



**MINUTES**  
**Statutory Public Meeting**  
**Thursday 16 April 2026**

*Adopted as presented 4 June 2026*  
*Resolution 17-2026*

**1. CALL TO ORDER**

John Borlase assumed chairmanship and called this meeting to order at approximately 3:32pm, and read the following **LAND ACKNOWLEDGMENT** “*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**

VICE-CHAIRPERSON	John Borlase	(Unincorporated Townships, Ministry Appointee)
SECRETARY-TREASURER	Dave Britton	(Councillor Powassan)
2 <sup>nd</sup> VICE SECRETARY-TREASURER	Roger Glabb	(Powassan Citizen appointee)
VICE SECRETARY-TREASURER	Randy Hall	(Councillor Powassan)
(vacancy) Unincorporated Townships, Ministry Appointee)		

**MEMBER ABSENT** -Nil

**OTHERS PRESENT**

Karin Ann Brent, NAPBoard Administrative Director

(B2 & B3/EAST MILLS/2026)  
(unnamed representative of applicants)

(B4/WILSON/2026)  
Joe Whitmell, applicant  
Steve McArthur, Sr Planner, Tulloch (North Bay), agent  
Drew Sinclair, Planning Student, Tulloch (North Bay) agent

(B9, B10, B11, B12/POWASSAN/2026)  
Deb Piekarski, representing the applicant  
Peter Gauthier, adjacent landowner  
Steve McArthur, Sr Planner, Tulloch (North Bay), agent  
Drew Sinclair, Planning Student, Tulloch (North Bay) agent

(B13/PATTERSON/2026)  
Steve McArthur, Sr Planner, Tulloch (North Bay), agent  
Drew Sinclair, Planning Student, Tulloch (North Bay) agent

(B14/EAST MILLS/2026)  
Steve McArthur, Sr Planner, Tulloch (North Bay), agent  
Drew Sinclair, Planning Student, Tulloch (North Bay) agent

(B15 & B16/POWASSAN/2026)  
Steve McArthur, Sr Planner, Tulloch (North Bay), agent  
Drew Sinclair, Planning Student, Tulloch (North Bay) agent

(Resident of Unincorporated Township re proposed Official Plan – Item not on Agenda)



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**3. ADOPTION OF AGENDA**

On a verbal motion by Dave Britton, seconded by Roger Glabb, the agenda as adopted as amended to add correspondence item 8( c) [Letter dated 1<sup>st</sup> April 2026 from the Honourable Robert J. Flack, Minister of Municipal Affairs and Housing (MMAH) introducing Bill 98 (*the Building Homes and Improving Transportation Infrastructure Act, 2026*).

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

**5. ADOPTION OF MINUTES**

- a) 5 February 2026 (Regular Statutory Public Meeting)
- b) 1<sup>st</sup> April 2026 (Special Meeting)

RESOLUTION 17-2026 Moved by Randy Hall

Seconded by Dave Britton

THAT the Minutes of the following meeting of the North Almaguin Planning Board, be adopted as circulated:

- a) 5 February 2026 – Regular Public Meeting
- b) 1st April 2026 – Special Meeting

CARRIED

**6. PRESENTATIONS / DEPUTATIONS - Nil**

**7. CONSENTS & SUBDIVISIONS**

**1. STATUTORY PUBLIC MEETINGS - CONSENTS**

Time Heard	APPLICANT NAME	B File #	LOCALITY	CONSENT REQUESTED	DISPOSITION
3:40p - 3:43p	2804867 Ontario Inc (Macpherson/Brake)	2/2026 (Revised)	EAST MILLS	NEW 1.907ha (*4.711ac) LOT access by a permanent easement from Clear Lake Rd	Provisional Approval Resolution 18-2026
3:40p - 3:43p	2804867 Ontario Inc (Macpherson/Brake)	3/2026	EAST MILLS	Permanent Easement from Clear Lake Road for vehicular and pedestrian access to the new lot in B2/EM/2026	Provisional Approval Resolution 19-2026
3:44 - 3:45p	WHITMELL Joe & Carrie WILDING Robert & Nancy	4/2026	WILSON	NEW 1.88ha (4.65ac) Water Access Only LOT on Little Long Lake	Provisional Approval Resolution 20-2026
3:47p - 4:08p	Roman Catholic Episcopal Corp St Joseph Church	9/2026	POWASSAN	NEW 0.063ha (0.16ac) LOT on Memorial Park Drive West	Provisional Approval Resolution 21-2026
3:48p - 4:08p	Roman Catholic Episcopal Corp St Joseph Church	10/2026	POWASSAN	NEW 0.063ha (0.16ac) LOT on Memorial Park Drive West	Provisional Approval Resolution 21-2026
3:48p - 4:08p	Roman Catholic Episcopal Corp St Joseph Church	11/2026	POWASSAN	NEW 0.063ha (0.16ac) LOT on Memorial Park Drive West	Provisional Approval Resolution 21-2026
3:48p - 4:08p	Roman Catholic Episcopal Corp St Joseph Church	12/2026	POWASSAN	NEW 0.70ha (0.17ac) LOT on Memorial Park Drive West	Provisional Approval Resolution 21-2026



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4:10pm - 4:12p	COOPER, Raymond & Eileen	13/2026	PATTERSON	LOT ADDITION to 639 Porters Landing Road	Provisional Approval Resolution 22-2026
4:12p - 4:14p	GAUTHIER Pascal/FERGUSON Pauline	14/2026	EAST MILLS	LOT ADDITION to Part 2 Plan 42R9068 590 Clear Lake Rd	Provisional Approval Resolution 23-2026
4:15p - 4:24p	BROOKS Randall 528596 Ont Inc	15/2026	POWASSAN	NEW 10.48ha (25.89ac) LOT on Main Street	Provisional Approval Resolution 24-2026
4:15p - 4:24p	BROOKS Randall 528596 Ont Inc	16/2026	POWASSAN	NEW 10.85ha (26.81ac) LOT on Lindquist Line	Provisional Approval Resolution 24-2026

RESOLUTION 18-2026 Moved by Roger Glabb Seconded by Randy Hall

THAT the record indicate no person(s) attended to present public input at the statutory public meeting on 16 April 2026 regarding REVISED Consent application B2/ EAST MILLS/ 2026 seeking approval to sever a 1.907ha (4.711ac) LOT to be accessed by a permanent easement from Clear Lake Road applied for Consent application B3/EAST MILLS/2026; and that a friend (un-named) of the applicants was present to observe the consideration of this matter.

THAT the following written submissions regarding REVISED B2/EASTMILLS/2026, be received for the record: Letter dated 26 September 2025 from the North Bay Mattawa Conservation Authority (NBMCA) advising there are 2 feasible locations for a septic system on the proposed severed lot.

Report dated 16 December 2025 from Plan Muskoka recommending approval of the requested new lot.

Email dated 12 September 2025 from the Mills & Hardy Local Roads Board (LRB) confirming #791 has an existing driveway entrance and that the Clear Lake Road is maintained for 5.9km from Hwy 522 and winter maintenance for 5km from Hwy 522.

A revised sketch depicting a proposed new back lot 1.907ha (4.711ac) and clarifying the location of the proposed permanent easement for access from Clear Lake Road.

THAT PROVISIONAL APPROVAL of Consent application B2/EAST MILLS/2026 be issued with the following condition(s):

1. That this Consent applies to creation of a 1.907ha (4.7ac) back lot to be accessed by a permanent easement from Clear Lake Road at the existing driveway of the property with civic address 791 Clear Lake Road.
2. THAT upon registration of the new lot, a new Civic Address be obtained from Local Services Board/Local Roads Board to be posted at the driveway entrance to the required permanent easement access.

AND THAT a Notice of Decision be issued.

CARRIED

RESOLUTION 19-2026 Moved by Dave Britton Seconded by Randy Hall

THAT the record indicate no person(s) attended to present public input at the statutory public meeting on 16 April 2026 regarding Consent application B3/ EAST MILLS/ 2026 seeking approval of a permanent easement from Clear Lake Road to the new back lot subject in Consent B2/EAST MLLS/2026; and that a friend (un-named) of the applicants was present to observe the consideration of this matter.

THAT the following written submissions regarding REVISED B2/EASTMILLS/2026 and B3/EAST MILLS/2026, be received for the record:

Letter dated 26 September 2025 from the North Bay Mattawa Conservation Authority (NBMCA) advising there are 2 feasible locations for a septic system on the proposed severed lot.

Report dated 16 December 2025 from Plan Muskoka recommending approval of the requested new lot.

Email dated 12 September 2025 from the Mills & Hardy Local Roads Board (LRB) confirming #791 has an existing driveway entrance and that the Clear Lake Road is maintained for 5.9km from Hwy 522 and winter maintenance for 5km from Hwy 522.



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(RESOLUTION 19-2026 cont'd)

A revised sketch depicting a proposed new back lot 1.907ha (4.711ac) and clarifying the location of the proposed permanent easement for access from Clear Lake Road.

THAT PROVISIONAL APPROVAL of Consent application B3/EAST MILLS/2026 be issued with the following condition(s):

1. That this Consent applies to the creation of a permanent easement as depicted in the sketch attached to Consent applications B2 and B3/EAST MILLS/2026, for vehicular and pedestrian access via the driveway for #791 Clear Lake Road to the back lot created in B2/EAST MILLS/2026.

AND THAT a Notice of Decision be issued.

CARRIED

RESOLUTION 20-2026 Moved by Dave Britton Seconded by Randy Hall

THAT the record indicate no person(s) attended to present public input at the statutory public meeting on 16 April 2026 regarding Consent application B4/WILSON/2026 seeking approval of a 1.88ha (4.65ac) Water Access Only lot on Little Long Lake; and that agents for the applicants Steve McArthur, Sr Planner and planning student Drew Sinclair with Tulloch Engineering (North Bay) and applicant Joe Whitmell were in attendance for this matter.

THAT the following written submissions regarding B4/WILSON/2026, be received for the record:

a) Planning Justification Briefing dated January 2026 prepared by Tulloch (North Bay) presented with the subject Consent application;

b) Letter dated 13 April 2026 from adjacent landowner expressing objection to the proposed new Water Access Only lot fronting on Little Long Lake, referencing the Minutes of NAP Board meeting 25 August 2022 at which re-established the primary parcel.

THAT PROVISIONAL APPROVAL of Consent application B4/WILSON/2026 be issued with the following condition(s):

1. That this consent approval applies to the creation of a new 1.88ha (4.65ac) Water Access Only Lot on Little Long Lake.

2. That comments of the North Bay Mattawa Conservation Authority (NBMCA) be provided to confirm feasibility of installing a private septic system on the new lot.

3. That the applicants enter into a Consent Agreement to be registered on title of the new lot, confirming the location of a dedicated On Shore Parking space for the new Water Access Only lot.

AND THAT a Notice of Decision be issued.

CARRIED

RESOLUTION 21-2026 Moved by Dave Britton Seconded by Randy Hall

THAT the record indicate that an adjacent landowner Peter Gauthier attended to present public input at the statutory public meeting on 16 April 2026 regarding Consent applications B9, B10, B11 & B12/POWASSAN/2026 seeking approval of three new 0.063ha (0.16ac) lots and one new 0.070ha (0.17ac) lot fronting on Memorial Park Drive West;

and that agents for the applicant Steve McArthur, Sr Planner and planning student Drew Sinclair with Tulloch Engineering (North Bay) were in attendance along with Debbie Piekarski as representative of the applicant.



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(RESOLUTION 21-2026 cont'd)

THAT the following written submissions regarding B9, B10, B11, B12/POWASSAN/2026, be received for the record:

- a) Planning Justification Briefing dated February 2026 prepared by Tulloch (North Bay) presented with the subject Consent applications;
- b) PlanScape Report dated 12 March 2026 to Powassan Council advising the proposal generally meets the intentions of the 2024 Provincial Policy Statement and Growth Plan for Northern Ontario and would conform with the current and updated Powassan Official Plans, pending a Zoning Bylaw amendment to rezone the new lots residential, and represents good planning.
- c) Powassan Council Resolution 2026-81 passed 17 March 2026 expressing support of the requested new lots, subject to the following conditions:

- (i) That driveway entrance permits for the new lots fronting on Memorial Park Drive West be obtained from the Municipality of Powassan;
- (ii) Confirmation from the local school boards that school bus service is available at the subject locations.

THAT PROVISIONAL APPROVAL of Consent applications B9, B10, B11 and B12/POWASSAN/2026 be issued with the following condition(s):

1. That the subject Consents apply respectively to creation of:

B9/POWASSAN/2026: a new 0.063ha (0.16ac) lot fronting on Memorial Park Drive West;

B10/POWASSAN/2026: a new 0.063ha (0.16ac) lot fronting on Memorial Park Drive West;

B11/POWASSAN/2026: a new 0.063ha (0.16ac) lot fronting on Memorial Park Drive West; and

B12/POWASSAN/2026: a new 0.070ha (0.17ac) lot fronting on Memorial Park Drive West;

2. That written confirmation be obtained from the Nipissing Parry Sound School Bus Service advising school bus transportation is available.

AND THAT Notices of Decision be issued.

CARRIED

RESOLUTION 22-2026 Moved by Randy Hall Seconded by Roger Glabb

THAT the record indicate there were no persons in attendance to present comments at the statutory public meeting on 16 April 2026 regarding Consent application B13/PATTERSON/2026 seeking approval of a 1.223ha (3.021ac) parcel to be conveyed as a lot addition to the abutting property civically known as 639 Porters Land Road; and the attendance of agents for the applicant Steve McArthur, Sr Planner and planning student Drew Sinclair with Tulloch Engineering (North Bay).

THAT the record indicate that the following written submission was filed regarding Consent application B13/PATTERSON/2026:

- a) Planning Justification Briefing dated January 2026 prepared by Tulloch (North Bay)

THAT PROVISIONAL APPROVAL of Consent application B13/PATTERSON/2026 be issued with the following condition(s):

1. That this consent approval applies to the creation of a 1.223ha(3.021ac) parcel of land to be conveyed as a lot addition to abutting property civically known as 639 Porters Landing Road.

AND THAT a Notice of Decision be issued.

CARRIED



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RESOLUTION 23-2026 Moved by Dave Britton Seconded by Randy Hall

THAT the record indicate there were no persons in attendance and no comments were received at the statutory public meeting on 16 April 2026 regarding Consent application B14/EAST MILLS/2026 seeking approval to create a 0.16471ha (0.407ac) parcel to be conveyed as a lot addition to abutting lands described as Part 2 on Reference Plan 42R-9068 at 590 Clear Lake Road; and the attendance of agents for the applicant Steve McArthur, Sr Planner and planning student Drew Sinclair with Tulloch Engineering (North Bay).

THAT the following written submission was filed regarding B14/EAST MILLS/2026:

a) Planning Justification Briefing dated February 2026 prepared by Tulloch (North Bay)

THAT PROVISIONAL APPROVAL of Consent applications B14 /EAST MILLS/2026 be issued with the following condition(s):

1. That this consent approval applies to the creation of a 0.16471ha (0.407ac) PARCEL from Part 1 on Reference Plan 42R-9068 (PIN 52227-0097) at to be conveyed as a LOT ADDITION to abutting lands described as Part 2 on Reference Plan 42R-9068 (PIN 52227-0098) to contain existing accessory structures located on Part 1 42R-9068 (590 Clear Lake Road).

AND THAT a Notice of Decision be issued.

CARRIED

RESOLUTION 24-2026 Moved by Dave Britton Seconded by Roger Glabb

THAT the record indicate no persons attended nor any comments received at the statutory public meeting on 16 April 2026 regarding Consent applications to create:

B15/POWASSAN/2026: a new 10.48ha (25.89ac) Lot fronting Main Street; and respectively,

B16/POWASSAN/2026: a new 10.85ha (26.81ac) Lot fronting Lindquist Line:

and the attendance of agents for the applicant Steve McArthur, Sr Planner and planning student Drew Sinclair with Tulloch Engineering (North Bay).

THAT the following written submissions respectively regarding B15 and B16/POWASSAN/2026, be received for the record:

a) Planning Justification Briefing dated February 2026 prepared by Tulloch (North Bay)

b) PlanScape Report dated 12 March 2026 to Powassan Council regarding the proposal in regard to the 2024 Provincial Policy Statement and Growth Plan for Northern Ontario, the current and updated Powassan Official Plans and Zoning Bylaw and represents good planning, with recommendation that Powassan staff work with the applicants to accept the parcel of land, that accesses Highway 11;

c) Powassan Council Resolution 2026-80 passed 17 March 2026 expressing support of the requested new lots, subject to the following conditions:

(i) That driveway entrance permits for the new lots fronting on Memorial Park Drive West be obtained from the Municipality of Powassan;

(ii) Confirmation from the local school boards that school bus service is available at the subject locations;

(iii) That the Municipality of Powassan work with the applicant to accept the parcel of land at the corner of Main Street and Pine Tree Way that accesses Highway 11.

THAT PROVISIONAL APPROVAL of Consent applications B15 and B16/POWASSAN/2026 be issued with the following condition(s):

1. That Consent B15/POWASSAN/2026 applies to the creation of a 10.48ha (25.89ac) Lot fronting Main Street.

2. That Consent B16/POWASSAN/2026 applies to the creation of a 10.85ha (26.81ac) Lot fronting Lindquist Line.



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(RESOLUTION 24-2026 cont'd)

3. That a letter of undertaking be provided to ensure that once the new lots are registered in the Land Registry Office:

- (i) That driveway entrance permits for the new lots fronting on Memorial Park Drive West be obtained from the Municipality of Powassan;
- (ii) Confirmation from the local school boards that school bus service is available at the subject locations; and
- (iii) That the Municipality of Powassan work with the applicant to accept the parcel of land at the corner of Main Street and Pine Tree Way that accesses Highway 11.

AND THAT Notices of Decision be issued accordingly.

CARRIED

**2. PUBLIC MEETINGS - SUBDIVISION APPLICATIONS – Nil**

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

At this time in the meeting (approximately 16:45pm, the NAPBoard heard comments and questions about the proposed Official Plan project (not on this agenda) from a resident of an Unincorporated Township. Resident Taylor Stillar requested clarification of the purpose of the proposed Official Plan. The NAPBoard explained that the Ministry of Municipal Affairs and Housing (MMAH) in its policy statement, has recommended that an Official Plan be enacted to provide description of existing land use and provide guidance for development. This discussion ended at approximately 5:00pm and the business listed on the agenda for this meeting continued.

**8. CORRESPONDENCE**

- a) Notice from Ministry of Natural Resources “Inspection of 2026-2027 Annual Work Schedule for the Nipissing Forest”.
- b) Notice of Application for Rezoning 118 Highway 534 to Rural (RU) and General Industrial Exception Zone (M1-9) to permit continued use as a Contractor’s Yard.
- c) Letter dated 1<sup>st</sup> April 2026 from the Honourable Robert J. Flack, Minister of Municipal Affairs and Housing (MMAH) introducing Bill 98 (*the Building Homes and Improving Transportation Infrastructure Act, 2026*).

RESOLUTION 25-2026    Moved by Roger Glabb                      Seconded Dave Britton

That the following items of information presented to the NAPBoard at its meeting[*date*], be received for information:

- a) Notice from Ministry of Natural Resources “Inspection of 2026-2027 Annual Work Schedule for the Nipissing Forest”.
- b) Notice of Application for Rezoning 118 Highway 534 to Rural (RU) and General Industrial Exception Zone (M1-9) to permit continued use as a Contractor’s Yard.
- c) Letter dated 1st April 2026 from the Honourable Robert J. Flack, Minister of Municipal Affairs and Housing regarding Bill 98, the Building Homes and Improving Transportation Infrastructure Act, 2026.

CARRIED



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**9. BUSINESS ARISING FROM PREVIOUS MINUTES**

**1. Revisions to Resolution 67-2025 for clarification**

**RECOMMENDATION**

THAT Resolution 67-2025 passed on 4 December 2025 be revised to clarify that a surveyor's sketch is required for all Consent applications, as well as a planning report; and that the planning report may be prepared by the applicant(s) or a qualified Planner (preferably a Planner that is a standing Member of the Ontario Professional Planners Institute (OPPI)).

RESOLUTION 26-2026 Moved by Roger Glabb Seconded by Randy Hall

THAT Resolution 67-2025 passed on 4 December 2025 be rescinded and replaced with a revised version that will clarify that a planning justification report may be prepared by the applicant(s) however it is preferred that the planning report be prepared by a qualified professional Planner.

THAT the new Resolution read as follows:

THAT the process revisions presented in the report to the NAPBoard at its meeting on 4 December 2025 and revised at its meeting on 16 April 2026 for clarification, be implemented as follows:

- The date on which a complete Consent application will be assigned to a particular statutory public meeting will be strictly enforced (no exceptions).
- NAPBoard staff will not act as agent of the applicant(s) for the purpose of completing the Consent application form.
- Section 10 of the Consent Application MUST be signed in person by the applicant.
- To be considered complete, all Consent applications seeking the creation of a new lot MUST contain the following:
  - o A Consent Form (up to 2 Consent requests in each form) only typed for legibility (available on the napb.ca website with written instructions) [NO hand written forms will be accepted]
  - o The set fee for each Consent being requested (each new lot requested; a permanent easement or other process prescribed in Section 53 or 57) payable only by personal cheque or money order (NO CASH will be accepted)
  - o A planning justification report, which may be prepared by the applicant(s), however it is preferred that the planning justification report be prepared by a qualified professional planner.
  - o A sketch prepared by a registered Surveyor, which depicts the new lot AND the primary property and adjacent lands
  - o Either Local Roads Board (LRB) confirming frontage on a year round maintained road for lands located in the unincorporated townships OR MTO comments for land with highway frontage
  - o North Bay Mattawa Conservation Authority (NBMCA) comments for feasibility of septic (unless in the serviced area of Powassan)
  - o Ontario Ministry of Agriculture comments if the new lot is within 750m of land with livestock activity
  - o Any other agency comments particular to the land in the area of the proposed new lot
  - o Title Report confirming ownership of the land by the applicant(s) and any relative encumbrance of easement etc., and/or copy of a Bona Fide Agreement of Purchase and Sale if the applicant is a potential purchase of the land (per subsection 53(1) of the Planning Act).

**CARRIED**



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**10. NEW BUSINESS – Nil**

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**11. FINANCIAL**

1. Update to Schedule A – Planning Services in the NAPBoard Financial Bylaw 1-2026

**RECOMMENDATION**

THAT a by-law be enacted AND be given its first, second and third reading to enactment at this meeting to amend Schedule A of the NAPBoard Financial Bylaw 1-2026 enacted on 5 February 2026, to update the following directives for refund of a paid application fee, upon withdrawal of a submitted Consent Application by the applicant(s):

*At direction of the NAPBoard, a refund of a portion of a Consent Application Fee can be considered by the NAPBoard when the application is withdrawn by instruction of the applicant(s).*

*Refunds rates set out below according to the following circumstances:*

- (i) *The full application fee may be refunded prior to any administrative processing.*
- (ii) *90% the application fee may be refunded after administrative processing is commenced but prior to the application being deemed complete and the Notice of Meeting issued.*
- (iii) *10% of the application fee may be refunded after administrative processing and issuance of the Notice of Meeting, but prior to listing on the agenda of the public meeting.*

RESOLUTION 27-2026 Moved by Randy Hall

Seconded by Dave Britton

WHEREAS the fee refund directives set out in Schedule A of the NAPBoard Financial By-law currently set specific amounts for refunds at certain stage of the process; staff recommend that percentages be applied instead of set amounts in order that the refund amounts will be appropriate to the current fees annually reviewed and set by the NAPBoard.

BE IT RESOLVED THAT a by-law be enacted AND be given its first, second and third reading to enactment at this meeting to amend Schedule A of the NAPBoard Financial Bylaw 1-2026 enacted on 5 February 2026, to update the following directives for refund of a paid application fee, upon withdrawal of a submitted Consent Application by the applicant(s):

*At direction of the NAPBoard, a refund of a portion of a Consent Application Fee can be considered by the NAPBoard when the application is withdrawn by instruction of the applicant(s).*

*Refunds rates set out below according to the following circumstances:*

*-The full application fee may be refunded prior to any administrative processing.*

*-90% the application fee may be refunded after administrative processing is commenced but prior to the application being deemed complete and the Notice of Meeting issued.*

**CARRIED** (Amending Bylaw 2-2026)



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**(11.)**

**2. Request for Refund of Application Fee – Withdrawal of Consent Application - Boundary Rd Powassan**

The applicants advised by email received 2 April 2026 that they will not be proceeding with the new lot proposed identified in Consent Application B8/POWASSAN/2026.

The subject application was registered on 9 February 2026 and discussed with Powassan’s contract Planner (PlanScape). A Notice of Meeting was yet to be processed for the subject application and therefore a refund of the application fee may be issued at the pleasure of the NAPBoard.

**RECOMMENDATION**

THAT a fee refund for withdrawal of Consent Application B8/POWASSAN/2026 expressed by email on 2 April 2026 prior to issuance of the Notice Meeting, be issued as prescribed in Schedule A of the NAPBoard Financial Bylaw 1-2026 as amended.

RESOLUTION 28-2026 Moved by Roger Glabb Seconded by Dave Britton

WHEREAS a Report to the NAPBoard meeting 16 April 2026 was presented in response to a request for refund of a Consent application fee;

AND WHEREAS the applicants advised by email received 2 April 2026 that they will not be proceeding with the new lot proposed identified in Consent Application B8/POWASSAN/2026;

AND WHEREAS the subject application was registered on 9 February 2026 and discussed with Powassan’s contract Planner (PlanScape);

AND WHEREAS a Notice of Meeting was yet to be processed for the subject application;

AND WHEREAS Schedule A of the NAPBoard Financial Bylaw provides direction for issuing a refund of the application fee at the pleasure of the NAPBoard;

BE IT RESOLVED THAT a fee refund for withdrawal of Consent Application B8/POWASSAN/2026 requested by email on 2 April 2026 prior to issuance of the Notice Meeting, be issued as prescribed in Schedule A of the NAPBoard Financial Bylaw 1-2026 as amended.

CARRIED

**12. CLOSED SESSION**

Subsection 239(1) and 239(2)

(b) a matter involving identifiable individual(s); and/or

(e) litigation or potential litigation, including matters before administrative tribunal; and/or

(k) criteria or instruction to be applied to any negotiation by the board.

At approximately 5:01pm, the NABoard resolved into a Closed Session:



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**(12.)**

RESOLUTION 29-2026 Moved by Roger Glabb Seconded by Randy Hal  
THAT pursuant to subsection 239 (1) (3.1), the NAPBoard at its meeting on 16 April 2026, resolve into a Closed Session to consider:

Item (b): matter(s) about identifiable individual(s);

Item (e): litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

Item (k): matter(s) about criteria or instruction to be applied to any negotiation of the board.

CARRIED

On a verbal motion by Roger Glabb, seconded by Randy Hall, the NAPBoard returned to its public meeting at approximately 17:28pm, as issued the following resolutions out of closed session discussions:

RESOLUTION 30-2026 Moved by Roger Glabb Seconded by Randy Hall  
WHEREAS the North Almaguin Planning Board (NAPBoard) is a not-for-profit entity delegated authority by the Ministry of Municipal Affairs and Housing (MMAH) to deliver planning services for lands located in its six (6) unincorporated townships of East Mills, Hardy, McConkey, Pringle, Patterson or Wilson located in the District of Parry Sound in north/eastern Ontario;  
AND WHEREAS the funding from the Ministry of Municipal Affairs and Housing (MMAH) has remained at the same rate since 2009 to fund the provision of planning services to the six (6) unincorporated townships of East Mills, Hardy, McConkey, Pringle, Patterson and Wilson which have experiences substantive growth in population and the desire of the landowners to manage their land assets for financial gain;  
AND WHEREAS MMAH has directed the NAPBoard to increase its set fees for Consent applications instead of increasing the grant funding, which could mitigate the amount of fee increased required to meet operating costs, and over the course of its existence, the issuance of the MMAH operating fund has consistently been delayed, often to the third to fourth quarter of the provincial fiscal year, leaving the NAPBoard to rely on set fees to continue its operation;  
AND WHEREAS an Official Plan is recommended by MMAH as per its planning policies and legislated in the Ontario Municipal Act, and would provide supportive information for the delivery of planning services for the lands located in the unincorporated townships of East Mills, Hardy, McConkey, Pringle, Patterson and Wilson; in particular in the event of defending its decision that has been appealed to the Ontario Land Tribunal (OLT);  
AND WHEREAS the NAPBoard subsequently processed a Request for Proposal and awarded it to PlanScape in 2025 to commence the lengthy process of implementing an Official Plan for the subject unincorporated townships, on a scheduled payment schedule divided by the respective tasks involved, to which the MMAH responded in the fourth quarter of its 2025/26 year with less than half of the amount requested in the NAPBoard's Business Case Funding application submitted in June 2025 seeking funding assistance of the Official Plan project, leaving the NAPBoard to bear the full expense of the Official Plan;  
BE IT RESOLVED THAT the Ministry of Municipal Affairs and Housing (MMAH) be advised that the Official Plan project for the six (6) unincorporated townships of East Mills, Hardy, McConkey, Pringle, Patterson and Wilson that the NAPBoard commenced in 2025, is suspended until MMAH issues the NAPBoard an appropriate operating fund grant per annum in a timely manner, and also provides supportive funding for the Official Plan for the subject unincorporated townships.

CARRIED



**MINUTES**  
**Statutory Public Meeting**  
**Thursday 16 April 2026**

*Adopted as presented 4 June 2026*  
*Resolution 17-2026*

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(12)

**DIRECTION**

The NAPBoard directed that the NAPBoard Administrative Director write and post Job descriptions for transition of the NAPBoard operations with an administrative staff position and a clerical staff position.

13. **NEXT MEETING** – *Thursday 4 June 2026*

14. **ADJOURNMENT** – 17:30pm

*“John Borlase”*

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**Chairperson John Borlase**

*“Dave Britton”*

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**Secretary-Treasurer Dave Britton**