



## Rural Municipality of West River Planning Board Committee Minutes

<b>Meeting No</b>	PLB-24-09	<b>Time</b>	6:00 PM
<b>Session</b>	Regular - Public	<b>Date</b>	Thursday, May 9, 2024
<b>Chair</b>	Helen Smith-MacPhail - Mayor	<b>Location</b>	Afton Community Centre
<b>Adoption status</b>	Approved	<b>Contact Person</b>	Laala Jahanshahloo - CAO
<b>Attendance</b>	Mayor Helen Smith-MacPhail, Councillor Aaron MacEachern, Councillor Ryan Roggeveen, Councillor John Yeo, Councillor Lillian MacCannell, Councillor Steve Pollard, Laala Jahanshahloo - CAO, Susan Morse – Administrative Assistant		
<b>Regret</b>	Deputy Mayor Shaun MacArthur		
<b>Guest</b>	Nil		

- **Call to Order**

Mayor Helen Smith-MacPhail called the meeting to order at 6:00 PM.

- **Adoption & Approval of Agenda**

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

- **Declarations of Conflict of Interest**

No Conflict of interest was declared.

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

The minutes of the April 11, 2024, Planning Board Committee Meeting were approved as circulated. It was moved by Councillor Lillian MacCannell, seconded by Councillor John Yeo, and unanimously carried.

- **Recommendation Items**

- **PLB.24.09.1 - Rezoning Application - PID#202671**

**Decision Type:** Action

**Status:** No Action Required

**Background:**

PLB.2024.13.1; as the Department of Transportation and Infrastructure Asst. The Traffic Data Engineer requested that Deputy Mayor Shaun MacArthur and the CAO meet with representatives to discuss making Fraser Lane a public road. The DoTI has informed the applicant/owner of PID#202671 about the conditions that must be met to move forward.

**Description:**

The Committee will continue to wait for the applicant to fulfill the conditions required for the rezoning to be approved, as the DoTI communicated the conditions to the applicant.

- **PLB.24.09.2 - Subdivision Permits - PIDs # 8808154 & 203000**

**Decision Type:** Information

**Status:** Deferred

**Background:**

[IRAC Order-LA23-04](#): On April 19, 2024, DoTI received the design drawings for the Rice Point Subdivision for your review and approval. The CAO was informed that DTI will reserve comments until preliminary approval is received.

**Description:**

The Committee Deferred this item until the Provincial Planning (HLC) officially informed the RMWR about this request and where they are standing in issuing the approval.

It was moved by Councillor Lillian MacCannell, seconded by Councillor John Yeo, and unanimously carried.

- **PLB.24.09.3 - Variance Application - PID # 204974**

**Decision Type:** Action

**Status:** Recommended

**Background:**

Development Permit and Variance application# WR-0110

**Description:**

The committee recommends that the Council approve the variance to allow the construction of a secondary suite serviced by a sewerage disposal system separate from the main dwelling's system.

- **PLB.24.09.4 – Excavation Pit Application – Permit Fee**

**Decision Type:** Information

**Status:** Referred

**Background:**

[Financial Plan 2024-25](#); [Bylaw #2022-04 Schedule of Fees](#); WRC#2024-14 (Delegations & Public Input)

**Description:**

The Committee recommends that the Council adjust the fee for Pit Renewals to \$450 by the end of the current fiscal year and directs the CAO to collect information on the actual costs of permitting pits.

- **PLB.24.09.5 - Enforcement Officers**

**Decision Type:** Information

**Status:** Referred

**Background:**

[Enforcement Officers Bylaw](#)

**Description:**

The Committee referred this item to the CAO to explore the available options and start the process of hiring an enforcement officer.

- **Informational Items**

- **PLB.24.09.6 - Permit Reports**

**Decision Type:** Information

**Status:** Received

**Description:**

The CAO presented a summary of permits issued from April 2024 by RMWR.

- **Adjournment**

- Councillor Steve Pollard to adjourn the meeting at 6:50 PM, it was seconded by Councillor Ryan Roggeveen, and unanimously carried.
  - The next meeting will be on June 13, 2024.

Helen Smith-MacPhail

Laala Jahanshahloo

Mayor \_\_\_\_\_

Chief Administrative Officer \_\_\_\_\_