



**TOWN OF SAINT ANDREWS  
REGULAR COUNCIL MEETING  
W. C. O'Neill Arena Complex **Dining Room**  
Monday, June 4<sup>th</sup>, 2018 at 7PM**

**AGENDA**

**A. RECORDING OF ATTENDANCE**

**B. APPROVAL OF AGENDA**

**Motion – 06/18**

*Move that the Agenda be approved as presented.*

**C. DISCLOSURE OF CONFLICT OF INTEREST**

**D. APPROVAL OF THE MINUTES OF PREVIOUS MEETING**

**D1. Minutes of the Regular Meeting of Council- May 7, 2018**

**Motion – 06/18**

*Move that the minutes of the Regular Meeting of Council for May 7, 2018 be adopted.*

**E. PRESENTATIONS**

- 1. Peter Logan, CPA, CA of Teed, Saunders, Doyle & Co. – 2017 Audited Financial Statements Report.**
- 2. Stan Choptiany, Board Chair of Southwest NB Transit Authority (Rural Lynx) – Information on ridership.**
- 3. Mike Power, Co-Race Director for the St. Andrews Kiwanis Father's Day Race – 2018 Race information.**

**F. COMMUNICATIONS**

**NIL**

**G. 1. STAFF REPORTS**

**2. FINANCIAL REPORT**

**Motion – 06/18**

*Move to accept the Staff Reports as presented.*

## H. INTRODUCTION, CONSIDERATION AND PASSING OF BY-LAWS AND MOTIONS

### Finance & Administration – Councillor Bishop

#### **FA180206 Procurement Policy**

##### **Motion - 06/18**

*To approve the Procurement Policy #P18-02, dated May 28, 2018.*

#### **FA180405 Renewal of Agreement for the Operation of Sherriff Andrews House**

##### **Motion - 06/18**

*That the Town enters into a five year agreement with The Province of New Brunswick for the Operation of Sherriff Andrews House.*

#### **FA180502 Proclamation of Garden Day in Saint Andrews**

##### **Motion - 06/18**

*To proclaim June 16<sup>th</sup>, 2018 as Garden Day in the Town of Saint Andrews.*

#### **FA180503 Proclamation of World Oceans Week**

##### **Motion - 06/18**

*That the Town of Saint Andrews recognizes the week of June 1<sup>st</sup>-8<sup>th</sup>, 2018 as World Oceans Week in Saint Andrews.*

#### **FA180504 Triathlon Sponsorship request**

##### **Motion - 06/18**

*That the Town approves the request from the organizers of the Rev3 Triathlon for \$2,500 sponsorship for the 2018 race.*

#### **FA180505 Call for Expressions of Interest for Consulting Work on Facility Usage**

##### **Motion - 06/18**

*That Council authorizes staff to issue a Call for Expressions of Interest for consultants to study a number of Town facilities to provide the following information:*

- *Where applicable, assess if the current use meets the current needs.*
- *Identify the needs of the current and potential users of the facilities.*
- *Provide a cost estimate to refurbish the facility to meet the recommended use.*
- *Advantages and disadvantages of moving the current users.*

*The facilities to be included are:*

- *W.C. O'Neill Arena*
- *Town Hall & Town Yard*
- *Ross Memorial Library*
- *Charlotte County Court House*
- *Parcels of Town land*

**FA180506      2017 Audited Financial Statements**

**Motion - 06/18**

*That Council approve the 2017 Audited Financial Statements as presented by our Auditors, Teed, Saunders, Doyle & Co.*

**Public Works -Councillor (    ) Formerly Boyd**

**PW180502      Request from SJDA to Block Street for Graduation**

**Motion - 06/18**

*That Council approves the request from Sir James Dunn Academy to block Adolphus St. (from Carleton St. to Prince of Wales St.) on June 21, 2018 from 5:00 PM to midnight in order to accommodate graduation activities, and to approve it for future years, subject to any terms and conditions set by the CAO.*

**Public Safety – Councillor Groulx**

**PS180302      Federal Motion 167 on Rural Crime Assessment**

**Motion - 06/18**

*That Council instructs the CAO to write a letter to the Standing Committee on Public Safety and National Security in support of Motion 167.*

**Business, Tourism, Heritage and Culture- Deputy Mayor Henderson**

## **BTHC170802(b) Custodial Responsibility for Courthouse Artifacts**

### **Motion - 06/18**

*Move that the CAO draft an agreement, for Council approval, to assign custodial responsibility of the Charlotte County Courthouse artifacts to the Civic Trust, upon the Town assuming ownership of the Courthouse property from the Province.*

## **Recreation and Community Services – Councillor Gumushel**

### **RCS180502 Market Wharf Operating Policy**

#### **Motion - 06/18**

*To approve the Town of Saint Andrews Wharf Operating Policy #P18-03, dated May 28, 2018.*

## **Planning & Economic Development – Councillor Harrison**

### **PED170701 Municipal Plan Steering Committee Terms of Reference**

#### **Motion #1 - 06/18**

*To accept the Municipal Plan Steering Committee Terms of Reference dated May 28, 2018, as presented.*

### **PED170701 Municipal Plan Steering Committee Membership**

#### **Motion #2 - 06/18**

*Move to approve the Municipal Plan Steering Committee membership, as follows:*

- **Town of Saint Andrews Council:** Andrews Harrison, Guy Groulx
- **Saint Andrews Chamber of Commerce:** Jamey Smith (also representing science and recreation)
- **Saint Andrews BIA:** Dayle Chambers (also representing real estate)
- **Heritage / Civic Trust:** Barry Murray
- **Education:** Jeff Dempsey (NBCC)
- **Age-Friendly Community Committee:** Sandy Morgan, Lezlie LeBlanc (Caroline Davies, alternate)
- **Cultural Assets & Sciences:** Jessie Davies
- **Town of Saint Andrews Staff:** Angela McLean, Terry Acton
- **Supporting Resources:** RSC Planning Staff Alex Henderson, Alexander Gopen

**PED170902 Application for Funding for Bar Road**

**Motion - 06/18**

*That Council authorizes Staff to submit an application for funding for rehabilitation of the Bar Road, and to seek funding support from Ministers Island to share the Town's portion of the cost.*

**PED180401 Zoning By-law Amendment Z18-01 – to define Microbreweries**

**Motion - 06/18**

*That leave be granted to introduce for first reading, Amendment #Z18-01 to By-Law No.10-04, A By-Law of the Town of Saint Andrews Respecting Zoning.*

**I. NEW BUSINESS**

**J. QUESTION PERIOD**

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

**L. MAYOR'S COMMENTS**

**M. ADJOURNMENT**

**Motion: – 06/18**

*Move that the Meeting be adjourned as of        PM.*