

Central Almaguin Planning Board
AGENDA
Wednesday, October 1, 2025
At the Village of South River Municipal Office located at
63 Marie Street, South River

Join Zoom Meeting

<https://us02web.zoom.us/j/83670712440?pwd=WalsO8kybC0eZwhFUeqJjoDiZhLnz8.1>

Meeting ID: 836 7071 2440

Passcode: 194279

1. Call to order at 5:30 p.m.

2. Approval of Agenda

Recommendation: BE IT RESOLVED THAT this Board does hereby approve the October 1, 2025 agenda.

3. Declaration of Pecuniary Interests

4. Minutes – September 3, 2025 Meeting

Recommendation: BE IT RESOLVED THAT this Board does hereby adopt the minutes of Wednesday, September 3, 2025; as written

5. Payment of October Accounts:

Recommendation: BE IT RESOLVED THAT this Board does hereby approve payment of the October Accounts:

Ch# 667 - Village of South River – Rent for October 2025 - \$363.78

Ch# 668 - Christine Hickey – Wages (September 1, 2025 – September 30, 2025 – 30.5 hours)

Ch# 669 – Client First Canada – Invoice 2763 - \$474.60

Online CRA Payments for September (\$176.67)

Online Visa Payment for September (\$18.65)

6. Public Meetings/Decisions on the following Files

6.1 B015/25 Strong – Concession 4, Lot 32 – 67 Gibbons Road

7. New Files

- 7.1 B016/25 Machar – Concession 4, Part Lot 22,23,24 – 2035 Eagle Lake Road
- 7.2 S002/25 Strong – Concession 8, Lot 18 - 151 Sunny Ridge Road

8. Follow-up/New Items

- 8.1 B003/24 and B004/24 Lount – Concession A, Lot 148 and 149 - 977 Rye Road (to follow)

8.2 2025 Estimated Budget

Recommendation: BE IT RESOLVED THAT the Central Almaguin Planning Board receive the 2025 estimated budget.

- 8.3 Pahapill and Associates – 2024 Audit (to follow)
Re: 2024 Draft Financial Statements

Recommendation: BE IT RESOLVED THAT the Central Almaguin Planning Board receive the 2024 Draft Audit Documents prepared by Pahapill & Associates Professional Corp.;

AND THAT the Chair and Secretary-Treasurer be authorized to sign the required documents to complete the 2024 audit process.

8.4 Office Closure – Wednesday October 15, 2025

Recommendation: BE IT RESOLVED THAT the Central Almaguin Planning Board approve the closure of the Office on Wednesday October 15, 2025. Staff will work remotely to ensure work is completed.

9. Correspondence/Updates - None

10. By-Laws

Recommendation: BE IT RESOLVED THAT the Central Almaguin Planning Board approve By-Law 2025-001 being a By-law to Govern the calling, place and proceedings of meetings of the Central Almaguin Planning Board.

11. Closed Session - None

12. Adjournment – Next Meeting Date: Wednesday, November 5, 2025 at 5:30 p.m.

Recommendation: BE IT RESOLVED THAT the Central Almaguin Planning Board adjourn at _____ p.m. until Wednesday November 5, 2025 or at the call of the Chair.

Original e-mailed: September _____, 2025 Amended: ____, 2025

Central Almaguin Planning Board
MINUTES
Wednesday, September 3, 2025
At the Village of South River Municipal Office located at
63 Marie Street, South River

Attending:

Chair South River Member Jim Coleman
Provincial Member John MacLachlan (electronically)
Vice Chair Machar Member Lynda Carleton
Sundridge Member Fraser Williamson (electronically)
Joly Member Chris Nicholson
Strong Member Tim Bryson

Secretary-Treasurer: Christine Hickey

Public - None

1. Call to order

The Chair called the meeting to order at 5:31 p.m.

2. Approval of Agenda

Resolution #1

Moved by: Fraser Williamson

Seconded by: Lynda Carleton

BE IT RESOLVED THAT this Board does hereby approve the September 3, 2025 agenda as amended to add 8.3 B006/25 and B007/25 Lount – Draft Survey Review and Direction.

CARRIED

3. Declaration of Pecuniary Interests - None
4. Minutes

Resolution #2

Moved by: John MacLachlan

Seconded by: Chris Nicholson

BE IT RESOLVED THAT this Board does hereby adopt the minutes of Wednesday, August 6, 2025; as written

CARRIED

5. Payment of September Accounts:

Resolution #3

Moved by: Lynda Carleton

Seconded by: John MacLachlan

BE IT RESOLVED THAT this Board does hereby approve payment of the September Accounts:

Ch# 664 - Village of South River – Rent for September 2025 - \$363.78

Ch# 665 - Christine Hickey – Wages (August 1, 2025 – August 31, 2025 – 25.5 hours)

Ch# 666 – Municipal Planning Services – Invoices 7380,7381 - \$707.67

Online CRA Payments for August (\$148.69)

Online Visa Payment for August (\$18.65)

CARRIED

6. Public Meetings/Decisions on the following Files - None

7. New Files

7.1 B015/25 Strong – Concession 4, Lot 32 – 67 Gibbons Road

Discussion ensued on the size of the subject lands.

The Secretary-Treasurer was directed to proceed with a Notice of Public Meeting for October.

8. Follow-up/New Items

8.1 Procedural By-law – Draft for Discussion

Discussion ensued on the draft by-law, the board requested the Secretary-Treasurer to revise the draft to include the changes and bring the October meeting for further direction.

Resolution #4

Moved by: John MacLachlan

Seconded by: Lynda Carleton

BE IT RESOLVED THAT the Central Almaguin Planning Board receive the draft procedural by-law.

CARRIED

8.2 Amalgamation Exploration – Update and Impact to Planning Board
(Member Tim Bryson)

Moving slowly through the stages as outlined in the work plan and are in the process of obtaining additional studies.

Item 8.2 to be moved to a future meeting

8.3 B006/25 and B007/25 Lount – Draft Survey Review and Direction

Resolution #5

Moved by: Fraser Williamson

Seconded by: Tim Bryson

BE IT RESOLVED THAT the Central Almaguin Planning Board receive the draft Plan of Survey;

AND THAT the Board approve a minor change in Frontage and Depth to ensure there is no impact to other structures on the retained lands:

Lot 1: 76.0 m (+/-) Frontage on Rye Road, with a depth of 162.1 m (+/-) and an area of 1.22 ha (+/-).

Lot 2: 85.05 m (+/-) Frontage on Rye Road, with a depth of 140 m (+/-) and an area of 1.12 ha (+/-).

AND THAT the Board approve the Plan as presented and authorize the Secretary-Treasurer to proceed with the required signatures.

CARRIED

9. Correspondence/Updates

The Secretary-Treasurer advised that a Notice of public Meeting for a Zoning By-law amendment was received from the Township of Machar.

10. Closed Session

Resolution #6

Moved by: Fraser Williamson

Seconded by: John MacLachlan

Be it resolved that the Central Almaguin Planning Board hold a Closed Session as provided for by Section 239 (b) of the Municipal Act, 2001, as

amended to deal with: Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

The Board moved into closed session at 5:59 p.m.

Resolution #7

Moved by: Lynda Carleton

Seconded by: John MacLachlan

BE IT RESOLVED THAT the Central Almaguin Planning Board does hereby return to open session at 6:10 p.m. **CARRIED**

11. Adjournment

Resolution #8

Moved by: Tim Bryson

Seconded by: Fraser Williamson

BE IT RESOLVED THAT the Central Almaguin Planning Board adjourn at 6:12 p.m. until Wednesday October 1, 2025 or at the call of the Chair. **CARRIED**

Jim Coleman, Chair

Christine Hickey, Secretary-Treasurer

PUBLIC NOTICE

APPLICATION FOR CONSENT

Pursuant to Ontario Regulation 197/96

As amended by O.Reg 547/06

TAKE NOTICE that the Central Almaguin Planning Board (CAPB) will be Considering an Application for Consent under Section 53 of the Planning Act and adjacent property owners (within 200 feet) will be notified by mail and notice posted for the Proposed Consent.

FILES – B015/25 Strong

THE PURPOSE AND EFFECT of the proposed consent is to create one (1) new lot which will have:

90m (+/-) Frontage on Gibbons Road, with a depth of 445m (+/-) and an area of 4.00ha (+/-).

Retained Lot will be 36ha (+/-).

THE SUBJECT LANDS ARE LOCATED at Concession 4, Lot 32, with a municipal address of 67 Gibbons Road, Township of Strong, District of Parry Sound.

If you wish to be notified of the Decision of the CAPB in respect of the Proposed Consent, you must make a Written Request to the CAPB at the Address Below by **October 1, 2025** before 5:30 pm, the Public Meeting Date.

It is noted that in accordance with Section 53 (19) of the Planning Act, an appeal may only be submitted by the applicant, the Minister, a specified person or public body. If a specified person or public body that files an appeal of the decision of the Central Almaguin Planning Board in respect of the proposed consent does not make an oral or written submissions to the Planning Board before it gives or refuses to give provisional consent, the Ontario Land Tribunal may dismiss the appeal.

Please contact the CAPB Office for meeting information.

Additional Information on the Application is available at the CAPB office.

Please Quote File B015/25 Strong

DATED AT THE CAPB OFFICE THIS 12th DAY of September 2025

Christine Hickey, Secretary - Treasurer

63 Marie St, P. O. Box 310 South River, ON POA 1X0

Phone: 1-705-386 – 2573

Wednesdays only: 11:30 a.m. to 4:00 p.m.

centralalmaguinplan@hotmail.com

← (Public travelled) Gibbons Rd.
To Pevensey Rd.

90 Metres

Proposed 10A
severance

445 Metres

Area =
40,050 Metres

Concession 4
Lot 31

Concession 4
Lot 32

Strong / Jolly Boundary unopened road allowance

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CENTRAL ALMAGUIN PLANNING BOARD

63 Marie Street, P.O. Box 310
South River Ontario P0H 1X0
705-386.2573 Email: admin@centralapb.ca
Website: http://capb.ca

AN APPLICATION FOR CONSENT UNDER SECTION 53 OF THE *PLANNING ACT, R.S.O. 1990 c.P.13*

FILE # B _____/_____

PLEASE PRINT OR TYPE AND COMPLETE ALL APPROPRIATE BOXES.

1. APPLICANT INFORMATION

Applicant(s):

Name(s) of Property Owner(s): David St-Onge / Merida Golf Enterprises Inc.

Phone #: Home: _____ Mobile: _____ Business: _____

Mailing Address: _____

Postal Code: _____ Email Address: _____

Agent for the Applicant

The property owner(s) may appoint a person or an agent to act on their behalf for processing this application and attending the meeting at which it will be considered, or a person who is to be contacted about the application for communication. This may be a person or firm acting on behalf of the property owner(s). Owner authorization is required in Section 11 of this form if the applicant is an agent appointed by the owner.

Name of Contact Person/Agent: Lanny Dennis

Phone #: Home: _____ Mobile: _____ Business: _____

Address: Box 254, Nolar, Ontario

Postal Code: P0A 1K0 Email Address: lannypdplanning@gmail.com

2. LOCATION OF THE SUBJECT LAND (District of Parry Sound)

Tax Roll Number: 4954 000 004 23100

Municipality / Unincorporated Township: Township of Madoc

Municipal Address (Civic Address): 2035 Eagle Lake Road

Legal Description: Concession: 4 Lot Number: 22, 23, 24 Registered Plan: _____

Lot(s): _____ Reference Plan: 42R 6222 / 42R 16485 Part(s): 1 / 1
Parcel Number: _____ PIN: 520 55-0240

IMPORTANT: If there are **existing easements or restrictive covenants** affecting the subject land, provide the legal description and its effect to the subject land. Attach a copy of relevant documentation.

none

3. PURPOSE OF THE APPLICATION:

3.1 Type and Purpose of proposed transaction(s) that requires the Consent:

☒ Create a new lot (or re-establish an existing parcel) / ___ Lot Addition / ___ Easement

Other: Charge ___ / Release a Mortgage ___ Lease ___

3.2 Name of party(s), if known, to whom the land or interest in land is to be transferred, leased or charged:

3.3 If a lot addition, identify the lands to which the parcel will be added n/a

3.4 Mortgage, Charges or other Encumbrances: Name unknown

Mailing Address _____

4. DESCRIPTION OF SUBJECT LAND AND SERVICING INFORMATION

(Complete each Section in order that your application can be processed. Incomplete applications may be delayed.

(If 2 new lots are proposed, split the SEVERED section and apply appropriate dimensions and information through Sections 4.1 through

4.1 Description / Size	SEVERED	RETAINED
Frontage (m)	60	ft-334m Eagle Lake Rd +1-870m Old Muskoka Rd.
Depth (m)	58.2	irregular
Area (ha)	0.5	46.3
4.2 Existing Use of Property:	vacant / golf course	golf course
4.3 Existing Building or Structures and date of construction	vacant	clubhouse

4.4 Proposed Use of the Severed and Retained Parcels	residential maximum 3 dwelling units	golf course
4.5 Road Access: Provincial highway MANDATORY: <i>Provide written comments from MTO North Bay. 705-497-5401</i>		
Municipal road, maintained all year	X	X
Municipal Road, seasonally maintained		
Other Public Road (e.g. Local Roads Board)		
Right of Way / Easement* (IF ACCESS TO THE SUBJECT LAND IS BY PRIVATE ROAD OR OTHER PUBLIC ROAD OR RIGHT OF WAY advise the status of the easement (permanent registered or prescriptive), name who owns the land or road, who is responsible for its maintenance and whether it is seasonal or year round.		
MNRF Road Allowance <i>[Written report from the MNRF if an MNRF road allowance is used for access to the subject land. North Bay Office: 705-475-5550]</i>		
4.6 Water Access Lots: Describe the parking and docking facilities to be used and the approximate distance of these facilities for the subject land and the nearest public road. n/a.		

4.7 Water Supply	SEVERED	RETAINED
Publicly owned and operated piped water system		
Privately owned and operated individual well	X	X
Privately owned and operated communal well		
Lake or other water body		
Other means		
Does your property abut a lake?	no	no

<i>[Is the lake deemed by the Ministry of the Environment Conservation and Parks (MOECP) to be at capacity for phosphorus load ? **1-800-461-6290 for enquiries]</i>		
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4.8 Sewage Disposal	SEVERED	RETAINED
Publicly owned and operated sanitary sewage system		
Privately owned and operated individual septic tank <i>Attach documentation of the results of the review by the North Bay Mattawa Conservation Authority</i>	X	X
Privately owned and operated communal septic tank		
Privy		
Other Means (e.g. Advanced Treatment System) <i>** (Septic System over 10,000 litres requires Ministry of the Environment Conservation and Parks study and permit. 1-800-461-6290 for enquiries)</i>		

4.9 Other Services (indicate which service(s) are available)	SEVERED	RETAINED
Electricity	X	X
School Bussing	X	X
Garbage Collection		

4.10 If access to the subject land is by private road or right of way was indicated in section 4.4, indicate who owns the land or the road, who is responsible for its maintenance and whether it is maintained seasonally or all year.

n/a

5. LAND USE

5.1 What is the existing Official Plan designation(s)? (Not applicable to lands in unorganized township)

Rural

5.2 What is the Zoning, if any, on the subject land? (Not applicable to lands in unorganized township)

Open Space OS Exception 1 (OS-1); Environmental Protection (EP)

If the subject land covered by a Minister's Zoning Order, what is the Plan and registration number?

NO

5.3 Are any of the following uses or features on the subject land or within 500 meters of the subject land, unless otherwise specified? Please check the boxes that apply.

Use or Feature	On the Subject Land	Within 500 meters of subject land, unless otherwise specified by the applicable agency, then indicate approximate distance.
An agricultural operation including livestock facility or stockyard <i>[MANDATORY: Attach MDS work sheets from OMAFRA]</i>		
A landfill		
A sewage treatment plant or waste stabilization plant		
A provincially significant wetland <i>[North Bay Mattawa Conservation Authority or the Ministry of the Environment Conservation and Parks]</i>		
A provincially significant wetland within 120 meters of the subject land <i>[North Bay Mattawa Conservation Authority or the Ministry of the Environment Conservation and Parks]</i>		
Flood Plain		
A rehabilitated mine site		
A non-operating mine site within one kilometer of the subject land		
An active mine site		
An industrial or commercial use, and specify the use (eg gravel pit)		
An active railway line		
Utility corridors (Natural Gas / Hydro)		
A municipal or federal airport		

6. HISTORY OF SUBJECT LAND

6.1 Has the subject land ever been the subject of an application for approval of a Plan of Subdivision or Consent under the Planning Act? ☒ NO YES UNKNOWN

If yes, and if known, please provide the application file number and the decision made on the application.

Year the property was created? (if known) _____

6.2 If this application is a re-submission of a previous consent application, what is the original consent application number and how has it been changed from the original application?

no

7. CURRENT APPLICATION

7.1 Is the subject land currently the subject land of a proposed Official Plan or Official Plan Amendment that has been submitted to the Ministry of Municipal Affairs and Housing for approval?

☒ NO YES UNKNOWN

If yes and if known, specify the file number and status of the application

7.2 Is the subject land the subjection of an application for a Zoning By-law Amendment, Minister's Zoning Order amendment, Minor Variance, Consent or approval of a Plan of Subdivision?

NO ☒ YES UNKNOWN

If yes and if known, specify the file number and status of the application.

condition of severance

8. SKETCH: The application MUST BE ACCOMPANIED BY A *SKETCH / SITE PLAN showing the following:

- a. The boundaries and dimensions of the subject land proposed to be severed as well as the parcel to be retained, including the location of existing structures and driveway(s), other permanent features.
- b. The boundaries and dimensions of any land owned by the owner of the subject land and that abuts the subject land, the distance between the subject land and the nearest township lot line or landmark, such as a railway crossing or bridge
- c. The location of all land previously severed from the parcel originally acquired by the current owner of the subject land
- d. The approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tank.
- f. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or right of way
- g. If access to the subject land is by water only, location of the parking and boat docking facilities to be used
- h. The location and nature of any easement affecting the subject land

9. OTHER INFORMATION: Is there any other information that you think may be useful to the Board or other agencies reviewing the application? If so, explain below or attached on a separate page.

please see attached

10. AFFIDAVIT OR SWORN DECLARATION (all applicant(s))

I, Lanny Dennis OF THE Township of Perry
IN THE DISTRICT OF Perry Sound MAKE OATH AND SAY THAT THE INFORMATION
CONTAINED IN THIS APPLICATION IS TRUE AND THAT THE INFORMATION CONTAINED IN THE DOCUMENTS
THAT ACCOMPANY THIS APPLICATION IS TRUE.

SWORN OR DECLARED BEFORE ME

AT THE Township of Perry
IN THE District OF Perry Sound
THIS 30th DAY OF July, 2025

Bme

[Signature]

A COMMISSIONER OF OATHS

Applicant

**BETH MORTON
COMMISSIONER OF OATHS
TOWNSHIP OF PERRY**

AUTHORIZATION OF OWNER FOR AGENT TO MAKE THE APPLICATION

X I, DAVID ST-ONUE, AM THE OWNER OF THE LAND THAT IS THE SUBJECT OF THIS APPLICATION FOR CONSENT AND HEREBY AUTHORIZE Larry Davis, Larry D. Planning

TO MAKE THIS APPLICATION ON MY BEHALF.

X DATED: July 29/25 SIGNATURE OF PROPERTY OWNER [Signature]

11.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

APPOINTMENT AND AUTHORIZATION OF AN AGENT AND CONSENT TO PROVIDE PERSONAL INFORMATION

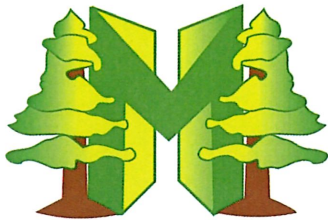
I, DAVID ST-ONUE, AM THE OWNER OF THE LAND THAT IS THE SUBJECT OF THIS APPLICATION FOR CONSENT AND FOR THE PURPOSES OF THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT, I AUTHORIZE Larry Davis, Larry D. Planning TO SUBMIT THE INFORMATION REQUIRED FOR THIS PURPOSE.

X DATED July 29/25 SIGNATURE OF PROPERTY OWNER [Signature]

12. CONSENT OF OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION

I/WE DAVID ST-ONUE, AM/ARE THE OWNER(S) OF THE LAND THAT IS THE SUBJECT OF THIS CONSENT APPLICATION AND FOR THE PURPOSES OF THE MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PERSONAL PRIVACY ACT, I/WE AUTHORIZE AND CONSENT TO THE USE BY OR THE DISCLOSURE TO ANY PERSON OR PUBLIC BODY OF ANY PERSONAL INFORMATION THAT IS COLLECTED UNDER THE AUTHORITY OF THE PLANNING ACT FOR THE PURPOSES OF PROCESSING THIS APPLICATION.

X DATED July 29/25 SIGNATURE OF PROPERTY OWNER [Signature]



TOWNSHIP OF MACHAR

Always in Season

4-231-00

Sep 11, 2025

Merada Golf Enterprises Inc
c/o David St.Onge
2035 Eagle Lake Rd
South River, ON
P0A 1X0

Via Telephone 705-497-4200

Dear Mr. David St.Onge:

Re: Application for Consent; Part Lots 22, 23, 24 Con 4 (4954 000 004 231 00 0000)

We're pleased to advise that your Application for Consent was reviewed by Council at our meeting on Sep 8, 2025 and supported subject to conditions listed in Resolution 122-25 (attached).

You can now proceed to submit your application to the Central Almaguin Planning Board (per their requirements) for their decision. The Central Almaguin Planning Board is the final approval authority for Consent Applications and is administered out of the Village of South River Municipal Office. The Board Secretary is Christine Hickey. With your application to the Planning Board, please include a copy of our Resolution 3-24 and our Planner's Report (also attached), as well as any other documents required.

We trust you will find this reply favourable. Please feel free to contact us if you have any questions. Statement of Account less deposit will follow once the Application is completed.

Best Regards,

Teresa Coombs
Deputy Clerk

TC
Attach. (Res, Planner's Report, Appl)

TOWNSHIP OF MACHAR

Resolution Number: 122-25

Moved by: Ron McLaren ☐ Blair Flowers ☐ Pearl Ivens ☒ Neil Scarlett ☐
Seconded by: Ron McLaren ☐ Blair Flowers ☐ Pearl Ivens ☐ Neil Scarlett ☒

Sep 8, 2025

THAT we receive Planning Report dated Sep 8, 2025 regarding the proposed Consent Application pertaining to 2035 Eagle Lake Road, Part Lots 22, 23, 24, Con 4 (File 4-231) and that Council recommend the following to the Central Almaguin Planning Board:

- 1) That the Applicant for Consent (to sever 1 new lot) on the subject lands located as described above be provisionally approved, subject to conditions listed in the report, including but not limited to:
 - a) That the applicant meet all financial requirements of the Municipality.
 - b) That a registrable description of the Severed Lot be submitted to the Municipality.
 - c) Confirmation from the North Bay Mattawa Conservation Authority (NBMCA) that the proposed Severed Lot can be adequately serviced by individual on-site septic system.
 - d) Confirmation from a licensed Sewage Disposal Business that they have the ability to accommodate hauled Sewage from the one additional lot.
 - e) That a draft survey of the Severed Lot be provided to the Township for review and approval.
 - f) That the applicant obtain approval for a Zoning By-law Amendment to rezone the proposed Severed Lot to the Rural (RU) Zone and to permit the reduced lot area and lot frontage.
 - g) That the applicant obtain an entrance permit from the Township for the proposed Severed Lot.
 - h) The standard conditions of provisional Consent be included in the decision as follows: the Township requires a copy of the decision, 2 copies of the registered survey, and a Cash-in-Lieu of Parkland payment in the amount of \$2,500 + HST per lot created = \$2,825.

Carried by: _____



STAFF REPORT

TO: Angela Loney,
Clerk Administrator, Township of Machar

FROM: Jamie Robinson, BES, MCIP, RPP
Patrick Townes, BA, BEd
MHBC Planning Limited

DATE: September 8, 2025

SUBJECT: Consent Application – Merada Golf Enterprises Inc.
2035 Eagle Lake Road, Township of Machar

Recommendation

That the Council for the Township of Machar provide comments to the Planning Board in regard to the proposed Consent Application pertaining to 2035 Eagle Lake Road by recommending that the Consent Application for one new lot be approved, subject to the following conditions of provisional Consent:

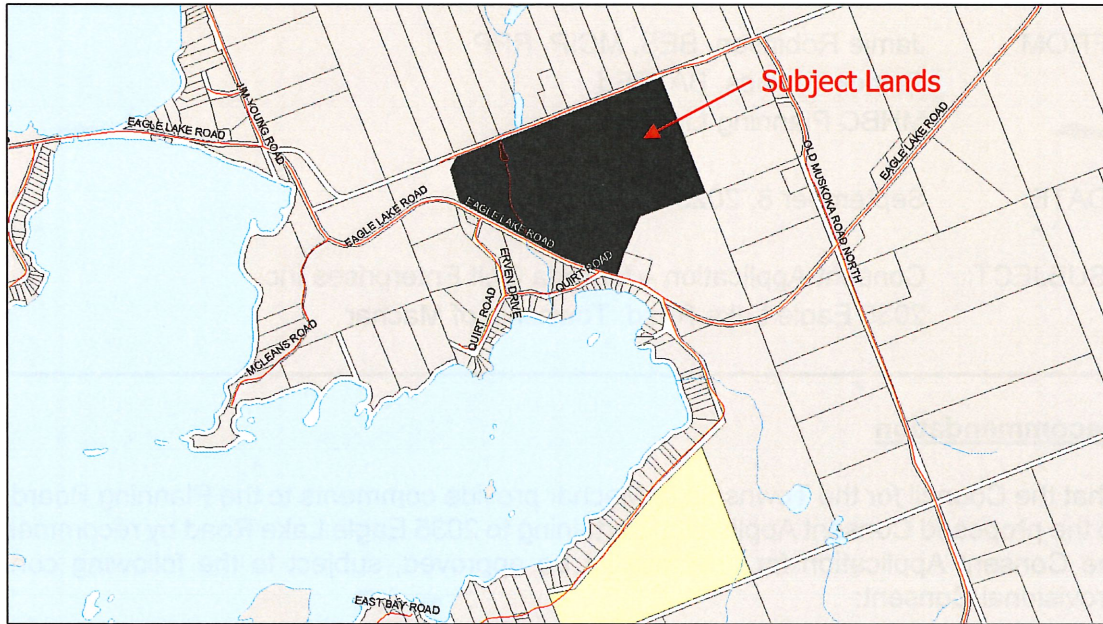
1. That the applicant meet all financial requirements of the Municipality.
2. That a registrable description of the Severed Lot be submitted to the Municipality.
3. Confirmation from the North Bay Mattawa Conservation Authority (NBMCA) that the proposed Severed Lot can be adequately serviced by individual on-site septic system.
4. Confirmation from a licensed Sewage Disposal Business that they have the ability to accommodate hauled sewage from the one additional lot.
5. That a draft survey of the Severed Lot be provided to the Township for review and approval.
6. That the applicant obtain approval for a Zoning By-law Amendment to rezone the proposed Severed Lot to the Rural (RU) Zone and to permit the reduced lot area and lot frontage.
7. That the applicant obtain an entrance permit from the Township for the proposed Severed Lot.
8. The standard conditions of provisional Consent be included in the decision as follows: the Township requires a copy of the decision, 2 copies of the registered survey, and a Cash-in-Lieu of Parkland payment in the amount of \$2,500 + HST per lot created = \$2,825.

Proposal / Background

A Consent Application has been submitted by Lanny Dennis on behalf of the owner, Merada Golf Enterprises Inc. (c/o David St. Onge), for the subject lands located at 2035 Eagle Lake Road. The subject lands are legally described as Concession 4, Part Lots 22 to 24, Plan M48, Part Closed Road Registered Plan 42R6222, Parts 1, 2 and 4, and Registered Plan 42R16485, Parcels 13883, 13885 and 13886NS, in the Township of Machar. The existing use on the subject lands is the Eagle Lake Golf Course.

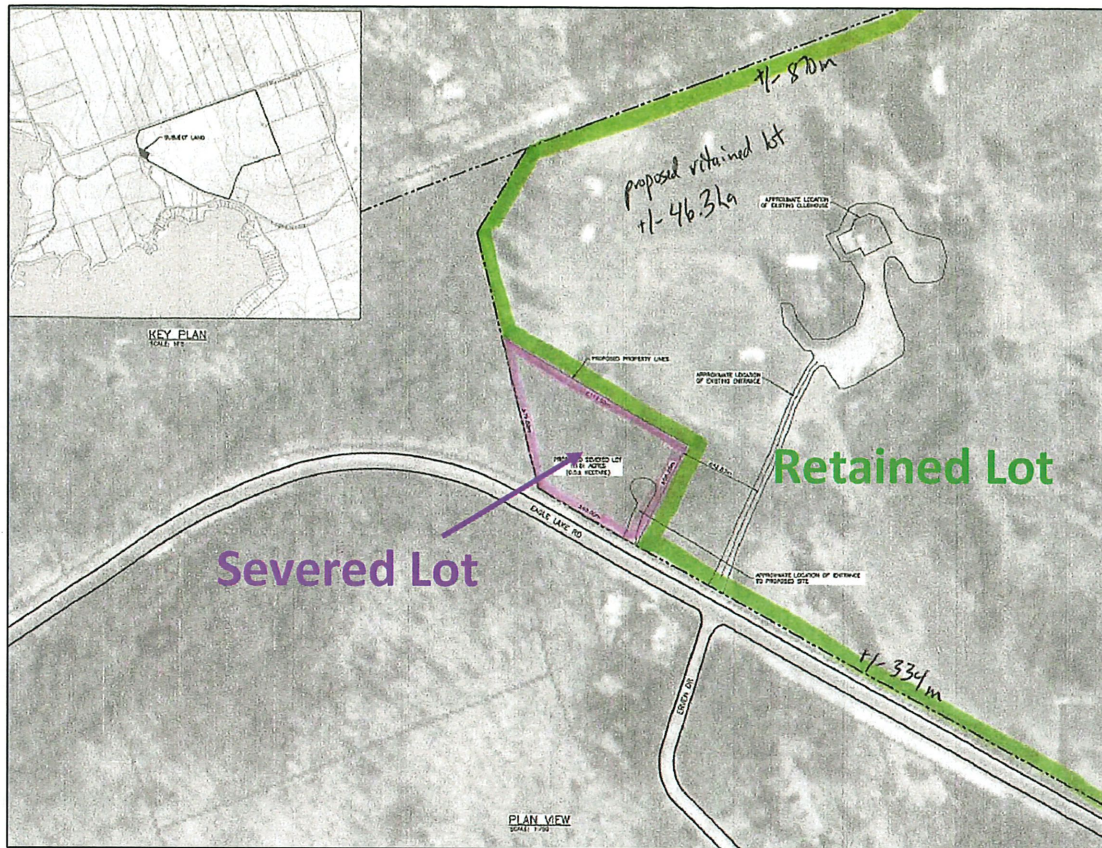
The subject lands are shown on Figure 1.

Figure 1: Subject Lands



The Consent application seeks permission to create one new lot on the subject lands, for a total of two lots. The proposed Severed Lot is located on the western portion of the subject lands, and the proposed Retained Lot will remain the golf course. The proposed lot configuration is shown on Figure 2.

Figure 2: Proposed Lot Configuration



The proposed lots will have lot frontage on Eagle Lake Road which is identified as a municipally maintained road. The proposed Severed Lot is to be vacant and is to be used for rural residential purposes. The proposed lot statistics that were provided in the application are summarized in Table 1.

Table 1: Lot Statistics

	Retained Lot (Golf Course)	Severed Lot (New Rural Residential Lot)
Lot Area	46.3 hectares	0.5 hectares
Lot Frontage	334 metres	60 metres

The subject lands are located within the Shoreline and Rural designation in the Official Plan and are located within the Open Space Exception One (OS*1) Zone. The OS*1 Zone recognizes the existing golf course use. There is a watercourse that traverses the subject lands.

Area Context

The subject lands are generally located adjacent to the eastern portion of Eagle Lake and surrounding land uses include rural, rural residential and shoreline residential.

Policy Analysis

In regard to the proposed Consent application to create one new rural residential lot on the subject lands, the following is a summary and review of the relevant land use policies that are applicable to the proposal.

Provincial Planning Statement

The Provincial Policy Statement (PPS) is a document that provides policy direction on matters of Provincial interest concerning land use planning. Ontario has a policy led planning system and the PPS sets the foundation for regulating the development and use of land in the Province. Policies are set out to provide for appropriate development while also protecting resources of provincial interest, public health and safety, and the quality of the natural and built environment. When making land use planning decisions, Planning Authorities must ensure that decisions are consistent with the PPS.

All applications made under the *Planning Act*, must be consistent with the PPS. The subject lands are considered as Rural Lands in the context of the PPS. Section 2.6 establishes permitted uses for Rural Lands within municipalities. Section 2.6.1 c) identifies residential development, including lot creation where site conditions are suitable for the provision of appropriate sewage and water services. Lot creation for the purposes of residential uses is a permitted use on the subject lands. The owner has submitted a Site Suitability Report to demonstrate that the proposed Severed Lot is suitable for a septic system, based on the native soils that are present.

Section 4.1 of the PPS provides for the long-term protection of Ontario's natural heritage features and areas. There are no natural heritage features and areas identified within 120 metres of the proposed Severed Lot. There is a watercourse located on the subject lands however the proposed Severed Lot is located approximately 150 metres from the watercourse, which is located to the east of the Severed Lot.

Section 3 of the PPS provides for the protection of public health and safety. There are no natural hazards that would impact the proposed Severed Lot.

The proposed Consent application is consistent with the PPS.

Township of Machar Official Plan

The subject lands are designated as Rural and Shoreline in the Official Plan. The proposed Severed Lot is located within the portion of the subject lands that is designated Rural. The intended use for the Severed Lot, being a residential dwelling, is permitted within the Rural designation.

Section B1.5.10 of the Official Plan states the approximate number of new lots permitted within the Rural designation per year will be eight. It is our understanding that there have not been more than eight lots created.

Section C2.17.2 in the Official Plan contains criteria that are applicable to consent applications. Table 2 summarizes the consent policies and the relevance to the proposed consent application for one new lot and one retained lot.

Table 2: Official Plan Section C2.17.2 Summary

Policy C2.17.2 Severance Criteria	Does the application Conform?
a) fronts on and will be directly accessed by a public road that is maintained on a year round basis;	The proposed Severed Lot and the Retained Lot front onto Eagle Lake Road which is identified as a municipal road (year-round maintained).
b) Notwithstanding (a), a lot may be created through infilling on an existing private road, if the lot to be created is on a registered right-of way which	Not applicable.

extends 500 metres or less from an assumed municipal road or as a unit in a plan of condominium where the condominium corporation owns and maintains the road to a standard approved by the Township	
c) Will not cause a traffic hazard as a result of its location on a curve or a hill;	The proposed Severed Lot does not appear to create a traffic hazard. An entrance permit should be obtained for the proposed Severed Lot, if required by the Township.
d) Shall have a minimum lot size of 1.0 ha in absence of appropriate studies demonstrating that a smaller lot size is appropriate;	The proposed Severed Lot will be 0.5 hectares in lot area. A Zoning By-law Amendment application will be required to rezone the Severed Lot to the Rural (RU) Zone and to permit the reduced lot area and lot frontage.
e) Can be serviced with an appropriate water supply and means of sewage disposal, including septage disposal;	The proposed Retained Lot is developed and no changes are proposed. The owner has submitted a Site Suitability Report to demonstrate that the proposed Severed Lot is suitable for a septic system, based on the native soils that are present. Approval from the North Bay Mattawa Conservation Authority (NBMCA) is required to confirm that the Severed Lot can be adequately serviced by on-site septic systems. It is recommended that this be included as a condition of Consent.
f) Will not have a negative impact on the drainage patterns in the area;	Comments and any necessary approvals may be required from the Building Department to confirm that the lots can be developed in accordance with drainage standards.
g) Will not affect the developability of the remainder of the lands, if they are designated for development by this Plan;	The proposed retained lot and severed lot are to be used for residential purposes. The severed lot will require a Zoning By-law Amendment for deficient lot frontage.
h) In the Rural designation, new lots created by consent shall be limited to the following: i. Three new lots may be severed from an original Township lot (generally 40 hectares (100 acres)); ii. One lot may be created from a parcel of land of at least 20 hectares (50 acres) in size which existed as of December 13, 1982; and	One new lot is being proposed and is permitted in accordance with Section h) ii. of the Official Plan.
i) Will not have a negative impact on the features or their ecological functions of any environmentally sensitive	There are no natural heritage features or areas located on or within 120 metres from the proposed Severed Lot.

feature in the area or as identified in Schedule B; and,	
j) Considers proximity to natural and man made hazards, and if applicable, policies found within section C1.3 of this Plan;	The proposed Severed Lot is setback more than 120 metres from the watercourse to the east and there are no concerns with regard to natural hazards.
k) there is sufficient reserve sewage system capacity, including treatment capacity of disposal capacity for hauled sewage from private communal systems and individual on-site sewage services; and,	A condition of provisional Consent is recommended.
l) a stormwater management report must be reviewed and approved by the Ministry of Transportation for those developments located adjacent to or in the vicinity of a provincial highway, where drainage would impact a highway downstream.	Not applicable.

The proposed Consent application, subject to the recommended conditions of provisional Consent, conforms to the Official Plan.

Township of Machar Zoning By-law

The subject lands are located within the Open Space Exception One (OS*1) Zone of the Zoning By-law. The proposed Retained Lot will continue to meet the required minimum lot area and lot frontage requirements for properties within the OS Zone. The minimum lot area is 4 hectares and the minimum lot frontage is 120 metres.

For the proposed Severed Lot, it is recommended that the proposed Severed Lot is rezoned to the Rural (RU) Zone to reflect the residential use of the property. The minimum lot area for the RU Zone is 1 hectare and the minimum lot frontage is 90 metres, for single detached dwellings. The proposed lot area is 0.5 hectares and the proposed lot frontage is 60 metres.

A Zoning By-law Amendment is recommended as a condition of provisional Consent to ensure that the proposed Severed Lot complies with the Zoning By-law.

Summary

Following a review of the information provided in the application for Consent, it is recommended that Council recommend to the Planning Board that the proposed Consent be provisionally approved, subject to the conditions listed above. Based on a review of the PPS, the Official Plan and the Zoning By-law, the proposed Consent is consistent with the PPS, conforms to the Official Plan and subject to the conditions of consent will comply to the Zoning By-law.

DUKE Engineering

CIVIL • STRUCTURAL ENGINEERS

June 19, 2025

Project No: 25-31-01

Merada Golf Enterprises Inc.
2035 Eagle Lake Rd.
South River, ON
P0A 1X0

Attention: David St. Onge

Dear Mr. St. Onge

**Re: Site Suitability Report
2035 Eagle Lake Rd.
Township of Machar**

Further to our meeting with Lanny Dennis of Lanny Dennis Planning, I am writing to confirm my findings from my site inspection of the property on March 27, 2025.

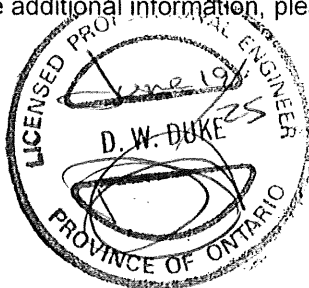
We understand it is proposed to sever one lot off the property, which is comprised of part of Lots 23 and 24, Concession 4 for rural residential use. The newly created lot will have over 60m of frontage on Eagle Lake Road with an area of approximately 0.5 Ha. The proposed lot is shown on our attached plan, SK1.

The proposed lot is currently well-vegetated. Based on MNRF topography, the lot is considered flat with no steep slopes, wetlands, or drainage concerns. From my site inspection, there appears to be adequate site distance on Eagle Lake Road for an entrance onto the proposed lot. The approximate location of the proposed entrance has been included on SK1. Additionally, the native soils in the area are granular in nature, and therefore, the native soils would be well-suited for a Class 4F sewage system to service a residence on the proposed lot.

Based on the attached sketch of the proposed lot and site inspection, there appears to ample area to construct a dwelling and sewage system without requiring a variance for driveway site distance, setbacks to wetland features, steep slopes, etc.

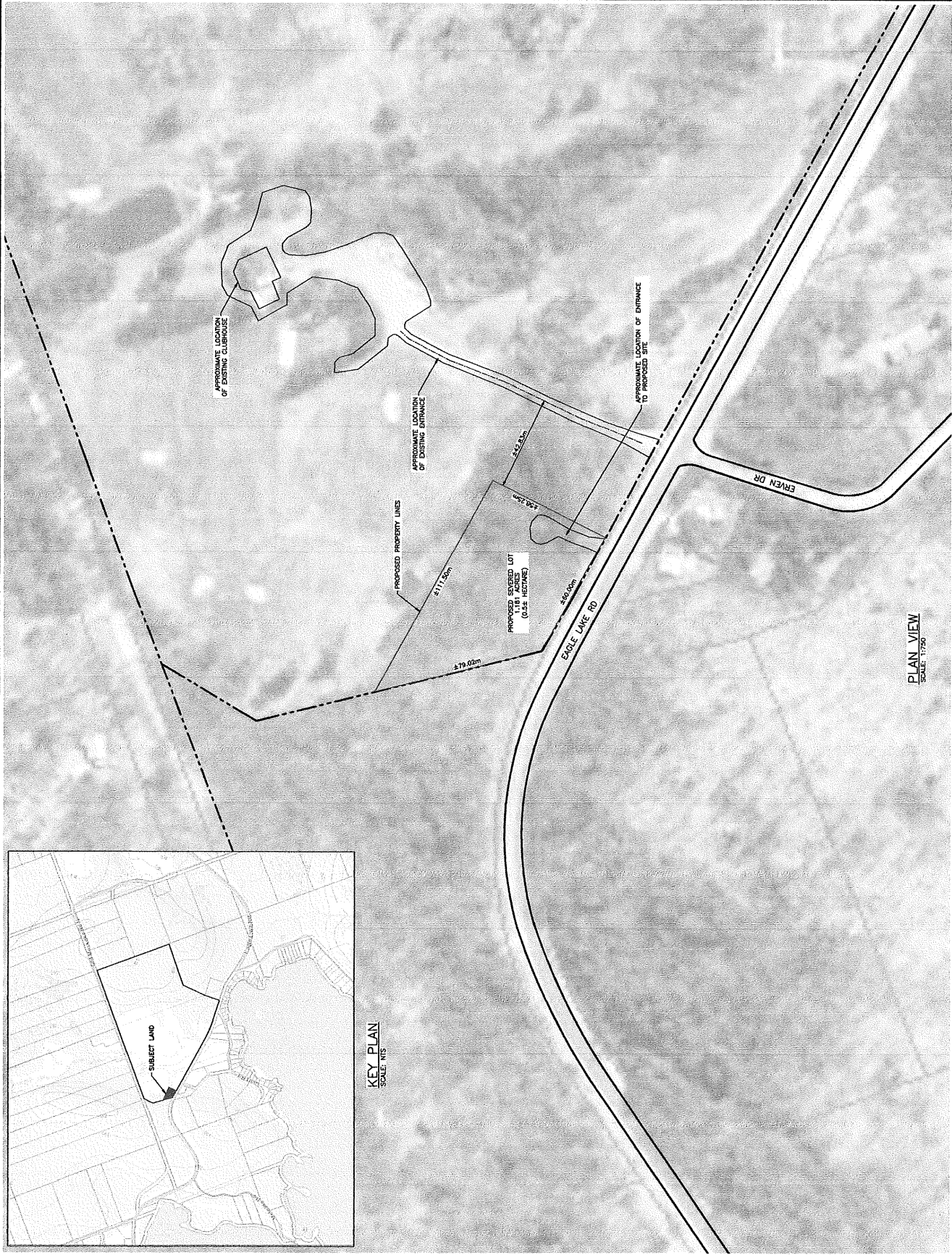
We trust the above is satisfactory for your initial discussions with the Township. Should you have any questions or require additional information, please do not hesitate to contact me.

Yours truly,



Dan Duke, P.Eng.
Duke Engineering

cc: L. Dennis, Lanny Dennis Planning
Attachment – SK1, Proposed Severance Plan



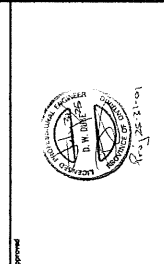
1758509 Ontario Inc. O/A
DUKE ENGINEERING
48 King William Street - Unit 4
Huntsville, Ontario
P1H 1G3
P. 705.787.0007
info@dukeengineering.ca

Rev	Revised/Issue	Comments	Date
3	DELETED HATCHWORK DRIVE		ALL 30.2022
2	ISSUED FOR PLANNING APPROVAL		JAN 13.2023
1	ISSUED FOR REVIEW		MAY 31.2022

MERADA GOLF ENTERPRISES INC.

EAGLE LAKE GOLF COURSE
2035 EAGLE LAKE RD
TOWNSHIP OF MACHAR

PROPOSED SEVERANCE PLAN



Date	04/2/2023
Project No.	23-31-01
Drawn By	JD
Designed By	JD
Reviewed By	JD
Scale	AS SHOWN
Drawing No.	

SK1

Fields marked with an asterisk (*) are required under Ontario Regulation 544/06.

1. Application Information

1.1 Name of owner(s). An owner's authorization is required in Section 17.1, if applicant is not the owner.

Name of owner(s)

First Name*	Last Name*	Middle Initial
Marlin	Cox	

Home Telephone Number*	Business Telephone Number	Email Address

Address

Unit Number	Street Number*	Street Name*	PO Box

City/Town*	Province*	Postal Code*
	Ontario	

1.2 Agent/applicant: Name of the person who is to be contacted about the application, if different than the owner.
(This may be a person or firm acting on behalf of the owner.)

Contact Name

First Name	Last Name	Middle Initial
Larry	Dennis	

Home Telephone Number	Business Telephone Number	Fax Number

Address

Unit Number	Street Number	Street Name	PO Box
			Box 254

City/Town	Province	Postal Code
Novar	Ontario	POA 1R0

1.3 Name of owner(s) of the sub-surface rights if different from the surface rights owner(s)

2. Description/Location of the Subject Land (complete applicable boxes in section 2.1)

2.1 Upper-Tier/District		Municipality	
Former Municipality		Geographic Township	
		Strong	
Geographic Township in Territory without Municipal Organization		Section or Mining Location No.	
Concession Number(s)	Lot Number(s)	Registered Plan Number	Lot(s)/Block(s)
8	18		
Reference Plan No.	Part Number(s)	Parcel Number(s)	Name of Street/Road
			Sunny Ridge Rd.
			Street Number
			151

2.2 Are there any easements or restrictive covenants affecting the subject land?*

☐ Yes ☒ No

If yes, describe each easement or covenant and its effect. Use a separate page, if necessary.

3. Designation of Lands/Current and Proposed Land Use

3.1 Name of the official plan

Rural

3.2 The current designation(s) of the subject land in the applicable official plan(s)*

Lower-tier

Upper-tier

Single-tier

Rural

Planning board

3.3 What is the present zoning, if any, of the subject land?

Rural (Ru)

3.4 If the land is covered by a Minister's Zoning Order (MZO), what is the regulation number?

3.5 If the land is covered by a MZO, what uses are permitted by the order?

3.6 What is the current use of the subject land?

residential

3.7 What are the surrounding land uses?

East

residential

West

residential

North

Sunny Ridge Road, golf course

South

Vacant / bush

3.8 Check whether this application is for approval of:*



Condominium Description



Plan of Subdivision

POTLS.

Indicate below the type of condominium proposed.

☐ Standard

☐ Amalgamations

☐ Vacant Land

☐ Phased



Common Elements

☐ Leasehold

3.9. Table A

Table A - Proposed Land Use

Proposed Land Use		Number of Units or Dwellings	Number of Lots and/or Blocks on the Draft Plan	Area (ha.)	Density (Units/Dwellings per ha.)	Number of Parking Spaces
Residential	Detached	15	1	7.5	0.5	(1) 30
	Semi detached					(1)
	Multiple attached					
	Apartment					
	Seasonal					
	Mobile home					
	Other (specify)					
Commercial						
Industrial						
Park, open space		nil	1		nil	nil
Institutional (specify) ▶						
Roads		nil	1		nil	nil
Other (specify) ▶						
Totals		15	1		15	

(1) Complete only if for approval of condominium description

Previous/Former Uses of Site and Adjacent Land (History)

3.10 Has there been an industrial or commercial use, or an orchard, on the subject land or adjacent land?

☐ Yes ☒ No ☐ Unknown

If yes, specify the uses.

3.11 Has the grading of the subject land been changed by adding earth or other material(s)?

☐ Yes ☒ No ☐ Unknown

3.12 Has a gas station been located on the subject land or adjacent land at any time?

☐ Yes ☒ No ☐ Unknown

3.13 Has there been petroleum or other fuel stored on the subject land or adjacent land?

☐ Yes ☒ No ☐ Unknown

3.14 Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent site?

☐ Yes ☒ No ☐ Unknown

3.15 What information did you use to determine the answers to the above questions on former uses?

personal knowledge and experience.

3.16 If yes to any of (3.9), (3.10), (3.11), (3.12), or (3.13), an inventory of previous uses of the subject land or, if appropriate, of the adjacent land(s), is needed.

Is the inventory of previous uses attached?

☐ Yes

☒ No

not applicable.

If the inventory is not attached, why not?

3.17 If yes to (3.9), (3.10), (3.11), (3.12), (3.13) or (3.14), was an Environmental Site Assessment (ESA) conducted under the *Environmental Assessment Act* or has a Record of Site Condition (RSC) been filed? Refer to Appendix 2.

☐ Yes

☐ No

not applicable

If no, why not? Explain on a separate page, if necessary.

4. Consultation with the Planning Approval Authority/Municipality/Planning Board

4.1. Has there been consultation with the Ministry of Municipal Affairs (MMA) prior to submitting this application?

☒ Yes

☐ No

If yes, and if known, indicate the file number

see attached report from St. Mary Township.

4.2. Have you consulted with the municipality/planning board on the application's conformity to the official plan?

☒ Yes

☐ No

If yes, attach a letter/documentation from the municipality/planning board on the proposal's conformity to the official plan.
(If an official plan amendment is needed, it should be submitted prior to or concurrently with this application.)

☒ Attached

4.3. Have you discussed with the municipality/planning board the official plan 'submission requirements for a plan of subdivision/condominium'?

☒ Yes

☐ No

4.4. Have you provided with this application a list, together with the related materials, of the submission requirements identified in the official plan?

(All materials required in the official plan for complete application must be provided when submitting an application.)

☐ Yes

☒ No

☐ Attached

If no, why not? Please explain.

Please see attached Planning Report.

5. Additional Information for Condominium Applications Only

A. General information for all types of condominium

5.1 Has a site plan for the proposed condominium been approved?*

☐ Yes ☒ No

5.2 Has a site plan agreement been entered into?*

☐ Yes ☒ No

5.3 Has a building permit for the proposed condominium been issued?*

☐ Yes ☒ No

5.4 Has construction of the development started?*

☐ Yes ☒ No

5.5 If construction is completed, indicate the date of completion (yyyy/mm/dd)

5.6 Is the building currently occupied?*

☐ Yes ☒ No

5.7 Is this a conversion of a building containing rental residential units?*

☐ Yes ☒ No If yes, indicate the number of units to be converted, _____ units.

5.8 Has the municipality approved the conversion?

☐ Yes ☒ No If yes, attach a council resolution to this effect from the municipality ☐ Attached

B. Information specific to each type of condominium apart from the standard condominium

5.9 **Amalgamations** (where two or more corporations may amalgamate.)

Include the following with your application: a plan showing the relationship of the condominiums to be amalgamated; the ministry file numbers; the approval dates; and any other relevant information.

5.10 **Vacant Land** (condominium in which each owner may decide what type of structure, if any, will be built on his or her lot.)

This kind of development may, for example, be suitable for a mobile home development. Include information on the proposed servicing and the status of required permits, etc.

5.11 **Phased** (condominium development which will allow a single condominium to be built in phases.)

Include a summary outline of the number of units and common elements to be developed in each specific phase and any common elements that would be available in subsequent phases.

5.12 **Common Elements** (condominium with the following features: the common elements are defined; the land is not divided into units; the homes could be freehold; facilities such as a recreational centre or roads and sewers could be common elements.)

Include a map showing the freehold properties outside the specific condominium site. Identify common elements and property ownerships.

5.13 **Leasehold** (condominium where the initial term of the lease of the land must be from 40-99 years and the leasehold unit owner could sell the unit without the consent of the landlord.)

On a separate page, provide information on what happens at the end of the lease period. Include dates.

6. Provincial Plans

6.1. Is the subject land for the proposed development located within an area of land designated in any provincial plan (Example: Oak Ridges Moraine Conservation Plan, the Greenbelt Plan, the Growth Plan for the Greater Golden Horseshoe, the Parkway Belt West Plan, the Niagara Escarpment Plan, or the Central Pickering Development Plan)?*

☒ Yes ☐ No

6.2 If yes, identify which provincial plans(s) and explain the current designations(s) of the subject land(s).

Northern Ontario Growth Plan

6.3 If yes, does the proposal conform/not conflict with the policies contained in the provincial plan(s)?*

☐ Yes ☒ No

If yes, please explain. Attach a separate page, if necessary. Submit a copy of a planning report, if applicable.

6.4 Is the subject land the subject of a proposed amendment to a provincial plan?

☐ Yes ☒ No

If yes, what is the applicable provincial plan? Specify the file number and status of the application.

7. Status of Current and Other Applications under the Planning Act

7.1 Has the subject land ever been the subject of a planning application, including applications before the Ontario Municipal Board (OMB), for approval of either:

Amendment to the Official Plan*

☒ Yes ☐ No If yes and if known, indicate i) file number and ii) status of the application

i) File Number

will be submitted

ii) Status

Plan of Subdivision*

☒ Yes ☒ No If yes and if known, indicate i) file number and ii) status of the application

i) File Number

ii) Status

Consent*

☒ Yes ☐ No If yes and if known, indicate i) file number and ii) status of the application

i) File Number

175 Sunny Ridge Road

ii) Status

approved

Site Plan*

☐ Yes ☒ No If yes and if known, indicate i) file number and ii) status of the application

i) File Number

ii) Status

Zoning By-law Amendment*

☒ Yes ☐ No If yes and if known, indicate i) file number and ii) status of the application

i) File Number

will be submitted

ii) Status

Minor Variance*

☐ Yes ☒ No If yes and if known, indicate i) file number and ii) status of the application

i) File Number

ii) Status

Minister's Zoning Order Amendment*

☐ Yes ☒ No If yes and if known, indicate i) file number and ii) status of the application and the Ontario Regulation number.

i) File Number

ii) Status

Ontario Regulation number

Note: Please provide list(s) of the relevant applications on a separate page and attach to this form. For those applications before the OMB, provide the OMB file number and the status of appeal.

8. Provincial Policy

8.1 Is the proposed development consistent with the Provincial Policy Statement (PPS) issued under subsection 3(1) of the *Planning Act*?*

☒ Yes ☐ No (See Appendix 2 for more information on the PPS.)

8.2 Explain how the application is consistent with the PPS. Attach a separate page if necessary.

Please see attached Planning Report.

8.3 Has a site assessment been carried out by a qualified person to determine if natural heritage features exist on or within 120 metres of the subject property?

☐ Yes ☒ No

8.4 Have any studies been completed to assess the impacts of the proposed development on any existing natural heritage features and adjacent lands?

☐ Yes ☒ No

8.5 **Table B** is a checklist (not a substitute for the PPS) to assist in identifying areas of provincial interest that may apply to your application. Please check the appropriate boxes in **Table B** in **Appendix 1**.

The last column is **additional information** associated with each feature or development circumstance that may be needed to process an application. Applicants are encouraged to submit supporting documentation with the application.

9. Housing Affordability

9.1 For applications that include permanent housing, complete **Table C - Housing Affordability**.

For each type of housing and unit size, complete the rest of the row. If lots are to be sold as vacant lots, indicate the lot frontage.

Information should be based on the best information available at the time of application. If additional space is needed, attach a separate page.

Table C - Housing Affordability

n/a.

For example: semi-detached - 10 units; 1000 sq. ft./5.5 metres, \$140,000

Housing Type	Number of Units	Unit Size and/or Lot Frontage	Estimated Selling Price/Rent	Canada Mortgage and Housing Corporation (CMHC) Average Price / Rent for Current Year
Semi-detached				
Link/Semi-detached				
Row or townhouse				
Apartment block				
Other types or multiples				

9.2 What is the municipality/planning board's minimum target, or provincial target established in a provincial plan, for the provision of housing which is affordable to low and moderate income households?

9.3 What is the municipality/planning board's development standards for residential intensification, redevelopment and new residential development?

n/a.

9.4 Explain how the proposed development would assist in:

i) achieving the municipality/planning board's targets for residential intensification and redevelopment; and

n/a.

ii) implementing the municipality/planning board's development standards and policies for residential intensification and redevelopment. Attach a separate page if necessary.

n/a.

9.5 Is there any other information that may relate to the affordability of the proposed housing or the type of housing needs served by the proposal?

☐ Yes ☒ No

If yes, please explain in Section 15.1 or attach a separate page, if necessary.

10. Archaeology

10.1 Does the subject land contain any known archaeological resources or areas of archaeological potential?*

☐ Yes ☒ No

If yes, does the plan propose to develop lands within the subject lands that contain:

- known archaeological resources¹? ☐ Yes ☒ No
- areas of archaeological potential²? ☐ Yes ☒ No

10.2 If yes to 10.1, the following reports must be prepared:

- a) an archaeological assessment that is prepared by a person who holds a licence that is effective with respect to the subject land and issued under Part 6 (Conservation of Resources of Archaeological Value) of the *Ontario Heritage Act*; and
- b) a conservation plan for any archaeological resources identified in the assessment.

Titles of reports

10.3 Are the reports attached?

☐ Yes ☐ No If no, discuss the reasons with the regional MSO.

Notes:

1. Archaeological resources include artifacts, archaeological sites and marine archaeological site. Refer to the PPS for the definition.
2. Areas of archaeological potential means areas with the likelihood to contain archaeological resources. Refer to the PPS for the definition.

11. Servicing

11.1 Indicate in a) and b) below the proposed type of servicing for the subject land. Select from **Table D** the appropriate type of servicing. Provide/attach a separate page with the names of the relevant servicing information and/or reports indicated in **Table D** and as requested in c) below.

a) In **Table D**, select the relevant boxes in the right column.

Indicate the proposed type of sewage disposal system – whether sewage disposal will be provided to the subject land by a publicly owned and operated sanitary sewage system, a privately owned and operated individual or communal septic system, or other means?*

privately owned and operated individual septic system.

b) In **Table D**, select the relevant boxes in the right column

Indicate the proposed type of water supply system - whether water will be provided to the subject land by a publicly owned and operated piped water system, a privately owned and operated individual or communal well, a lake or other water body or other means?*

privately owned and operated individual well.

c. Provide a list of available servicing reports/information ☐ Attached

will be submitted.

d. Have these reports been submitted with your application?

☐ Yes ☒ No

Indicate on the list the reports that are included with the application.

11.2 Hauled Sewage

If development is proposed on a privately owned and operated individual or communal septic system, provide confirmation that there is adequate reserve sewage treatment capacity for hauled sewage resulting from the proposed development. Refer to Table D below.

will be submitted

11.3 Is there municipal support for the allocation of uncommitted reserve servicing capacity to the subject application?

Sewage ☐ Yes ☐ No

Water ☐ Yes ☐ No

n/a.

Table D - Sewage Disposal and Water Supply

Type of Servicing	Reports/Information Required [select appropriate boxes where applicable]	
Sewage Disposal	a) Publicly owned and operated sanitary sewage system	☐ Applicants must provide evidence in their application that there is municipal confirmation of sufficient uncommitted reserve sewage system capacity to service the development at the time of draft approval. The reserve sewage system capacity shall also include treatment capacity for hauled sewage from individual on-site sewage systems.
	b) Public communal septic	☐ Development of five or more lots/units would require a servicing options report ¹ and a hydrogeological report ² . ☐ Development of less than five lots/units and generating effluent of more than 4,500 litres per day would require a servicing options ¹ and hydrogeological report ² .
	c) Privately owned and operated individual septic system	► Development of five or more lots/units would require a servicing options report ¹ and a hydrogeological report ² . ► Development of less than five lots/units and generating effluent of more than 4,500 litres per day would require a servicing options ¹ and hydrogeological report ² .
	d) Privately owned and operated communal septic system	► Development of less than five lots/units and generating effluent of 4,500 litres or less per day would require a hydrogeological report ² .
	e) Other	To be described by applicant.
Hauled Sewage		☐ If development is proposed on privately owned and operated individual or communal septic systems, applicant must provide evidence in the application showing either: ☐ i) Municipal confirmation of sufficient uncommitted reserve sewage system capacity, at the time of draft approval, for treatment of septage resulting from the proposed development, Or ☒ ii) Confirmation (i.e., letter) from a commercial enterprise (private provider) for hauled sewage (septage) indicating that capacity is available, at the time of draft approval, to accommodate the specific proposal. <i>to be submitted</i>
Water Supply	a) Publicly owned and operated piped water system	☐ Applicants must provide evidence in their application that there is municipal confirmation of sufficient reserve water system capacity to service the development at the time of draft approval.
	b) Privately owned and operated individual well(s)	► A communal or individual well system for the development of more than five lots/units would require a servicing options report ¹ and a hydrogeological report ² .
	c) Privately owned and operated communal well(s)	☐ Communal well systems for non-residential development may need a hydrogeological report ² .
	d) Lake or other water body	A Permit to Take Water may be required. Contact your regional Municipal Services Office for guidance.
	f) Other	To be described by applicant.

Notes:

- To facilitate review of the application - submit a letter from the municipality to show concurrence (or not) with the recommendations in the servicing options report.
- Before undertaking a hydrogeological report, consult with MMA about the assessment required given the nature and location of the proposal.
Where communal services are proposed (water and/or sewage), ownership of these services must be assumed by the municipality or a public body through a signed letter of acceptance.

Other notes: See attached Appendix 2 for more information.

- To facilitate review of the application, submit a letter from the local health unit indicating that the site is developable and could accommodate the proposal.
- A Building Permit is required for septic systems under *Part 8 of the Building Code*.
- A certificate of approval is required from the Ministry of the Environment and Climate Change (MOECC) for sewage systems generating more than 10,000 litres of effluent per day.
- Permit to Take Water is required for water taking of more than 50,000 litres of surface and/or ground water per day.
- Servicing projects that require a Class EA under the *Environmental Assessment Act* should be discussed early with your regional MSO and the MOECC office.
- Satisfying policy requirements comes first; technical studies and any other requirements are to assist in meeting the policy.

12. Access

12.1 Indicate below in a) and b) the proposed access to the subject land.

Note the information that may be required, as indicated in Table E below.

a. The proposed road access would be by:

☐ Provincial highway

☒ Municipal road maintained all year

☐ Municipal road maintained seasonally

☐ Other public road

☒ Right of way

☐ No road access

☐ Other

b. Is water access proposed?

☐ Yes ☒ No

↳ privately maintained common element condo road.

If yes, on a separate page, describe the parking and docking facilities to be used, the approximate distance of these facilities from the subject land and the nearest public road access.

☐ Attached

13. Stormwater Management/Drainage

13.1 Indicate in a) below the proposed type of stormwater management for the subject land.

Provide/attach the servicing reports/information as indicated in Table E and required in b) below.

a. The proposed stormwater management would be by:

☐ Sewers

☐ Ditches

☐ Swales

☒ Other

natural

b. Is the stormwater management report attached?

☐ Yes ☒ No

If not attached as a separate report, in what report can it be found?

14. Garbage Disposal

14.1 Describe the available or proposed garbage disposal for the proposed development.

municipal landfill

Table E – Road/Water Access and Stormwater Management

Services	Reports /Information Required	
Storm Drainage	a) Sewers	i) A stormwater management plan is recommended, and should be prepared concurrently with any hydro-geological report for submission with the application. ii) A stormwater management plan may be needed prior to final approval of a plan of subdivision or prior to site plan approval.
	b) Ditches c) Swales d) Other	A stormwater management plan may be needed.
Road Access	a) Provincial highway	Application to MTO for an Access Permit should be made prior to submitting this application (See Appendix 2). An Access Permit is required from MTO prior to commencing development.
	b) Municipal or other public road maintained all year	Detailed road alignment and access will be confirmed when the development application is made.
	c) Municipal road maintained seasonally	Subdivision or condominium development is not usually permitted on seasonally maintained roads.
	d) Right of way	Access by right of ways and private roads are not usually permitted, except as part of a condominium.
Water Access		A letter is required from the owner(s) of a commercially operated parking and docking facility indicating that capacity is available to accommodate the specific proposal.

15. Consultation Strategy

15.1 Please describe in detail your proposed strategy for consulting with the public with respect to this requested amendment. Please explain below or attach on a separate page.

Follow requirements of Planning Act.

16. Other Information

16.1 Is there any other information that may be useful to the ministry in reviewing this development proposal (e.g., information relating to housing affordability, requirements and policies in the municipal official plan, or efforts made to resolve outstanding objections or concerns by area resident(s), the municipality, other)?

If so, explain below or attach a separate page with this information.

16.2 The original or certified copy of any other information and materials, as required by the official plan of the municipality/planning board, must be provided with this application.

16.3 Where applicable and relevant information is available in a planning report submitted to council, or in a technical study/report(s) prepared for the proposal, please provide the name, section and page number if you have referenced the study/report(s) in any of the questions above.

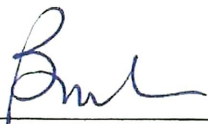
17. Affidavit or Sworn Declaration

I, Lanny Danno of the Township of Perry
Last Name, First Name* Municipality*
in the province of* Perry Sound, make oath and say (or solemnly declare)

that the information required under Schedule 1 to Ontario Regulation 544/06 and provided by the applicant in this application is accurate, and that the information contained in the documents that accompany this application is accurate.

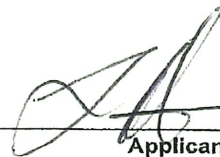
Sworn (or declared) before me at the Township of Perry in the District of Perry Sound
(lower-tier municipality)* (upper-tier municipality)*

on this* 11th day of* September, *20 25.
day month



Commissioner of Oaths

BETH MORTON
COMMISSIONER OF OATHS
TOWNSHIP OF PERRY



Applicant

11. AUTHORIZATION OF AGENT (if applicable)

11.1 If the applicant is not the owner of the land subject in this application, written authorization of the property owner authorizing the particular person to act as their agent to make the application and represent them at the meeting when the Board considers this matter, must be submitted with this application form OR the authorization section below be completed.

AUTHORIZATION OF OWNER FOR AGENT TO MAKE THE APPLICATION

X I, MARLIN D COX, AM THE OWNER OF THE LAND THAT IS THE SUBJECT OF THIS APPLICATION FOR CONSENT AND HEREBY AUTHORIZE Lanny Dennis, Lanny D. Phanning.

TO MAKE THIS APPLICATION ON MY BEHALF.

X DATED: SEPT 14/24 X SIGNATURE OF PROPERTY OWNER [Signature]

11.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

APPOINTMENT AND AUTHORIZATION OF AN AGENT AND CONSENT TO PROVIDE PERSONAL INFORMATION

I, MARLIN D COX, AM THE OWNER OF THE LAND THAT IS THE SUBJECT OF THIS APPLICATION FOR CONSENT AND FOR THE PURPOSES OF THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT, I AUTHORIZE Lanny Dennis, Lanny D. Phanning. TO SUBMIT THE INFORMATION REQUIRED FOR THIS PURPOSE.

X DATED SEPT 14/24 X SIGNATURE OF PROPERTY OWNER [Signature]

12. CONSENT OF OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION

X I/WE MARLIN D COX, AM/ARE THE OWNER(S) OF THE LAND THAT IS THE SUBJECT OF THIS CONSENT APPLICATION AND FOR THE PURPOSES OF THE MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PERSONAL PRIVACY ACT, I/WE AUTHORIZE AND CONSENT TO THE USE BY OR THE DISCLOSURE TO ANY PERSON OR PUBLIC BODY OF ANY PERSONAL INFORMATION THAT IS COLLECTED UNDER THE AUTHORITY OF THE PLANNING ACT FOR THE PURPOSES OF PROCESSING THIS APPLICATION.

X DATED SEPT 14/24 X SIGNATURE OF PROPERTY OWNER [Signature]

Appendix 1

Table B below is a checklist (not a substitute for the PPS) to assist in identifying areas of provincial interest that may apply to your application. Please check the appropriate boxes in **Table B**.

The last column is **additional information** associated with each feature or development circumstance which may be needed to process an application.

Applicants are encouraged to submit supporting documentation with the application.

Table B - Significant Features Checklist

Development Circumstances Or Features of Interest to the Province	(a) If a feature/land use, is it on site or within 500 m Or (b) If a development circumstance, does it apply?	If a feature/land use, specify distance from site (in meters)	Additional information that may be required
Class 1 industry ¹	☐		If sensitive land use is proposed within 70 m from the boundary lines, a noise/odour/particulate study may be needed.
Class 2 industry ²	☐		If sensitive land use is proposed within 300 m from the boundary lines, a noise/odour/particulate study or other studies may be needed.
Class 3 industry ³	☐		If sensitive land use is proposed within 1000 m from the boundary lines, an assessment of the full range of impacts and mitigation measures may be needed.
Landfill site(s): closed/active landfill	☐		If sensitive land use is proposed, and if within 500 m of the perimeter of the fill area, studies including leachate and groundwater impacts, noise, methane gas control, odour, vermin and other impacts may be needed. The proponent may also be requested to provide other information such as age and size of landfill site; type of waste disposed on site; projected life of site; size of buffer area; amount of truck traffic per day, etc. If proposal is on a closed landfill that is 25 years old or less, approval under Section 46 of the <i>Environmental Protection Act</i> is required and should be obtained prior to any <i>Planning Act</i> approval.
Sewage treatment plant and waste stabilization pond	☐		Need for a feasibility study if the proposal is for a sensitive land use and the property line is within: • 100 m from the periphery of the noise/odour-producing source structure of a sewage treatment plant (STP) producing less than 500 cubic metres of effluent per day; or • 150 m from the periphery of the noise/odour-producing source structure of a STP producing greater than 25,000 cubic metres of effluent per day; or • 400 m from the boundary line of a waste stabilization pond.

Development Circumstances Or Features of Interest to the Province	(a) If a feature/land use, is it on site or within 500 m Or (b) If a development circumstance, does it apply?	If a feature/land use, specify distance from site (in meters)	Additional information that may be required
Provincial highway	☐		Consult with the Ministry of Transportation in order to assess whether direct access to the provincial highway will be permitted. If so, permits will be required for all proposed buildings/land use and entrances within the permit control area in accordance with the Public Transportation and <i>Highway Improvement Act</i> . If the proposal is located in proximity to a provincial highway, a traffic impact study and a stormwater management report would be required by the Ministry of Transportation. be required by the Ministry of Transportation.
Airports where Noise Exposure Forecast (NEF) or Noise Exposure Projection (NEP) greater than 30	☐		If the proposal is to redevelop existing residential uses and other sensitive land uses, or infill of residential and other sensitive land uses in areas above 30 NEF/NEP, assess feasibility of proposal by demonstrating no negative impacts on the long-term function of the airport.
Active railway line and major highways	☒		A noise feasibility study may be needed to determine possible noise impacts and appropriate mitigation measures if sensitive land use is proposed within: • 500 m of a main railway line or of any provincial highway; • 250 m of a secondary railway line; • 100 m of other railways or a freeway right of way; and • 50 m of a provincial highway right-of-way.
Electricity generating station, hydro transformers, railway yards, etc.	☐		If sensitive land use is proposed, and if within 1000 metres, a noise study may be needed to determine possible noise impacts and appropriate mitigation measures.
High voltage electric transmission line	☐		Consult the appropriate electric power service/utility for required buffer/separation distance.
Transportation, other infrastructure, utility and hydro corridors	☐		For all corridors, demonstrate that the proposed development in planned corridors would not preclude or negatively affect the use of the corridor for the purpose(s) for which it was identified.
Agricultural operations	☐		If development is proposed outside of a settlement area, it must comply with the Minimum Distance Separation Formulae.

Development Circumstances Or Features of Interest to the Province	(a) If a feature/land use, is it on site or within 500 m Or (b) If a development circumstance, does it apply?	If a feature/land use, specify distance from site (in meters)	Additional information that may be required
Mineral mining operations and petroleum resource operations and known petroleum resources	☐		If within 1000 m, demonstrate that development and activities would: • not preclude or hinder the expansion of existing operations, or their continued use, or establishment of new resource operations, or access to the resources; • not be incompatible for reasons of public health, public safety or environmental impacts; Or • serve a greater long-term public interest if the resource use is not feasible, and • address issues of public health, public safety and environmental impacts.
Mineral aggregate operations, and known deposits of mineral aggregate resources	☐		If a sensitive land use is proposed, a feasibility study is needed to determine noise, dust/ particulate and hydrogeology if within: • 1000 m of the property boundary line (or licensed area) of any land designated for or an existing pit, or • 1000 m of the property boundary line (or licensed area) of any land designated for or an existing quarry. If within 1000 m of a known deposit of sand and gravel or a bedrock resource, the applicant needs to demonstrate that development and activities would: • not preclude or hinder the expansion of existing operations, or their continued use, or establishment of new resource operations or access to the resources; • not be incompatible for reasons of public health, public safety or environmental impacts; or • serve a greater long-term public interest if the resource use is not feasible, and • address issues of public health, public safety and environmental impacts.
Significant wetlands in Ecoregions 5E, 6E and 7E; Significant coastal wetlands; Significant habitat of endangered species and threatened species	☐		Development and site alteration are not permitted in the features. Are any significant wetlands, significant coastal wetlands or unevaluated wetlands present on the subject lands or within 120 m? Are any known significant habitats present on the subject lands or within 50 m? Has there been preliminary site assessment to identify whether potentially significant habitats are present?

Development Circumstances Or Features of Interest to the Province	(a) If a feature/land use, is it on site or within 500 m Or (b) If a development circumstance, does it apply?	If a feature/land use, specify distance from site (in meters)	Additional information that may be required
Significant wetlands in the Canadian Shield north of Ecoregions 5E, 6E and 7E	☐		Development and site alterations are not permitted in the feature, unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions. Are any significant wetlands, significant coastal wetlands or unevaluated wetlands present on the subject lands or within 120 m?
Significant woodlands and valleylands south and east of the Canadian Shield; Significant wildlife habitat; Significant Areas of Natural and Scientific Interest	☐		Development and site alteration are not permitted in the feature unless no negative impacts on the natural features or their ecological functions have been demonstrated. Are any significant woodlands, significant valleylands, significant wildlife habitat, and Areas of Natural and Scientific Interest (ANSIs) on the subject lands or within 50 m? If yes to the above, an environmental impact study may be needed. Consult with the regional Municipal Services Office.
Fish habitat	☐		Development and site alteration are not permitted in fish habitat except in accordance with provincial and federal requirements. Is any fish habitat on the subject lands or within 15 m? Is any lake trout lake on the subject lands or within 30 m? If yes to the above, an environmental impact study may be needed. Consult with Ministry of Municipal Affairs early in the planning proposal stage.
Adjacent lands to natural heritage features and areas	☐		Development and site alteration are not permitted on adjacent lands to natural heritage features unless: the ecological function of the adjacent lands has been evaluated; and it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.
Sensitive surface water features and sensitive groundwater features	☐		Development and site alteration are restricted in or near sensitive surface water features and sensitive groundwater features. Demonstrate suitable mitigation measures and/or alternative development approaches to protect, improve or restore sensitive surface water features, sensitive groundwater features and their hydrologic functions.

Development Circumstances Or Features of Interest to the Province	(a) If a feature/land use, is it on site or within 500 m Or (b) If a development circumstance, does it apply?	If a feature/land use, specify distance from site (in meters)	Additional information that may be required
Water quality and quantity	☐		For all plans of subdivision/condominium proposals, a stormwater management plan or an assessment is generally required to determine potential impacts on water quality and quantity. If the proposal is adjacent to a water body such as a lake or stream, wetland, spring, or ground water recharge area, an impact assessment on the water body may be needed. Development adjacent to a lake trout lake must address other requirements. Consult with the Ministry of Municipal Affairs early in the planning stage. The province has particular interests in lake trout lakes.
Cultural heritage and archaeology	☐		Significant built heritage resources and significant cultural heritage landscapes shall be conserved; adverse impacts on these resources are to be mitigated. Development and site alteration shall only be permitted on lands containing archaeological resources or areas of archaeological potential if significant archaeological resources have been conserved by removal and documentation, or by preservation on site. Where significant archaeological resources must be preserved on site, only development and site alteration which maintain the heritage integrity of the site may be permitted. Development and site alteration may be permitted on adjacent lands to protected heritage property if it has been demonstrated that the heritage attributes of the protected heritage property will be conserved. Mitigation measures and/or alternative development approaches may be required in order to conserve the heritage attributes of the protected heritage property affected by proposed adjacent development or site alteration.
Human-made hazards ⁴ including mine hazards and high forest fire hazards	☐		Development proposed on abutting or adjacent to lands affected by mine hazards, oil, gas and salt hazards, or former mineral mining operations, mineral aggregate operations, or petroleum resource operations may be permitted only if rehabilitation measures to address and mitigate known or suspected hazards are under-way or have been completed. Are the subject lands on or within 75 m of existing un-decommissioned oil and gas works? Are the subject lands on or within 1000 m of a salt solution mining well? Demonstrate how the hazard(s) will be addressed.

Development Circumstances Or Features of Interest to the Province	(a) If a feature/land use, is it on site or within 500 m Or (b) If a development circumstance, does it apply?	If a feature/land use, specify distance from site (in meters)	Additional information that may be required
Mine hazards, former mining operations, or rehabilitated and abandoned mine sites	☐		If proposal is on, adjacent to, or within 1000 m of mine hazards, former mining operations, rehabilitated mine sites, abandoned mine sites, or AMIS identified sites, progressive and final rehabilitation will be required to accommodate subsequent land uses. All work must be completed to the satisfaction of the province.
Non-operating mine site within 1000 metres	☐		Was the mine rehabilitated? Have potential impacts been addressed? If within 1000 m, demonstrate to the satisfaction of the Ministry of Northern Development and Mines that the mine has been rehabilitated or all potential impacts have been investigated and mitigated.
Rehabilitated and abandoned mine sites	☐		If proposal is on, adjacent to, or within 1000 m, consult with the Ministry of Northern Development and Mines. Progressive and final rehabilitation will be required to accommodate subsequent land uses.

Development Circumstances Or Features of Interest to the Province	(a) If a feature/land use, is it on site or within 500 m Or (b) If a development circumstance, does it apply?	If a feature/land use, specify distance from site (in meters)	Additional information that may be required
Natural hazards	☐		Development should generally be directed to areas outside of hazardous lands and hazardous sites. Is your development proposal within: • a dynamic beach hazard? • the defined portions of the one hundred year flood level along the connecting channels of the Great Lakes? • areas that would be inaccessible as a result of flooding, erosion or dynamic beach hazards and a floodway? Is your proposal subject to limited exceptions such as: • safe access appropriate for the nature of the development and the natural hazard? • Special Policy Area? • uses which by their nature must locate in the floodway? Where development is permitted in portions of hazardous lands and hazardous sites not subject to the above prohibitions, flood-proofing, protection works standards and access standards must be adhered to. In addition, vehicles and people need to have a way to safely enter and exit the area, hazards cannot be created or aggravated and there can be no adverse environmental impacts. Are the subject lands within or partially within: - hazardous lands adjacent to the shorelines of the Great-Lakes - St. Lawrence River System and large inland lakes (includes flooding, erosion and dynamic beach hazards)? - hazardous lands adjacent to river, stream and small inland lake systems (includes flooding and erosion hazards)? - hazardous sites (includes unstable soils and unstable bedrock)? - a special policy area shown in an approved official plan? - the food fringe in an area subject to the two zone concept of floodplain management? If the proposal is in a hazardous area, demonstrate how the hazards will be avoided, or where appropriate, addressed through standards and procedures such as flood-proofing and protection works.

Development Circumstances Or Features of Interest to the Province	(a) If a feature/land use, is it on site or within 500 m Or (b) If a development circumstance, does it apply?	If a feature/land use, specify distance from site (in meters)	Additional information that may be required
Contaminated sites	☐		To determine potential soil contamination, there is a need for a Phase 1 Environmental Site Assessment (ESA) as per applicable regulation of the Ministry of the Environment and Climate Change (MOECC). A Phase 2 Environmental Site Assessment is needed if the site has potential for soil contamination. Remediation of contaminated sites shall be undertaken, as necessary, prior to any activity on the site(s) associated with any proposed new sensitive use such that there will be no adverse effects. A Record of Site Condition (RSC) is required where a more sensitive use is proposed. Refer to Appendix 2 for more information. Consult with the Ministry of Municipal Affairs on your specific proposal.
Crown lands ⁵	☐		Consult your local regional Municipal Services Office as the first point of contact for assistance in dealing with planning issues relating to proposals requiring the acquisition or use of Crown lands. Contact the Ministry of Natural Resources and Forestry (MNRF) District Office regarding the actual acquisition or use of Crown lands.

Notes:

1. Class 1 Industry - small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only.
2. Class 2 Industry - medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic.
3. Class 3 Industry - indicate if within 1000 metres; processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.
4. Hazardous Sites - property or lands that could be unsafe for development or alteration due to a naturally occurring hazard(s). These hazards may include unstable soils (sensitive marine clays - Leda, organic soils) or unstable bedrock (Karst topography).
5. Certain areas of Crown Lands are identified by MNRF as being of special interests, such as lake access points.
Distances quoted in Table A are approximate and are intended for your guidance in assessing your application.

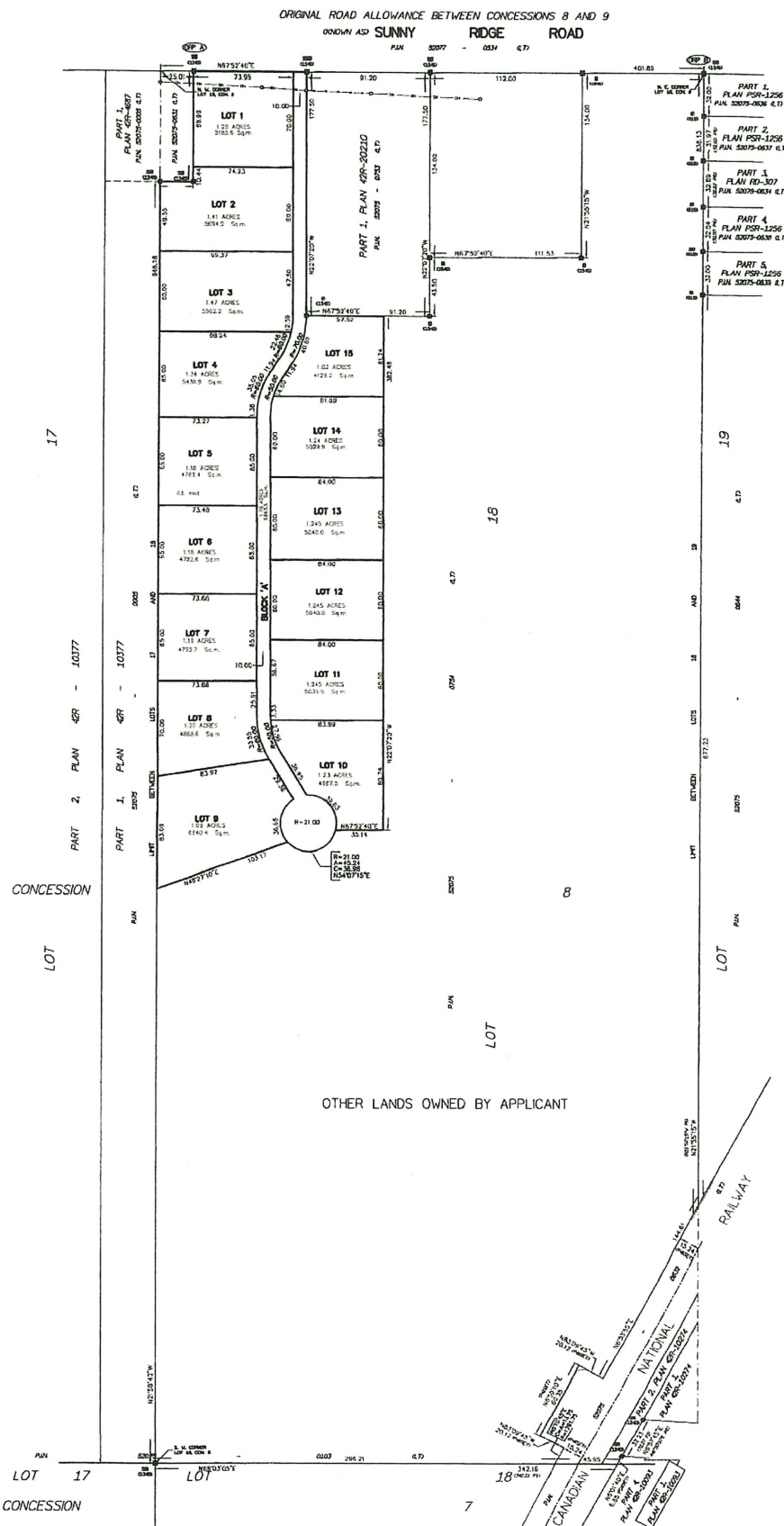
DISTANCES

DISTANCES ARE GIVEN AND CAN BE CONVERTED TO METERS BY
MULTIPLYING BY THE CONVERSION FACTOR OF 0.0009144

OBSERVED REFERENCE POINTS DERIVED FROM GPS OBSERVATIONS
USING THE PRECISE POINT FORWARDING (PPF) SERVICE, UTM ZONE 17,
NAD 83 COORDINATE SYSTEM

POINT ID	NORTHING	EASTING
PPF A	5062055.01	633956.61
PPF B	5062055.00	633956.60

COORDINATES SHOWN IN THIS PLAN ARE USED TO
RE-ESTABLISH CORNERS OF BOUNDARIES SHOWN ON THE PLAN



DRAFT PLAN OF CONDOMINIUM PART OF LOT 18 CONCESSION 8 TOWNSHIP OF STRONG DISTRICT OF PARRY SOUND

SCALE 1 : 1500

RUDY MAK SURVEYING LTD.

OWNER'S CERTIFICATE

I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT THE PLAN FOR
DRAFT PLAN APPROVAL

DATE: _____
RUDY MAK SURVEYING LTD.

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LOTS TO BE SURVEYED
AS SHOWN ON THE PLAN AND THEIR RELATIONSHIP TO THE ADJACENT
LANDS ARE ACCURATELY AND CORRECTLY SHOWN

SEPTEMBER 16, 2025
DATE: _____
RUDY MAK SURVEYING LTD.

ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(1.7) OF THE PLANNING ACT

A. AS SHOWN B. AS SHOWN C. AS SHOWN D. AS SHOWN
E. AS SHOWN F. AS SHOWN G. AS SHOWN H. INDIVIDUAL WELLS
I. SANDY LOAMS J. AS SHOWN K. NOT AVAILABLE L. AS SHOWN

LANNY D. PLANNING

lannyd@planning.com
720-802-4007
BOX 254 NEWAR
P.O. 120

BEARING NOTE

BEARINGS ARE UTM GRID, DERIVED FROM SIMULTANEOUS GPS
OBSERVATIONS FROM OBSERVED REFERENCE POINTS, PART OF
A BEARING OF NORTH-TRUE, UTM ZONE 17, NAD 83 COORDINATE
SYSTEM, UTM ZONE 17, NAD 83 COORDINATE SYSTEM

FOR BEARING COMPASSING, A NOTATION OF "CL" OR "C"
COUNTER-CLOCKWISE WAS APPLIED TO BEARINGS ON PL.

THE DISTANCES NOTE

ALL LINES SHOWN AS N, S, E AND W PROJECTED

LEGEND

- # DETAILS FOUND SURVEY POINT
- D DETAILS PLANNED SURVEY POINT
- S DETAILS STANDARD IRON BAR
- SBR DETAILS SHORT STANDARD IRON BAR
- B DETAILS IRON BAR
- F DETAILS FENCE
- 101 DETAILS PLAN 428-10277
- 102 DETAILS PLAN 428-10274
- 103 DETAILS PLAN 428-10233
- 104 DETAILS PLAN OF SUBDIVISION BY H.B. D.L.G. O.L.S.
- 105 DETAILS PLAN 428-10277
- 106 DETAILS PLAN 428-10274
- 107 DETAILS PLAN 428-10233
- 108 DETAILS PLAN 428-10277
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- 200 DETAILS PLAN 428-10233

METRIC

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METERS
AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

REVISION	BY	DATE
FIRST ISSUE	RM	JULY 22/25
ISSUED FOR COMMENTS	RM	AUG 6/25
STREET TO BLOCK AND AREA	RM	AUG 20/25
ISSUED FOR APPROVAL	RM	SEPT. 16/25

RUDY MAK SURVEYING LTD.
ONTARIO LAND SURVEYORS

89 BAY POINT ROAD
BARRIE, ONTARIO L4N 8H5 (705) 722-3845
E-MAIL: RMA@RUDYSURVEYING.COM

DRAWN BY: RM CHECK BY: RM FILE NO. 17019

September 16, 2025

PLANNING JUSTIFICATION REPORT (PJR)
PART LOT 18, CONCESSION 8, TOWNSHIP of STRONG
151 Sunny Ridge Road

**in Support of a request for a Zoning by-law
Amendment, Official Plan Amendment,
Draft Plan of Subdivision and Common
Element Condominium Description**

1. Proposal

The subject lands are municipally known as 151 Sunny Ridge Road in the Township of Strong. They are legally described as Part of Lot 18, Concession 8, Township of Strong. The land consists of about 37.6ha (93 acres), about 291m (954.7 feet) frontage on Sunny Ridge Road. The lands presently contain an existing dwelling, outbuildings and a hunt camp. Accompanying this report is an application for a zoning by-law and official plan amendment, and an overall concept site plan. This report is prepared in response to a resolution approved by the Township of Strong dated August 20, 2024, wherein a PJR was requested.

Of the 37.6ha (93 acres) about 12.7ha (31.4 acres) will be used for the new vacant residential building lots. The balance of the land will be retained, left in a natural state with the existing hunt camp.

The proposal is also to create fifteen new vacant rural residential building lots and one block consisting of a private road, through a plan of subdivision and common element condominium corporation for the private internal road.

The fifteen lots will be accessed via an internal common element condominium road, and the sixteenth "lot" (other lands owned by the applicant) will be accessed directly from Sunny Ridge Road. The overall project will consist of 16 lots including the parcel identified as other lands owned by the applicant. There will be fifteen lots created via draft plan of subdivision. **(Please see attached draft plan – Appendix A).** All lands would be serviced with private individual drilled wells and septic systems.

The proposed subdivision would be accessed from Sunny Ridge Road by one entrance. The single detached residential building lots are intended to consist of a minimum of 60m (197 feet) frontage and are a minimum (0.41ha – 1 acre).

The draft plans to permit the fifteen lots would require an official plan and zoning by-law amendment.

A common element condominium application for the internal road, and a draft plan of subdivision (POTL M-Plan) would be required for the proposed lots.

2. Provincial Interest

A. Section 2

Section 2 of the Planning Act states **"The Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as,**

- (a) the protection of ecological systems, including natural areas, features and functions;**

The total development footprint is very small compared to the large size of the parent lot.

- (b) the protection of the agricultural resources of the Province;**

Not applicable.

- (c) the conservation and management of natural resources and the mineral resource base;**

There are no mineral resources or natural resources that require protection.

- (d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest:**

The small area that is being disturbed results in most of the land remaining natural. There are various Acts that in place to protect any findings and can be implemented at the subdivision agreement stage.

- (e) the supply, efficient use and conservation of energy and water;**

Private individual well and septic will be used. This is the most common, historical and efficient type of supply used in rural areas. The water supply already exists. There is no need for a municipal water or septic system.

- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;**

The property will be serviced with hydro electric, private water, septic, internet for connection to the world wide web and solid waste pick up.

(g) the minimization of waste;

There will be limited waste.

(h) the orderly development of safe and healthy communities;

The proposal is the comprehensive orderly development of the subject lands through the subdivision and condominium process.

(h.1) the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;

This will be addressed at the detail design stage for each dwelling.

(i) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;

The property will have access to recreational trails and with its proximity to Sundridge, where there is a public and elementary (just to the north) schools and other public facilities, such as a library and health services.

(j) the adequate provision of a full range of housing, including affordable housing;

The proposal is for single detached residential. Since there are no municipal water and sanitary sewer services multiple housing units are not permitted.

(k) the adequate provision of employment opportunities;

The project will employ many construction workers. It will consist of a multi million dollar build out.

(l) the protection of the financial and economic well-being of the Province and its municipalities;

The intended development will have no burden financially on the Township. In fact, they will be adding to the tax base for existing municipal services without them having to provide anymore than they already do.

(m) the co-ordination of planning activities of public bodies;

The owners will be working with the Township to implement the intended development.

(n) the resolution of planning conflicts involving public and private interests;

The owners have had pre-consultation meeting and an informal discussion at the severance stage. It is a private road, and access will be a like a gated community.

(o) the protection of public health and safety;

A clearance letter from the NBMCA will be required and the owners have produced well records indicating that the property should have safe drinking water. The internal will be designed to accommodate emergency vehicles.

(p) the appropriate location of growth and development;

The subject lands are convenient access to the Village of Sandridge and for longer commutes to North Bay or Huntsville. There are other residential developments in the immediate area.

(q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;

There are no public transit and the use by pedestrians of the road is reasonable. The owner intends for the future residents to use the existing trails on his abutting lands.

(r) the promotion of built form that,

(i) is well-designed,

(ii) encourages a sense of place, and

(iii) provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;

The housing designs will be appropriate and fit the lots and character of the area quite well. Residents through the recreational facilities provided will feel part of a community and these new facilities will be attractive and vibrant.

(s) the mitigation of greenhouse gas emissions and adaptation to a changing climate. 1994, c. 23, s. 5; 1996, c. 4, s. 2; 2001, c. 32, s. 31 (1); 2006, c. 23, s. 3; 2011, c. 6, Sched. 2, s. 1; 2015, c. 26, s. 12; 2017, c. 10, Sched. 4, s. 11 (1); 2017, c. 23, Sched. 5, s. 80.

It is required that about 75 acres of the land is to remain natural when you consider the abutting lands owned by the applicant. Moreover, given the development footprint may only be about 10,000 sq ft on each lot means about $\frac{3}{4}$ of the lot could remain natural.

I have reviewed the relevant tests under Section of the Planning Act – Provincial interests and have concluded that the proposal has had regard to this section

B. 2024 Provincial Planning Statement (PPS)

The PPS is **“The provincial policy-led planning system recognizes and addresses the complex inter-relationships among environmental, economic, health and social factors in land use planning. The Provincial Planning Statement supports a comprehensive, integrated and long-term approach to planning, and recognizes linkages among policy areas “** and its vision is to have **“A prosperous and successful Ontario will also support a strong and competitive economy that is investment-ready and recognized for its influence, innovation and diversity....Central to this success will be the people who live and work in this province.”** It is important to note that while the PPS requires a proposal to address the social and environmental variables, it also recognizes that economic growth is as equally if important for a community to have a sound economic base necessary to sustain a healthy municipality.

From an environmental perspective the proposal should not have an adverse impact on the ecology of the area as the proposed subdivision and common element condominium design is not impacted by any natural heritage features. An ecological report was not required as part of the pre-consultation and since no features were identified that require an additional attention.

Socially the proposal will provide fifteen new dwellings accommodating a huge demand for additional housing. The new development will provide an opportunity for the construction industry and with the new residents, grow and sustain the municipality and integrating them into the community. This proposal has a residential component and in line with provincial direction to build more homes because of the extreme shortage to house the people that come to work.

The development of roughly 7.5ha (18.5 acres) of land for residential from an economical perspective will increase the tax base, promote immediate and long-term spin-off spending, provide much needed housing, and generate long-term employment is as equally important as the environmental and social factors.

The PPS in Section 2.3.1.1 states that **“Settlement areas shall be the focus of growth and development.”** The intent of the policy is to push all large-scale development into urban settlement areas to optimize the use of existing municipal infrastructure. The subject lands are identified as Rural under the PPS, and while the subject lands are not a settlement area it does permit residential development, including lot creation.

The PPS promotes, permits and encourages development in the Rural Area. Specifically, section 2.6.1 c) states **“On rural lands located in municipalities, permitted uses are: residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services.”** Since the proposal is in a Rural area residential lot creation is permitted if lands are suitable for water and sewage. The residential component is consistent with the PPS because there are no other settlement areas in the Township of Strong, the local municipality supports the application (**Please see attached resolution – Appendix B**), it provides much needed housing, and it is compatible with the surrounding area.

The PPS further perpetuates development in the Rural areas as it states under section 2.5.1. referring to Rural Areas **“Healthy, integrated and viable rural areas should be supported by: a) building upon rural character, and leveraging rural amenities and assets;”**

The idea here is to capitalize on the rural amenities to ensure the long-term health of a community.

The Township’s official plan does not contemplate rural residential on rural lands, except via a severance. A maximum of 3 lots created via the consent process for a property consisting of 40ha (100 acres). The minimum lot frontage and area per lot is 60m (197 feet) and 1ha (2.5 acres). While the proposed lots have a minimum of 60m per lot, they are 0.4ha of lot area. The land is suitable for private individual well and septic. The owner has provided well use records and a condition can be imposed that the North Bay Mattawa Conservation Authority provide a clearance letter.

Section 2.5.3 states **“Growth and development may be directed to rural lands in accordance with policy 2.6, including where a municipality does not have a settlement area.”** Further, in the Township’s official plan Section A3.2 GROWTH AND SETTLEMENT under section A3.2.1 Goal states in the Township

of Strong's official plan **"Strong Township is a rural municipality with no settlement areas. Therefore, it is the goal of this Plan to direct the majority of new residential development to the areas where similar development currently exists."** Strong Township does not have a settlement area. The subject lands are in proximity to the Village of Sundridge which has urban residential development. Therefore, it would seem logical that growth and development can be considered on these lands for residential development. As such is consistent with the PPS.

The PPS also indicates under section 2.6.2 states **"Development that can be sustained by rural service levels should be promoted."** The key word in this section in my opinion is "promoted". The development of this lot will be accessed via an existing year-round municipally maintained public road with an internal common element condominium road; no new municipal road is required. The development will be serviced privately. It will expand the tax base which will assist in paying for the existing road maintenance and the school buses that presently travel up and down Sunny Ridge Road. The long-term garbage pick-up and internal road maintenance will be done by the condominium corporation. The subject lands are compatible with the existing residential to the east and west and on the north side of Sunny Ridge Road is an existing golf course. In fact, having the golf course that close to the property makes this location even more attractive and compatible. The CN railway runs north/south along the back portion of the property, but with the distance, tree cover and lay of the land, higher than the railway, the proposal is compatible. As such development according to the PPS should be promoted.

As noted above the subject lands will be developed with residential. The proposed development would benefit the community through long-term spinoff spending, job creation, adding to the tax base and construction costs in the area. As such it should be promoted. In fact, because the internal roads will be privately maintained the Township would have the benefit of an increased tax base without paying for the long-term maintenance of the road. Consequently, because this is considered other rural uses with a clear economic opportunity it is not only consistent with the PPS it should be promoted.

While this is considered residential and appropriate lot creation, the PPS is attempting to ensure the same level of density does NOT occur in the rural area that can occur in the urban settlement area as noted in Section 2.3.2 **"Land use patterns within settlement areas should be based on densities and a mix of land uses which: a) efficiently use land and resources; b) optimize existing**

and planned infrastructure and public service facilities;” The province envisions not having to extend or provide municipal water and sewer services or roads to remote areas because of congestion and density. The province wants high density and intensification to occur in the urban areas where the existing municipal water, sewer and road infrastructure can be optimized. Having to build new municipal water, sewer and roads to rural areas is extremely expensive and a cost that the province is trying to avoid. On this note there would be a total of 15 lots/residential lots spread over 90 acres which equates to about 6 dwellings /acre. In essence this development has a reasonably low density and with the accompanying studies in support of the development there shouldn't be an issue for the municipality.

Section 3.6 Sewage, Water and Stormwater

The proposed lots are in the rural area. The PPS states in Section 3.6.4 **“Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual onsite sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts....”**The subject property is about 7.5ha in lot area on predominantly flat land. Soil conditions are excellent to accommodate a septic system on each lot. The septic suitability report supports the intended development.

With respect to the storm water management perspective, the soil conditions and lay of the land make it conducive for natural infiltration. The land is flat and there is sandy soil. In my experience there is no need to prepare a functional servicing report to include a storm water management component nor to address the type of servicing, The lots will be serviced with private individual drilled wells and private individual septic systems. The septic suitability report supports the intended development.

Section 2.8.2.1 of the 2024 PPS indicates that **“Planning authorities shall plan for, protect and preserve employment areas for current and future uses, and ensure that the necessary infrastructure is provided to support current and projected needs.”**

To augment the PPS the Township's official plan under A3.4 ECONOMIC DEVELOPMENT states specifically in section A3.4.1 Goal **“It is the goal of**

this Plan to encourage economic growth and to provide opportunities for economic development in the Township.”

The residential lands will require an official plan and zoning by-law amendment to permit the residential draft plans, but not to the detriment of the Township as there will be construction jobs, an increase in tax base and long-term spin off spending.

Chapter 4 of the PPS is entitled the Wise Use and Management of Resources and primarily deals with the environmental health including fish habitat, deer wintering yards, wetlands, wildlife including species at risk, ground/surface/lake water, streams, agriculture, aggregate and archaeology of an area.

Chapter 5 of the PPS is entitled Protecting Public Health and Safety and addresses the health and safety issues and property damage that could result from natural and man-made hazards. Primarily this section deals with flooding, contaminated sites, and mining/petroleum operations.

There is a stratum 2 deer wintering yard as the only natural heritage feature, identified on Schedule B of the Township's official plan (**Please see attached map-Appendix C**). There was no public health safety features were identified in the Strong Township official plan nor the or the natural heritage features were required as part of the pre-consultation process. Stratum 2 deer wintering habitat generally surrounds stratum 1 habitat, which acts more as a buffer to protect the stratum 1 habitat. Regarding this only a small portion of the land is intended to be developed retaining the balance in a natural state. Additionally only a small development envelope is anticipated for each of the lots minimizing disturbance to the lots. Additionally, to minimize disturbance on the lot the proposed internal for the most part follows an existing driveway and pathway. The other areas are flat and would require minimal large size tree removal. There is no need to do any further work.

As such it is my opinion that the proposal is consistent with the PPS.

C. Section 51(24) of the Planning Act

Section 51(24) of the Planning Act R.S.O. 1990, states: ***“In considering a draft plan of subdivision, regard shall be had, among other matters, to the***

health, safety, convenience and welfare of the present and future inhabitants of the municipality and to:

a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in Section 2;

The items of Provincial interest set out in Section 2 of the Planning Act have been reviewed, and it is my opinion that the proposed will not compromise any of the above noted Provincial interests.

b) whether the proposed subdivision is premature or in the public interest;

Addressed above in section D4.3 a).

c) whether the plan conforms to the Official Plan and adjacent plans of subdivision, if any;

An official plan amendment is required to permit the intended development.

d) the suitability of the land for the purposes for which it is to be subdivided;

The intended development has mainland access and can be serviced with private individual water and septic.

e) the number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;

Access to the proposed lots will consist of a minimum of 16m (feet) right of way and will be constructed to private road standards.. The responsibility for the long-term maintenance of the private right of way will be the responsibility of the future private users.

f) the dimensions and shapes of the proposed lots;

The dimensions and shapes are regular.

g) the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;

Any mitigation measures can be included in a 51(26) subdivision agreement.

h) conservation of natural resources and flood control;

The lands are not susceptible to flooding. There are no identified natural heritage features.

i) the adequacy of utilities and municipal services;

The lands will be serviced by private road, except as otherwise indicated. They will be served with hydro.

j) the adequacy of school sites;

Addressed in item D4.3 c).

k) the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;

None.

l) the physical layout of the plan having regard to energy conservation;

The lots are reasonably located close together minimizing the length of road construction and the provision of hydro services. Minimizing the length preserves more natural area, reduces emissions from vehicular travel. The hydro will be underground, minimizing maintenance.

The proposal conforms with these criteria.

3. Township of Strong Official Plan

The Township official plan designates the lands Rural (**Please see attached map – Appendix C**).

Section A3.2.2 Strategic Objectives states

“1. To maintain an adequate supply of vacant land to accommodate a range of new development.

2. To ensure that new development maintains the rural character of the existing community.

3. To permit a limited amount of rural residential development in appropriate locations, in the form of individual lots and through the process of infilling while ensuring adequate services and land use compatibility.”

The proposed draft plan by creating a total of 15 vacant lots provides additional lots available for single detached dwellings that are much needed and desired in the Township of Strong. The land is in an area where there is existing single detached residential dwellings and a golf course. Additionally, there appears to be a small 9 lot plan immediately to the east accessed via Golf Lane off Sunny Ridge Road that is zoned Rural Residential (RR). This proposal is like what already exists being accessed via a private and zoned (RR) reflecting the

proposed zoning on this property. **(Please see attached map - Appendix D).** It reflects the character of the area and is appropriate for the area. The policy restricts the number of new lots for rural residential development through infilling. The draft plan exceeds what is contemplated. As such an official plan amendment is required.

Section B1.3 PERMITTED USES states; **“b) single detached dwellings and accessory dwellings units;”**

The intended use of each of these lots, being single detached dwellings conforms to the permitted uses under the Township’s official plan.

Section B1.4.1 The Creation of New Lots for Residential Purposes Future lot creation shall be guided by the following criteria: states **“a) a maximum of 3 new lots may be severed from an original Township lot having a lot area of 40 hectares;”**

The number of proposed lots exceed the maximum permitted in the Township’s official plan for new lot creation in the rural designation.

The official plan permits rural residential development but restricts the number of lots to a maximum of 3, a minimum lot frontage of 60m, and lot size of 1ha. The proposed draft plan intends 15 new vacant lots that are 0.41ha (1 acre).

The official plan amendment would change the existing designation from Rural to Rural Residential. The policies

Section B2 RURAL RESIDENTIAL B2.1 PURPOSE states **“The purpose of the Rural Residential designation is to:**

- a) Identify the existing residential areas adjacent to the Village of Sundridge Municipal Boundary.**
- b) To provide areas to focus and intensify new permanent residential development in the Township.**
- c) To provide a range and mix of housing types and densities that will meet the needs of current and future residents.”**

The Township's official plan identifies areas in proximity to the Village of Sundridge, where these lands are located. This is referenced in Section B2.2 LOCATION and states **"The Rural Residential designation is shown on Schedule A to this Plan and includes areas adjacent to the Village of Sundridge Municipal Boundary."**

The subject lands and the proposed residential redesignation are close to the Village of Sundridge. The proposal would be in an area where there is already rural residential development and could in the future possibly be connected to municipal sanitary sewers. The subject property is opposite/adjacent to a golf course and is therefore compatible. Given the proximity to the arena, fairgrounds, and ball diamonds, the residential would not only benefit from this recreational facility as would the existing facilities because there will be more users, and it will meet the needs for a huge demand and housing shortage. Additionally, the subject lands are conveniently accessed from Highway No. 11 where Huntsville and North Bay are only 35 minutes away for other urban, recreational amenities and employment.

Section B2.5 DEVELOPMENT POLICIES specifically section B2.5.1 states **"Single residential, semi-detached, duplex and townhouse dwellings may be permitted in the Rural Residential designation without an amendment to the zoning by-law provided;**

- a) they are located on a lot or parcel that can be legally conveyed under the Planning Act;**
- b) new development in the Rural Residential designation east and west of the Village of Sundridge shall proceed as limited infilling or minor rounding out of existing developed areas on the basis of private sewage and water systems. Extension of municipal sewage treatment services from the Village of Sundridge shall only be considered where private sewage services would not be feasible due to environmental or physical constraints on the lands. Such development is contingent on capacity being available in the Sundridge sewage treatment plant; and**
- c) the lot or parcel has frontage on an existing public road-maintained year-round.**

I would conclude that this policy is not applicable as this would require an official plan amendment and a zoning by-law amendment, so it will have its own special policy area.

Section D1.2 PREFERRED MEANS OF SERVICING states **"Given that no municipal sewer and water servicing capacity is available in the Township, the preferred means of servicing lands in the Township is private, individual, on-site water and sewage systems on each conveyable lot. Private communal water and septage services may be considered by Council subject to Section D.1.3. Partial services in the form of municipal sewage treatment from the Village of Sundridge will only be considered if necessary to address failed individual onsite sewage services in existing development within the Rural Residential designation to the east and west of the Village of Sundridge and shall be contingent upon available servicing capacity."**

Each lot will be serviced with private individual drilled wells and private individual septic systems, the preferred means of serving.

Section D2.2 TYPES OF ROADS D2.2.1 Provincial Highways states **"Council will encourage the continued upgrading of Highways 11 and 124 through the Municipality. Development adjacent to these roads should not reduce the effectiveness of these routes by reducing existing speed limits or creating traffic hazards. Properties must qualify for an entrance and sign permits, building and land use permits, and meet the minimum geometric and safety requirements of the Ministry of Transportation for access prior to any site development. In addition, noise feasibility completed in accordance with MOE Guideline NPC-300 OR ITS SUCCESSORS may also be required. New entrances to Highway 11 will not be permitted. New entrances to Highway 124 where an alternative access to a side road is available will not be permitted. New entrances will only be permitted where no alternative access exists and where safety and operational criteria can be met to the satisfaction of the Ministry of Transportation."**

Sunny Ridge Road provides immediate access from a year-round maintained road, with convenient access to Highway No. 124 and Highway 11. It will be a single access point for the 15 new internal rural residential building lots, one existing access point for the proposed severed lot. and one new access for the proposed lot fronting Sunny Ridge Road.

Section D4.1 PREFERRED MEANS OF LAND DIVISION states “**Land division by Plan of Subdivision, rather than by consent, shall generally be deemed necessary if:**

- a) the extension of an existing public road or the development of a new public road is required to access the proposed lots; or,**
- b) the area that is proposed to be developed is not considered to be infilling or minor rounding out of a built-up area; or,**
- c) a Plan of Subdivision is required to ensure that the entire land holding or area is developed in an orderly and efficient manner; or,**
- d) more than three new lots are being created.”**

A new internal road is required. The proposed lots are not considered infilling. The proposed draft plan identifies the area of development, access and lot size to accommodate private servicing. More than 3 lots are being created. As such a draft plan of subdivision and common element condominium description are being submitted.

Section D4.3 SUBDIVISION/CONDOMINIUM DEVELOPMENT POLICIES states “**This section is intended to contain general Plan of Subdivision/Plan of Condominium policies that are to be considered with every application for Plan of Subdivision/Plan of Condominium.**

For the purposes of this Plan a unit in a vacant land condominium shall be considered a ‘lot’. Regard should also be had to the specific policies dealing with lot creation in each land use designation. Prior to the consideration of an application for Plan of Subdivision/Plan of Condominium, Council shall be satisfied that:

- a) the approval of the development is not premature and is in the public interest;**

The draft plan is being submitted concurrently with an OPA and OPA to facilitate the intended draft plans. There is a severe housing shortage. It is not premature.

b) the lands will be appropriately serviced with water, roads and other infrastructure, schools, parkland and open space, community facilities and other amenities;

The intended lots can be adequately serviced with private individual water and septic systems. They are accessed via an appropriate road. The number of lots proposed would not trigger a new school site.

c)there is sufficient reserve sewage system capacity, including treatment capacity of disposal capacity for hauled sewage from private communal systems and individual on-site sewage services;

A letter will be provided.

d) the density of the development is appropriate for the area;

The analysis contained herein addresses this.

e) the subdivision/condominium, when developed, will be integrated with other development in the area;

This is a small-scale draft plan, there is no need or availability on abutting lands to integrate. While there is a small enclave of lots to the east it is ideally located or suitable to integrate as the two plans and their access is private in nature. There is no public road connection.

f) the subdivision/condominium conforms with the Natural Heritage Protection and management policies of this Plan;

There is no natural heritage features identified that requires any further attention.

g) the proposal conforms to Section 51 (24) of the Planning Act, as amended; and,

Please see section 2.C of this report for analysis and conformity.

h) where new waterfront development is proposed by Plan of Subdivision or Condominium, the lands must be designated Shoreline."

Not applicable

4. Township of Strong Comprehensive Zoning By-Law.

The existing zoning is Rural (Ru) **(Please see attached Appendix D).**

The appropriate zoning for the proposed residential lots would be rural residential. Exceptions would be required for minimum lot area (the minimum is 0.36ha is proposed) and frontage on the retained, recognizing the 30m proposed.

5. Conclusion

In my opinion the proposal for an official plan amendment, zoning by-law amendment, an application for a 15-lot residential draft plan of subdivision and condominium applications is consistent with the PPS, conforms to the Township of Strong official plan, represents good planning and is in the public interest.

I trust this is the information you require. However, please do not hesitate to contact me should you have any questions and or comments.

Yours truly
LannyD.Planning



Lanny Dennis, MCIP, RPP
President

APPENDIX A

DISTANCES

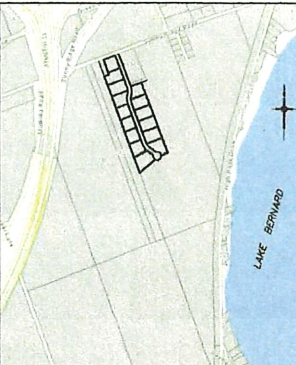
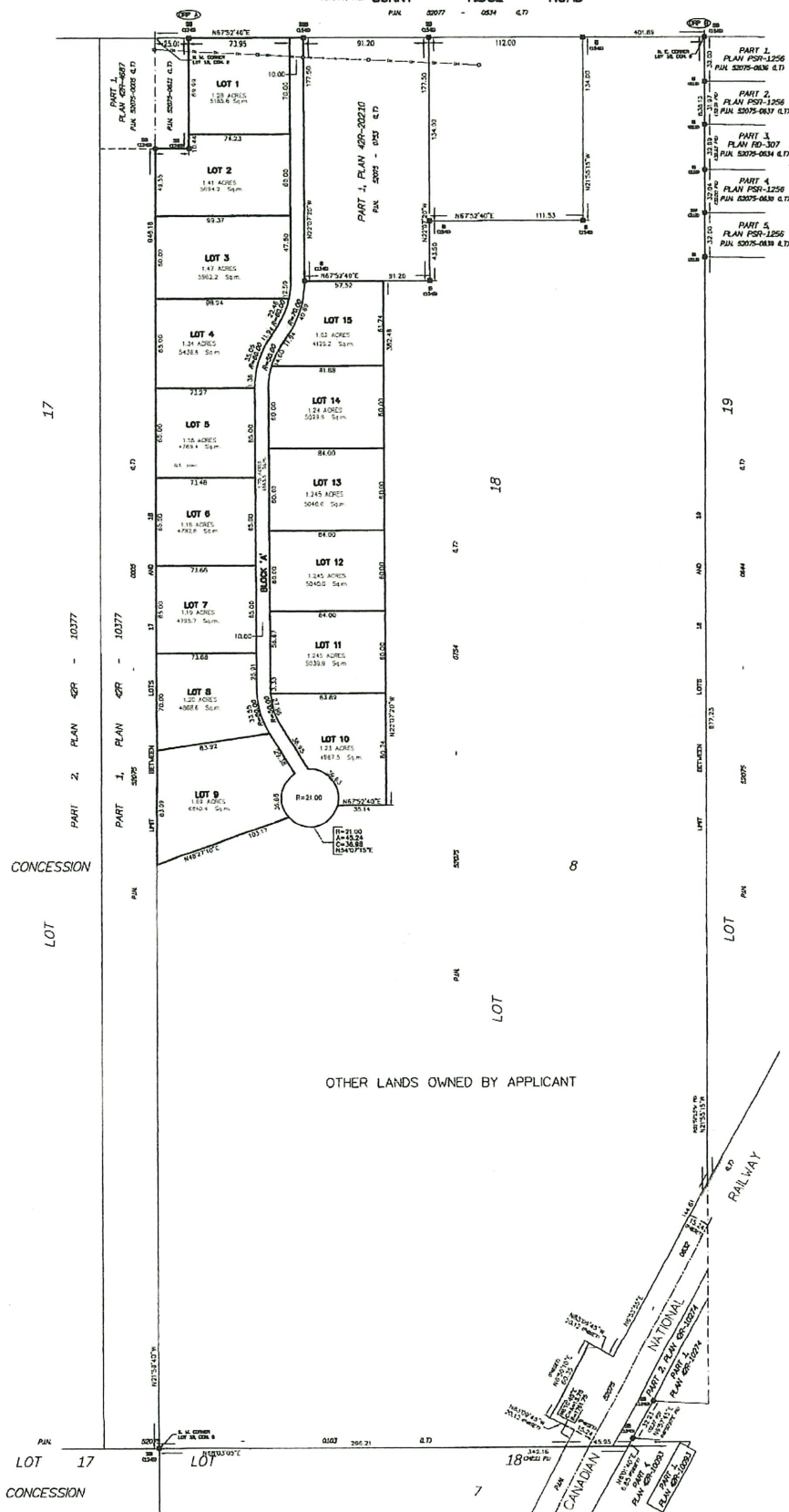
DISTANCES ARE SHOWN AND CAN BE CONVERTED TO METERS BY MULTIPLYING BY THE CORRESPONDING SCALE FACTOR OF 0.000001.

OBSERVED REFERENCE POINTS WERE DERIVED FROM GPS OBSERVATIONS USING THE PRECISE POINT FORWARDING (PPP) SERVICE WITH ZONE 17, AND AS (2011) COORDINATES FOR THE 14 CTS OF CONES 218/10.

POINT ID	NORTHING	EASTING
OP A	5060229.01	833066.61
OP B	5060210.90	833065.65

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THE PLAN.

ORIGINAL ROAD ALLOWANCE BETWEEN CONCESSIONS 8 AND 9 BONDI AND SUNNY RIDGE ROAD



DRAFT PLAN OF CONDOMINIUM
PART OF LOT 18
CONCESSION 8
TOWNSHIP OF STRONG
DISTRICT OF PARRY SOUND

SCALE 1 : 1500

RUDY MAK SURVEYING LTD.

OWNER'S CERTIFICATE

I AUTHORIZE _____ TO PREPARE AND SUBMIT THIS PLAN FOR DRAFT PLAN APPROVAL.

DATE _____

PARCEL CODE _____

I HAVE THE AUTHORITY TO SIGN THE CERTIFICATE

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SURVEYED AS SHOWN ON THIS PLAN AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.

DATE _____

RUDY MAK
CHIEF LAND SURVEYOR

ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT

A. AS SHOWN B. AS SHOWN C. AS SHOWN D. AS SHOWN
E. AS SHOWN F. AS SHOWN G. AS SHOWN H. INDIVIDUAL WELLS
I. SHED LOT 1 J. AS SHOWN K. NOT AVAILABLE L. AS SHOWN

LARRY D. PLANNING

larryd@planning.com
705-733-4607
BOX 254 HAVAN
ON

BEARING NOTE

BEARINGS ARE WITH GPS DERIVED FROM MULTISTATIC GPS OBSERVATIONS FROM OBSERVED REFERENCE POINTS, HAVING A BEARING OF NORTH WITH ZONE 17 (NAD 83) MOST ACCURATELY DERIVED FROM GPS OBSERVATIONS.

FOR BEARING CONVERSIONS, A ROTATION OF 0.000001° COUNTER-CLOCKWISE WAS APPLIED TO BEARINGS OF 0°.

TE DISTANCES NOTE

ALL LINES SHOWN AS N, S, E AND W PROJECTING 1/2"

LEGEND

11 DOTTED FOUND SURVEY MONUMENT
12 DOTTED PLANTED SURVEY MONUMENT
13 DOTTED STANDARD IRON BAR
14 DOTTED SHORT STANDARD IRON BAR
15 DOTTED IRON BAR
16 DOTTED FENCE
17 DOTTED PLAN 428-10377
18 DOTTED PLAN 428-10378
19 DOTTED PLAN 428-10383
20 DOTTED PLAN OF SURVEY BY R.D. BLAIR, O.L.S.
21 DOTTED DATED 1992/1/1 & 1997 ATTACHED TO 21131
22 DOTTED PLAN 428-20210
23 DOTTED PLAN 428-20211
24 DOTTED JOHN HALEY, O.L.S.
25 DOTTED EDRO HALLMAN, O.L.S.
26 DOTTED RUDY MAK SURVEYING LTD.
27 DOTTED OVERHEAD UTILITY LINES

METRIC

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

REVISION	BY	DATE
1. FIRST ISSUE	RJM	JULY 25/20
2. ISSUED FOR COMMENTS	RJM	AUG. 6/21
3. STREET TO BLOCK AND AREA	RJM	AUG. 26/21
4. ISSUED FOR APPROVAL	RJM	SEP. 14/21

RUDY MAK SURVEYING LTD.
ONTARIO LAND SURVEYORS

88 BAY POINT ROAD
BARRIE, ONTARIO L4N 8P5 (705) 722-3845
E-MAIL: HAL@RMAKSURVEYING.COM

DRAWN BY: RJM CHECK BY: RJM FILE NO. 17019

APPENDIX B



28 Municipal Lane,
P.O. Box 1120, Sundridge, Ontario P0A 1Z0
705-384-5819 Fax 705-384-5892
www.strongtownship.com

Township of Strong Council Resolution
August 20, 2024 Regular Meeting
8.0 Discussion Items

R2024-264

Moved By: Marianne Stickland Seconded by: Kevin Noaik

Be it resolved that the Council for the Township of Strong hereby approve the Pre-Consultation for lands located at Part Lot 18, Concession 8 (151 Sunny Ridge Road) to permit a plan of subdivision to permit 14 lots:

1. Official Plan Amendment – to permit a residential subdivision in the Rural designation;
2. Submission of a Plan of Subdivision Application to Central Almaguin Planning Board;
3. Zoning By-law Amendment – to address lot frontage, lot area, and any other areas non-compliance; and

Further that the following items be submitted to form a complete application:

1. Planning Justification Report
2. Hydrogeological and Geological Investigation
3. Functional Servicing Report
4. Confirmation of Hauled Sewage/Septage Capacity
5. Ontario Land Survey of the property boundary

Carried

APPENDIX C

Township of Strong

Official Plan

SCHEDULE 'A'

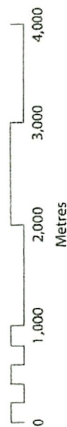
Land Use

Legend

Land Use

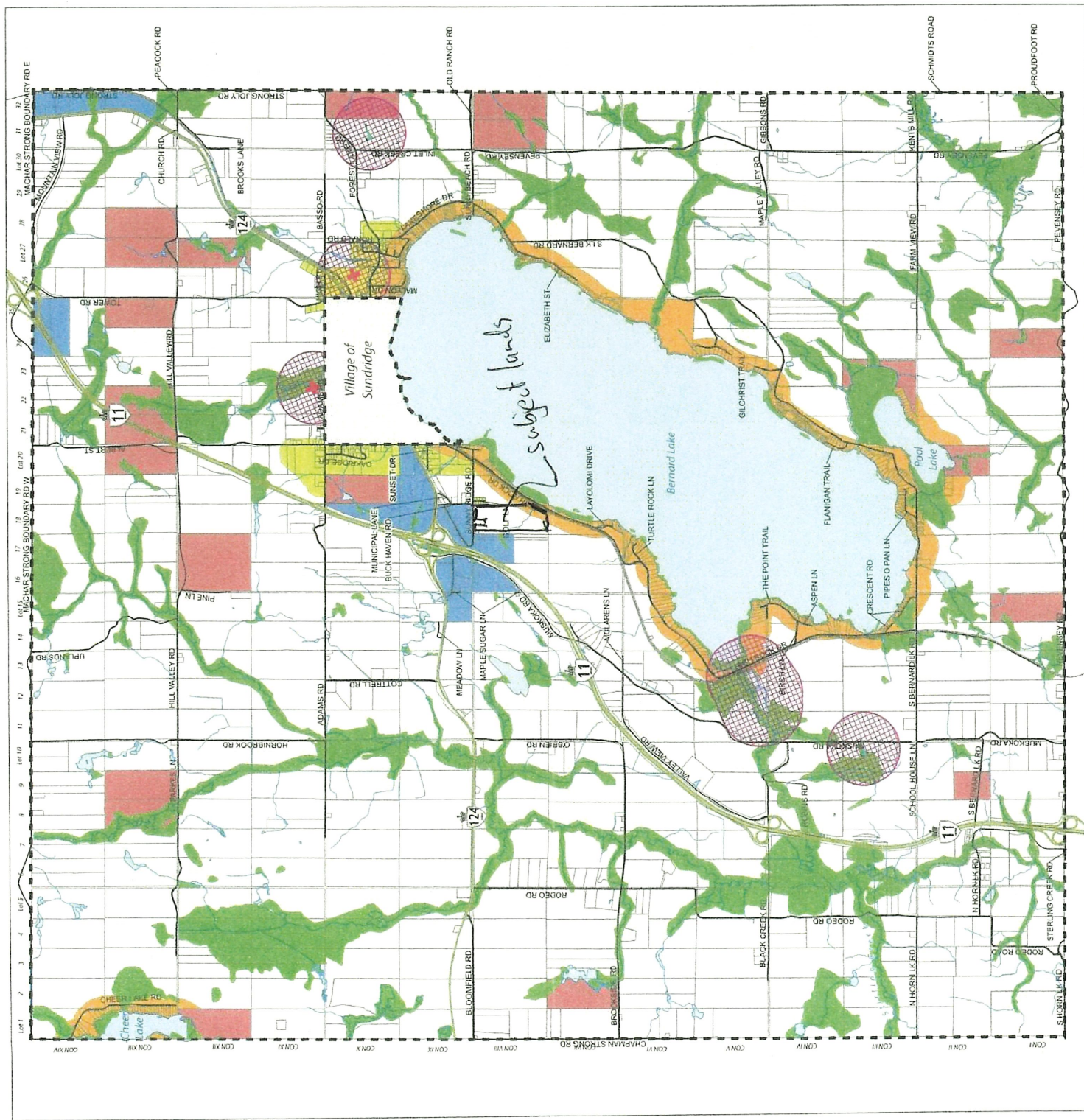
- Crown Land
- Commercial Employment
- Natural Heritage Protection
- Rural
- Rural Residential
- Shoreline
- Closed Waste Disposal Site
- Open Waste Disposal Site
- 500m Assessment Area
- Municipal Boundary

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Date: February, 2014



Township of Strong

Official Plan

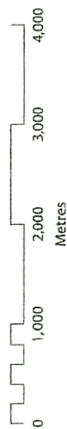
SCHEDULE 'B'

Natural Heritage Features

Legend

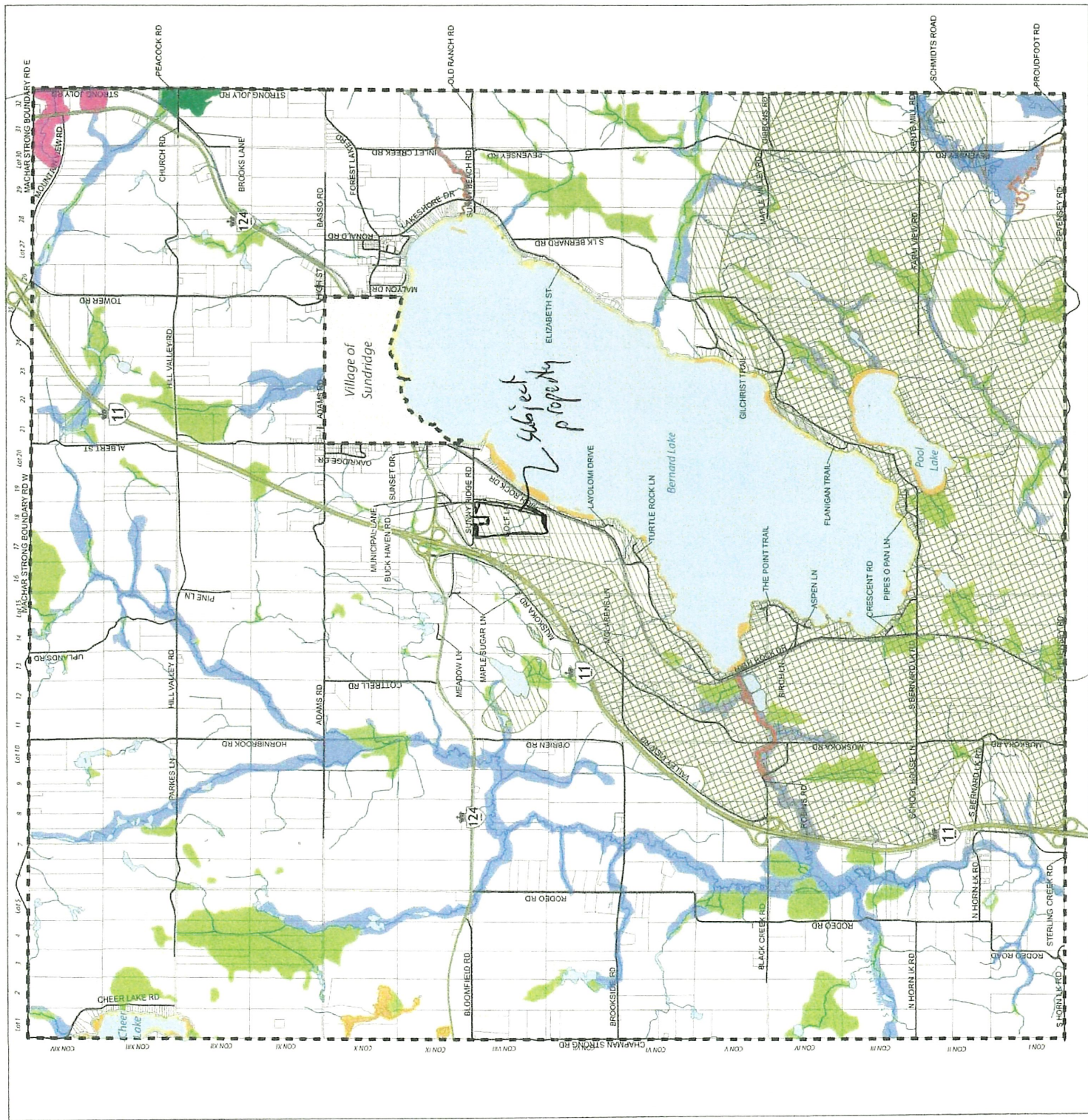
- Type One Fish Habitat
- Type Two Fish Habitat
- Deer Wintering Area (Stratum 1)
- Deer Wintering Area (Stratum 2)
- Fish Migration Route
- South River Intake Protection Zone
- Other Evaluated Wetland
- Unevaluated Wetland
- Floodplain Area
- Watercourse
- Municipal Boundary

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Date: September 6, 2013

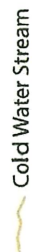
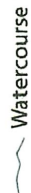


APPENDIX D

Zoning By-law

DRAFT

Legend



Zones

SR	Shoreline Residential
SR	Limited Services Shoreline Residential
RR	Rural Residential
RU	Rural
CE	Commercial Employment
CT	Commercial Tourist
TP	Commercial Tourist Park
M1	General Industrial
2-P	Extractive Industrial - Pit
Q	Extractive Industrial - Quarry
M3	Disposal Industrial
I	Institutional
OS	Open Space

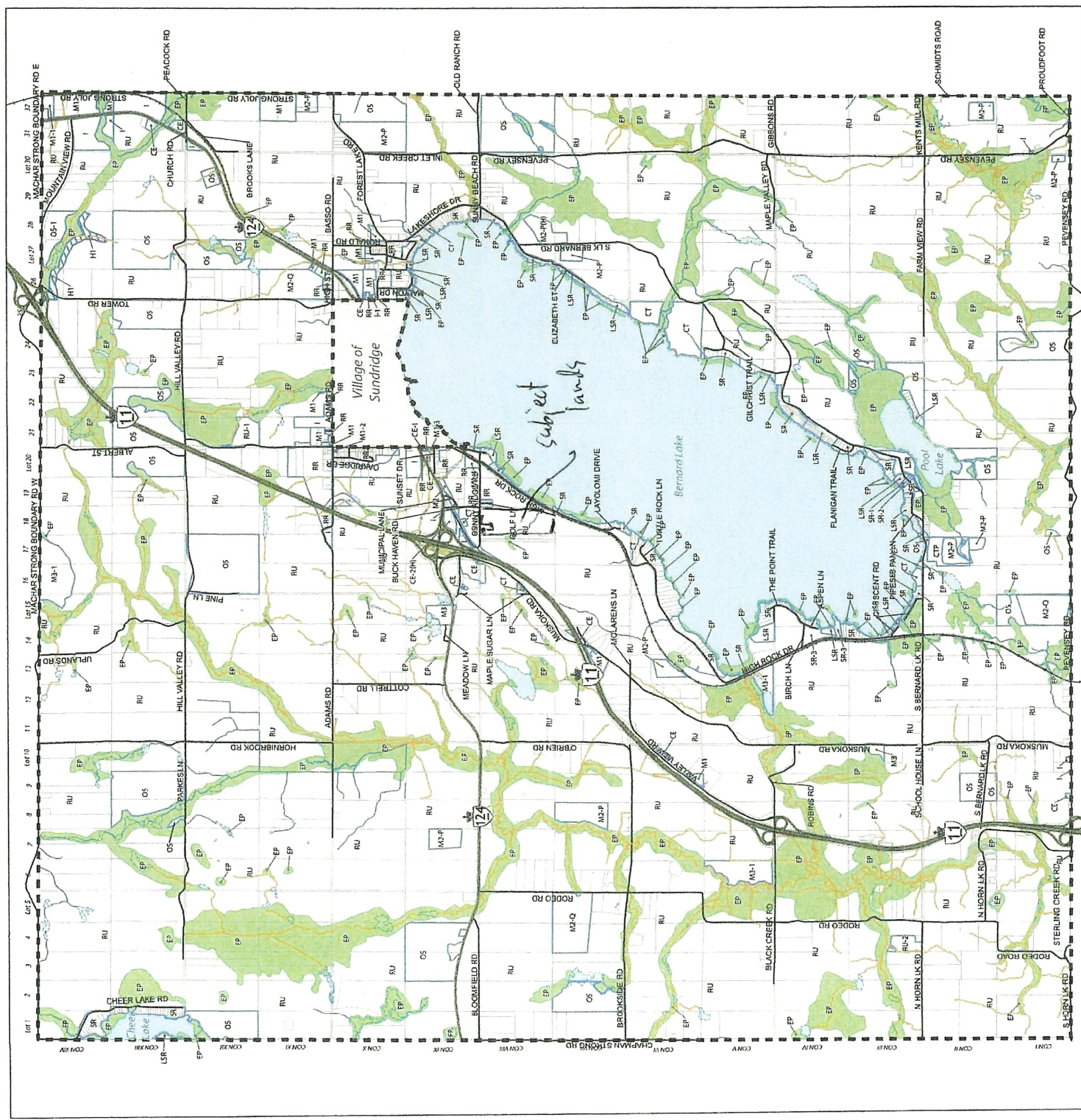
EP Environmental Protection



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Date: June 26, 2014





2025 Unaudited Budget

Revenue	Total
Provincial Grant	11,936.00
Special Case Business Funding	495.00
Consent Admin Fees	30,000.00
Consent Deposit Fee	8,000.00
Finalization Fees	2,500.00
	\$52,931.00

Expenses	Total
Wages and CRA Fees	14,000.00
Board Members	10,000.00
Audit	3,960.00
Copies/postage/Stationary	1,400.00
Rent	4,365.00
Insurance	1,902.00
Bank Fees	55.00
Training	0.00
Professional Fees	9,500.00
Miscellaneous	7,749.00
	\$52,931.00

THE CENTRAL ALMAGUIN PLANNING BOARD

By-Law 2025-001

Being a By-law to Govern the calling, place and proceedings of meetings of the Central Almaguin Planning Board.

Whereas the *Municipal Act, 2001, S.O. 2001, c. 25, as amended* requires that every municipality and local board shall pass a procedural by-law for governing the calling, place and proceedings of meetings; and

WHEREAS the Central Almaguin Planning Board deems it expedient to enact a by-law to govern the calling, place and proceedings of meetings.

Now Therefore the Central Almaguin Planning Board Enacts as Follows:

1.0 DEFINITIONS

Agenda means the written Order of Business.

Attendee shall mean a person, other than a member of Staff, who is present at a meeting.

Board Shall mean the Central Almaguin Planning Board.

Board Meetings include Regular, Special and Emergency Meetings of the Central Almaguin Planning Board.

By-Law Shall mean a law that has been enacted by the Board in order to exercise a power provided in an Act.

Closed Session Shall mean a meeting or part of a meeting that is closed to the public as prescribed in Section 239 of the Municipal Act, 2001, S.O. 2001, C.25, as amended.

Chair Shall mean the member who presides at a Central Almaguin Planning Board Meeting. An Acting Chair can be temporarily appointed to serve in Chair's place during their absence.

Communications Shall include, but not limited to, letters, memos, notices, emails, petitions, brochures, articles, etc. received for the purpose of the Board Agenda.

Delegation Shall mean a person or group of persons who are not members of the Board who have requested and are permitted to address the Board, individually or on behalf of a group, on a matter on the Agenda for that meeting in accordance with the provisions of this By-law.

Emergency shall mean a situation that poses an immediate threat to the Central Almaguin Planning Board.

Electronic Participation means a Board Member who participates in a meeting remotely via electronic means (e.g. Video or audio teleconference), who has the same rights and responsibilities as if they were in physical attendance, including the right to vote, and shall be permitted to participate in any portion of a meeting which is closed to the public.

Majority Vote shall mean a vote where over half of the Members are present, and eligible to vote and vote in the same manner.

Member shall mean a representative appointed by a member municipality or by the Province

Minutes shall mean a record of the proceedings of a meeting and shall be made by the Secretary-Treasurer without note of comment.

Motion shall mean a Resolution of the Board that is under debate.

Order of Business shall mean the sequence of business under consideration at a meeting.

Pecuniary Interest shall mean a direct or indirect pecuniary (monetary) interest within the meaning of the Municipal Conflict of Interest Act. R.S.O. 1990, c.M.50, as amended.

Presentation shall mean individual or group invited to present information to the Board

Proceedings shall mean the business conducted at a meeting.

Public Meeting (Statutory) shall mean a meeting held for the purpose required under an Act or Regulation.

Quorum shall mean the number of Members required to be present in the meeting room, in order that business may be conducted.

Recess shall mean a break from a meeting.

Recorded Vote shall mean documenting in the minutes of a meeting the names of each member and the members' vote on a motion.

Resolution shall mean a motion that has been passed by the Board.

Secretary-Treasurer Shall mean the person or designate duly appointed by the Board as prescribed in the Municipal Act, 2001, S.O. 2001, C.25, as amended.

Special Meeting shall be deemed a meeting which is in addition to the regular scheduled meetings.

2. GENERAL RULES AND REGULATIONS

- 2.1 The rules and regulations contained in this By-law shall be observed in all proceedings of the Board to which they apply and shall be the rules and regulations for the order of business at meetings of the Central Almaguin Planning Board.
- 2.2 Subject to the requirements of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the rules and regulations contained herein may be suspended by resolution for a single occasion by a majority Vote of the members present and eligible to vote, unless otherwise provided by law.
- 2.3 Subject to the right of appeal by a Member, the chair shall be responsible to interpret the rules of procedure under this By-law with the advice and assistance of the Secretary-Treasurer
- 2.4 No Meeting of the Board shall be held in the absence of the Recording Secretary.
- 2.5 Where procedural matters of the Board are not provided for in this by-law and are not governed by the Municipal Act, 2001 and the Municipal Conflict of Interest Act, Robert's Rules of Order shall apply.
- 2.6 In the case of the absence of the Chair and Acting Chair at a meeting of the Board, the remaining Members shall appoint by resolution another Member as Acting Chair.
- 2.7 Persons shall not be permitted to address the Board unless permission of the Chair has been obtained.
- 2.8 Board meetings will be live streamed and/or audio recorded, on an appropriate internet based platform that is generally available to members of the public.
- 2.9 The link to access the live streaming of meetings will be published in the applicable meeting Agenda.

3. PUBLIC NOTICE AND MEETINGS

- 3.1 Prior to the first meeting in each calendar year, the Board shall establish a schedule of all regular meeting dates for the calendar year
- 3.2 Notice of changes to the meeting schedule, including the revised date, time and location shall be given at least 24 hours advance notice. Changes to the meeting schedule will be posted as deemed appropriate by the Recording Secretary, and may include, posting on website.
- 3.3 The schedule shall contain the date, time and location of the meetings and will be posted on the board website. The meeting schedule is subject to change as necessary.
- 3.4 Notice of a Special Meeting of the Board, including the date, time, location and order of Business shall be given at least 24 hours prior to the meeting. Notice of a Special

Meeting will be posted as deemed appropriate by the Secretary-Treasurer, and may include, posting on the website.

- 3.5 If it appears that inclement weather or an emergency situation will prevent the members from attending a meeting, the Chair may direct the Secretary-Treasurer to postpone the meeting by contacting all members and posting a notice as deemed appropriate by the Secretary-Treasurer

4. TIME AND DATE

- 4.1 Regular Meetings of Board shall be held on the first Wednesday of each month and shall begin at 5:30 p.m., unless otherwise specified, and except when Wednesday is a statutory holiday, in which case Board shall meet on the next regular scheduled Meeting date or at the call of the Chair.

5. LOCATION

- 5.1 All meetings of Board shall be held in the Council Chambers at the South River Municipal Administration Office located at 63 Marie Street, South River. If another location is agreed upon, notice will be provided on the published agenda for that meeting.
- 5.2 The location of All meetings of Board will be indicated on the published Agenda.

6. SPECIAL MEETINGS

- 6.1 The Chair may at any time summon a special meeting and only the matters dealt with at the special meeting shall be those indicated on the notice provided.
- 6.2 Upon receipt of a petition of the majority of Members of the Board, the Secretary-Treasurer shall summon a special meeting and the only matters dealt with at the special meeting shall be those indicated on the notice provided.
- 6.3 In either circumstance, the Secretary-Treasurer shall give every member of Board at least 24 hours notice of the Special Meeting. Notice shall be either verbal or written and shall include the purpose of the Special Meeting.

7. ELECTRONIC PARTICIPATION

- 7.1 Electronic Participation at meetings may be conducted, pursuant to Section 238 of the Municipal Act, as amended, and in accordance with this by-law.
- 7.2 Members participating electronically shall be entitled to vote as if they were attending in person and participate electronically in a meeting that is open or closed to the public.
- 7.3 Members participating electronically in closed session shall have their camera on for the duration of the closed session and shall confirm that there is no other person(s) in the room with them.

8. ELECTRONIC PARTICIPATION – EMERGENCY SITUATIONS

- 8.1 This by-law is to be applied broadly and with flexibility to permit meetings to occur in light of special circumstances associated with emergency situations.
- 8.2 As determined by the Chair and Secretary-Treasurer, in an undeclared or declared emergency situation, all members, the Secretary-Treasurer, may participate electronically.
- 8.3 All members shall be counted for the purposes of quorum and shall be entitled to vote.
- 8.4 In deciding whether to hold a meeting or meetings electronically, Board shall consider the health and safety of the public.
- 8.5 In emergency situations where the health and safety of the public is deemed to be at risk, meetings will be open to the public by live streaming and/or audio recorded on an appropriate internet-based platform that is generally available to members of the public.

9. ROLES AND RESPONSIBILITIES

- 9.1 At meetings of the Board, it shall be the duty of the Chairperson or Vice-Chairperson to:
 - a) open the meeting by taking the Chair and calling the Members to order;
 - b) announce the business of the Board, in order in which it is presented on the agenda, as may be amended by the Board from time to time;
 - c) receive and submit, in the proper manner, all motions presented by the Members;
 - d) decline to put to vote motions which infringe upon the rules of procedure;
 - e) enforce the observance of order and decorum among Members and guests;
 - f) call by name any person persisting in breach of the rules of order of the Board and may order that person to leave the meeting;
 - g) authenticate by signature all By-laws, Resolutions and Minutes of the Board;
 - h) inform the Board when necessary or when referred to on a point of order or usage
 - i) represent and support the Board, declaring its will and implicitly obeying its decisions in all matters; ensure that the decisions of the Board are in conformity with the laws and by-laws governing the activities of the Board;
 - j) order any person or group in attendance at the meeting to cease and desist any behavior which disrupts the order and decorum of the meeting and expel any group or person who continues to disrupt the meeting after being warned; adjourn the meeting without question where group or person refuses to leave the meeting after being ordered to do so by the Chairperson;

k) act or appoint a person to communicate to the media and the public;

l) in the absence of the Chairperson, the Secretary-Treasurer or other Member may be assigned the duties to preside the meeting by a majority of the Board Members present.

10. MEMBERS OF THE BOARD CONDUCT

No Member at a meeting shall;

- a) speak aloud at a meeting or address members without first receiving permission of the Chairperson to do so;
- b) use profane language or offensive words or insulting expressions against any member, staff or guests;
- c) resist the rules of the Board or disobey the decisions of the Chair or presiding officer of the Board on questions of order or practice or upon the interpretation of the rules of the Board;
- d) leave his/her seat or make any noise or disturbance while a matter is being considered or discussed by the Board, while a vote is being taken, or until the results are declared ;
- e) interrupt any member while speaking through speaking out, noise or disturbance, except for a member to raise a point of order;
- f) speak on any subject other than the subject in debate;
- g) enter the meeting while a vote is being taken;
- h) leave a meeting without first obtaining permission from the Chair or presiding officer;
- i) be permitted to retake their seat after being ordered to leave, after committing a breach of the rules, until the next meeting, and without having apologized to the Board.

11. CONDUCT OF MEMBERS OF THE PUBLIC

11.1 Persons attending a meeting of the Central Almaguin Planning Board will obey the Chairperson at all times, and no person at a Board meeting shall;

- a) speak or address Members of the Board without first receiving permission of the Chairperson to do so;
- b) use profane or offensive words or insulting against the Board, any Member, staff or guest;
- c) resist the rules of the Board or disobey the decisions of the Chair or presiding officer or of the Board and questions of order or practice or upon the interpretation of the rules of the Board;
- d) leave his/her seat or make any noise or disturbance while a matter is being considered or discussed by the Board, while a vote is being taken or until the results are declared;
- e) interrupt any Board Member or speak out of turn thereby creating a disturbance,
- f) if a person is asked to leave a meeting, that person will only be permitted to attend any future meeting(s) of the board with permission of the Board by having satisfied the Chairperson, and Members of the Board that their conduct at future meetings will be in

conformity to the rules of this by-law.

12. DISCLOSURE OF PECUNIARY INTEREST

- 12.1 Every member of the Board, as defined by the Municipal Conflict of Interest Act, as amended, shall comply with the provisions of the Act including the declaration of any pecuniary interest as prescribed by the Act.
- 12.2 Where a member has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the Board at which the matter is the subject of consideration, the member shall:
- 12.3 At the beginning of each meeting and prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- 12.4 Not take part in discussion, or vote on any question in respect of the matter;
- 12.5 Not attempt in any way whether before, during or after the meeting to influence the voting on any such question.
- 12.6 Any member declaring a pecuniary interest shall leave the meeting until the Board has dealt with the matter in relation to which the interest has been declared.
- 12.7 Notwithstanding the above, when the meeting is in Closed Session, a member who has declared a Conflict of Interest shall leave the meeting until the Board has dealt with the matter in relation to which the interest has been declared. The Secretary-Treasurer shall record in the Minutes the time the member left and returned to the Closed Session.
- 12.8 Where the interest of a member has not been disclosed by reason of the member's absence from the meeting, the member shall disclose the interest at the first meeting of the Board attended by the member after the meeting at which the matter was considered.

13. QUORUM

- 13.1 A majority of the Members of the Board, shall constitute quorum.
- 13.2 If no quorum is present fifteen (15) minutes after the scheduled meeting time, the Secretary-Treasurer shall record the names of the members present and the meeting shall stand adjourned until the date of the next meeting; regular, special or emergency.
- 13.3 The Chair or Vice Chair shall call the meeting to order as soon after the scheduled meeting time that a quorum is present.
- 13.4 When quorum is lost, the meeting shall stand recessed and no further action shall be taken. If quorum is regained within fifteen (15) minutes the meeting shall

proceed. If quorum is not regained within fifteen (15) minutes, the meeting shall stand adjourned.

13.5 When quorum is lost as a result of Declarations of Pecuniary Interest by one or more Members, the remaining members shall be deemed to constitute quorum, provided the number is not fewer than two.

13.6 A member shall notify the Secretary-Treasurer when intending to be absent from a Board meeting.

14. BOARD AGENDAS

14.1 The Secretary-Treasurer shall prepare an agenda for meeting of the Board in the following format:

Call to Order
Approval of Agenda
Declaration of Pecuniary Interest
Meeting Minutes
Delegations
Public Meetings
New Applications
Presentations
New Business/Action Items
Correspondence
Notice of Motion
By-Laws (if applicable)
Closed Session (In Camera)
Adjournment

14.2 In the event that any agenda item is also the subject of a delegation or presentation, the item may be brought forward to the beginning of the agenda in order that the Board may receive the delegation and discuss the matter immediately following the delegation or presentation, at the discretion of the Chair.

14.3 The Secretary-Treasurer or designate shall accept items for inclusion on the agenda from Members of Board, delegations, affiliations and/or individuals, and shall place same on the agenda for consideration by the Board.

14.4 All items for inclusion on the Agenda shall be received by the Secretary-Treasurer or before the Wednesday prior to the scheduled Board meeting and will be placed on the Agenda at the discretion of the Secretary-Treasurer.

14.5 Any item which is not on the agenda as printed, but has been determined by the Secretary-Treasurer to be of a nature which requires Board's attention prior to the next scheduled meeting, may be added at the meeting by addendum at the discretion of the Secretary-Treasurer and with the Board's approval.

- 14.6 Any items brought forward by other means shall require a majority vote of the members present to be added to the agenda.
- 14.7 The order of business as stated above may be taken out of order at the discretion of the Secretary-Treasurer when preparing the Agenda. Items on the Agenda may be taken out of order at the commencement of the meeting at the discretion of the Majority of Board.
- 14.8 Additional correspondence distributed to the Board Members at the meeting, shall be recorded in the minutes.
- 14.9 The Secretary-Treasurer shall prepare and print a draft agenda and make it available to Members of Board on the Friday prior to the Board meeting.
- 14.10 The Secretary-Treasurer shall post the final agenda on the planning board website for public viewing, on the Monday prior to the meeting.

15. DELEGATIONS

- 15.1 Any person requesting a delegation or presentation shall submit a written request to the Secretary-Treasurer no later than 4:00 p.m. on the Wednesday prior to the meeting at which they wish to be heard. The written request will be included as part of the Agenda. The Delegation request may or may not be heard at the discretion of the Secretary-Treasurer and/Chair.
- 15.2 No delegation may be scheduled for a closed session.
- 15.3 Delegations are to be limited to fifteen (15) minutes, an extension to this time frame requires a resolution of the Board and can be up to a maximum of 15 additional minutes.
- 15.4 The number of delegations per agenda shall be limited to two (2).
- 15.5 Delegations are intended to provide information and not to enter into a debate with the Board members. Delegations may only speak to the matter listed on the Agenda, as per the submitted form.
- 15.6 Delegations that have previously appeared on the same subject matter shall be limited to three (3) delegation requests and must provide new information only. The Delegation request may or may not be heard at the discretion of the Secretary-Treasurer and Chair.
- 15.7 Requests from a delegation will be brought to a future meeting of the Board upon direction from a member.
- 15.8 Delegations can appear either in person or electronically.

16. PRESENTATIONS

- 16.1 The purpose of presentations shall be when consultants have information for Board or when an individual or a group have been requested to attend a meeting to present information.
- 16.2 Presentations will be limited to thirty (30) minutes, unless otherwise directed by the Secretary-Treasurer, followed by a question period for the Board members if required.
- 16.3 Presentations are intended to provide information and not to enter into a debate with Board Members.

17. CORRESPONDENCE

- 17.1 Correspondence that are addressed to the Board members or that relate to Board matters shall be added to the agenda under communications.
- 17.2 Correspondence not addressed to Board but that the Secretary-Treasurer deems to be of interest shall be added to the agenda under Correspondence.
- 17.3 Any Communication that is not legible or that contain any defamatory allegations, or improper matters shall be circulated to Board Members in a confidential manner.
- 17.4 Correspondence will be received for Information only unless a Board Member requests a different Action.

18. BY-LAWS

- 18.1 Every By-law shall be listed on the agenda by an identifying number, followed by a brief description of the intent of the By-law.
- 18.2 Every By-law enacted by By-Law shall be numbered and dated.
- 18.3 The Secretary-Treasurer shall make minor corrections to any by-law resulting from technical or typographical errors. Corrections shall not change the intent of the By-law.
- 18.4 The By-laws as enacted shall be available for public inspection in the Administration office during regular business hours. The Secretary-Treasurer may provide electronic access, including posting on the Website or such other method as may be determined by the Secretary-Treasurer.

19. NOTICE OF MOTION

- 19.1 A Notice of Motion shall allow members to advise of a motion they will be presenting to the Board for consideration at a future meeting. Members bringing forward a motion shall provide the requested motion to the Secretary-Treasurer

20. CLOSED SESSION MATTERS

- 20.1 A meeting or Part of a Meeting may be closed to the public if the subject matter be considered is pursuant to the Municipal Act, 2001, as amended.
- 20.2 Documents and/or Staff Reports that are 'Confidential' will be marked confidential.
- 20.3 Documents and/or Staff Reports that are 'Confidential' will be made available to Board Members at the meeting and must be returned to the at the end of the Closed Session.
- 20.4 Before holding a meeting or part of a meeting that is to be closed to the public, the Board shall state by resolution the fact of the holding of the Closed Meeting and the general nature of the matters to be considered at the Closed Meeting.
- 20.5 Where a matter is discussed during the closed session under the provisions of this by-law, all members of the Board, staff or other person in attendance, shall not discuss or repeat the discussion, in whole or in part, with any other person outside the closed session.
- 20.6 Both at Meetings of the Board and during their preview of the application forms distributed to them, the Members of the Board will treat all personal information applied by the applicant(s) or their assigned agent to the Consent application forms with appropriate confidentiality as required by the Municipal Freedom of Information and Protection of Personal Privacy Act R.S.O. 1990, c.M.56.
- 20.7 Members participating electronically in closed session shall have their camera on for the duration of the closed session and shall confirm that there is no other person(s) in the room with them.

21. ADJOURNMENT

- 21.1 The motion to adjourn shall include the time of the adjournment along with the date and time of the next scheduled meeting.
- 21.2 Unless otherwise determined by Resolution of the Board by a majority vote to extend the meeting by one-half hour, and no longer, all meetings commencing at 5:30 p.m. shall conclude at the hour of 9:30 p.m.
- 21.3 Any meetings commencing at a different time shall not exceed four (4) hours in length.

22. UNFINISHED BUSINESS

- 22.1 Unfinished Business shall be listed on the agenda in the order in which it first came before Board for consideration and if not dealt with at the meeting at which it appeared on the agenda shall continue to be listed until finalized.

23. RESOLUTIONS

- 23.1 A resolution shall express the decision of Board and shall be passed to give direction to staff.

24. MINUTES

- 24.1 The Minutes of each meeting of Board shall record:

The place, date and time of the meeting
The names of all members, staff and guests present
All resolutions, decisions and other proceedings of Boards.

- 24.2 The Secretary-Treasurer shall ensure that the draft minutes are available after approved at a future meeting.

25. RECESS

- 25.1 A recess shall be permitted by a majority consent of members and shall set a time to recess for.

26. RULES OF DEBATE

- 26.1 No Member shall be deemed to have precedence or seniority over any other Member.

- 26.2 The Chair shall preside over the conduct of the meeting, including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the meeting. The minutes will reflect the Point of Order, and the Chair's ruling.

- 26.3 The Chair may speak on any matter either before the commencement of debate on any matter, or without entering into further debate, may speak to close the debate on any matter after all Members wishing to speak have spoken.

- 26.4 If the Chair wishes to take part in the debate, the Chair must leave the chair and call on another Member to act in the Chair's place until the debate is closed and in such case the Chair waives their privilege to close the debate. The Member acting in the Chair's place may close the debate.

- 26.5 After the Chair, the member who moves a main motion has the first right of speaking on that motion, the seconder has the next right of speaking on the motion.

- 26.6 No Member shall speak to a question or motion until the Member has been

recognized by the Chair. After being recognized by the Chair, all remarks shall be respectfully made through the Chair.

- 26.7 When a member wishes to call attention to what the member believes to be a violation of the rules of procedure, the member shall, when recognized by the Chair, raise the point of order.
- 26.8 When a point of order is acknowledged by the Chair, any Member speaking at the time shall cease doing so until the point has been dealt with.
- 26.9 On raising the point of order, a member shall state the point of order with concise explanation and the Chair shall rule upon the point of order.
- 26.10 The Chair's ruling shall be final, unless a Member immediately appeals the ruling of the Chair (challenges the Chair) as follows:
- a) The Member appealing shall state the reasons for the appeal;
 - b) The Chair may offer reasons in favour of upholding their ruling; and
 - c) The Members shall vote on the appeal without debate.
- 26.11 If the appeal is upheld, then the Chair shall change their ruling accordingly or if the appeal is rejected, then the Chair's ruling stands and no further avenues of appeal are allowed.

27. VOTING

- 27.1 Voting shall be by way of a "show of hands" in favour or against.
- 27.2 A Recorded Vote may be requested by any Member present at the meeting, immediately prior to or immediately subsequent to the taking of the vote. The vote will then be taken immediately without debate.
- 27.3 To process the Recorded Vote:
- 1) The Secretary-Treasurer will call Members present by name in alphabetical order.
 - 2) The Secretary-Treasurer will record each Member's vote in the Minutes of the meeting and on the Resolution Form or Notice of Decision, as applicable.
 - 3) Every Member present at the meeting who refuses or fails to vote during a Recorded Vote, when permitted to vote by law on the question, will be deemed

as voting against the question.

4) After completion of the Recorded Vote, the Secretary-Treasurer will announce the results.

27.4 Member Requesting Their Stand Recorded: If there is no request for a Recorded Vote, any Member may request the Secretary-Treasurer to record their stand on a question in the Minutes of the meeting.

27.5 The Chairperson, except where disqualified to vote, may vote on all questions, and when so, shall vote last. After the Chairperson commences to take a vote on a question, no member shall speak to such question or present any other motion until a vote has been taken on such question. The Chairperson shall announce the results of the vote once the vote is completed.

27.6 Equal Vote: Any question on which there is an equality of votes shall be deemed to be defeated, except where expressly provided in legislation.

28. Motions

Order of Consideration:

28.1 Members may introduce matters to be dealt with by motion, subject to the notice provisions in this By-law.

28.2 A motion for introducing a new matter shall not be presented without notice unless the Board, without debate, dispenses with such notice by a two-thirds vote of the Members present.

28.3 Every motion, amendment to a main motion, or amendment to an amendment must be formally moved and seconded before the Chair can put the question to Board for a vote, and prior to any discussion on the question.

28.4 Any member may require a motion under discussion to be read by the Chair at any time during the debate but not so as to interrupt another member who is speaking.

28.5 Motions will be presented and debated in the order of their presentation on the agenda. With concurrence of two-thirds of the Members present at a meeting, a motion may be brought out of that order and considered at the requested time.

28.6 Motion to Defer: A motion to defer will include a reason for deferral and assigned a date for its return for disposition at a future regularly scheduled meeting, otherwise that motion will be brought forward on the agenda for the next regular meeting.

28.7 Amending Motion: Amendment to a motion may be made to change or vary the main motion provided such amendment will not materially change the intent or

meaning of the main motion and may include the changing or deleting of certain words or adding words for clarification of the intent. A motion to amend the main motion will be made in writing.

28.8 An amendment modifying a motion may be made provided it is not contrary to the main intention of the motion.

28.9 An alternate motion may only be introduced if the motion in debate is not passed.

28.10 Limitation: Only one amendment at a time can be presented to a main motion, and only one amendment to an amendment may be presented.

28.11 Order of Vote: Where there is a motion to amend a motion of amendment, the motion to amend will be voted upon first. If no other amendment to the amendment is presented, the amending motion will be put to the. If no other amendment to the main motion is presented, the main motion as presented or amended depending on the disposition of the amendment, will be put to vote.

29. VERBAL MOTIONS

29.1 The following motions may be introduced verbally and without written notice and without leave:

Point of Order or Personal Privilege;
a Motion to Withdraw a Motion for Amendment;
a Motion to Recess the meeting;
a Motion to Call the Vote on a Question in Debate;
a Motion to Divide the components of a motion for separate voting;
a Motion to Request a Short Reading of a written motion;
a Motion to move out of Closed Session;
a Motion to change the Order Of Business listed on the agenda;
a Motion to Adjourn the meeting.

30. SEVERABILITY

30.1 If any section or sections of this by-law or parts thereof are found by a court of law to be illegal or beyond the power of the Board to enact, such section or sections or parts thereof shall be deemed to be severable, and all other sections or parts of this by-law shall be deemed to be separate and independent therefrom and to be enacted as such.

31. CONFLICT

31.1 If a provision of this by-law conflicts with an Act or regulation or another by-law the provision that is the most restrictive shall prevail.

32. REPEALED BY-LAWS

32.1 This By-law repeals any procedural by-laws passed by the Board.

33. EFFECTIVE DATE

33.1 This By-law shall come into force and take effect upon the date of passing.

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