



MINUTES
Thursday 28 June 2022

Adopted 21 July 2022 Resolution 38-2022

1. CALL TO ORDER

Dean Gates assumed Chairmanship and called this Telecom meeting to order at approximately 8:41AM.

2. MEMBERS PRESENT (alphabetically)

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

ABSENT: Roger Glabb (Powassan Citizen appointee)

OTHERS PRESENT

Karin Ann Brent, NAPB Administrative Director

3. ADOPTION OF AGENDA

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

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

5. NEW BUSINESS

1. Liability Insurance Policy Renewal by 1st July 2022

No specific renewal quote was available at the time of issuing this electronic agenda. The broker has been contacted numerous times since March 2022 but has not received the renewal quote from MIS. Through email contact with the broker, it might be prudent to align the policy with the NAPBoard fiscal year (1st July to 31st December, then annually thereafter).

RESOLUTION 35-2022 Moved by John Borlase Seconded by Randy Hall

WHEREAS Tim Hutcheson has been contacted multiple times and has been unable to provide a renewal quote for the NAPBoard’s liability insurance policy with MIS Insurance up to the date of this meeting;
THAT a cheque in the amount of \$2000.00 be issued to MIS Insurance through broker Tim Hutcheson for renewal of the NAPBoard’s liability insurance coverage for the policy term 1st July 2022 through 31st December 2022 to bring the policy renewal timing into synchronization with the NAPBoard fiscal year;
AND THAT any adjustment determined out of receipt of the policy renewal documentation from MIS Insurance be addressed, as required to remit additional payment or request a refund.

CARRIED

RECORDED VOTE (IF CALLED)

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



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(5.)

2. Subdivision Processing Fee

The subdivision processing fee of \$4000.00 in place since 2015 is not sufficient for the current costs. An increase is required to cover a budget of \$2500.00 statutory advertising and the \$2000.00 Powassan Planner fee and NAPBoard processing expenses.

RECOMMENDATION

That an amending by-law be enacted to immediately increase the subdivision processing fee to \$6500.00.

RESOLUTION 36-2022 Moved by Dave Britton Seconded by John Borlase

That an amending by-law be enacted to revise Schedule A of Financial By-law 2-2020 as amended, to immediately increase the subdivision processing fee to \$6500.00;
And that the subject amending by-law be given first, second, third and final readings and be enacted at this meeting.

CARRIED

RECORDED VOTE (IF CALLED)

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

3. By-laws

The following by-laws were presented for consideration:

1. A by-law to amend Schedule A of NAPBoard Financial By-law 2-2020, as amended, to implement a \$100.00 fee for processing certain requests for minor revision to a condition(s) of approval set out in a Notice of Decision, per Resolution 27-2022 passed on 19 May 2022.
2. A by-law to amend Schedule A of NAPBoard Financial By-law 2-2020, as amended, to cite a current fee for processing subdivision applications of \$6,500.00, per the Resolution passed at this meeting.



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Moved by Randy Hall Seconded by Dave Britton

That the following amending by-law be given first, second, third and final readings and be enacted:

By-law 1-2022 A by-law to amend Schedule A of NAPBoard Financial By-law 2-2020, as amended, to:

- a) implement a \$100.00 fee for processing certain requests for minor revision to a condition(s) of approval set out in a Notice of Decision, per Resolution 27-2022 passed on 19 May 2022.
- b) amend Schedule A of NAPBoard Financial By-law 2-2020, as amended, to cite a current fee for processing subdivision applications of \$6,500.00, per the Resolution passed at this meeting.

CARRIED

RECORDED VOTE (IF CALLED)

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

6. ADJOURNMENT – 8:58am

Chairperson Dean Gates

Secretary-Treasurer Dave Britton