



Rural Municipality of West River Planning Board Committee

Minutes

Meeting No	PLB-24-10	Time	6:00 PM
Session	Regular - Public	Date	Thursday, June 13, 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		
Regret	Councillor John Yeo		
Guest	Samantha Murphy – SJ Murphy Planning		

▪ **Call to Order**

Mayor Helen Smith-MacPhail called the meeting to order at 6:35 PM.

▪ **Adoption & Approval of Agenda**

The agenda was approved as circulated. It was moved by Councillor Steve Pollard, 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 May 09, 2024, Planning Board Committee Meeting were approved as circulated. It was moved by Deputy Mayor Shaun MacArthur, seconded by Councillor Lillian MacCannell, and unanimously carried.

- **Recommendation Items**

- **PLB.24.10.1 - Excavation Pits List**

Decision Type: Action

Status: Recommended

Background:

PLB21.5

Description:

The Committee recommends that excavation pits which had current registration with the province prior to July 19th, 2023 but were not included in Schedule E be permitted under the same guidelines detailed in Schedule E, Land Use Bylaw #2022-04. Upon presentation of proof of registration with the province prior to July 19th, 2023, such pits shall be considered as existing pits and subject to the renewal fee when applying for an Excavation Pit Permit. The committee also recommends that a list be acquired of all existing and registered sites as of July 19, 2023 including the date of registration.

- **PLB.24.10.2 - New Subdivisions - Survey / Road Standard**

Decision Type: Action

Status: Not Recommended

Background:

RMWR Land Use Bylaw #2022-04 Section 13.11(1)(e)(ii), Section 13.15(2)

The province exempts large parcels from parent lot surveys and only requires surveys for new lots being severed.

Description:

The committee discussed the issue of the requirements for New Subdivisions. The Committee recognizes that the current Bylaw is best standard of practice for the subdivision of land and does not recommend that Council make a Bylaw amendment regarding this item.

The Committee discussed the Provincial requirements for road standards. Some public roads do not meet the requirements. The committee discussed the possibility of lowering the standards for subdivision roads. The committee felt this would require the Municipality to

start doing road planning and regulating. The committee does not recommend that Council change the Bylaw requirements for the road standards for new Subdivisions.

- **PLB.24.10.3 - Application Fees - Others**

Decision Type: Action

Status: Recommended

Background:

[Financial Plan 2024-25](#); [Bylaw #2022-04 Schedule of Fees](#); Motion 2024-32

Description:

The Committee recommends that the Council approve adding a \$100 fee for any application that falls under “Other, Commercial” and adds it to the Schedule of Fees approved by Motion 2024-32.

- **PLB.24.10.4 - Light Pollution Bylaw**

Decision Type: Action

Status: Not Recommended

Background:

The Municipality has received some complaints about light pollution coming from residences disturbing others.

Description:

The Committee discussed the creation of a Light Pollution Bylaw. The Committee does not recommend at this time.

- **PLB.24.10.5 - Civonus project - Schedule a Meeting**

Decision Type: Action

Status: Referred

Background:

Description:

The Committee reviewed the Civonus Project information and discussed topics that could be explored through the program. The committee referred this item to Mayor Helen Smith-MacPhail to schedule a meeting with the project coordinator.

- **PLB.24.10.6 - Mutter Park - Boundary Encroachment**

Decision Type: Action

Status: Referred

Background:

ICS.24.05.5

Description:

The Committee reviewed the updates regarding the ICS Committee recommendation and referred to that this item be reviewed by the Committee of the Whole.

- **PLB.24.10.7 - Afton Community Center - Right of Way**

Decision Type: Information

Status: Received

Description:

There is an existing deeded ROW in favor of the neighbor on the Eastern Portion of the Afton Community Centre parking lot.

- **PLB.24.10.8 - Enforcement Officer Report**

Decision Type: Information

Status: Received

Description:

The CAO presented an update on the appointment of an Enforcement Officer and the report of enforcement activities.

- **PLB.24.10.9 - LA24010 - IRAC Appeal**

Decision Type: Information

Status: Received

Description:

The CAO presented the Reply to Notice of Appeal that the Municipality sent on June 12, 2024. There is no insurance coverage for this item at this time.

- **PLB.24.10.10 - Permit Reports**

Decision Type: Information

Status: Received

Description:

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

▪ **Adjournment**

- Councillor Lillian MacCannell to adjourn the meeting at 7:15 PM, it was seconded by Councillor John Yeo, and unanimously carried.
- The next meeting will be on July 25, 2024.

Helen Smith-MacPhail

Susan Morse

Mayor _____

Interim Chief Administrative Officer _____