



MINUTES
Wednesday 9 October 2024

Adopted 30 January 2025
Resolution 2-2025

1. CALL TO ORDER

Dean Gates assumed Chairmanship and called this meeting to order at approximately 6:00pm in the Maple Room at 250 Clark Street, Powassan ON P0H 1W0.

The following **LAND ACKNOWLEDGMENT** was read aloud by the NAPBoard Administrative Director:

“We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care of, and teachings about, our earth and our relations. May we continue to honour these teachings.”

2. MEMBERS PRESENT (alphabetically)

VICE CHAIRPERSON	John Borlase	(Unincorporated Townships, Ministry Appointee)
SECRETARY-TREASURER	Dave Britton	(Councillor Powassan)
CHAIRPERSON	Dean Gates	(Unincorporated Townships, Ministry Appointee)
DIRECTOR	Roger Glabb	(Powassan Citizen appointee)

MEMBERS ABSENT

VICE SECRETARY-TREASURER Randy Hall (Councillor Powassan)

OTHERS PRESENT

Karin Ann Brent – NAPB Administrative Director

Item 7.1

B27 B28 & B29 EAST MILLS 2024

Mackenzie Van Horn, Planner with Tulloch (North Bay) agent for the applicants

B30 EAST MILLS 2024

Mackenzie Van Horn, Planner with Tulloch (North Bay) agent for the applicants

Item 10.1

B3 EAST MILLS 2024

Richard Curry (applicant)

Item 10.2

B31 PATTERSON 2023

Paul and Sharlene Peters (applicants)

3. ADOPTION OF AGENDA

On a verbal motion by John Borlase, seconded by Roger Glabb, the agenda for this meeting was adopted as amended to add an item number 10.2 regarding the submission from the Patterson Twp Local Roads Board and seeking the NAPBoard’s direction to Certify Consent B31 PATTERSON 2023.



MINUTES
Wednesday 9 October 2024

Adopted 30 January 2025
Resolution 2-2025

(2)

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

5. ADOPTION OF MINUTES

- a) 3 July 2024 (Public Meeting)
- b) 10 July 2024 (Special Meeting)

RESOLUTION 51-2024 Moved by Dave Britton Seconded by Roger Glabb
 THAT the Minutes of the following meeting of the North Almaguin Planning Board, be adopted as presented:
 a) 3 July 2024 statutory public meeting
 b) 10 July 2024 special telecom meeting
CARRIED

6. PRESENTATIONS / DEPUTATIONS

Item 10.1

B3 EAST MILLS 2024

Richard Curry (applicant) addressed his request to retract condition 3.2 set in the NAPBoard Notice of Decision issued on 3 April 2024 for Consent B3 EAST MILLS 2024.

Item 10.2

B31 PATTERSON 2023

Paul and Sharlene Peters (applicants) addressed the Twp of Patterson Local Roads Board (LRB) submission and requested its acceptance to satisfy condition of approval 3.2 set in the NAPBoard Notice of Decision issued on 29 November 2023 for Consent B31 PATTERSON 2023.

7. CONSENTS & SUBDIVISIONS

1. PUBLIC MEETINGS – CONSENTS

Mackenzie Van Horn, Planner with Tulloch (North Bay) was present as agent for the respective applicants in Consent applications B27 & B28, B29 EAST MILLS 2024 and B30 EAST MILLS 2024, was listed as present. Written submission from Hydro One were received and listed in the respective Notices of Decisions.

Time Heard	APPLICANTS' NAME	B File #	LOCALITY	CONSENT REQUESTED	DISPOSITION
06:10 to 06:11	Fry, Todd	27/2024	EAST MILLS	CREATE a NEW 1.008ha (2.49ac) LOT on Murphy Drive (Pt Lot 8 Conc 10)	Resolution 52-2024 issued conditional approval
06:11 to 06:12	Fry, Todd	28/2024	EAST MILLS	CREATE a NEW 1.002ha (2.48ac) LOT on Murphy Drive (Pt Lot 8 Conc 10)	Resolution 52-2024 issued conditional approval
06:13 to 06:14	Fry Todd	29/2024	EAST MILLS	CREATE a NEW 1.002ha (2.48ac) LOT on Murphy Drive (Pt Lot 7 Conc 10)	Resolution 53-2024 issued conditional approval
06:15 to 06:16	Simms, Kenneth & Beverley	30/2024	EAST MILLS	CREATE a NEW 1.788ha (4.415ac) LOT on Le Grou Lake Road	Resolution 54-2024 issued conditional approval



MINUTES
Wednesday 9 October 2024

Adopted 30 January 2025
Resolution 2-2025

(3)

- | | | | |
|-------------|---------------------------------|-----------------------|--------------------------|
| (7.) | RESOLUTION 52-2024 (A) B27/2024 | Moved by John Borlase | Seconded by Roger Glabb |
| | RESOLUTION 52-2024 (B) B28/2024 | Moved by Roger Glabb | Seconded by Dave Britton |

THAT the attendance of the following person(s) at the statutory public meeting on 9 October 2024 regarding Consent applications, be received for the record:

Agent, Mackenzie Van Horn, Planner, Tulloch (North Bay)

- a) B27/EAST MILLS/2024 seeking approval to create a NEW 1.008ha (2.49ac) LOT severed from Pt Lot 8 Conc 10 East Mills, with frontage on Murphy Drive; and respectively:
- b) B28/EAST MILLS/2024 seeking approval to create a NEW 1.002ha (2.48ac) LOT from Pt Lot 8 Concession 10, fronting on Murphy Drive.

THAT the following written submissions regarding B27 EAST MILLS 2024 and B28 EAST MILS 2024, be received for the record:

1. Email dated 2 October 2024 from Hydro One.
- A) THAT provisional approval of Consent application B27/EAST MILLS/2024 be issued with the following condition(s):
1. That this Consent approval applies to the creation of a NEW 1.008ha (2.49ac) LOT from Pt Lot 8 Concession 10, fronting on Murphy Drive.
 2. That the North Bay Mattawa Conservation Authority issue comments that indicate the installation of a private sanitary septic system on the subject new lot is feasible.
- B) THAT provisional approval of Consent application B28/EAST MILLS/2024 be issued with the following condition(s):
1. THAT this Consent approval applies to the creation of a NEW 1.002ha (2.48ac) LOT from Pt Lot 8 Concession 10, fronting on Murphy Drive.
 2. That the North Bay Mattawa Conservation Authority issue comments that indicate the installation of a private sanitary septic system on the subject new lot is feasible.

AND THAT a Notice of Decision be issued for each of the above-noted provisional approvals.

CARRIED



MINUTES
Wednesday 9 October 2024

Adopted 30 January 2025
Resolution 2-2025

(4)

(7.)

RESOLUTION 53-2024 B29/2024 Moved by John Borlase Seconded by Roger Glabb

THAT the attendance of the following person(s) at the statutory public meeting on 9 October 2024 regarding Consent application B29/EAST MILLS/2024 seeking approval to create a NEW 1.002ha (2.48ac) LOT severed from Pt Lot 7 Conc 10 East Mills, with frontage on Murphy Drive, be received for the record:
Agent, Mackenzie Van Horn, Planner, Tulloch (North Bay)

THAT the following written submissions regarding B29 EAST MILLS 2024, received for the record:

a) Email dated 2 October 2024 from Hydro One;

THAT provisional approval of Consent application B29/EAST MILLS/2024 be issued with the following condition(s):

1. THAT this Consent approval applies to the creation of a NEW 1.002ha (2.48ac) LOT from Pt Lot 7 Concession 10, fronting on Murphy Drive.
2. That the North Bay Mattawa Conservation Authority issue comments that indicate the installation of a private sanitary septic system on the subject new lot is feasible.

AND THAT a Notice of Decision be issued for the above-noted provisional approval.

CARRIED

RESOLUTION 54-2024 Moved by Roger Glabb Seconded by Dave Britton

THAT the attendance of the following person(s) at the statutory public meeting on 9 October 2024 regarding Consent application B30/EAST MILLS/2024 seeking approval to create a NEW 1.788ha (4.415ac) LOT severed from Pt Lot 24 Conc 8 East Mills, with frontage on LeGrou Lake Road, be received for the record:
Agent, Mackenzie Van Horn, Planner, Tulloch (North Bay)

THAT the following written submissions regarding B30 EAST MILLS 2024, received for the record:

a) Email dated 2 October 2024 from Hydro One;

THAT provisional approval of Consent application B30/EAST MILLS/2024 be issued with the following condition(s):

1. THAT this Consent approval applies to the creation of a NEW 1.788ha (4.415ac) LOT from Pt Lot 24 Concession 8 10, fronting on Le Grou Lake Road.
2. That the North Bay Mattawa Conservation Authority issue comments that indicate the installation of a private sanitary septic system on the subject new lot is feasible.

AND THAT a Notice of Decision be issued for the above-noted provisional approval.

CARRIED



MINUTES
Wednesday 9 October 2024

Adopted 30 January 2025
Resolution 2-2025

(5)

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

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

8. CORRESPONDENCE

- a) Email dated 2 October 2024 from MMAH (Sudbury) advises they will now only accept electronic signatures on funding agreements.
- b) Email dated 2 October 2024 relaying a letter of that date inviting submissions for Special Business Case Funding. The deadline to submit is 15 November 2024.
- c) MMAH Release of Provincial Policy Statement 2024

RESOLUTION 55-2024

Moved by Roger Glabb

Seconded by Dave Britton

That the following items of information presented to the NAPBoard at its meeting on 9 October 2024, be received for information:

- a) Email dated 2 October 2024 from MMAH (Sudbury) advises they will now only accept electronic signatures on funding agreements.
- b) Email dated 2 October 2024 relaying a letter of that date inviting submissions for Special Business Case Funding. The deadline to submit is 15 November 2024.
- c) MMAH Release of Provincial Policy Statement 2024

CARRIED

9. BUSINESS ARISING FROM PREVIOUS MINUTES- Nil

10. NEW BUSINESS

1. B3/EAST MILLS/2024 - Request to Remove Condition 3.2 for New Lot on Meadowland Road

Report to NAPBoard meeting scheduled for 9 October 2024 responding to a request from the applicant seeking removal of condition 3.2 (Consent Agreement re PPS Section 1.1.6 (now 2.7)).

RECOMMENDATION

(no technical reason to delete the condition could be offered by staff)

RESOLUTION 56-2024

Moved by Dave Britton

Seconded by John Borlase

THAT the Report to NAPBoard meeting scheduled for 9 October 2024 responding to a request from the applicant seeking removal of condition 3.2 (Consent Agreement re PPS Section 1.1.6 (now 2.7) from the Notice of Decision issued on 7 February 2024, be received for information.

THAT due to the subject Notice of Decision being issued at the meeting on 7 February 2024 being the meeting just prior to the meeting on 3 April 2024 at which the NAPBoard passed Resolution 14-2024 suspending the issuance of condition of approval requiring a Consent Agreement for registration of title to given notice of compliance with the PPS Section 1.1.6 until further direction of the NAPBoard;



MINUTES
Wednesday 9 October 2024

Adopted 30 January 2025
Resolution 2-2025

(6)

(10.1 RESOLUTION 56-2024 cont'd...)

THAT condition 3.2 be retracted from the Notice of Decision for Consent file B3/EAST MILLS/2024, and a revised Notice of Decision be issued accordingly:

"3.2 That the applicant(s) enter into a Consent Agreement for registration on title of the new lot that states that development and use of the severed parcel will comply with Section 1.1.6. of the Provincial Policy Statement May 2020."

CARRIED

10.2 B31/PATTERSON/2023 – Seeking Direction to Accept LRB Comments re Condition 3.2

This matter was added to the agenda of this meeting by concurrence of the NAPBoard Members present during adoption of the agenda through a verbal motion. An email dated 1 October 2024 from the Patterson Twp Local Roads Board (LRB) was distributed to the Members for information.

RESOLUTION 57-2024 Moved by Roger Glabb Seconded by John Borlase

THAT the deputation by Paul and Sharlene Peters of 104 Sand Lake Road at the NAPBoard meeting on 9 October 2024, be received for information;

THAT the clarification by the deputants that Sand Lake Road fronting Lot 28 Concession 7 (Patterson Twp) is maintained year round by the Patterson LRB, and also that a Right of Way for vehicular and pedestrian access to Lot 29 Concession 7 (Patterson Twp) from the existing registered easement described as Part 2 on Plan 42R-4223 has been duly registered on 27 May 2024 in the Land Registry Office;

AND THAT the NAPBoard directs its Secretary-Treasurer to certify the subject Consent B31/PATTERSON/2023;

AND THAT wording of the condition 3.2 in the Notice of Decision B31/PATTERSON/2023 issued on 29 November 2023 be revised accordingly for the record, to seek confirmation that Sand Lake Road along the frontage of Lot 28 Concession 7 (Patterson Twp) is maintained year round by the Patterson Local Roads Board (LRB) to the turn around located at the access to permanent easement registered over Part 2 on 42R-4223 thereby providing vehicular and pedestrian access into Part Lot 29 described as Part 1 on Plan 42R-4223 (and also to a property north of Part 1 42R-4223 fronting on Brimson Lake that is accessed via the easement described as Part 2 on Plan 42R-4223).

CARRIED

DIRECTION The NAPBoard Secretary-Treasurer was subsequently directed to Certify the subject file.



MINUTES
Wednesday 9 October 2024

Adopted 30 January 2025
Resolution 2-2025

(7)

11. FINANCIAL

1. Update Signators for the NAPBoard

An annual review of the signators for NAPBoard documentation and financial authority was presented.

RESOLUTION 58-2024

Moved by Roger Glabb

Seconded by Dave Britton

THAT it be clarified that the following Members of the NAPBoard 2022 through 2026 were appointed as signatory on behalf of the NAPBoard at the Inaugural Meeting on 12 December 2022, as follows:

Appointment to Offices (Thereby Authorizing Signatory of Documents)

Chairperson – Dean Gates (Resolution 107-2022)

Secretary-Treasurer – Dave Britton (Resolution 108-2022)

Vice Chairperson – John Borlase (Resolution 109-2022)

Vice-Secretary-Treasurer – Randy Hall (Resolution 110-2022)

Signatory Registered with Scotia Bank for Financial Transactions

Secretary-Treasurer Dave Britton (Resolution 111-2022 – 12 December 2022)

Vice-Secretary-Treasurer Randy Hall (Resolution 111-2022 – 12 December 2022)

Chairperson Dean Gates (Resolution 111-2022 – 12 December 2022)

AND THAT the following Member be appointed as an additional signatory and be registered with Scotia Bank for Financial Transactions:

Vice-Chairperson John Borlase (Resolution 58-2024 9October2024)

CARRIED

2. Electronic Signature System Required

Email dated 2 October 2024 from MMAH (Sudbury) advising they will now only accept electronic signatures on funding agreements.

DIRECTION to Assigned NAPBoard Signators

3. Authorizing Resolution to sign MMAH Annual Grant Agreement

The Transfer Payment Agreement submitted to MMAH by email PDF on 27 September 2024, requires a Resolution of the NAPBoard expressing its authorization to sign that annual grant funding agreement

RESOLUTION 59-2024 Moved by Roger Glabb

Seconded by John Borlase

WHEREAS the Ministry of Municipal Affairs and Housing emailed on 19 September 2024, a letter relaying the Ontario Transfer Payment Agreement between His Majesty the King in right of Ontario as represented by the Minister of Municipal Affairs and Housing and the North Almaguin Planning Board for a grant of \$23,597.00 to fund the delivery of planning services in the unincorporated townships of East Mills, Hardy, McConkey, Patterson, Pringle and Wilson for the term of 1st April 2024 through 31st March 2025;

AND WHEREAS the signed agreement was emailed in PDF format on 27 September 2024;

AND WHEREAS MMAH (Sudbury) staff advised that e-signatory is now mandatory for these types of documents;



MINUTES
Wednesday 9 October 2024

Adopted 30 January 2025
Resolution 2-2025

(8)

(11.3 cont'd...)

RESOLUTION 59-2024 cont'd...

NOW THEREFORE BE IT RESOLVED THAT the NAPBoard hereby formally accepts the offer of that funding grant; AND THAT the NAPBoard Chairperson (or Vice-Chairperson) and Secretary-Treasurer (or Vice Secretary-Treasurer) are hereby authorized to execute the Transfer Payment Agreement for the 2024/25 fiscal year grant to offset the expenses to the NAPBoard for its provision of planning services to the unincorporated townships of East Mills, Hardy, McConkey, Patterson, Pringle and Wilson.

CARRIED

4. Special Business Case Funding

Email dated 2 October 2024 relaying a letter of that date inviting submissions for Special Business Case Funding. The deadline to submit is 15 November 2024.

RESOLUTION 60-2024

Moved by Roger Glabb

Seconded by Dave Britton

WHEREAS the Ministry of Municipal Affairs and Housing (MMAH) Municipal Services Office North (Sudbury) issued its letter inviting submissions for the 2024/25 Special Business Case Funding for projects related to planning service delivery in the unincorporated townships, with a deadline to submit a request for 2024/25 Business Case Funding of 15 November 2024;

AND WHEREAS the NAPBoard proposes to work on an Official Plan for the lands located in the unincorporated townships of East Mills, Hardy, McConkey, Patterson, Pringle and Wilson;

BE IT RESOLVED THAT an application for Special Business Case Funding be submitted for funding toward the formulation and processing of an Official Plan for the unincorporated townships in the jurisdiction of the NAPBoard.

CARRIED

5. Financial Status Report – 3rd Quarter to 30 September 2024 *(to be distributed at meeting)*

RESOLUTION 61-2024

Moved by Roger Glabb

Seconded by John Borlase

THAT the report presented to the NAPBoard at its meeting on 9 October 2024 regarding the NAPBoard's Financial Activity to 30 Sept 2024, be received for information.

CARRIED

6. Update re RFP – Proposed Official Plan (Unincorporated Townships)

A verbal update was given by the NAPBoard Administrative Director advising that an information session about the Official Plan process will be arranged with PlanScape.

DIRECTION

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

The NAPBoard did not move into a closed session pursuant to Subsection 239 (1) of the Municipal Act.



MINUTES
Wednesday 9 October 2024

Adopted 30 January 2025
Resolution 2-2025

(9)

13. NEXT MEETING: (4 December 2024)

Discussion about the possibility of changing the time of day for the regular public meetings was held, with direction to consider this when processing the 2025 meeting dates with Powassan staff. Further, the NAPBoard requested that the Secretary-Treasurer issue a letter to MPP Vic Fideli seeking support of the proposed Official Plan for the unincorporated townships in the NAPBoard jurisdiction.

14. ADJOURNMENT – 7:38pm

CHAIRPERSON Dean Gates

SECRETARY-TREASURER Dave Britton