



**MINUTES**  
**Thursday 25 August 2022**

*adopted 22 September 2022*

**1. CALL TO ORDER**

Dean Gates assumed Chairmanship and called this meeting to order at approximately 5:37pm in the Maple Room at 250 Clark Street, Powassan ON P0H 1Z0.

**2. MEMBERS PRESENT** (alphabetically)

|              |                     |  |
|--------------|---------------------|--|
| John Borlase |                     | (Unincorporated Townships, Ministry Appointee) |
| Dave Britton | SECRETARY-TREASURER | (Councillor Powassan)                          |
| Dean Gates   | CHAIRPERSON         | (Unincorporated Townships, Ministry Appointee) |
| Roger Glabb  |                     | (Powassan Citizen appointee)                   |

**MEMBERS ABSENT:**

Randy Hall (Councillor Powassan)

**OTHERS PRESENT**

Steve McArthur, NAPB Planner  
Karin Ann Brent, NAPB Administrative Director  
Kimberly Bester, NAPB Administrative Assistant

**Item 7.1**

**B21/EAST MILLS/2022**

Joe Whitmell  
David Wilding  
Justine Landry  
Jordan Vidal  
Noah Perron of Miller & Urso Surveying Inc., agent for the applicants

**B22/EAST MILLS 2022**

Noah Perron, Planning Student with Miller & Urso Surveying Inc. agent for the applicants

**B11/EAST MILLS/2022, B12 & B13/EAST MILLS/2022, B14 & B15/WILSON/2022, & B16/PATTERSON/2022**

Noah Perron, Planning Student with Miller & Urso Surveying Inc. agent for the applicants

**3. ADOPTION OF AGENDA**

On a verbal motion moved by John Borlase seconded by Dave Britton, the agenda was adopted as circulated.

**4. DISCLOSURE OF DIRECT OR INDIRECT PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

**5. ADOPTION OF MINUTES**

a) 21 July 2022 (Public Meeting)

RESOLUTION 55-2022 Moved by John Borlase Seconded by Dave Britton

THAT the Minutes of the following meeting of the North Almaguin Planning Board, be adopted as circulated:

a) 21 July 2022 (Public Meeting)

**CARRIED**



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**6. PRESENTATIONS / DEPUTATIONS**

**B21/WILSON/2022**

Planning Student Noah Perron reviewed the subject request as the appointed agent advising the subject parcel is accessed by use of private road (Bower Road) from Highway 522, and suggested that an easement could be done if approved. NAPBoard Member John Borlase advised that the subject land is considered Water Access Only until a permanent easement is registered on title.

Co-applicant Joe Whitmell requested approval of the application for re-establishing the subject parcel which has merged title with the adjacent parcels. In response to the question by NAPBoard Member Dave Britton about who maintains the noted private road, Mr. Whitmell advised that the subject road has existed for approximately fifty (50) years. Responding to the further question of who owns Bower Road, Whitmell stated that in 1966 the road allowance was not uptaken by the East Mills Local Roads Board, and that its construction was instigated by a Ministry of Natural Resources and Forestry (MNRF) subdivision. In response to the type of development on adjacent lots 9 and 10, Mr. Whitmell advised that trailers are located on those lands.

Mr. Whitmell advised that he only wants to re-establish the parcel described as Part Lot 12 Concession 13 and opined that access is therefore not important.

Justine Landry, an owner of adjacent land, expressed concern for the access road depicted on the application sketch, advising that there is no registered right of way and that her property is gated to preclude vehicular travel through their property and no permission to travel through has been granted. Ms. Landry expressed concern for the health of Little Long Lake if additional development occurs once the subject parcels can be sold separately. Further, Ms. Landry noted that access to the subject land by boat involves travelling shallow narrows which can be unsafe when the lake is low.

Mr. Whitmell rebutted Ms. Landry's comments advising that her family has a history of real estate development in the area and has used the noted road for access to the respective properties between Highway 522 and the subject lands. Later in the discussion, Mr. Whitmell stated that Justine Landry and Jordan Vidal have provided written access to their properties.

In response to the question by NAPBoard Member John Borlase, Planner Steve McArthur explained that the Ontario Municipal Board has many cases that support the premise of considering re-establishment of a parcel of land through the Planning Act Section 53 Consent process with full contemplation of the matter of creating a lot, including assignation of conditions of approval. In response to Member Borlase's question about the survey stakes on the subject lands, Mr. Whitmell advised that the surveyor installed those stakes after determining the location of the original rods. Discussion was held regarding the requested lot being Water Access Only and the NAPBoard Planner explained the NAPBoard's requirements for on-shore parking would be applicable. The Administrative Director explained that the title history was used to clarify that the subject Consent would be for re-establishing parcels which previously existed.

NAPBoard Members John Borlase and Dave Britton discussed the status of the access road and Mr. Whitmell conceded that it is not a registered easement. NAPBoard Member Roger Glabb questioned whether the NAPBoard principle to hold further severance for 15 years would apply in this case, expressing concern for further severance of the three (3) parcels that will result from the subject re-establishment of the centre parcel with the parcels on either side being retained as separate properties.



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**(6. PRESENTATIONS / DEPUTATIONS)**

**B22/EAST MILLS/2022**

The NAPBoard Planner questioned whether the proposed severance would create a land locked parcel. Agent for the applicant Noah Perron advised that proposed new lot will have frontage on East Mills Concession Road 10 & 11.

**7. CONSENTS & SUBDIVISIONS**

**1. PUBLIC MEETINGS - CONSENTS**

| <b>Time Heard</b> | <b>NAME</b>  | <b>B File #</b> | <b>LOCALITY</b> | <b>CONSENT REQUESTED</b>  | <b>DISPOSITION</b>   |
|-------------------|--|-----------------|-----------------|---|--|
| 5:40 –to<br>6:38  | WILDING, David & Nancy &<br>WHITMELL, Joe & Carrie | 21/2022         | WILSON          | RE-ESTABLISH Parcel (Part Lot 12,<br>Conc 13) 6.638 ha (16.4 acre) on<br>Little Long Lake | Resolution 56-2022<br>Decision issued for provisional<br>approval of WAO lot |
| 6:39 to<br>6:40   | HARRELL, Andrea &<br>PAYNE, Murray                 | 22/2022         | EAST MILLS      | NEW 1.82 ha (4.50 acre) LOT,<br>frontage 207m on East Mills Conc<br>Road 10 & 11          | Resolution 57-2022<br>Refer to NAPBoard Planner for<br>a Report              |

**RESOLUTION 56-2022** Moved by John Borlase                      Seconded by Dave Britton

WHEREAS Consent Application B21/WILSON/2022 seeks to RE-ESTABLISH Parcel (Part Lot 12, Con 13) 6.638 ha (16.4 acre) on Little Long Lake;

BE IT RESOLVED THAT the presentation of Consent Application B21/WILSON/2022 requesting to re-establish Parcel (Part Lot 12, Con 13) 6.638 ha (16.4 acre) on Little Long Lake, and any and all comments and written submissions received at the statutory public meeting held on Thursday 25 August 2022 prescribed in the Planning Act, R.S.O. 1990, c. P.13, be received and provisional approval be issued by Notice of Decision, without referral for a planner’s report.

**CARRIED** NAPBoard Member Roger Glabb requested to be recorded as opposed to this motion.

A Notice of Decision to re-establish the subject parcel was approved with conditions, was issued.  
NAPBoard Member Roger Glabb requested to be recorded as opposed to this approval.

**RESOLUTION 57-2022** Moved by John Borlase                      Seconded by Roger Glabb

THAT the presentation of Consent Application B22/EAST MILLS/2022 requesting a new 1.82 ha (4.50 acre) lot with 207 m frontage on East Mills Conc Road 10 & 11, and any and all comments and written submissions received at the statutory public meeting held on Thursday 25 August 2022 prescribed in the Planning Act, R.S.O. 1990, c. P.13, be received and referred to the NAPBoard Planner for a report.

AND THAT the requested Consent be referred to the next available public meeting of the NAPBoard once the Planner’s Report is available, for disposition on the requested Consent.

**CARRIED**



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**2. PUBLIC MEETINGS – SUBDIVISION APPLICATIONS – Nil**

**3. REPORTS re CONSENT APPLICATIONS presented at prior Public Meeting**

B11/EAST MILLS/2022

This Consent application was presented at a public meeting on 21 July 2022 and referred to this meeting for disposition. No persons of the public attended nor submitted written submission on this matter.

A detailed Report dated 11 August 2022 was prepared by Steve McArthur, MCIP, RPP for the North Almaguin Planning Board. The subject planning report was provided to the applicants and NAPBoard Members by email sent 17 August 2022. The matter was now presented to this meeting for disposition.

RESOLUTION 58-2022 Moved by John Borlase                      Seconded by Dave Britton

THAT the Report dated 11 August 2022 from Steve McArthur, MCIP, RPP to the NAPBoard public meeting on 25 August 2022 regarding Consent Application B11/EAST MILLS/2022 requesting a NEW 4.769 ha (11.784 acre) LOT with 176.74 m (579.86 ft) on Highway 522, be received and provisional approval be issued by Notice of Decision.

CARRIED

A Notice of Decision for B11/EAST MILLS/2022 to approve the requested new lot with conditions, was issued.

B12 & 13/EAST MILLS/2022

This Consent application was presented at a public meeting on 21 July 2022 and referred to this meeting for disposition. No persons of the public attended nor submitted written submission on this matter.

A detailed Report dated 11 August 2022 was prepared by Steve McArthur, MCIP, RPP for the North Almaguin Planning Board. The subject planning report was provided to the applicants and NAPBoard Members by email 17 August 2022. The matter was presented to this meeting for disposition.

RESOLUTION 59-2022 Moved by Dave Britton                      Seconded by Roger Glabb

THAT the Report dated 11 August 2022 from Steve McArthur, MCIP, RPP to the NAPBoard public meeting on 25 August 2022 regarding Consent Applications B12 & 13/EAST MILLS/ 2022 requesting a NEW 3.138 ha (7.754 ac) LOT with 189.209 m (620.764 ft) and a NEW 1.567 ha (3.872 ac) LOT with 87.86 m (288.254 ft) on Highway 522 be received and provisional approval be issued by Notice of Decision.

CARRIED

A Notice of Decision for B12/EAST MILLS/2022 to approve the requested new lot with conditions, was issued.

A Notice of Decision for B13/EAST MILLS/2022 to approve the requested new lot with conditions, was issued.



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**B14 & 15/WILSON/2022**

This Consent application was presented at a public meeting on 21 July 2022 and referred to this meeting for disposition. No persons of the public attended nor submitted written submission on this matter.

A detailed Report dated 9 August 2022 was prepared by Steve McArthur, MCIP, RPP for the North Almaguin Planning Board. The subject planning report was provided to the applicants and NAPBoard Members by email sent 17 August 2022. The matter was presented to this meeting for disposition.

At approximately 6:50pm, this matter was considered and a motion to issue Notices of Decisions with conditional approvals, was approved. Subsequent to review of new comments from the Ministry of Transportation and information relayed from the North Bay Mattawa Conservation Authority, at approximately 7:04pm, the matter was re-opened for further discussion.

**RESOLUTION 60-2022** Moved by John Borlase                      Seconded by Roger Glabb

THAT the Report dated 9 August 2022 from Steve McArthur, MCIP, RPP to the NAPBoard public meeting on 25 August 2022 regarding Consent Applications B14 & 15/WILSON/2022 requesting a NEW 5.22 ha LOT with 214.27 m and a NEW 15.80 ha LOT with 96.92 m frontage on Highway 522, be received for information.

THAT the motions processed at approximately 6:50pm for receipt of the NAPBoard Planner's report and issuance of Notices of Decision for provisional Consent for applications B14 and B15/WILSON/2022 be retracted and that deliberation of these matters be re-opened for further discussion at this meeting.

**CARRIED**

**RESOLUTION 61-2022** Moved by John Borlase                      Seconded by Roger Glabb

THAT the Consent applications B14 and B15/WILSON/2022 be referred back to the applicants to address the concerns raised by the Ministry of Transportation Ontario (MTO) and the North Bay Mattawa Conservation Authority (NBMCA) regarding multi-unit development in progress as was observed on the subject property during a site visit the first week of August 2022 for septic system requirements.

AND THAT prior to further consideration of the subject Consent applications:

- 1) a site plan of the proposed multi-unit development proposed for Lot 11 Concession 14 Wilson Township be provided to the NAPBoard, the MTO and the NBMCA.
- 2) updated comments from MTO and NBMCA be provided prior to further consideration of the subject Consent applications.
- 3) MMAH be provided with the foregoing information for its review and comment.

**CARRIED**

**B16/PATTERSON/2022**

This Consent application was presented at a public meeting on 21 July 2022 and referred to this meeting for disposition. No persons of the public attended nor submitted written submission on this matter.

A detailed Report dated 10 August 2022 was prepared by Steve McArthur, MCIP, RPP for the North Almaguin Planning Board. The subject planning report was provided to the applicants and NAPBoard Members by email sent 17 August 2022. The matter was presented to this meeting for disposition



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RESOLUTION 62-2022 Moved by Roger Glabb Seconded by Dave Britton

THAT the Report dated 10 August 2022 from Steve McArthur, MCIP, RPP to the NAPBoard public meeting on 25 August 2022 regarding Consent Application B16/PATTERSON/2022 requesting a NEW 2.5 ha (6.18 ac) LOT with 131.16m (430 ft) on Highway 534, be received and provisional approval be issued by Notice of Decision.

CARRIED

A Notice of Decision for B16/PATTERSON/2022 to approve the requested new lot with conditions, was issued.

**8. CORRESPONDENCE**

1. Letter dated 25 July 2022 from the Regional Director, MMAH, Sudbury responding to Resolution 23-2022.
2. Letter (undated) received 16 August 2022 from Regional Director, MOECP, responding to the inquiry about Advanced Septic System Installations.

RESOLUTION 63-2022 Moved by Roger Glabb Seconded by John Borlase

That the following items of correspondence were presented to the NAPBoard at its meeting on 25 August 2022:

1. Letter dated 25 July 2022 from the Regional Director, MMAH, Sudbury responding to Resolution 23-2022.
2. Letter (undated) received 16 August 2022 from Regional Director, MOECP, responding to the inquiry about Advanced Septic System installations.

CARRIED

**9. BUSINESS ARISING FROM PREVIOUS MINUTES - Nil**

**10. NEW BUSINESS**

1. Revision to Notice of Decision B11/PATTERSON/2021

The applicant has requested a revision to the lot area set out in Condition 3.1 of the Notice of Decision issued on 29 July 2021. The lot area presented in the application is not accurate due to a miscalculation on the hand drawn sketch, resulting in a different lot area presented in the Draft reference plan.

RECOMMENDATION

THAT condition 3.1 in the Notice of Decision for Consent B11/PATTERSON/2021 issued on 29 July 2021, be replaced with the following:

1. That this approval applies to the severance of a 0.99ha (2.45 acre) parcel from lands described as Part Lot 23 Concession 3 Patterson Township, to be conveyed as a lot addition to lands municipally known as 89 Hawthorne Drive.



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**(10.) (1.)**

RESOLUTION 64-2022      Moved by Dave Britton      Seconded by John Borlase  
THAT Condition 3.1 of the Notice of Decision issued on 29 July 2021 for Consent B11/PATTERSON/2021, be replaced with the following:

3.1 THAT this approval applies to the severance of a 0.99 ha (2.45 acre) parcel from lands described at Part Lot 23 Concession 3 Patterson Township, to be conveyed as a lot addition to lands municipally known as 89 Hawthorne Drive.

AND THAT a revised Notice of Decision be issued bearing the above noted condition along with the condition 2 set out in the Notice of Decision issued on 29 July 2021.

CARRIED

A revised Notice of Decision for Consent B11/PATTERSON/2022 was issued accordingly.

**11. FINANCIAL REPORT**

1. Report of the Financial Status of the NAPBoard to 29 July 2022

RESOLUTION 65-2022      Moved by Dave Britton      Seconded by Roger Glabb  
THAT the following Report of the Financial status of the NAPBoard, be received for information:  
a) 1<sup>st</sup> January 2022 to 29 July 2022

CARRIED

The NAPBoard called a recess at approximately 7:35pm to allow AV staff to close off media coverage.

**12. CLOSED SESSION (Pursuant to subsection 239(1) (3.1) of the Municipal Act)**

*Pursuant to subsection 239(1) (3.1) (b)*

- *item (b); matters about identifiable individual(s)*

*item (k): matters about criteria or instruction to be applied to any negotiation by the board*

At approximately 7:38pm the NAPBoard passed the following motion to moved into closed session.

RESOLUTION 66-2022      Moved by Roger Glabb      Seconded by John Borlase  
THAT pursuant to subsections 239(4) of the Municipal Act, 2001, S.O. 2001, C.25, that the North Almaguin Planning Board hereby resolves to close a portion of its meeting on 25 August 2022, to consider the following matters:

- Subsection 239 (2) (b) a matter involving identifiable individual(s)
- Subsection 239 (3.1) (k) criteria or instruction to be applied to any negotiation by the board

CARRIED



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At approximately 7:52pm, on a verbal motion by Roger Glabb, seconded by John Borlase, the NAPBoard returned to open session.

Directions were issued to staff to consult with the computer consultant to:

- a) shop for a new laser printer
- b) shop for a new computer

**13. NEXT MEETING** – 22 September 2022 (subject to further direction/COVID impacts)

**14. ADJOURNMENT** – 7:54pm

“Dean Gates”

“Dave Britton”

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Chairperson Dean Gates

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Secretary-Treasurer Dave Britton