



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

March 3, 2022, 6:00 pm  
Web

Members Present      Chair Councillor Jane King, Mark Baker, Reg Conohan, Councillor  
Cameron MacLean (Joined the meeting at 6:35pm), Derek Nicholson,  
Tricia Johnston-Martell

Staff Present      Development Officer Lee Kenebel, Manager of Corporate Services,  
Danielle Herring

Planning Technician, Patrick Donahoe joined the meeting at 6:50pm

There were 3 members of the public in attendance.

**1. Call to Order**

Chair Councillor Jane King called the meeting to order at 6:03 PM.

**2. Approval of Agenda**

**Moved By** Reg Conohan

**Seconded By** Tricia Johnston-Martell

THAT the agenda be approved as written.

**Motion Carried Unanimously**

**3. Disclosure of Conflict of Interest**

There was none.

**4. Presentations and Delegations**

Mr. David Boyd addressed the Planning Board. The subdivision agreement for MDB Ventures was presented in the agenda package with requested changes from the MDB Ventures group for Planning Board to discuss and consider.

**5. (i) Adoption of February 3, 2022, Planning Board Meeting Minutes**

**Moved By** Tricia Johnston-Martell

**Seconded By** Reg Conohan

THAT the minutes of the February 3, 2022, Town of Three Rivers Planning Board be adopted as written

**Motion Carried Unanimously**

**(ii) Adoption of February 10, 2022, Planning Board Meeting Minutes**

Planning Board requested that staff listen to the recording for section 5.1 and add the further detail to this section. It was decided that these minutes would be added to the March 17, 2022, agenda for approval.

**(iii) Adoption of February 17, 2022, Planning Board Meeting Minutes**

**Moved By** Tricia Johnston-Martel

**Seconded By** Mark Baker

THAT the minutes of February 17, 2022, Town of Three Rivers Planning Board be adopted as written.

**Motion Carried Unanimously**

**6. Items to be addressed**

**6.1 MDB Ventures Ltd. Subdivision Agreement**

**Moved By** Derek Nicholson

**Seconded By** Mark Baker

Planning Board recommend to Council to approve the draft subdivision agreement between MDB Ventures LTD and the Town of Three Rivers that MDB Ventures LTD has presented.

**Motion Carried Unanimously**

**Moved By** Reg Conohan

**Seconded By** Councillor Cameron MacLean

Planning Board recommend to Council to change section 2.9 of the draft subdivision agreement to read as follows.

2.9 The Developer shall establish a Homeowner's Association within one hundred and twenty (120) days of the approval of the subdivision agreement by Council, and assume ownership and maintenance of all private roads in the subdivision.

**Motion Carried Unanimously**

**6.2 Development Application for PID 634196, Angus Lane, Brudenell**

Derek questioned the comments under the Summary of Proposal that referred to the applicants potentially needing to install a solar system for electricity to their proposed accommodations. Staff will further investigate.

Derek had questions about the septic system required for the proposed accommodations. The Development Technician explained this was under the province's jurisdiction.

**Moved By** Councillor Cameron MacLean

**Seconded By** Tricia Johnston-Martel

THAT Planning Board recommend to Council to approve four (4) 624 sq. ft. cottages located on Angus Ln, PID 634196 provided it meets all the requirement of the Brudenell Zoning Bylaw and meets the following conditions:

Conditions:

- 1) Septic Lot Categorization meets minimum lot size and minimum circle diameter requirements. As well as a septic registration form be submitted to the planning department.
- 2) The applicant submits to the Town an entrance permit from the Department of Transportation, Infrastructure and Energy for the property, and a sight distance evaluation for the entrance will be received by the Department of Transportation if required.

Entrance, parking, storage shed, and fence location of outdoor garbage, compost and recycling bins shall be identified on drawings. Recycling storage shall not be located in the front yard.

**Motion Carried Unanimously**

## **7. Other**

### **7.1 Discussion: Draft Official Plan and Development Bylaw Documents**

Members opened the bylaw discussion with a housekeeping session on outstanding matters led by the Planning and Development Officer (PDO).

A discussion concerning variance procedures was had with members agreeing that Section 3.6 Zoning Variances should simply be titled 'Variances'. A provision for major variances e.g. those above 10% should be included with criteria for consideration. PDO suggested that the wording for that process be adapted from the current Montague bylaws. Members agreed and wording will be provided in a further session.

Members discussed main accessory buildings with specific reference to allowing for the construction of garages prior to dwelling houses where both benefit from a development permit. The phasing of such a development would be subject to a development agreement if this was a need demonstrated by an applicant and be subject to the approval of Council.

Further discussion concerning the positioning of accessory buildings led to an agreement on a proposed process whereby front and flanking yard siting could be allowed for subject to criteria and the approval of Council.

Members agreed on a number of exemptions concerning maximum heights related to numerous structures referred by the PDO such as lighting rods, chimneys and others.

Turning to those accessory buildings which are not subject to a development permit, members agreed that within the residential zones of the settlement areas there should be a stated maximum of 2.

The height of accessory buildings was discussed against a variety of development scenarios and members agreed that the proposed 6m should be raised to 6.7m.

Discussion continued to the requirement for water and sewage systems to service ‘all’ development. Members discussed scenarios where such requirements would be onerous to some forms of development. PDO provided example wording to allow flexibility on the bylaw requirement of section 5.23 and this was agreed by members to take it forward into the amendments.

The PDO suggested a provision for temporary buildings and structures was made when provided for by the town. Members suggested earlier they could form part of the wider remit of section 5.17. Draft wording was agreed by members.

Where 120 day limits regarding occupation of recreational trailers is prescribed Members expressed support for a longer term potentially extending to other locations. PDO described the limitations of lessening the control as it would need to be aligned with provincial requirements. Members asked for enquiries to be made to the province regarding this issue.

Following the housekeeping session, Members turned to a review of sections 5.29 to 5.30. It was indicated by members that the regulatory controls for day care facilities were sufficient to indicate support within the bylaw with specific controls on capacity to remain within existing regulatory controls. Wording to be amended by PDO.

## **8. Adjournment**

The meeting was adjourned at 8:00 PM.

**Moved By** Mark Baker

THAT the meeting be adjourned.

**Motion Carried Unanimously**

*Jane King*

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Councillor Jane King, Chair