



MINUTES
Monday 17 May 2021

Adopted 24 June 2021

1. CALL TO ORDER

Chairperson Dean Gates assumed Chairmanship and called this Special Telecom meeting to order at approximately 4:33pm.

2. MEMBERS PRESENT

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

MEMBERS ABSENT

Roger Glabb (Powassan Citizen appointee)

OTHERS PRESENT

Karin Ann Brent – NAPB Administrative Director

3. ADOPTION OF AGENDA

On a verbal motion by John Borlase, seconded by Randy Hall and carried, the agenda was adopted.

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

5. CLOSED SESSION Pursuant to Subsections 239(2) of the Municipal Act, 2001, S.O. 2001, C25

- Subsection 239 (2) (b) A matter involving an identifiable individual(s)

At approximately 4:37pm, Resolution 18-2021 was passed and a closed session began.

RESOLUTION 18-2021 Moved by John Borlase Seconded by Dave Britton

THAT pursuant to subsections 239(2) of the Municipal Act, 2001, S.O. 2001, C.25, that the North Almaguin Planning Board at its meeting on 1st April 2021 resolve to close a portion of that meeting to consider:

- Subsection 239 (2) (b) A matter involving an identifiable individual(s)

CARRIED

RECORDED VOTE

MEMBER NAME	YEAH	NAY
BORLASE	X	
BRITTON	X	
GATES	X	
GLABB	ABSENT	ABSENT
HALL	X	

At approximately 5:54pm, on a verbal motion the meeting returned to open session.



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RESOLUTION 19-2021 Moved by Dave Britton Seconded by John Borlase

THAT the report titled "Transition Plan for the NAPBoard" presented at its meeting on 17 May, 2021 and the announcement of retirement of the NAPBoard Administrative Director, be received.

THAT the actions be undertaken to transition the administration of the NAPBoard according to Scenario B outlined in the work sheet attached to the above noted Report.

CARRIED

RECORDED VOTE

MEMBER NAME	YEAH	NAY
BORLASE	X	
BRITTON	X	
GATES	X	
GLABB	ABSENT	ABSENT
HALL	X	

6. ADOPTION OF MINUTES

a) 1st April 2021

RESOLUTION 20-2021 Moved by Dave Britton Seconded by John Borlase

THAT the Minutes of the following meeting of the North Almaguin Planning Board, be adopted as amended on page -4- in the listing of a written submission regarding B5/PRINGLE/2021 to cite Commanda Lake (instead of Restoule Lake) as being deemed by the Ministry of the Environment, Conservation and Parks to be at capacity for phosphorus load.

(a) 1st April 2021 (Regular Public Meeting)

CARRIED

RECORDED VOTE

MEMBER NAME	YEAH	NAY
BORLASE	X	
BRITTON	X	
GATES	X	
GLABB	ABSENT	ABSENT
HALL	X	



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7. NEW BUSINESS

1. Amendment to Section 8 of Procedure By-law 1-2019 as amended (Deputations)

Report to this meeting responding to requests from respective Members of the North Almaguin Planning Board.

RECOMMENDATION

1. THAT the Report to the North Almaguin Planning Board (NAPBoard) at its special telecom meeting on 17 May 2021, presenting a draft amending by-law to update its Procedure By-law 1-2019 as amended regarding deputations and presentations at its meetings, be received.
2. THAT the amending by-law to revise the provisions of the NAPBoard Procedure By-law 1-2019, as amended, regarding deputations and presentations at its meetings presented in APPENDIX A to this Report, be given its First, Second, Third and Final reading and be enacted.

RESOLUTION 21-2021 Moved by John Borlase Seconded by Dave Britton

THAT the Report to the North Almaguin Planning Board (NAPBoard) at its special telecom meeting on 17 May 2021, presenting a draft amending by-law to update its Procedure By-law 1-2019 as amended regarding deputations and presentations at its meetings, be received.

THAT the amending by-law to amend the NAPBoard Procedure By-law 1-2019, as amended, enhancing the provisions for deputations and presentations at its meetings, as presented in APPENDIX A to this Report, be given its First, Second, Third and Final reading and be enacted.

CARRIED / By-law 4-2021 Enacted

RECORDED VOTE

MEMBER NAME	YEAH	NAY
BORLASE	X	
BRITTON	X	
GATES	X	
GLABB	ABSENT	ABSENT
HALL	X	



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2. 2020 Audit Report

Pahapill and Associates Chartered Accountants issued its draft audit report for the North Almaguin Planning Board fiscal year January 1, 2020 to December 31, 2020, for review and receipt by the NAPBoard.

RESOLUTION 22-2021 Moved by Dave Britton Seconded by Randy Hall

THAT the draft 2020 Audit Report prepared by Pahapill and Associates Chartered Accountants for the North Almaguin Planning Board fiscal year of January 1, 2020 through 31 December 2020, be received;
AND THAT the Officials of the North Almaguin Planning Board are hereby authorized to sign the required documents and return them to Pahapill and Associates Chartered Accountants for preparation of the final report of the 2020 Audit Report;
AND THAT upon its receipt, the final 2020 Audit Report be reported to Municipal Affairs and Housing (MMAH) as required in Schedule "E" "Report" of the Grant Agreement (April 2020/March 2021)

CARRIED

RECORDED VOTE

MEMBER NAME	YEAH	NAY
BORLASE	X	
BRITTON	X	
GATES	X	
GLABB	ABSENT	ABSENT
HALL	X	

3. Revision to Condition 3.1 B17/MCCONKEY/2020

Report to the 17 May 2021 NAPBoard meeting seeking a revision to condition of approval 3.1 issued on 25 June 2020, to adjust the size of the new lot to 4.858ha (12 acres) through a revision of the westerly boundary line to accommodate the location of existing ancillary buildings.

RECOMMENDATION

THAT the requested revision to the westerly lot line of the parcel approved in B17/MC CONKEY/2020 on 25 June 2020, explained in the Report to the NAPBoard at its meeting on 17 May 2021, be approved.
AND THAT Condition 3.1 for Consent file B17/MC CONKEY/2020 issued on 25 June 2020 be revised as follows:
3.1. That this approval applies to the creation of a 4.858 ha (12.00 acre) lot fronting on Highway 522 from lands described as Lot 18 Concession 1, Parts 2 through 4 on Plan 42R-21239 PCL 18452 NS.
AND THAT a revised NOTICE OF DECISION be issued accordingly.

RESOLUTION 23-2021 Moved by John Borlase Seconded by Randy Hall

THAT as requested by the applicants, the requested revision to relocate the westerly lot line of the parcel approved in B17/MC CONKEY/2020 on 25 June 2020, explained in the Report to the NAPBoard at its meeting on 17 May 2021, be approved;
AND THAT Condition 3.1 for Consent file B17/MC CONKEY/2020 issued on 25 June 2020 be revised as follows:
3.1. That this approval applies to the creation of a 4.858 ha (12.00 acre) lot fronting on Highway 522 from lands described as Lot 18 Concession 1, Parts 2 through 4 on Plan 42R-21239 PCL 18452 NS;



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(7.)(3.)

AND THAT a revised NOTICE OF DECISION be issued accordingly.

CARRIED

RECORDED VOTE

MEMBER NAME	YEAH	NAY
BORLASE	X	
BRITTON	X	
GATES	X	
GLABB	ABSENT	ABSENT
HALL	X	

4. Preliminary Comments to MMAH re: proposed Plan of Subdivision 49T-211396

The MMAH distributed a copy of a preliminary proposal for a plan of subdivision. Comments were forwarded to MMAH by email on 19 April 2021 in the interim of the NAPBoard having an opportunity to submit a Resolution containing its preliminary comments.

A draft motion that expresses the issues raised by the NAPBoard Members through an email survey.

- the lots sizes identified on the initial draft subdivision are less than the recommended 1ha.
- the number of small lots in such a concentrated area that has no services available is of concern and is within 250m of existing development on Seagull Lake Road.
- a hydrological study would be appropriate in regard to the viability of 18 septic systems and wells being developed on the proposed lots.
- how can the PPS requirement for recreational residential development be enforced?
- there is a hydro line corridor transecting some of the proposed lots.
- opinion that the proposed subdivision would set a negative precedent for development in the subject area.
- until proper planning principles are applied, it would be appropriate for MMAH to discourage major development in the unorganized territories.

Randy Hall initiated discussion questioning the comments about small lot sizes. Dean Gates explained the issues that would result if small lots are developed in an unincorporated township in relation to septic system and potable water sources. Dave Britton advised the current request for comment is preliminary and that any approval will require approval by the Ministry of the Environment, Conservation and Parks and other agencies.

RESOLUTION 24-2021 Moved by John Borlase Seconded by Dave Britton

That in response to the Ministry of Municipal Affairs and Housing request for comments on a draft application for a plan of subdivision 49T-211396 on lands located in East Mills township, the following issues were identified by way of an email survey of the Members of this Board and sent by email submission on 19 April 2021, be confirmed:

- the lots sizes identified on the initial draft subdivision are less than the recommended 1ha.
- the number of small lots in such a concentrated area that has no services available is of concern and is within 250m of existing development on Seagull Lake Road.
- a hydrological study would be appropriate in regard to the viability of 18 septic systems and wells being developed on each of the proposed lots.
- how can the PPS May 2020 requirement for recreational residential development be enforced?
- there is a hydro line corridor transecting some of the proposed lots.
- opinion that the proposed subdivision would set a negative precedent for development in the subject area.



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- until proper planning principles are applied, the NAPBoard is of the opinion that it would be appropriate for MMAH to discourage major development in the unorganized territories.

CARRIED

RECORDED VOTE

MEMBER NAME	YEAH	NAY
BORLASE	X	
BRITTON	X	
GATES	X	
GLABB	ABSENT	ABSENT
HALL	X	

5. Contract for Ricoh Copy/Printer Unit

The contract with Northern Business Solutions for maintenance of the Ricoh copier/printer unit automatically renewed on 26 March 2021. The NAPBoard’s direction is requested, on whether it wishes to continue this contract now that a secondary printer/copier has been purchased. The contract can be cancelled with thirty (30) days written notice.

At the request of the Board, the Administrative Director provided information about the costs for operating the Ricoh copy unit under a full maintenance contract. The Board requested additional information be provided at a future meeting.

The Telecom system dropped the call at approximately 5:15pm.

At approximately 5:15pm, the meeting resumed when a quorum of Members returned on the Telecom system.

RESOLUTION 25-2021 Moved by Dave Britton Seconded by Randy Hall

THAT the matter about the contract with Northern Business Solutions for maintenance of the Ricoh copier/printer unit that automatically renewed on 26 March 2021, be deferred to the next meeting.

CARRIED

RECORDED VOTE

MEMBER NAME	YEAH	NAY
BORLASE	X	
BRITTON	ABSENT	ABSENT
GATES	X	
GLABB	ABSENT	ABSENT
HALL	X	

8. NEXT MEETING: (24 June 2021) *pending COVID restrictions being lifted to allow 10 persons to meeting indoors*
9. ADJOURNMENT- 5:22pm

"Dean Gates"
Chairperson Dean Gates

"Dave Britton"
Secretary-Treasurer Dave Britton