



**Minutes**  
**Town of Three Rivers**  
**Planning Board Meeting**

January 5, 2021, 6:00 pm  
Kings Playhouse

Members Present	Chair Councillor Jane King, Mark Baker, Jackie Bourgeois (via Zoom), Reg Conohan, Tricia Johnston-Martell, Councillor Cameron MacLean, Derek Nicholson
Staff Present	Manager of Corporate Services Danielle Herring, Planner I Ayla Alves, Administrative Assistant Chelsey Leard
Others Present	Mayor Ed MacAulay, Councillor Ronnie Nicholson, 3 public

**1. Call to Order**

Chair Councillor Jane King called the meeting to order at 6:01 pm.

**2. Approval of Agenda**

**Moved By** Councillor Cameron MacLean  
**Seconded By** Reg Conohan

THAT the agenda be approved with the addition of "Public Input" category and "Update" under Other category.

**Motion Carried Unanimously**

**3. Disclosure of Conflict of Interest**

There was none.

**4. Adoption of December 9, 2020 Minutes**

**Moved By** Tricia Johnston-Martell  
**Seconded By** Derek Nicholson

THAT the minutes of the December 9, 2020 Town of Three Rivers Planning Board be adopted as written.

**Motion Carried Unanimously**

**5. Public Input**

Nil

**6. Items to be Addressed**

**6.1 Subdivision, PID 714865, 212 Roma Point Road, Brudenell**

**Moved By** Chair Councillor King

**Seconded By** Councillor Cameron MacLean

That Planning Board recommend to council the approval of the proposed subdivision of PID 714865 as depicted on the Delta Surveys drawing No. D-20-123, dated November 12, 2020 as well as the approval of the proposed subdivision agreement by the Town's solicitor between Darrin O'Brien and the Town of Three Rivers

**Motion Carried Unanimously**

**7. Other**

**7.1 Official Plan**

Planner 1 Ayla Alves shared with the board that 794 survey responses have been received to date, which exceeds the 10% goal. Several advertising methods were used including Facebook ads, Google ads, YouTube ads, social media posts, Newspaper ads, and an editorial in the Graphic. There will be meetings in the future with Fotenn and the public via Zoom. If restrictions allow, in-person meetings could happen.

**7.2 Permit Extension Fees and Other Fees**

Presented as written.

**7.3 Footing Plans**

Manager of Corporate Services Danielle Herring presented to the board the condition of surveying projects during development - when the footing plans are placed. To ensure that what was approved is what is being built. The footing plans would need to be stamped by a qualified engineer. It will be mandatory by March 31, 2021, through the new Building Code regulations, she suggested implementing this now.

**7.4 Update**

Staff updated Planning Board that there is currently a stop-work order in place for the construction located at 320 Lambert Street, Montague.

**8. Adjournment**

The meeting was adjourned at 6:42 pm

Mark Baker joined the meeting at 6:07 pm.

**Moved By** Reg Conohan  
**Seconded By** Mark Baker

THAT the meeting be adjourned.

**Motion Carried Unanimously**

*Jane King*

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Chair Councillor Jane King