



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

**June 5, 2023, 6:45 p.m.
W.C. O'Neill Arena Complex Council Chambers**

A. RECORDING OF ATTENDANCE

A Regular Meeting of the Town of Saint Andrews was held on Monday, June 5, 2023, at 6:45 p.m. with the following members present:

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

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

Absent: Councillor Mark Bennett and Kurt Gumushel.

B. LAND RECOGNITION OF THE PESKOTOMUHKATI NATION

C. APPROVAL OF AGENDA

Motion: 173 - 06/23

Moved by Councillor Heenan

Seconded by Councillor Harland

That the Council of the Town of Saint Andrews approves the Agenda for the 230605 Regular Council Meeting of Monday, June 5, 2023 as presented.

Amended

Motion: 174 - 06/23

Moved by Councillor Harland

Seconded by Deputy Mayor Akagi

That the Agenda be amended to include a presentation from Dominique Berlenger on 126 Reed Avenue, communications on Paul Nopper, Clerk - Senior Administrator, and discussion on Market Square Music under Recreation.

7 – 0

Carried

Motion: 175 - 06/23

Moved by Councillor Heenan

Seconded by Councillor Harland

That the Council of the Town of Saint Andrews approves the Agenda for the 230605 Regular Council Meeting of Monday, June 5, 2023 as Amended.

7 – 0

Carried

D. DISCLOSURE OF CONFLICT OF INTEREST

E. PRESENTATIONS

Mr. Dominique Berlenger, owner of 126 Reed Avenue provided a presentation to Council regarding consideration by Council for Amendment Z22-05 to the Zoning By-Law Z22-01 to convert from Serviced Residential to Multiple Residential 1 to develop a rooming house for students and staff. Mr. Berlenger noted the housing challenges in the community for students and workers. As an entrepreneur, Mr. Berlenger has had to look at options to create a sustainable staffing model. The proposal is to renovate the property at 126 Reed Avenue to turn it into staff housing and student housing to benefit businesses and the community. There have been difficulties in maintaining accommodations for students at the New Brunswick Community College over the summer season as they want to work in the community but cannot find a place to live. This model of rooming housing would provide private sleeping quarters and shared common spaces, i.e. kitchen, living room, and washrooms. Mr. Berlenger noted a similar issue with his downtown business, the Kennedy House, in trying to balance short-term rentals in the summer and long-term rentals in fall, winter, and spring for students. Mr. Berlenger identified six keys to the 126 Reed Avenue renovations including restoring and respecting the footprint, changes to the boarding house concept in text amendments will help them succeed in a rooming house concept, the large lot provides for plenty of parking at the rear of the property and to create patio and greenspace for tenants, the area is very walkable, accessible to Highway 127, densification of residential units, and will provide safety and security under the Fire Code and Building Code. Mr. Berlenger further discussed that there would be an on-site resident responsible for the actions of the tenants and that this is not to become a party house. They would like to respect the neighbourhood and become part of the culture of the community.

Council thanked Mr. Berlenger for the information on the rooming house concept. Council asked what is the number of rooms made available. Mr. Berlenger said that 6 rooms will be developed of varying sizes and price ranges. There will be options for some small families to live in the house as it can be divided up into separate areas. Council asked if there were any tools in place to help keep noise levels down and respect the neighbourhood. Planner Gopen noted that the Town has the Noise By-Law and that any safety concerns can be addressed through the Fire Code and Building Code. Council noted they would review the file later but provided general support for the concept.

F. APPROVAL OF THE MINUTES OF PREVIOUS MEETING

1. **Minutes of the 230501 Regular Council Meeting on Monday, May 1, 2023, 6:30 p.m.**

Motion: 176 - 06/23

Moved by Councillor Heenan

Seconded by Councillor Blanchard

That the Minutes of the 230501 Regular Council Meeting on Monday, May 1, 2023, at 6:30 p.m. be adopted.

7 – 0

Carried

2. **Minutes of the 230515 Public Hearing of Objections to By-Law 23-02, Dangerous or Unsightly Premises on Monday, May 15, 2023, 6:30 p.m.**

Motion: 177 - 06/23

Moved by Councillor Harland

Seconded by Councillor Neil

That the Minutes of the 230515 Public Hearing of Objections to By-Law No. 23-02, Dangerous or Unsightly Premises on Monday, May 15, 2023, at 6:30 p.m. be adopted.

7 – 0

Carried

- 3. Minutes of the 230515 Public Hearing of Objections to Amendment MP20-07 to the Municipal Plan MP20-01 on Monday, May 15, 2023, 6:45 p.m.**

Motion: 178 - 06/23

Moved by Councillor Neil

Seconded by Councillor Heenan

That the Minutes of the 230515 Public Hearing of Objections to Amendment MP20-07 to the Municipal Plan MP20-01, on Monday, May 15, 2023, at 6:45 p.m. be adopted.

7 – 0

Carried

- 4. Minutes of the 230515 Regular Council Meeting on Monday, May 15, 2023, 7:00 p.m.**

Motion: 179 - 06/23

Moved by Deputy Mayor Akagi

Seconded by Councillor Blanchard

That the Minutes of the 230515 Regular Council Meeting on Monday, May 15, 2023, at 7:00 p.m. be adopted.

7 – 0

Carried

G. COMMUNICATIONS

- 1. Discussion on Stein Lake Fire in Bocabec and Chamcook**

Mayor Henderson brought forward the discussion on the Stein Lake Fire. He noted that the fire went from uncontrolled to contained and then to under control. This was a scary incident for the community but the community came together in a big way. There was a sense of relief and gratitude for the minimal loss of homes and other buildings for community members. It was noted that the fire could have been a lot worse. The Fire Department of Saint Andrews was recognized for their service to the community and the importance of investing in the Department. The dedication of Chief Theriault and the Fire Department was amazing and you do not get that anywhere. They were quick to react and provided communications on the ground to the team in Town so that we could respond to the needs of residents and the Department. The mutual aid response from our other communities was acknowledged and with great gratitude for their support during our time of need. The Department of Natural Resources was also thanked for their response and incredible professionalism to protecting our community. Without aerial support and boots on the ground, this situation could have been a lot worse. Thank you to the Red Cross for their support services and for operating the emergency shelter at the W.C. O'Neill Arena Complex. They worked 24/7 in shifts to help our community. A big thank you was provided to residents and businesses in and around our region for their generosity and amazing demonstration of how we take care of our own and this demonstrates how special of a place we live in. It was noted there was a waitlist of generous people willing and waiting to give support when called upon. So many acts of kindness were shown. Gratitude to the first

responders, businesses, and residents for everything they did during our time of need. CHCO TV was also commended on its media presence and ability to help get the message out to the public on the critical elements of the situation to help keep our community informed.

Councillor Neil reiterated Mayor Henderson's comments and noted that the mutual aid was phenomenal and that everyone came out in support of our residents. Councillor Neil noted that all first responders appreciated the outpour of support with many offerings which was heartwarming to see after a day in the woods fighting the fire. Councillor Neil was amazed at the offerings to help support the movement of animals with trailers and just the volunteer outreach. It was something special to see.

Councillor Heenan stated that it made him proud to be in such a great community with 100% commitment without any effort. So many emails were from people around the province willing to offer help for farms or shows of emotional support. Thank you to all that offered and supported our community.

Councillor Harland was amazed at the incredible support we had from the outlining Fire Departments. One story of note was that a home in Bocabec was protected and saved by the St. Stephen Fire Department. The following day when the residents were allowed to return, they were surprised with a coffee-infused maple syrup and an apology letter acknowledging that they stomped their garden.

Councillor Blanchard thanked all the Fire Departments and agreed on how proud we are of the community. Councillor Blanchard noted that their Union was going to make a \$1,000.00 donation to the Fire Department in support.

Mayor Henderson noted that we would plan a celebration to help thank all the local fire departments for their support to our community and would be putting this out in the near future.

Councillor Hirtle echoed all comments said. Proud of our community and provided congratulations to Mayor Henderson for his actions during the community's time of need. It was amazing to see the dedication and support.

CAO Spear indicated there were a lot of people donating funds and have received over \$8,000.00 to help support evacuees. Staff would be working to create a policy to bring forward to Council on how to distribute funds to those that were in need. We will get an application process to the next Council Meeting for consideration. CAO Spear also mentioned the brotherhood of the Firefighters and that the Fire Marshal's Office put a call out to all Departments in the Province and we had support from as far north as Bathurst. We would also like to thank the CAOs and Mayors of our adjacent communities for offering anything they could do to help.

2. Association of Municipal Administrators New Brunswick Letter Regarding Paul Nopper, Clerk - Senior Administrator Professional Certification

Mayor Henderson read a letter submitted to the Town of Saint Andrews from the Association of Municipal Administrators New Brunswick regarding Paul Nopper, Clerk - Senior Administrator for being recognized for his achievements in Municipal Government. Mr. Nopper will be provided with a Level II Professional Certification in Municipal Government Services. This

will be presented at the AMANB Conference in June. Congratulations to Mr. Nopper on his achievement.

H. STAFF REPORT/FINANCIAL REPORT

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

1. Finance & Administration - Deputy Mayor Akagi

2. Public Works - Councillor Blanchard

3. Public Safety - Councillor Neil

1. By-Law No. 23-02, A By-Law of the Town of Saint Andrews Respecting Dangerous or Unsightly Premises Second and Third Reading, PS230405

Mayor Henderson read by title for the Second Reading.

Mayor Henderson read by title for the Third and Final Reading.

Motion: 180 - 06/23

Moved by Councillor Neil

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews grants leave for Second Reading to By-Law No. 23-02, A By-Law Respecting Dangerous or Unsightly Premises in the Town of Saint Andrews.

7 – 0

Carried

Motion: 181 - 06/23

Moved by Councillor Neil

Seconded by Councillor Heenan

That the Council of the Town of Saint Andrews grants leave for Third and Final Reading to By-Law No. 23-02, A By-Law Respecting Dangerous or Unsightly Premises in the Town of Saint Andrews.

7 – 0

Carried

2. Fire Protection on the Wharf, PS230609

Council asked if there was insurance on the Wharf as it relates to fire and if the protections that we are proposing are appropriate for fire insurance. CAO Spear noted yes there is insurance regarding fires and that the insurance company wants us to have the ability to fight the fire. It was noted that there is also a 2-inch water line on the Wharf that can be utilized but will the trailer will provide a stronger fire protection response.

Motion: 182 - 06/23

Moved by Councillor Neil

Seconded by Councillor Weare

That the Council of the Town of Saint Andrews authorizes the unbudgeted purchase of \$14,100 from Nova Fire Equipment for additional hosing to support the Wharf in the event of a fire.

7 – 03

Carried

4. **Business, Tourism, Heritage and Culture - Councillor Hirtle**
5. **Recreation and Community Services - Councillor Gumushel**
 1. **Music in Market Square Summer 2023**

CAO Spear notified Council that the Manager of Recreation has planned to host a summer music concert series in Market Square on Saturdays from 6:00 p.m. - 8:00 p.m. until the end of August. The goal is to add more cultural events to our community and to help draw people to the downtown. This event is sponsored with funds from the Business Improvement Association. As part of our processes, Town staff went to the local businesses around Market Square to notify them about the events and that parking would be restricted from about 2:30 p.m. through the end of the event. Signs will be placed to notify people to not park in Market Square and barricades will be put in place. We are also leaving the Canada Day stage set up in Market Square to support the program. Two businesses were in full support of the program, one business asked for parking to be allowed later into the afternoon and one business was against the program. Some of the concerns were around access to the businesses by those with accessibility issues and that they feel we are cutting off parking to Market Square too early. As part of the funding from the BIA, part of the stipulation is to host the programming in the downtown to draw and keep people in the downtown. We looked at other venues, but Market Square seemed to be the best venue for hosting this program, it is a communal community space and a good space to share in culture. We would like to continue with this program in Market Square but wanted to get Council's consensus.

Council thanked CAO Spear for the update on the Music in Market Square. Council noted there are two sides to this situation and asked when Market Square was built for parking as it is the community square first and parking second. It was noted that there is limited parking in downtown and shutting parking down mid-afternoon could have some issues but could parking be considered to be in the Square a bit longer. Not everyone can afford a meal and music and to provide music for all in a communal space is good for the public. With the BIA financing, it makes sense to host downtown. CAO Spear noted that parking in Market Square has been occurring for years but has been blocked for parking for community events like the Farmer's Market, Paddlefest, Canada Day, and National Indigenous People's Day. When it is a community event, the Town does block off the Square. The Square is meant to be a cultural space first. Council further discussed the parking arrangements in Market Square and noted that the limited parking available can be disbursed behind Town Hall and there are 5 accessible spaces in a one-block radius. Council asked if parking could be restricted from 3:00 p.m. onward and that signage be posted early in Market Square to notify everyone. CAO Spear noted this is a reasonable request. Council asked how many parking spots are in Market Square. CAO Spear noted 10. Council asked what happens if it is raining and if the event would still take place. CAO Spear indicated the Theatre at the W.C. O'Neill Arena Complex is the rain date location. Council asked if the artists would be paid for the program. CAO Spear said that all performers would be paid as they would play in a venue rain or shine.

Council noted that many communities host music in their downtowns and it has had a positive effect on economic development with people planning their night around the music. It was also noted it brings the community together and creates a nice social atmosphere to see. Council provided consensus to continue with the Music in Market Square for 2023.

6. Planning & Economic Development - Councillor Heenan

1. Amendment MP20-07 to the Municipal Plan MP20-01, Henry Hansen PID 01325505, PED230417 Second and Third Reading

Mayor Henderson read by title for the Second Reading.

Mayor Henderson read by title for the Third and Final Reading.

Motion: 183 - 06/23

Moved by Councillor Heenan

Seconded by Councillor Blanchard

That the Council of the Town of Saint Andrews grants leave for the Second Reading of Amendment MP20-07 to the Town of Saint Andrews Municipal Plan MP20-01 for Henry Hansen, PID 01325505, Rose Lane, to remove the portion of the Residential Growth Area designation as shown on the Generalized Future Land Use Map from PID 01325505.

7 – 0

Carried

Motion: 184 - 06/23

Moved by Councillor Heenan

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews grants leave for the Third and Final Reading of Amendment MP20-07 to the Town of Saint Andrews Municipal Plan MP20-01 for Henry Hansen, PID 01325505, Rose Lane, to remove the portion of the Residential Growth Area designation as shown on the Generalized Future Land Use Map from PID 01325505.

7 – 0

Carried

2. Amendment Z22-04 to the Zoning By-Law Z22-01 for PID 01325240, Evans Land Development Limited, PED230615

Council asked if the Planners could explain the high-density requirements for rezoning and the difference between Multiple Residential 1 and Multiple Residential 2. Planner Gopen explained that the MR2 Zone deals with larger-scale developments and was introduced as part of the Anchors Landing development. MR1 Zone can be a higher-density development and usually includes developments of 4 - 10 units. Council noted the land for public purpose on the map and that the Subdivision By-Law talks about 8%. Council asked if the greenspace presented was adequate to meet the requirements or if cash in lieu would need to be associated with the land. Planner Gopen indicated that the amenity space might not meet the threshold of the 8% needed however, there are options the developer can look at to ensure greenspace is met versus cash in lieu.

Motion: 185 - 06/23

Moved by Councillor Heenan

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews sets the date of Tuesday, July 4, 2023 at 6:30 p.m. through a Public Hearing of Objections as per Section 111 of the Community Planning Act, on Amendment Z22-04 to the Zoning By-Law Z22-01 for PID 01325240 Evans Land Development Limited, rezoning from the SR (Serviced Residential) Zone to the MR2 (High Density Multiple Residential) Zone to facilitate the development of an apartment complex/subdivision.

7 – 0

Carried

Motion: 186 - 06/23

Moved by Councillor Heenan

Seconded by Councillor Harland

That the Council of the Town of Saint Andrews requests the views of the Planning Advisory Committee for the Town of Saint Andrews, as per Section 110 of the Community Planning Act, on Amendment Z22-04 to the Zoning By-Law Z22-01 for PID 01325240 Evans Land Development Limited, rezoning from the SR (Serviced Residential) Zone to the MR2 (High Density Multiple Residential) Zone to facilitate the development of an apartment complex/subdivision.

7 – 0

Carried

3. Amendment Z22-05 to the Zoning By-Law Z22-01 for PID 01323591, Dominique Berlenger and Mieke Elza Van De Capelle, PED230616

CAO Spear asked for clarification from the motion if the rooming house was primarily for students and if this should be removed from the motion. Planner Gopen noted it was in his report and that the proposed amendments to the By-Law should not have any effect on the motion noting primarily for students as the amendments allow for any tenant.

Motion: 187 - 06/23

Moved by Councillor Heenan

Seconded by Deputy Mayor Akagi

That the Council of the Town of Saint Andrews sets the date of Tuesday, July 4, 2023 at 6:45 p.m. through a Public Hearing of Objections as per Section 111 of the Community Planning Act, on Amendment Z22-05 to the Zoning By-Law Z22-01 for PID 01323591, Dominique Berlenger and Mieke Elza Van De Capelle for text amendment and rezoning from the SR (Serviced Residential) Zone to the MR1 (Multiple Residential) Zone to facilitate the development of a rooming house, primarily for students.

7 – 0

Carried

Motion: 188 - 06/23**Moved by Councillor Heenan****Seconded by Councillor Neil**

That the Council of the Town of Saint Andrews requests the views of the Planning Advisory Committee for the Town of Saint Andrews, as per Section 110 of the Community Planning Act,, on Amendment Z22-05 to the Zoning By-Law Z22-01 for PID 01323591, Dominique Berlenger and Mieka Elza Van De Capelle for text amendment and rezoning from the SR (Serviced Residential) Zone to the MR1 (Multiple Residential) Zone to facilitate the development of a rooming house, primarily for students.

7 – 0**Carried****J. NEW BUSINESS**

CAO Spear noted that the Town is going to conduct a traffic study in the area of Mowat Drive and Bar Road based on the proposed and upcoming construction to ensure current infrastructure can handle this. Council asked if they could see the mission and purpose of the traffic study for reference. CAO Spear noted he will forward the document to Council from CBCL Ltd. who will conduct the study. Council has no opposition to the study.

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

Councillor Harland spoke on the tremendous connectedness and living in Saint Andrews as a special community showing support for residents of Chamcook, Bocabec, and the first responders.

Councillor Harland reminded residents that June is Pride Month and hopes that the community will take time to reflect on how we can become an even more inclusive and safe community for everyone. She encouraged all to participate in community activities and think about Pride Month.

Councillor Heenan noted that the Charlotte County Pride Walk will take place on Saturday, June 11, 2023, at 11:00 a.m. People can join by meeting outside the W.C. O'Neill Arena Complex and joining the walk down Water Street. The Friday evening cruise has been cancelled and people can get refunds for their tickets.

Deputy Mayor Akagi announced that the New Brunswick Community College graduation is on June 9, 2023. She hoped to see as many people out as possible to celebrate the student's achievements.

Deputy Mayor Akagi announced the National Indigenous People's Day events taking place on Wednesday, June 21, 2023, in Market Square. More information can be found at the Peskotomuhkati Nation office or by contacting Town Hall.

Deputy Mayor Akagi reminded everyone of the upcoming Drum Making Workshop scheduled for Sunday, July 2, 2023. After June 15, 2023, any spaces available will be opened to the public to participate. The program costs \$60.00 per person with two sessions running that day. At 4:00 p.m. there will be a drum blessing ceremony and hopes to see all the drums out for Truth and Reconciliation Day on Saturday, September 30, 2023.

Deputy Mayor Akagi thanked the Fundy Sea Cadets for an invitation to attend their 16th annual ceremonial review. A few Councillors and the Chief Administrative Officer attended in support. Thank you to Aaron Bennett and his team for doing a great job and impressed with the Cadet core for 2023.

Deputy Mayor Akagi thanked all the Fire Departments for their support in fighting the Stein Lake Fire.

Deputy Mayor Akagi thanked the Royal Canadian Legion for the banner program and thanked the staff for their support. The deadline to apply for the banners was the end of May and many have been sold.

Councillor Weare updated Council on the Kelly Cove Salmon Post Smolt Facility and its engagement in phase 2 of the environmental plan. It was noted that this is a large phase coming forward and members of the committee have until June 12, 2023, to reply for comment. It is anticipated that the phase will move forward. The committee will be meeting with members from Chamcook Lake and the surrounding area to address concerns on draw-down levels, the wells, and processes for observation.

M. MAYOR'S COMMENTS

N. CLOSED SESSION

Motion: 189 - 06/23

Moved by Councillor Neil

Seconded by Councillor Blanchard

At 8:14 p.m. Council move into Closed Session per the Local Governance Act, Section 68(1)(c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract.

7 – 0

Carried

Motion: 190 - 06/23

Moved by Councillor Heenan

Seconded by Councillor Hirtle

At 8:41 p.m. Council returns to Open Session.

7 – 0

Carried

O. ADJOURNMENT

Motion: 191 - 06/23

Moved by Deputy Mayor Akagi

Seconded by Councillor Blanchard

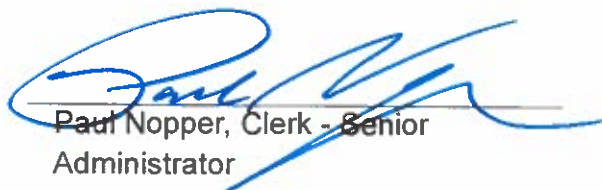
At 8:42 p.m. that the meeting be adjourned.

7 – 0

Carried



Brad Henderson, Mayor



Paul Nopper, Clerk - Senior
Administrator

