



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

August 25, 2022, 6:00 pm  
Town Hall

Members Present	Chair Councillor Jane King, Reg Conohan, Tricia Johnston-Martell, Councillor Cameron MacLean, Derek Nicholson
Regrets	Mark Baker
Staff Present	Manager of Corporate Services Danielle Herring, Development Officer Lee Kenebel, Planning Technician Patrick Donahoe, Administrative Assistant Chelsey Leard, Clerk of Council Joan Marks
Others Present	2 public

**1. Call to Order**

The meeting was called to order at 6:00pm.

**2. Approval of Agenda**

**Moved By** Reg Conohan

**Seconded By** Derek Nicholson

THAT the agenda be approved with the amendment of item 6.2 being moved to the end of items to be addressed.

**Motion Carried Unanimously**

**3. Disclosure of Conflict of Interest**

Manager of Corporate Services Danielle Herring declared a conflict with item 6.1 and Board Member Tricia Martell declared a conflict with item 6.2.

**4. Presentations and Delegations**

Tracy Llewellyn and Ashley Watson presented about their development application for 533 Lower Montague Road. Tracy's son is hoping to purchase a mobile home and place it on the lot. The mobile home will have the trailer hitch and axles removed. It will be anchored to the ground with steel anchors like all other mobile homes. The applicants stated it was appraised as a mobile home and the bank is mortgaging it as such.

**5. Adoption of July 28, 2022 Planning Board Meeting Minutes**

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

THAT the minutes of the July 28, 2022 Town of Three Rivers Planning Board be adopted as written.

**Motion Carried Unanimously**

**6. Items to be Addressed**

**6.1 Development Application - Case 52.22.DEP, PID 1017607, 553 Lower Montague Road, Lower Montague**

**Moved By** Reg Conohan  
**Seconded By** Derek Nicholson

THAT Planning Board recommend to Council the approval of the proposed 42 ft by 16 ft mobile home with 12 ft by 12 ft Deck at 553 Lower Montague Road PID 1017607.

**Motion Carried Unanimously**

**6.2 Development Application - Case 49.22.DEP, PID 199612, 9 Brook Street, Montague**

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

THAT The proposed Temporary Commercial Permit has been found to meet the requirements of the The Town of Montague Zoning Bylaw 2017 and the wider objective of encouraging economic growth through the Town of Montague official Plan 2017.

It is therefore requested Planning Board recommend to Council to approve the Temporary Commercial Permit for a 60 ft. x 40 ft. Commercial tent on 9 Brook St, Montague PID 199612.

Condition 1: Proof of compliance with all health, environmental, fire & safety regulations

Condition 2: The new parking lot meets the Town of Montague Zoning Bylaw and is approved by the development officer.

**Motion Carried Unanimously**

**6.3 Development Application - Case 64.22.DEP, PID 197798, 21 Vessey Street, Montague**

**Moved By** Reg Conohan  
**Seconded By** Tricia Johnston-Martell

THAT Planning Board recommend to Council that the proposed 15 Roof Mounted Solar Photovoltaic Panels at 21 Vessey Street, Montague, PID 197798 be approved, subject to conditions, as it has been found to meet the requirements of the Town of Montague Official Plan 2017 and The Town of Montague Zoning Bylaw 2017.

1. This permit is valid for 12 months from the date of issue.
2. Any proposed changes or revisions must be submitted to the Town for approval.
3. The display permit must be posted at the site during the construction period and must be properly maintained in a location easily visible for viewing.
4. The following constitutes the approved plans:
  - Development permit application form dated, August 3, 2022
  - Load Report dated April 22, 2022
  - Layout and roof plan dated June 2, 2022
  - Framing section and site plan dated June 2, 2022

**Motion Carried Unanimously**

**6.4 Development Application - Case 58.22.DEP, PID 193664, 115 Roderick Mackenzie Lane, Lower Montague**

Councillor Cameron MacLean joined the meeting at 7:03 pm.

**Moved By** Councillor Cameron MacLean

**Seconded By** Reg Conohan

THAT Planning Board recommend to Council that the proposed 12 Roof Mounted Solar Photovoltaic Panels At 115 Roderick Mackenzie Lane, Lower Montague, PID 193664 be approved, subject to conditions, as it has been found to meet the requirements of The Community of Lower Montague Official Plan 2011 and the Lower Montague Zoning & Subdivision Control (Development) Bylaw 2012.

1. This permit is valid for 12 months from the date of issue.
2. Any proposed changes or revisions must be submitted to the Town for approval.
3. The display permit must be posted at the site during the construction period and must be properly maintained in a location easily visible for viewing.
4. The following constitutes the approved plans:
  - Development permit application form dated, July 19, 2022

- Load Report dated July 19, 2022
- Layout and roof plan dated July 19, 2022
- Framing section and site plan dated July 19, 2022

**Motion Carried Unanimously**

**7. Adjournment**

The meeting was adjourned at 7:07 pm.

**Moved By** Chair Councillor King

**Seconded By** Tricia Johnston-Martell

THAT the meeting be adjourned.

**Motion Carried Unanimously**

*Jane King*

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Councillor Jane King, Chair