



**MINUTES**  
**Thursday 18 July 2019**

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**1. CALL TO ORDER**

Chairperson Dean Gates assumed Chairmanship and called this meeting to order at approximately 5:30m in the Elm Room at 250 Clark Street, Powassan, ON POH 1Z0.

**2. ROLL CALL OF MEMBERS**

**MEMBERS PRESENT:**

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

**MEMBERS ABSENT:** - Nil

**OTHERS PRESENT:**

B17/POWASSAN/2019

Adam Clayson, applicant

B19/WILSON/2019

Stephen Ecker, applicant

B20/EAST MILLS/2019

Martin & Deanna Bakker, applicants

B21/POWASSAN/2019

Dianne Walters, applicant

Karin Ann Brent – NAPBoard Administrator

**3. ADOPTION OF AGENDA**

The following items were added to agenda with concurrence of the Members present:

- Information item re 8b) Notice of Township of Nipissing Rezoning – Lillian Court (re: B24 and B25 /NIPISSING/2018)
- Two (2) addition enquiries to item 10.3

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



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5. ADOPTION OF MINUTES

RESOLUTION 31-2019

Moved by Dave Britton

Seconded by Tom Marchant

THAT the Minutes of the respective meetings of the North Almaguin Planning Board, be adopted as circulated.

- a) 16 May 2019
- b) 24 June 2019

CARRIED

6. PRESENTATIONS / DELEGATIONS

Josh Trudeau of BDO presented the auditor's report for the NAPBoard's 2018 fiscal year. (see Item 9.1)

7. 1. CONSENT APPLICATIONS

TIME HEARD	NAME	B File #	LOCALITY	PURPOSE	DECISION
5:33pm to 5:48pm	CLAYSON Adam & Tracy	B17 / 2019	POWASSAN	(Re-establish) NEW 40 ha LOT	APPROVED WITH DIRECTIVE CONDITIONS RECORDED VOTE 4 Yea / 3 Nay
5:349pm to 5:50pm	BREWES Helen BREWES Michael	B18 / 2019	NIPISSING	LOT ADDITION to 24 Bella Hill Road	APPROVED WITH DIRECTIVE CONDITIONS
5:51pm to 5:53pm	ECKER Stephen & Mary	B19 / 2019	WILSON	NEW 1.06 ha LOT Toad Lake	APPROVED WITH DIRECTIVE CONDITIONS
5:54pm to 5:57pm	BAKKER John	B20 / 2019	EAST MILLS	NEW 44 ha LOT Trailaine Road	APPROVED WITH DIRECTIVE CONDITIONS
5:58pm to 6:03pm	WALTERS Peter & Dianne	B21 / 2019	POWASSAN	(Re-establish) NEW 40 ha LOT Hummel Line	APPROVED WITH DIRECTIVE CONDITIONS

DISCUSSION and VOTE re: B17/POWASSAN/2019

NAPBoard Member Richard Drinkwalter advised the Board of his disagreement with the condition requested in the Planner's Memorandum and Resolution of the Powassan Council that requests rezoning of the subject lot and Consent Agreement. Discussion with the applicant addressed the access he provides to the subject lot and owners of other properties that do not have full year access to year-round maintained Tower Line Road. In response to the question by Member Dave Britton, the applicant advised that no formal easement is in place for the noted access to Lot 23 and other properties that are not on the year-round maintained road. The applicant advised he was not currently planning any development on Lot 23 but wished to have it stand alone from Lot 22 on which his home is located. A Recorded Vote was requested by Member Richard Drinkwalter.

RECORDED VOTE:

YEAS: Dave Britton, Dean Gates, Randy Hall, Tom Marchant

NAYS: Richard Drinkwalter, Paul Lafrance, Penelope Wallace



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

B17/POWASSAN/2019

- a) Memorandum dated 14 June 2019 from contract Planner Chris Jones MCIP RPP regarding the requested Consent, and Resolution 2019-226 from the Municipality of Powassan Council on 18 June 2019 advising support of the requested severance subject to:
  - 1) The severed lot in Lot 23 to be rezoned to permit a hunt camp or similar recreational use.
  - 2) The owner enters into a Consent Agreement, the purpose of which is to acknowledge that the subject lands do not have frontage on a public road which has been improved and maintained on a year-round basis.
- b) Written submission from Ontario Power Generation (OPG) advising it has no concerns with the requested Consent provided its 'right to flood' registered in LT 23035 on PIN 220800 (Lot 23) is retained.

B18/NIPISSING/2019

- a) Resolution R2019-131 from the Township of Nipissing Council advising its support of the requested Consent subject to the following conditions:
  - 1) The lot must comply with the Township of Nipissing's Official Plan policies.
  - 2) Any public roads located on the owner's property shall be transferred to the municipality. Official Plan 3.3.2.7. and 3.3.2.8.
  - 3) A copy of the decision of the North Almaguin Planning Board be forwarded to the Township of Nipissing.

B20/EAST MILLS/2019

- a) Email sent 2 July 2019 from adjacent land owners who have for over 100 years enjoyed access to their adjacent land locked property (Lot 22 Concession 13) over a part of the proposed retained parcel at the east end of Lot 22, Concession 12, questioning whether the subject Consent will affect that access.

B21/POWASSAN/2019

- a) Memorandum dated 28 June 2019 from contract Planner Chris Jones MCIP, RPP regarding the requested Consent, and Resolution 2019-250 from the Municipality of Powassan Council on 2 July 2019 advising its support of the requested Consent subject to the following condition:
  - 1) The applicant to apply for a demolition permit and remove the old hunt camp located on Lot 33, as only 1 dwelling unit is permitted on each parcel per Section 3.5 of our zoning by-law.



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2. SUBDIVISION APPLICATIONS – Nil

8. CORRESPONDENCE

- a) Municipality of Powassan Notice of Public Meeting – Zoning By-law Amendment on lands located on Maple Hill Road.
- b) Notice of Zoning Bylaw Amendment Public Meeting – Township of Nipissing – Lillian Court (re: B24 and B25 / NIPISSING/2018)

RESOLUTION 32-2019    Moved by Tom Marchant                      Seconded by Paul Lafrance

THAT the following items of correspondence presented to the North Almaguin Planning Board at its meeting on Thursday 18 July 2019, be received for information:

- a) Municipality of Powassan Notice of Public Meeting – Zoning By-law Amendment on lands located on Maple Hill Road.
- b) Township of Nipissing Notice of Public Meeting for a Zoning By-law Amendment on lands located on Lillian Court (relating to Consent Applications B24 and B25 NIPISSING 2018).

CARRIED

9. BUSINESS ARISING FROM PREVIOUS MINUTES

Josh Trudeau of BDO (North Bay) presented the Audit Report for the NAPBoard's 2018 fiscal year.

1. Receipt Of 2018 Audit Report

RECOMMENDATION

That the Audit Report for the 2018 fiscal year of the North Almaguin Planning Board by BDO Canada (North Bay) be received and reported to the Ministry of Municipal Affairs and Housing.

RESOLUTION 33-2019    Moved by Dave Britton                      Seconded by Penelope Wallace

THAT the Audit Report of the 2018 Financial Statement presented by Josh Trudeau of BDO Canada (North Bay Ontario) at the meeting of the North Almaguin Planning Board on Thursday 18 July 2019 be received and reported to the Ministry of Municipal Affairs, complete with the documentation prescribed in Schedule E "Report" of the Grant Agreement.

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10. NEW BUSINESS

1. Renewal of Accounting Program Licence

Sage 50 has issued its service plan renewal invoice for continuation of the current licence that expires on 29 August 2019. The NAPBoard was queried about its wish to have staff to investigate other programs for cost savings.

RESOLUTION 34-2019    Moved by Paul Lafrance                      Seconded by Tom Marchant

THAT the Administrator of the North Almaguin Planning Board be directed to shop for an affordable accounting program;

AND THAT the service plan license for the Sage 50 accounting program at a cost of \$565.00 CDN not be renewed pending a suitable program being found.

CARRIED

2. Honorariums

- a) Discuss setting an Honorarium for Members attending special meetings.
- b) Discuss setting an Honorarium for Members providing occasional coverage for the Administrative position.

Discussion resulted in the NAPBoard deferring consideration of its Member Honorariums pending the meeting with the Ministry of Municipal Affairs and Housing staff regarding the extraction of the Township of Nipissing from its jurisdiction.

DEFERRED

At this time in the meeting Secretary-Treasurer Richard Drinkwalter advised he would be submitting his resignation as the Municipality of Powassan appointed citizen representative to this Board, to the Municipality of Powassan some time in the upcoming week.

RESOLUTION 35-2019    Moved by Dave Britton                      Seconded by Randy Hall

THAT the resignation of Richard Drinkwalter announced at this meeting be acknowledged;  
AND THAT Richard Drinkwalter be highly thanked for his forty (40) years service with the Planning Boards that preceded and this Board;  
AND THAT Dave Britton be appointed to the position of Secretary-Treasurer for this Board.

CARRIED



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Consultation of Enquiries

Chairman Dean Gates provided information on the following for review and feedback to the enquiring parties:

a) Wilson Township – Creation of a new lot (330m by 1000m)

Based on the information provided no concerns were expressed for this proposed severance.

b) Wilson Lake – East Mills Township – Boulder Road

Based on the information provided no concerns were expressed for this proposed severance.

c) Edwards Island – Property for On-Shore Parking

Chairman Dean Gates provided information on the condition of the property that is used for on-shore parking by the owners of Edwards Island, in regard to this property being subject to a condition of approval issued by this Board for Consents approved in applications B18, B19 and B20/WILSON/2018. Mr. Gates advised that adjacent property owners have expressed concern for the unkempt condition of the subject lot and opined that the subject property will require landscaping and clean up. Discussion was held regarding the responsibility for providing viable parking for boat trailers and tow vehicles of the owners of Edwards Island. No specific direction was issued on the basis that the owners are responsible to manage the subject site for parking purposes.

11. FINANCIAL REPORT

1. Current Financial Status

The NAPBoard Administrator provided and distributed an Excel list of the Board's accounts from 1 January to 18 July 2019 for information of the Members. The information was reviewed.

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

- (239(2) €) A matter that involves potential litigation affecting the Board
- (239(6) (b)) Direction to staff of the NAPBoard on responding to a related written request

RESOLUTION 36-2019 Moved by Tom Marchant Secoded by Penelope Wallace

THAT pursuant to subsections 239(2) and (6) of the Municipal Act, 2001, S.O. 2001, C.25, that the North Almaguin Planning Board at its meeting on 18 July 2019 resolve to close a portion of that meeting to consider:

- (239(2) (b) A matter that involves an identifiable individual; and
    - € A matter that involves potential litigation affecting the Board
- and
- (239(6) (b) Direction to staff of the NAPBoard on responding to a related written request.

CARRIED

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**NORTH ALMAGUIN PLANNING BOARD P.O. Box 57 Powassan ON P0H 1Z0**

Phone: 705-724-6758 Email: [northalmaguinplanningboard2018@gmail.com](mailto:northalmaguinplanningboard2018@gmail.com) Website: <https://napb.ca>

Adopted 19 September 2019



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The NAPBoard moved into a Closed Session at approximately 7:30pm to discuss a matter involving that involves potential litigation that could impact the NAPBoard. The NAPBoard did not issue any directive on the matter.

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 7:34pm.

13. NEXT MEETING: 19 September 2019

The NAPBoard requested that the date of its next regular meeting be targeted for the special meeting requested by the Ministry of Municipal Affairs and Housing (MMAH) to discuss the process for extraction of the Township of Nipissing from this Board's jurisdiction. The NAPBoard Administrator was asked to obtain information from MMAH (Sudbury) staff to allow the NAPBoard Members to prepare for the requested meeting

14. ADJOURNMENT – 7:49pm

"Original Signed by Chairperson"

Chairperson Dean Gates