

**APPROVED MINUTES**  
***Planning Board Meeting***  
**Tuesday, Apr 5, 2022 6:30pm**  
**North Shore Community Centre**

**PRESENT:**

Chair Nancy MacKinnon, Mayor Gerard Watts, Dolores Watts, Joe Doran, Melissa Paquet, Jason Doyle (on phone), Development Officer Michael Olubiyi and Mirko Terrazas and CAO Stephanie Moase.

Regrets- Janet Ellis, Charlotte Vriends, Eileen Bain and Wayne Ellis

**1. CALL TO ORDER:** 6:30 pm by Committee Chair Nancy MacKinnon

**2. APPROVAL OF THE AGENDA:**

**It was duly moved and seconded** that the agenda be approved with the addition of 4.4 Recommendation for Public Meeting for Rezoning PID 575910.

***Moved By Dolores Watts, Seconded by Melissa Paquet***

***All in Favor***

***MOTION CARRIED***

**2.1. Disclosure of Pecuniary or other Conflicts of Interest**

There were none.

**3. APPROVAL OF MINUTES:**

**3.1. Approval of Minutes from Mar 21, 2022 Meeting**

**It was duly moved and seconded** that the minutes be approved as presented

***Moved By Joe Doran, Seconded by Dolores Watts***

***All in Favor***

***MOTION CARRIED***

**3.2. Business Arising from the Minutes**

None

**4. NEW BUSINESS:**

**4.1. Introduction of new Development Officer Mirko Terrazas**

CAO Stephanie Moase introduced Mirko to the committee. Chair Nancy Mackinnon thanked the outgoing Development Officer Michael Olubiyi for his work.

#### 4.2. Appointment of Vice-Chair

To ensure the ability to continue having meetings in the case the chair is unable to preside it is a good practice and required by the Procedural Bylaw to name a vice chair. CAO will contact Janet Ellis to see if she accepts as she was not in attendance when nominated.

**It was duly moved and seconded** that Janet Ellis be nominated to be Vice-chair of the Planning Board  
**Moved By Dolores Watts, Seconded by Melissa Paquet**  
**All in Favor**  
**MOTION CARRIED**

#### 4.3. Recommendation for Development Application for North Shore Fire Hall

Michael Olubiyi, development officer, received a development application on March 21, 2022 for PID 617209 to create an addition to the North Shore Fire Hall. Section 1.6 of the 2014 Land-Use Bylaw limits the authority of the Development officer in making decisions for applications submitted in the Institutional Zone. The application would need to go through the Planning Board and recommendations would have to be made to Council for approval.

Planning Board reviewed the application and the recommendation from the development officer.

**It was duly moved and seconded** that the Planning Board recommend to Council to approve the development application for PID 617209 for an addition to the North Shore Fire Hall.  
**Moved By Melissa Paquet, Seconded by Joe Doran**  
**All in Favor**  
**MOTION CARRIED**

#### 4.4. Recommendation for Public Meeting for Rezoning for PID 575910

Michael received a rezoning application on March 21, 2022 for PID 575910 to rezone from Agricultural (A) to Residential (R) for the purpose of subdividing into approx. 16+ residential lots. As no more than 4 lots can be sub-divided from an Agricultural lot, it must be requested to be rezoned. After review, Michael and Mirko recommended to Planning Board that a recommendation should be made to Council to hold a Public Meeting. There were some questions regarding the sub-division proposal however review of the actual subdivision proposal for adherence to the bylaw would only be done if the rezoning is approved.

**It was duly moved and seconded** that the Planning Board recommend to Council to hold a Public Meeting for the rezoning application for PID 575910  
**Moved By Dolores Watts, Seconded by Joe Doran**  
**All in Favor**  
**MOTION CARRIED**

#### 5. NEXT MEETING: TBD

**6. ADJOURNMENT: 6:56 pm**

There being no further business,

**It was duly moved and seconded** that the meeting be adjourned

***Moved By Joe Doran, Seconded by Melissa Paquet***

***All in Favor***

***MOTION CARRIED***

\_\_\_\_\_  
SIGNED: Nancy MacKinnon, Chair

\_\_\_\_\_  
DATE:

\_\_\_\_\_  
SIGNED: Stephanie Moase, CAO

\_\_\_\_\_  
DATE: