



Planning Review Adjustment Committee November 29, 2021

Minutes of the meeting of the Planning Review Adjustment Committee of the Fundy Regional Service Commission held on Monday November 29, 2021 at 10:00 a.m. at Crane Mountain, Saint John via teleconference.

1. Call to Order

The Chairperson, Dwight Allaby, called the meeting to order at 10:00 a.m.

2. Record of Attendance – via teleconference

BOARD MEMBERS

Dwight Allaby, Chairperson
John Cairns, PRAC Member
Glen Baxter, PRAC Member
Donna Murchison, PRAC Member
Ron Bridges, PRAC Member
Tina Dealy, PRAC Member
Brenda Rathburn, PRAC Member
Cindy MacCready, PRAC Member

STAFF

Alicia Raynes, Recording Secretary, FRSC
Nick Cameron, Assistant Development Officer
Stephen Stone, Director of Planning, Dillon Consulting

3. Approval of Order of Business

The Chairperson asked for approval of the agenda as presented.

Motion: To approve the November 29, 2021 Agenda as circulated.

Moved: Brenda Rathburn
Seconded: Ron Bridges
Vote: *Motion Carried*

4. Disclosure of Conflict of Interest

None

5. Approval of Minutes

The Chairperson called for a motion to approve the minutes as circulated.

Motion: To approve the October 18, 2021 minutes as circulated.

Moved: Glen Baxter
Seconded: Donna Murchison
Vote: *Motion Carried*

6. Other Business

a. Review of PRAC By-Laws

Nick Cameron, Assistant Development Officer, FRSC, provided a brief presentation of the current By-Law & Operations Procedures for review. It was explained that any changes would need to be reflected in the by-laws and approved by the FRSC Board. The purpose of this meeting is to gather any recommendations from PRAC for the FRSC Board to consider.

Staff Recommendations are:

1. Require that PRAC member vacancies are advertised
2. Clarify "at least" one PRAC member shall be a member of the FRSC board
3. Allow the Chair to determine whether a speaker may have additional time rather than requiring a vote to take place
4. Have a final call for "anyone else wishing to speak" after those in favour and those opposed had an opportunity to speak
5. Add virtual meetings for location
6. Change notice to neighbours from 14 business days to "two weeks" before the meeting

Several of the PRAC members felt that meetings would be better suited for evenings rather than during the day. Additionally, the requirement for members to live in their RSC area was a concern since the changes in local governance reform would have Tina Dealy moving to RSC 10. It was explained that the language in the by-law would need to be reviewed.

Motion: To approve staff recommendations and look at a better time to host meetings.

Moved: Ron Bridges
Seconded: Brenda Rathburn
Vote: *Motion Carried*

b. Selection of Chair

Dwight Allaby was nominated for Chairperson. The Chairperson called for other nominations three times, there were none.

Motion: To cease nominations for Chairperson

Moved: Donna Murchison
Seconded: Glen Baxter
Vote: *Motion Carried*

Motion: To appoint Dwight Allaby as Chairperson of the Planning Review Adjustment Committee.

Moved: Ron Bridges
Seconded: Brenda Rathburn
Vote: *Motion Carried*

The date of the next meeting was discussed. No meeting is required in December as no applications have been received. The next meeting is expected to be January 17, 2022.

7. Motion to Adjourn

Motion: The Chair called for a motion to adjourn at 10:45am.

Moved: Donna Murchison
Seconded: Brenda Rathburn
Vote: *Motion Carried*

APPROVED (date) 21 11 22



Dwight Allaby, Chairperson



Alicia Raynes, Recording Secretary