
Rural Municipality of West River Planning Board Committee

Meeting No	2	Chair	Sharon Slauenwhite
Meeting Date	Monday, February 15, 2021	Phone	902-675-7000
Start Time	7:30 PM	E-mail	admin@westriverpe.ca
Location	Afton Hall	Session	Public
Present	Mayor Helen Smith-MacPhail, Councillor Sharon Slauenwhite, Deputy Mayor Robert Clow, Councillor John Yeo		
Also	Laala Jahanshahloo – CAO		
Regrets	Nil		

● **Call to order**

Chair Sharon Slauenwhite called the meeting to order at 7:30 pm.

● **Approval of Agenda**

It was moved by Chair Sharon Slauenwhite and seconded by Deputy Mayor Robert Clow; the agenda be approved as circulated.

Motion Carried

● **Declarations of Conflict of Interest**

No conflict of interest was declared.

- **Approval of Minutes**

It was moved by Mayor Helen Smith-MacPhail and seconded by Councillor John Yeo; the minutes of January 27, 2021, Planning Committee meeting approved as circulated.

Motion Carried

- **Business Arising from Minutes**

→ Nil

- **PLB2.1**

→ The Committee did not receive any feedback regarding the RFP from other councillors on or after the Council meeting of February 11, 2021, as the RFP was circulated with the council package.

→ The committee members went through the latest revision of the RFP and instructed the CAO to start the public tender process.

- **PLB2.2**

→ In the absence of a schedule fee for requesting an amendment to the official plan or zoning bylaws and pursuant of MGA section 182, the draft of the fee schedule prepared by the development officer has been reviewed, and a revision requested:

- Revise the proposed fee by referencing the province's charges/rates for developments in other parts of the municipality.
- Applicable consulting fee for the time and effort of the development office

→ After Committee has reviewed the draft, it will be sent to Council to pass a resolution for making the new fee schedule fee official.

→ The fee schedule for an amendment to the official plan or zoning bylaws will be recommended to Council until the new official plan and zoning development bylaw comes into effect; a revision will be recommended then.

→ Emphasize to clarify for applicants the fee payment triggers the official process, so the fee must be paid first.

→ The process and the form under the section "Development" on the municipality website must be reviewed and updated accordingly; then, the recommendations will be sent to the Council.

● **PLB2.3**

→ The development officer's February 11, 2021 report on NHR2020B - Danny West's request was reviewed by the Committee.

→ The Committee instructed the CAO to follow up with Municipal Affairs regarding their decision accordingly.

● **PLB2.4**

→ Deputy Mayor Robert Clow and the CAO will attend Parks Canada Management Planning Consultations for Skmaq—Port-la-Joye—Fort Amherst NHS on Monday, February 22, from 1 to 3 pm on behalf of the Rural Municipality of West River.

→ The Committee emphasizes their concern on keeping this park accessible to the public with no user fee.

● **Adjournment**

→ The meeting adjourned at 8:35 pm.

→ The next meeting will be on March 15, 2021.

SHARON SLAUENWHITE _____

CHAIR