

# St. Joseph Island Planning Board

## *Draft Meeting Minutes*

**January 20, 2014**

Planning Board met at the Township of St. Joseph Municipal Administration Building in Richards Landing on the above date. Present were Board Members Joe Cardinal, Mark Henderson, Dave Leask, Cameron Ross, Wilfred Stevens, Vince Vernelli, Ches Wallace and Joe Wiederkehr; and Board Administrator and Secretary-Treasurer Michael Jagger.

There were no declarations of pecuniary interest.

The annual election of officers was conducted by the Board Administrator. Rod Wood was acclaimed as Chairman and Vince Vernelli was acclaimed as Vice-Chair.

Moved by Joe Wiederkehr

Seconded by Dave Leask

Be it resolved that we do re-appoint Rod Wood as Chairman and Vince Vernelli as Vice-Chair.

- Cd.

Vice-Chair Vince Vernelli assumed the chair in the absence of the Chairman.

Moved by: Joe Cardinal

Seconded by: Cameron Ross

Be it resolved that we adopt the minutes of the November 18, 2013 meeting as presented.

- Cd.

The agenda was reviewed and accepted as presented.

Consent Application # 7/13 by Manfred and Edeltraud Engel was considered. The applicant's agent, Wesley Stevens, was in attendance in support of this application. It was noted that the purpose of this application was to allow the granting of an easement over a portion of the subject lands to provide an access driveway and possible future power line to serve the adjacent lands. It was confirmed that this proposal was in conformity with the policies of the Official Plan, and that no objections had been received.

Moved by: Ches Wallace

Seconded by: Mark Henderson

Be it resolved that we do provisionally approve Consent Application # 7/13 by Manfred and Edeltraud Engel, Lot 1, Concession M, Township of Jocelyn; subject to the following conditions:

1. This approval shall apply to the conveyance of a 10 metre (33 ft.) wide easement over the subject lands in favour of the adjacent part of Lot 2, Concession M, Township of Jocelyn.
2. Prior to the deeds being stamped:
  - i) The applicant shall deliver to the St. Joseph Island Planning Board a Reference Plan prepared by an Ontario Land Surveyor of the subject lands; and
  - ii) All property taxes levied against the subject property shall have been paid in full.
3. The subject transaction shall be completed and the deeds stamped within one year of the date of notice of this approval.

- Cd.

The proposed budget for the coming year and the current rates of remuneration for members of the Board and the Board administrator were considered. It was noted that honourarium rates had not changed in many years and that the remuneration and expense allowance rates for the Board's administrator had not changed since the original service agreement was entered into in 2010.

Moved by: Joe Cardinal  
Seconded by Joe Wiederkehr

Be it resolved that we do increase the Honourarium for Board Members by \$5.00 per meeting attended to \$50/mtg. for the meeting chairman and \$40/mtg. for other board members, effective January 1, 2014.

- Cd.

Moved by: Dave Leask  
Seconded by: Ches Wallace

Be it resolved that we do agree to increase the monthly administration fee and the administrator's monthly expense allowance by 5% each, effective January 1, 2014.

- Cd

Moved by: Joe Wiederkehr  
Seconded by: Cameron Ross

Be it resolved that we do approve the 2014 Planning Board Operating Budget in the amount of \$ 16,820.00 and with a total municipal levy of \$ 12,800.00.

- Cd.

Options for possible investment of the Board's reserve funds were discussed. The Administrator/Secretary-Treasurer was requested to investigate investment options for further consideration at the next meeting of the Board.

Moved by: Cameron Ross  
Seconded by: Wilfred Stevens

Be it resolved that we do confirm authorization for payment of the following accounts:

|                     |  |                    |
|---------------------|--|--------------------|
| Township of Jocelyn | re: Insurance for the Year 2013                                    | \$ 2,371.68        |
| Michael Jagger      | re: Postage  | 74.78              |
| Michael Jagger      | re: Admin Fees and Exp. Allowances<br>for February and March, 2014 | 1,582.00           |
| Township of Jocelyn | re: Insurance for the Year 2014                                    | 2,371.68           |
| Total               |  | <u>\$ 6,400.14</u> |

- Cd.

Moved by: Mark Henderson  
Seconded by: Joe Wiederkehr

Be it resolved that we do adjourn to meet again on March 24, 2014 or at the call of the Chair (at Hilton Township).

- Cd.

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Chairman - Rod Wood

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Secretary-Treasurer - Michael Jagger