

**Corporation of the Municipality of Temagami  
Planning Advisory Committee (PAC) Meeting  
Municipal Office Theatre  
July 26, 2017 at 1:00p.m.  
Minutes**

**Committee Members Present:** (Chair) Debby Burrows, Claire Rannie, Cathy Dwyer, Barret Leudke, Barry Graham, Jim Hasler

**Staff:** Tammy Lepage, Elaine Gunnell

**Absent:** John Kenrick (With Notice)

**Members of the Public:** 3

**Call to Order: 1:09 p.m.**

**Adoption of Agenda**

17-07

MOVED BY: J. Hasler

SECONDED BY: C. Rannie

BE IT RESOLVED THAT the agenda for the July 26, 2017 meeting of the Planning Advisory Committee be adopted as revised.

Revision is to add item No. 8 Items for next Agenda.

CARRIED

**Disclosure of Pecuniary Interest and Conflict of Interest**

None.

**Minutes of Previous Meetings**

17-08

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT the minutes of the Planning Advisory Committee meeting held on January 17, 2017 be adopted as presented.

CARRIED

**Business Arising from the Minutes**

None.

**Unfinished Business**

**Minor Variance Application Form**

The Committee discussed the draft minor variance application form, provided by staff and staff explained the changes made. Staff will verify what is required under the Ontario Regulations, with regards to information that is required. Staff will clarify on bullet point 1.4 on the application, with respect to encumbrances and mortgages and report back to the Committee at the next meeting.

**New Business**

**Travel Expenses to PAC Meetings**

The Committee discussed that since members now able to phone into PAC meetings, travel expenses for mileage can be reduced. The Committee discussed the history of when the mileage expenses came into

effect and the fact that at the time expenses, were to alleviate undue hardship, as PAC has a unique compliment requirements, with a need for members from specified neighbourhoods.

The Committee passed the following resolution:

17-09

MOVED BY: B. Graham

SECONDED BY: C. Rannie

WHEREAS at the regular Council meeting held on June 8, 2017 Council passed resolution 17-352 to receive Memo 2017-M-062 regarding travel expenses being paid to Committee members travelling to Planning Advisory Committee (PAC) meeting and referred the matter to PAC for recommendation to Council;

AND WHEREAS s.8 (6) of the *Planning Act*, states that remuneration and expenses may be paid at council's discretion (or as may be determined by council);

AND WHEREAS the Planning Advisory Committee could potentially be held on the same day as Committee of Adjustment meetings reducing mileage costs;

NOW THEREFORE BE IT RESOLVED THAT PAC recommends to Council that meetings be scheduled on the same day as the Committee of Adjustment meetings when possible;

AND FURTHER THAT travel expenses be paid up to a maximum of \$100 when traveling from outside the municipal boundaries.

CARRIED

The Committee discussed the Committee of Adjustment mileage expenses and passed the following motion:

17-10

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

AND WHEREAS s.8 (9) of the Planning Act, states that compensation shall be paid as the council may provide;

AND WHEREAS the Planning Advisory Committee (PAC) is of the opinion that the same limits for mileage apply to Committee of Adjustment as to PAC;

NOW THEREFORE BE IT RESOLVED THAT PAC recommends to Council that travel expenses be paid up to a maximum of \$100 when traveling from outside the municipal boundaries.

CARRIED

### **Correspondence from Ministry of Municipal (MMA) regarding Places to Grow Implementation Fund**

The Committee discussed the above piece of correspondence and staff will review the funding opportunity.

### **Official Plan Review Process**

The Committee discussed the official plan review process and staff clarified that we must begin it by March 2018, and further discussion took place regarding a comprehensive overview of the official plan. Staff will provide the committee with a binder including the Official Plan, Terms of Reference and Zoning By-law. Staff also clarified the benefits of doing a new comprehensive official plan, as the review will be in 10 years, instead of five years.

Further discussion took place regarding when and if a consultant is required during the review process. The question arose whether the matter of two-storey boathouses on Lake Temagami would need to be part of the comprehensive review or whether it could be a separate municipally initiated amendment.

Staff will get clarification from the Ministry on this, as the Ministry of Municipal Affairs is the approval authority for comprehensive reviews.

The Committee recommended that PAC will be the review committee for the official plan and set September 7<sup>th</sup> & 28<sup>th</sup> dates for the next meetings. Further discussion took place with regards to having one meeting a month for the review of the official plan.

### **Planning Advisory Committee Appointment and Term**

The Committee discussed the appointment and term of office held by committee members currently and staff clarified the procedures for reconsidering a motion.

### **By-Law 06-684 – “Schedule A” Planning Act Tariff of Fees Schedule**

The Committee discussed Schedule A to By-law 06-684 and deferred the item until a discussion on budget submission.

### **Correspondence from the MMA & Ministry of Housing regarding Northeastern Ontario Planning Authorities Workshop**

The Committee discussed the Northeastern Ontario Planning Authorities Workshop, held in Sudbury on September 12 & 13 at the Holiday Inn. The Consensus of the Committee was to send the Planning Assistant, Chair, D. Burrows and B. Graham and rotate for next year’s workshop. If B. Graham is unavailable B. Leudke expressed his interest.

### **Review of By-Law 07-728 Site Plan Control**

The Committee discussed By-law 07-728 Site Plan Control and determined that there is a need to review the site plan control application form as well as the Minor Variance application form, as they are outdated. Further discussion took place regarding the need for site plan control, in addition to the detailed specification in our Zoning By-law. Discussion took place regarding the complexity of the planning applications and how can these applications be simplified.

### **Items for Next Agenda**

The Committee discussed the items below to be placed on the next agenda:

- Budget
- OP review
- Zoning By-Law
- Minor Variance Application/ O. Reg. requirements
- Site Plan Application

### **Items for Information**

17 – 11

MOVED BY: B. Graham

SECONDED BY: J. Hasler

BE IT RESOLVED THAT information items 1-5 be noted, filed, and recorded in the minutes of this meeting.

Items for information were:

- (1) Resignation of Paul Middleton (Resolution 17-360)
- (2) The appointment of Barry Graham to the Planning Advisory Committee (Resolution 17-361)
- (3) Councils decision regarding PAC Compliment (Resolution 17-362)
- (4) Amendment to By-Law 14-1198 PAC Travel Expenses (Resolution 17-373 & By-Law 17-1350)
- (5) Association of Municipalities Ontario regarding changes to the Land Use Planning & Appeal System.

CARRIED

**Set Meeting Date**

17-12

MOVED BY: C. Rannie

SECONDED BY: B. Leudke

BE IT RESOLVED THAT the next Planning Advisory Committee meeting be held on September 7<sup>th</sup>, 2017 at 1:00pm.

CARRIED

**Meeting Adjournment**

17-13

MOVED BY: C. Dwyer

SECONDED BY: C. Rannie

BE IT RESOLVED THAT the July 26, 2017 meeting be adjourned at 3:44 p.m.

CARRIED