



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

June 7, 2021, 6:00 pm  
Cavendish Farms Wellness Centre

Members Present	Chair Councillor Jane King, Mark Baker, Jackie Bourgeois, Reg Conohan, Tricia Johnston-Martell, Councillor Cameron MacLean, Derek Nicholson
Staff Present	Manager of Corporate Services Danielle Herring, Planner I Ayla Alves (via Zoom), Administrative Assistant Chelsey Leard, Administrative Assistant Chantale Ansems
Others Present	Mayor Ed MacAulay, Deputy Mayor Debbie Johnston, Councillor Larry Creed, Councillor John MacFarlane, Councillor Cody Jenkins, Councillor Ronnie Nicholson, CAO Jill Walsh

**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 as written.

**Motion Carried Unanimously**

**3. Disclosure of Conflict of Interest**

There was none.

**4. Adoption of May 3, 2021 Planning Board Meeting Minutes**

**Moved By** Jackie Bourgeois

**Seconded By** Tricia Johnston-Martell

THAT the minutes of the May 3, 2021 Town of Three Rivers Planning Board be adopted as written.

**Motion Carried Unanimously**

**5. Presentations and Delegations**

**6. Items to be Addressed**

**6.1 Issues & Options Report Discussion**

Mayor, Council, and Planning Board discussed items 11.11 thru 11.15 of the Issues and Options Report. It was decided that comments for the remaining sections of the report would be emailed to the Manager of Corporate Services and Chair Councillor King.

**6.2 Application for Major Variance - PID 253062, 408 St. Andrews Point Road, Lower Montague**

**Moved By** Derek Nicholson

**Seconded By** Tricia Johnston-Martell

Planning Board denied the application for major variance for an accessory structure with the dimensions of 40 ft. by 80 ft. and a height of 23 ft, as the proposed size of the accessory structure is an intentional disregard for the requirements of the bylaws and does not meet any of the criteria established in the bylaw for approval of a major or minor variance.

**Motion Carried Unanimously**

**6.3 Application for Temporary Commercial Permit - PID 196485, 567 Main Street, Montague**

During the discussion of item 6.3 Mark Baker disclosed he was in a conflict of interest and left the meeting at 7:41 PM.

**Moved By** Reg Conohan

**Seconded By** Councillor Cameron MacLean

THAT Planning Board recommend to Council that the application for a temporary commercial permit be approved for a trial 8-week period, with the possibility of a 12-week extension, on condition that the applicant:

- apply for and receive a sign permit for the sandwich board sign providing notice of public parking at waterfront; and
- implement the proposed solutions to the potential intensification of pre-existing parking issues and concerns from the introduction of a Food Truck on the site.
- provide waste/grease disposal information.

**Motion Carried Unanimously**

**6.4 Application for Private Utility (Ground Mount Solar Panels) - PID 1015262, 1205 Route 17, Lower Montague**

Mark Baker returned at 7:47 PM.

**Moved By** Councillor Cameron MacLean

**Seconded By** Tricia Johnston-Martell

THAT Planning Board recommend to Council that the application for a private utility structure of ground mounted solar panels (65 ft. by 8 ft.; 520 sq. ft.) on PID 1015262 be approved on the condition the applicant submit plans stamped and signed by a certified engineer.

**Motion Carried Unanimously**

**6.5 Application for Institutional Development - PID 1107382, 805 Brudenell Point Road, Brudenell**

**Moved By** Mark Baker

**Seconded By** Councillor Cameron MacLean

THAT Planning Board recommend to Council that the proposed development of Building 3 (14,359 sq. ft. building footprint) (dormitory building to house 175 residents with associated classrooms, washrooms, laundry and dining room), Building 4 (12,443 sq. ft.) (underground kitchen, connecting to Building 3 in the basement), and the parking lots, as indicated on Drawing No. C1 – Overall Site Plan, dated 04.13.2021, File No. 219035 by the architecture firm Nine Yards, be approved on the following conditions:

- 1) Meeting any requirements of the Department of Transportation and Infrastructure with regards to the proposed Stormwater Management Plan;
- 2) Meeting any conditions established by the Department of Environment, Energy and Climate Action with regards to the proposed Septic System Plan;
- 3) That the on-site sewerage disposal system be built in accordance with the SCL Engineering (2005) Ltd. Drawing No. C1, dated 04/13/2021, (File No. 219035) signed and certified by a licensed professional;
- 4) Submission of a copy of the septic system registration form;
- 5) Submission of a footing plan (signed and stamped certified by a Prince Edward Island Land Surveyor or a certified Prince Edward Island Engineer) immediately after the footings are poured, and prior to any further construction taking place. The Plan must include all crucial information needed to confirm the proposed development location conforms to the Bylaw (ie. Setbacks and Footing Dimensions)

**Motion Carried Unanimously**

**7. Other**

There will be a public meeting on June 21 with Fotenn, Planning Board, and Council to go over the Issues & Options Report.

Danielle Herring, Manager of Corporate Services, gave an update on the Three Rivers Planning Department, the two advertised positions have now closed, staff are looking to fill these positions as soon as possible. Planner 1 Ayla Alves will continue to provide assistance until June 25.

**8. Adjournment**

The meeting was adjourned at 8:01 PM.

**Moved By** Tricia Johnston-Martell

THAT the meeting be adjourned.

**Motion Carried Unanimously**

*Jane King*

---

Chair Councillor Jane King