



**MEETING MINUTES**

Town of Riverview Planning Advisory Committee  
Wednesday, June 9, 2021 at 6:00 p.m.  
Council Chambers, Riverview Town Hall

- Attendance: Tina Beers, Chair  
Shawn Dempsey, 1<sup>st</sup> Vice Chair  
Daniel Primeau, 2<sup>nd</sup> Vice Chair  
Kelvin Martin, Committee Member  
Bob Riley, Committee Member  
Rob Bateman, Committee Member  
John Trainor, Committee Member  
Lori Bickford, Planning Manager, SE Regional Service Commission  
Kirk Brewer, Planner, SE Regional Service Commission  
Rita Gauvin, Records Clerk-RTIPPA Coordinator, Town of Riverview  
Candace Mann, Executive Administrative Assistant, Town of Riverview
- Regrets: Myriam Mekni, Committee Member  
Daniel Clarke, Committee Member
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**1. CALL MEETING TO ORDER**

Tina Beers, Chair, called the meeting to order at 6:06 p.m.

The Chair noted the Town of Riverview and the Southeast Regional Service Commission continues to provide, to the greatest extent possible during interruptions due to COVID-19, planning, and development services. The Town and Commission are following the recommendations of the public health authorities, while recognizing construction as an essential service.

While meeting in Council chambers, the Town of Riverview Covid protocols surrounding the conduct of our meetings will be followed.

**2. DECLARATION OF CONFLICT OF INTEREST**

NIL

**3. ADOPTION OF MEETING AGENDA**

**Moved by Kelvin Martin and seconded by Daniel Primeau**

That the agenda for the Town of Riverview Planning Advisory Committee meeting of June 9, 2021 be APPROVED.

**MOTION CARRIED**

**4. ADOPTION OF MINUTES**

a) Planning Advisory Committee Meeting – April 14, 2021

**Moved by Shawn Dempsey and seconded by John Trainor**

That the minutes of the Town of Riverview Planning Advisory Committee meeting of April 14, 2021 be ADOPTED.

**MOTION CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES**

NIL

## 6. VARIANCE, TEMPORARY APPROVALS, CONDITIONAL USES, RULINGS OF COMPATIBILITY AND NON-CONFORMING USES

NIL

## 7. TENTATIVE SUBDIVISIONS

NIL

## 8. BY-LAW AMENDMENTS, ZONING AND MUNICIPAL PLAN MATTERS

- a) Town of Riverview, Henderson Street (PID 01042902) - Committee consent on sale of Lands for Public Purposes. (File # 21-936)

Kirk Brewer presented an application to seek the views of the Planning Advisory Committee in order to sell a portion of Lands for Public Purposes (PID 01042902) to seven adjacent property owners on Henderson Avenue.

In December of 2020, seven property owners along Henderson Avenue made a written request to Riverview Town Council to consider selling a portion of land (PID 01042902) located at Brian Crease Memorial Field. This would extend each of their properties by approximately 60 feet which would enable them to ensure the tree buffer would remain on their property and/or to remove trees in order to build accessory buildings and structures that would not fit their existing lots.

With increased development pressure, tree buffers are a town-wide concern, and K. Brewer has received multiple calls from property owners with concerns regarding what may happen to their property lines in the future. In this case, the property owners are asking to buy a small portion of land. The property owners also expressed their current lots are too small to meet their needs for the accessory buildings they wish to build.

Council has agreed to move forward with the sale provided all costs associated with the application would be borne by the property owners and not by the Town, and that the Planning Advisory Committee agrees to the sale as per the *Community Planning Act*.

None of the Municipal Plan Policies come into effect as the existing ball field will not be affected by the proposed subdivision and sale of the land. The Director of Parks and Recreation noted there are no long-term plans for this portion of land as part of their recreation master plan.

The entire property is zoned as Parks, Recreation, Institutional. Some property owners may be looking to build accessory buildings requiring re-zoning to the R1 to allow those buildings to be built. Council will proceed with rezoning of the land in a separate process. Once the land is rezoned, it will be subdivided and sold.

K. Brewer outlined that some of the property owners have accessory buildings that are currently encroaching on Town land and the sale of the land would rectify this issue. There is a hefty tree buffer that would remain between the future private properties and the current parking lot of the ball field.

There are no public notice requirements for the sale of Lands for Public Purposes or for the recommendation of the Planning Advisory Committee. The standard public rezoning process will be followed when time comes to re-designate and rezone this portion of land.

K. Brewer confirmed and explained to K. Martin that Town Council would have the final say in regards to rezoning since it is only a Council issue as it is Town land. The committee needs to vote in favour of the sale in order for Council to authorize the sale for LPP.

K. Brewer confirmed with D. Primeau there would be a separate motion for rezoning to R1. For financial reasons, Council has planned to move forward with the rezoning prior to the subdivision of the land. When rezoning a piece of land, the rezoning must be registered towards that PID, so if the subdivision would occur first, the Town would be registering the rezoning on seven separate properties which would result in seven separate fees. This method, it is one fee to rezone a portion of the land and once it is rezoned, a subdivision and sale will move forward. The rezoning process will start at the Council's July meeting and at the August PAC meeting, the PAC written views will be requested on the rezoning portion.

K. Brewer confirmed with T. Beers that Parks and Recreation have no concerns with the sale of the land and that the property owners are covering the costs involved. He noted the monies from the sale of the land would go into the Town's public land fund and not into general funds.

The following motion was made by the Committee:

**Moved by D. Primeau and seconded by S. Dempsey**

That the Planning Advisory Committee consent to the sale of a portion of the Lands for Public Purpose on PID 01042902 as shown on the Plan entitled "Town of Riverview Subdivision" dated May 4, 2021 because the current recreational infrastructure will not be negatively impacted and the Town has no future plans of developing the area of land affected by the proposed subdivision plan.

**MOTION CARRIED**

**b) OTHER BUSINESS**

- a) D. Primeau wished to express his appreciation and thanked L. Bickford and K. Brewer, on behalf of the Planning Advisory Committee, for providing an informative and useful orientation session.

**c) NEXT SCHEDULED MEETING**

The date for the next scheduled meeting is July 14, 2021 at 6:00 p.m.

**d) ADJOURNMENT**

Moved by Kelvin Martin. Meeting adjourned at 6:23 p.m.