

**Corporation of the Municipality of Temagami
Planning Advisory Committee (PAC) Meeting
Municipal Office Theatre
October 30, 2017 at 1:00p.m.
Minutes**

Committee Members Present: (Chair) Debby Burrows, Claire Rannie, Barret Leudke, John Kenrick, Jim Hasler, Cathy Dwyer, Lorie Hunter and Barry Graham

Staff: Tammy Lepage

Absent: 0

Members of the Public: 6

Call to Order: 1:01 p.m.

Adoption of Agenda

17-21

MOVED BY: J. Kenrick

SECONDED BY: L. Hunter

BE IT RESOLVED THAT the agenda for the October 30, 2017 meeting of the Planning Advisory Committee be adopted as presented.

CARRIED

Disclosure of Pecuniary Interest and Conflict of Interest

None.

Minutes of Previous Meetings

17-22

MOVED BY: J. Kenrick

SECONDED BY: C. Rannie

BE IT RESOLVED THAT the minutes of the Planning Advisory Committee meeting held on September 28, 2017 be adopted as revised.

CARRIED

Revision is to fix a grammatical error on page two the spelling of “Strachona” should read as “Strathcona”.

The committee discussed that in the September 28, 2017 Minutes staff was to gain clarification from the Clerk, relating to external relations on committee structure, as noted in the MOU and staff will provide an update for the next meeting.

Business Arising from the Minutes

Minutes of the September 7, 2017 meeting B. Graham as absent and present in the header of Minutes.

17-23

MOVED BY: C. Dwyer

SECONDED BY: J. Hasler

BE IT RESOLVED THAT it be noted in the minutes of this meeting for the record that the minutes of the Planning Advisory Committee meeting held on September 7, 2017, which were adopted on September 28th, showed Barry Graham as both absent and present, and he should have been only shown as absent.

CARRIED

Unfinished Business

Budget

The Committee reduced Conference expenses to \$5,000, increased Advertising to \$2,000 to incorporate advertising for Official Plan Review; Legal fees will remain at 3, 000 and further discussion took place to have a separate Professional Fees GL for the Official Plan.

The Clerk provided the Committee the Official Plan project budget overview and provided that to date in the reserves the balance is \$54, 230. The Committee reviewed the budget overview, for the official plan, and wants to put in the amount of \$40,000 in the 2018 budget.

The Committee reviewed the budget spreadsheet for Planner salaries & benefits wages, and the Clerk provided clarification, that the municipality has not budgeted for a full-time planner for the past several years.

Staff will confirm with the Chief Building Official regarding the Planning Inspection GL and provide an update at the next meeting and, leave the inspection budget for now.

Further discussion took place with breaking up the fee for GIS system between the individual departments that utilize the software. Discussion also took place to update the zone maps as part of the Official Plan review and to get more information on the cost of updating these maps vs. a new map printer.

The Committee passed the following motion:

17-24

MOVED BY: C. Dwyer

SECONDED BY: J. Hasler

BE IT RESOLVED THAT the Planning Advisory Committee recommend the budget submissions be submitted as discussed.

CARRIED

Site Plan Control Application and By-Law 07-728

The Committee discussed the Site Plan Control By-law and application form, and will wait to make any recommendations to Council until the Official Plan Review.

Official Plan Step 1 Terms of Reference

The Committee received this item for information only, and discussed that the Chair and staff will review the 2009 Terms of Reference and make up a draft Terms of Reference the Committee can review. Ms. Dwyer informed the Committee she will be able to attend the next meeting scheduled for November 21 @ 1:00 by phone.

Correspondence from Chelsea Leblanc regarding 2 Storey Boathouses

Discussion took place regarding doing a housekeeping amendment to the Official Plan and zoning by-law to incorporate the current provincial legislation regarding 2 Storey Boathouses. The Clerk provided clarification on the process for a housekeeping amendment to the Official Plan (OP) and informed the committee that 90 days prior to giving notice of the public hearing, the OP amendment must be forwarded to the Ministry, and then we must give 20 days' notice of the public hearing and following the decision there is a 20 day appeal period as set out by the Planning Act. The Committee chose to defer until the review of the Terms of Reference.

Correspondence from Christopher Brown regarding Second Units

The Committee discussed the Second Units and whether to perform a housekeeping amendment now or wait for the Official Plan Review. The decision of the Committee was not unanimous and passed the following motion by recorded vote.

MOVED BY: B. Leudke

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT the Planning Advisory Committee recommends to Council to perform a housekeeping amendment in the official plan and zoning by-law to incorporate the existing legislation dealing with second units;

AND WHEREAS the benefits of second units are to allow homeowners to earn additional income to help meet the cost of homeownership; support changing demographics by providing more housing options for extended families or elderly parents, or for a live-in caregiver; help create mixed-income communities, which support local businesses and local labour markets; make more efficient use of the existing infrastructure, including public transit where it exists or is planned; make more efficient use of the existing housing stock; create jobs in the construction/renovation industry and assist municipalities in meeting their goals regarding affordable housing, intensification and density targets and climate change mitigation and greenhouses gas emissions reduction;

AND WHEREAS however, they may be circumstances where second units may not be appropriate given other planning considerations and policies, particularly relating to health and safety or the natural environment.

J. Kenrick requested a recorded vote.

	YEAS	NAYS
C. Dwyer	✓	
J. Hasler	✓	
J. Kenrick	✓	
B. Leudke	✓	
L. Hunter		✓
C. Rannie		✓
B. Graham	✓	
Chair D. Burrows	✓	

CARRIED

S. 5.0 Lake Temagami Neighbourhood OP, SMA designation and Zoning

B. Graham declared a conflict of interest on the topic of the mining location named as Ferguson Mountain as he is the real estate agent for the property.

The Committee discussed the Jack Latter property that the designation and zoning should be a part of the OP review. Staff will provide more background information for the next meeting including the correspondence dated October 7, 2010. Staff will also gain clarification from Jamie Robinson, Planning Consultant as to the procedures regarding the properties being designated as Special Management Area and if it is a Zoning By-Law Amendment or OP Amendment for the next meeting.

MV application Form

Staff to gain clarification from the Clerk, as to the procedures when changing administrative forms does this require the forms to be submitted to Council. Staff to provide an update at the next meeting. The Committee passed the following resolution:

MOVED BY: C. Dwyer

SECONDE BY: J. Hasler

BE IT RESOLVED THAT that the Planning Advisory Committee support the revised Minor Variance application form.

CARRIED

Items for information

17-27

MOVED BY: L. Hunter

SECONDED BY: B. Graham

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

Items for information were:

1. Correspondence from Paul Kraehling regarding Final Report on Green Infrastructure

CARRIED

Items for next agenda

- Jack Latter property correspondence
- Confirmation from Jamie regarding OP & ZBL Amendment
- Clarification from the Clerk regarding external relations on committee structure
- Clarification from the Clerk regarding procedure on administrative forms.

Set Meeting Date

17-28

MOVED BY: C. Rannie

SECONDED BY: B. Graham

BE IT RESOLVED THAT the next Planning Advisory Committee meeting be scheduled for November 21, 2017@ 11:00 a.m.

CARRIED

Meeting Adjournment

17-29

MOVED BY: C. Rannie

SECONDED BY: B. Graham

BE IT RESOLVED THAT the October 30, 2017 meeting be adjourned at 3:10 p.m.

CARRIED