



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

**November 25, 2020, 6:00 p.m.  
Electronic Meeting**

**A. RECORDING OF ATTENDANCE**

*A Special Meeting of the Town of Saint Andrews Council was held on November 23, 2020, at 6:00 p.m. with the following members present:*

*Mayor Doug Naish, Deputy Mayor Brad Henderson, Councillor Kate Akagi, Edie Bishop, Guy Groulx.*

*Absent: Councillor Andrew Harrison, Kurt Gumushel*

*Also Present: Paul Nopper, Clerk - Senior Administrator, Alexander Gopen, Planner, Southwest New Brunswick Service Commission, Alex Henderson, Director of Planning, Southwest New Brunswick Service Commission.*

*Absent: Chris Spear, CAO/Treasurer*

**B. APPROVAL OF AGENDA**

**Motion: Motion: 412 - 11/20**

**Moved by Councillor Bishop**

**Seconded by Deputy Mayor Henderson**

*That the Agenda be approved as presented.*

**4 – 0 Carried**

**C. DISCLOSURE OF CONFLICT OF INTEREST**

*NONE*

**D. PRESENTATIONS**

**E. INTRODUCTION, CONSIDERATION AND PASSING OF BY-LAWS AND MOTIONS**

**1. PED200501 Council Workshop for Zoning By-Law Z20-02**

*Alexander Gopen, Planner, Southwest New Brunswick Service Commission provided a presentation on the recent changes to the Zoning By-Law Z20-02.*

**Fences**

- *Propose allowance of fences up to 2.5 m (8.2 ft.) in the side yards and rear yards - least amount of visual impact.*
- *Specific design criteria to minimize visual impact:*
  - *At least 2" x 2" openings.*
  - *Uncoated, black, or dark green.*
  - *Fence posts the same colour.*
  - *The existing fence can be extended by 18".*

- *Deer fencing/black plastic mesh can be wrapped around shrubs or trees.*

*Council discussed the options of fencing to protect from deer in the front yards and the height allowances. There was concern if fencing in the front yard would be high enough to protect gardens, trees, and landscaping from deer. Front yard fences are only allowed up to 3 feet in the front yard. Council directed staff to look at alternative height options for front yard fencing to protect gardens from deer. Discussion also highlighted design with the look and feel of the town and how they do not want to create a gated community. Additionally, Council asked if term limits can be used on fencing until the deer management was more efficient. PRAC can still approve a variance for a fence height beyond what the Zoning By-Law regulates. Council directed staff to ensure the fencing regulations for the side and rear yard are 2 metres or 6.6 feet in height in the Zoning By-Law and are equal to all residents in Saint Andrews and not only focused on the Historic Business District, Town Plat & Environs.*

### **Windows**

- *Windows can be replaced with windows identical to the window being replaced or another window on the same facade.*
- *Materials, style, size. Regulating doors, windows, the whole front of the building. The goal of the Historic Business District to keep architecture protected.*

*Council discussed issues with maintaining the Historic Business District look and feel when owners renovate and make changes to the buildings. Council asked for clarification on historic-looking windows and the ability to install them based on the Secondary Municipal Plan and Zoning By-Law. Owners would be educated by the Development Officers on what can be installed based on the regulations which included heritage windows. Variances can still be applied for however direction will be given to look at the Secondary Municipal Plan and how to meet the requirements.*

### **Development Permits**

- *Development permits relating to land use in Zoning By-Law.*
- *Development permits relate to buildings and structures, in the Building By-Law. (and Development Permits).*
- *Move land use to Zoning By-Law and amend Building By-Law.*

### **Meeting Dates**

*Council discussed the options of moving the document forward to the next level of By-Law Readings and Public Hearings of Objection. The Zoning By-Law will be brought back in January with the changes highlighted and with a draft version of the Short-Term Rental By-Law. Once the Council is satisfied with the document, the movement to Public Hearing will occur.*

## **2. RCS201101 Environmental Trust Fund Application**

*Deputy Mayor Henderson - Good plan as it ties into our Municipal Plan and supports the community.*

*Councillor Groulx - Very important document to bring forward for our community especially looking at water sources.*

*Deputy Mayor Henderson - We are setting up our community for the future and next Council for funding.*

**Motion: Motion: 413 - 11/20**

**Moved by Councillor Bishop**

**Seconded by Deputy Mayor Brad Henderson**

*Council moves to support the application by the Eastern Charlotte Waterway to the Environmental Trust Fund for a hydrological study of Chamcook Lake Watershed to address action items from the Saint Andrews Adaptation Plan.*

**4 – 0 Carried**

**Motion: Motion: 414 - 11/20**  
**Moved by Councillor Bishop**  
**Seconded by Councillor Akagi**

*Council moves to support the application by the Town of Saint Andrews to the Environmental Trust Fund to conduct a study of Greenhouse Gas Mitigation Plan and Energy Study.*

**4 – 0 Carried**

**F. NEW BUSINESS**

**G. QUESTION PERIOD**

- 1. *Is Eastern Charlotte Waterways qualified to complete a hydrological study?*
- 2. *When will we see the Short-Term Rental By-Law?*

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

*Deputy Mayor Henderson - I want to recognize Eastern Charlotte Waterway for partnering with the Town. Also, commitment of Chris Spear, CAO/Treasurer and his hard work for the community even on vacation.*

*Councillor Groulx - I advise Council with regards to the free delivery service. A circular will be going in the mail Friday morning. We took the opportunity on the back side of the document to promote shop local and listed the website for Chamber of Commerce and a listing of all businesses that offer local delivery. I encourage everyone in the community to support them.*

**I. MAYOR'S COMMENTS**

*Mayor Naish - Shout out to our volunteers in advance.*

**J. CLOSED SESSION**

**Motion:**

**K. ADJOURNMENT**

**Motion: Motion: 415 - 11/20**  
**Moved by Kate Akagi**  
**Seconded by Councillor Bishop**

*At 7:19 p.m. that the meeting be adjourned.*

**4 – 0 Carried**

  
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Doug Naish, Mayor

  
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Paul Nopper, Clerk

