



**MINUTES**  
**Thursday 25 May 2023**

*Adopted 21 June 2023 as circulated*  
*Resolution 45-2023*

**1. CALL TO ORDER**

John Borlase assumed Chairmanship and called this meeting to order at approximately 6:00pm 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)      |
| Roger Glabb  | (Powassan Citizen appointee)                   |
| Randy Hall   | (Councillor Powassan)                          |

**MEMBERS ABSENT:**

|            |             |  |
|------------|-------------|--|
| Dean Gates | CHAIRPERSON | (Unincorporated Townships, Ministry Appointee) |
|------------|-------------|--|

**OTHERS PRESENT**

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

**Item 7.1**

**B10/EAST MILLS/2023 & B11/EAST MILLS/2023**

Rick Miller OLS of Tulloch Geomatics Inc. (agent)

**B12/EAST MILS/2023**

Rick Miller OLS of Tulloch Geomatics Inc. (agent)

**B13/EAST MILLS/2023**

Rick Miller OLS of Tulloch Geomatics Inc. (agent)

**B14, B15 & B16/EAST MILLS 2023**

Rick Miller OLS of Tulloch Geomatics Inc. (agent)  
Stan and Cathy Turcotte (area landowners)  
Eduardo and Gay Sviezkas (area landowners)

**Item 8**

**B25, B26, B27 WILSON 2020**

Joe Whitmell (agent)  
Dale Laidlaw (area landowner)  
John and Terri Manning (area landowners)

**3. ADOPTION OF AGENDA**

On a verbal motion moved by Roger Glabb and seconded by Dave Britton, the agenda was adopted as circulated.

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



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(2)

**5. ADOPTION OF MINUTES**

a) 13 April 2023

RESOLUTION 36-2023    Moved by Randy Hall                      Seconded by Roger Glabb

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

a) 13 April 2023

CARRIED

**6. PRESENTATIONS / DEPUTATIONS**

The NAPBoard directed that the deputation regarding Item 8 of this agenda be held until after the matters in Item 7.1 were presented and considered.

DIRECTION

**7. 1. PUBLIC MEETINGS - CONSENTS**

| Time Heard     | NAME                    | B File # | LOCALITY   | CONSENT REQUESTED  | DISPOSITION  |
|----------------|-------------------------|----------|------------|--|--|
| 6:01 to 6:02pm | WELLER Charles          | 10/2023  | EAST MILLS | NEW 26.97 ha LOT from Lot 20 Conc 11 fronting East Mills Concession Rd | Conditional Approval without Referral for a Planners Report Resolution 37-2023 |
| 6:02 to 6:03pm | WELLER Charles          | 11/2023  | EAST MILLS | NEW 13.55 ha LOT from Lot 21 Conc 11 fronting East Mills Concession Rd | Conditional Approval without Referral for a Planners Report Resolution 38-2023 |
| 6:04 to 6:11pm | PANAY Dayna             | 12/2023  | EAST MILLS | NEW 4.05 ha LOT from Lot 6 Conc 9 fronting Hwy 522                     | Conditional Approval without Referral for a Planners Report Resolution 39-2023 |
| 6:12 to 6:15pm | HORDYK Duane & Juliette | 13/2023  | EAST MILLS | NEW 4.05 ha LOT from Pt Lot 23 Conc 12 fronting Clear Lake Rd          | Conditional Approval without Referral for a Planners Report Resolution 40-2023 |
| 6:13 to 7:38   | 2220479 Ontario Limited | 14/2023  | EAST MILLS | NEW 1.0 ha LOT from Pt Lot 3 Conc 10 Jacks Lake access by easement     | Referred Back to Applicant Resolution 41-2023                                  |
| 6:13 to 7:38   | 2220479 Ontario Limited | 15/2023  | EAST MILLS | NEW 1.2 ha LOT from Pt Lot 3 Conc 10 Jacks Lake access by easement     | Referred Back to Applicant Resolution 41-2023                                  |
| 6:13 to 7:38   | 2220479 Ontario Limited | 16/2023  | EAST MILLS | Permanent Easement for access to new lots B14 & B15/2023               | Referred Back to Applicant Resolution 41-2023                                  |



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(3)

**(7.) (1.) B10/EAST MILLS/2023 & B11/EAST MILLS/2023**

Rick Miller OLS of Tulloch Geomatics Inc. (agent) opined that the subject applications were submitted with complete information and requested that the NAPBoard render its decision on the subject Consent applications without referral for NAPBoard Planner's Report.

RESOLUTION 37-2023                      Moved by Dave Britton                      Seconded by Randy Hall

THAT the deputation by agent OLS Rick Miller at the statutory Public Meeting on 25 May 2023 requesting approval of Consent application B10/EAST MILLS/2023 seeking a new lot on East Mills Concession Road and requesting disposition without referral for the NAPBoard Planner's Report opining that the application includes documentation that supports the creation of a new lot that will comply with the PPS May 2020 and represents good planning, be received;

AND WHEREAS the following written submissions were received for the record:

1. Letter dated May 2, 2023 from the North Bay Mattawa Conservation Authority (NBMCA) advising that the new lot is of sufficient size to accommodate a Class 4F sewage system based on a 3-bedroom single family dwelling with a floor area of less than 200m<sup>2</sup> and 20 fixtures.

NOW THEREFORE BE IT RESOLVED that a Notice of Decision be issued for provisional approval of a new 27 ha (66.5 acre) lot fronting on Concession Road 10/11 requested in Consent application B10/EAST MILLS/2023 without referral of this matter for a NAPBoard Planner's report, with conditions that:

- 1) the applicants enter into a Consent Agreement citing compliance with Section 1.1.6 of the PPS May 2020 to be registered on title of the new lot; and
- 2) confirmation from the East Mills LRB that a driveway entrance permit is feasible for the new lot.

CARRIED (Notice of Decision issued)

RESOLUTION 38-2023                      Moved by Roger Glabb                      Seconded by Randy Hall

THAT the deputation by agent OLS Rick Miller at the statutory Public Meeting on 25 May 2023 requesting approval of Consent application B11/EAST MILLS/2023 seeking a new lot on East Mills Concession Road and requesting disposition without referral for the NAPBoard Planner's Report opining that the application includes documentation that supports the creation of a new lot that will comply with the PPS May 2020 and represents good planning, be received;

AND WHEREAS the following written submissions were received for the record:

1. Letter dated May 2, 2023 from the North Bay Mattawa Conservation Authority (NBMCA) advising that the new lot is of sufficient size to accommodate a Class 4F sewage system based on a 3-bedroom single family dwelling with a floor area of less than 200m<sup>2</sup> and 20 fixtures.

NOW THEREFORE BE IT RESOLVED that a Notice of Decision be issued for provisional approval of a new 13.5 ha (33.5 acre) lot fronting on Concession Road 10/11 requested in Consent application B11/EAST MILLS/2023 without referral of this matter for a NAPBoard Planner's report, with conditions that:

- 1) the applicants enter into a Consent Agreement citing compliance with Section 1.1.6 of the PPS May 2020 to be registered on title of the new lot; and
- 2) confirmation from the East Mills LRB that a driveway entrance permit is feasible for the new lot.

CARRIED (Notice of Decision issued)



**MINUTES**  
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(4)

**(7.) (1.)**

B12/EAST MILLS/2023

Rick Miller OLS of Tulloch Geomatics Inc. opined that the application was submitted with complete information and requested that the NAPBoard render its decision on the subject Consent application without referral for NAPBoard Planner's Report.

RESOLUTION 39-2023      Moved by Roger Glabb      Seconded by Randy Hall

THAT the deputation by agent OLS Rick Miller at the statutory Public Meeting on 25 May 2023 requesting approval of Consent application B12/EAST MILLS/2023 seeking a new lot on Highway 522 and requesting disposition without referral for the NAPBoard Planner's Report opining that the application includes documentation that supports the creation of a new lot that will comply with the PPS May 2020 and represents good planning, be received;

AND WHEREAS the following written submissions were received for the record:

1. Letter dated April 27, 2023 from the North Bay Mattawa Conservation Authority (NBMCA) advising that the new lot is of sufficient size to accommodate a Class 4F sewage system based on a 3-bedroom single family dwelling with a floor area of less than 200m<sup>2</sup> and 20 fixtures;
2. Memorandum dated 5 April 2023 from MTO Corridor Management advising support of the proposed severance application.

NOW THEREFORE BE IT RESOLVED that a Notice of Decision be issued for provisional approval of a new 4 ha (10 acre) lot with 153m (500 ft) frontage on Highway 522 requested in Consent application B12/EAST MILLS/2023 without referral of this matter for a NAPBoard Planner's report, with condition that:

- 1) the applicants enter into a Consent Agreement citing compliance with Section 1.1.6 of the PPS May 2020 to be registered on title of the new lot.

CARRIED (Notice of Decision issued)

B13/EAST MILLS/2023

Rick Miller OLS of Tulloch Geomatics Inc. (agent) opined that the application was submitted with complete information and requested that the NAPBoard render its decision on the subject Consent application without referral for NAPBoard Planner's Report.

RESOLUTION 40-2023      Moved by Roger Glabb      Seconded by Randy Hall

THAT the deputation by agent OLS Rick Miller at the statutory Public Meeting on 25 May 2023 requesting approval of Consent application B13/EAST MILLS/2023 seeking a new lot on Clear Lake Road without referral for the NAPBoard Planner's Report opining that the application includes documentation that supports the creation of a new lot that will comply with the PPS May 2020 and represents good planning, be received;

AND WHEREAS the following written submissions were received for the record:

1. Letter dated April 26, 2023 from the North Bay Mattawa Conservation Authority (NBMCA) advising that the new lot is of sufficient size to accommodate a Class 4F sewage system based on a 3-bedroom single family dwelling with a floor area of less than 200m<sup>2</sup> and 20 fixtures;



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(5)

**(7.) (1.)**

B13/EAST MILLS/2023 (RESOLUTION 40-2023 cont'd...)

NOW THEREFORE BE IT RESOLVED that a Notice of Decision be issued for provisional approval of a new 4 ha (10 acre) lot fronting on Highway 522 requested in Consent application B13/EAST MILLS/2023 without referral of this matter for a NAPBoard Planner's report, with condition that:

- 1) the applicants enter into a Consent Agreement citing compliance with Section 1.1.6 of the PPS May 2020 to be registered on title of the new lot; and
- 2) confirmation from the East Mills LRB that a driveway entrance permit is feasible for the new lot.

CARRIED (Notice of Decision issued)

B14, B15 & B16/EAST MILLS 2023

Rick Miller OLS of Tulloch Geomatics Inc. (agent) presented the subject applications and advised that since submission it has been discovered that a One Foot Reserve was registered during the process of the adjacent plan of subdivision, which will have to be removed before the permanent easement in Consent B16/EAST MILLS/2023 can be registered. Further Mr. Miller advised that the subject One Foot Reserve was transferred to two (2) individuals instead of the public authority for the subdivision when the corporate ownership dissolved thereby referring the ownership of the land involved with the One Foot Reserve to the crown (Ministry of Natural Resources and Forestry).

NAPB Vice-Chairperson John Borlase advised that the snow plow turn around at Boundary Road where it abuts the property in the subject Consent application is not maintained by the Local Roads Board. Rick Miller explained that Boundary Road is a subdivision road that is not assumed the unincorporated township of East Mills and therefore maintenance is done by the landowners of the lots in plan M-461.

Area landowners Stan and Cathy Turcotte expressed their objection to the requests for two (2) new lots on Jack's Lake and opined that Boundary Road experiences a lot of traffic and provided a map showing three (3) plans of cottage subdivisions in the area thereby creating a large population on Jack' Lake. Further Mrs. Turcotte advised the NAPBoard that she has been told that Jack's Lake is at capacity for development. Rick Miller advised that he had checked the Ministry of the Environment and Parks (MOECP) website for lakes deemed at capacity for phosphorus load and advised that Jack's Lake is not listed.

Further in the receipt of public comment, Mrs. Turcotte questioned what controls are in place to curtail development of the area. Vice-Chairperson John Borlase advised that the Ministry of Municipal Affairs and Housing (MMAH) has not enacted an Official Plan nor a Zoning By-law for this unincorporated township.

Area landowners Eduardo and Gay Sviezkas complained that they did not receive a written Notice of Meeting for these matters. NAPBoard Planner explained that the Planning Act requires circulation of written notice to the owners of land within 60m of a site involved with a Consent application and the posting of the Notice of Meeting in the vicinity of a subject site. Further, Mr. Sviezkas questioned the legality of the One Foot Reserve and the proposed permanent easement access from Boundary Road (also known as Mills Road).



**MINUTES**  
**Thursday 25 May 2023**

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(6)

**(7.) (1.) B14, B15 & B16/EAST MILLS 2023 cont'd...**

RESOLUTION 41-2023 Moved by Randy Hall

Seconded by Dave Britton

THAT the presence of adjacent landowners at the statutory Public Meeting on 25 May 2023 expressing objection to the creation of new lots on Jacks Lake, and submission of a copy of a map showing the numerous lots on Jack's Lake through three (3) prior plans of subdivision, be received;

THAT the written submission dated 21 May 2023 from adjacent landowners expressing objection to the subject request for the creation of two (2) new lots on Jack's Lake and expressing objection to additional traffic on the privately maintained road for access to those new lots, and suggesting the application sketch does not accurately depict the road allowance, be received;

THAT the updated application sketch provided by OLS Rick Miller of Tulloch Geomatics Inc. provided to those present at the statutory Public Meeting on 25 May 2023 for the purpose of clarifying the road access proposed for requested new lots, be received;

AND THAT the deputation by agent OLS Rick Miller regarding Consent applications B14, B15 and B16/EAST MILLS/2023 at the statutory Public Meeting on 25 May 2023 explaining that an existing One Foot Reserve established in conjunction with a plan of subdivision M-461 at the end of Boundary Road (also known as Mills Road) complicates the proposed creation of a permanent easement for vehicular and pedestrian access to the proposed new lots, be received; and the subject Consent applications be referred back to the applicant.

CARRIED

**3. PUBLIC MEETINGS - SUBDIVISION APPLICATIONS – Nil**

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

**1. B5, B6, B7 & B8/POWASSAN/2023**

The subject Consents were presented at the NAPBoard Public meeting on 13 April 2023. No written submissions or comments were received and the subject applications were referred for a planner's report and Powassan Council's comments.

A Memorandum from the Powassan Deputy Clerk (Planning) was presented to Powassan Council reporting comments received from Powassan's contract Planner, recommending approval with standard conditions for access, adequate servicing in particular for school board service, and conformity with the Powassan Official Plan and Zoning By-law.

On 2 May 2023, Powassan Council passed Resolution 2023-142 receiving the Planner's comments and advised its concurrence with the request for four (4) new 1.62 ha (4 acre) lots fronting on Highway 522, two (2) from each concession Lot 33 and 34 Concession 2 (Himsworth), subject to the standard conditions, adequate servicing, access and school board servicing.



**MINUTES**  
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(7)

**(7. 3.)** B5, B6, B7 & B8/POWASSAN/2023 cont'd...

RESOLUTION 42-2023 Moved by Roger Glabb Seconded by Randy Hall

WHEREAS the Consents B5, B6, B7 and B8/POWASSAN/2023 were presented at the NAPBoard Public meeting on 13 April 2023, and no written submissions or comments were received and the subject applications were referred for a planner's report and Powassan Council's comments in Resolution 26-2022;

AND WHEREAS a Memorandum from the Powassan Deputy Clerk (Planning) was presented to Powassan Council at its meeting on 2 May 2023 reporting comments received from Powassan's contract Planner, recommending approval with standard conditions for access, adequate servicing in particular for school board service, and conformity with the Powassan Official Plan and Zoning By-law.

AND WHEREAS on 2 May 2023, Powassan Council passed Resolution 2023-142 receiving the Planner's comments and advised its concurrence with the request for four (4) new 1.62 ha (4 acre) lots fronting on Highway 522, two (2) from each concession Lot 33 and 34 Concession 2 (Himsworth), subject to the standard conditions, adequate servicing, access and school board servicing.

BE IT RESOLVED THAT Notices of Decision be issued for provisional approval of Consent applications B5, B6, B7 and B8/POWASSAN/2023 respectively.

CARRIED (Notices of Decision issued)

**8. CORRESPONDENCE**

1. Study Report "Duck Lake Dissolved Oxygen Study" in response to condition 3.4 for Consent files B25 and B26/WILSON/2020: Woodland Corporation Limited.
2. Surveyor's sketch prepared 4 January 2023 in response to condition 3.3 for Consent B26/WILSON/2020 depicting the proposed new lots in B25/WILSON/2020, B26/WILSON/2020 and the permanent access easement requested in B27/WILSON/2020.
3. Information regarding Consent files B25, B26 and B27/WILSON/2020
  - Copy of an email issued 10 May 2023 providing information on the current compliance periods and copies of the standing revised/corrected Notices of Decisions for the respective Consent files;
  - Copy of the North Bay Mattawa Conservation Authority's letter dated 12 November 2020 regarding requirements for septic systems for the proposed lots and existing development on the subject land.

Joe Whitmell, agent for the applicant, presented information seeking input from the NAPBoard as to whether the "Duck Lake Dissolved Oxygen Study" will satisfy condition of approval 3.4 in the Notices of Decision issued for B25 and B26/WILSON/2020. Discussion between Mr. Whitmell and the NAPBoard indicated that the reason for the subject topic of the study be for measurement of oxygen levels was due to the high population of lake trout in Duck Lake.

Further discussion with Mr. Whitmell reviewed the outstanding documentation required to satisfy the respective conditions of approval set out in the Notices of Decision issued for Consent applications B25, B26 and B27/WILSON/2020, with direction that Mr. Whitmell contact the North Bay Mattawa Conservation Authority (NBMCA) to confirm the NBMCA's comments regarding feasibility of a septic system for the 1ha lot proposed in B26/WILSON/2020.



**MINUTES**  
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(8)

(8.)

RESOLUTION 43-2023 Moved by Randy Hall Seconded by Roger Glabb

THAT the deputation by the applicants' agent Joe Whitmell to the NAPBoard at its meeting on 25 May 2023 regarding information required to meet the respective conditions of approval in Consent files B25, B26 and B27/WILSON/2020, be received for information.

AND THAT the following documentation presented to the NAPBoard at its meeting on 25 May 2023, be referred to the next scheduled NAPBoard meeting (21 June 2023) to allow the applicants and their agents to obtain additional information toward satisfying the respective conditions of approval set out in the respective Notices of Decision for issued for files B25, B26 and B27/WILSON/2020:

1. Study Report "Duck Lake Dissolved Oxygen Study" in response to condition 3.4 for Consent files B25 and B26/WILSON/2020: Woodland Corporation Limited.
2. Surveyor's sketch prepared 4 January 2023 in response to condition 3.3 for Consent B26/WILSON/2020 depicting the proposed new lots in B25/WILSON/2020, B26/WILSON/2020 and the permanent access easement requested in B27/WILSON/2020.
3. Information regarding Consent files B25, B26 and B27/WILSON/2020:
  - Copy of an email issued 10 May 2023 providing information on the current compliance periods and copies of the standing revised/corrected Notices of Decisions for the respective Consent files;
  - Copy of the North Bay Mattawa Conservation Authority's letter dated 12 November 2020 regarding requirements for septic systems for the proposed lots and existing development on the subject land.

CARRIED

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

**10. NEW BUSINESS - Nil**

**11. FINANCIAL REPORT - Nil**

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

Subsection 239 (1):

(b) a matter involving identifiable individual(s)

(k) criteria or instruction to be applied to any negotiation by the board.

At approximately 7:43pm, the NAPBoard passed the following Resolution to move into a Closed Session.

RESOLUTION 44-2023 Moved by Randy Hall Seconded by Roger Glabb

THAT pursuant to subsection 239 (1) (3.1), the NAPBoard at its meeting on 25 May 2023 resolve into a Closed Session to consider:

Item (b): matter(s) about identifiable individual(s)

Item (k): matter(s) about criteria or instruction to be applied to any negotiation of the board.

CARRIED

At approximately 8:15pm, on a verbal motion, the NAPBoard returned to Open Session.

No Resolutions were issued as a result of the Closed Session discussions.





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(9)

**13. NEXT MEETING:** (21 June 2023)

**14. ADJOURNMENT** – 8:15pm

–  
*“John Borlase”*

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**VICE-CHAIRPERSON John Borlase**

*“Dave Britton”*

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**SECRETARY-TREASURER Dave Britton**