



MINUTES
Tuesday 16 February 2021

Adopted 1st April 2021

1. CALL TO ORDER

Secretary-Treasurer Dave Britton assumed Chairmanship and called this Telecom meeting to order at approximately 2:05pm. Subsequently, Chairperson Dean Gates assumed Chairmanship upon his arrival to the meeting at approximately 2:07pm.

2. ROLL CALL OF MEMBERS

	John Borlase	(Unincorporated Townships, Ministry Appointee)
SECRETARY-TREASURER	Dave Britton	(Councillor Powassan)
CHAIRPERSON	Dean Gates	(Unincorporated Townships, Ministry Appointee)
	Roger Glabb	(Powassan Appointee)
VICE-SECRETARY-TREASURER	Randy Hall	(Councillor Powassan)

OTHERS PRESENT on the Telecom Line

Item 8.1

Polly Rupert (applicant of B31 WILSON 2019)

No Specific Items

Darrell Rogerson

Joe Whitmell

3. ADOPTION OF AGENDA

On a verbal motion by Roger Glabb, seconded by Randy Hall, the agenda for this meeting was adopted as presented.

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

5. ADOPTION OF MINUTES

RESOLUTION -2021 Moved by John Borlase Seconded by Roger Glabb

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

- a) 19 November 2020 (Public Meeting)

CARRIED

6. PRESENTATIONS / DELEGATIONS – Nil



7. CORRESPONDENCE

1. Notice of Hearing by LPAT – Appeal of B3 and B4 MC CONKEY 2020

RESOLUTION 2-2021 Moved by Roger Glabb Seconded by Randy Hall

THAT the Notice of Hearing by the Local Planning Appeal Tribunal (LPAT) for the appeal of the North Almaguin Planning Board decisions on Consent Application B3 and B4 / MC CONKEY / 2020, advising the matter will be heard by virtual platform at 10:00am on Monday 22 February 2021, be received for information.

CARRIED

Chairperson Dean Gates advised that an email dated 12 February 2021 relayed a letter dated 11 February 2021 from the Ontario Land Tribunal office (LPAT) advising the Hearing scheduled for 22 February 2021 was adjourned.

8. NEW BUSINESS

1. B31/WILSON/2019 Request for Revision of Condition of Approval

Report dated 18 February 2021 responding to a request from the applicant for revision of condition of approval 3.2 regarding septic system feasibility on a new lot.

RECOMMENDATION

That condition of approval 3.2 for Consent file B31/WILSON/2019 be revised as follows:

“That the applicant provide written confirmation from a qualified professional confirming that there is sufficient area and setback from the abutting waterbody on both the retained and severed lands to provide for the construction of a sanitary sewage disposal system in accordance with Part 8 of the Ontario Building Code, or an alternative advanced treatment system. For the purposes of this condition a qualified professional may include:

- a) the North Bay Mattawa Conservation Authority; OR
- b) the Ontario Ministry of the Environment Conservation and Parks (MOECP) (Ontario Water Resources Act (OWRA)); OR
- c) a person who is qualified to design sewage systems under Part 8 of the Ontario Building Code and who holds a current/valid Building Code identification Number (BCIN); OR
- d) an engineer.”



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RESOLUTION 3-2021 Moved by John Borlase Seconded by Dave Britton

THAT condition of approval 3.2 for Consent file B31/WILSON/2019 issued on be revised as follows, and a Revised Notice of Decision be issued:

3.2 “That the applicant provide written confirmation from a qualified professional confirming that there is sufficient area and setback from the abutting waterbody on both the retained and severed lands to provide for the construction of a sanitary sewage disposal system in accordance with Part 8 of the Ontario Building Code, or an alternative advanced treatment system. For the purposes of this condition a qualified professional may include:

- (a) the North Bay Mattawa Conservation Authority; OR
- (b) the Ontario Ministry of the Environment Conservation and Parks (Ontario Water Resources Act (OWRA); OR
- (c) a person who is qualified to design sewage systems under Part 8 of the Ontario Building Code and who holds a current/valid Building Code identification Number (BCIN); OR
- (d) an engineer.”

CARRIED

2. Amendments to Schedules A & E and new Schedule G for Financial By-law 2-2020 as amended

Report dated 16 February 2021 presenting additional fees to Schedules A and E of Financial By-law 2-2020 as amended, and new Schedule G to enact a reimbursement rate for use of personal electronic devices by NAPBoard Members and staff.

REPORT RECOMMENDATION

THAT the respective amendments addressed in the Report to the 18 February 2021 meeting of the North Almaguin Planning Board be approved and applied to the proposed Financial By-law Schedules.

AND THAT the amending by-law to enact the approved amendments set out in this Report, be given its first, second and final reading and be enacted.



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(8.2)

RESOLUTION 4-2021 Moved by Roger Glabb Seconded by Randy Hall

THAT the respective amendments addressed in the Report to the 16 February 2021 meeting of the North Almaguin Planning Board be approved and applied to the Financial By-law Schedules.

AND THAT the amending by-law to enact the approved amendments set out in the subject Report, be given its first, second and final reading and be enacted.

CARRIED (By-law 1-2021)

3. New Information Piece Titled: "How to Process a Consent Application for Property in the Jurisdiction of the North Almaguin Planning Board"

Report dated 16 February 2021 presenting a new information piece to explain the requirements involved with preparing an application for Consent under Section 53 of the Planning Act, 2001.

REPORT RECOMMENDATION

1. THAT the information piece titled "How To Process a Consent Application for Property in the Jurisdiction of the North Almaguin Planning Board", be approved.
2. THAT the subject information piece be posted on the NAPBoard website and distributed as part of the Consent application package.
3. THAT the NAPBoard hereby confirms its position that effective immediately, submission of any new Consent applications must include documented comments from the applicable agencies and a properly prepared sketch that identifies the subject site and lands in the immediate vicinity, with accurate measurements applied.

RESOLUTION 5-2021 Moved by Randy Hall Seconded by John Borlase

1. THAT the information piece titled "How To Process a Consent Application for Property in the Jurisdiction of the North Almaguin Planning Board", presented to the NAPBoard at its meeting on 16 February 2021, be approved.
2. THAT the subject information piece be posted on the NAPBoard website and distributed as part of the Consent application package.
3. THAT the NAPBoard hereby confirms that effective immediately, submission of any new Consent application must include documented comments from the applicable agencies and a properly prepared sketch that identifies the subject site and lands in the immediate vicinity with accurate measurements applied.

CARRIED



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(8.)

4. Proposed Amendments to the NAPBoard Procedure By-law 1-2019 as amended

Report dated 16 February 2021 recommending some housekeeping amendments to:

- (a) SECTION 2 – COMPOSITION and TERM OF OFFICE to reflect the revised composition issued by the MMAH on 1st September 2020;
- (b) SECTION 3 – MEETINGS to allow the NAPBoard to receive deputations and presentations via virtual media at its regular public meetings, and to accommodate changing the date of a meeting within one (1) week's notice, and to allow for scheduling virtual meetings for urgent business matters, and other housekeeping; and
- (c) SECTION 10 – AGENDA FORMAT for revising the category of business items.

REPORT RECOMMENDATION

THAT the amendments set out in the draft amending by-law attached as Appendix A of this Report, be approved and a by-law be enacted to amend By-law 1-2019 as amended, to implement the revisions, and read a first, second and third time and enacted.

RESOLUTION -2021 Moved by Roger Glabb Seconded by John Borlase

THAT the amendments to the Procedure By-law set out in Appendix A of the Report to the NAPBoard at its meeting on 16 February 2021, be approved;
AND THAT a by-law be enacted to amend Procedure By-law 1-2019 as amended, to implement the revisions;
AND THAT the amending by-law be given its first, second and third readings and be enacted.

CARRIED (By-law 2-2021)

5. Canada Emergency Rent Subsidy (CERS)

Canadian businesses, non-profit organizations that experienced a drop in revenue during COVID 19 may be eligible to cover part of their commercial rent. Direction about applying for this subsidy is requested.

RESOLUTION 7-2021 Moved by Roger Glabb Seconded by Randy Hall

THAT an application be made to the Canada Emergency Rent Subsidy (CERS) program.

CARRIED



9. FINANCIAL REPORT

1. 2020 Financial Statement

RESOLUTION 8-2021 Moved by John Borlase Seconded by Roger Glabb

THAT the Financial Report for the year 2020 reported to the North Almaguin Planning Board its meeting on 16 February 2021, be received and referred to the auditor for the 2020 Financial Audit required by the Ministry of Municipal Affairs and Housing to be reported by 30 June 2021.

CARRIED

2. 2021 Budget

RESOLUTION 9-2021 Moved by Dave Britton Seconded by Roger Glabb

THAT the draft Budget for operating the North Almaguin Planning Board during the year 2021 as presented at its meeting on 16 February 2021, be approved.

CARRIED

3. Protocol for Responding to Requests for Financial Information

RESOLUTION 10-2021 Moved by Roger Glabb Seconded by Randy Hall

WHEREAS from the time to time members of the public request information about the financial statements of the North Almaguin Planning Board;

THEREFORE BE IT RESOLVED THAT the provision of any financial information to a member of the public be authorized by the Chairperson and the Secretary-Treasurer or the Vice positions to those offices.

CARRIED

10. CLOSED SESSION - Nil

11. NEXT MEETING - Public Meeting to Hear Consents – tentatively 25 March 2021
(pending suspension of COVID 19 Containment restrictions)

12. ADJOURNMENT – 2:49pm

"Dean Gate"

Chairperson Dean Gates

"Dave Britton"

Secretary-Treasurer Dave Britton