

Western New Brunswick

Service Commission

PLANNING REVIEW AND ADJUSTMENT COMMITTEE MINUTES

Date of Meeting: November 26, 2025
Via Zoom

Attendance: Trevor Welch, Chair
Elaine English, Vice-Chair
Kevin Hachey
Lee Patterson
Mark Atwater

Regrets: Carter Edgar
Kenneth Stephenson

Staff: Conor Tripp, Planning Director
Bev Gullison, Planning Administration

Members of the Public: None

Meeting was called to order by Committee Chair, Trevor Welch at 6:33 pm.

Approval of Agenda:

Motion: To approve the Agenda of the November 26, 2025 meeting.

Moved: Lee Patterson

Seconded: Elaine English

Motion Unanimously Carried

Conflict of Interest

None

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Approval of Minutes

Motion: To approve the minutes of the June 25, 2025 meeting.

Moved: Mark Atwater

Seconded: Elaine English

Motion Unanimously Carried

Municipal Plan and Zoning By-Law – District of Carleton North – Z-4-2025

The Planning Review and Adjustment Committee to consider whether to recommend that the District of Carleton North Council enact the proposed Municipal Plan (By-law #P-01) and Zoning By-law (By-law #P-02).

Conor Tripp, Planning Director, presented an overview of the proposed new Municipal Plan and Zoning By-law as outlined in Planning Staff Report 24/25. Using the zoning map, he highlighted the various zoning categories and noted key features of the proposed framework. Conor explained that, as a result of local government reform, existing land-use regulations no longer align with the new boundaries of the District of Carleton North, leaving significant areas without zoning. He advised that the five existing land use by-laws/regulations—covering the Villages of Bath and Centreville, the Town of Florenceville-Bristol, and the South-Central Carleton County Rural Plan—must be repealed and replaced with the proposed District-wide Municipal Plan and Zoning By-law. He stated that the proposed Zoning By-law generally reflects the existing by-laws and rural plan, with more substantial changes occurring in rural areas that currently lack zoning.

Conor also noted that concerns had been raised with District Council regarding the draft agricultural regulations, as some residents did not wish to be subject to new regulatory requirements. In response, those proposed regulations were removed. Agricultural operations will instead remain subject only to the Livestock Operations Act, including any approvals or exemptions under that legislation.

Conor further explained that the Municipal Plan is a high-level document containing high-level policies that guide the Zoning By-law provisions, including setbacks, permitted uses, residential and environmental policies, and other regulatory measures.

Conor advised that the next step will be a Public Hearing scheduled for December 9, 2025, at the next District Council meeting, and reiterated that PRAC's role is to make a recommendation to Council regarding the enactment of the Municipal Plan and Zoning By-law.

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Trevor Welch, Chair, asked if members had any additional questions or concerns; none were raised.

2024-11-01

Motion:

That the Planning Review and Adjustment Committee recommend to the District of Carleton North Council that the proposed Municipal Plan and Zoning By-law are reasonable, desirable for the development of the District of Carleton North, and consistent with the intent of the Community Planning Act, including the Statements of Public Interest Regulation.

Planning Review and Adjustment Committee recommends to District of Carleton North Council:

- that the District of Carleton North Municipal Plan (By-law #P-01) be enacted; and
- that the District of Carleton North Zoning By-law (By-law #P-02) be enacted.

Moved by: Lee Patterson

Seconded by: Elaine English

Motion Carried Unanimously

New Business

Town of Woodstock – Planning and Development Services

Conor informed the Committee that the Western NB Service Commission will assume responsibility for Planning and Development Services for the Town of Woodstock effective January 2026. He noted that planning for this transition is underway and advised members of potential impacts on PRAC operations, such as an increased number of meetings and the possible addition of a new member representing the Woodstock area.

Adjournment:

Motion: To adjourn meeting

Moved: Lee Patterson

Meeting adjourned at 7:15pm.

X 

Trevor Welch, Chair