



MINUTES
Thursday 13 April 2023

Adopted 25 May 2023
(Resolution 36-2023)

1. CALL TO ORDER

Dean Gates assumed chairmanship and called this meeting to order at approximately 6:06pm 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)
Dean Gates	CHAIRPERSON	(Unincorporated Townships, Ministry Appointee)
Roger Glabb		(Powassan Citizen appointee)
Randy Hall		(Councillor Powassan)

OTHERS PRESENT

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

Item 7.1

OLS Rick Miller (agent)

Item 7.3.1 – B9/PRINGLE/2023

OLS Rick Miller (agent)

Item 7.3.2 - B34/HARDY/2022

Edna J. Robertson (applicant)

Joyce Roberston (applicant)

Item 7.3.3 – B4/POWASSAN/2023

Steve Eide (applicant)

Item 8.1 – Enquiry re feasibility of severance 94A/94B Caribou Lake Rd

OLS Rob Greene (agent)

Item 8.2 – Enquiry re feasibility of a new lot on Maple Hill Road

Lorne Byers (property owner)

OLS Paul Goodridge (agent)

Item 9.1 (B24/WILSON/2022)

OLS Rick Miller (agent)

Rick Whitmell (applicant)

Hugh McLachlan (solicitor for the applicant)

3. ADOPTION OF AGENDA

On a verbal motion moved by John Borlase and seconded by Roger Glabb, the agenda was adopted as amended to add items of business: Item 6 to add a deputation by Darrell Rogerson(re 9.1 and 9.2) and Item 10.1 (B23 HARDY 2022 for revision to condition 3.1 to correct lot area).

CARRIED (Verbal Motion)



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

5. ADOPTION OF MINUTES

a) 2 February 2023

RESOLUTION 23-2023 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) 2 February 2023

CARRIED

On a verbal motion, the NAPBoard concurred to move Item 7.3 forward for consideration, to accommodate the applicants and agents present for these matters.

6. PRESENTATIONS / DEPUTATIONS

(Item 8.1 ENQUIRY) OLS Rob Greene of Tulloch reviewed his clients request to sever a subsite property developed with two (2) cottages, into two (2) separate lots, rebutting the NAPBoard guiding principles for minimum lot size.

(Item 8.2 ENQUIRY) OLS Paul Goodridge of Goodridge, Goulet reviewed his proposal to create a new residential lot on Maple Hill Road as a trade off of an undersized vacant lot fronting on Purdon Line, rebutting the current Powassan Official Plan provisions that preclude creation of a new lot on Part Lot 20 at this time.

(Item 9.1 & 9.2) Darrell Rogerson, owner of properties in the unincorporated townships, read an extract of information from an unknown source regarding development protocols in certain areas of the United States of America, questioning why development is limited in the unincorporated townships in the jurisdiction of the NAPBoard. NAPBoard Planner Steve McArthur referenced the Ontario Provincial Policy Statement (May) 2020.

7. 1. PUBLIC MEETINGS – CONSENTS

Time Heard	APPLICANT	B File #	LOCALITY	CONSENT REQUESTED	DISPOSITION
6:15 – 6:16pm	HALLSTEAD FARMS (J Newall)	B5 2023	POWASSAN	Create NEW 1.62ha (4 ac) LOT on Hwy 522 from Lot 33 Con 2	Resolution 24-2023 to refer to Powassan Planner for report to Council for comments to NAPB
6:17 – 6:18pm	HALLSTEAD FARMS (J Newall)	B6 2023	POWASSAN	Create NEW 1.62ha (4 ac) LOT on Hwy 522 from Lot 33 Con 2	Resolution 24-2023 to refer to Powassan Planner for report to Council for comments to NAPB
6:19 – 6:20pm	HALLSTEAD FARMS (J Newall)	B7 2023	POWASSAN	Create NEW 1.62ha (4 ac) LOT on Hwy 522 from Lot 34 Con 2	Resolution 24-2023 to refer to Powassan Planner for report to Council for comments to NAPB
6:21- 6:22pm	HALLSTEAD FARMS (J Newall)	B8 2023	POWASSAN	Create NEW 1.62ha (4 ac) LOT on Hwy 522 from Lot 34 Con 2	Resolution 24-2023 to refer to Powassan Planner for report to Council for comments to NAPB
6:23 – 6:28pm	GILES Jeffrey & Antje	B9 2023	PRINGLE	Create NEW 2.43ha (6 ac) LOT on Odorizzi Rd from 530 Odorizzi Rd	Resolution 25-2023 to issue Notice of Decision without NAPB Planner report



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(7.) **2. PUBLIC MEETINGS - SUBDIVISION APPLICATIONS** - Nil

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

The following matters were presented for disposition:

3.1 **B15, B16, B17/EAST MILLS/2021**

The subject Consents were presented at the Public meeting on 2 February 2023. No written submissions or comments were received and referred for a planner's report.

The NAPBoard Planner presented his report dated March 18, 2023 and recommends approval of these Consents to create lots that are developed and consistent with the PPS May 2020, and accommodate Class 4 sewage disposal systems, have access to year-round maintained roadway via a registered easement (ROW) and represent good planning.

RESOLUTION 26-2022 Moved by John Borlase Seconded by Roger Glabb

THAT the Planner's Report dated 18 March 2023 regarding the following Consent Applications presented to the North Almaguin Planning Board (NAPBoard) at its statutory public meeting on 2 February 2023 for public input: B15/EAST MILLS/2021 requesting creation of a 1.13ha (2.79 acre) lot described as Part 3 on Reference Plan 42R-20664);

B16/EAST MILLS/2021 requesting creation of a 1.043ha (2.58 acre) lot described as Part 4 on Reference Plan 42R-20664); and

B17/EAST MILLS/2021 requesting creation of a permanent easement over lands described as Part 2 on Reference Plan 42R-20664 for access from Mill Road to the new lots requested in B15/EAST MILLS/2021 and B16/EAST MILLS/2021;

be received;

AND WHEREAS the Planner's Report recommends provisional approval as the new rural residential lots and access easement will be consistent with the Provincial Policy Statement May 2020; can accommodate Class 4 sewage disposal systems; will have access to fully maintained and that access is available to existing maintained roads via the requested registered permanent easement right-of-way, and therefore represent good planning;

BE IT RESOLVED THAT Notices of Decision be issued for provisional approval of respective Consents B15/EAST MILLS/2021 and B16/EAST MILLS/2021 and B17/EAST MILLS/2021, with a condition of approval:

requiring review and approval by the North Bay Mattawa Conservation Authority (NBMCA) of the existing septic systems on the new lots being respectively created through Consents B15/EAST MILLS/2021 and B16/EAST MILLS/2021; and

requiring the applicants to enter into a Consent Agreement citing compliance with Section 1.1.6 of the PPS May 2020., be registered on title of the new lots.

CARRIED

(Notices of Decision Issued)



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3.2 **B34/HARDY/2022**

The subject Consent was presented at the Public meeting on 2 February 2023. One written submission in support of the proposed new lot was received and referred for a Planner's report. The NAPBoard Planner presented his report dated March 14, 2023 which recommended approval of this Consent to will create a lot that is consistent with the PPS May 2020, can accommodate Class 4 sewage disposal system, and has frontage and access to year-round maintained roadway (East Road).

RESOLUTION 27-2023 Moved by John Borlase Seconded by Dave Britton
THAT the Planner's Report dated 14 March 2023 regarding Consent Application B34/HARDY/2022 requesting the creation of a new lot fronting on a full time maintained road, presented to the North Almaguin Planning Board (NAPBoard) at its statutory public meeting on 2 February 2023 for public input, be received;
AND WHEREAS the Planner's Report indicates that the request for a new lot is consistent with the PPS 2020 and does not conflict with the GPNO 2011 and that the proposal is in line with the guiding principles of the North Almaguin Planning Board; and represents good planning;
THAT a Notice of Decision be issued for provisional approval of the requested Consent in file B34/HARDY/2022 for a new 1.672ha (4.132 acre) lot with 182.88m (600 feet) of frontage on East Road, with a condition that 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)

3.3 **B4/POWASSAN/2023**

The subject Consent was presented at the Public meeting on 2 February 2023. No written submissions or comments were received and the matter referred for a planner's report and Powassan Council's comments. A Memorandum dated 23 February 2023 from the Powassan Deputy Clerk (Planning) to Powassan Council reported comments received from Powassan's contract Planner recognizing the requested lot addition confirms with Powassan Official Plan. Further, the Planner's report recommended rezoning the benefitting lot to define permitted uses and development regulations. On 7 March 2023, Powassan Council passed Resolution 2023-75 receiving the Planner's comments and advised its concurrence with the requested Consent for a lot addition subject to a condition of approval for rezoning the benefitting lot to RM-4.

RESOLUTION 28-2023 Moved by Roger Glabb Seconded by Dave Britton
WHEREAS Consent application B4/POWASSAN/2023 was presented to the North Almaguin Planning Board (NAPBoard) at its statutory Public meeting on 2 February 2023, and no written submissions or comments were received and the matter was referred for a planner's report and Powassan Council's comments;
AND WHEREAS the Memorandum dated 23 February 2023 from the Powassan Deputy Clerk (Planning) to Powassan Council reporting comments received from Powassan's contract Planner recognizing the requested lot addition conforms with Powassan Official Plan, and recommended rezoning the benefitting lot to define permitted uses and development regulations;
AND WHEREAS on 7 March 2023, Powassan Council passed Resolution 2023-75 receiving the Planner's comments and advising its concurrence with the requested Consent for a lot addition subject to a condition of approval for rezoning the benefitting lot to RM-4;



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(7.3.3) (Resolution 28-2023 cont'd)

THAT a Notice of Decision be issued for provisional approval of the request to sever a parcel from Part 5 on Reference Plan 42R-19599 to be conveyed as a back lot addition to Part 3 on Reference Plan 42R-19599 municipally known as 532 Main Street, subject to the benefitting lot being rezoned to RM-4.

CARRIED

(Notice of Decision issued)

8. CORRESPONDENCE

1. ENQUIRY (McConkey Twp – 94A & B Caribou Lake Road)

Rob Greene, Land Use Planner with Tulloch (Huntsville) addressed his client's request to split a 1.6 acre lot on a peninsula accessed by registered easement for access to Caribou Lake Road, which is developed with two (2) cottages. Information was provided by staff on the history of the landowner's enquiry and prior submission of an application form that was returned to them as incomplete and providing information on the NAPBoard principles. Mr. Greene requested that NAPBoard staff email him with direction on what information the NAPBoard might want to continue considering the requested severance.

RESOLUTION 29-2023 Moved by John Borlase Seconded by Roger Glabb

THAT:

- 1) the deputation by Rob Greene, Land Use Planner with Tulloch (Huntsville) deputation to the NAPBoard at its meeting on 13 April 2023 about his client's request to split a 1.6 acre lot on a peninsula accessed by registered easement for access to Caribou Lake Road, which is developed with two (2) cottages; and
- 2) the information provided by NAPBoard staff on the history of the landowner's enquiry and prior submission of an application form that was returned to them as incomplete and information on the NAPBoard principles; be received for information.

CARRIED

DIRECTION: That NAPBoard staff email OLS Greene with the information he requested during his deputation.

2. ENQUIRY (Powassan – New lot on Maple Hill Road)

Paul Goodridge of Goodridge, Goulet Planning & Surveying Ltd (North Bay) explained his suggestion that his client create a new residential lot on Maple Hill Road "in exchange" for merging an existing vacant lot fronting on Purdon Line, from Part Lot 20 Concession 10.

Information was provided by NAPBoard staff about the history of prior severances from Lot 20 Concession 10 prior to and since the January 1st 1996 date set by the Powassan Official Plan which restricts further new lots at this time.

RESOLUTION 30-2023 Moved by Dave Britton Seconded by Randy Hall

- THAT:
- 1) the deputation by Rob Greene, Land Use Planner with Tulloch (Huntsville) deputation to the NAPBoard at its meeting on 13 April 2023 about his client's request to split a 1.6 acre lot on a peninsula accessed by registered easement for access to Caribou Lake Road, which is developed with two (2) cottages; and
 - 2) the information provided by NAPBoard staff on the history of the landowner's enquiry and prior submission of an application form that was returned to them as incomplete and information on the NAPBoard principles; be received for information.

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3. Email dated 5 April 2023 from Caitlin Carmichael of MMAH (Sudbury) advising the Business Case Funding application for commencing the creation of an Official Plan for the six (6) unincorporated townships in the NAPBoard jurisdiction has been refused; with suggestion the NAPB re-apply in 2023-24 funding year with a completed proposal(s) from a planning consultant(s) and Terms of Reference
4. Notice dated 15 March 2023 from the Ministry of Natural Resources and Forestry providing the 2023-2024 Annual Work Schedule for the Nipissing Forest.
5. Thank you card from the family of former NAPBoard Member Larry Ciglen for the NAPBoard's bereavement expression. (The card as made available at meeting for viewing by the NAPBoard Members)

RESOLUTION 31-2023 Moved by Roger Glabb Seconded by Randy Hall

That the following items of information provided to the NAPBoard in its agenda for the public meeting on 13 April 2023, be received for information:

- a) Email dated 5 April 2023 from Caitlin Carmichael of MMAH (Sudbury) advising the Business Case Funding application for commencing the creation of an Official Plan for the six (6) unincorporated townships in the NAPBoard jurisdiction has been refused; with suggestion the NAPB re-apply in 2023-24 funding year with a completed proposal(s) from a planning consultant(s) and Terms of Reference
- b) Notice dated 15 March 2023 from the Ministry of Natural Resources and Forestry providing the 2023-2024 Annual Work Schedule for the Nipissing Forest.
- c) Thank you card from the family of former NAPBoard Member Larry Ciglen for the NAPBoard's bereavement expression. (available at meeting for the NAPBoard Members)
- d) Deputation to the NAPBoard at its meeting 13 April 2023 by Darrell Rogerson, reading an extract of information from an unknown source regarding development protocols in certain areas of the United States of America, questioning why development is limited in the unincorporated townships in the jurisdiction of the NAPBoard.

CARRIED

9. BUSINESS ARISING FROM PREVIOUS MINUTES

9.1 B24/WILSON/2022 : MTO request for condition of approval for Mutual Driveway Entrance – Highway 522 Frontage of Lot 12 Con 14 Wilson (and to access Lot 11 and 4 properties via ROW)

The subject request for revision to the Notice of Decision for Consent B24/WILSON/2022 was reported to the NAPBoard at its meeting on 2 February 2023 and subsequent to information expressed by OLS Rick Miller as agent for the applicant landowner, was referred to the next scheduled meeting of the NAPBoard to allow further consultation with MTO staff regarding driveway entrance permits along this corridor of Highway 522.

Background

Report to the NAPBoard at its meeting on 2 February 2023 re: MTO request for condition of approval for a Mutual Driveway Entrance – Hwy 522 Frontage of Lot 12 Con 14 Wilson (and to access Lot 11 and 4 Properties via ROW).



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RECOMMENDATION

That the Notice of Decision for Consent file B24/WILSON/2022 issued on 26 October 2022 and revised on 24 November 2022, be again revised to add the following condition:

4. *That the applicants obtain a mutual MTO Driveway Entrance Permit for the driveway located on Lot 12 Concession 14 that services Lot 11 and Lot 12 Con 14 Wilson and the four (4) specified properties at Little Long Lake (Concession 13) granted access through the registered permanent easement processed in Consent B049/WILSON/1996 and identified in Reference Plan 42R-14484, and again in Reference Plan 41R-2161 [created without a current Consent] for the travelled interior path along the ROW easement Which meanders across the boundary of Lots 11 and 12 Concession Wilson Twp.*

At the 2 February 2023 NAPBoard meeting, OLS Rick Miller agent for the applicant requested that this matter be referred to the next meeting to allow review of the MTO request, noting that the existing permanent easement is not registered to Lot 11 Concession 14 for access.

Subsequently, the NAPBoard issued the following Resolution on 2 February 2023:

RESOLUTION 11-2023 Moved by Dave Britton

Seconded by John Borlase

WHEREAS a Report was presented to the NAPBoard at its meeting on 2 February 2023 presenting a request from MTO Corridor Management that the Notice of Decision for Consent file B24/WILSON/2022 issued on 26 October 2022 and revised on 24 November 2022, be again revised to add the following condition:

- 3.4 *That the applicants obtain a mutual MTO Driveway Entrance Permit for the driveway located on Lot 12 Concession 14 that services Lot 11 and Lot 12 Concession 14 Wilson and the four (4) specified properties at Little Long Lake (Concession 13) granted access through the registered permanent easement processed in Consent B049/WILSON/1996 and identified in Reference Plan 42R-14484, and again in Reference Plan 42R-2161 [created without a current Consent] for the travelled interior path along the ROW easement which meanders across the boundary of Lots 11 and 12 Concession Wilson Twp..*

AND FURTHER THAT the deputation by agent Rick Miller OLS received by the NAPBoard at its meeting on 2 February 2023, advised that his title search indicates that the existing permanent easement from Highway 522 accessing the frontage of Lot 12 Concession 14 Wilson, is not registered to Lot 11 Concession 14 Wilson where the subject easement traverses southerly and meanders across the boundary of Lots and 12, and therefore precludes a mutual driveway entrance that would service vehicular and pedestrian access to both Lot 11 and Lot 12 Concession 14 Wilson Twp;

NOW THEREFORE BE IT RESOLVED THAT consideration of the above noted request for revision to the Notice of Decision for Consent B24/WILSON/2022 be referred to the next scheduled meeting of the NAPBoard (30 March 2023) to allow further consultation with MTO staff regarding driveway entrance permits along this corridor of Highway 522.

CARRIED

No further disposition was issued for Item 9.1 at this meeting.

9.2 B17 & B18/WILSON/2022

Disposition of the subject Consents was referred to this meeting. These Consents involve land that is subject in Consent B24/WILSON/2022 for which a request by MTO for revision of a condition was presented on 2 February 2023 and referred to this meeting pending confirmation of the MTO request.

This matter was presented at the Public meeting on 26 October 2022. No written submissions or comments were received.

MTO Corridor Management has submitted its comments advising it does not support back lot development through flag or key lots.



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(9.2)

The NAPBoard Planner presented his report dated January 23, 2023 and recommending refusal of these Consents based on the back lot development with the creation of key lots does not represent good land use planning, and MTO having expressed its concerns about the impact of multiple driveway entrances along this corridor of Highway 522.

No further disposition was issued for Item 9.2 at this meeting.

10. NEW BUSINESS

Item 10.1 was received after issuance of the main agenda and added with concurrence of the NAPBoard.

1. B23/HARDY/2022 – Revision to Condition 3.1 (lot area)

Report to the NAPB meeting on 13 April 2023 seeking a corrected Notice of Decision for Consent B23/HARDY/2022.

RECOMMENDATION

THAT condition of approval 3.1 in the Notice of Decision issued for Consent file B23/HARDY/2022 on 26 October 2022 (re-issued on 8 November 2022 with a text correction to include a written submission), be revised to apply correct lot area information identified out of the survey and Reference Plan 42R-22101 registered on 27 February 2023, and replace with the following condition 3.1:

3.1 *That this approval applies to the creation of a new 4.45 ha (11 ac) lot with 93.30m frontage on East Road severed from Part Lot 25 Concession 2 Hardy Township.*

AND THAT a corrected Notice of Decision for Consent B23/HARDY/2022 be issued.

RESOLUTION 32-2023 Moved by John Borlase Seconded by Randy Hall

THAT condition of approval 3.1 in the Notice of Decision issued for Consent file B23/HARDY/2022 on 26 October 2022 (re-issued on 8 November 2022 with a text correction to include a written submission), be revised to apply correct lot area information identified out of the survey and Reference Plan 42R-22101 registered on 27 February 2023, and replace with the following condition 3.1:

3.1 That this approval applies to the creation of a new 4.45 ha (11 ac) lot with 93.30m frontage on East Road severed from Part Lot 25 Concession 2 Hardy Township.

AND THAT a corrected Notice of Decision for Consent B23/HARDY/2022 be issued.

CARRIED

(Revised Notice of Decision issued)



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11. FINANCIAL REPORT

Report of the NAPBoard's financial activity for the 1st quarter of 2023.

RESOLUTION 33-2023 Moved by Roger Glabb Seconded by Dave Britton
THAT the 1st quarterly Report of the NAPBoard financial status from January to 31 March 2023 presented to the NAPBoard at its meeting on 13 April 2023, be received for information.
CARRIED

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.

RESOLUTION 34-2023 Moved by Dave Britton Seconded by John Borlase
THAT pursuant to subsection 239 (1) (3.1), the NAPBoard at its meeting on 13 April 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, the NAPBoard subsequently moved into Closed Session for discussion on several matters as set out in Resolution 34-2023.

On a verbal motion moved by Dave Britton and seconded by Randy Hall, at approximately 8:51pm, the NAPBoard moved out of Closed Session. A Resolution was issued as follows:

RESOLUTION 35-2023 Moved by Roger Glabb Seconded by John Borlase
WHEREAS staff will not be available from 29 June until 5 September 2023;
THAT the office of the North Almaguin Planning Board be closed for the months of July and August 2023;
AND THAT notice of this closure be put on the email, phone and website, and Powassan staff be advised as soon as possible.

CARRIED

13. NEXT MEETING: - 25 May 2023 *(pending any preclusion due to COVID containment directives)*

14. ADJOURNMENT – 8:58pm

“Dean Gates”

“Dave Britton”

CHAIRPERSON Dean Gates

SECRETARY-TREASURER Dave Britton