



Rural Municipality of West River Planning Board Committee Minutes

Meeting No	PLB-24-07	Time	6:00 PM
Session	Regular - Public	Date	Tuesday, March 12, 2024
Chair	Helen Smith-MacPhail - Mayor	Location	Afton Community Centre
Adoption status	Approved	Contact Person	Laala Jahanshahloo - CAO
Attendance	Mayor Helen Smith-MacPhail, Deputy Mayor Shaun MacArthur, Councillor Aaron MacEachern, Councillor Ryan Roggeveen, Councillor Lillian MacCannell, Councillor Steve Pollard, Laala Jahanshahloo - CAO, Susan Morse – Administrative Assistant, Mirko Terrazas - Development Officer		
Regret	Councillor John Yeo		
Guest	Nil		

▪ **Call to Order**

Mayor Helen Smith-MacPhail called the meeting to order at 6:05 PM.

▪ **Adoption & Approval of Agenda**

The agenda was approved as circulated. It was moved by Councillor Lillian MacCannell, seconded by Councillor Aaron MacEachern, and unanimously carried.

▪ **Declarations of Conflict of Interest**

No Conflict of interest was declared.

▪ **Adoption of Previous Meeting's Minutes**

The minutes of PLB-24-06, January 9, 2023, Planning Board Committee Meeting were approved as circulated. It was moved by Deputy Mayor Shaun MacArthur, seconded by Councillor Steve Pollard and unanimously carried.

The minutes of PUB-24-03, February 29, 2024, Public Meeting were approved as circulated. It was moved by Deputy Mayor Shaun MacArthur, seconded by Councillor Ryan Roggeveen and unanimously carried.

- **Recommendation Items**

- **PLB.24.07.1 - Rezoning Application PID 202671**

Decision Type: Action

Status: Recommended (Conditional)

Background:

Fraser Lane is presently a private road. Based on the information provided by the developer's lawyer, it appears the developer owns one section of Fraser Lane. Still, the section that intersects with the existing public road, Route 19, is owned by PID#814236 owner.

PLB.24.06.1

Description:

The municipality's lawyer agrees with the planner's assessment that additional information is required from the developer before a decision on the rezoning. From the Municipality's perspective, the Municipality needs confirmation of whether the road can become public. As part of that process, the Province will require a certificate of title from the developer's lawyer certifying that the Province will have good title to all the lands that will form part of the public road.

The Planning Board recommends that the Council give conditional approval for rezoning subject to receiving confirmation that the Province will accept Fraser Lane as a public road. Councillor Aaron MacEachern moved this motion, which was seconded by Councillor Steve Pollard and unanimously carried.

- **PLB.24.07.2 - Rezoning Application PID 818500**

Decision Type: Action

Status: Recommended

Background:

PLB.24.06.3 and [PUB-24-03](#)

Description

The Committee recommends that the Council approve this rezoning request. It was moved by Deputy Mayor Shaun MacArthur, seconded by Councillor Ryan Roggeveen, and unanimously carried.

▪ **PLB.24.07.3 - Excavation Pit - Application Guide**

Decision Type: Action

Status: Deferred

Background:

PLB.23.03.1

Description:

The Committee reviewed the excavation pit development flowchart drafted by SJM as part of the "Excavation Pit Administration Add-on." As the Committee's concern about the flowchart was not addressed, a question was raised about the invoice received for updates to excavation pit resources on March 2, 2024. The Committee directed the CAO to schedule a meeting with SJM and deferred until then. It was moved by Councillor Lillian MacCannell, seconded by Councillor Aaron MacEachern, and unanimously carried.

▪ **PLB.24.07.4 - OP&LUB Amendments – Request for Proposal**

Decision Type: Action

Status: Referred

Background:

PLB.24.06.6

Description:

The Planning Board recommends that the CAO inquire about the legal requirements and level of professional skills and qualifications required to review and amend the OP&LUB.

- **PLB.24.07.5 - Schedule of Fees Revision - Bylaw #2022-04**

Decision Type: Action

Status: Recommended/Referred

Background

The RMWR Bylaw-2022-04 Fee Schedule C was drafted in 2021, revised in October 2022, and approved in July 2023.

Description:

The Committee recommended that the Council approves the fee increase to cover the operational cost of RMWR's planning activities. It also referred the CAO to present the detailed draft of Fee Schedule C for 2024 to the Council.

- **PLB.24.07.5 - Monthly Meeting Schedule**

Decision Type: Action

Status: Recommended

Description:

Moving forward, the Planning Board Committee adopts a monthly meeting schedule for its regular public meeting on the second Thursday of each month except for July, August, and December, before the Committee of the Whole meeting.

- **Informational Items**

- **PLB.24.07.1 –Permit Reports**

Decision Type: Information

Status: Received

Description:

The Development Officer presented a summary of permits received/issued in 2023 & 2024 by RMWR.

- **Adjournment**

- Deputy Mayor Shaun MacArthur motioned to adjourn the meeting at 7:00 PM.
- The next meeting will be April 11, 2024.

Helen Smith-MacPhail

Laala Jahanshahloo

Mayor _____

Chief Administrative Officer _____