

# Saint Andrews Municipal Plan 2020

By-law MP 20-01





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*“People come to St. Andrews (either to visit or live) for many reasons but often it is due to the beauty of the environment, the many activities available for outdoor recreation as well as the less hurried atmosphere of a small town which has many cultural events and places to walk to on rainy days. We need to protect our environment while making it accessible to tourists and residents. The environment is directly related to our wellness. Being able to walk or cycle to most activities, to teach our children how to enjoy and protect our oceans and beaches as they use them, and to have available outdoor sport venues such as the playground, tennis courts, rink, Katy’s cove, ball fields for families to get exercise all contribute to our physical wellness. The ability to see and smell the ocean and watch its tides contribute to our mental wellness. Our environment in St. Andrews makes this a different place than anywhere else in the world.” –*  
*A resident of Saint Andrews (noted at a community engagement event)*

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**BY-LAW TO ADOPT A MUNICIPAL PLAN**  
**BY-LAW MP 20-01**

Under the Authority vested in it by Section 24 of the *Community Planning Act*, the Municipal Council of the TOWN OF SAINT ANDREWS enacts as follows:

This By-law may be cited as the “Town of Saint Andrews Municipal Plan”;

The document entitled “Town of Saint Andrews Municipal Plan” attached hereto is adopted;

Read a first time this 13<sup>th</sup> day of January, 2020.

Read a second time this 3<sup>rd</sup> day of March, 2020.

Read a third time and passed this 16<sup>th</sup> day of December, 2020.

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Doug Naish, Mayor

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Paul Nopper, Clerk

I, \_\_\_\_\_, of the Town of Saint Andrews, in the County of Charlotte and the Province of New Brunswick, Clerk, DO SOLEMNLY DECLARE;

THAT I am the Clerk of the Town of Saint Andrews, a Municipal Corporation, and have personal knowledge of the facts herein declared;

THAT the requirements of Sections 25, 110 and 111 of the *Community Planning Act* have been complied with in respect to By-law No MP 20-01, a By-law to Adopt the Municipal Plan By-law, which was passed by the Council of the Town of Saint Andrews on this \_\_\_ day of \_\_\_\_\_, 2020;

AND, I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the *Evidence Act*.

Declared before me at the Town of Saint Andrews, County of Charlotte and Province of New Brunswick, this \_\_\_ day of \_\_\_\_\_, A.D., 2020.

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Commissioner of Oaths

## Part 1: Background

### 1.0 Introduction

This Municipal Development Plan (the “Plan”) applies to the Town of Saint Andrews, in southwestern Charlotte County, in the Province of New Brunswick. The Plan establishes priorities and objectives for the provision of municipal services and facilities in the Town and contains policies and proposals that will guide and control the economic, social, and physical development of the Town.

This Plan has been prepared after extensive consultation with members of the community, local officials, civic groups, and outside agencies and is to be used by Council, Town Staff, the Advisory Committee, developers, and residents to guide decisions affecting environmental management, planning, and development issues. This is the sixth Municipal Plan for the Town and is intended to update and replace the current plan, implemented in 2010. Objectives, policies, and proposals contained in the 2010 Plan have been updated and expanded where necessary, and removed where appropriate, in order to effectively address this Plan’s implementation.

The Plan can be amended at any time to meet changing community needs, as long as the requirements of the *Community Planning Act* are met.

The objectives, policies, and proposals set out in the Plan in Part 2 are statements of intention, and require further action on the part of Council, by way of By-laws and resolutions, to be given effect. Inclusion of a specific policy or proposal in the Plan does not obligate Council to take specific steps to carry it out, but under Section 27 of the *Community Planning Act* it does prevent Council from taking any action that would be contrary to the policies or proposals set out in the Plan.

The Plan includes the Town’s Five-Year Budget of Capital Expenditures (Schedule A), which is revised annually and the Generalized Future Land Use Map (Schedule B).

### 1.1 Title

The Town of Saint Andrews, under the provisions set out in Sections 24 to 27 of the *Community Planning Act*, hereby adopts the Town of Saint Andrews Municipal Plan By-law. This By-law hereby repeals By-law No. 10-03, The Municipal Plan By-law adopted in 2010.

### 1.2 Area of Coverage

The policies and proposals set out in the Plan apply to the Town of Saint Andrews municipal boundaries as established under the *Municipalities Act*. It does, however, reflect aspects of the Town’s relationship with surrounding unincorporated areas and existing or proposed activities involving Passamaquoddy Bay and the Bay of Fundy.



### 1.3 Purpose

The Municipal Plan By-law has been prepared in accordance with Sections 24 through 27 of the *Community Planning Act*. The Plan is the preeminent document guiding growth and development within the Town of Saint Andrews. It establishes policies to guide future land use and development while providing guidance to Town Council in long-term planning for the Town. This document will provide supporting principles for the implementation of land use regulations within the Town through By-laws, such as the Zoning, Subdivision, and Building By-laws.

In accordance with the *Community Planning Act*, this Municipal Plan should be reviewed every ten years. Over the timeframe that this Municipal Plan is in effect, periodic amendments may be required and these must be undertaken in accordance with the provisions for public consultation outlined in the *Community Planning Act*.

Adoption of the Municipal Plan shall not commit the Municipality or the Province to undertake any proposal that is suggested or outlined in the Plan, but shall prevent the undertaking of any development in any manner inconsistent with or in opposition to:

- (a) in the case of the Municipality or the Minister, any policy or proposal so outlined or suggested; or
- (b) in the case of an individual, any proposal so outlined or suggested.

### 1.4 Plan Concept

Community consultations have provided the expectations for the new Plan. Participants in the consultation program identified a vision and mission to guide all policies, proposals, goals, and objectives for the Plan:

***Saint Andrews is, and will continue to be, a dynamic community for residents of all ages and backgrounds: a centre of education and science; a leading year-round destination; and a vibrant home for arts and culture. This vision will be achieved by protecting and promoting our natural environment, our architectural heritage, and our recreational, cultural, and economic assets.***

### 1.5 Objectives, Policies, and Proposals

Each section outlines the goals, policies, and proposals pertaining to the specific objectives. Policies answer the question, “What are the right things to do?” Proposals, are generally more specific than policies, and are binding on individuals and Town Council. If policies ask what the right things to do are, proposals answer the questions of, “How do we do the right things?” Where applicable, the intent of the policies and proposals are illustrated on the accompanying Generalized Future Land Use Map (Schedule “B”).

## Part 2: Objectives, Policies, and Proposals

### 2.0 Overall Plan Goals

While these goals and the related sections have been categorized, it is important to keep in mind that all aspects of the Plan are interrelated and that each overall plan goal supports the other goals.

- 🏡 Offer sustainable municipal services, safe and effective transportation routes for all users, including active transportation, and protection of residents from emergency events.
- 🏡 Protect and enhance the Town's natural environment and natural resources while mitigating and adapting to climate change.
- 🏡 Maintain and enhance the built heritage of the Town with particular emphasis on the Town Plat and Historic Business District.
- 🏡 Support activities that meet the needs of all age groups by maintaining and enhancing the artistic, cultural, and recreational assets of the Town.
- 🏡 Ensure compatibility with the existing built form and efficient use of municipal infrastructure.
- 🏡 Sustain and grow economic and commercial opportunities that meet the current and future needs of residents and visitors.
- 🏡 Support institutions that contribute to the overall wellbeing of the community.
- 🏡 Foster a healthy mix of residential dwelling types that reflect the needs of all ages, lifestyles, and income levels.
- 🏡 To obtain and maintain status as an Age-Friendly Community as defined by the World Health Organization.

## 2.1 Environment and Climate Change

The Town of Saint Andrews places great importance on its environment for its aesthetic value, recreational opportunities, and infrastructural capacity. Climate change—in reality and through the values of residents— is an increasingly urgent issue that must be addressed through both adaptation and mitigation. The following objectives, policies, and proposals will meet the overall Plan goal of protecting and enhancing the Town’s environment and natural resources.

### 2.1.1 Objectives

- (1) To identify and protect significant scenic, environmental, and wildlife habitat areas.
- (2) To sustain or enhance, where possible, the quality of the overall environment as it relates to development and human activity in the Town and surrounding region.
- (3) To limit the Town’s contributions to climate change.
- (4) To adapt for and build resilience to the effects of climate change.
- (5) To preserve the natural features and beauty of Navy Island.
- (6) To preserve the natural features and beauty of the coastal environment.

### 2.1.2 Policies

#### *The Waterfront, Tidal, and Marsh Areas*

- (1) Council shall continue to support the use of the land use designations “Greenspace” and “Environmentally Significant Areas” through the Zoning By-law, and depicted on the generalized future land use map as ‘Environment/Recreation.’ Land classified as “Greenspace” shall serve two principal function: as space for outdoor recreation activities or protected open space. “Environmentally Significant Areas” shall designate areas most sensitive to disturbance that contain distinctive features of biological, ecological, geological, or historical significance. Lands with these designations may be private lands and may not be open to public entry. Where the designation is on private property, no rights of public or community or "recreational" access are implied. Access on private property within the ‘Environment/Recreation’ may be created by any means of voluntary easements or other legal agreements duly granted by the property owners.
- (2) Council shall apply a limited development buffer area that is established adjacent to the ordinary high-water mark, for coastal conservation and aesthetic purposes. The limited development buffer area shall be used to regulate development along the St. Croix River, Katy’s Cove, and the Passamaquoddy Bay, with limitations for tree removal, on-site septic disposal system placement, soil control, or other environmental matters, as applicable.

- (3) Council shall continue to ensure, and where feasible improve, public access to the intertidal zone and shoreline.
- (4) Council shall continue to maintain and enhance visual corridors to the Harbour, the St. Croix River and Passamaquoddy Bay.

#### *Sustainability*

- (5) Council shall seek to work closely with community groups and other government departments to reduce greenhouse gas emissions and permit, in conjunction with the proposed clean energy strategy, renewable energy use within Town.
- (6) Council shall seek to raise awareness of the potential impacts of environmental issues.
- (7) Council shall, where necessary, introduce new standards and operational approaches to reduce potential climate change impacts. This may include flood control measures, vegetation retention, and shoreline erosion control.
- (8) Council shall support efficient and sustainable land use and development patterns and a mix of uses and densities that support pedestrian movement and that improve energy efficiency where feasible and appropriate.
- (9) Council shall encourage limited forms of urban agriculture to promote food security by permitting it in the Zoning By-law in appropriate locations.

#### *Climate Change Adaptation*

- (10) When considering adaptation infrastructure, natural solutions (swales, natural buffers, retention ponds, etc...) shall be considered over hardscaped engineered solutions (sea-walls, storm sewers, reservoirs) where feasible and appropriate.
- (11) Council shall seek to regulate development in the Sea Level Rise Zone through the Zoning By-law.
- (12) Council shall work with and educate residents and businesses in order to protect private property from environmental damage, with special regard to properties below 5.3 m CGVD2013.
- (13) Council shall have regard for the recommendations contained in the *Saint Andrews Climate Change Adaptation Plan, 2019*.

### *Navy Island*

- (14) Council shall recognize the natural and historic significance of Navy Island and limit forms of development that could adversely affect the island and pollute the natural environment.

#### **2.1.3 Proposals**

- (1) Saint Andrews currently has 6% of its land as publicly accessible greenspace. It is proposed that Council work towards raising that number to 10%
- (2) It is proposed that Council prohibit the use of motorized vehicles on Navy Island.
- (3) It is proposed that Council prohibit the use of motorized watercraft on Katy's Cove and will work with the responsible Provincial department on enforcement.
- (4) It is proposed that Council develops Town owned green and open space into publicly accessible parks where feasible and appropriate.
- (5) It is proposed that Council develops a mitigation and emergency strategy for wildfires.

## 2.2 Architectural Heritage

Architectural heritage is a keystone of Saint Andrews. It is one of the main attractions for visitors and residents-to-be. Designated a National Historic District, the layout and several buildings in the Town Plat date back to 1783. Retaining and enhancing the historic built form of the community will protect key assets that produce aesthetic, cultural, and economic benefits. The following objectives, policies, and proposals will meet the overall Plan goal of maintaining and enhancing the architectural heritage of the Town.

### 2.2.1 Objective

- (1) To retain and enhance the architectural and cultural heritage of Saint Andrews and to maintain the built character of the community for present and future generations.

### 2.2.2 Policies

#### *The Town Plat and Historic District*

- (1) Council shall recognize the value of retaining and enhancing heritage structures and areas while allowing residents and businesses the reasonable enjoyment and appropriate uses of their properties.
- (2) Council shall regulate development within the Town Plat and Historic Business District with a Secondary Municipal Plan and Zoning By-law.

#### *General Heritage and Cultural Resources*

- (3) Council shall encourage:
  - a. The conservation of heritage resources in a manner that respects their value to the community, ensures their integrity, and enables their functional viability;
  - b. The sensitive rehabilitation and reuse of valuable heritage structures and sites, archeological areas and items of cultural importance;
  - c. The conservation of elements which define the Town's character; and
  - d. Compatible development in the vicinity of valuable heritage resources.
- (4) Council shall work with and educate property owners to encourage best practices in design and heritage conservation.

### 2.2.3 Proposals

- (1) It is proposed that Council adopt a Secondary Municipal Plan to maintain the historic character of the Town Plat and Historic Business District with prescriptive guidelines on development, relating to:
  - a. Setbacks;
  - b. Maximum lot coverage;
  - c. Building height;
  - d. Screening;
  - e. Building design;
  - f. Roof pitch;
  - g. Building materials;
  - h. Building orientation;
  - i. Parking lots;
  - j. Signage; and
  - k. Landscaping.
  
- (2) It is proposed that Council examine any available partnering and develops new incentives that may be made available to organizations or interested individuals to help retain and maintain the heritage characteristics of the original Town Plat, Historic Business District and also any heritage sites not within the Town Plat and Historic Business District.
  
- (3) It is proposed that Council assess various opportunities to establish additional standards to protect the Town Plat and Historic Business District such as preparing a Heritage Preservation By-law.

## 2.3 Arts, Culture, and Recreation

Saint Andrews has a thriving arts community anchored by several long-running institutions and hosts many cultural and artistic events throughout the year. The Town maintains several parks and recreational spaces; private commercial institutions also provide cultural and recreational spaces. Walking and cycling trails are seen as assets to both residents and visitors. The Peskotomuhkati (Passamaquoddy) First Nation has historical and cultural ties to Saint Andrews – members of the Nation live in Saint Andrews and continue to contribute to the overall cultural landscape. The following objectives, policies, and proposals will meet the overall plan goal of providing activities that meet the needs of all age groups by maintaining and enhancing the artistic, cultural, and recreational assets of the Town.

### 2.3.1 Objective

- (1) To maintain and enhance artistic, cultural, and recreational programs and facilities for the benefit of area residents and visitors to the Town, for year-round enjoyment.

### 2.3.2 Policies

- (1) Council shall strive to ensure that cultural events are adequately promoted and developed, especially in the off-peak, shoulder, and winter tourism seasons.
- (2) Council shall strive to ensure that year-round recreation facilities and programs are available and accessible to residents and visitors of all ages.
- (3) Council shall value the ongoing cultural expression of the indigenous Peskotomuhkati people.
- (4) Council shall continue to work with and support community and volunteer groups whose activities align with the Town's Vision and Mission statements.

### 2.3.3 Proposals

- (1) It is proposed that Council develop a policy for the acceptance and display of donated public art.
- (2) It is proposed that Council develop an inventory of existing cultural facilities and explore potential uses for underused spaces through the creation of a Cultural Asset Strategy.
- (3) It is proposed that Council develop a strategy for the W.C. O'Neill Arena Complex to enhance its service to the town as a hub for arts, culture, tourism, recreation, and health and wellness services and programs.



- (4) It is proposed that Council partner with the Southwest New Brunswick Service Commission, the Province, and/or local service districts on cost-sharing solutions for recreation facilities in the Sir James Dunn Academy catchment area (2020 boundaries), including the W.C. O'Neill Arena Complex, as well as shared recreation staff.
- (5) It is proposed that Council, in partnership with key community stakeholders, facilitate marketing and sector development for the arts and culture.
- (6) It is proposed that Council assess the human resource needs of the municipality to support in the delivery of year-round arts, culture, and recreation services, events, and programs.
- (7) It is proposed that Council offer financial and in-kind support to arts and cultural events when appropriate.

## 2.4 General Land Use and Development

Saint Andrews' total land area is 8.35 km<sup>2</sup> or 2063.33 acres. With the 2016 population numbers, this leads to a population density of 213.9 people/km<sup>2</sup>, an almost urban density with a compact commercial district. In peak season the population roughly doubles, leading to a much greater population density. The density and walkability of the Plat is juxtaposed with large estate lots along the outskirts of Town, especially on the shore, harkening back to Saint Andrews' historic and continued role as a resort town. The following objectives, policies, and proposals will meet the overall Plan goal of ensuring compatibility with the existing built form and efficient use of municipal infrastructure.

### 2.4.1 Objective

- (1) To ensure that development allows for growth while being compatible with the existing built form, conforming to the character of the Town, complying with good planning principles, including adaptive measures for climate change where appropriate, and placing reasonable demands on municipal resources and services.

### 2.4.2 Policies

#### *General Restrictions on Development*

- (1) Council shall use the Zoning By-law to continue to limit developments to a certain number of buildings per lot within certain zones, set minimum sizes of lots, and set other conditions to maintain the character of the Town, including the general prohibition of mobile homes, mini homes, trailers, or shipping containers as residences or business premises.
- (2) Where new infrastructure and services are required for a proposed development, council has the right to require the developer to install or pay for growth-related infrastructure associated with new development. These costs may extend beyond the borders of the proposed development. In multi-lot subdivisions, developers shall also be required to set aside suitable lands to be the choice of Council, for municipal purposes. Only in compelling circumstances should cash be accepted in lieu of land.
- (3) Council shall restrict types of development in designated growth areas as shown on the Generalized Future Land Use Map (Schedule B) if it has the potential to limit the full desired development envisaged by the Municipal Plan.

#### *Compatibility of Land Uses and Structures*

- (4) Council shall recognize the special character of Saint Andrews as being worthy of retention and enhancement. Council shall implement policy guidelines that address:
  - a. Adequate buffering and screening of adjacent uses;

- b. Continuity of streetscapes with respect to the use, scale, and design of buildings and other structures;
- c. “spillover” effects that negatively impact on the reasonable enjoyment of adjacent properties of surrounding areas; and
- d. The protection of the historic mix of large and small lots in the Town Plat and Historic District.

#### *General Land Use*

- (5) Council shall require that as new areas of the Town are developed the design of parks, trails, and open spaces incorporate linkages with other neighbourhoods through the use of trails.
- (6) Council shall require that at least eight percent (8%) of the area of a subdivision be provided as Lands for Public Purpose through the Subdivision process. Where appropriate, this land shall be used for parks, trails, and/or open space within the development.
- (7) Council shall have specific regard for the following when assessing the location of Lands for Public Purpose:
  - a. Accessibility of this space to the new neighbourhood;
  - b. Accessibility to existing neighbourhoods;
  - c. Connectivity with other parks, trails, open spaces, and recreation facilities;
  - d. The existence of similar or like facilities in the immediate area; and
  - e. The recreational needs of the community.

#### **2.4.3 Proposals**

- (1) It is proposed that Council develop a long-term plan for Town owned undeveloped property with the goals of providing affordable housing, public green space, and natural infrastructure.
- (2) It is proposed that Council designate growth areas on the Town’s generalized future land use map for a knowledge park along Marine Science Drive and a planned residential expansion south of Bar Road.
- (3) It is proposed that Council explore the possibility of establishing a commercial zone outside the Historic Business District with the goal of increasing office space in Town.
- (4) It is proposed that Council explore purchasing additional land to achieve the objectives of the Municipal Plan.

## 2.5 Economy

Saint Andrews' economy generally clusters in three areas: tourism, science/education, and health-care. The Town has a fairly diverse economy with many assets, but also faces challenges like a lack of year-round employment. Regardless of their age or employment status, all residents of the Town have a role to play in a thriving economy. The following objectives, policies, and proposals meet the overall plan goals of sustaining and growing economic and commercial opportunities that meet the current and future needs of residents and visitors.

### 2.5.1 Objectives

- (1) To build on the economic strengths of Saint Andrews while also seeking to diversify the economy towards more year-round employment in the knowledge and science sectors.
- (2) To facilitate commercial development in order that the desired employment, shopping, and service opportunities are provided to residents and visitors.
- (3) To ensure that commercial development is compatible with surrounding land uses; adequately serviced, including parking and transportation routes; and designed and planned to further enhance the built environment of the Town.

### 2.5.2 Policies

#### *Economic Development*

- (1) Council shall seek to provide an economic climate conducive to investment and the growth of year-round employment opportunities while protecting and enhancing the quality of life in Saint Andrews.
- (2) Council shall seek to establish Saint Andrews as a centre for research and science, higher education, arts and culture, outdoor recreation, and other related activities
- (3) Council shall continue to seek appropriate partnerships in order to develop a tourism market based on visitors' quest for self-discovery, self-improvement, and learning opportunities. These opportunities should focus on the natural, historical, cultural, scientific and educational resources of the community.
- (4) Council shall assist businesses in offering experiences and amenities for tourists during the shoulder-season and off-season.
- (5) Council shall encourage the further development and promotion of its significant artistic, cultural, and recreational assets with a view toward increasing economic opportunities and cultural tourism throughout the year.

### *General Commercial Uses*

- (6) Council shall work to improve the business community in the Town by encouraging new commercial, retail, and service businesses to locate in the central commercial area where most shops and services are found.
- (7) If Council determines a need to develop a commercial area outside the existing commercial zone, Council shall ensure that consideration is given to protecting the existing character of the area in which the development is proposed. Linear or ribbon commercial development (e.g. strip malls) shall be discouraged.
- (8) Council shall ensure that consideration is given to protecting the character of the Town when considering new commercial development.
- (9) Council acknowledges that “adult only” entertainment or services businesses are contrary to the character of the Town, and shall prohibit their establishment in the Town.
- (10) Council shall monitor, and if deemed necessary, regulate cannabis retail outlets (as defined by the *Cannabis Control Act, SNB 2018, c 2*).

### *Industrial Uses*

- (11) Council acknowledges that heavy industrial uses are contrary to the character of the Town and shall not permit them.
- (12) Council shall selectively permit compatible high-tech or light industrial uses in a Knowledge Park in a designated growth area or other locations as deemed appropriate.

### *Employment*

- (13) Council recognizes the challenges of increasing employment within the Town and shall seek ways in which to enhance employment opportunities while focusing on year-round, full-time employment.

### 2.5.3 Proposals

- (1) It is proposed that Council prepare a strategic plan to address economic growth in all sectors defined in the Plan including gap analyses for business, services, and institutions.
- (2) It is proposed that Council prepare a strategic plan to support the attraction and retention of new residents of all ages.
- (3) It is proposed that Council seek to work with economic development partners (domestically and internationally) to pursue investment opportunities that match the assets of Saint Andrews with business needs.
- (4) It is proposed that Council support the development of a Knowledge Park in the Designated Institutional Growth Area (See Schedule B) in partnership with other levels of government, institutions, landowners, or private developers, prioritizing commercial research space, high-tech industry, and some multi-family housing.
- (5) It is proposed that Council continue to review the management plan for the public wharf to ensure it is compatible with existing development while enhancing its uses as a public space.
- (6) It is proposed that Council regularly monitor the needs of the tourism sector with a focus on heritage and cultural venues or events that can be staged in the community.

## 2.6 Institutional

Saint Andrews benefits greatly from the existence of education, research, and wellness institutions. These institutions are crucial to retaining the existing population and their expansion will support the continued growth of the community. The following objectives, policies, and proposals meet the overall plan goals of supporting institutions that contribute to the overall wellbeing of the community.

### 2.6.1 Objectives

- (1) To encourage new compatible institutional uses to locate in the Town.
- (2) To support efforts to protect, maintain, and upgrade existing institutional facilities.

### 2.6.2 Policies

#### *Public Education*

- (1) Council acknowledges that the availability of high-quality public schools is essential to attracting and keeping families in the Town and shall work with school officials to maintain and enhance educational facilities and programs.

#### *Research and Higher Education*

- (2) Council recognizes the importance of the Huntsman Marine Science Centre, the Saint Andrews Biological Station, and New Brunswick Community College, and shall work with these institutions to support their strategic plans and ensure their continued operation so long as their activities align with the Town's Vision and Mission statements.
- (3) Council shall encourage the establishment of new research and higher education facilities in Saint Andrews.

#### *Healthcare Facilities*

- (4) Council shall acknowledge that residents' wellness, health care facilities and services are an important element of the community and a significant factor in attracting and retaining residents.
- (5) Council shall work with other government and non-governmental partners to ensure that appropriate medical services and facilities are available and appropriately located.

## *Cemeteries*

- (6) Council shall only permit the use of any land within the Town for the purposes of a cemetery within the Institutional Designation and this use will be subject to terms and conditions as may be imposed by the Advisory Committee as well as all Provincial regulations. Council and the Planning Advisory Committee shall have specific regard for the following when considering an application related to a proposed cemetery:
  - a. The location of the cemetery relative to adjacent land uses, potable water sources, and sensitive environmental areas;
  - b. The availability of space at existing cemeteries within the Town; and
  - c. The use of mitigation measures such as fences, landscaping, buffers in mitigating the potential impact on adjacent properties and land uses.

### 2.6.3 Proposals

- (1) Council shall create a health practitioner recruitment team tasked with recruiting additional healthcare practitioners to the Town as part of an overall population growth and wellness strategy.
- (2) It is proposed that any development in the Designated Institutional Growth Area (as identified in Schedule B) is subject to Section 59 of the *Community Planning Act*, including a servicing agreement and a site-plan showing adequate measures to create a high-quality image for the Town and appropriate integration with adjacent land uses and incorporating green space and active transportation corridors.



## 2.7 Infrastructure and Services

A Town cannot function without infrastructure and basic services. Current land uses and future development require adequate servicing in regards to water and sewage. The water supply for the Town, Chamcook Lake, is a point of concern as the Town does not directly control the lake or regulate other lake users. Servicing is implicated in climate change adaptation and mitigation – using sustainable, renewable, and natural solutions will increase the resilience of the Town. The Town must also work with Provincial and Federal partners to ensure infrastructure and service provision is funded in a financially sustainable manner. The following objectives, policies, and proposals meet the overall Plan goals of offering sustainable municipal services, safe and effective transportation routes for all users, and protection of residents from emergency events.

### 2.7.1 Objectives

- (1) To provide municipal services that meet the existing and future needs of the community by being environmentally and financially sustainable and to maintain acceptable health, safety, and environmental standards.
- (2) To facilitate an appropriate level of other services not under direct municipal control that are required by residents, institutions and businesses under a variety of circumstances. These services include communications, utility and transportation systems, cemeteries and crematoria, and facilities for the provision of social services.

### 2.7.2 Policies

#### *General*

- (1) Council shall use a long-term, risk-based Asset Management Plan for infrastructure investment decisions.
- (2) Council should require the cost of utility provision when development necessitates such provision.
- (3) Council shall pursue any available Provincial and/or Federal Government financial assistance in carrying out expansions and improvements to infrastructure.

#### *Water*

- (4) Council shall work with relevant land owners and the Province to protect the Town's water supply.

- (5) Council shall ensure that new developments are approved only if the capacity of the water supply is not exceeded.
- (6) Council may require developers to contribute to the cost of upgrading water systems that serve their development.
- (7) Council shall continue to monitor water quality both at Chamcook Lake and post-treatment.
- (8) Council shall have plans in place for an alternate and emergency water supply.

*Sanitary Sewer, Storm Sewer, and Solid Waste*

- (9) Council shall seek to further reduce the generation of solid waste throughout the community.
- (10) Council shall pursue any available Provincial and/or Federal Government financial assistance in carrying out expansions and improvements to the sanitary and storm sewer systems.
- (11) Council shall ensure the retention of vegetation and the installation of control structures such as storm water management ponds, wherever possible and necessary, to minimize erosion and control flooding along natural drainage courses.
- (12) Council shall encourage non-structural development on land to have sustainable forest management practices that mitigate stormwater runoff as a result of development.
- (13) Council shall ensure that the downstream effects of water runoff and drainage shall be considered in the building permit and subdivision application approval process, allowing for consideration for innovative environmental solutions where warranted.
- (14) Council shall continue to work to upgrade and install sanitary and storm sewer facilities where necessary and fiscally possible.

*Transportation*

- (15) Council shall recognize a variety of modes of transportation, including non-motorized (active transportation) travel options, as essential components of the overall transportation system.
- (16) Council shall seek the co-operation and assistance of senior levels of government in upgrading the Town's roads and active transportation network wherever possible.
- (17) Council shall seek to grow the Town's trails network and associated infrastructure.
- (18) Council shall strive to ensure that new roads have sidewalks and cycling infrastructure where feasible and appropriate.

- (19) Council shall adopt a program of traffic calming on residential streets where vehicle speed and/or traffic volumes are creating negative consequences.
- (20) Council may consider the provision of cash in lieu of parking spaces for developments in the Town Plat where, in the opinion of Council, the provision of on-site parking is not economically or physically practical.
- (21) Council shall place emphasis on the aesthetic character, in addition to function, of the Town's streets and shall strive to achieve streetscapes that are both functional and attractive. Items for consideration may include landscaping and tree-lined streets, street lighting and other street furniture, adequate provision of sidewalks within new developments and the provision of adequate facilities for bicycles.
- (22) Council shall have regard for the proposals in the Transportation Master Plan.

*Emergency Services*

- (23) Council shall regularly review the needs of the Fire Department with respect to services, equipment and training, and develop a schedule for acquiring or upgrading equipment and training personnel where necessary.
- (24) Council shall ensure that input from police services is taken into account with respect to the planning and regulatory approval of facilities intended for public use.
- (25) Council shall maintain an Emergency Preparedness Plan for the community.
- (26) Council shall educate residents about and encourage the use of the Sentinel Emergency Alert system.
- (27) Council shall work with Ambulance NB to ensure that ambulance services remain in Town.

*Public and Private Utility Services*

- (28) Council may permit communication and utility uses in all zones.
- (29) Council shall permit municipal utility uses in all zones.
- (30) Council shall intend to work with electrical and communications utilities regarding the provision of their services while minimizing impacts of their facilities on adjacent land uses and the visual environment.

- (31) Council shall strive to ensure that private renewable energy systems are permitted for residents, businesses, and institutions while minimizing impacts on historic properties or on adjacent land uses and the visual environment.
- (32) Council shall encourage the provision of high-speed internet access for all residents and businesses

#### *Wharf*

- (33) Council shall seek to ensure that the wharf meets current and future needs of residents, businesses, and visitors.

### 2.7.3 Proposals

- (1) It is proposed that Council pursue efforts to secure long-term protection of the Town water supply (the Chamcook Lake watershed) and work with the Province, involved property owners, other stakeholders, and other communities who do not have protected water supplies to implement water quality assurance measures.
- (2) It is proposed that Council continue to develop a system of multi-use trails and sidewalks to further accommodate active transportation travel modes throughout the Town. Council shall encourage and promote the use of active transportation systems by residents and visitors as a healthy transportation choice.
- (3) It is proposed that Council shall not allow all-terrain vehicles (as defined by the *Off-Road Vehicle Act, SNB 1985, c O-1.5*) on public trails and on public greenspace.
- (4) It is proposed that Council prepare a municipal renewable energy strategy for the potential development and location of this technology in the town.
- (5) It is proposed that Council develop an Urban Forest Strategy including investigating a system of permits for tree removal.
- (6) It is proposed that when establishing the location of new infrastructure, Council shall work with landowners to minimize the impact on their land.
- (7) It is proposed that Council take actions to safeguard the Town's safe drinking water supply including steps that provide equitable allocation of water from Chamcook Lake, actions that reduce the risk from contamination and toxins in the water, and actions that consolidate the governance of the water supply.
- (8) It is proposed that Council investigate alternative sources, other than Chamcook Lake, for the Town's drinking water supply as well as new water-treatment technologies (i.e. desalination).

- (9) It is proposed that Council support residents' efforts to compost and will explore the possibility of a municipal composting system.
- (10) It is proposed that Council continue to update a stormwater management plan.
- (11) It is proposed that Council create an emergency water supply plan.
- (12) It is proposed that Council explore innovative solutions and funding opportunities to protect the Historic Business District from fire.
- (13) It is proposed that Council examine the development of a municipal renewable energy policy that meets the overall intent of the plan.
- (14) It is proposed that Council provide municipal infrastructure for, or partner with other levels of government or private developers, to service the designated growth areas on the Town's generalized future land use map.
- (15) It is proposed that Council work with regional partners in the development of a regional public transportation system.

## 2.8 Housing

Housing provision, especially of affordable housing, is of major concern to the community. Employers see housing as a barrier to staffing, many older residents are concerned that as they continue to age they will no longer be able to care for their larger homes, and residents of all ages would like to see more rental options and more diverse housing stock. The following objectives, policies, and proposals meet the overall plan goal of ensuring a healthy mix of residential dwelling types that reflect the needs of all ages, lifestyles, and income levels.

### 2.8.1 Objectives

- (1) To encourage a balance of housing types to meet year-round and seasonal residents' needs. These needs shall be examined in terms of size, type, and location while ensuring that the design and development of residential areas provide for a high-quality living environment.
- (2) To have housing stock that is adequate and appropriate for residents of all income levels and residents at all life stages and to attract residents who may require rental units.

### 2.8.2 Policies

#### *Special Housing Needs*

- (1) Council shall understand the need for the development of housing to meet the needs of seniors, students, and other special needs populations. Council shall ensure that new or converted housing for these populations is appropriate to the character of the Town.

#### *General Residential Uses*

- (2) Council shall provide for a mix of housing types and densities through the establishment of a sufficient number and range of residential zoning categories as defined in the Zoning By-law.
- (3) Council may permit residential properties to be used for home-based businesses, where the proposed use is compatible with the primary use of the property as a domestic household. Council shall set conditions to minimize the effect of a home-based business on adjacent residential properties and streets. Small apartments may also be permitted in residential or estate residential properties.
- (4) Council shall, at a minimum, permit small-scale multi-unit housing in all residential zones so long as they meet all other requirements in this Plan and the Zoning By-law.
- (5) Council shall permit accessory dwelling units in all residential zones so long as they meet all other requirements in this Plan and the Zoning By-law and may allow additional accessory dwelling units outside the Town Plat and Historic Business District.

- (6) Council may permit residential properties to be used for artistic or cultural uses by way of a rezoning of land where a proposal is determined to be compatible with the residential character of the area.
- (7) Council may permit residential properties to be used for short-term rental uses where such a use does not significantly impact the long-term rental unit supply.

### 2.8.3 Proposals

- (1) It is proposed that if the development of short-term rental units within the Town of Saint Andrews significantly impacts long-term rental unit supply, Council will act to reduce their impact on long-term rental unit supply.
- (2) It is proposed that Council develop a short-term rental strategy, and continue to monitor short-term rental residential units to assess their impact on the housing market and long-term rental stock.
- (3) It is proposed that Council develop additional land for housing in the Designated Residential Growth Area (as identified in Schedule B), in partnership with other levels of government, landowners, or private developers, prioritizing affordable rental units and multi-family housing.
- (4) It is proposed that any development in the Designated Residential Growth Area (as identified in Schedule B) is subject to Section 59 of the *Community Planning Act*, re-zoning to the High Density Multiple Residential “MR2” Zone including a servicing agreement and a site-plan showing adequate measures to create a high-quality image for the Town and appropriate integration with adjacent land uses and incorporating green space and active transportation corridors.
- (5) It is proposed that feasibility studies be prepared to investigate the potential of relocating and remediating the Town Yard and acquiring provincial surplus lands for the provision of housing.

## Part 3: Administration and Plan Implementation

### 3.0 By-laws

The various policies and proposals set out above can only be implemented through appropriate By-laws and resolutions of Council and adequate budgetary appropriations. The main tool required to implement the Plan is the Zoning By-law. This By-law is not part of the Plan, but is subject to the Plan, in that if there are inconsistencies between the provisions of the Plan and the Zoning By-law, the provisions of the Plan shall govern.

### 3.1 Capital Budget

For the Plan to be effective, capital expenditures and public works programs must be consistent with the policies and proposals set out above. A Five-Year Budget of Capital Expenditures, detailing the Town's plans for capital improvements during the 2020-2025 period is contained in Schedule "A" to the Plan. Under Section 24(6) of the *Community Planning Act*, this budget must be revised every year to apply to the next five-year period.

### 3.3 Amending the Plan

This Plan can be amended to suit changing community needs. The *Community Planning Act* requires that a Municipal Development Plan be reviewed every five years. However, it can be amended at any time as long as the requirements of the *Community Planning Act* are met. These include requirements that residents of the Town be given notice that the Plan is to be amended, and that Council hear objections to any proposed amendment. An amendment to the Plan (including the Generalized Future Land Use Map) is required where any policy or proposal in the Plan is to be changed, or where a proposed Section 59 amendment to the Zoning By-law would be inconsistent with the Plan.

## Part 4: Repeal and Transition

- (1) The Town of Saint Andrews Municipal Plan By-law, By-law No. 10-03, enacted on December 2, 2010 and all amendments are hereby repealed.
- (2) The repeal of By-law No. 10-03, the Town of Saint Andrews Municipal Plan By-law, shall not affect any penalty, forfeiture, or liability, incurred before such repeal or any proceedings for enforcing the same completed or are pending at the time of repeal; nor shall it repeal, defeat, disturb, invalidate, or prejudicially affect any matter or thing whatsoever completed, existing, or pending at the time of repeal.



Schedule A: Five Year Capital Plan

**Five Year General Capital Fund**

	2020	2021	2022	2023	2024
<b>PROJECTS</b>					
<b>Buildings</b>					
Town Hall	10,000	7,500	7,500	7,500	35,000
Arena	110,000	203,900	-	-	-
Fire Hall	-	32,000	63,354	5,500	-
Court House & Gaol	35,000	13,700	11,400	95,800	-
Library	8,000	-	92,300	-	-
Museum	-	-	9,200	-	-
Youth Centre	17,500	-	-	-	-
Wellness Centre	1,100,000	-	-	-	-
<b>Roads &amp; Streets</b>					
Added Parking	-	-	-	-	-
Roads & Streets	145,000	440,000	210,700	1,612,600	357,400
Street Lighting	60,000	-	-	-	-
Sidewalks	22,000	93,900	228,400	175,200	116,300
Designated Highway Program	-	-	-	-	-
<b>Sub-Division Expansion</b>	-	500,000	-	-	-
<b>Equipment</b>					
Arena	44,500	50,300	149,200	-	663,900
Fire Hall	61,000	61,000	12,000	9,500	10,000
Public Works	46,500	21,000	145,000	-	-
<b>Vehicles</b>					
Public Works	272,000	-	-	95,000	215,000
Fire Department	-	600,000	-	-	-
<b>Storm Water System</b>	95,000	180,000	125,523	125,000	125,000
<b>Parks &amp; Recreation</b>					
Wharf	344,727	357,000	428,700	526,600	300,700

Market Square	390,000	-	-	-	-
Tennis Court	-	-	-	-	-
Parks & Street Ends	114,000	63,500	61,000	54,000	50,000
Trails	100,000	100,000	100,000	100,000	100,000
Sports field	-	-	-	-	-
Age Friendly Initiatives	10,000	10,000	10,000	10,000	10,000
Sea Walls	-	-	-	35,000	-
<b>Total</b>	<b>2,985,227</b>	<b>2,733,800</b>	<b>1,654,277</b>	<b>2,851,700</b>	<b>1,983,300</b>
<b>FUNDING</b>					
Funds from Tax revenue	646,419	727,780	798,966	922,720	986,130
Government grants	523,808	1,093,520	661,711	1,140,680	793,320
Donations	775,000	-	-	-	-
Reserve Funds	125,000	250,000	-	-	-
Long Term Debt	790,000	662,500	68,600	663,300	78,850
Sub-Division Lot Sales	-	-	125,000	125,000	125,000
Sale of Surplus Assets	125,000	-	-	-	-
<b>Total</b>	<b>2,985,227</b>	<b>2,733,800</b>	<b>1,654,277</b>	<b>2,851,700</b>	<b>1,983,300</b>

### Five Year Utility Capital Budget

	2020	2021	2022	2023	2024
<b>PROJECTS</b>					
Miscellaneous Equipment	58,500	-	-	-	-
Watermains	216,000	439,300	624,300	578,000	461,000
Water Treatment Plant	167,300	-	-	-	225,000
Recondition Reservoirs	150,000	200,000	-	-	-
Sewer Mains	-	401,400	279,600	353,100	500,000
Wastewater Treatment Plant	179,500	-	-	-	-
Lift Stations	190,000	-	-	-	-
Vehicles	52,000	-	-	-	-
<b>Total Projects</b>	<b>1,013,300</b>	<b>1,040,700</b>	<b>903,900</b>	<b>931,100</b>	<b>1,186,000</b>
<b>FUNDING</b>					
Transfer from Operating Fund	180,744	162,278	137,855	71,298	54,049
External Funding	-	-	-	-	-
New Long Term Debt	832,556	878,422	766,045	859,802	1,131,951
Funds from Utility Capital Reserve	-	-	-	-	-

<b>Total Capital Funding</b>	<b>1,013,300</b>	<b>1,040,700</b>	<b>903,900</b>	<b>931,100</b>	<b>1,186,000</b>
<b>Capital Balancing</b>	<b>1,013,300</b>	<b>1,040,700</b>	<b>903,900</b>	<b>931,100</b>	<b>1,186,000</b>

Schedule B: Generalized Future Land Use Map

