

MANITOULIN PLANNING BOARD

40 WATER STREET - UNIT 1 - P.O. BOX 240 - GORE BAY - ONTARIO - P0P 1H0

☎ 705-282-2237 ☎ 705-282-3142

April 27, 2022

MINUTES OF PLANNING BOARD MEETING - April 26, 2022

At a Meeting of the Manitoulin Planning Board held at the Planning Board Office, Gore Bay, Ontario, on Tuesday, April 26th, 2022, the following Members of Planning Board were present:

- | | | | |
|----|-------------|----|--------------|
| 1. | L. Hayden | 5. | I. Anderson |
| 2. | D. Osborne | 6. | E. Russell |
| 3. | K. Noland | 7. | R. Brown |
| 4. | D. McDowell | 8. | T. Mackinlay |

Absent: D. Head and R. Stephens

Also in attendance for the electronic meeting was:
T. Sasvari, reporter, Manitoulin West Recorder.

There were no other interested parties or members of the general public or press in attendance.

The Meeting was called to Order at 6:58 P.M. by Chair L. Hayden, who welcomed all present.

The Chair asked if there were any Board Members who wished to declare a conflict of interest with any of the items listed on the agenda or having to do with the previous Board Meeting on March 22nd, 2022.

There were no conflicts declared.

1. ORDER OF BUSINESS

The Chair requested the adoption of the order of business.

The Secretary-Treasurer requested that an additional item under 5. h) be added - May 2022 Board Meeting

MOTION

It was moved by D. McDowell and seconded by D. Osborne that the Order of Business be adopted, as amended,
- Carried

2. MINUTES OF PREVIOUS BOARD MEETING - March 22, 2022

The Chair announced that the Minutes of the electronic Board Meeting held on March 22, 2022 had been circulated to the Board Members and requested that any errors or omissions be stated.

MOTION

A motion was moved by K. Noland and seconded by R. Brown that the Minutes of March 22, 2022 be adopted,
- Carried.

BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS BOARD MEETING - March 22, 2022

There was none.

3. VARIABLE EXPENDITURES

There were no questions of the variable expenditures as circulated.

MOTION

It was moved by I. Anderson and seconded by R. Brown that the variable expenditures be accepted as presented,
- Carried.

Board Minutes
April 26, 2022 - Continued

4. PRESENTATION OF APPLICATIONS FOR CONSENT

The Chair announced that the application for consent to sever would now be heard.

Note: For the sake of continuity the details and decisions of the presentations will be so recorded in the usual fashion toward the end of the Minutes.

5. GENERAL, REGULAR AND NEW BUSINESS

a) Special Business Case Funding 2020-2021

The Secretary-Treasurer explained that she has submitted two funding reports to the Ministry of Municipal Affairs and Housing on March 31st, 2022, as required by the Special Business Case Funding contracts. MMAH requires a resolution from the Board to support the funding reports. Draft Motions were attached to the Board Agenda, which she read aloud.

MOTION

It was moved by T. Mackinlay and seconded by D. Osborne that the Manitoulin Planning Board supports and accepts the Financial Report for Special Business Case Funding for a Natural Heritage System (NHS) as per the contract, as submitted to the Ministry of Municipal Affairs and Housing on March 31, 2022 by the Secretary-Treasurer,
- Carried Unanimously.

MOTION

It was moved by D. McDowell and seconded by T. Mackinlay that BE IT RESOLVED the motion be adopted as read,
- Carried Unanimously.

MOTION

It was moved by K. Noland and seconded by I. Anderson that the Manitoulin Planning Board supports and accepts the Financial Report for Special Business Case Funding for three separate projects as per the contract, as submitted to the Ministry of Municipal Affairs and Housing on March 31, 2022 by the Secretary-Treasurer,
- Carried Unanimously.

MOTION

It was moved by D. McDowell and seconded by R. Brown that BE IT RESOLVED the motion be adopted as read,
- Carried Unanimously.

b) Natural Heritage System (NHS)

The Secretary-Treasurer reported that Staff Members reviewed the draft report received from North-South Environmental, the firm hired to review the policies and mapping of a (draft) Natural Heritage System prepared by the Manitoulin Planning Board, during an electronic meeting on March 23rd, 2022. A final report has been received from the firm and the project has been paid in full in the amount of \$16,402.52. She added that the Ministry of Municipal Affairs and Housing (MMAH) have provided funding for this project in the amount of \$9,817.00, leaving an outstanding balance of \$6,585.52 to be paid by the Planning Board. The Final report was attached to the Board Agenda and will be made available on the Planning Board website.

During discussion the Board asked:

- what if they disagree with some of the recommendations in the Report, i.e woodlands?
- is this draft report binding?
- will there be additional time to make comments?
- what are the next steps?

It was explained that the Report was required in order to Draft a NHS for an Amendment (addition) to the Official Plan (OP) for the District of Manitoulin, which is to be prepared before October 2022. There will be a draft OP Amendment for the Board to Review and a Public Meeting process for Public consideration. All comments will be taken into consideration before the NHS is finalized to be added to the Official Plan for the District of Manitoulin, for Ministry approval.

Board Minutes
April 26, 2022 - Continued

5. GENERAL, REGULAR AND NEW BUSINESS - Continued

c) Municipal (Interim) Requisitions 2022

The Secretary-Treasurer reported that a request for the Municipal (interim) Requisitions had been sent on February 4th, 2022 and all interim requisitions have been received. The request for final requisitions will be prepared in the next couple of weeks.

d) Letter from E. Burt

The Secretary-Treasurer informed the Board that a letter had been received from E. Burt on April 14th, 2022 regarding Lake Kagawong which was attached to the Board Agenda. She read the following letter:

'TO THE PLANNING BOARD

Regarding: Severances on and around Kagawong Lake

In 1965 the Dept. of Health tested the water at my father-in-law's cottage. The water was safe to drink out of the lake in mid summer. Its not safe to drink now in mid winter.

In about 1981 a biologist from MNR had a meeting in Kagawong. He talked about user days per year. One person using the lake for one day a year boating, swimming etc. He said at that time that Kagawong Lake had maybe reached its limits and maintain the health of the ecology of that time. Since then there have been about 100 flush toilets installed on or near the lake. Almost all of the field tile systems will eventually fail. They are built on very shallow soil and on non-porous rock. Gravity will take the pollutants to the bottom of the watershed and that to the lake.

The health of the lake is in peril.

I have a small cottage on a lot on the lake. I want to give it to a family member but they say the price (taxes) are too high. They wonder how long the fish will be safe when they grow in polluted water. How long before the beaches will be closed in summer. How long like some big lakes in the US just west of here, will we only be able to eat one meal of fish per year.

Severances make little money for a very few and its more development on the lake that is already under a lot of stress.

*Sure hope you can read some of this as my eyesight is so bad I can't see what I am wrighting.
Sincerely, Ed Burt'*

Discussion among the Board included:

- acknowledgment of the letter and Mr. Burt's concerns;
- the MPB has concerns with all the water bodies on Manitoulin Island;
- MMAH had voiced concerns during the OP in 2018 - no evidence has been provided;
- need to have the Science behind the concerns;
- would like to have supporting documentation that the Health of the Lake is in peril;
- there is miles of shoreline along the Lake that have not been developed - the Lake may not be at capacity;
- a lot has changed since 1965 - new builds are better and protect the Lakes via Building Permits and with Public Health Sudbury & District approval of septic systems.

In consideration of the correspondence received the Board agreed that an acknowledgement of the letter to Mr. Burt was in order.

e) Bill 109 - More Homes for Everyone Act, 2022

The Secretary-Treasurer explained that on March 30th, 2022, the government introduced the *More Homes for Everyone Act, 2022*, also known as Bill 109. The Bill made legislative changes to the Planning Act, the Development Charges Act 1997, the City of Toronto Act 2006 and other legislation, to make it easier and faster to build all types of homes that Ontarians need due to the housing supply crisis. The Secretary-Treasurer informed the Board that Staff Members had participated in an electronic presentation on April 20th, 2022 with the Ministry of Municipal Affairs and Housing (MMAH) regarding Bill 109, which received royal accent on April 14th, 2022. There are some changes that will not take effect immediately.

Attached to the Board Agenda was a copy of an email with links to the information for Bill 109 as posted on the Environmental Registry of Ontario and the Ontario Regulatory Registry. Further review of the legislation will be required in order to understand how this will affect planning applications and to implement the changes.

Board Minutes
April 26, 2022 - Continued

5. GENERAL, REGULAR AND NEW BUSINESS - Continued

f) Official Plan Policies Re: Consents

It had been agreed upon that Official Plan Policy F.4.4.2 be discussed in further detail at an in-person Board Meeting to provide guidance to staff members during accepting and processing of Applications for Consent to Sever vs Applications for Plan of Subdivision.

With all questions and resulting discussion been dealt with, the Board were in agreement that it will be a policy of the Planning Board that it is not necessary for staff to preconsult with the Planning Board on new applications if additional lots are proposed and there is a note on the previous file(s) that further development by the Consent to Sever process may not be supported. Staff will advise the applicant and if requested to do so, will process a new application without a preconsultation with the Planning Board.

g) Official Plan Policies Re: Private Sewage & Water Services (Potable Water)

The Secretary-Treasurer reported that Official Plan Policies regarding potable water and new development in the Rural Areas would be discussed in further detail as the Board Members had been provided with an email submission prepared by Board Member, T. Mackinlay on February 23rd, 2022 and this topic was to be considered further at the first in-person Board Meeting.

Staff Member J. Diebolt read the following Official Plan Policies:

*' Policy F,4,4,2 -
8. Full water and wastewater services will be required for development where they are otherwise available. However, where the consent is in the Rural Area or in an area of alternative servicing measures, water and wastewater services, consistent with the particular area, as determined by the Planning Board, will be considered. Prior to considering a consent in the Rural Area or in an area of alternative servicing measures, confirmation of a sufficient water supply and sewage disposal system will be required, in accordance with the policies of Section E.2.3.*

Policy E.2.3 -

6. Potable water for new development will be provided in accordance with the Province's guidelines.

8. Any lot affected by an application for consent or plan of subdivision will conform to minimum frontage and area requirements of the Zoning By-law and be sized such that there is sufficient area for attenuation of nitrates, space for a building envelope, sewage envelope, sewage system contingency area, and potable water supply in accordance with the Provincial guidelines.'

A standard condition of Consent approval is:

' Accompanying the transfer documents shall be proof satisfactory to the Manitoulin Planning Board that there is a minimum flow rate of 13.7 litres/per minute of potable water available as per the provincial D-5-5 Guidelines, for the severed lots, but would not be required for a seasonal residential use.'

Mr. Mackinlay gave a report of his submission. His submission to the Board is attached as Appendix A to the Board Minutes.

It was unclear what is meant by the term "potable water"; could be the flow rate (quantity of water) or could be that it is safe to drink (quality of water). The Secretary-Treasurer asked D. Osborne, Board Member and Building Official if a building permit could be issued for a year-round residential use without proof of potable water (quality and quantity of water). He advised this could be done.

With all questions and resulting discussion been dealt with, the Board were in agreement that the Ontario Building Code could be considered the provincial Guideline used and that it will be a policy of the Planning Board to remove the condition of Consent to Sever approval for proof of potable water. In the case of the Unincorporated Townships, a Letter of Conformity will include a statement that the landowner is responsible for following the requirements of the Ontario Building Code and those policies regarding the quality and quantity of a water supply.

h) May 2022 Board Meeting

The Secretary-Treasurer explained that there are five (5) Tuesdays in May and in some cases the Board changes Board Meeting from the 4th Tuesday to the 5th Tuesday of the Month. The following motion resulted:

MOTION

It was moved by T. Mackinlay and seconded by R. Brown that the next Regular Meeting of the Planning Board will be held electronically on Tuesday, May 24th, 2022 at 7:00 p.m.

- Carried Unanimously.

Board Minutes
April 26, 2022 - Continued

6. BUDGET REVIEW

- Draft Financial Statements
- Comparison of Revenue and Expenditures & 2022 Draft Budget
- Budget Committee Recommendations
- Tariff of Fees

The Secretary-Treasurer informed the Board that the draft Financial Statements (FS) 2021 and the Comparison of Revenue and Expenditures 2018 to 2021 & Draft Budget for 2022 had been discussed among the Budget Committee and both staff members, during a Special Electronic Meeting held on April 14th, 2022. The Budget Committee for 2022 consists of K. Noland, I. Anderson and R. Stephens.

Mr. Diebolt had presented the draft budget to the Committee and the Committee passed three motions of recommendation to the Board.

The Minutes of the Budget Committee Meeting, the draft FS 2021 and the Comparison of Revenue and Expenditures and Draft Budget for 2022, and the current Tarriff of Fees were attached to the Board Agenda.

All questions and resulting discussion having been dealt with, the following motions resulted:

MOTION

It was moved by I. Anderson and seconded by K. Noland that the Manitoulin Planning Board accept, approve, and adopt the Financial Statements for 2021 as prepared by KPMG Chartered Accounts and as presented by J. Diebolt,
- Carried Unanimously.

MOTION

It was moved by D. McDowell and seconded by R. Brown that J. Diebolt be authorized to sign the Management Letter for the 2021 Financial Statements on behalf of the Manitoulin Planning Board, as required by KPMG Chartered Accounts,
- Carried Unanimously.

Discussion regarding the 2022 Budget resulted in a Board agreement that the Budget would be discussed in further detail at the in-camera session part of the Meeting.

Following is the Tariff of Fees approved by the Planning Board effective March 28, 2018 and amended on March 26, 2019.

NOTICE OF TARIFF OF FEES

Applications for:

Consent to Sever, per parcel/application	\$\$\$ 725.00
Amendment to Conditions, per parcel/application	\$\$\$ 350.00
Certification of Deeds	\$\$\$ 125.00
Plan of Subdivision/Condominium	\$\$\$ 1,350.00
Plus each lot/unit	\$\$\$ 725.00
- Request to Extend Draft Approval	\$\$\$ 300.00
- Approval for Second and each subsequent phase	\$\$\$ 575.00
Amendment to the Official Plan	
- Municipalities	
- Residential, Rural, Open Space, etc.	\$\$\$ 1,350.00
- Commercial, Industrial, Institutional, etc.	\$\$\$ 2,000.00
- Unorganized Townships	
- Residential, Rural, Open Space, etc.	\$\$\$ 1,550.00
- Commercial, Industrial, Institutional, etc.	\$\$\$ 2,250.00
Amendment to the Zoning By-Laws	
- Residential, Rural, Open Space, etc.	\$\$\$ 725.00
- Commercial, Industrial, Institutional, etc.	\$\$\$ 900.00
Deeming By-Law	\$\$\$ 725.00
Recirculation - per parcel/application	
- Consents, Subdivisions/Condominiums, Official Plan & Zoning Amendments	\$\$\$ 350.00
Letters of Conformance	\$\$\$ 100.00
Letters of Conformance – After Construction	\$\$\$ 500.00
- Plus Site Inspection Costs (if required)	55/km.
- Staff Site Inspections	75/km.
Validation of Title	\$\$\$ 725.00
Power of Sale	\$\$\$ 725.00
Any Application Considered } Cost as Invoiced in	
to Require Notice in Newspaper } Addition to Above Fees	
Letters - Response to Planning Inquires i.e. Interpretation/Opinions, Official Plan & Zoning By-laws, Outstanding Work Orders, etc.	\$ 75.00
NSF Cheques	\$ 50.00
*Request for Special Meeting of Planning Board	\$\$\$ 300.00
Geographic Information System Data (Minimum 1 hr.)	\$ 62.50/hr.
*Make a Map/Sketch 8½" X 11" or 8½" X 14" (without Planning Application)	\$ 20.00
Document Publications	
- Official Plan Text	\$\$\$ 50.00
*- Copies of a complete set of coloured Official Plan schedules/maps	50.00
- Zoning By-law No. 96-01 Text	\$\$\$ 25.00
*- Copy of a coloured Zoning By-law schedule/map (8½" X 11")	\$\$\$ 2.00

All fees are plus costs, expenses incurred from advertising, travel, etc., as required.

*as amended March 26, 2019.

Board Minutes
April 26, 2022 - Continued

6. BUDGET REVIEW - Continued

Following discussion of the Fees and the recommendation from the Budget Committee the following motion resulted:

MOTION

It was moved by D. McDowell and seconded by T. Mackinlay that the Tariff of Fees be updated with a new fee of \$125.00 for Consent to Sever Nulification; a new fee of \$150.00 for a request to be heard from the applicant on planning applications; an increase to the application fee for Letters of Conformity from \$100.00 to \$125.00; and the mileage rate increased from 0.55 cents per klm to 0.61 cents per klm and the mileage rate increased from 0.75 cents per klm to 0.81 cents per klm for staff site inspections,

- Carried Unanimously.

MOTION

It was moved by R. Brown and seconded by I. Anderson that in consideration of the recommendation from the Budget Committee that a portion of the surplus be used to pay the outstanding costs of the Natural Heritage System project in the amount of \$5551.00 and the Zoning By-Law No. 96-01 update project in the amount of \$7421.00, and for an investment in the amount of \$25,000.00,

- Carried Unanimously.

7. IN CAMERA SESSION

The Chair requested the Board to go In Camera to discuss matters regarding the receiving of advice that is subject to solicitor-client privilege, and the 2022 Budget.

MOTION

It was moved by D. Osborne and seconded by K. Noland that the Board go In Camera at 9:16 p.m. to discuss solicitor-client privilege information and the Manitoulin Planning Board 2022 Budget,

- Carried Unanimously.

MOTION

It was moved by T. Mackinlay and seconded by I. Anderson that the Board rise from the In Camera session at 9:31 p.m.

- Carried Unanimously.

The In Camera session was to discuss matters regarding the receiving of advice that is subject to solicitor-client privilege and to discuss the Planning Board Budget for 2022.

The following motion resulted:

MOTION

It was moved by R. Brown and seconded by K. Noland that the Manitoulin Planning Board approve the Budget for 2022 in the amount of \$222,474.51, as presented by J. Diebolt, GIS Technician,

- Carried Unanimously.

The 2022 Budget will be attached to the Board Minutes, as Appendix B.

PRESENTATION OF APPLICATION FOR CONSENT TO SEVER

The Chair announced that the purpose of this phase of the meeting is:

- (a) to consider applications for consent under Section 52 of the Planning Act,
- (b) to make decision in regard to the applications scheduled to be heard, and, explained that this phase is open to the public and any interested parties will be given the opportunity to speak in support or oppose an application.

The Chair then asked if any Board Members have or wish to declare a "Conflict of Interest", at this meeting or previous meeting. There were none.

Following is the list of Applications for Consent considered at this meeting.

	<u>Moved By</u>	<u>Seconded By</u>
1. B10-22	E. Russell	D. McDowell

It was moved and seconded that the above application be conditionally approved, subject to all conditions being fulfilled as stated in the Decision.

- Carried Unanimously.

Board Minutes

April 26, 2022 - Continued

Application File No.: B10-22 **No. of Members Present:** 8

Date of Decision: April 26, 2022

Location of Property: Lot 1, Conc. V excepting Part 1, Highway Plan T-9011 and Lot 2, Conc. V excepting Part 1, Plan 31R-2651, Township of Carnarvon, Municipality of Central Manitoulin, District of Manitoulin

DECISION

The purpose of this application made under Section 53(1) of the Planning Act by James Gilpin is to provide for the creation of new lot having a frontage of ±316 M. on Tracy Road, a maintained municipal road, and a depth of ±1,005 M., thereby containing an area of ±38.7 Hec. There are no structures on this land. According to the application this new lot is to be conveyed to a family member for farm related uses.

The land to be retained has frontages of ±1,005 M. on Highway No. 542, a provincially maintained Highway and ±402 M. on Tracy Road, a maintained municipal road, and a depth of ±1,005 M., thereby containing ±40 Hec. The applicant's dwelling, storage shed and two barns are located within this land. Farm related residential uses are proposed to continue for this land.

There have been three previous applications for Consent to Sever.

File No. B74-91 severed the west half of Lot 4, Conc. V; File No. B14-93 severed Lot 3, Conc. V; and File No. B20-95 severed a new ±1.3 Hec. lot within Lot 2, Conc. V, surveyed as Part 1, Plan 31R-2651. The retained land resulting from the previous applications is the land subject to this current application.

The subject land has been designated Rural Area. The retained land and the northerly ±half of the severed land is within an Agriculture Zone. The southerly ±half of the severed land is within a Rural (R) Zone.

Zoning By-law No. 2002-07 for the Municipality of Central Manitoulin permits residential uses in the Agriculture (A) Zone and the Rural (R) Zone. There are no land use changes proposed at this time.

Services consist of private well and private individual septic system for the retained land. There are no new services proposed for the severed land at this time.

Access for the severed land will be via an existing field entrance from Tracy Road, a maintained municipal road. Access for the retained land is via an existing entrance, #8500 Hwy 542.

As part of the preliminary review the following comments were received from Olivia Matthews, Corridor Management Planner, MTO Northeastern Operations , via email on March 1st, 2022:

' We have reviewed the Proposed Application pertaining to the subject lands at 8500 Highway 542 and have determined that the property falls within the Ministry's permit control area as defined by the Public Transportation and Highway Improvement Act R.S.O. 1990. Therefore, Ministry approvals and permits are required prior to the construction and/or demolition of any buildings and/or structures and prior to the issuance of any municipal building permits or approvals as per section 8. (2) (a) of the Building Code Act. As such, MTO has the following comments to offer:

The ministry does not have a concern with the proposed consent application for one severed lot and one retained lot.

Please note that no new access to Highway 542 will be granted to the retained lot, and that the existing entrance requires a formal Entrance Permit from the ministry should it not already have one. Should the applicant have any questions regarding the permit process, they can contact Debra A. Burke at Debra.A.Burke@ontario.ca or visit our website at <https://www.hcms.mto.gov.on.ca/> for more information.

Please note that these comments are valid for one year only, after which if the application lapses, MTO will need to be re-circulated for comments.

Thank you for the opportunity to comment.'

The comments received from MTO were provided to Mr. Gilpin, via email.

There is a drain, known as the Beatty-Gilpin Drain and catchment area, identified within the subject lands. The applicant was advised that the property may be subject to a reassessment under the Drainage Act and an agreement between the land owner and the municipality may be required as a condition of the consent to sever approval.

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Application File No. B10-22
April 26th, 2022 - continued

Two livestock facilities (barns) are located on the proposed retained land. A livestock facility is also located within Lot 2, Conc. IV (across Tracy Road). The farm related structures meet the requirements of the Minimum Distance Separation (MDS) Formulae as required by the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA).

Habitat for Bobolink and Eastern Meadowlark were identified within the surrounding area, but not within the subject land. From information available, the subject land does not appear to have any natural heritage features or species at risk (SAR) concerns. This proposal is considered to be in conformity with the Provincial Policy Statement 2020.

This application was circulated on April 6th, 2022 to the Municipality of Central Manitoulin, Bell Canada, and to all property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

The Municipality recommends approval of the application and advised they have no concerns with the application as proposed.

Bell Canada have not advised of any concerns or requested additional time to do so.

There have been no inquiries or concerns received as a result of circulation to property owners within 60 metres or the posting of the notice.

Due to there being no residential uses proposed at this time the Board supported the removal of the standard condition for proof of potable water and felt that this could be left to the Municipality and the Building Official at the time of the issuance of any building permits.

There was no one in attendance who wished to speak in support or opposition to the application.

Consent is tentatively granted subject to the following conditions:

The following documents must be submitted to the Secretary-Treasurer of the Board within two years from the date of the notice of decision for certification:

- a) the Transfer of Land form(s) prepared by a solicitor/lawyer, and
- b) a Schedule to the Transfer of Land form on which is set out the entire legal description of the parcel(s), given conditional approval. This Schedule must also contain the names of the parties indicated on the Transfer of Land form.

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number as evidence of its deposit therein, illustrating the parcel(s) to which the consent approval relates;
or
a boundary line survey identifying the new lot lines resulting from the severance(s);
- ii) a written confirmation from the Municipality that an entrance permit from Tracy Road for the severed land has been or can be issued, satisfactory to the Municipality;
- iii) a written confirmation from the Ministry of Transportation (MTO) that an entrance permit for Lot 1, Conc. V has been issued and is satisfactory to the requirements of MTO;
- iv) a written confirmation from the municipality that any reassessment required for the subject lands as required by Section 65 of the Drainage Act has been completed by the landowner, satisfactory to the municipality;
- v) a fee of \$125.00 for each Transfer of Land submitted for Certification; and
- vi) a written confirmation from the municipality that all outstanding municipal taxes have been paid.

Note: Subsection 3 or 5, as the case may be, of Section 50 of the Planning Act shall not apply to any subsequent conveyances of or in relation to the parcel of land being the subject of this application.

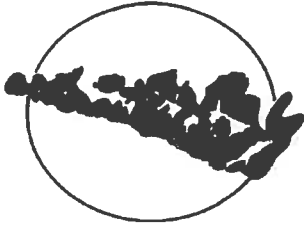
Note: This property may be subject to reassessment under the Drainage Act due to the Municipal Drain.

Board Minutes
April 26, 2022 - Continued

The time now being 9:36 p.m. and all business before the Board having been dealt with, the Meeting was adjourned on a motion moved by Ian Anderson.

L. HAYDEN, CHAIR


T.A. CARLISLE, SECRETARY-TREASURER



MANITOULIN PLANNING BOARD

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*APPENDIX B to the Board Minutes of April 26th, 2022

COMPARISON OF ACTUAL REVENUE AND EXPENDITURES 2018 to 2021 BUDGET 2022 AS APPROVED APRIL 26 2022

COMPARISON OF ACTUAL REVENUE AND EXPENDITURES TO BUDGET

REVENUE	2018 <u>Actual</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Est. ACTUAL</u>	2022 <u>Budget</u>	2021 <u>BUDGET</u>	2021 <u>Est. ACTUAL</u>	<u>Variance</u>
Transfer from Reserves	-							-
Req. To Municipalities - Official Plan								
Official Plan 2012/13 Deferred Revenue	1,000.00	0.00	0.00	7,841.90	0.00	7,841.90	7,841.90	0.00
2021 Surplus to apply to outstanding costs of Natural Heritage System and 96-01 Zoning By- law Update					12,972.00			
Req. To Municipalities - Operations	105,076.61	108,312.52	112,532.00	114,439.00	114,439.00	114,439.00	114,439.00	0.00
Interest Earned	323.00	373.00	365.00	370.00	370.00	370.00	370.00	0.00
GST Tax Rebate & Misc. Income	3,413.16	132.67	197.04	230.40	200.00	200.00	230.40	30.40
Application Fees	27,009.00	37,092.10	25,900.00	80,875.00	61,600.00	47,000.00	80,875.00	33,875.00
GRANTS								
Planning Administration Grants (Note 1)	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00	16,073.00	0.00
COOP 2016 PROJECT								
Special Business Case Funding (Note 3)	0.00	0.00						0.00
Req. To Municipalities Shares	0.00	0.00						0.00
Business Case Funding - Zoning Bylaw					5,091.00			
NHS Business Case Deferred Revenue		608.12	0.00	360.05	8,963.30	9,210.00	360.05	
Business Case Funding - Zoning Meeting				599.99	226.01	826.00	599.99	
Business Case Funding - COOP 2021				0.00	2,540.00	2,540.00	0.00	
Business Case Funding - Computer				1,299.99	0.00	1,300.00	1,299.99	
TOTAL REVENUE	152,894.77	162,591.41	155,067.04	222,089.33	222,474.31	199,799.90	222,089.33	
EXPENDITURES								
Administration								
Salaries	96,132.88	98,055.46	100,020.00	102,017.00	115,390.00	110,417.00	102,017.00	-8,400.00
Contribution in Lieu of Benefits	9,613.28	9,805.54	10,000.00	10,202.00	10,671.00	10,202.00	10,202.00	0.00
Staff Bonus					5,000.00			
Payroll Expenses (Note 2)	11,527.60	11,721.01	11,865.00	12,500.00	14,804.00	13,463.00	12,500.00	-963.00
Honorariums	3,830.00	5,460.00	3,830.00	8,360.00	8,000.00	6,000.00	8,360.00	2,360.00
Travel Expense - Board Members	1,084.00	2,486.00	996.05	0.00	2,400.00	2,400.00	0.00	-2,400.00
- Office Staff	486.00	939.80	135.00	272.50	1,500.00	1,500.00	272.50	-1,227.50
Office and Other Expenses								
Property Insurance	3,004.56	2,782.00	2,701.00	2,750.00	2,800.00	2,800.00	2,750.00	-50.00
Rent	11,264.00	10,163.33	10,370.00	10,580.00	10,785.00	10,580.00	10,580.00	0.00
Communications	1,966.80	1,816.38	1,853.68	1,801.71	1,860.00	1,850.00	1,801.71	-48.29
Postage	853.15	765.59	643.74	1,324.60	1,200.00	1,200.00	1,324.60	124.60
Copying & Supplies	1,321.73	1,722.48	1,534.31	3,650.07	3,000.00	2,400.00	3,650.07	1,250.07
Books, Publications & Memberships	565.00	415.00	289.15	1,063.74	500.00	500.00	1,063.74	563.74
Advertising	0.00	199.15	199.15	241.14	1,000.00	500.00	241.14	-258.86
Auditor's Fee	4,520.00	4,350.00	4,395.10	4,400.00	4,620.00	4,400.00	4,400.00	0.00
Conferences, Seminars & Workshops	1,792.93	1,888.73	0.00	221.24	2,000.00	2,000.00	221.24	-1,778.76
Legal Fees	6.00	389.50	0.00	864.22	1,000.00	1,000.00	864.22	-135.78
Professional Development	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment	0.00	0.00	1,657.00	868.99	1,000.00	1,500.00	868.99	-631.01
Bank Fees	249.50	308.51	270.00	277.00	50.00	270.00	277.00	7.00
Amortization	2,033.00	1,000.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	0.00
TOTAL EXPENDITURES	155,742.18	158,946.60	154,829.18	176,566.14	222,474.51	199,799.90	176,566.14	
Excess Revenue over Expenditures	-2,847.41	3,644.81	237.86	45,523.19	0.00	0.00	45,523.19	

Note 1: Planning Administration Grant represents a Provincial Grant in payment of services performed in the Unorganized Townships based on a formula of Planning Functions Performed and the Number of Households in the Unorganized Townships and Areas.

Note 2: Payroll Expenses consist of the Board's share of C.P.P., E.I., E.H.T. & W.S.I.B.

A plan to develop a potable water policy for full time residential severances by the Manitoulin Planning Board.

Introduction: The planning board has struggled with applying the potable water guidelines, which in some member's opinions, do not "square" with the reality of rural living and for applications in areas not serviced with municipal or communal water systems. Note that the purpose of this paper is to address lot creation of 3 lots or less, for full time residential use, and not a plan of subdivision. District of Manitoulin Official Plan Says:

Potable water for new development will be provided in accordance with the Province's guidelines.

And ...D-5-5 Private Wells: Water Supply Assessment Says:

The **Guideline** is based on MOEE experience with development utilizing individual wells, and reflects the need to ensure that future owners of lots or homes have a **high probability** of being able to obtain adequate quantities of potable water for domestic consumption over both the short and long term.

And....

Although MOEE does not normally review development proposals consisting of **five or fewer private residences**, the Ministry recommends that supplies serving five or fewer private residences **should** use the ODWOs to ensure the quality of drinking water.

The guideline goes on to discuss in 4.1 "**A hydrogeological study will be required by MOEE prior to recommendation of draft approval for plans of subdivision and condominium.**" Which suggests that these guidelines were developed more for plans of subdivision.

Then in 4.2 the guideline goes on to say... "Site assessment for water supplies from wells must be undertaken as follows:

- i. The minimum number of test wells will be:
 - o 3 for sites up to 15 hectares in area;
 - o 4 for more than 15 and up to 25 hectares;
 - o 5 for more than 25 and up to 40 hectares;

Existing water wells located on the site or in the immediate proximity of the site may be used as test wells, provided they fulfill i) to iv) above, and are fully incorporated into the well water quantity and quality testing programs described in the sections below. The use of existing wells and of the data obtained from them must be justified in the report as being technically appropriate; however, there must be at least one test well, new or existing, located on the site."

This suggests that prior to severance, that an existing well on the retained part of the property can be used as well data and data from other wells on other surrounding lands in the **immediate proximity** can also be used. I have no definition for the term "**immediate proximity**" in this case.

Taken in context, 4.2 and D-5-5 in my opinion, lays out guidelines more for plans of subdivisions because of the number of test wells needed. Who would ever drill 3 test wells to sever off 1 hectare? I propose that a new policy where the applicant discusses how they are to achieve potable water, and that this **not be** a condition of severance but a note on the file. For example the applicant could show

that a well is the best option (Surrounding well data can be used to support their opinion) or if in an area of poor well water, a cistern can be a viable approach. Cisterns (with UV treatment) are already approved by 2 building inspectors on the island as viable sources of potable water.