



MINUTES
Thursday, September 20, 2018

1. CALL TO ORDER

Member (Councillor) Dave Britton assumed Chairmanship and called this meeting to order at approximately 5:30pm in the Elm Room at 250 Clark Street, Powassan, ON POH 1Z0.

2. ROLL CALL

MEMBERS PRESENT:

Dave Britton	(Councillor Powassan)
Larry Ciglen	(Powassan Appointee)
Richard Drinkwalter	(Powassan Appointee) Secretary-Treasurer
Dean Gates	(Unincorporated Townships, Ministry of Municipal Affairs Appointee)
Tom Marchant	(Councillor Nipissing)
Doug Walli	(Nipissing Appointee)

MEMBERS ABSENT:

Leslee Straus (Nipissing Appointee) Chairperson

OTHERS PRESENT:

P.A. Blackburn, Agent (Re: B17/WILSON/2018)
Owen Van Ooyon, Adjacent Property Owner (Re: B17/WILSON/2018)
Ava Janikowski, Principle with Edwards Island Ltd (Applicant) (Re: B18/B19/B20/WILSON/2018)
Sheldon Way, Applicant (Re: B21/MC CONKEY/2018)
Karin Ann Brent, NAPB Administrator

3. ADOPTION / REVISION OF AGENDA

The Agenda was adopted as amended to add:

- 1) Re-formatted Minutes for 25January2018
- 2) Discussion regarding whether to register with WSIB
- 3) Discussion regarding upgrading the NAPBoard's computer

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

5. ADOPTION OF MINUTES

Moved by Dean Gates Seconded by Larry Ciglen

That the Minutes for the following meetings be adopted as presented:

- 19 July 2018

CARRIED



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The Administrator advised the Board that the Minutes for its January 25, 2018 meeting require re-formatting for posting on the web site. The Board concurred to adopt a revised version for that purpose.

Moved by Larry Ciglen Seconded by Richard Drinkwalter

That the long form Minutes for the meeting on January 25, 2018 be adopted to replace the short form minutes adopted on May 17, 2018.

CARRIED

6. SUBDIVISION APPLICATIONS – Nil

7. CONSENT APPLICATIONS

TIME HEARD	NAME	B File #	LOCALITY	PURPOSE	DECISION
5:31 - 5:32	SELWOOD	B18/2017	POWASSAN	AMEND ORIGINAL CONDITION 1. TO SURVEYED LOT FRONTAGE	REVISED CONDITION 1. APPROVED
5:33 – 5:34	SOLES	B 9/2018	PRINGLE	NEW LOT	APPROVED WITH CONDITIONS
5:35 – 5:36	VAN DER HEIDE	B17/2018	WILSON	NEW LOT	APPROVED WITH CONDITIONS
5:37 – 5:43	EDWARDS ISLAND LTD.	B18/2018	WILSON	NEW LOT	APPROVED WITH CONDITIONS
5:37 – 5:43	EDWARDS ISLAND LTD.	B19/2018	WILSON	NEW LOT	APPROVED WITH CONDITIONS
5:37 – 5:43	EDWARDS ISLAND LTD.	B20/2018	WILSON	NEW LOT	APPROVED WITH CONDITIONS
5:44 – 5:45	WAY	B21/2018	MCCONKEY	NEW LOT	APPROVED WITH CONDITIONS

The following respective written submissions were received for information regarding:

B18/POWASSAN/2017:

- 1) Report dated September 20, 2018 from the North Almaguin Planning Board Administrator explaining the reason for the revision of condition of approval 1. In the Notice of Decision issued by the Board on November 23, 2017.

B18/B19/B20/WILSON/2018:

- 1) Letter dated August 15, 2018 from the North Bay Mattawa Conservation Authority providing details of their inspection of the subject land on Edwards Island and advising the status of Wilson Lake being at capacity for new lot creation regarding phosphorus loading of that lake.



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8. CORRESPONDENCE – Nil

9. BUSINESS ARISING FROM PREVIOUS MINUTES

a. North Almaguin Planning Board Information Piece

A draft information piece was presented to the Board at its meeting on July 19, 2018 and deferred to this meeting to allow the Members to offer input. Information regarding the appointment and term of office for the Member appointed directly by the Ministry of Municipal Affairs was applied and a revised version of this document presented at this meeting.

Subsequently, the following motion was put:

Moved by Doug Walli Seconded by Larry Ciglen

That the Information Piece as amended out of discussion at the July 19, 2018 meeting of the North Almaguin Planning Board where it was introduced, be approved.

CARRIED

10. FINANCIAL REPORT

1. Financial Report 2017

The Financial Report required for the annual audit mandated by the Ministry of Municipal Affairs was reviewed. Discussion clarified that the Board charges a \$50.00 fee for NSF cheques received for Consent Application fees. Further, the bank charges for NSF cheques issued by the Board were explained.

Moved by Larry Ciglen Seconded by Doug Walli

THAT the 2017 Financial Statement presented at this regular meeting of the North Almaguin Planning Board be received and referred to the Auditor.

CARRIED

2. Current Financial Status

The Administrator gave a verbal report regarding the current bank balance.

RECEIVED FOR INFORMATION



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11. NEW BUSINESS

a. 2019 Meeting Dates

Two (2) possible rosters were provided for review and discussion for the 2019 meeting dates.

Moved by Dean Gates

Seconded by Tom Marchant

That the following meetings dates for the year 2019 be approved:

17 January

21 March

16 May

18 July

19 September

21 November

CARRIED

b. New Email Address

The Administrator advised that notice regarding the Board's new email is in progress, and that the website domain can provide an alternate email address which the Webmaster will design and report back to the Board.

c. WSIB Registration

The Administrator advised that the WSIB has suggested the Board register with them, explaining that a Schedule 2 listing would not require a monthly payment. The Board discussed the need for this and suggested the idea of this registration be further reviewed and reported back to the Board's November meeting.

REFERRED TO NEXT MEETING

d. Laptop PC

The Administrator advised that the existing laptop is not working properly and may have a corruption in the system which caused the user account to recently fail, resulting in the need for a new email address as the prior email was not accessible without that particular user account. The Administrator advised that the Laptop could be serviced and that it would involve a cost from approximately \$200. to \$500. depending on the issues found. Discussion resulted in direction to the Administrator to shop for a new Laptop. Member Larry Ciglen offered to share his expertise with computers and assist with this task, noting that the reduced price for computer equipment available during the last week of September 2018.

DIRECTION



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12. PRESENTATIONS / DELEGATIONS - Nil

13. REVIEW OF ENQUIRIES FOR POSSIBLE APPLICATIONS

1) Pringle Township Enquiry

Member Dean Gates reported that he has had an enquiry about a 44 acre property which a potential purchaser has expressed interest in severing. Mr. Gates distributed a map showing the location of and advised that two (2) prior severances had been done to the original 100 acre lot resulting in the current parcel. Discussion noted that the unincorporated township does not have an Official Plan which would govern the number of severances noting the practice of this Board to consider the size of the lots resulting from another severance, and that the ten to fifteen year time line from the prior severances could make severance a reasonable request.

Direction was given to the Administrator to check with other Planning Boards with unincorporated townships for their practices under similar circumstances.

DIRECTION

2) Commanda Lake Enquiry

Member Dean Gates reported another enquiry for a possible consent application for a property on Commanda Lake noting that the property is accessed from Highway 534 and that the Highway was re-aligned to the north which might have an impact on road access with question of whether MTO would issue an access permit. Further, Mr. Gates noted that Commanda Lake is at capacity for phosphorus loading therefore the North Bay Mattawa Conservation Authority might require a conventional septic system to be located 300m from the lake.

3) Maple Hill Road Enquiry

The Administrator noted that an enquiry was received about the feasibility of a “lot line adjustment” between two existing parcels on Maple Hill Road and explained that further discussion with the enquiring person would rely on the owner of the abutting property given written delegation to the enquiring person to be their agent.

14. CLOSED SESSION - Nil

15. NEXT MEETING: November 22, 2018

16. ADJOURNMENT – 6:30pm

Chairperson Dave Britton