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**Rural Municipality of West River Planning Board Committee**

<b>Meeting No</b>	3	<b>Chair</b>	Sharon Slauenwhite
<b>Meeting Date</b>	Monday, March 15, 2021	<b>Phone</b>	902-675-7000
<b>Start Time</b>	7:30 PM	<b>E-mail</b>	admin@westriverpe.ca
<b>Location</b>	Afton Hall	<b>Session</b>	Public
<b>Present</b>	Mayor Helen Smith-MacPhail, Councillor Sharon Slauenwhite, Deputy Mayor Robert Clow,		
<b>Also</b>	Laala Jahanshahloo – CAO.		
<b>Regrets</b>	Councillor John Yeo		

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● **Call to order**

Chair Sharon Slauenwhite called the meeting to order at 7:40 pm.

● **Approval of Agenda**

It was moved by Deputy Mayor Robert Clow and seconded by Mayor Helen Smith-MacPhail; the agenda be approved as circulated.

**Motion Carried**

● **Declarations of Conflict of Interest**

Councillor Sharon Slauenwhite recused herself from items **PLB3.2** and **PLB3.4** citing a conflict of interest.

- **Approval of Minutes**

It was moved by Chair Sharon Slauenwhite and seconded by Mayor Helen Smith- MacPhail; the minutes of February 15, 2021, Planning Committee meeting approved as circulated.

**Motion Carried**

- **Business Arising from Minutes**

→ The CAO has contacted Janette Gallant in Parks Canada regarding no user fee for Skmaq-Port-la-Joye-Fort Amherst. She has passed the message to the management planning team for a response.

→ The CAO contacted Alan Aitken in Transportation and Infrastructure to obtain the intersection of Rte's traffic accident data. 19 and Nine Mile Creek Rd.

→ The CAO has sent a letter to Judith Gay, letting her know to contact the Provincial Planning.

- **PLB3.1**

→ The Rural Municipality of West River has two bidders for RFP. The CAO will provide a copy of the documents of envelope #1 for each Committee member, and they will score it separately.

→ According to Municipal Government Act section 119 (e), the Committee will hold a closed special meeting on March 29, 2021.

→ In the closed special meeting, the CAO will open envelope # 2 after the scoring of envelope #1 has been completed, and the Committee will finalize the recommendation to the.

- **PLB3.2**

→ The Committee reviewed the timeline for the raised safety concern of small island pole placement between Rte. 19 and Nine-Mile Creek Rd, and Mayor will write a formal letter to the Minister of Transportation and Infrastructure.

- **PLB3.3**

- The Committee reviewed the proposed forms of requesting an amendment to the official plan or zoning bylaws; the CAO will revise the applications according to the provided feedback.

- **PLB3.4**

- The Committee reviewed Judith Gay's complaint regarding Case # 56212, PID # 873406.

- According to MGA section 13 (h), this area is under the Minister of Agriculture and Land's authority for land use planning and development control.

- Mayor will contact Eugene Lloyd in the Provincial Planning Branch to request a monthly report of issue development permits in the Rural Municipality of West River boundaries.

- **PLB3.5**

- After attending the consultation process for the Skmaq—Port-la-Joye—Fort Amherst National Historic Site (NHS) draft management plan, CAO has sent the feedback on behalf of the Municipality to emphasize keeping it accessible to the public with no user fee. Neither the provided documents nor the Parks Canada response helped to conclude a clear answer accordingly.

- The Committee instructed the CAO to follow up with Parks Canada to find out more.

- **PLB3.6**

- The Tourism Establishment Licence Application (TELA) is asking for approval from the Municipality.

- The CAO will contact the Department of Economic Development and Tourism and Provincial Planning Branch to get information on how to provide the applicant's approval.

- **Adjournment**

- ➔ The meeting adjourned at 10:15 pm.

- ➔ The next meeting will be on March 29, 2021.

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SHARON SLAUENWHITE \_\_\_\_\_

CHAIR