to come to an agreement and work may not commence until 2024. Clerk Nopper noted that the RFP has been released for 60 days. Council discussed the option of an extension of the deadline but noted that this is a competition and workforce development, and how it is fair to extend it. It would not be fair to the proponents working on it. Council also reiterated that they do not have to approve any of the RFPs. Council had a consensus to leave the date of December 5th, 2022, as the closing date.

2. Meeting Schedule for January 2023 for Council

CAO Spear noted that staff will not be back in the office until January 3rd, 2023, which would give limited time for the development of an Agenda Package for January 9th. It is recommended that Council have a workshop session with the new Councillors on the Registers and that the first Regular Council Meeting should take place on January 16th, 2023. Clerk Nopper noted that the swearing-in ceremony for new Councillors would need to take place between December 8th, 2022, and December 23rd, 2022. Council had a consensus on the dates for the January 2023 meetings and for staff to arrange the swearing-in ceremony in December and to try to align with the December 12th Public Hearing of Objections. Staff will bring forward an official motion of Council at the December 5th, 2022, meeting.

K. QUESTION PERIOD**L. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS**

Deputy Mayor Akagi - Would like to thank CHCO TV for sharing some photos of the first drum-making workshop in partnership with the Murdered and Missing Indigenous Women and Girls group (MMIWG). We had 24 people attend the workshop and it was a great success. We have two more planned for the new year and they are already full. We will have up to 75 drums in our community and would like to see them out on June 21st as part of National Indigenous People's Day and September 30th for National Truth and Reconciliation Day.

Councillor Heenan - Would like to welcome all the new residents to the Town of Saint Andrews and hope they enjoy the Christmas season By-the-Sea and all we have to offer.

M. MAYOR'S COMMENTS**N. CLOSED SESSION**

Motion: 444 - 11/22

Moved by Councillor Gumushel

Seconded by Councillor Hirtle

At 7:37 p.m. Council moves into Closed Session per the Local Governance Act, Section 68 (1)(j) labour and employment matters, including the negotiation of collective agreements.

6 – 0

Carried

Mayor Henderson left the meeting at 7:38 p.m.

Motion: 445 - 11/22

Moved by Councillor Neil

Seconded by Councillor Hirtle

At 8:40 p.m. that Council returns to Open Session.

5 – 0

Carried

Motion: 446 - 11/22

Moved by Councillor Heenan

Seconded by Councillor Blanchard

Because of concerns expressed by a resident, all of the Council will take training on By-Law No. 22-02, A By-Law Regulating the Code of Conduct for the Council of the Town of Saint Andrews as per Section 21.4.5 a requirement to attend training to ensure full understanding of the Code of Conduct.

4 – 1 Nay Councillor Gumushel

Carried

O. ADJOURNMENT

Motion: 447 - 11/22

Moved by Councillor Neil

Seconded by Councillor Blanchard

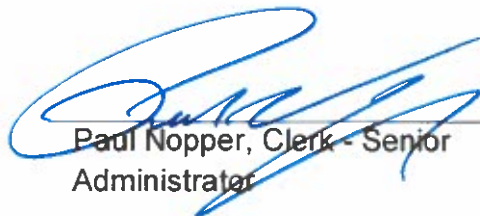
At 8:42 p.m. that the meeting be adjourned.

5 – 0

Carried



Brad Henderson, Mayor



Paul Nopper, Clerk - Senior
Administrator

