



**MINUTES**  
**Thursday 5 October 2023**

*Adopted as Circulated*  
*Resolution 76 2023 on 29 Nov 2023*

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**1. CALL TO ORDER**

John Borlase assumed Chairmanship and called this statutory public meeting to order at approximately 6:08pm in the absence of the Chairperson. Dean Gates assumed Chairmanship at approximately 6:48pm, for Items 8 through 14 of this agenda

**2. MEMBERS PRESENT** (alphabetically)

John Borlase	VICE-CHAIRPERSON	(Unincorporated Townships, Ministry Appointee)
Dave Britton	SECRETARY-TREASURER	(Councillor Powassan)
Dean Gates	CHAIRPERSON (arrived 6:47pm during Item 7)	(Unincorporated Townships, Ministry Appointee)
Randy Hall	VICE SECRETARY-TREASURER	(Councillor Powassan)

**MEMBERS ABSENT**

Roger Glabb (Powassan Citizen appointee)

**OTHERS PRESENT**

Karin Ann Brent, NAPB Administrative Director

**B26 & B27/MC CONKEY/2023**

Jim McIvor (applicant/owner)  
Deanna McIvor (applicant/owner)  
Rob Greene, Tulloch Geomatics, Huntsville (agent)

**3. ADOPTION OF AGENDA**

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

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

**5. ADOPTION OF MINUTES**

- a) 21 June 2023 (regular public meeting)
- b) 12 September 2023 (special meeting)

RESOLUTION 65-2023                      Moved by Randy Hall    Seconded by Dave Britton

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

- a) 21 June 2023 (regular public meeting)
- b) 12 September 2023 (special meeting)

**CARRIED**



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**6. PRESENTATIONS / DEPUTATIONS - Nil**

**7. CONSENTS & SUBDIVISIONS**

**1. PUBLIC MEETINGS - CONSENTS**

<b>Time Heard</b>	<b>APPLICANT(s) NAME</b>	<b>B File #</b>	<b>LOCALITY</b>	<b>CONSENT REQUESTED</b>	<b>DISPOSITION</b>
06:30pm to 06:56pm	MARTIN K / McIVOR J & D	26	MC CONKEY	Create a NEW 0.29ha (0.72 ac) LOT developed 142-127 Brooks Lane Retaining 0.335ha (0.83 ac) LOT developed 142-140 Brooks Lane	Referred to next scheduled meeting (29 Nov 2023) to allow a site inspection by NAPB Members
06:30pm to 06:56	MARTIN K / McIVOR J & D	27	MC CONKEY	Create PERMANENT EASEMENT across 142-127 for access to 142-140 Brooks Lane	Referred to next scheduled meeting (29 Nov 2023) to allow a site inspection by NAPB Members

**B26 & B27/MC CONKEY/2023**

NAPB Member John Borlase started the discussion about Consent applications B26 & B27/MC CONKEY/2023 explaining that the primary property is less than the NAPBoard’s principle for minimum lot size. Rob Greene of Tulloch Geomatics, agent for the applicants, advised that the North Bay Mattawa Conservation Authority (NBMCA) has inspected the existing septic systems on the subject lands, and has advised compliance with the Ontario Building Code. Further, Mr. Greene explained the intent of the request to sever a lot to create separate ownership for each of the current owning families. In response to the question by NAPBoard Member John Borlase, Mr. McIvor confirmed that the water supply for the existing cabins is from Caribou Lake.

RESOLUTION 66-2023

Moved by Dave Britton

Seconded by Randy Hall

THAT the record indicate there was no comments from interested persons nor written submissions received at the statutory public meeting on 5 October 2023 regarding Consent application B26/MC CONKEY/2023 seeking approval of a new 0.29ha (0.72 ac) lot developed and assigned civic number 142-127 Brooks Lane, and/or Consent application B27/MC CONKEY/2023 seeking extension of the permanent easement for access to the proposed lot for access to the retained parcel (B26/MC CONKEY/2023) assigned civic number 142-140.

CARRIED

RESOLUTION 67-2023

Moved by Dave Britton

Seconded by Randy Hall

THAT disposition of requests in Consent applications B26/MC CONKEY/2023 and B27/MC CONKEY/2023 respectively, be referred for consideration at the next scheduled meeting of the NAPBoard (29 November 2023).

CARRIED

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



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

At this time in the meeting, Dean Gates arrived and assumed Chairmanship for the remainder of the items on this agenda.

**8. CORRESPONDENCE**

- a) Powassan Notice of Rezoning 2023-02 – Public Meeting 3 October 2023  
To permit a four-plex residential use at 137 Main Street
- b) Nipissing Forest 2019-2029 Forest Management Plan with minor amendment  
(distributed by email on 6 Sept 2023 for input to MNRF by 16 September 2023)

RESOLUTION 68-2023    Moved by John Borlase                      Seconded by Dave Britton

The following items of correspondence presented to the North Almaguin Planning Board at its meeting on 5 October 2023, be received for information:

- a) Powassan Notice of Rezoning 2023-02 – Public Meeting 3 October 2023  
To permit a four-plex residential use at 137 Main Street
- b) Nipissing Forest 2019-2029 Forest Management Plan with minor amendment  
(distributed by email on 6 Sept 2023 for input to MNRF by 16 September 2023)

CARRIED

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

**10. NEW BUSINESS**

**1. Request for Correction to Notice of Decision B27/EAST MILLS/2021**

During the review of the Certification documentation, it was discovered that the Reference Plan 42R-22083 identifies a lot size of 1.3360 ha (3.3 acre). This is larger than was applied for and approved at 1.1ha (2.7 acre) in the Notice of Decision issued 7 October 2021. Subsequently, the applicant and agent have requested that a correction be applied to the Notice of Decision on the basis that in the application form, the applicant submitted an estimated size for the proposed new lot.

RECOMMENDATION

That the Notice of Decision issued on 7 October 2021 be corrected in condition 3.1 to cite the creation of a 1.3360 ha (3.3 acre) lot with lakefront on Seagull Lake to be severed from lands known as 101 Birch Point Road and accessed by an existing Permanent Easement over Part 1 on Reference Plan 17253 off of Birch Point Road.



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(10.) cont'd...

**(1.) Request for Correction to Notice of Decision B27/EAST MILLS/2021**

It was acknowledged that the agent for the applicant sent an email requesting that the original Certification fee be applied to the corrected Notice of Decision. This request was not discussed nor approved.

RESOLUTION 69-2023    Moved by John Borlase                      Seconded by Randy Hall

WHEREAS during the review of the Certification documentation presented for Consent file B27/EAST MILLS/2021, it was discovered that Part 2 on Reference Plan 42R-22083 describing the proposed severed lot, identifies a lot size of 1.3360 ha (3.3 acre), which is larger than the lot size applied for and approved at 1.1ha (2.7 acre) in the Notice of Decision issued 7 October 2021;

AND WHEREAS the applicant and agent requested that a correction be applied to the Notice of Decision on the basis that in the application form, the applicant and agent submitted an estimated size for the proposed new lot;

BE IT RESOLVED THAT the Notice of Decision for Consent file B27/EAST MILLS/2021 issued on 7 October 2021 be corrected in condition 3.1 to cite the creation of a 1.3360 ha (3.3 acre) lot with lakefront on Seagull Lake to be severed from lands known as 101 Birch Point Road and accessed by an existing Permanent Easement over Part 1 on Reference Plan 42R-17253 off of Birch Point Road.

AND THAT IT BE NOTED for the record:

Part 1 on Reference Plan 42R-22083 which is not a part of Consent file B27/EAST MILLS/2021, describes a parcel that abuts the permanent easement set out in Part 1 on Reference Plan 42R-17253 where it intersects travelled Birch Point Road; and

Part 3 on Reference Plan 42R-22083 describes the Original Shore Road Allowance on Seagull Lake at the lake frontage of the new lot created in Consent file B27/EAST MILLS/2023 described as Part 2 on Reference Plan 42R-22083.

CARRIED

**11. FINANCIAL REPORT**

Financial activity to 31 August 2023

RESOLUTION 70-2023                      Moved by Randy Hall                      Seconded by Dave Britton

That the chart of its financial activity to 31 August 2023 presented to the North Almaguin Planning Board (NAPBoard) at its meeting on 5 October 2023, be received for information.

CARRIED



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

At approximately 7:40pm, the NAPBoard resolved into a Closed Session.

RESOLUTION 71-2023

Moved by John Borlase

Seconded by Randy Hall

THAT pursuant to subsection 239 (1) (3.1), the NAPBoard at its meeting on 5 October 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

On a verbal motion put by Dave Britton and seconded by Randy Hall, at approximately 7:58pm the NAPBoard returned to Open Session. There were no Resolutions or directives issued out of the closed session.

**13. NEXT MEETING** - *(scheduled for 29 November 2023)*

**14. ADJOURNMENT** – 8:00pm

*“Dean Gates”*

*“Dave Britton”*

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CHAIRPERSON Dean Gates

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SECRETARY-TREASURER Dave Britton