



**MINUTES**  
**Wednesday 5 June 2024**

*Adopted 3 July 2024*  
*Resolution 42-2024*

**1. CALL TO ORDER**

Dean Gates assumed Chairmanship and called this meeting to order at approximately 6:02pm in the Maple Room at 250 Clark Street, Powassan ON P0H 1Z0.

**2. MEMBERS PRESENT** (alphabetically)

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

**MEMBERS ABSENT**

Roger Glabb	DIRECTOR	(Powassan Citizen appointee)
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**OTHERS PRESENT**

Karin Ann Brent, NAPB Administrative Director

**B17 & B18 WILSON 2022 REVISED**

Joseph & Carrie Whitmell (applicants)  
Steve McArthur – Sr Planner – Tulloch Inc. (agent)  
Mackenzie Van Horn – Planner – Tulloch Inc. (agent)

**B17 EAST MILLS 2024**

Doug Buchanan (applicant)  
David Sheepway (agent)

**B18 PATTERSON 2024**

Michael Witt & Laura Fiander (applicants)  
Paul Goodridge OLS of Goodridge & Goulet Planning and Surveying

**B19 POWASSAN 2024**

Mark Lang (applicant)

**B20 & B21 POWASSAN 2024**

Steve McArthur – Sr Planner – Tulloch Inc. (agent)  
Mackenzie Van Horn – Planner – Tulloch Inc. (agent)

**B22 & B23 POWASSAN 2024**

Steve McArthur – Sr Planner – Tulloch Inc. (agent)  
Mackenzie Van Horn – Planner – Tulloch Inc. (agent)

**B24 POWASSAN 2024**

Steve McArthur – Sr Planner – Tulloch Inc. (agent)  
Mackenzie Van Horn – Planner – Tulloch Inc. (agent)



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**3. ADOPTION OF AGENDA**

On a VERBAL MOTION moved by John Borlase and seconded by Dave Britton, the agenda was adopted as amended to ADDED THE FOLLOWING ITEMS OF BUSINESS:

- 8a) Correspondence – Notice of Public Meeting for Rezoning of 146 Osborne Street Powassan ON
- 10.1 New Business – Report seeking correction to documentation for Consent File B7 EAST MILLS 2024  
CARRIED

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

**5. ADOPTION OF MINUTES**

- a) 3 April 2024 – Regular Public Meeting
- b) 24 April 2024 -Special Telecom Meeting

RESOLUTION 30-2024 Moved by Dave Britton Seconded by Randy Hall  
THAT the Minutes of the following meeting of the North Almaguin Planning Board, be adopted as amended:

- a) 3 April 2024 statutory public meeting [as amended by corrections per Report 10.1]
- b) 24 April 2024 special telecom meeting [as presented]

CARRIED

**6. PRESENTATIONS / DEPUTATIONS - Nil**

**7. CONSENTS & SUBDIVISIONS**

**1. PUBLIC MEETINGS – CONSENTS**

Time	APPLICANTS	B File #	LOCALITY	CONSENT REQUESTED	DISPOSITION
06:10 06:12	WHITMELL Joe & Carrie	B17/2022	WILSON	(REVISED) NEW 24.02ha (59.36ac) LOT on Hwy 522	Resolution 31-2024 Provisional Approval
06:13 06:14	WHITMELL Joe & Carrie	B18/2022	WILSON	(REVISED) REAR YARD 4.55ha (11.24ac) LOT ADDITION to retained land from REVISED B17/22	Resolution 32-2024 Provisional Approval
06:15 06:16	BUCHANAN Doug (purchaser)	B17/2024	EAST MILLS	REAR YARD LOT ADDITION from #11170 to #11152 Hwy 522	Resolution 33-2024 Provisional Approval
06:17 06:19	WITT Michael (COVID REPEAT)	B18/2024	PATTERSON	SIDE YARD LOT ADDITION from #505 Limberlost Point Rd to vacant Blk A	Resolution 34-2024 Provisional Approval
06:20 06:21	LANG Mark	B19/2024	POWASSAN	LOT ADDITION from 214 Morrison Ave to SIDE YARD 303 Sweezy St	Resolution 35-2024 Provisional Approval
06:22 06:23	CHAPMAN Ryan	B20/2024	POWASSAN	NEW 1ha (2.47ac) LOT on Hummel Line	Resolution 36-2024 Provisional Approval
06:22 06:23	CHAPMAN Ryan	B21/2024	POWASSAN	NEW 1ha (2.47ac) LOT on Hummel Line	Resolution 36-2024 Provisional Approval
06:24 06:25	SAUVE Ray	B22/2024	POWASSAN	New 0.0797 ha LOT on Valley View Dr West	Resolution 37-2024 Provisional Approval
06:24 06:25	SAUVE Ray	B23/2024	POWASSAN	NEW 0.0667 ha LOT on Valley View Dr West	Resolution 37-2024 Provisional Approval
06:26 06:27	PAUL Steve	B24/2024	POWASSAN	343.6m <sup>2</sup> LOT ADDITION from 279 Bridge St to REAR YARD 246 Armstrong Ave	Resolution 38-2024 Provisional Approval



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RESOLUTION 31-2024 Moved by John Borlase Seconded by Dave Britton  
THAT the public input received at the statutory public meeting on 5 June 2024 regarding Consent application B17/WILSON/2022 REVISED May 2024, seeking approval to sever from Lot 13 Conc 14 Wilson, a NEW 24.021ha (59.357ac) LOT with 277.33m (909.88 ft) frontage on Hwy 522, be received for the record:

- Joe Whitmell & Carrie Whitmell (applicants)
- Steve McArthur, Sr. Planner & Mackenzie Van Horn of Tulloch Inc. (agent)

THAT the following written submissions regarding B17 WILSON 2022 REVISED May 2024, received for the record:

- a) MTO email dated 7 May 2024 confirming its comments issued by email on 20 November 2023.
- b) Email dated 3 June 2024 from an area property owner of land on Little Long Lake, expressing opposition to the request in revised B17 WILSON 2022, out of concern for destruction of habitat and natural resources; and noting that an existing road traversing the subject land could provide access to several properties on Little Long Lake.

THAT provisional approval of REVISED May 2024 Consent application B17/WILSON/2022 be issued with the following condition(s):

1. That this Consent approval applies to a NEW 24.021ha (59.357ac) LOT with 277.33m (909.88 ft) frontage on Hwy 522.

AND THAT a Notice of Decision be issued for the above-noted provisional approval.

CARRIED

RESOLUTION 32-2024 Moved by John Borlase Seconded by Randy Hall  
THAT the public input received at the statutory public meeting on 5 June 2024 regarding Consent application B18/WILSON/2022 REVISED May 2024, seeking approval of a 4.55ha (11.24ac) parcel to be conveyed as a LOT ADDITION to the rear yard of Lot 13 Conc 14 retained land of B17/WILSON2/2022 REVISED May 2024, be received for the record:

- Joe Whitmell & Carrie Whitmell (applicants)
- Steve McArthur, Sr. Planner & Mackenzie Van Horn of Tulloch Inc. (agent)

THAT the following written submissions regarding B18 WILSON 2022 REVISED May 2024, received for the record:

- a) MTO email dated 7 May 2024 confirming its comments issued by email on 20 November 2023.
- b) Email dated 3 June 2024 from an area property owner of land on Little Long Lake, expressing opposition to the request in revised B17 WILSON 2022, out of concern for destruction of habitat and natural resources; noting that an existing road traversing the subject land could provide access to several properties on Little Long Lake.

THAT provisional approval of Consent application B18/WILSON/2022 REVISED May 2024 be issued with the following condition(s):

1. That this Consent approval applies to the creation of a 4.55ha (11.24ac) parcel to be conveyed as a LOT ADDITION to the rear of Lot 13 Conc 14 retained land of B17/WILSON/2022 REVISED May 2024.

AND THAT a Notice of Decision be issued for the above-noted provisional approval. CARRIED



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RESOLUTION 33-2024      Moved by John Borlase      Seconded by Dave Britton  
THAT the public input regarding Consent application B17/EAST MILLS/2024 seeking approval of a lot addition to #11152 Hwy 522, received at the statutory public meeting on 5 June 2024 be received for the record:

- Doug Buchanan (applicant, as purchaser of the lot addition)
- David Sheepway (agent for the applicant)

THAT the record indicate there were no written submissions received regarding B17/EAST MILLS/2024.

THAT provisional approval of Consent application B17/EAST MILLS/2024 be issued with the following condition(s):

1. That this Consent approval applies to the creation of a 0.53ha (1.3ac) parcel of land from #11170 Hwy 522 to be conveyed as a rear yard lot addition to #11152 Hwy 522.

AND THAT a NOTICE OF DECISION be issued for the above-noted provisional approval.

CARRIED

RESOLUTION 34-2024      Moved by Dave Britton      Seconded by John Borlase  
THAT the public input regarding Consent application B18/PATTERSON/2024 seeking approval of a 0.38ha (0.93ac) lot addition to Block A Registered Plan M-344 on Limberlost Point Road at Reeves Drive, received at the statutory public meeting on 5 June 2024 be received for the record:

- Michael Witt & Laura Fiander (applicants)
- Paul Goodridge of Goodridge, Goulet Planning & Surveying (agent)

THAT the record indicate there were no written submissions received regarding B18/PATTERSON/2024.

THAT provisional approval of Consent application B18/PATTERSON/2024 be issued with the following condition(s):

1. That this Consent approval applies to the creation of a 0.38ha (0.93ac) parcel of land from 505 Limberlost Point Road to be conveyed as a side yard lot addition to vacant land described as Block A, Registered Plan M-334.

AND THAT a NOTICE OF DECISION be issued for the above-noted provisional approval.

CARRIED

RESOLUTION 35-2024      Moved by Dave Britton      Seconded by Randy Hall  
THAT the public input regarding Consent application B19/POWASSAN/2024 seeking approval of a 0.081ha (0.20ac) parcel of land from the rear yard of 214 Morrison Street (Trout Creek) to be conveyed as a side yard lot addition to 303 Sweezy Street (Trout Creek), received at the statutory public meeting on 5 June 2024 be received for the record:

- Mark Lang (applicant)



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(RESOLUTION 35-2024 cont'd...)

THAT the following written submissions received regarding B19/POWASSAN/2024, be received for the record:

- a) Report dated 15 May 2024 by PlanScape opining that the requested lot line adjustment (via lot addition) is consistent with the Provincial Policy Statement May 2020, the Growth Plan for Northern Ontario, and conforms with the Powassan Official Plan and applicable zoning provisions, and represents good planning.
- b) Powassan Council Resolution 2024-174 issued 21 May 2024 expressing support of approving the requested lot addition with request for the following conditions of approval:
  - (i) That the severed lot is merged on title with the benefitting lot;
  - (ii) That confirmation be provided to the satisfaction of the municipality, that the existing sewage systems will be located on the same lot as the development they service, are in good working order and comply with Ontario Building Code;
  - (iii) That confirmation be provided to the satisfaction of the municipality, that the severed lot and the combined retained and benefitting lots can be adequately serviced by private, individual water supply.

THAT provisional approval of Consent application B19/POWASSAN/2024 be issued with the following condition(s):

1. That this Consent approval applies to the severance according to the application sketch, of a 0.081ha (0.20ac) parcel of land from the rear yard of 214 Morrison Street (Trout Creek) to be conveyed as a side yard lot addition to 303 Sweezy Street (Trout Creek).
2. That the title of the severed parcel be consolidated with the title of the benefitting property municipally known as 303 Sweezy Street.
3. That confirmation be provided to the satisfaction of the municipality, that the respective existing sewage systems will be located on the same lot as the development they service, are in good working order and comply with Ontario Building Code.
4. That confirmation be provided to the satisfaction of the municipality, that the severed lot and the combined retained and benefitting lots can be adequately serviced by private, individual water supply.

AND THAT a NOTICE OF DECISION be issued for the above-noted provisional approval.

CARRIED

RESOLUTION 36-2024      Moved by Randy Hall      Seconded by Dave Britton

THAT the public input regarding Consent applications B20/POWASSAN/2024 and B21/POWASSAN/2024 each seeking the creation of a new 1ha (2.48ac) lot fronting on Hummel Line received at the statutory public meeting on 5 June 2024 be received for the record:

- Steve McArthur, Sr. Planner & Mackenzie Van Horn of Tulloch Inc. (agent)

THAT the following written submissions received regarding B20/POWASSAN/2024 and B21/POWASSAN/2024 be received for the record:

- a) Report dated 15 May 2024 from PlanScape opining that the requested new lots are each consistent with the Provincial Policy Statement May 2020, the Growth Plan for Northern Ontario, and conforms with the Powassan Official Plan and applicable zoning provisions, and represents good planning.



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(RESOLUTION 36-2024) cont'd...

- b) Powassan Council Resolution 2024-175 issued 21 May 2024 expressing support of approving the requested new lots with request for the following conditions of approval:
- (i) That a Driveway Entrance Permit for access to Hummel Line for each of the new lots be obtained from the municipality of Powassan.
  - (ii) That the applicant provide written confirmation from the local school boards that school bus service is available the subject location.

THAT provisional approval of Consent applications B20/POWASSAN/2024 and B21/POWASSAN/2024 respectively, be issued with the following condition(s):

1. That provisional approval of the respective Consent application applies to the creation of a new 1ha (2.48ac) lot fronting on Hummel Line.
2. That a Driveway Entrance Permit for access to Hummel Line for each of the new lots be obtained from the municipality of Powassan.
3. That the applicant provide written confirmation from the local school boards that school bus service is available the subject location.

AND THAT a NOTICE OF DECISION be issued for provisional approval of each of the subject Consent requests.

CARRIED

RESOLUTION 37-2024      Moved by Dave Britton      Seconded by Randy Hall

THAT the public input regarding Consent applications B22/POWASSAN/2024 seeking creation a new 0.0797ha (0.197 ac) lot fronting on Valley View Drive West and B23/POWASSAN/2024 seeking the creation of a new 0.0667ha (0.160ac) lot fronting on Valley View Drive West, received at the statutory public meeting on 5 June 2024 be received for the record:

- Steve McArthur, Sr. Planner & Mackenzie Van Horn of Tulloch Inc. (agent)

THAT the following written submissions received regarding B22/POWASSAN/2024 and B23/POWASSAN/2024 be received for the record:

- a) Report dated 15 May 2024 from PlanScape opining that the requested new lots are each consistent with the Provincial Policy Statement May 2020, the Growth Plan for Northern Ontario, and conforms with the Powassan Official Plan and applicable zoning provisions, and represents good planning.
- b) Powassan Council Resolution 2024-176 issued 21 May 2024 expressing support of approving the requested new lots with request for the following conditions of approval:
  - (i) That a Driveway Entrance Permit onto Valley View Drive West for each of the new lots and the retained lot, be obtained from the municipality of Powassan.
  - (ii) That the applicant provide written confirmation from the local school boards that school bus service is available the subject location (if required).



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(RESOLUTION 37-2024) cont'd...

THAT provisional approval of Consent applications be issued with the following conditions:

1. B22/POWASSAN/2024 for the creation a new 0.0797ha (0.197 ac) lot fronting on Valley View Drive West, and
2. B23/POWASSAN/2024 for the creation of a new 0.0667ha (0.160ac) lot fronting on Valley View Drive West, be issued with the following conditions:
3. That a Driveway Entrance Permit onto Valley View Drive West for each of the new lots and the retained lot, be obtained from the municipality of Powassan.
4. That the applicant provide written confirmation from the local school boards that school bus service is available the subject location (if required).

AND THAT a NOTICE OF DECISION be issued for provisional approval of each of the subject Consent requests.

CARRIED

RESOLUTION 38-2024      Moved by Randy Hall      Seconded by Dave Britton

THAT the public input regarding Consent application B24/POWASSAN/2024 seeking approval to sever a 343.6m<sup>2</sup> parcel from 279 Bridge Street to be conveyed as a rear yard lot addition to 246 Armstrong Avenue, received at the statutory public meeting on 5 June 2024 be received for the record:

- Steve McArthur, Sr. Planner & Mackenzie Van Horn of Tulloch Inc. (agent)

THAT the following written submissions received regarding B24/POWASSAN/2024 be received for the record:

- a) Report dated 15 May 2024 from PlanScape opining that the requested lot addition is consistent with the Provincial Policy Statement May 2020, the Growth Plan for Northern Ontario, and conforms with the Powassan Official Plan and applicable zoning provisions, and represents good planning, with recommendation that the severed lot be merged with the benefitting lot and the standard conditions of consent are met.
- b) Powassan Council Resolution 2024-173 issued 21 May 2024 expressing support of approving the requested new lots with request for the following conditions of approval:
  - (i) that the severed lot be merged with the benefitting lot and the standard conditions of consent are met.

THAT provisional approval of Consent application B24/POWASSAN/2024 be issued with the following condition(s):

1. That this Consent approval applies to the severance according to the application sketch of a 343.6m<sup>2</sup> parcel of land from property municipally known as 279 Bridge Steet, to be conveyed as a rear yard lot addition to the abutting property municipally known as 246 Armstrong Avenue.
2. That title of the severed parcel be consolidated to the benefitting lot municipally known as 246 Armstrong Avenue.

AND THAT a NOTICE OF DECISION be issued for provisional approval of each of the subject Consent request.

CARRIED



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

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

At approximately 06:40, the NAPBoard recessed in open session while the persons in attendance exited the meeting.

The meeting resumed at approximately 06:48pm.

**8. CORRESPONDENCE**

- a) Notice of Public Meeting for Rezoning of 146 Osborne Street Powassan ON

RESOLUTION 39-2024 Moved by Dave Britton Seconded by John Borlase

That the following items of information presented to the NAPBoard at its meeting on 5 June 2024, be received for information:

- a) Municipality of Powassan Notice of Public Meeting regarding a Zoning Bylaw amendment re 146 Osborne Street.

CARRIED

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

**10. NEW BUSINESS**

**1. Administrative Correction to Consent B7/EAST MILLS/2024 Documentation**

The agent submitted a secondary revised page (2) for the Consent B7/EAST MILLS/2024 to reflect the lot dimensions and area presented in the application sketch prepared by Tulloch Inc., was submitted by the agent during the process, for its consideration at the NAPBoard meeting on 3 April 2024. The NAPBoard Administrative Director inadvertently missed applying the lot area presented in the revised page (2) to the certain documents during the creation of the documents for the subject file.

The issued Notice of Meeting reflected the correct lot area and the sketch attached as part of that Notice, reflected the requested lot area presented on the revised page (2).

**RECOMMENDATION**

1. That condition of approval 3.1 cited in the Notice of Decision issued by the NAPBoard at its meeting on 3 April 2024 for Consent file B7/EAST MILLS/2024 be corrected to read as follows:

*3.1 That this Consent approval applies to the creation of a new 2.636ha (6.51 ac) LOT fronting on East Road.*

2. That all file documentation containing information related to the approved lot in B7/EAST MILLS/2024 be corrected to reflect the lot area 2.636ha (6.51 ac) present[ed] on a revised page (2) received after submission of the original Consent application.





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**(10.1)**

RESOLUTION 40-2024 Moved by John Borlase Seconded by Dave Britton

1. That condition of approval 3.1 cited in the Notice of Decision issued by the NAPBoard at its meeting on 3 April 2024 for Consent file B7/EAST MILLS/2024 be corrected to read as follows:
  - 3.1 *That this Consent approval applies to the creation of a new 2.636ha (6.51 ac) LOT fronting on East Road.*
2. That all file documentation containing information related to the approved lot in B7/EAST MILLS/2024 be corrected to reflect the lot area 2.636ha (6.51 ac) present[ed] on a revised page (2) received after submission of the original Consent application.

CARRIED

**11. FINANCIAL REPORT**

- a) Report of Financial Activity to 21<sup>st</sup> May 2024

RESOLUTION 41-2024 Moved by Randy Hall Seconded by John Borlase

THAT the report of the following report of the NAPBoard's Financial Activity to 21 May, 2024 be received for information.

CARRIED

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

Subsection 239 (1) & 239 (2):

- (b) a matter involving identifiable individual(s);
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board
- (k) criteria or instruction to be applied to any negotiation by the board.

The NAPB did not enter into a Closed Session as there were no matters to be considered.

**13. NEXT MEETING – scheduled for 3 July 2024**

**14. ADJOURNMENT – 06:58pm**