

Desbarats to Echo Bay Planning Board
May 23th 2023
Agenda
Location: Tarbutt Council Chambers
27 Barr Road South
Time: 7:00 p.m.

A. Routine Matters:

- 1. Call to order 7:00 p.m.**
- 2. Declaration of conflict/pecuniary interest**
- 3. Approval of minutes (April 25th 2023)**
- 4. Staff/Members reports**

B. Old Business:

- 1. Draft Request for Quote – Joint Official Plan**
- 2. Establishment By-law Amendments (98-01)**
- 3. Draft Preliminary Budget 2023**

C. New Business:

- 1. Application for Consent: i. E2023-04 Lewis
 ii. E2023-05 Koski**
- 2. Cost Analysis – Planning Board Consent Application(s)**

D. Information:

E. Seminars/Meetings:

F. Newsletters/Bulletins:

G. Adjournment:

Item A.3.

DESBARATS to ECHO BAY PLANNING BOARD

April 25th 2023

Regular Meeting

Present: Lennie Smith, Deputy Chair, Todd Rydall, Reg McKinnon, Jim Withers, Jason Koivisto

Staff: Jared Brice, Jean Palmer

Visitors: List Attached

No conflict of interest was declared at this time.

The following minutes are comprised of resolutions and the Secretary-Treasurer's interpretation of the meeting.

Res.: 18-2023 Jim Withers, Todd Rydall

Be it resolved that the Board opens their regular meeting at 7:00 pm. (cd)

Res.: 19-2023 Todd Rydall, Reg McKinnon

Be it resolved that the Board accepts the Minutes of March 14th 2023 as presented.(cd)

Res.: 20-2023 Reg McKinnon, Jason Koivisto

That the Planning Board gives Provisional Consent to Application T2022-14.

Applicant(s): Bronco Tomasic with attached conditions and notes. (cd)

Res.: 21-2023 Jason Koivisto, Todd Rydall

That the Planning Board gives Provisional Consent to Application T2023-01.

Applicant(s): Isaak & Mannasah Doerksen with attached conditions and notes. (cd)

Res.: 22-2023 Jason Koivisto, Todd Rydall

That the Planning Board gives Provisional Consent to Application T2023-03.

Applicant(s): Gary and Heather MacMillan with attached conditions and notes. (cd)

Res.: 23-2023 Jim Withers, Todd Rydall

Be it resolved that the Board accepts Bill 23 revisions as presented. (cd)

Res.: 24-2023 Jason Koivisto, Reg McKinnon

Be it resolved that the Board removes the existing Covid-19 Policy and Procedure as it currently stands. (cd)

Res.: 25-2023

Be it resolved that the Planning board receives the Request for Quote as presented.

DEFERRED

Res.: 26-2023

Be it resolved that the Board accepts the 2023 Budget as presented.

DEFERRED

Pg. 2, 2023-04-25

Res.: 27-2023 Reg McKinnon, Jason Koivisto

Be it resolved that the Board agrees to renew their OACA Membership for \$150.00 for 2023. (cd)

Res.: 28-2023 Todd Rydall, Jason Koivisto

That the Planning Board meeting adjourns at 8:37 p.m. until the next scheduled meeting or at the call of the Chair. (cd)

Carried: _____

Certified to be a true copy of a resolution

Chair: _____

Secretary-Treasurer _____

DESBARATS TO ECHO BAY PLANNING BOARD

REQUEST FOR QUOTES

CONSULTING SERVICES TO COMPLETE THE JOINT OFFICIAL PLAN FOR THE DESBARATS TO ECHO BAY PLANNING AREA

Issued: April 26th, 2023

Closing Date: June 20th, 2023 by 2:00 P.M.

Lowest quote or any quote not necessarily accepted

1.1. Purpose:

The Desbarats to Echo Bay Planning Board invites quotes from qualified planning consultants for the completion of the Joint Official Plan for the Desbarats to Echo Bay Planning Board Area. At its April 25th, 2023 meeting, the Desbarats to Echo Bay Planning Board received a Draft Joint Official Plan for the Desbarats to Echo Bay Planning Area with Bill 23 Revisions (see attached). The intent is to complete this Draft Joint Official Plan and implement any amendments where required (including the Provincial Planning Statement expected in 2023) for adoption by the Member Municipalities.

1.2. Definitions

When used in the Quote Request, the following terms and expression have the following meanings:

“Contract” shall mean a written agreement between the Planning Board and another party for the purchase of Supplies, Services or Construction pursuant to this Quote Request;

“Form of Agreement” means the contract in accordance with this Quote Request and which is eventually revised and executed between the Planning Board and the Successful Proponent;

“Member Municipalities” refers to the municipalities that comprise the Desbarats to Echo Bay Planning Board Area – The Township of Macdonald Meredith and Aberdeen Additional, The Township of Laird, The Township of Tarbutt, and The Township of Johnson.

“Planning Consultants” refers to Planning Consultant(s) in good standing with the Ontario Professional Planners Institute.

“Planning Board” refers to the Desbarats to Echo Bay Planning Board;

“Proponent” herein also sometimes referred to as “Bidder”, shall mean an arms-length party that submits a Quote;

“Quote” herein also sometimes referred to as “Bid”, shall mean a submission from a prospective Vendor in response to a request for the purchase of Supplies or Services issued by the Planning Board;

“Request for Quote” herein also sometimes referred to as “Bid Request”, shall mean a formal request for competitive sealed Quotes;

“Services” shall mean intangible items such as, without limitation, telephone, gas, water, hydro, janitorial and cleaning services, consultant services, legal services, medical and related services, insurance, leases for grounds, buildings, office or other space required by the Corporation and the rental, repair, or maintenance of equipment, machinery, or other personal and real property;

“Successful Proponent” herein also sometimes referred to as the “Successful Bidder” or “Successful Consultant” shall mean the Proponent who has met or exceeded the minimum requirements of the Quote Request in its entirety as determined by the Planning Board in its absolute discretion and to whom an award is recommended;

“Submission Package” is the compiled requirements for this proposal;

Lowest quote or any quote not necessarily accepted

1.3. Deliverables:

One (1) Completed and Adopted Joint Official Plan for the Desbarats to Echo Bay Planning Area.

Scope of Work will include and may not be limited to:

- A streamlined review of the existing Draft Joint Official Plan including providing recommendations to the Board to amend where required and/or requested.
- Providing a review and recommendations regarding agricultural designated lands in the Township of Macdonald Meredith and Aberdeen Additional to the Planning Board OR the Planning Board area.
- Amend the Draft Official Plan for the Desbarats to Echo Bay Planning Board Area where required to ensure consistency with the 2023 Provincial Planning Statement / Policy.
- Submission of the Draft Joint Official Plan to the “One Window Review”. Any amendments required as part of the “One Window Review” are to be implemented by the successful Proponent with consultation with the Planning Board.
- Providing planning services as part of the public consultation requirements of implementing an Official Plan.
- Submission of the Official Plan to the relevant authorities prior to adoption by the Member Municipalities.

1.4. Terms of Agreement for services:

The successful proponent will be required to enter into an agreement (the “Contract”) with the Desbarats to Echo Bay Planning Board for the provision of the deliverables as stated in this Request for Quote.

It is the Desbarats to Echo Bay Planning Boards intention to enter into the Form of Agreement based on that described in this document and in the form of only one (1) legal entity, subject to the Planning Boards Approval and budgetary allowances.

Should the Planning Board proceed with additional services in future phases, the Planning Board reserves the right to obtain the services of the successful Proponent or issue a new Request for Quote or Proposal.

The Planning Board reserves the right to enter into either an Independent Contractor’s Agreement or a short term employment contract with the successful proponent as best meets the Planning Boards needs.

It is anticipated that the Agreement will be executed with the selected Proponent on or around the end of June, 2023. The work will commence only after written instruction from the Planning Board Secretary-Treasurer and is expected to begin immediately following contract execution.

Lowest quote or any quote not necessarily accepted

A Proponent who submits conditions, options, variations, or contingent statements to the terms set out in the Agreement, either as part of its Proposal or after receiving notice of selection, may be disqualified.

All quotes shall be received on page 5, attached hereto.

All quotes shall contain a reasonable time frame noting commencement and completion dates.

The Planning Board reserves the right to request bidders to clarify information, or to address specific requirements not adequately covered in their submission.

The Price to remain firm for a period of 30 days after the closing date.

1.5. E-mail or fax responses will be accepted.

Mail to admin@tarbutt.ca or Fax: 705-782-4274 or submitted to The Township of Tarbutt Municipal Office, 27 Barr Road South, Desbarats, ON, or left in the mail slot if the office is closed. Please phone to ensure the office has been notified that your bid has been received (705 782 6776).

Notes:

The lowest or any bid is not necessarily accepted. The Planning Board reserves the right to accept or reject any or all quotes if the detail or quality of work or materials is insufficient.

Any questions regarding this project may be sent to Jared Brice at admin@tarbutt.ca.

Deadline for submissions: June 20th, 2023 by 2:00 P.M.

Deadline for Delivery: As soon as possible, and no later than January 31st, 2024.

Lowest quote or any quote not necessarily accepted

THIS PAGE MUST BE SUBMITTED WITH YOUR BID

Estimated Commencement date: _____

Completion date of all items: _____

Cost of services

Streamlined review of the existing Draft Joint Official Plan including providing recommendations to the Board to amend where required and/or requested.

\$ _____

Review and recommendations regarding agricultural designated lands in the entire Planning Board area OR Township of Macdonald Meredith and Aberdeen Additional to the Planning Board.

\$ _____

Amend the Draft Official Plan for the Desbarats to Echo Bay Planning Board Area where required to ensure consistency with the proposed 2023 Provincial Planning Statement / Policy.

\$ _____

TOTAL QUOTE:

\$ _____

I, _____, do solemnly attest that I have the authority to bind the Corporation and submit that I will be responsible for any and all assertions made herein.

The name, e-mail and phone number of the bidding firm and its principal contact person is:

Name of Company: _____

Principal Contact: _____

E-mail _____ Cell No: _____

Authorized Signature: _____ Date: _____

Insurance Coverage shall be provided upon award.

Lowest quote or any quote not necessarily accepted

Item B.2.

DESBARATS TO ECHO BAY PLANNING BOARD

By-law 98 - 01

Being a By-law to govern the calling, place and proceedings of meetings of the board

WHEREAS Section 95 of the Municipal Act, R.S.O 1990 being chapter 45, as amended requires every local board to adopt a procedure by-law for governing the calling, the place, and the proceedings of its meetings, and

WHEREAS the Desbarats to Echo Bay Planning Board is a local board as defined in the Municipal Affairs Act, and as such is subject to the aforementioned legislation, and

WHEREAS the Desbarats to Echo Bay Planning Board further deems it appropriate to establish certain rules and procedures for the conduct of its meetings.

NOW THEREFORE, THE DESBARATS TO ECHO BAY PLANNING BOARD

SECTION 1 – DEFINITIONS:

In the By-laws and resolutions of the Desbarats to Echo Bay Planning Board, unless the context requires otherwise, the following definitions shall apply to the terms and phrases used therein:

- a) Board – means the Desbarats to Echo Bay Planning Board
- b) Chair – means a person elected **annually every four years** by the Board to preside over meetings of the Board and will have signing authority with the Secretary-Treasurer
- c) Member – means a member of the Desbarats to Echo Bay Planning Board
- d) Secretary-Treasurer – means a person appointed **annually every four years** by the Board to perform certain responsibilities and conduct certain business on behalf of the Board from time to time.
- e) Quorum – four members of the Board shall constitute quorum
- f) Vice-Chair – means a person elected **annually every four years** by the Board to preside over meetings of the Board in the absence of the Chair and has signing authority with the Secretary-Treasurer.

SECTION 2 – GENERAL PROVISIONS:

- a) The rules and regulations contained in this By-law shall be observed in all proceedings of the Board and shall be the rules and regulations for the dispatch of business by the Board.
- b) Any procedure under this By-law which is discretionary and not mandatory under the statute may be suspended with the consent of the majority of the members present.
- c) Persons shall not be permitted to address the Board except with the permission of the Chair. In the case of a delegation appearing before the Board, only appointed representatives shall address the Board with the permission of the Chair.

SECTION 3 – CONVENING OF BOARD MEETINGS:

- a) All regular meetings of the Board shall be held **on a rotation basis in the Council Chambers of the Townships of the Board, every second Monday of every month** **The Township of Tarbutt Council Chambers** beginning at 7 pm or at the call of the Chair.
- b) The Board may by resolution, dispense with, alter the time of, day of, or place of any regular Board meetings.
- c) If no quorum (4 members) is present one half hour after the time appointed for a meeting of the Board, the Secretary-Treasurer shall record the names of the members present and the meeting shall stand adjourned until the next regular meeting of the Board.

SECTION 4 – AGENDA:

- a) Agendas shall be prepared for all meetings of the Board and be formatted as follows:
- A. Routine Matters
 - 1. Call to Order
 - 2. Declaration of **Conflict** or Pecuniary Interest
 - 3. Approval of minutes/statements
 - 4. Delegations
 - B. Old Business
 - C. New Business
 - D. Information
 - E. Seminar / Meetings
 - F. Newsletters / Bulletins
 - G. Adjournment
- b) The Business of the Board shall be taken up in the order listed unless otherwise decided by the Chair.
- c) Persons desiring to present information to the Board shall give written notice to the Secretary-Treasurer not less than one week prior to the meeting.
- d) Important correspondence will be appended to the agenda by the Secretary-Treasurer and copies will be provided to each member of the Board.

SECTION 5: MINUTES

- a) The minutes of each meeting of the Board shall record the following:
- the place, date and time of the meeting
 - the names of the members present
 - the adoptions, correction and amending of minutes of previous meetings
 - general business
 - motions
- b) The Secretary-Treasurer shall ensure that the minutes of any preceding meetings are available at least one week prior to the next meeting. (remove)

SECTION 6: PETITIONS

Verbal deputations or presentations must not exceed 15 minutes in length, and any extensions of this time allotment must be approved by the Board.

READ AND PASSED AT A REGULAR MEETING OF THE DESBARATS TO ECHO BAY PLANNING BOARD ON THE 13TH DAY OF JULY, 1998

Item B.3.

REVENUE:

DRAFT PROPSOSED BUDGET 2023

17-May-23

	2022 Budget	2022 Actuals	2023 Draft	Notes
Severance Applications	\$12,800.00	\$13,600.00	\$13,400.00	15 Projected (8x800 + increase to \$1000 (7x1000) if increased
Other Revenue	\$320.00	\$395.00	\$300.00	photocopying revenue to Tarbutt for applications
Municipal Contribution*	\$22,590.00	\$17,590.00	\$32,275.00	levy increased by \$5590.00 in 2022
GIS Levy	\$0.00	\$5,000.00	\$5,000.00	
Total	\$35,710.00	\$36,585.00	\$50,975.00	

	2022 Budget	2022 Actuals	2023 Draft	2022 Notes
Honorariums	\$4,000.00	\$3,070.00	\$5,400.00	if 1 new member & 8 meetings/y
Site Visits, Deeds	\$1,600.00	\$650.00	\$1,500.00	\$50 each site visit and \$50 each deed signed
Conferences (Board Members)	\$250.00	\$0.00	\$615.00	\$615 already spent
Wages - Admin	\$14,000.00	\$20,075.75	\$23,000.00	6% increase for Tarbutt Staff
Office/Phone (Rent)	\$1,200.00	\$1,200.00	\$2,400.00	requested from Tarbutt
Office Supplies & Advertisments	\$1,000.00	\$1,000.62	\$1,500.00	2 sided colour printer with ink, stamps x 2 roll (0.05c/page - cost analysis)
Insurance	\$1,400.00	\$984.74	\$1,000.00	cheaper now
Audit	\$1,500.00	\$1,327.75	\$1,400.00	expecting same cost
Planner for Consent App.	\$3,400.00	\$3,600.00	\$5,000.00	Rate increased in 2021 (average of \$340/ application)
Misc (mileage, donations)	\$350.00	\$0.00	\$210.00	\$0.55/km average 25 km per consent
Legal Fees	\$200.00	\$0.00	\$1,000.00	to build up \$1000/year at Boards discretion
GIS Mapping Agreement	\$2,100.00	\$2,219.38	\$2,400.00	ArcGIS annual agreement
Bank Charges	\$200.00	\$164.57	\$200.00	
Conferences (Staff)	\$250.00	\$150.00	\$150.00	OACA 1 Year subscription
Reserves	\$1,000.00	\$0.00	\$2,000.00	to build up \$2000/year at Boards discretion
GIS Wages	\$2,900.00	\$2,900.00	\$3,000.00	
Printing (to Tarbutt Twp.)	\$360.00	\$1,191.36	\$200.00	\$158.75 actuals owing to Tarbutt as of May 17, 2023 @ 0.25c/page
Total	\$35,710.00	\$38,534.17	\$50,975.00	

Table 2: 2022 Municipal Contributions to Desbarats to Echo Bay Planning Board

(1,949.17)

Township	2023 Levy	GIS Levy	Additional Levy 2023	Total
Johnson (20% Equalized Assessment)	\$ 3,518.00	\$ 1,000.00	\$ 1,937.00	\$ 6,455.00
Tarbutt (20% Equalized Assessment)	\$ 3,518.00	\$ 1,000.00	\$ 1,937.00	\$ 6,455.00
Laird (28% Equalized Assessment)	\$ 4,925.20	\$ 1,400.00	\$ 2,711.80	\$ 9,037.00
MM & AA (32% Equalized Assessment)	\$ 5,628.80	\$ 1,600.00	\$ 3,099.20	\$ 10,328.00
Total	\$ 17,590.00	\$ 5,000.00	\$ 9,685.00	\$ 32,275.00

Desbarats to Echo Bay Planning Board**Application for Consent**
Under Section 53 of the Planning ActBefore Starting This Application

Please read the following:

Appendix A: Completeness of the Application

Appendix B: Submission of the Application

Appendix C: Help

Appendix D: Notes to Applicants

In this form the term "subject" means the land to be severed and/or the land to be retained.

Office Use Only

File Number	E2023-04
Roll Number	5751 00000 300000000
Date Submitted	April 6 2023
Date Received	April 6 2023
Sign Issued	

Please Print and Please Complete or Check-Mark Appropriate Box (s). Please use ink, not pencil.**1. Applicant Information**

1.1	Name of Applicant Lisa & Brian Lewis	Home Telephone No. 705-785-2451	Business Telephone No. 519-427-4541
	Address 1196 Plummer Road, Bruce Mines, On		Postal Code P0R 1C0
1.2	This section is for the name of Owner (s) if different than the applicant. An owner's authorization is required in Section 11.1		
	Name of Owner (s) Edna Lewis	Home Telephone No. 705-248-1923	Business Telephone No.
	Address 198 Iron River Road, Echo Bay, On		Postal Code P0S 1C0
1.3	Name of person who is to be contacted, and to receive any correspondence, about the application, if different than the applicant. This may be a person or firm acting on behalf of the applicant.		
	Name of Contact Person	Home Telephone No.	Business Telephone No.
	Address	Postal Code	Fax No.

2. Location of the Subject Land

2.1	District Algoma	Local Municipality MacDonald	Section or Mining Location 198	Civic #
	Concession Number (s)	Lot Number (s)	Registered Plan No.	Lot (s)/Block (s)
	5	H-766		
2.2	Reference Plan No. IR Plan 3223	Part Number (s) 3	Name of Street/Road Iron River Road	Other Identifier
	Are there any easements or restrictive covenants affecting the subject land? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (describe below the easement or covenant and its effect)			

3. Purpose of this Application	
3.1	Type and purpose of proposed transaction (check appropriate box) Transfer: <input checked="" type="checkbox"/> Creation of a new lot <input type="checkbox"/> Addition to a lot <input type="checkbox"/> An Easement <input type="checkbox"/> Other Purpose Other: <input type="checkbox"/> A charge <input type="checkbox"/> A lease <input type="checkbox"/> A correction of title
3.2	Name of person (s), if known, to whom land or interest in land is to be transferred, leased or charged: Brian & Lisa Lewis
3.3	If a lot addition, identify the lands to which the parcel will be added: Roll # _____ Description:

4. Description of Subject Land and Servicing Information (Complete each subsection)				
4.1	Description	Frontage (m.)	Severed	Retained
		Depth (m.)	173	300
		Area (ha.)	110 irregular	288 irregular
			1.66	15.96
4.2	Use of Property	Existing Use (s)	Vacant	Family Home
		Proposed Use (s)	Family Home	Same as above
4.3	Buildings or Structures	Existing	None	Family Home
		Proposed	Family Home	Same as above
4.4	Access (check appropriate space)	Provincial Highway		
		Municipal road, maintained all year	X	X
		Municipal road, seasonally maintained		
		Other public road		
		Right of way		
		Water access		
		(See Note #1)		
Note #1: Describe in section 9.1, the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road				
4.5	Water Supply (check appropriate space)	Publicly owned and operated piped water supply		
		Privately owned and operated individual well	X	X
		Privately owned and operated communal well		
		Lake or other water body		
		Other means		
4.6	Sewage Disposal (check appropriate space)	Publicly owned and operated sanitary sewage system		
		Privately owned and operated individual septic tank (See Note #2)	X	X
		Privately owned and operated communal septic system		
		Privy		
Note #2: A certificate of approval from the local Health Unit or Ministry of the Environment and Energy submitted with this application will facilitate the review.				
Section 4 continued on next Page				

4. Description of Subject Land and Servicing Information Continued				
4.7	Other Services (check if the service is available)			
		Electricity	X	X
		School Bussing	X	x
		Garbage Collection		
4.8	If access to the subject land is by private road, or if "other public road" was indicated in section 4.4, indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or all year:			

5. Land Use			
5.1	What is the existing official plan designation (s), if any, of the subject land? Rural		
5.2	What is the zoning, if any, of the subject land? If the subject land is covered by a Ministry's zoning order, what is the Ontario Regulation Number? Rural - Village Residential 2		
5.3	Are any of the following uses or features on the subject land or within 500 metres of the subject land, unless otherwise specified. Please check the appropriate boxes, if any, which apply.		
	Use or Feature	On the Subject Land	Within 500 Metres of Subject Land, unless otherwise specified (indicate approximate distance)
	An agricultural operation, including livestock facility or stockyard	NA	NA
	A landfill	NA	NA
	A sewage treatment plant or waste stabilization plant	NA	NA
	A provincially significant wetland (class 1, 2, or 3 wetland)	NA	NA
	A provincially significant wetland within 120 metres of the subject land	N/A	NA
	Flood plain	NA	NA
	A rehabilitated mine site	NA	NA
	A non-operating mine site within 1 kilometre of the subject land	NA	NA
	An active mine site	NA	NA
	An industrial or commercial use, and specify the use (s)	NA	NA
	An active railway line	NA	NA
	A municipal or federal airport	NA	NA

6. History of the Subject Land

6.1	<p>Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown</p> <p>If Yes and if known, provide the Ministry's application file number and the decision made on the application:</p> <p>File # _____ Decision: _____</p>			
6.2	<p>If this application is a re-submission of a previous consent application, describe how it has been changed from the original application:</p>			
6.3	<p>Has any land been severed from the parcel originally acquired by the owner of the subject land?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, provide for each parcel severed, the date of transfer, the name of the transferee and the land use:</p> <table border="1"><tr><td> </td></tr><tr><td> </td></tr><tr><td> </td></tr></table>			

7. Current Applications

7.1	<p>Is the subject land currently the subject of a proposed official plan or official plan amendment that has been submitted to the Minister for approval?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown</p> <p>If Yes, and if known, specify the Ministry file number and status of the application:</p>
7.2	<p>Is the subject land the subject of an application for a zoning by-law amendment [], Minister's zoning order amendment [], minor variance [], consent or approval of a plan of subdivision []?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown</p> <p>If Yes, and if known, specify the Ministry file number and status of the application:</p>

8. Sketch (Use the attached Sketch Sheet) To help you prepare the sketch, refer to the attached Sample Sketch.

8.1

In order for your application to be considered complete, a sketch drawn to scale must be included as part of this application which shows:

1. Boundaries and dimensions of the subject land including the part that is to be severed and the part that is to be retained.
2. Location, size, height and type of all existing and proposed buildings or structures on severed or retained lands, including the distance of the buildings or structures from front yard lot line, rear yard lot line and side yard lot lines.
3. Boundaries and dimensions of the land owned by the owner, including the subject land and adjacent land.
4. The distance between the subject land and the nearest municipal lot line or landmark, such as a railway crossing or bridge.
5. The location of all land previously severed from the parcel originally acquired by the current owner of the subject land.
6. The approximate location of all natural and artificial features on the subject land and adjacent lands, including railways, roads, watercourses, drainage ditches, irrigation ponds, river or stream banks, wetlands, wooded areas, buildings.
7. The current use (s) of the adjacent lands.
8. The location, width and name of any roads within or abutting the subject land. Indicate whether the road is an unopened road allowance, a public travelled road, a private road or a right-of-way.
9. If access to the subject land is by water only, the location of the parking and docking facilities to be used.
10. The location and nature of any restrictive covenant or easement affecting the land.
11. If the severed parcel is to be conveyed to an abutting property owner, please identify the abutting property with name and instrument number exactly as now registered.
12. The location, size and distance to buildings and property lines of any existing sewage system treatment units (septic tanks) and distribution piping (septic beds) on the lot to be created and/or retained.

If other documentation/supporting material becomes necessary, you will be contacted and this information must be submitted prior to your application proceeding.

8.2

Notification Sign Requirements:

For the purpose of public notification and in order for staff to easily locate your land, you will be given a sign to indicate the intent and purpose of your application. It is your responsibility to:

1. Post one sign per frontage in a conspicuous location on the subject property.
2. Ensure one sign is posted at the front of the property at least three feet above ground level.
3. Notify the Planner when the sign is in place in order to avoid processing delays.
4. Maintain the sign until the application is finalized and thereafter remove it.

9. Other Information

9.1

Is there any other information that you think may be useful to the Ministry or other agencies in reviewing this application? If so, explain below or attach on a separate page.

9.2

If the subject property is agricultural or close to an agricultural property, the following Supplement forms may be required:

- 1) Supplement #1 - Agricultural Land Descriptions
- 2) Supplement #2 - Data Sheet for Minimum Distance Separation under the Agricultural Code of Practice

10. Affidavit or Sworn Declaration

10.1

Affidavit or Sworn Declaration for the Prescribed and Requested Information

I, BRIAN & LISA LEWIS of the township of Plummer
in the district of Algoma make oath and say (or solemnly declare) that the
information contained in this application is true and that the information contained in the documents that
accompany this application are true.

Sworn (or declared) before me

at the Township of Tarbutt

in the District of Algoma

this 6th day of April, 2023

Commissioner of Oaths

Signature

[Signature]
Applicant

[Signature]
Applicant

11. Authorizations

11.1

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form and/or the authorization set out below must be completed.

Authorization of Owner for Agent to Make the Application

I, Edna Lewis, am the owner of the land that is the subject of this application for Consent and I authorize BRIAN & LISA LEWIS to make this application on my behalf.

April 6, 2023
(Date)

Edna Lewis
Signature of Owner (s)

Sworn (or declared) before me

At the Township of Tarbutt, in the District of Algoma
This 6th day of April, 2023

[Signature]
Commissioner

11.2

Authorization of Owner for Agent to Provide Personal Information

I, Edna Lewis, am the owner of the land that is the subject of this application for Consent and for the purpose of the Freedom of Information and Protection of Privacy Act, I authorize BRIAN LEWIS, as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of this application.

April 6, 2023
(Date)

Edna Lewis
Signature of Owner (s)

Sworn (or declared) before me

At the Township of Tarbutt, in the District of Algoma
This 6th day of April, 2023

[Signature]
Commissioner

12. Consent of the Owner

12.1

I, Edna Lewis, am the owner of the land that is the subject of this Consent application and for the purpose of the Freedom of Information and Protection of Privacy Act, I 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 purpose of processing this application.

March 31, 2023
(Date)


Edna Lewis
Signature of Owner (s)

13. Permissions

13.1

Permission to enter on to the subject land(s)

I/We hereby authorize the members and staff of the Desbarats to Echo Bay Planning Board to enter upon the subject land (s) and premise (s) for the limited purpose of evaluating the merits of this application


Signature of Owner (s) or Authorized Agent

The subject property must have the appropriate municipal address, or other adequate identification conspicuously posted on the subject land (s). Failure to comply may result in a deferral of the application.

Submission of the Application

- One application form is required for each parcel to be severed.
- The requested copies will be used to consult with other ministries or agencies that may have an interest in the application.
- All measurements are to be in Metric units.

Step #1:

Review the application with your municipal office in order to apprise them this application will be coming to them and also to ascertain whether or not there may be municipal concerns regarding the application that your or the Planning Board may not be aware of which may affect the completeness and/or acceptance of the application.

Step #2:

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Step #3:

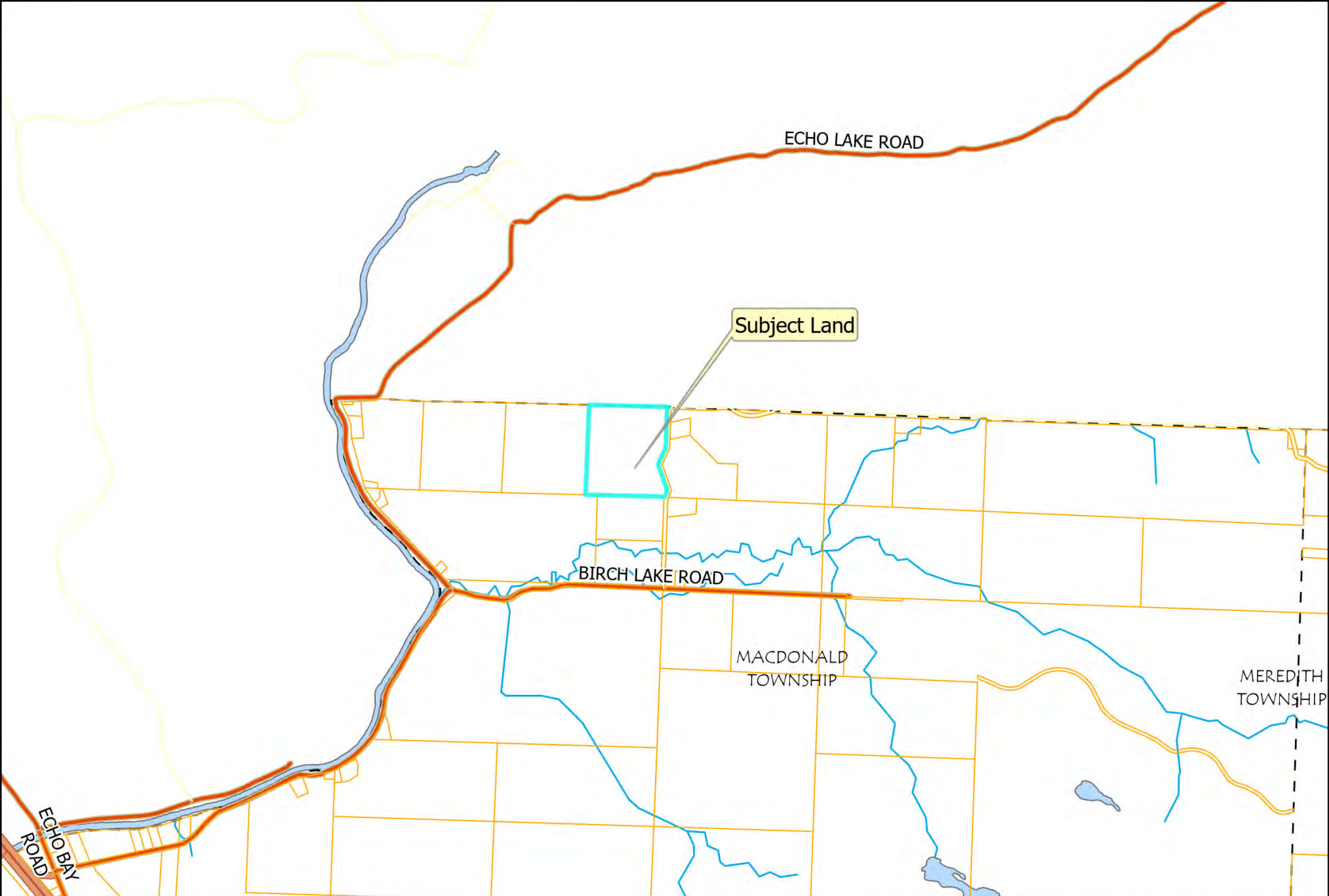
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- You will be notified when the application is considered complete. Any legislated time lines will commence only after the application is deemed complete and accepted by the Planning Board.
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PLEASE NOTE

An application accepted as complete may still be amended, rejected, or deferred as the application goes through the process of review and as new or opposing information becomes available.

All documents should be forwarded to the attention of:

Secretary - Treasurer
Desbarats to Echo Bay Planning Board
c/o Tarbutt Township Offices
27 Barr Road South, RR#1
Desbarats, Ontario
P0R 1E0



DESBARATS TO ECHO BAY PLANNING BOARD KEY MAP
Proposed Consent Application: J2023-02 Jones (Lot Addition)
Subject Land - CON 5, SOUTH 1/2 of SOUTH 1/2 LOT 5, Johnson
Township, Algoma

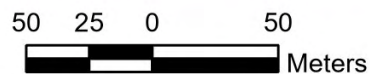
Scale: 1:25,000
0 50 100 200
Meters



Maps are provided as a courtesy only and the
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guarantees as to the accuracy of this information.
This map is not intended to be used for
conveyance, authoritative definition of the legal
boundary, or property title. This is not a survey product.



Desbarats to Echo Bay Planning Board Consent Application
E2023-04 Lewis - 198 Iron River Road
Plan H-766, 1R-3223, Lot 5, Pt 3, ACS



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Legend

- Building or Symbol
- Building to Scale
- Airport
- Helipad
- Scapherie Dock
- Ferry Route
- Trail
- Trail Head
- Railway with Station
- Railway with Bridge
- Railway with Tunnel
- Road (Major - Minor)
- Winter Road
- Road with Bridge
- Road with Tunnel
- Primary, Kings or 400 Series Highway
- Secondary Highway
- Tertiary Highway
- District, County, Regional or Municipal Road
- Toll Highway
- One Way Road
- Road with Permanent Obstructed Passage
- Road with Address Ranges
- Hydro Line, Communication Line or Unknown Transmission Line
- Natural Gas Pipeline, Water Pipeline or Unknown Pipeline
- Spot Height
- Index Contour
- Contour
- Wooded Area
- Wetland
- Waterbody
- Waterbody Elevation
- Watercourse
- Falls
- Rapids
- Rapids & Falls
- Rapids
- Rock
- Lock Gate
- Dam & Hydro WFT
- Dam & Hydro WFT
- Provincial State Boundary
- International Boundary
- Upper Tier 1 District
- Municipal Boundary
- Lower Tier 1 Single Tier
- Municipal Boundary
- Let Line
- Indian Reserve
- Provincial Park
- National Park
- Conservation Reserve
- Military Lands

0 0.2 km

Projection: Web Mercator



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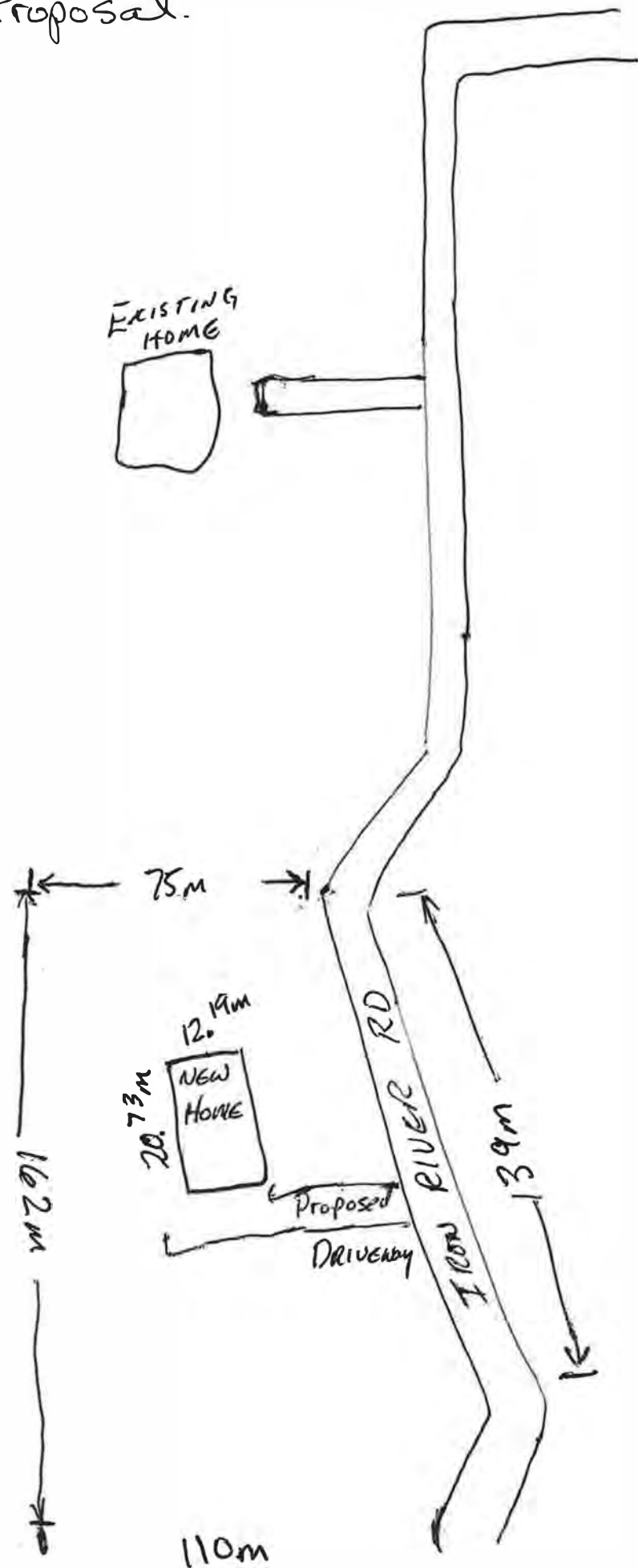
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Lewis Severance Proposal.

2023



DESBARATS TO ECHO BAY PLANNING BOARD

Consent Questionnaire

File # E2023-04 Lewis	Owner: Edna Lewis
Location: 198 Iron River Road	Municipality: Macdonald Meredith Aberdeen Add.

1. Planning Control

- a) Do you have an Official Plan? ☒ yes ☐ no
- b) Is this proposal in conformity with it? ☒ yes ☐ no
- c) What is the Official Plan designation? Rural
- d) What are the permitted uses? _____

2. a) Do you have a Zoning By-Law? ☒ yes ☐ no
- b) Is this proposal in conformity with it? ☒ yes ☐ no
- c) What is the Zoning designation? Rural / Rural Residential
- d) What are the standards of this Zone?

Permitted uses _____

Frontage required for Consent 150'

Minimum Lot size 1 acre

3. a) Is there a Minister's Zoning order covering this area? ☐ yes ☒ no
- b) Is this proposal in conformity with it? ☐ yes ☐ no
- c) What is the Zone designation? ☐ yes ☐ no
- d) What are the standards of this Zone?

Permitted uses _____

Frontage required for Consent _____

Minimum Lot size _____

4. If you have no Official Plan or Zoning By-Law is the Municipality undertaking any studies or have any expected implementation dates which could affect this application?
- ☐ yes ☒ no Explain _____

5. Is this property eligible for a severance?

☒ yes

☐ no

Why? _____

6. Servicing

Which of these public services will be available to this proposal?

☐ Municipal Water

☐ Sanitary Services

☒ Electricity

☒ Road Maintenance

☒ Snow Plowing

☒ School Bus

☐ Garbage Pick up

7. Does council foresee any new demands for municipal services as a result of this application? ☐ yes ☒ no (If yes please specify) _____

8. a) Will the retained and severed lots have direct frontage on a publicly owned road which is opened and maintained by the following?

Road	Severed	Retained
Province		
Municipality	X	X
Local Roads Board		
Other		

b) If there is not frontage on an open publicly owned and maintained road, what is the nearest public road? _____

9. What is the surrounding land presently used for?

To the North Unincorporated Township of Kehoe / Garden River First Nation

To the South Rural

To the East Rural

To the West Rural

10. Recommendation

Does Council wish to recommend that up to 5% of the land (2% for commercial and industrial purposes) be set aside for park or other public recreation purposes under the Planning Act? ☐ yes ☒ no

Or alternately does Council wish to seek authorization to accept cash in lieu to the value of 5% (2% for commercial or industrial purposes) of the severed portion of land as allowed under the Planning Act? ☐ yes ☒ no

11. Having regard to the matters noted, does Council recommend consent be given?

☒ yes ☐ no Why _____

12. Should consent be granted, what conditions or redesign of the proposal, if any would Council wish to see? If a redesign is proposed, please provide a detailed explanation and sketch showing the changes! _____

13. Additional Comments _____

Signature 
Municipal Clerk

Date completed April 19, 2023

Signature _____ Date received _____
Planning Board Secretary

Desbarats to Echo Bay Planning Board**Application for Consent**
Under Section 53 of the Planning ActBefore Starting This Application

Please read the following:

Appendix A: Completeness of the Application

Appendix B: Submission of the Application

Appendix C: Help

Appendix D: Notes to Applicants

In this form the term "subject" means the land to be severed and/or the land to be retained.

Office Use Only

File Number	E2023-05
Roll Number	5751 02 00004030000000
Date Submitted	April 25, 2023
Date Received	
Sign Issued	

Please Print and Please Complete or Check-Mark Appropriate Box (s). Please use ink, not pencil.**1. Applicant Information**

1.1	Name of Applicant	Home Telephone No.	Business Telephone No.
	Address	Postal Code	
1.2	This section is for the name of Owner (s) if different than the applicant. An owner's authorization is required in Section 11.1		
	Name of Owner (s)	Home Telephone No.	Business Telephone No.
	Address	Postal Code	
1.3	Name of person who is to be contacted, and to receive any correspondence, about the application, if different than the applicant. This may be a person or firm acting on behalf of the applicant.		
	Name of Contact Person	Home Telephone No.	Business Telephone No.
	Address	Postal Code	Fax No.

2. Location of the Subject Land

2.1	District	Local Municipality	Section or Mining Location	Civic #
	Concession Number (s)	Lot Number (s)	Registered Plan No.	Lot (s)/Block (s)
	Reference Plan No.	Part Number (s)	Name of Street/Road	Other Identifier
2.2	Are there any easements or restrictive covenants affecting the subject land?			
	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes (describe below the easement or covenant and its effect)		

3. Purpose of this Application	
3.1	Type and purpose of proposed transaction (check appropriate box) Transfer: <input type="checkbox"/> Creation of a new lot <input checked="" type="checkbox"/> Addition to a lot <input type="checkbox"/> An Easement <input type="checkbox"/> Other Purpose Other: <input type="checkbox"/> A charge <input type="checkbox"/> A lease <input type="checkbox"/> A correction of title
3.2	Name of person (s), if known, to whom land or interest in land is to be transferred, leased or charged: PETER PAN <i>James H. B. B. B. Gaston Donald Sirard</i>
3.3	If a lot addition, identify the lands to which the parcel will be added: <i>Arlene HEATHER SIRARD</i> Description: <i>5751020006 4 - 0302</i>

4. Description of Subject Land and Servicing Information (Complete each subsection)				
4.1	Description	Lot Addition		Retained
		Frontage (m.)	<i>65</i>	<i>612m irr.</i>
		Depth (m.)	<i>450</i>	<i>705m irr.</i>
		Area (ha.)	<i>3.5</i>	<i>21.3 ha</i>
4.2	Use of Property	Existing Use (s)	<i>Vacant</i>	<i>home lres</i>
		Proposed Use (s)	<i>unknown</i>	<i>same</i>
4.3	Buildings or Structures	Existing	<i>none</i>	<i>home lres</i>
		Proposed	<i>unknown</i>	<i>same</i>
4.4	Access (check appropriate space)	Provincial Highway		
		Municipal road, maintained all year	<i>✓</i>	<i>✓</i>
		Municipal road, seasonally maintained		
		Other public road		
		Right of way		
		Water access		
		(See Note #1)		
Note #1: Describe in section 9.1, the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road				
4.5	Water Supply (check appropriate space)	Publicly owned and operated piped water supply		
		Privately owned and operated individual well		<i>✓</i>
		Privately owned and operated communal well		
		Lake or other water body		
		Other means		
4.6	Sewage Disposal (check appropriate space)	Publicly owned and operated sanitary sewage system		
		Privately owned and operated individual septic tank (See Note #2)		<i>✓</i>
		Privately owned and operated communal septic system		<i>✓</i>
		Privy		
		Note #2: A certificate of approval from the local Health Unit or Ministry of the Environment and Energy submitted with this application will facilitate the review.		
Section 4 continued on next Page				

4. Description of Subject Land and Servicing Information Continued			
4.7	Other Services (check if the service is available)	Lot	Served
		Electricity	✓
		School Bussing	
		Garbage Collection	
4.8	If access to the subject land is by private road, or if "other public road" was indicated in section 4.4, indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or all year.		

5. Land Use			
5.1	What is the existing official plan designation (s), if any, of the subject land? Rural		
5.2	What is the zoning, if any, of the subject land? If the subject land is covered by a Ministry's zoning order, what is the Ontario Regulation Number? Rural		
5.3	Are any of the following uses or features on the subject land or within 500 metres of the subject land, unless otherwise specified. Please check the appropriate boxes, if any, which apply.		
	Use or Feature	On the Subject Land	Within 500 Metres of Subject Land, unless otherwise specified (indicate approximate distance)
	An agricultural operation, including livestock facility or stockyard	NO	NO
	A landfill	NO	NO
	A sewage treatment plant or waste stabilization plant	NO	NO
	A provincially significant wetland (class 1, 2, or 3 wetland)	✓	✓
	A provincially significant wetland within 120 metres of the subject land	YES	YES
	Flood plain	NO	NO
	A rehabilitated mine site	NO	NO
	A non-operating mine site within 1 kilometre of the subject land	NO	NO
	An active mine site	NO	NO
	An industrial or commercial use, and specify the use (s)	NO	NO
	An active railway line	NO	NO
	A municipal or federal airport	NO	NO

6. History of the 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?

☐

Yes

☐

No

☒

Unknown

If Yes and if known, provide the Ministry's application file number and the decision made on the application:

File # Unknown Decision: prior to '93

6.2

If this application is a re-submission of a previous consent application, describe how it has been changed from the original application:

6.3

Has any land been severed from the parcel originally acquired by the owner of the subject land?

☐

Yes

☒

No

If Yes, provide for each parcel severed, the date of transfer, the name of the transferee and the land use:

7. Current Applications

7.1

Is the subject land currently the subject of a proposed official plan or official plan amendment that has been submitted to the Minister for approval?

☐

Yes

☐

No

☒

Unknown

If Yes, and if known, specify the Ministry file number and status of the application:

7.2

Is the subject land the subject of an application for a zoning by-law amendment [], Minister's zoning order amendment [], minor variance [], consent or approval of a plan of subdivision []?

☐

Yes

☐

No

☒

Unknown

If Yes, and if known, specify the Ministry file number and status of the application:

9. Other Information

9.1

Is there any other information that you think may be useful to the Ministry or other agencies in reviewing this application? If so, explain below or attach on a separate page.

9.2

If the subject property is agricultural or close to an agricultural property, the following Supplement forms may be required:

- 1) Supplement #1 - Agricultural Land Descriptions
- 2) Supplement #2 - Data Sheet for Minimum Distance Separation under the Agricultural Code of Practice

10. Affidavit or Sworn Declaration

10.1

Affidavit or Sworn Declaration for the Prescribed and Requested Information

I, ANDREW KOSKI of the TWP. MACDONALD
in the DISTRICT OF ALGOMA make oath and say (or solemnly declare) that the
information contained in this application is true and that the information contained in the documents that
accompany this application are true.

Carol O. Trainor A.M.C.T.
A Commissioner of Oaths Sworn (or declared) before me
while Clerk, or Designate, at the Township of Temiskaming
in the District of Algoma
Signed this 24th day of April, 2023
Signature [Signature] Commissioner of Oaths

[Signature]
Applicant

Applicant

11. Authorizations

11.1

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form and/or the authorization set out below must be completed.

Authorization of Owner for Agent to Make the Application

I, _____, am the owner of the land that is the subject of this application for Consent and I authorize _____ to make this application on my behalf.

(Date)

Signature of Owner (s)

Sworn (or declared) before me

At the _____, in the _____

This _____ day of _____, 20____.

Commissioner

11.2

Authorization of Owner for Agent to Provide Personal Information

I, _____, am the owner of the land that is the subject of this application for Consent and for the purpose of the Freedom of Information and Protection of Privacy Act,

I authorize _____, as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of this application.

(Date)

Signature of Owner (s)

Sworn (or declared) before me

At the _____, in the _____

This _____ day of _____, 20____.

Commissioner

12. Consent of the Owner

12.1

I, ANDREW KOSKI, am the owner of the land that is the subject of this

Consent application and for the purpose of the Freedom of Information and Protection of Privacy Act, I 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 purpose of processing this application.

24-04-2023

(Date)


Signature of Owner (s)

13. Permissions

13.1

Permission to enter on to the subject land(s)

I/We hereby authorize the members and staff of the Desbarats to Echo Bay Planning Board to enter upon the subject land (s) and premise (s) for the limited purpose of evaluating the merits of this application


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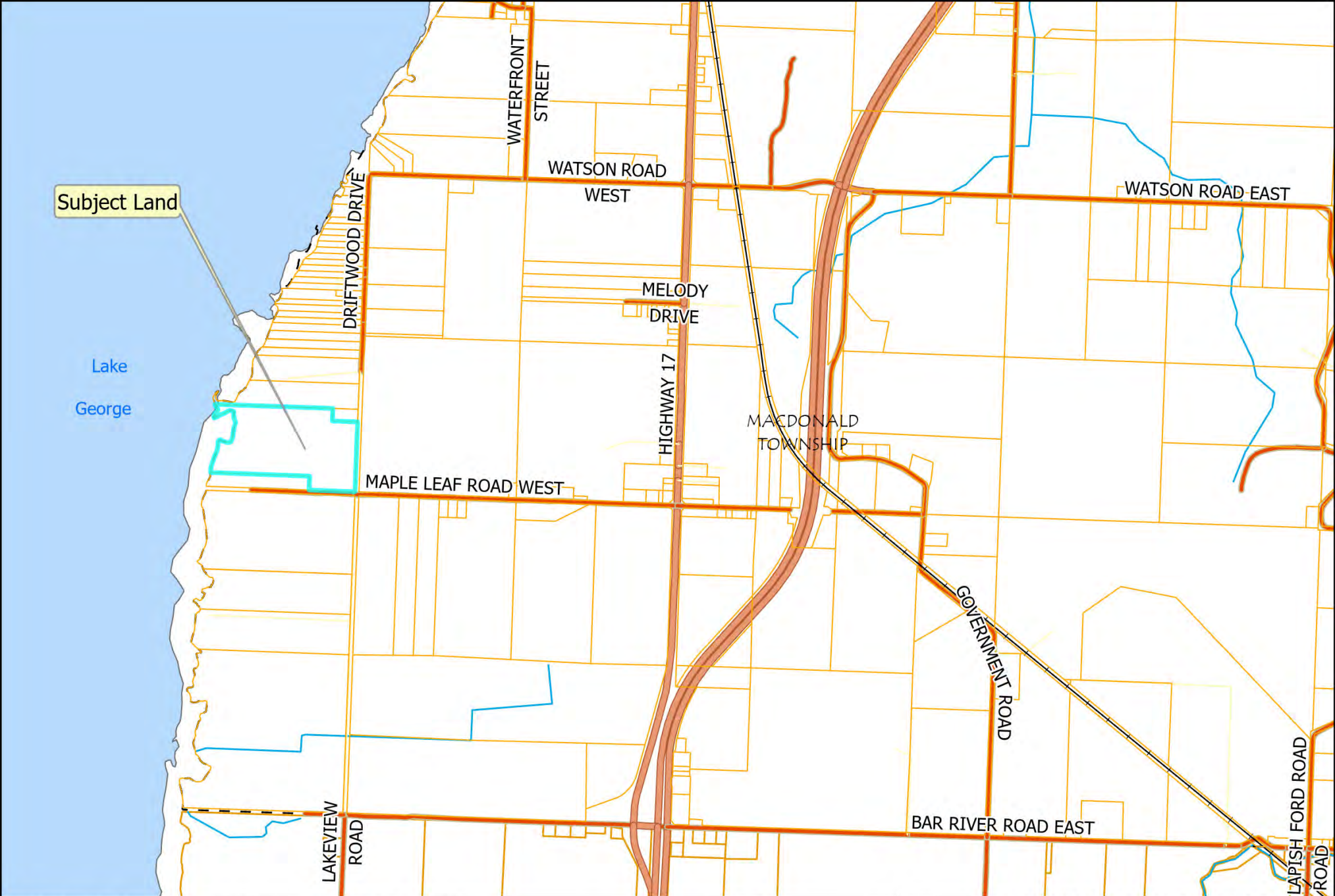
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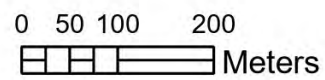
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DESBARATS TO ECHO BAY PLANNING BOARD KEY MAP
Proposed Consent Application: E2023-05 Koski (Lot Addition)
Subject Land - 194 Maple Leaf Road, Plan H779 15 RCP
Township of Macdonald Meredith and Aberdeen Additional

Scale: 1:25,000



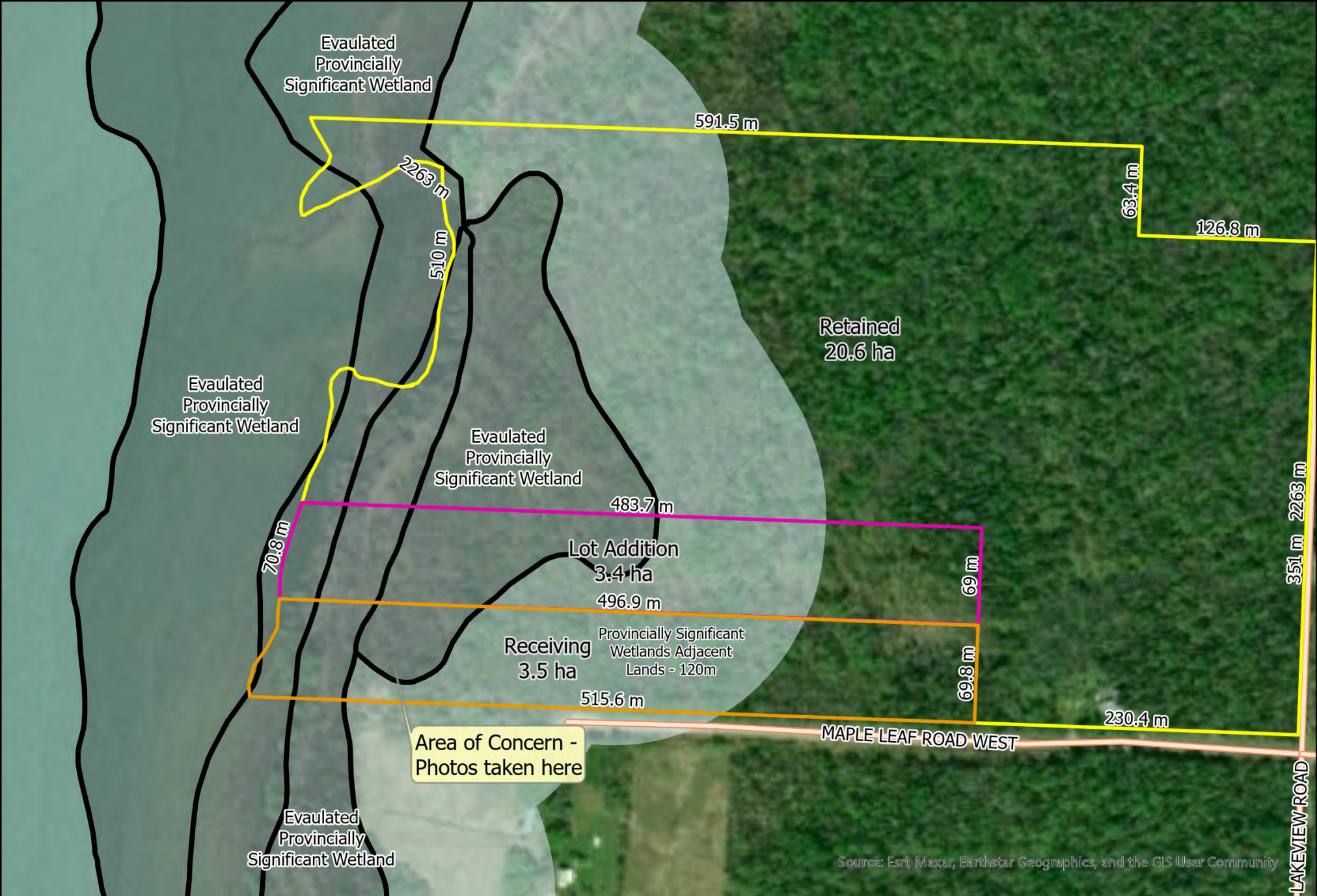
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DESBARATS TO ECHO BAY PLANNING BOARD KEY MAP
 Proposed Consent Application: E2023-05 Koski (Lot Addition)
 Subject Land - 194 Maple Leaf Road, Plan H779 15 RCP
 Township of Macdonald Meredith and Aberdeen Additional

0 15 30 60
 Meters
 Scale: 1:3,500

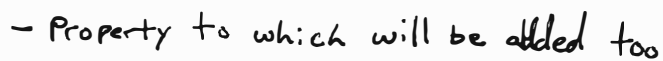
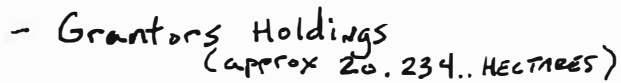
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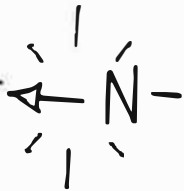
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3.5



LAKEVIEW RD (not travelled)

350m

ALL WOODED
AREA

Lot 15pt rcp

Refined

← Approx 585.02m - 7

WATERFRONT
(LAKE GEORGE)

receiving

lot addition

Sketch Sheet

Jared Brice

From: Jared Brice
Sent: Thursday, May 11, 2023 11:53 AM
To: Lacey Kastikainen - Echo Bay; Lynne Duguay
Cc: Jean Palmer; Jerry Dolcetti; orch1952@gmail.com; sbailey@ontera.net
Subject: RE: Site Visit for E2023-05 Koski
Attachments: 1.pdf; 2.pdf; 3.pdf; E2023-05PSW.pdf; E2023-05DCZ.pdf

Good Morning All,

As part of the consent application process, a member of the Planning Board and staff undertake a site visit to the subject property.

On Tuesday morning Lynn Orchard and I did a site visit of the subject property for E2023-05 Koski. Although the subject property (the proposed retained and the proposed lot addition) are located on low-lying lands (provincially significant wetland) there was no signs of development. On the proposed receiving portion however, there appears to be the starting of development (a large amount of clearing and gravel levelled within the Provincially Significant Wetland and its associated adjacent 120 m lands. It also appears to be located within the development constraint designation as shown in MMAA current zoning by-law. The proposed receiving parcel is not the subject property, therefore the Desbarats to Echo Bay Planning Board has no authority in this regard, however Staff have concerns about any potential development within the designated wetland and would encourage the Township of MMAA to consider the below excerpts from the OP regarding development in and adjacent to such wetlands.

From MMAA OP (Rural Designation) Section 2.6.2

- iv. Wetlands will be protected from filling, draining, or other development; development of the lot can occur without negative impact on those wetlands identified on Schedule "B". Development may be permitted in provincially significant wetlands and adjacent lands if it has been demonstrated through the completion of an Environmental Impact Statement that there will be no negative impacts on the natural features or ecological functions of the wetland. Two provincially significant wetlands in the Township are the Lake George and the Echo Lake Provincially Significant Wetlands.

- vi. All development proposals in the Rural Area that are impacted by those features shown on Schedule "B" will be reviewed in relation to its impact on those features as outlined in the appropriate Provincial Guideline. Any application for development approval for areas within or abutting a "Provincial Significant" feature must be submitted with an appropriate technical study prepared by a professional recognized in the field. In areas where the development is in or abuts a feature not identified as "provincially significant" the application for approval must address how it will protect the feature based on the appropriate provincial guideline.

2.7.3.1 Provincially Significant Wetland Policies

- a. There are two known provincially significant wetland complexes within the Township boundary. They are the wetland areas along the shore of Lake George and Echo Lake (see Schedule "B"). Development and site alteration may be permitted within the wetland and the adjacent lands within 120 metres only after an Environmental Impact Study demonstrates that there would be no

- 24 -

negative impacts on the wetland or its ecological function. Such study will be conducted by a scientist or biologist knowledgeable in the field and approved by the Township.



Jared Brice

Tarbutt Township
Administrative/Planning Assistant;
Desbarats to Echo Bay Planning
Board Secretary Treasurer

Telephone 705-782-6776

Web www.tarbutt.ca

Email admin@tarbutt.ca

27 Barr Road South, R.R. 1
Desbarats, ON P0R 1E0

Jared Brice

From: Laidley, Jon (MNRF) <Jon.Laidley@ontario.ca>
Sent: Tuesday, May 16, 2023 2:12 PM
To: Jared Brice
Cc: Jean Palmer; Jerry Dolcetti; Holtby, Cara (MMAH)
Subject: RE: Consent Application E2023-05 Koski - Request for Technical Comments
Attachments: CA_2023-05 with maps.pdf; E2023-05.pdf

Hi Jared,

The subject property is partially within the Lake George wetland and its adjacent lands. The Lake George wetland is a coastal Provincially Significant Wetland (PSW). This location exhibits marsh wetland types closer to the St. Marys River and swamp wetland types as you move inland. The boundaries of identified wetlands in Ontario and the delineated wetland types in the Lake George wetland can be found in Land Information Ontario (LIO).

Policy 2.1.4b) of the PPS, 2020 states that *development* and *site alteration* shall not be permitted in *significant coastal wetlands*.

Policy 2.1.8 of the PPS, 2020 stipulates that *development and site alteration* shall not be permitted on *adjacent lands to significant coastal wetlands* (among other 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 heritage feature or on its *ecological functions*.

As you have identified in your email, for the purposes of Policy 2.1.8 of the PPS, 2020, MNRF recommends that *adjacent lands* are those lands within 120m of a significant coastal wetland. More information can be found in Section 6.4 of MNRF's Natural Heritage Reference Manual (2010).

An Environmental Impact Study (EIS) is a common means of assessing the potential impacts of *development* and *site alteration* on natural heritage features and areas (where the PPS permits such development). Section 13.0 of MNRF's Natural Heritage Reference Manual (2010) discusses addressing the impacts of *development* and *site alteration* on natural heritage features and provides guidance on EIS processes.

For your convenience, you can find MNRF's Natural Heritage Reference Manual (2010) at the following link: <https://www.ontario.ca/page/natural-heritage-reference-manual>

Regards,

Jon Laidley

Regional Planner

Land Use Planning and Strategic Issues Section

Northeast Region | Regional Operations Division

Ministry of Natural Resources and Forestry (MNRF)

jon.laidley@ontario.ca | (705) 618-1972

Please Note: As part of providing [accessible customer service](#), please let me know if you have any accommodation needs or require communication supports or alternate formats.

From: Jared Brice <Admin@tarbutt.ca>
Sent: Thursday, May 4, 2023 12:31 PM
To: Laidley, Jon (MNRF) <Jon.Laidley@ontario.ca>
Cc: Jerry Dolcetti <dolcettij@saultairport.com>; Jean Palmer <planning@tarbutt.ca>
Subject: RE: Consent Application E2023-05 Koski - Request for Technical Comments

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Good Afternoon Jon,

Please find attached a consent application received by the Desbarats to Echo Bay Planning Board for subject lands 194 Maple Leaf Road, Echo Bay.

The subject lands and proposed receiving parcel are located adjacent to a Provincially Significant Wetland and its associated 120m adjacent lands. The Planning Board is respectfully requesting comments from the Ministry of Natural Resources and Forestry pertaining to the above stated natural features in relation to the subject property as well as the receiving property.

I have attached a few maps for your convenience. My understanding of the receiving property is that it is currently vacant and they are looking to double the size of the lot.

The Desbarats to Echo Bay Planning Board will be meeting to discuss this consent application at its next meeting scheduled for 23rd May, 2023. We would respectfully request any such technical comments on or before Thursday May 18th 2023.

Feel free to reach out if you have any questions!

Thank you very much in advance Jon!



Jared Brice

Tarbutt Township
Administrative/Planning Assistant;
Desbarats to Echo Bay Planning
Board Secretary Treasurer

Telephone 705-782-6776

Web www.tarbutt.ca

Email admin@tarbutt.ca

27 Barr Road South, R.R. 1
Desbarats, ON P0R 1E0

DESBARATS TO ECHO BAY PLANNING BOARD

Consent Questionnaire

File # E2023-05 Koski	Owner: Andrew Koski
Location: 194 Maple Leaf Road	Municipality: Macdonald Meredith Aberdeen Add.

1. Planning Control

- a) Do you have an Official Plan? ☒ yes ☐ no
- b) Is this proposal in conformity with it? ☒ yes ☐ no
- c) What is the Official Plan designation? Rural
- d) What are the permitted uses? _____

2. a) Do you have a Zoning By-Law? ☒ yes ☐ no
- b) Is this proposal in conformity with it? ☒ yes ☐ no
- c) What is the Zoning designation? Development Constraint + Rural
- d) What are the standards of this Zone?

Permitted uses _____

Frontage required for Consent 150 feet

Minimum Lot size 1 acre

3. a) Is there a Minister's Zoning order covering this area? ☐ yes ☒ no
- b) Is this proposal in conformity with it? ☐ yes ☐ no
- c) What is the Zone designation? ☐ yes ☐ no
- d) What are the standards of this Zone?

Permitted uses _____

Frontage required for Consent _____

Minimum Lot size _____

4. If you have no Official Plan or Zoning By-Law is the Municipality undertaking any studies or have any expected implementation dates which could affect this application?
- ☐ yes ☐ no Explain _____

5. Is this property eligible for a severance?

lot addition

☒ yes

☐ no

Why? _____

6. Servicing

Which of these public services will be available to this proposal?

☐ Municipal Water

☐ Sanitary Services

☒ Electricity

☒ Road Maintenance

☒ Snow Plowing

☒ School Bus

☐ Garbage Pick up

7. Does council foresee any new demands for municipal services as a result of this application? ☐ yes ☒ no (If yes please specify) _____

8. a) Will the retained and severed lots have direct frontage on a publicly owned road which is opened and maintained by the following?

Road	Severed	Retained
Province		
Municipality	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Local Roads Board		
Other		

b) If there is not frontage on an open publicly owned and maintained road, what is the nearest public road? _____

9. What is the surrounding land presently used for?

To the North Rural + Development Constraint

To the South Rural + Development Constraint

To the East Rural

To the West Development Constraint (Lake George) + Rural

10. Recommendation

Does Council wish to recommend that up to 5% of the land (2% for commercial and industrial purposes) be set aside for park or other public recreation purposes under the Planning Act? ☐ yes ☒ no

Or alternately does Council wish to seek authorization to accept cash in lieu to the value of 5% (2% for commercial or industrial purposes) of the severed portion of land as allowed under the Planning Act? ☐ yes ☒ no

11. Having regard to the matters noted, does Council recommend consent be given?

☒ yes

☐ no Why

12. Should consent be granted, what conditions or redesign of the proposal, if any would Council wish to see? If a redesign is proposed, please provide a detailed explanation and sketch showing the changes!

13. Additional Comments

Signature


Municipal Clerk

Date completed

May 4, 2023

Signature



Date received

May 4, 2023

Planning Board Secretary

Desbarats to Echo Bay Planning Board - Cost Analysis for Consent Application E2023-05

Table 1: Planning Board Costs for E2023-05 Koski

Description	Cost	Notes
Chair (1/2 Honorarium) - \$85 per meeting	42.50	1/2 of Chair Honorarium per meeting
Members (1/2 Honorarium) \$75 / member / meeting	225.00	1/2 of Members Honorariums per meeting
Site Visit for PB Member	50.00	Flat Fee
Signing of Deeds for PB Member	50.00	Flat Fee
Planner Fees	338.00	average / consent in 2022
Staff Wages - Preconsult, all conversations, correspondance, see breakdown below	199.25	hours calculated up till May 19, 2023
Staff Wages Site Visit & Mileage - May 11	46.50	30 km site visit and 1 hour
Estimated staff wages - For Staff report, Board Meeting and Notice of Decision (approx 0.5 hour)	30.00	Projected based off other Consents
Estimated staff wages - Overview Survey, Stamp & Sign Acknowldgement, Deed (approx 0.5 hours)	15.00	Projected based off other Consents
Postage	8.28	8 letters out
Signage	13.20	price/sign
Printing	21.50	Actual to date
Projected Total	1039.23	Estimation based on actual and projected expenses

*table does not include time put towards cost analysis

Table 2: Staff Wages up to May 19th, 2023

Description	Time	Minutes
12 April - Call from Andrew Koski regarding process, and information as to how to fill out application	midday	35
25 April - Applicant brought in application for overview, amendment, signage, signing, etc.,	11:45 - 12:40	50
26 April - Maps created, labelled, questionnaire and request for addresses from municipality out, filing etc.,	11:00 - 11:35	35
26 April - Onland map, discussion with Clerk at MMAA re: consent	12:00 - 12:10	10
5 May - discussion with Clerk and Applicant, applicant to pay prior to MMAA providing neighbours, paid fee	morning	25
5 May - share MMAA responses with planner, correspondance out to MNR. neighbours notified of CA	11:20 - 12:45	85
11 May - site visit of property (time and mileage included in the table shown above)	10:00 - 11:00	N/A
13 May - Report of site visit and breach to MMAA and Planner, site visit results with pictures map shared	11:00 - 11:55	55
13 May - discussion with Planner regarding site visit, answers provided to Planner re: Wetlands OP violation	14:55 - 15:05	10
16 May - call from Planner, section 4 lacking information, call applicant to extract information and email planner	12:45: 13:10	25
17 May - call from Planner, checking OP and zoning information, discussion of MNR policy, report by Friday,	11:20 - 11:25	5
18 May - call from Planner, provide summary and reccomendation of report, two questions specific to site visit	10:00 - 10:15	15
* this anaylsis was done using notes and times recorded towards file E2023-05 over the last two months.	Total Minutes up to May 19	350
	Total Hours up to May 19	5.83

Table 1: Planning Board Costs for E2023-04 Lewis

Description	Cost	Notes
Chair (1/2 Honorarium) - \$85 per meeting	42.50	1/2 of Chair Honorarium per meeting
Members (1/2 Honorarium) \$75 / member / meeting	225.00	1/2 of Members Honorariums per meeting
Site Visit for PB Member	50.00	Flat Fee
Signing of Deeds for PB Member	50.00	Flat Fee
Planner Fees	340.00	an average / consent in 2022
Staff Wages - Preconsult, all conversations, correspondance, see breakdown below	173.61	5.08 hours calculated up till May 18, 2023
Staff Wages Site Visit & Mileage - May 11	52.00	40 km site visit and 1 hour
Estimated staff wages - For Staff report, Board Meeting and Notice of Decision (approx 0.5 hour)	15.00	Projected based off other Consents
Estimated staff wages - Overview Survey, Stamp & Sign Acknowldgement, Deed (approx 0.5 hours)	15.00	Projected based off other Consents
Postage	9.20	8 neighbours, 1 Reserve, 1 MMAH for Kehoe
Signage	13.20	price / sign
Printing	21.50	Actual to date
Projected Total	1007.01	Estimation based on actual and projected expenses

*table does not include time put towards cost analysis

Table 2: Staff Wages up to May 18th, 2023

Description	Time	Minutes
8 March - Call from Brian Lewis - initial conversation including assistance with application	12:00 - 12:35	35
27 March - Call from Brian Lewis - refinement of plan proposal and questions answered	14:45 - 15:00	15
3 April - Overview of received application and correspondance back, Good job by applicant	09:00 - 09:05	5
6 April , 2023 - Applicants and Owner in for signing and pre-consult, scan	09:15 - 10:35	20
12 Apri, 2023 - Regional mapping showing location of subject lands	14:25 - 14:35	10
13 April, 2023 - Consent Mapping (applicant had accurate mapping making easier), questionnarie out, correspondance	09:00 - 10:35	95
13 April 2023 - Call from MMAA regardging Zoning query - maps to be changed to reflect actual additional zoning	13:15 - 13:35	20
26 April - ONLAND printout and share with MMAA Twp. - confirm road is not on subject lands, initial letter out to applicar	11:15 - 11:30	15
3 May - Out to Planner, APH, MNR, Neighbours, organize site plan	11:30 - 12:30	60
5 May April, call to applicant, email regarding APH and progress, email planner updates etc.,	11:30 - 12:00	30
* this anyalsis was done using notes and times recorded towards file E2023-04 over the last two months.	Total Minutes up to May 18	305
	Total Hours up to May 18	5.08