

**Corporation of the Municipality of Temagami
Planning Advisory Committee (PAC) Meeting
Municipal Office Boardroom
June 12, 2018 at 11:00a.m.
Draft Minutes**

An audio recording of this meeting has been made and will be available through the Municipal Website.

The minutes of this Committee represent ideas or advice to Council. They do not represent decisions of Council and may require further study.

Committee Members Present: (Chair) Lorie Hunter, Cathy Dwyer, Jim Hasler (By Phone) Barry Graham, John Kenrick and Barret Leudke. Claire Rannie (arrived 11:05)

Staff: Tammy Lepage

Members of the Public: 3

Call to Order & Roll Call: 11:00 a.m.

The Chair called the meeting to order and read the audio recording declaration of this meeting.

Adoption of Agenda

18-44

MOVED BY: B. Graham

SECONDED BY: B. Leudke

BE IT RESOLVED THAT the revised agenda for the June 12, 2018 meeting of the Planning Advisory Committee be adopted as amended.

CARRIED

Revision is to change the word “Memo” to “Resolution” for item 9.2 and the amendment is to add item 9.4 correspondence from Latempa executive.

Disclosure of Pecuniary Interest and Conflict of Interest

None.

Minutes of Previous Meeting

Chair informed the Committee that the minutes of May 15th were not circulated, as the minutes need some revisions. She further explained that the minutes are to list issues and not to have suggestions, note, comments and names throughout the minutes.

18-45

MOVED BY: C. Rannie

SECONDED BY: B. Leudke

BE IT RESOLVED THAT the Minutes of the Planning Advisory Committee meeting held on May 15, 2018 be tabled for the next planning advisory committee meeting.

CARRIED

Business Arising from the Minutes

The Committee discussed having the packages, if possible provided early than the Friday prior to meetings, to allow more time to review the materials. Staff informed the Committee the package

was printed off and left on the printer, for those who requested printed copies and that best efforts will be taken to have the packages sent out in advance.

New Business

Z-18-01 – Krech Zoning By-Law Amendment Application

Clarification was sought as to why the Committee of Adjustment is not dealing with this application, staff informed the Planning Advisory Committee (PAC) that PAC reviews Zoning By-law Amendments for comment submissions to Council and that Council is the approval authority for Zoning By-Law Amendments. Further clarification was sought as to why the Temagami Lakes Association (TLA) was circulated and that Chair clarified that they had requested to be notified of all zoning by-law amendments, once a request has been submitted all those who makes request to be notified will receive notifications.

Discussion that the maps within the archaeological report doesn't match up with the property and was difficult to distinguish where the archaeological feature are located. Discussion that it be noted in the minutes that the archaeological feature is not located on the applicant's property.

The Committee reviewed and discussed application No. Z-18-01 – Krech zoning by-law amendment application and recommends to Council the following:

18-46

MOVED BY: B. Graham

SECONDED BY: C. Dwyer

WHEREAS the Planning Advisory Committee (PAC) has reviewed the Zoning By-Law Amendment application Z-18-01;

AND WHEREAS the PAC submits the following comment submission to Council as part of the public hearing process;

AND WHEREAS PAC recognizes that cultural and heritage features are to be protected;

AND WHEREAS PAC recommends for Council to be mindful of s. 2.6 Cultural Heritage and Archaeology in the Provincial Policy Statement 2014 and s.2.14 Cultural Heritage Resources of the Municipality of Temagami's Official Plan;

NOW THEREFORE BE IT RESOLVED THAT notwithstanding the archaeological component adjacent to the site, PAC would recommend to Council to approve Zoning By-Law amendment No. Z-18-01 subject to archaeological resources being discovered the proponent should follow s. 48(1) of the Ontario Heritage Act, the Cemeteries Act, R.S.O. 1990 c.C.4 and the Funeral, Burial and Cremation Services Act 2002, S.W.O. 2002, c.33.

CARRIED

The Committee discussed that it would be prudent to send letters to the adjacent property owners and the Committee of Adjustment making them aware of the archaeological features within that area. Staff will confirm with the Ministry of Tourism Culture and Sport, as staff explained that the ministry is reluctant to divulge such sensitive information to avoid foraging and disruption of the any known sites. Staff is to provide an update at the next meeting.

Z-18-02 – Pandolfo Zoning By-Law Amendment Application

The Committee reviewed and discussed application No. Z-18-02 – Pandolfo zoning by-law amendment application and recommends to Council the following:

18-47

MOVED BY: B. Graham

SECONDED BY: C. Dwyer

WHEREAS the Planning Advisory Committee (PAC) has reviewed the Zoning By-Law Amendment application Z-18-02;

AND WHEREAS the PAC submits the following comment submission to Council as part of the public hearing process;

AND WHEREAS PAC recommends in favour of the proposed garage/shop;

NOW THEREFORE BE IT RESOLVED THAT PAC recommends to Council to approve Z-18-02.

CARRIED

The Committee discussed the zoning of the property is highway commercial and that the zoning by-law amendment is not changing the zoning of the property. Staff informed the Committee the zoning by-law amendment is required as the garage/shop is larger than permitted by the zoning by-law and the property will maintain its current zone as highway commercial.

Unfinished Business

Second Unit OPA draft policy

Discussion took place regarding the Planning Consultants draft second unit Official Plan Amendment policy and that Council's direction and the Committee's intent is to have second units in all five neighbourhoods. The Chair informed the Committee that various Planners have various interpretations of the legislation and the legislation is unclear.

Discussion also took place regarding the Gray OMB decision and that a sleep cabin can contain both a kitchen & bathroom and is not considered a dwelling. The committee heard from a member of the public regarding this matter.

The Chair informed the Committee that Policies are in place regarding setbacks, and vegetative buffer. The Committee continued discussion regarding second units, and the potential for marrying sleep cabin policies, with the second unit policies and that the Official Plan (OP) can't have conflicting policies. Further discussion took place regarding the policies in the OP and to have the Planning Consultant, the Chair of PAC and the Planning Clerk to have a conversation regarding the intent of PAC and Council's direction and for the Planning Consultant to attend a meeting by phone. Further discussion took place that the Zoning By-Law Amendment be concurrent with the OPA. Committee heard from a member of the public regarding an open house.

The Committee passed the following motion by recorded vote:

18-48

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

WHEREAS at the regular Council meeting dated March 13, 2018 Council passed resolution 18-081 by recorded vote to allow second units in all neighbourhoods;

NOW THEREFORE BE IT RESOLVED THAT the Planning Clerk and the Planning Advisory Committee Chair meet with the Planning Consultant to discuss and review the current policies for sleep cabins and develop policies for second units based on our current policies;

AND FURTHER THAT the Planning Consultant to provide PAC with draft policies for the official plan amendment and draft policies for a zoning by-law amendment;

AND FURTHER THAT the Planning Consultant attend a meeting by phone.

J. Kenrick requested a recorded vote:

	Yays	Nays
B. Graham	✓	
B. Leudke	✓	
C. Dwyer	✓	
C. Rannie		✓
J. Hasler	✓	
J. Kenrick		✓
Chair L. Hunter	✓	

Results of recorded vote 5 to 2

CARRIED

at 12:29p.m. and reconvened at 12:43 p.m.

Review of the Official Plan Section 8-10

The purpose of the ongoing Official Plan review is to highlight areas for consideration for the planner and the public.

The Committee discussed the following:

- Page 8-1 s. 8-1 “Backcountry Neighbourhood” the planner to review the first two paragraph the term “actively” and that these two paragraphs does not need to be repeated throughout;
 - The Planner to review the issue Crown land disposition and the Municipality as the Agent;
 - 4th Paragraph – the planner to review and add a brief description and indicate where the Backcountry neighbourhood is instead of trying to find it within the Schedules.
- Page 8-2 s. 8.2.2 “Economic” the Planner to change the word “support” to “encouraging”.
- Page 8-3 s.8.3.1 “General Policies” “Crown Land” Planner is to review with the Ministry of Natural Resources and Forestry the above noted policies.
- Page 8-4 s. 8.3.2 “Permitted Uses” bullet point one add “Low Density Residential” to the sentence.
 - Third Bullet Point add revise and clarify the term sleep cabin.
- Page 8-5 s. 8.3.3.1 “Rural Residential” fourth bullet point to expand the use of capacity calculation and incorporate other studies as ex. Fisheries capacities & Boat limits.
- Page 8-6 second bullet point – planner to review recommendation regarding Site Plan control as noted in previous minutes.
 - To include “Low Density” in the Lot Creation through Consents on Private Land.
 - The Committee heard from a member of the public on this matter.
- Page 8-8 the Planner to add “Low Density Residential” and include capacity calculation and other studies.
 - S. 8.3.4 “Sleep Cabins” The Planner is to review and clean any and all areas that mentions sleep cabins.

B. Graham excused himself 2:10 to 2:12

- Page 8-9 second paragraph – The Planner is to review sleep cabins policies in conjunction with second unit policies.

- S. 8.3.5 “Number of Sleep Cabins Permitted on Lot” Planner to review the third paragraph policy regarding a fully serviced sleep cabin be located on lots that can be severed.
 - S. 8.3.6 – “New Development” The Planner to expend new lot development on backcountry roads and surrounding lakes.
- Page 8-10 s. 8.3.7.1 “Lots Permitted from Patented” the Planner to review this policy throughout.
 - s.8.3.8 & 8.3.9 “Home Occupation & Home Industry” the planner to review these polices.
- Page 8-11 s. 8.3.11 “Prohibited Uses” the Planner to review adjusting the boundaries to include Lake Temagami and review access points such as Cross Lake etc. The Committee heard from a member of the Public regarding this matter.
- Page 8-12 s.8.3.13 “Telecommunications & Utility Infrastructure” the Planner to change the word “permitted” in the first paragraph to “encourage”.
- Page 8-13 s.8.3.16 “Bed & Breakfast Establishments” the Planner to review broadening the bed and breakfast policies throughout.
 - S.8.3.17 “Aesthetic Viewscape Management” the Planner to review the second paragraph regarding land use permits.
 - The Planner to recommend a general statement of encouragement and support of the First Nation Community.
- Page 8-14 s. 8.3.18 “Contractor’s Yard” the Planer to review this policy throughout the OP.
 - S.8.3.19 “Transit of Industrial/Building Supplies at Lake Access Points” the Planner to review this policy throughout as the intent is for a “lay down area” like drop and load sites.
- Page 8-15 s. 8.4.1 “Integrated Management Area” the Planner to change the word “shall” in the first sentence in paragraph 6 to “may”.
- Page 8-17 s.8.4.3 “Protected Area” the Planner to review this policy and list the protected areas.
- Page 8-19 s.8.4.6.2 “New Tourist Commercial Use” the Planner to add the capacity calculations.
- Page 8-21 s.8.4.6.4 “Conversion of Youth Camps to Tourist Commercial uses” the Planner to review this policy and demonstrate the reasoning for potential conversion of Tourist Commercial use to Youth Camps.
 - S.8.4.7 “Future Development” the Planner to review and indicate where the future development areas are.
- Page 9-1 s.9.1 “General” the Planner to clarify the planning tools such as: holding by-laws and development permits and to add the tools to the issues table list.
 - S.9.2 “Planning Administration” the Planner to review the second paragraph regarding members as members are to be increased to 9 members not seven members.
- Page 9-2 s. 9.3 & 9.4 “Review and monitoring of the Plan” & “Amendments to the Plan” the Planner is to review this policies in accordance with the 10 year plan.
- Page 9-4 s. 9.5.2 “Non-Complying Lots & Buildings” the Planner to review the last paragraph and indicate that this varies dependent on neighbourhood and to include Fire Smart policy.

- Page 9-5 s.9.6.2 “Public Consultation” the Planner is to expand the list of ways for public consultation methods.

Recording secretary stepped away from the meeting for 2 minutes.

- Page 9-6 s. 9.6.5 “First Nation” The Planner to include which First Nation community is being notified.
- Page 9-7 First sentence, the Planner to review this sentence with the Ministry of Municipal Affairs & Ministry of Housing.
 - The Planner to review bullet point 3 to indicate if this is policy is for “Cold Water Lakes or Warm Water Lakes.” And mentioned other systems of capacity calculations.
- Page 9-8 first bullet point the Planner to review this bullet as it may be varies by neighbourhood regarding site plan control.
- Page 9-9 s. 9.7.2 “Plans of Subdivision” the Planner to review the last bullet point regarding financial impact on the Municipality needs to be explained more to include servicing cost and liabilities.

Staff is to provide a copy of the road agreement to Committee members for the plan of subdivision on Fox Run.

- The planner to clarify municipal road standards.
- Page 9-12 s. 9.7.6 “Development and Site Alterations” the Planner to provide list the natural heritage features and to add the definition that is in the PPS 2014.
- Page 9-13 Table 9.1 the Planner is to review the table with the MNRF and to have the definitions.
- Page 9-14 s.9.9 “Lot creation and Development Plan Study” the Planner is to review this policy.
- Page 9-19 s. 9.15 “Cash-in Lieu of Parkland” the Planner to review and update this policy.
- Page 9-17 s. 9.13 “Site Plan Control” the Planner to review as per previous recommendations.
- Page 9-20 s.9.19 “Ministry of Natural Resources, Comprehensive Planning Process” the Planner to review with the MNRF and propose a statement that the Municipality may request an amendment of the Temagami Land Use Plan.
- Page 9-22 s. 9.23 “Sewer & water Allocations” the Planner to review this policy regarding creation of another lagoon.

Consensus was to hear from member of the public regarding lagoons in terms of volume.

- Page 9-23 s. 9.24 “Complete Application” the Planner to add that the onus is on the applicant/agent for studies that may be required as part of an application.
- The Planner to produce better quality schedules for the Official Plan.

Items for next agenda

- Definitions with the OP
- Begin the Zoning By-Law review
- Correspondence from the Temagami Lakes Association dated May 23, 2018 regarding OP draft Terms of Reference.
- Correspondence from Latempa.

- Issues table for a future meeting.

Items for Information

18-49

MOVED BY: C. Rannie

SECONDED BY: B. Leudke

BE IT RESOLVED THAT the information items be noted, filed and recorded in the minutes of this meeting.

Items for Information were:

- Correspondence from the Temagami Lakes Association dated May 23, 2018 regarding Official Plan draft Terms of Reference Concerns. – bring back at the next meeting.
- Resolution 18-178 Appointment of Chair
- Correspondence from Ministry of Municipal Affairs and Ministry of Housing dated March 20, 2018 regarding the Northeastern Ontario Planning Authorities Workshop 2018.
- Correspondence from the Latempa received June 12, 2018 regarding Terms of Reference for the OP review.

CARRIED

Set Meeting Date

18-50

MOVED BY: B. Graham

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT the next Planning Advisory Committee Meeting be scheduled for July 5th at 10:00 am.

CARRIED

Meeting Adjournment

18-51

MOVED BY: J. Kenrick

SECONDED BY: B. Graham

BE IT RESOLVED THAT the June 12, 2018 meeting be adjourned at 2:56 p.m.

CARRIED