



**MINUTES**  
**Thursday 16 May 2019**

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**1. CALL TO ORDER**

Chairperson Dean Gates assumed Chairmanship and called this meeting to order at approximately 5:31pm in the Elm Room at 250 Clark Street, Powassan, ON P0H 1Z0.

**2. ROLL CALL OF MEMBERS**

**MEMBERS PRESENT:**

	Dave Britton	(Councillor Powassan)
SECRETARY-TREASURER	Richard Drinkwalter	(Powassan Appointee)
	Randy Hall	(Councillor Powassan)
CHAIRPERSON	Dean Gates	(Unincorporated Townships, Ministry Appointee)
	Tom Marchant	(Councillor Nipissing)
	Paul Lafrance	(Nipissing Appointee)

**MEMBERS ABSENT:**

	Penelope Wallace	(Nipissing Appointee)
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**OTHERS PRESENT:**

B13 & B14/POWASSAN/2019  
Rick Miller, OLS, - agent

B15 & B16/HARDY/2019  
Ed Veldboom, LL.B. – agent  
Elmer Tom Beck -applicant

**3. ADOPTION OF AGENDA**

The following matter was added to Item 6 of the agenda of this meeting with concurrence of the Members present.

- Offer of the Ministry of Municipal Affairs and Housing staff to provide an information session to this Board.

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

**5. ADOPTION OF MINUTES**

RESOLUTION 21-2019 Moved by Paul Lafrance Seconded by Tom Marchant

That the Minutes of the North Almaguin Planning Board held on Thursday 21 March 2019, be adopted as presented.

**CARRIED**



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**6. PRESENTATIONS / DELEGATIONS**

The NAPBoard Administrator advised that the Ministry of Municipal Affairs and Housing staff of the Sudbury office have offered to give an information session to this Board. The Members discussed this offer and expressed concurrence with verbal direction that the MMAH staff be advised of the Board's interest in the offered session.

**7. 1. CONSENT APPLICATIONS**

<b>TIME HEARD</b>	<b>NAME</b>	<b>B File #</b>	<b>LOCALITY</b>	<b>PURPOSE</b>	<b>DECISION</b>
5:33pm to 5:35pm	2170640 Ontario Limited	B13/2019	POWASSAN	NEW 27 ha LOT on Oakwood Road	APPROVED WITH CONDITIONS
5:35pm to 5:36pm	2170640 Ontario Limited	B14/2019	POWASSAN	NEW 1 Ha LOT on Oakwood Road	APPROVED WITH CONDITIONS
5:36pm to 5:37pm	Elmer Tom BECK	B15/2019	HARDY	NEW 0.50 ha (1.25ac) LOT on Parolin's Road	APPROVED WITH CONDITIONS
5:37pm to 6:03pm	Elmer Tom BECK	B16/2019	HARDY	NEW 0.42 ha (1.03ac) LOT on Weber's Road	APPROVED WITH CONDITIONS

Receipt of the following written submissions regarding the respective Consent application was done and documented within the Notice of Decision for the following:

**B13 and B 14/POWASSAN/2019**

Municipality of Powassan Council Resolution 2019-115 advising its concurrence with these applications subject to the new lots complying with the Municipality of Powassan Official Plan.

**B15 and B16/HARDY/2019**

Agent and Solicitor Ed Veldboom provided information packages to the Members present to address the question of road address to the subject property, explaining the root Crown Patents for public highway and the existing roads which access the subject property, and separately, the Shore Road Allowance; and also explained the twenty foot (20 ft.) Right-of-Way on the 1949 survey that is set out in the Deeds.

**2. SUBDIVISION APPLICATIONS – Nil**



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**8. CORRESPONDENCE**

- a) Email of 2 May 2019 from the Ministry of Municipal Affairs and Housing Minister Steve Clark regarding the More Homes, More Choice (action plan) and Bill 108 (More Homes, More Choice Act, 2019).
- b) Ministry of Natural Resources and Forestry (MNRF) Notice of Inspection of Approved 2019-2020 Annual Work Schedule – Nipissing Forest
- c) Ministry of Natural Resources and Forestry (MNRF) Notice of Inspection of Approved 2019-2020 Annual Work Schedule – French-Severn Forest

RESOLUTION 22-2019   Moved by Dave Britton                      Seconded by Tom Marchant

THAT the following correspondence provided to the Members of the North Almaguin Planning Board at its meeting on 16 May 2019, be received for information:

- 1) Letter from Minister of Municipal Affairs and Housing Steve Clark distributed by his email on 2 May 2019, regarding the “More Homes, More Choice” action plan (Bill 108) and amendments to the Planning Act, Development Charges Act.
- 2) Notice of Inspection of the Approved 2019-2020 Annual Work Schedule Nipissing Forest from the Ministry of Natural Resources & Forestry.
- 3) Notice of Inspection of the Approved 2019-2020 Annual Work Schedule French-Severn Forest from the Ministry of Natural Resources & Forestry.

CARRIED

**9. BUSINESS ARISING FROM PREVIOUS MINUTES**

1. Report of the Audit Review Sub-Committee

RESOLUTION 23-2019   Moved by Richard Drinkwalter                      Seconded by Tom Marchant

THAT the Report of the Audit Review Subcommittee from its meeting on Thursday 25 April 2019, be received.

CARRIED

**10. NEW BUSINESS**

1. Requests for Capital Purchases

- (a) A 3x4 foot cork board for the office wall is requested to assist with reviewing large maps submitted for consultation or review of reference plans for Consent certifications.  
(Estimated Budget \$75.00)



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- (b) Topographic maps are requested to assist with reviewing Consent applications in the unincorporated townships.  
(Estimated Budget \$150.00)
- (c) 50 or 60" flat screen TV for Elm Room as a gift to the Municipality of Powassan in celebration of the first anniversary of the NAPBoard's new office and the many amenities provided by Powassan. Currently, the NAPBoard is using a borrowed projector to display decision forms and motions to the attendees at its meetings. A wall hung TV will benefit the NAPBoard meetings as well as community events hosted in the Elm Room.  
(Estimated Budget \$500.00)

RESOLUTION 24-2019 Moved by Dave Britton Seconded by Randy Hall

THAT when funds are available for each of the following items, that these be purchased for administrative purpose:

Topographical maps of the unincorporated townships (for use in processing applications) within a budget of \$150.00.

CARRIED

RESOLUTION 25-2019 Moved by Randy Hall Seconded by Richard Drinkwalter

THAT when funds are available for each of the following items, that these be purchased for administrative purpose:

A 3 foot by 4 foot cork board for the office wall (for mounting plans for review during enquiries or the Certification process); within a budget of \$75.00.

CARRIED

RESOLUTION 26-2019 Moved by Dave Britton Seconded by Tom Marchant

THAT when funds become available, the North Almaguin Planning Board donate a 60" flat screen TV (or funds for that purpose) to the Municipality of Powassan for installation in the Elm Room, in celebration of the 1st year of the Board's tenancy at the municipal offices with thanks for the Board's gratis use the Elm Room for its public meetings.

CARRIED



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**11. FINANCIAL REPORT**

1. 2018 Financial Statement of Accounts

A statement of the NAPBoard's accounts for the year 2018 was presented for receipt and referral to the Auditor.

RESOLUTION 27-2019   Moved by Dave Britton                      Seconded by Randy Hall

That the 2018 Financial Statement (in the form of an Account List as of 2018-12-31) presented to the North Almaguin Planning Board at its meeting on May 16, 2019 be received and referred to BDO along with related information required for the mandatory audit required by the Ministry of Municipal Affairs and Housing (MMAH).

CARRIED

2. Current Financial Status

The NAPBoard Administrator provided and distributed an Excel list of the Board's accounts from 1 January to 16 May 2019 for information of the Members.

**12. CLOSED SESSION** (Subsections 239(2) and (6) *Municipal Act, 2001, S.O.2001 (C.25)*)

∞ (239 (2) (e) A matter that involves potential litigation affecting the Board

∞ (239 (6) (b) Direction to staff on responding to the situation

RESOLUTION 28-2019   Moved by Dave Britton                      Seconded by Randy Hall

THAT a portion of the meeting of the North Almaguin Planning Board held on Thursday 16 May 2019 be closed pursuant to Subsections 239(2) and (6) *Municipal Act, 2001, S.O.2001 (C.25)* to consider:

∞ (239 (2) (e) A matter that involves potential litigation affecting the Board

∞ (239 (6) (b) Direction to staff on responding to the situation

CARRIED

The NAPBoard moved into a Closed Session at approximately 6:32pm to discuss a matter involving a matter of an omission on a reference plan prepared by a surveyor. The Board gave verbal direction to the NAPBoard Administrator to continue discussion with the subject surveyor toward correction of the situation.

Subsequently, on a verbal motion pursuant to item viii of subsection 16.1 of the NAPBoard's Procedure By-law 1-2019, the NAPBoard moved out of this Closed Session at approximately 6:50pm.



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**13. NEXT MEETING(s):**

∞ TBD June 2019      (Special Meeting – BDO Audit Report 2018 / Liability Insurance Renewal / MMAH Grant)

∞ 18 July 2019      (Regular Meeting - Consents)

**14. ADJOURNMENT – 6:51pm**

“Original Signed by Chairperson”

Chairperson Dean Gates