

ST. JOSEPH ISLAND PLANNING BOARD
Draft Minutes

Date and Time: Monday, November 20, 2023
7:00 p.m.

Location: Township of St. Joseph Municipal Administration Building
1669 Arthur Street, Richards Landing, Ontario

Present:

Chairman Doug Clute	Vice-Chair Dave Leask
Bob Courtney	Rick Thomas
Robert Hope	Jody Wildman
Mark Henderson	Rod Wood

Board Members:

Administrator and Secretary-Treasurer, Mike Jagger
Assistant, Amanda Richardson

Regrets: Cameron Ross Faye Stevens

The meeting was called to order at 6:57 p.m.
New Planning Board member, Rick Thomas, was welcomed and introduced.
There were no declarations of pecuniary interest.

Minutes of Previous Meeting

Resolution #: 23-37

Moved By: Bob Courtney

Seconded By: Mark Henderson

Be it resolved that we do adopt the minutes of the September 18, 2023, meeting as amended.
Carried.

Agenda Review/Additions

Resolution #: 23-38

Moved By: Dave Leask

Seconded By: Rick Thomas

Be it resolved that we do approve the agenda for this meeting as amended.
Carried.

Consent Applications

Frank and Julia Tassone – Application #8/23

Consent Application #8/23 was considered. The purpose of this application was to divide a 4.6 hectare (11.5 ac.) rural residential parcel on 10th Side Road in the Township of Jocelyn into two parcels. The subject property is located in the Rural land use designation and is located in zone RU in the municipality's zoning by-law.

The parcel proposed to be severed consists of 2 hectares (5 ac.) of vacant land with road frontage of about 209 metres (685 ft.) and is mostly open field. The parcel proposed to be retained consists of approximately 2.6 hectares (6.5 ac.) of partially wooded land with road frontage of about 274 metres (900 ft.) and has a single residential dwelling and private storage garage thereon. No objections or concerns were raised.

Resolution #: 23-39

Moved By: Bob Courtney

Seconded By: Rod Wood

Be it resolved that we do provisionally approve Consent Application # 8/23 by Frank and Julia Tassone; subject to the following conditions:

1. This approval shall apply to the severance of one new lot from part of Lot 11, Concession M, Township of Jocelyn, with an area of at least 2 hectares (approximately 5 acres) and frontage of about 209 metres (385 ft.) on 10th Side Road.
2. Prior to the deeds for this transaction being stamped:
 - i. A Reference Plan prepared by an Ontario Land Surveyor of the subject lands, shall have been delivered to the St. Joseph Island Planning Board;
 - ii. All property taxes levied against the subject properties shall be paid in full;
 - iii. The applicant shall convey 5% of the subject lands to the municipality, if requested, for park purposes. Alternatively, the municipality may require cash in lieu of all or a portion of such conveyance.
3. The subject transaction shall be completed within two years of the date of notice of this approval.

Carried.

Delegations – N/A

Correspondence

1. Township of Jocelyn
Re: Consent Application #6/21 Conditions

Jocelyn Council has changed since the condition was originally requested. The current Council requests that the condition be deleted from the approval. There are many drainage ditches in the surrounding area and property owners are responsible for the maintenance.

Resolution #: 23-40

Moved By: Mark Henderson

Seconded By: Rod Wood

Be it resolved that the conditions for provisional approval of Consent Application # 6/21 by Robert and Janet Algie are hereby amended by deleting condition number 4. iii) in its entirety, as requested by the municipality.

Carried.

2. Ontario Land Tribunal

Re: Appeal Hearing Adjournment

The Secretary-Treasurer shared correspondence from the Ontario Land Tribunal (OLT) confirming the adjournment of the hearing for Consent Application #3/23 due to scheduling conflicts of the appellants representative.

Discussion/Reports

1. Consent Application #3/23 Appeal Update

Secretary-Treasurer Jagger presented an update of the above noted appeal. The Planning Board has engaged Joe Sniezek as an expert witness and a request to dismiss the appeal without a hearing has been submitted. At this time, the Planning Board is waiting for a decision regarding this from the OLT. Solicitor representation is recommended in the event this matter goes to a hearing.

2. Official Plan Approval Process Update

Secretary-Treasurer Jagger presented an update of the Official Plan Approval Process. The Official Plan has been submitted to the Ministry of Municipal Affairs and Housing and is being circulated to other ministries for comment. A new municipal advisor has been appointed to take over review of the proposed new Official Plan.

Payment of Accounts

Resolution #: 23-41

Date: November 20, 2023

Moved By: David Leask

Seconded By: Mark Henderson

Be it resolved that we do authorize payment of the following accounts:

<u>Payee Name</u>	<u>Description</u>	<u>Amount</u>
Michael Jagger	Admin. Fees and Expense Allowances - December 2023 and January 2024	\$1,808.00
Michael Jagger	Re: Postage (Reimbursement)	103.96
Fotenn Consultants Inc.	Re: Official Plan Update	429.40
	Total	<u>\$2,341.36</u>

Carried.

New Business

1. Hilton Township – Request for assistance from Planning Board in drafting a Zoning By-Law Amendment to include provisions surrounding Short Term Rentals (STR).

Hilton Township is seeking to amend their zoning by-law to limit the zones in which Short-term Rental Accommodations are allowed as a permitted use. The Planning Board agreed to assist with the drafting of such amendment and a notice will be sent to other Island municipalities to gauge interest of Island-wide adoption.

Resolution #: 23-41

Moved By: David Leask

Seconded By: Robert Hope

Whereas the Planning Board has been requested by the Township of Hilton to assist in the drafting of a zoning by-law amendment to regulate the location and use of Short Term Residential Rental Accommodations (STRs).

Be it resolved that we do assist in the preparation of a sample zoning by-law amendment to regulate STRs for consideration by all Island municipalities.

Carried.

Adjournment

Resolution #: 23-41

Moved By: David Leask

Seconded By: Robert Hope

Be it resolved that we do adjourn to meet again on Monday, January 22, 2024, or at the call of the Chair (at Hilton Beach).

Carried.

Chair, Doug Clute

Secretary-Treasurer, Michael Jagger