

**Desbarats to Echo Bay Planning Board
September 23rd 2025**

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 (August 26th 2025)**
- 4. Staff/Members reports**

B. Old Business:

- 1. Application for Consent J2024-12 (a) & (b) Applicant(s): Lynn Orchard:
amended mapping**
- 2. Application for Consent E2025-03 Applicant(s): Alex Hansen: Consent was done
as a Lot Addition , however, should have been Lot Creation**
- 3. Requested amendment for Application for Consent E2024-14 Applicant Marieke
Walling**

C. New Business:

- 1. Resolution from Township of Tarbutt regarding a rental agreement between the
Planning Board and Township of Tarbutt as well as a dedicated day for Planning
matters**

D. Information:

- 1. Joint OP verbal update**
- 2. Comments/questions from Mayor Evoy in reference to Joint OP**
- 3. Insurance and GIC**

E. Seminars/Meetings:

F. Newsletters/Bulletins:

G. Adjournment:

DESBARATS to ECHO BAY PLANNING BOARD

August 26th 2025

Regular Meeting

Present: Lynn Orchard, Chair, Shelly Bailey, Ruth Wigmore, Lennie Smith, Terence Graham, Reg McKinnon, 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.: 41-2025 Shelly Bailey, Terence Graham

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

Res.: 42-2025 Terence Graham, Shelly Bailey

Be it resolved that the Board accepts the Minutes of June 24th 2025. (cd)

Res.: 43-2025 Jason Koivisto, Ruth Wigmore

Be it resolved that the Deputy Chair heads for item 2.1 for a pecuniary declaration of interest. (cd)

Res.: 44-2025 Reg McKinnon, Shelly Bailey

Be it resolved that the Board defers Consent Application J2024-12 (a) & (b) until its next scheduled meeting for September 23rd 2025. (cd)

Res.: 45-2025 Terence Graham, Shelly Bailey

Be it resolved that the Deputy Chair be replaced by the Chair for the meeting. (cd)

Res.: 46-2025 Shelly Bailey, Reg McKinnon

Be it resolved that the Board enters in to Closed Session in regard to an identifiable individual at 7:22 p.m.. (cd)

Res.: 47-2025 Jason Koivisto, Lennie Smith

Be it resolved that the Board leaves Closed Session at 7:50 p.m. (cd)

Res.: 48-2025 Reg McKinnon, Jason Koisisto

Be it resolved that the Board is receptive to opening one day a week to the Public and/or by appointment. (cd)

Res.: 49-2025 Jason Koivisto, Reg McKinnon

Be it resolved that the Board accepts the Joint OP update as presented. (cd)

Res.: 50-2025 Ruth Wigmore, Jason Koisvisto

Be it resolved that the Board accepts the MMAH Projection Methodology Guideline as presented. (cd)

Res.: 51-2025 Reg McKinnon, Ruth Wigmore

That the Planning Board meeting adjourns at 8:20 p.m. until the next scheduled meeting or at the call of the Chair.(cd)

Date: _____

Chair: _____

Secretary-Treasurer: _____

Desbarats to Echo / Planning Board**Application for Consent**
Under Section 53 of the Planning Act**BEFORE STARTING THIS APPLICATION:**

Please read the following:

- ☐ Consent Application Guide Question & Answer
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	J2024-12(a)+(b)
Roll Number	57-16-000 001-166
Date Submitted	
Date Received	July 11, 2025
Sign Issued	

PLEASE PRINT & COMPLETE OR CHECK MARK APPROPRIATE BOX(S). PLEASE USE INK

1. Applicant Information				
1.1	Name of Applicant Lynn ORCHARD		Telephone No. 705-971-1657	Email/other contact
	Address 9177 Hwy 638 Echo Bay Ont		Postal Code P0S1C0	
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) Lynn + Ben ORCHARD		Home Telephone No.	Email/other contact
	Address c/o Lynn Orchard, 9177 Hwy 638, Echo Bay, ON		Postal Code P0S1C0	
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.	email
	Address		Postal Code	Email/other contact
2. Location of Subject Land				
2.1	District Algoma	Local Municipality JOHNSON	Section or Mining Location 66 ACS	Civic #
	Concession Number (s) 5	Lot Number (s) 2 PT PCL	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?			
	☒ No ☐ Yes (describe below the easement or covenant and its effect)			

3. Purpose of this Application

J2024-12(a)

3.1	Type and purpose of proposed transaction (check appropriate box)	
	Transfer:	☒ Creation of a new lot ☐ Addition to a lot ☐ An Easement ☐ Other purpose
	Other:	☐ A charge ☐ A lease ☐ 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:	
3.3	If a lot addition, identify the lands to which the parcel will be added: Description:	Roll#

4. Description of Land and Servicing Information

(Complete each subsection)

4.1	Description	Frontage (m.)	Severed/1/2 Section	Retained
		351 m		411 m
		Depth (m.)	654.6	573 m
		Area (ha.)	41 ha	24.5 ha
4.2	Use of Property	Existing Use(s)	VACANT	VACANT
		Proposed Use(s)	11 Farming	11 Farming
4.3	Buildings or Structures	Existing	NONE	NONE
		Proposed	NA	NA
4.4	Access (check appropriate space)	Provincial Highway		
		Municipal road, maintained all year	✓	✓
		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		
		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		
		Privately owned and operated communal septic system		
		Privy		

Section 4 continues on next Page

3. Purpose of this Application

J2024-12 (b)

3.1 Type and purpose proposed transaction (check appropriate box)
Transfer: ☐ Creation of a new lot ☐ Addition to a lot ☒ An Easement ☐ Other purpose
Other: ☐ A charge ☐ A lease ☐ 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:

3.3 If a lot addition, identify the lands to which the parcel will be added:
 Description:

Easement to Severed Property

4. Description of Land and Servicing Information

(Complete each subsection)

4.1	Description	Frontage (m.)	Severed lot addition 60m @ road narrowing to 20m	
		Depth (m.)	186.8 m	
		Area (ha.)	2.8 ha	
4.2	Use of Property	Existing Use(s)	vacant	
		Proposed Use(s)	easement	
4.3	Buildings or Structures	Existing	n/a	
		Proposed	n/a	
4.4	Access (check appropriate space)	Provincial Highway		
		Municipal road, maintained all year	✓	✓
		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		
		Privately owned and operated communal well	n/a	
		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		
		Privately owned and operated communal septic system		
		Privy		

Section 4 continues on next Page

4. Description of Subject Land & Servicing Information ... continued				
4.7	Other Services (check if the service is available)		Severed/Lot Addition	Retained
		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 <u>plan</u> designation (s), if any, of the subject land? <u>Rural 1</u>			
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 <u>Ontario</u> Regulation Number? <u>Rural 1.</u>			
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.			
	Land 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	<u>No</u>	<u>no</u>	
	A landfill	<u>No</u>	<u>no</u>	
	A sewage treatment plant or waste stabilization plant	<u>ll</u>	<u>no</u>	
	A provincially significant wetland (class 1, 2, or 3 wetland)	<u>ll</u>	<u>no</u>	
	A provincially significant wetland within 120 metres of the subject land	<u>ll</u>	<u>no</u>	
	Flood plain	<u>ll</u>	<u>no</u>	
	A rehabilitated mine site	<u>ll</u>	<u>no</u>	
	A non-operating mine site within 1 kilometre of the subject land	<u>ll</u>	<u>no</u>	
	An active mine site	<u>ll</u>	<u>no</u>	
	Natural Gas Pipeline	<u>ll</u>	<u>no</u>	
	An industrial or commercial use, and specify the use (s)	<u>ll</u>	<u>no</u>	
	An active railway line	<u>ll</u>	<u>no</u>	
	A municipal or federal airport	<u>ll</u>	<u>no</u>	

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 # _____ Decision: _____		
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: <table border="1" data-bbox="162 798 1487 917"><tr><td> </td></tr><tr><td> </td></tr></table>		

7 Current Application

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:

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

8.1 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:**

To provide public notification, you will be given a public notice sign (no later than 15 days before the meeting) 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, at least 14 days before your consent application goes to the Desbarats to Echo Bay Planning Board for consideration.
2. Ensure one sign is posted at the front of the property at least three feet above ground level.
3. Maintain the sign until the application is finalized and the final appeal period has passed. You may remove it.

9. Other Information	
9.1	Is there any other information that you think may be useful to the Planning Board, Ministry or other agencies in reviewing this application? If so, explain below or attach one 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/we <u>Lyn Orchard</u>
	of the <u>City of Sault Ste Marie</u> in the <u>District of Algoma</u>
	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.
	 <i>Sworn (or declared) before me at the</i>
	 <i>at the</i> <u>City of Sault Ste Marie</u>
	<i>in the</i> <u>District of Algoma</u>
	<i>this</i> <u>15</u> <i>day of</i> <u>March</u> , 20 <u>24</u>
	
	Commissioner of Oaths  Applicant Susan Lynn Ruckstuhl, a Commissioner, etc., Province of Ontario, for Peter J. Berlingieri Professional Corporation Barrister and Solicitor. Expires May 27, 2025. Applicant

10. Affidavit or Sworn Declaration

10.1 Affidavit or Sworn Declaration for the Prescribed and Requested Information

I, Ben Orchard of the City of Greater Sudbury 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.

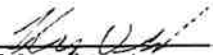
Sworn or Affirmed before me: ☐ in person OR ☒ by video conference

at the City of Sault Ste. Marie, District of Algoma, Province of Ontario, on February 28, 2024 in accordance with O. Reg. 431/20, Administering Oath or Declaration Remotely.



Signature of Commissioner

Christopher P. Coccimiglio – LSO# 81639W



Signature of Applicant

Ben Orchard

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/we, Lynn Orchard, am/are the owner(s) of the land that is the subject of this application for Consent and I authorize Christopher P. Coccimiglio to make this application on my behalf.

March 15, 2024
(Date)

[Signature]
Signature of Owner (s)

Sworn (or declared) before me at the

at the City of East Ste. Marie
in the District of Algoma
this 15 day of March, 2024

Commissioner of Oaths

[Signature]
Applicant

Susan Lynn Ruckstuhl, a Commissioner,
etc., Province of Ontario, for
Peter J. Berlingieri Professional Corporation
Barrister and Solicitor.
Expires May 27, 2025

Applicant

11.2

Authorization of Owner for Agent to Make the Application

I/we, Lynn Orchard, am/are the owner(s) of the land that is the subject of this application for Consent and for the purpose of the Freedom of Information & Protection of Privacy Act.

I authorize Christopher P. Coccimiglio my/our 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.

March 15, 2024
(Date)

[Signature]
Signature of Owner (s)

Sworn (or declared) before me at the

at the City of East Ste. Marie
in the District of Algoma
this 15 day of March, 2024

Commissioner of Oaths

[Signature]
Applicant

Susan Lynn Ruckstuhl, a Commissioner,
etc., Province of Ontario, for
Peter J. Berlingieri Professional Corporation
Barrister and Solicitor.
Expires May 27, 2025.

Applicant

11. AUTHORIZATIONS

11.1

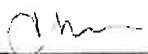
If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form and/or the authorization set out below must be completed.

Authorization of Owner for Agent to Make the Application

I, Ben Orchard, am the owner(s) of the land that is the subject of this application for Consent and I authorize Christopher P. Coccimiglio to make this application on my behalf.

Sworn or Affirmed before me: ☐ in person OR ☒ by video conference

at the City of Sault Ste. Marie, District of Algoma, Province of Ontario, on February 28, 2024 in accordance with O. Reg. 431/20, Administering Oath or Declaration Remotely.



Signature of Commissioner
Christopher P. Coccimiglio – LSO# 81639W



Signature of Applicant
Ben Orchard

11.2

Authorization of Owner for Agent to Make the Application

I, Ben Orchard, am the owner(s) of the land that is the subject of this application for Consent and for the purpose of the Freedom of Information & Protection of Privacy Act.

I authorize Christopher P. Coccimiglio 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.

Sworn or Affirmed before me: ☐ in person OR ☒ by video conference

at the City of Sault Ste. Marie, District of Algoma, Province of Ontario, on February 28, 2024 in accordance with O. Reg. 431/20, Administering Oath or Declaration Remotely.



Signature of Commissioner
Christopher P. Coccimiglio – LSO# 81639W



Signature of Applicant
Ben Orchard

12. Consent of the Owner

12.1 I/we, Lyn Orchard, am/are the owner(s) of the land that is 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 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 this application.

13. Permissions

13.1 Permission to enter on to the subject land(s)

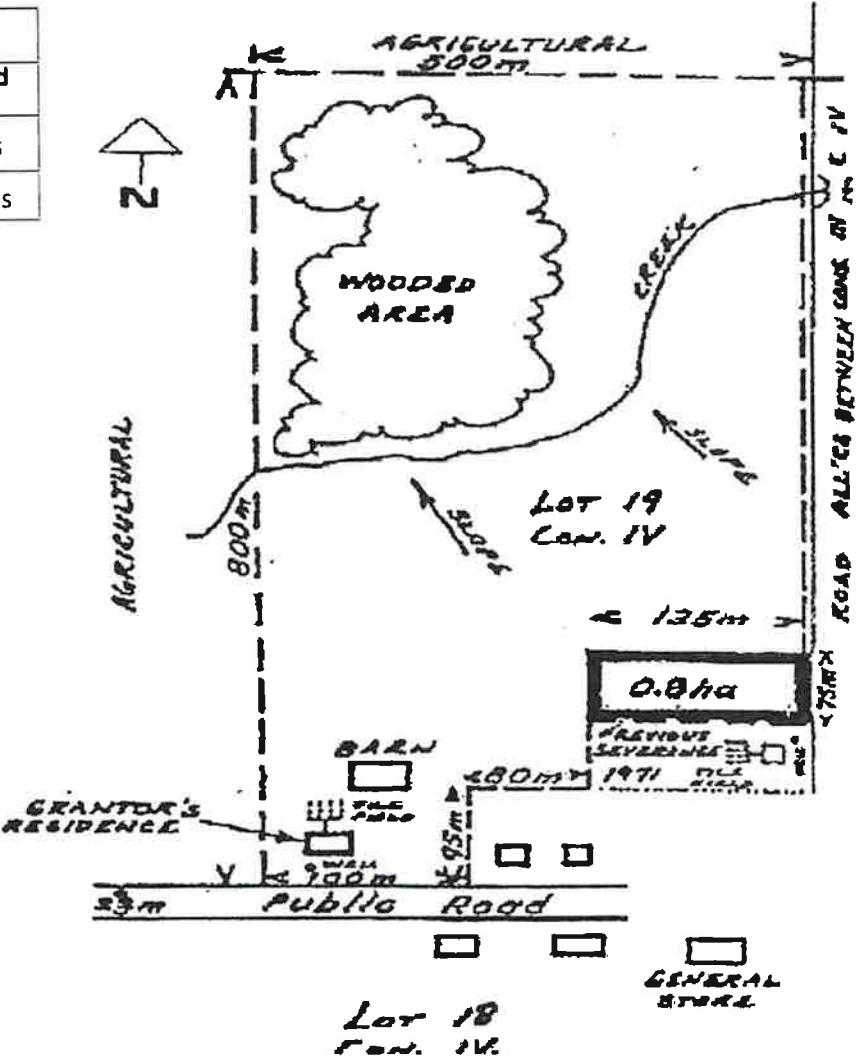
I/We hereby authorize the members and staff of the Desbarats to Echo Bay Planning Board to enter upon the subject land (s) and premise(s) for the limited purpose of evaluating the merits of this application

Signature of Owner (s) or Authorized Agent Lyn Orchard Date 03/15/24

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.

SAMPLE SKETCH

PLEASE USE METRIC UNITS		
To Convert	Multiply By	To Find
Feet	0.3048	Metres
Acres	0.4046	Hectares



12. Consent of the Owner

12.1 I/we, [Signature] am/are the owner(s) of the land that is 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 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 this application.

13. Permissions

13.1 Permission to enter on to the subject land(s)

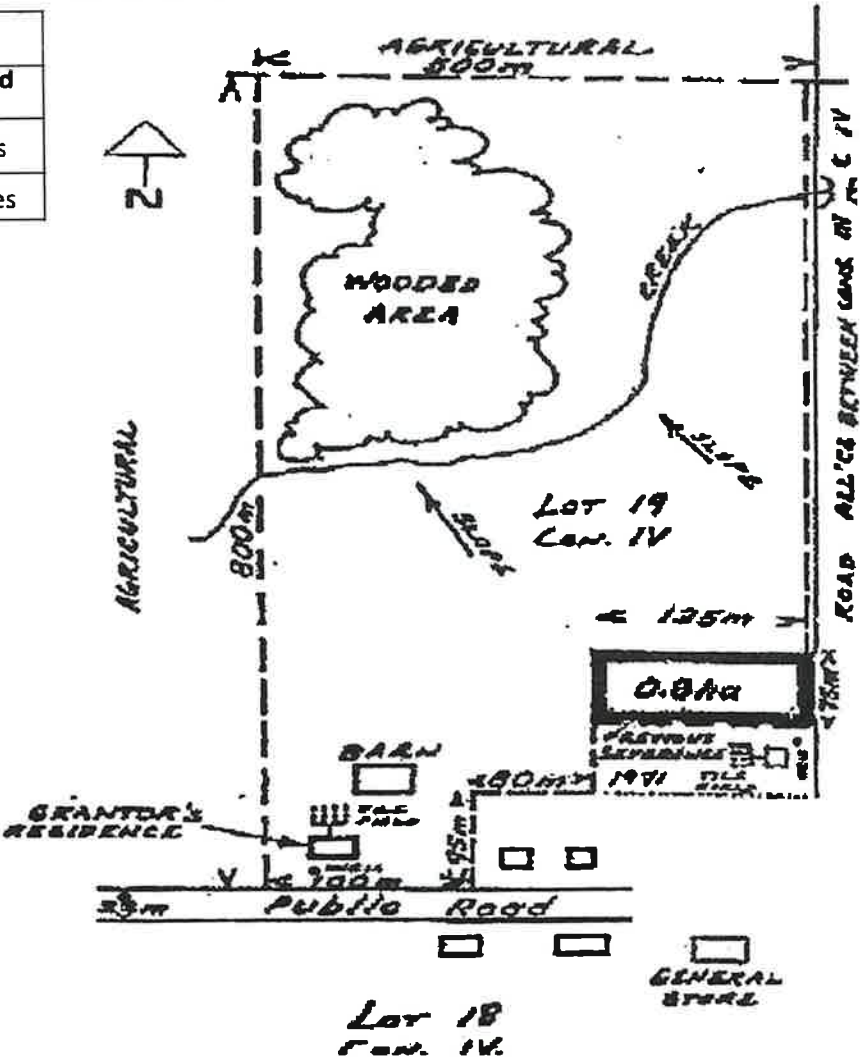
I/We hereby authorize the members and staff of the Desbarats to Echo Bay Planning Board to enter upon the subject land(s) and premise(s) for the limited purpose of evaluating the merits of this application

Signature of Owner (s) or Authorized Agent [Signature] Date 28 February 2024

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.

SAMPLE SKETCH

PLEASE USE METRIC UNITS		
To Convert	Multiply By	To Find
Feet	0.3048	Metres
Acres	0.4046	Hectares





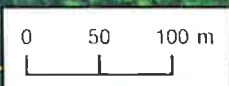
Severed
60 acres

Easement
20m width

Retained
100 acres

60m

50m width





Outlook

RE: Alex Hansen Notice of Decision

From Mark Lepore <MLepore@sjl.law>
Date Tue 2025-09-09 2:49 PM
To Jared Brice <Admin@tarbutt.ca>
Cc Jean Palmer <planning@tarbutt.ca>

 3 attachments (1 MB)

31474-0238 Schedule B - Receiving Lot.pdf; 31474-0355 Schedule B - Proposed Retained Lot & Proposed Lot Addition.pdf; PIN MAP Sechedule B - Receiving Lot.pdf;

Hi Jared,

Further to our last call on this, I am attaching a parcel map along with the parcel registers for both parcels of property owned by Alex Hansen.

As you can see the properties are currently in the same ownership and, without there being any consent certificate registered on title, the parcels would have merged. Accordingly, what is really intended here is a new lot creation for what was described in the consent application as the proposed retained lot.

As I recall, you were going to be speaking with members of the planning board to determine how to move forward with this. I look forward to hearing from you.

Mark A. Lepore, BMOS, JD
Partner

Spadafora Johnson Lepore LLP
747 Queen Street East, Suite 202, Sault Ste. Marie, Ontario, P6A 2A8
Tel: (705) 949 7790 ext: 213
Fax: (705) 942 6493



- Sault Ste. Marie
- Vaughan

Confidentiality Warning: This e-mail contains legally privileged and/or confidential information intended only for the individual or entity named in the message. If the reader of this message is not the intended recipient, or the agent responsible to deliver it to the intended recipient, you are hereby notified that any review, retention, dissemination, distribution or copying of this communication is strictly prohibited. If this communication was received in error, please notify us by reply e-mail or telephone and delete the original message and any attachments.

From: Jared Brice <Admin@tarbutt.ca>
Sent: Wednesday, August 27, 2025 10:16 AM
To: Mark Lepore <MLepore@sjl.law>
Cc: Jean Palmer <planning@tarbutt.ca>
Subject: Re: Alex Hansen Notice of Decision

Good Morning Mark,



PROPERTY INDEX MAP
ALGOMA (No. 01)

LEGEND

PREBUILT PROPERTY
LIMITED INTEREST PROPERTY
CONDOMINIUM PROPERTY
RETIRED PIR (MAP UPDATE PENDING)
PROPERTY NUMBER
GEOGRAPHIC FABRIC
EASEMENT

THIS IS NOT A PLAN OF SURVEY

NOTES

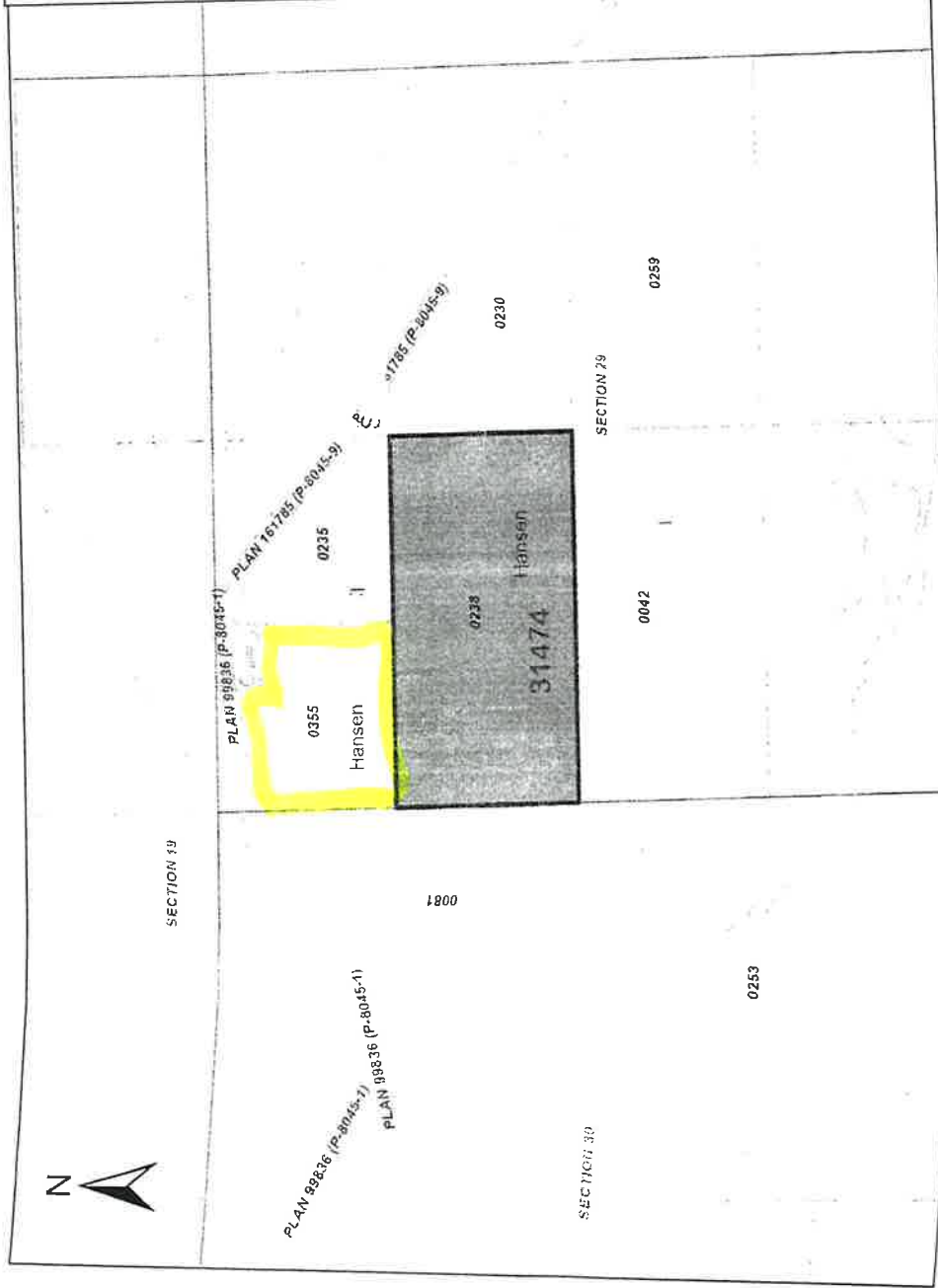
REVIEW THE TITLE RECORDS FOR COMPLETE
PROPERTY INFORMATION AS THIS MAP MAY
NOT REFLECT RECENT REGISTRATIONS

THIS MAP WAS COMPILED FROM PLANS AND
DOCUMENTS RECORDED IN THE LAND
REGISTRATION SYSTEM AND ARE PREPARED
FOR PROPERTY INSURING PURPOSES ONLY

FOR DIMENSIONS OF PROPERTIES BOUNDARIES SEE
RECORDED PLANS AND DOCUMENTS

ONLY MAJOR EASEMENTS ARE SHOWN

REFERENCE PLANS UNDERLYING MORE RECENT
REFERENCE PLANS ARE NOT ILLUSTRATED





Maps are provided as a courtesy only and the Desbarats to Echo Bay Planning Board makes no 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.

0 15 30 60
Meters
Scale: 1:5,000



DESBARATS TO ECHO BAY PLANNING BOARD KEY MAP
Consent Application: 2025-03 Hansen
Proposed Creation of One (1) Lot Addition for the Purposes of Access
Subject Land - 8353 Highway 638
SEC 29 N 1/4 MEREDITH, ALGOMA



Outlook

RE: Request for consideration

From Walling, Marieke <marieke.walling@rbc.com>

Date Wed 2025-09-17 3:34 PM

To Jared Brice <Admin@tarbutt.ca>

Cc Jean Palmer <planning@tarbutt.ca>

Hello Jared,

The only reason I decided to retain a bigger portion of the property is because the agreement made with the brothers was made for a land transfer of 35 acres. This would mean my property would retain the entire piece that I have always utilized for gardening and boarding horses, while ensuring the value of my property. Also the existing fence line would remain and not be required to be removed to be farmed by the brothers.



Marieke Walling
RBC Royal Bank of Canada
Credit Advisor, Mortgage Renewal
Centre of Excellence

844-434-1038 Work
marieke.walling@rbc.com

Marieke Walling | RBC Credit Advisor, Mortgage Renewal – Centre of Excellence
Royal Bank of Canada | 844-434-1038 | www.rbcroyalbank.com

From: Jared Brice <Admin@tarbutt.ca>

Sent: Wednesday, September 17, 2025 3:20 PM

To: Walling, Marieke <marieke.walling@rbc.com>

Cc: Jean Palmer <planning@tarbutt.ca>

Subject: Re: Request for consideration

[External]/[Externe]

Good Afternoon Marieke,

Thank you for your email with regard to the requested amendment. In order to provide a better understanding to the Board, is there any additional background information you can share in the event that the Board asks why there is an amendment? If so, it will be greatly appreciated if you are able to share it so that an answer can be provided.

Thanks and have a good one!

Jared Brice
Township of Tarbutt:
Deputy Clerk/ Planning
Coordinator



Desbarats to Echo Bay Planning
Board:
Secretary-Treasurer
Tarbutt Fire Department:
Training Officer

Telephone 705-782-6776
Web www.tarbutt.ca
Email admin@tarbutt.ca
27 Barr Road South, R.R. 1
Desbarats, ON P0R 1E0

From: Walling, Marieke <marieke.walling@rbc.com>
Sent: Wednesday, September 17, 2025 2:43 PM
To: Jared Brice <Admin@tarbutt.ca>
Subject: Request for consideration

Hello,

In regards to File No: E2024-15 for the amalgamation of farm land, as per attached copy of the conditional approval the applicant is requesting that the property that is to remain is larger than the original plan and is highlighted in blue and the requested amount to be retained be approximately 6 acres and the remaining 35 acres be amalgamated with the proposed receiving lot. Please review with the board and respond so I can send the information to be properly surveyed.

Thank you,
Marieke Walling



Marieke Walling | RBC Credit Advisor, Mortgage Renewal – Centre of Excellence
Royal Bank of Canada | 844-434-1038 | www.rbcroyalbank.com

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5. Where a residential dwelling is permitted on a lot in a *prime agricultural area*, up to two additional residential units shall be permitted in accordance with provincial guidance, provided that, where two additional residential units are proposed, at least one of these additional residential units is located within or attached to the principal dwelling, and any additional residential units:
- a) comply with the *minimum distance separation formulae*;
 - b) are compatible with, and would not hinder, surrounding agricultural operations;
 - c) have appropriate *sewage and water services*;
 - d) address any public health and safety concerns;
 - e) are of limited scale and are located within, attached, or in close proximity to the principal dwelling or farm building cluster; and
 - f) minimize land taken out of agricultural production.

Lots with additional residential units may only be severed in accordance with policy 4.3.3.1.c).

6. For greater certainty, the two additional residential units that are permitted on a lot in a *prime agricultural area* in accordance with policy 4.3.2.5 are in addition to farm worker housing permitted as an *agricultural use*.

4.3.3 Lot Creation and Lot Adjustments

1. Lot creation in *prime agricultural areas* is discouraged and may only be permitted in accordance with provincial guidance for:
 - a) *agricultural uses*, provided that the lots are of a size appropriate for the type of *agricultural use(s)* common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;
 - b) *agriculture-related uses*, provided that any new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*;
 - c) one new residential lot per farm consolidation for a *residence surplus to an agricultural operation*, provided that:
 1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*; and
 2. the planning authority ensures that new dwellings and additional residential units are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new dwellings or additional residential units are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches that achieve the same objective; and
 - d) *infrastructure*, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way.
2. Lot adjustments in *prime agricultural areas* may be permitted for *legal or technical reasons*.



0 15 30 60
Meters
Scale: 1:5,000

Maps are provided as a courtesy only and the Desbarats to Echo Bay Planning Board makes no 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



Source: Esri, Maxar, Earthstar Geographics, and the GeoEye Community



0 15 30 60
Meters
Scale: 1:1,000

Maps are provided as a courtesy only and the Desbarats to Echo Bay Planning Board makes no 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.



The Township of Tarbutt
27 Barr Road South
Desbarats, Ontario P0R 1E0
Ph: 705-782-6776 Fax: 705-782-4274

REPORT TO COUNCIL

Date: September 17, 2025
From: Carol Trainor, CAO/Clerk
Re: Changes to Planning Board Accommodation

BACKGROUND / OVERVIEW

The Township of Tarbutt has hosted the Desbarats to Echo Bay Planning Board since it was established in 1998. Due to increasing demands on staff time, juggling multiple roles, drop in clients, lengthy conversations, lack of privacy, and the impact on the overall operation of the municipal office, a recommendation has been made to relocate the Desbarats to Echo Bay Planning Board into the lending library area, to provide a clear distinction and division of roles from Township administration.

Township Library:

The library is the proposed location for the Planning Board workstation (desk, computer, screens, printer and filing cabinet) which will allow the Board to continue to use the same address they have always had, and will allow the current Secretary Treasurer to go back and forth as required. The intent, of course, is to minimize the need for this. By relocating this workstation away from the Township administrative area, staff of both organizations will be able to work with less disruption, and it will allow PB staff and their clients to have open and lengthy conversations without the worry of confidentiality, privacy, interruption, and numerous conversations going on simultaneously.

Technical and logistical requirements:

Internet access is available in the Township's library space, which the Planning Board may continue to use. The Township pays a monthly fee of \$158.20 for satellite internet access. Might the Township wish to charge a small fee for access to this service?

A dedicated telephone number should be established for the Planning Board, which may best be achieved with a cellular phone, to save the cost of installing a new, dedicated land line. Fax traffic is very low and the Township would agree to allow the Planning Board to continue to use the Township's fax number if it so chooses.

Rental Agreement:



space, etc.

There is currently no rental agreement between the Township and the Board, however it is in the best interest of both parties to establish guidelines and deliverables to ensure there is mutual understanding of matters such as space rental, access, use of facilities, office supplies, wear and tear on equipment, meeting

The Planning Board currently pays \$200/month or \$2400 per year to the Township for rent. The Planning Board has suggested, and Township staff agree, that a formal agreement outlining what is included should be explained in detail. Such agreement should be vetted by a legal advisor to ensure that both parties are fairly represented.

There should be no change to insurance coverage, as the Planning Board should have its own insurance to cover facilities and fixtures, but also errors and omissions and liability for Board members and staff.

Dedicated Planning Board Hours:

In order to allow the Secretary Treasurer to focus on Planning Board matters, to meet with clients, to schedule appointments, to concentrate efforts on mapping, research and report writing, and to openly discuss land use and potentially private matters with members of the public, Tarbutt recommends that the Secretary Treasurer be available during a consistent, designated time slot, whether it is one day, or two or more half days, which would be consistent each week. This would allow residents and applicants to arrange meetings at a time that will be most convenient for all parties. As the current Secretary Treasurer tracks their time between the township and the board, every 10 minute interval can see switching back and forth between the two. This is an inefficient, unnecessary and burdensome task which can be eliminated with dedicated time slots for the Board's work.

The day or half days of the week, should be determined by the Secretary Treasurer and approved by the Board. There is little impact to municipal operations of the day.

The process of dedicating one day or two half days for Planning Board business would rely on the area municipalities informing their residents of the change. It is anticipated that this process will provide fewer opportunities for the public to access the Planning Board and will take some adjustments in relation to its current availability.

STAFF RECOMMENDATION:

Be it resolved that the report from the CAO/Clerk regarding dedicated time and space for Planning Board business be received; and
That Council support that the Planning Board move to a dedicated public day for planning related matters within the next few months; and
That Council authorize the Clerk to work with the Secretary-Treasurer of the Desbarats to Echo Bay Planning Board to prepare a rental agreement for the Township Library.



Outlook

RE: Township res for Planning Board

From Jared Brice <Admin@tarbutt.ca>

Date Thu 2025-09-18 1:28 PM

To Jean Palmer <planning@tarbutt.ca>

Cc Carol Trainor <clerk@tarbutt.ca>

1. Relocation of the Planning Board workstation

Resolution No: 2025 – 156

Moved by: D. Farrar

Seconded by: D. McClelland

Be it resolved that the report from the CAO/Clerk regarding dedicated time and space for Planning Board business be received; and

That Council support the Planning Board move to a dedicated public day for planning related matters within the next few months; and

That Council authorize the Clerk to work with the Secretary-Treasurer of the Desbarats to Echo Bay Planning Board to prepare a rental agreement for the Township Library.

Carried



Jared Brice

Township of Tarbutt:

Deputy Clerk/ Planning

Coordinator

Desbarats to Echo Bay Planning
Board:

Secretary-Treasurer

Tarbutt Fire Department:

Training Officer

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27 Barr Road South, R.R. 1

Desbarats, ON P0R 1E0

From: clerk@lairdtownship.ca <clerk@lairdtownship.ca>
Sent: Monday, June 23, 2025 3:09 PM
To: Jared Brice <Admin@tarbutt.ca>
Subject: Planning Board - OP

Hello Jared,

At the June 19, 2025, Council meeting Council reviewed the Mayor's notes from February 19, 2023, on the Joint Official Plan and passed the following motion:

#150-25

Moved by: Todd Rydall

Seconded by: Brad Shewfelt

BE IT RESOLVED THAT Council requests staff to submit Mayor Evoy's February 19, 2023, Joint Official Plan comments/questions to the Desbarats to Echo Bay Planning Board.

Carried.

Attached is Mayor Evoy's comments/questions to be submitted to the Desbarats to Echo Bay Planning Board. I've also attached the version of the OP that I believe the Mayor reviewed and made comments on.

Sincerely,



Jennifer Errington, Dipl.M.A.

Clerk Administrator

Township of Laird

3 Pumpkin Point Road

Echo Bay, ON

POS 1C0

Phone No. (705) 248-2395

Fax No. (705) 248-1138

Website lairdtownship.ca

Individuals who submit written correspondence or information to the Municipality should be aware that any personal information contained in their communications may become part of the public record and made available to the public through the Council Agenda process or that of a committee of Council or a local board.

clerk@lairdtownship.ca

From: Shawn Evoy <sevoy@nacsworld.com>
Sent: February 19, 2023 3:01 PM
To: Jennifer Errington
Subject: Official Plan comments

Send through to Lynn.
in

A few Official Plan review comments.

A 3.4.1

We do not want to agree that we want to direct the majority of new growth to be in Echo Bay and Desbarats

A 4.2

We do not want to agree that mixed use only applies to Echo Bay

A 4.5

This is not what we want. We do not want to agree to restrict lot creation in "areas contiguous to active farmland" this

A 4.8

Review areas of "Environmental Protection"
Not sure where or why would have these.

B 1.4 "c"

Remove "municipal water"

B 1.5

Remove limitation to "settlement"

B 1.5 "f"

Remove reference to "municipal sewer and water"

B 2.4 "h"

Change "will be" to "may be required"

B 2.5

Change "will be" to "may be"

B 3.3 "g"

Remove

Or make note that this only applies where not already prohibited

B 3.4.1 "b"

Lot size confusion
Why 1 hectare?
Why not 1 acre?
Should we specify minimum frontage and setbacks only ?

B 3.4.1 “a”
3 new lots?

B 3.4.2
Lot quantity and size confusion
Plus 2 infilling lots (so total of 5?)
Infilling lots are 2 hectares? Why?

B 3.4.4
Farm consolidations should be discouraged
Not good for tax levy, reduces housing lot creation etc

B 3.5.2
“Additional residential units” should not be stuck out

B 3.5.6 “a”
Why 4 hectares?

B 3.5.6 “b”
Why 300m²?

B 3.5.6 “e”
“Retail or wholesale shall not be a principal use”
Why?

B 3.5.8
Last sentence
Agri-tourism does not include “accommodation” why not?

B 3.5.9
Remove

B 5.4 1 “e”
40 hectares is not correct. Locally farms were 80 acres or 32 hectares. Suggest that farms not be reduced to less than 40 acres or 16 hectares. This size is suitable for Mennonites

B 5.4.2
Farm consolidation not good for growth

B 5.5.5
Can this be a separate granny flat?

B 6.4.2. “g”

Are we really intending to ask the fire department and emergency services to comment or approve new lot zoning?

B 6.4.3

Last paragraph says creation of 3 infilling lots. B 3.4.2 says 2 infilling lots

Do we have a map of potential lots?

B 6.4.5 "a"

Retained lot must be 5 hectares?

Why?

All lot size restrictions are conflicting

Should just have to meet a minimum criteria for frontage, depth and setbacks

B 6.4.5 "g"

.8 hectare?

Why?

More lot size conflicts

B 6.4.7

Setbacks to be reviewed by "committee of adjustment"?

Maybe the Planning board?

B 6.4.10

Lot size is minimum 929 m² ??

.929 hectares?

Why?

More conflicting lot size restrictions

B 6.4.12

"Unopened road allowances"

I don't believe we actually have any in the townships

C3

Water resource management report

"shall" to "may be required"

C4

Same as above

D 2.3.4

Unopened road allowances

Same as above

Shawn