
Rural Municipality of West River Planning Board Committee

Meeting No	6	Chair	Sharon Slauenwhite
Meeting Date	Monday, May 17, 2021	Phone	902-675-7000
Start Time	7:00 PM	E-mail	admin@westriverpe.ca
Location	Afton Community Center	Session	Public
Present	Mayor Helen Smith-MacPhail, Councillor Sharon Slauenwhite, Councillor John Yeo		
Also	Laala Jahanshahloo – CAO, Robert Griffiths - Development Officer		
Regrets	Deputy Mayor Robert Clow		

● **Call to order**

Chair Sharon Slauenwhite called the meeting to order at 7:10 pm.

● **Approval of Agenda**

It was moved by Mayor Helen Smith-MacPhail and seconded by Councillor John Yeo; 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 Councillor Sharon Slauenwhite and seconded by Councillor John Yeo; the minutes of April 19, 2021, Planning Committee meeting approved as circulated.

Motion Carried

- **Business Arising from Minutes**

- ➔ CAO has been registered and paid the initial deposit to establish a GeoLinc Plus account to the Minister of Finance of Prince Edward Island.
- ➔ CAO has sent the courtesy email to Trevor & Kathy.

- **PLB6.1**

- ➔ The Committee reviewed and finalized the proposed forms for requesting an amendment to the official plan or zoning bylaws and recommended the Council to pass the "fee schedule of permit applications."
- ➔ The Committee reviewed and accepted the website content for the "Permit" section.

- **PLB6.2**

- ➔ The Development Officer presented his report on the Trevor & Kathy Lank OP and Zoning amendments request.
- ➔ The Committee reviewed the rezoning amendment request and the recommendations of the Development Officer. It will be recommending to the West River Council at its meeting on June 10, 2021, that the zoning amendment request be sent to a public meeting, as is required under the New Haven Riverdale Official Plan and Bylaws.
- ➔ CAO will send an email and inform the applicants, as a courtesy, to do some checking with Provincial authorities since these questions might arise during the public meeting:
 - The Government's requirements for commercial driveways or placement of commercial signs on the property,
 - The access to the proposed commercial 3 acres according to the Department of Transportation's Traffic Operations requirements

- On-premises commercial signs on the adjacent land which has different zoning according to the Department of Economic Development, Tourism and Culture.

→ Robert Griffiths left the meeting at 8:30 pm.

- **PLB6.3**

→ The Committee reviewed the second request for debriefing and instructed the CAO to reply, citing the RFP 2021-1 section 11 (Evaluation of Proposals).

- **PLB6.4**

→ The Committee reviewed the Gas Tax project 97.0 (Official Plan) requirements for receiving the payments and instructed the CAO to obtain the required insurance.

- **PLB6.5**

→ The Committee will invite the S J Murphy Consultant to attend the following meeting to discuss the necessary coordination.

→ CAO will attend the kick-off meeting and training courses of "Bang The Table" software alongside the SJM team members to start the EngamgentHQ site.

- **Adjournment**

→ The meeting adjourned at 9:15 pm.

→ The next meeting will be on June 21, 2021.

SHARON SLAUENWHITE _____

CHAIR