



MINUTES
Thursday 17 March 2022

Adopted 19 May 2022

1. CALL TO ORDER

Dean Gates assumed Chairmanship and called this meeting to order at approximately 5:32pm 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)
Randy Hall		(Councillor Powassan)

OTHERS PRESENT

Steve McArthur, NAPB Planner
Karin Ann Brent, NAPB Administrative Director

B3/POWASSAN/2022

Aaron Lott (agent)

B5/PATTERSON/2022

Dawn Stripe (agent)
George Stripe (spouse of agent)
Mike Hardy (solicitor for the applicant)
Scott Wilson (applicant)
Nicole Wilson (virtual media)

B6/POWASSAN/2021 (Item 10.3 – condition revision)

Nicole & Tony Edworthy

B7/WILSON/2021 (Item 10.2 – condition revision)

Darrell Rogerson (virtual media)

3. ADOPTION OF AGENDA

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

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

NAPBoard Member (Chairperson) Dean Gates declared a conflict of interest in the matter subject in Consent application B5/PATTERSON/2022 advising he owns a lot that abuts the subject lands, and recused himself from deliberation of this matter and Chairmanship of this part of the meeting, and voting on any motions put.

Vice-Chairperson Dave Britton presided the meeting during the deliberation and consideration of this matter.



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5. ADOPTION OF MINUTES

a) 10 February 2022

RESOLUTION 9-2022 Moved by John Borlase Seconded by Randy Hall

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

a) 10 February 2022

CARRIED

6. PRESENTATIONS / DEPUTATIONS

B3/POWASSAN/2022

Aaron Lott (agent) was present in support of the subject Consent application.

Vice-Chairperson Dave Britton assumed Chairmanship for the deputations and any motions for Consent application B5/PATTERSON/2022.

B5/PATTERSON/2022

Dawn Stripe (agent), George Stripe (spouse of agent), Mike Hardy (solicitor for the applicant) and Scott Wilson (applicant) attended. George Stripe distributed copies of personal email conversations between Dawn Stripe and Dean Gates to the Members of the NAPBoard. Dawn Stripe spoke against the NAPBoard Planner's Report on the basis that she believed the proposed lot was feasible and that she was unaware of the NAPBoard's principle of a 15-year timeline for severance of a parcel created through the Consent process. Solicitor Michael Hardy advised that the NAPBoard is not legally bound to uphold its time line principle to hold further severance of a parcel created through the Consent process for 15 years, in regard to the creation of a new lot on the subject property which was created in 2013. Applicant Scott Wilson advised the NAPBoard that he had several personal conversations with Dean Gates who owns neighbouring land and that at the surveyor's suggestion while on site for prework to prepare the application sketch, he had the full survey of the proposed new lot done prior to approval by the NAPBoard.

7. CONSENTS & SUBDIVISIONS

1. PUBLIC MEETINGS - CONSENTS

NAME	B File #	LOCALITY	CONSENT REQUESTED
DEEMER John	B6/2022	PRINGLE	NEW 2.833 ha (7 acre) LOT on Old Nipissing Road North
DEEMER John	B7/2022	PRINGLE	NEW 2.833 ha (7 acre) LOT on Old Nipissing Road North



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(7.1.)

RESOLUTION 10 -2022 Moved by John Borlase Seconded by Randy Hall

THAT the presentation of Consent Applications B6/PRINGLE/2022 and B7/PRINGLE/2022 each respectively requesting a new 2.833 ha (7 acre) lot fronting on Old Nipissing Road North, and any and all comments and written submissions received at the statutory public meeting held on Thursday 17 March 2022 prescribed in the Planning Act, R.S.O. 1990, c. P.13, be received and referred to the NAPBoard Planner for report(s).
AND THAT the requested Consent be referred to the next available public meeting of the NAPBoard for its disposition on the requested Consent.

CARRIED

2. PUBLIC MEETINGS – SUBDIVISION APPLICATIONS – Nil

3. REPORTS re CONSENT or SUBDIVISION APPLICATIONS presented at prior Public Meeting

B3/POWASSAN/2022

This Consent application was presented at a public meeting on 10 February 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 12 January 2022 was prepared by Planscape and issued to Powassan Council at its meeting on 18 January 2022. The subject report was provided to the North Almaguin Planning Board prior to the public meeting on 10 February 2022.

A Notice of Decision was issued for B3/POWASSAN/2022 to approve the requested new lot with conditions.

Vice-Chairperson Dave Britton assumed Chairmanship for consideration of B5/PATTERSON/2022 due to declaration of conflict of interest stated by Chairperson Dean Gates and his recusing himself from deliberation of the matter in B5/PATTERSON/2022.

B5/PATTERSON/2022

This Consent application was presented at a public meeting on 10 February 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 8 March 2022 was prepared by a contract Planner and distributed to the NAPBoard Members, the applicants and the agent for this matter.

The applicant, his agent and lawyer gave deputations about this matter.



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RESOLUTION 11-2022 Moved by Randy Hall Seconded by Roger Glabb

THAT the detailed Report dated 8 March 2022 regarding Consent application B5/PATTERSON/2022 prepared by the NAPBoard's contract Planner and distributed to the NAPBoard Members, the applicants and the agent for this matter, be received;

AND THAT the deputations to the NAPBoard at its meeting on 17 March 2022 by the applicant Scott Wilson, the application agent Dawn Stripe and her husband George Stripe, and the applicant's solicitor Michael Hardy, be received for information;

AND THAT rendering of the NAPBoard's disposition on the request for a new lot set out in Consent application B5/PATTERSON/2022 be deferred to its next scheduled meeting.

CARRIED

Dean Gates resumed Chairmanship for the remainder of this meeting.

8. CORRESPONDENCE

- a) Memorandum dated 7 March 2022 from the CAO-Clerk of the Municipality of Powassan advising that pursuant to its User Fee By-law 2015-15, Powassan will commence charging the NAPBoard for review by its staff and contract Planner of Consent and Subdivision requests on lands located in the Municipality of Powassan.

RESOLUTION 12-2022 Moved by Roger Glabb Seconded by Randy Hall

THAT the following item(s) of correspondence presented to the North Almaguin Planning Board at its meeting on Thursday 17 March 2022, be received:

- a) Memorandum dated 7 March 2022 from the CAO-Clerk of the Municipality of Powassan advising that pursuant to its User Fee By-law 2015-15, Powassan will commence charging the NAPBoard for review by its staff and contract Planner of Consent and Subdivision requests on lands located in the Municipality of Powassan.

CARRIED

At this time, consideration of Item 9 a) was delayed to bring forward item 10.3 to accommodate the presence of the applicants of B6/POWASSAN/2021 at this meeting and Item 10.3 was brought forward and dealt with at this time in the meeting.

At the request of Member Randy Hall, the following Resolution was passed to move into closed session for discussion prior to considering B6/POWASSAN/2021.



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RESOLUTION 13-2022 Moved by Randy Hall Seconded by Roger Glabb

THAT pursuant to subsections 239(2) and (3.1) 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 17 March 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

The NAPBoard returned to open session and considered 10.3, to accommodate the presence of the applicants of B6/POWASSAN/2021 at this time in the meeting.

9. BUSINESS ARISING FROM PREVIOUS MINUTES

a) Request for Statistics of NAPBoard Activity from Almaguin Community Economic Development

This request was considered at the NAPBoard meeting on December 2021 and a response to the request deferred to this meeting pending more details on the request being obtained.

An email was sent on 9 December 2021 seeking additional information on what statistics are being sought. No response was received as of the date this agenda was issued (1 February 2022). Mr. Gray sent a form by email on 7 February 2022.

RESOLUTION 15-2022 Moved by Dave Britton Seconded by Randy Hall

THAT the statistics requested by Dave Gray, Director of Economic Development with the Almaguin Community Economic Development, regarding the Consents processed by the North Almaguin Planning Board be gathered and reported to the NAPBoard, then submitted to Almaguin Community Economic Development;

AND THAT a maximum budget of \$200.00 be set for the labour costs for the task of gathering and reporting the requested data once this task is achieved.

CARRIED



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10. NEW BUSINESS

1. B32/POWASSAN/2021 Correction to Condition 3.1

Report to the NAPBoard at its meeting on 17 March 2022 to correct a clerical error in the legal description applied to the Notice of Decision issued on 10 February 2022 for B32/POWASSAN/2021.

RECOMMENDATION

THAT Condition 3.1 of the Notice of Decision issued on 10 February 2022 be revised to confirm the legal description of the severed parcel, as follows:

3.1 That this approval applies to the creation of a new 1.2-hectare parcel as shown on the attached sketch, municipally known as 102 Corkery Street, described as Part of Lot 24 [Part 2 PSR-124] and Part Lot 25 Concession 3, and Part of Lot 6 and All of Lots 7 and 8 Registered Plan M-9 Township of South Himsworth now the Municipality of Powassan in the District of Parry Sound, being Parts 1 and 2 on Reference Plan 42R-21340, part of PIN 52210-0078 (LT) all of PIN 52210-0066(LT).

RESOLUTION 16-2022 Moved by Dave Britton Seconded by Randy Hall

THAT Condition 3.1 of the Notice of Decision issued on 10 February 2022 for Consent B32/POWASSAN/2021, be revised to confirm the legal description of the severed parcel, as follows:

3.1 That this approval applies to the creation of a new 1.2-hectare parcel as shown on the attached sketch, municipally known as 102 Corkery Street, described as Part of Lot 24 [Part 2 PSR-124] and Part Lot 25 Concession 3, and Part of Lot 6 and All of Lots 7 and 8 Registered Plan M-9 Township of South Himsworth now the Municipality of Powassan in the District of Parry Sound, being Parts 1 and 2 on Reference Plan 42R-21340, part of PIN 52210-0078 (LT) all of PIN 52210-0066(LT).

CARRIED

A Revised Notice of Decision was issued for Consent application B32/POWASSAN/2021.

2. B7/WILSON/2021 Revision to Condition 3.2 (b) On-Shore Parking

Report to the NAPBoard at its meeting on 17 March 2022 regarding a revision to condition of approval 3.2 (b) to call for an agreement confirming the provision of On Shore Parking to replace the directive that requires a working agreement with the Ministry of Natural Resources and Forestry (MNRF).

RECOMMENDATION

THAT condition of approval 3.2 (b) in the Notice of Decision for file B7/WILSON/2021 issued 1st April 2021, be replaced with the following:

3.2 (b) An agreement confirming the provision of On-Shore Parking for the new Water Access Only lot fronting on Toad Lake and described as Part 1 on Reference Plan 42R-21645.



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(10.2)

RESOLUTION 17-2022 Moved by John Borlase Seconded by Randy Hall

THAT condition of approval 3.2 (b) in the Notice of Decision for Consent B7/WILSON/2021 issued 1st April 2021, be replaced with the following:

3.2 (b) An agreement confirming the provision of On-Shore Parking for the new Water Access Only lot fronting on Toad Lake and described as Part 1 on Reference Plan 42R-21645.

CARRIED

A Revised Notice of Decision was issued for Consent application B7/WILSON/2021.

Item 10.3 was dealt with immediately following Item 8 of this agenda.

3. B6/POWASSAN/2021 Revision to Condition 3.1 (Lot Area)

Report to the NAPBoard at its meeting on 17 March 2022 regarding a revision to condition of approval 3.1 for the lot size.

RECOMMENDATION

THAT condition 3.1 in the Notice of Decision for Consent B6/POWASSAN/2021 issued on 1st April 2021, be replaced with the following:

3.1 That this approval applies to the creation of a 20.381 ha (50.36 acre) lot fronting on English Line.

RESOLUTION 14-2022 Moved by Dave Britton Seconded by Roger Glabb

THAT condition 3.1 in the Notice of Decision for Consent B6/POWASSAN/2021 issued on 1st April 2021, be replaced with the following:

3.1 That this approval applies to the creation of a 20.381 ha (50.36 acre) lot fronting on English Line.

CARRIED

A Revised Notice of Decision was issued for Consent application B6/POWASSAN/2021.



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(10.)

4. Report re: Special Business Case Funding – Digitization Project NAPBoard 2015, 2016 and 2017 Consent Files

Report to the NAPBoard at its meeting on 17 March 2022 presenting the report to MMAH required for its special business case funding grant to the NAPBoard to offset the cost of digitizing the NAPBoard Consent files 2015, 2016 and 2017.

RECOMMENDATION

That the NAPBoard Chairperson and Secretary-Treasurer be authorized to execute and submit the Project Expense Report for the MMAH Special Business Case Funding Grant for the digitization of the 2015, 2016 and 2017 Consent files.

RESOLUTION 18-2022 Moved by John Borlase Seconded by Roger Glabb

That the NAPBoard Chairperson and Secretary-Treasurer be authorized to execute and submit the Project Expense Report for the MMAH Special Business Case Funding Grant for the digitization of the 2015, 2016 and 2017 Consent files.

CARRIED

11. FINANCIAL REPORT

1. Reports of the Financial status of the NAPBoard as of 31 January 2022 and respectively 28 February 2022

RESOLUTION 19-2022 Moved by Roger Glabb Seconded by John Borlase

THAT the respective Reports of the Financial status of the NAPBoard as of 31 January 2022 and 28 February 2022, put to the NAPBoard at its meeting on 17 March 2022, be received for information.

CARRIED

2. Fees for Reciprocal Planning Services

During past discussions about financial funding for the NAPBoard, staff at MMAH (Sudbury) has suggested that the NAPBoard implement a fee for Planning Services it provides to the Municipality of Powassan. The original planning board was struck in 1986 for the Towns of Powassan, Trout Creek, Townships of South Himsworth and Nipissing. The jurisdiction of the NAPBoard has been revised by MMAH since then to its current entity that serves the Municipality of Powassan and Unincorporated Townships of East Mills, Hardy, McConkey, Patterson, Pringle and Wilson in the Parry Sound District.

A reciprocal agreement between the NAPBoard and the Municipality of Powassan (or prior Town of Powassan, Town of Trout Creek, Twp of Himsworth South, Twp of Nipissing) is not available in the NAPBoard's records.



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(11.2)

Staff recommended that formulation of such an agreement be negotiated to ensure that both the NAPBoard and the Municipality of Powassan staff are aware of the planning services performed by each and the fees each party would charge for those services.

RESOLUTION 20-2020 Moved by John Borlase Seconded by Roger Glabb

THAT in response to the notice received from the municipality of Powassan in its Memorandum dated 7 March 2022 from the CAO-Clerk of the Municipality of Powassan advising that pursuant to its User Fee By-law 2015-15, Powassan will commence charging the NAPBoard for review by its staff and contract Planner of Consent and Subdivision applications on lands located in the Municipality of Powassan:

1. The 2022 Budget adopted on 10 February 2022 be revised to implement this expense and returned to the next available NAPBoard meeting for consideration.
2. That NAPBoard staff consult with Powassan staff to draft a Reciprocal Planning Services Agreement between the NAPBoard and the Municipality of Powassan to identify the planning services performed by each organization and the fees required to fund those services, and report back to the NAPBoard.

CARRIED

12. CLOSED SESSIONS (Pursuant to subsection 239(1) (3.1))

- item (b) identifiable individual
- item (k) criteria or instruction to be applied to any negotiation by the board

Closed Session #1 was authorized by Resolution 13-2022 and was held immediately prior to consideration of 10.3 of this agenda which was brought forward for consideration immediately following item 8 of this agenda to accommodate the presence of the applicants for B6/POWASSAN/2021.

RESOLUTION 13-2022 Moved by Randy Hall Seconded by Roger Glabb

THAT pursuant to subsections 239(2) and (3.1) 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 17 March 2022, to consider the following matters:

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CARRIED

Direction out of Closed Session #1 via Resolution 13-2022

Staff was directed to report back regarding a fee for revisions of a condition of approval when the revision is clerical in nature, and/or does not warrant re-circulation to agencies, and/or and Notice of Meeting is not required, and the revision request can be put to a regularly scheduled meeting of the NAPBoard.



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(12.)

RESOLUTION 21-2022 Moved by Randy Hall Seconded by Roger Glabb

THAT pursuant to subsections 239(2) and (3.1) 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 17 March 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

Direction out of Closed Session #2 via Resolution 21-2022

Staff was directed to review the On Shore Parking Agreement (OSPA) as a condition of approval of a new Water Access Only (WAO) parcel, for requiring on-shore parking year round versus the current OSPA seasonal term.

13. NEXT MEETING: - 19 May 2022

14. ADJOURNMENT – 7:54pm

“Dean Gates”

Chairperson Dean Gates

“Dave Britton”

Secretary-Treasurer Dave Britton