



**MINUTES  
REGULAR BOARD MEETING OF NOVEMBER 9, 2023  
7:00 P.M.**

Present			Absent
Michael Jalak	Glenda Hubley	Harley Caple	
Jerry Dolcetti	Gord Hubley	Cheire Caple	
Rita Kokis	Glenna Smith	Gisele Calder	
Peter Tonazzo	Charles Marquis	Terry Calder	
Steve Turco	Allan Sheilds	Blain McCormick	
Bob McMillan	Mike McMillan	Mike Jolah	
Jim McMillan	Gerard Alton		
Official: Kelly Legault			

**1. ADOPTION OF MINUTES**

- a. Resolved that the attached October 26, 2023 Regular Board meeting minutes were adopted.

Mover — Peter Tonazzo

Seconder — Rita Kokis

**Carried .....Res. No 92 / 23**

**2. DECLARATION OF CONFLICTS**

None

**3. PLANNING AND ZONING APPLICATIONS**

- a. B5-23 consent application, 1743420 Ont Ltd., agent: Robert (Bob)McMillan, Heyden Rd, Plan H796 Lot 70 RCP, Aweres Township. A representative was in attendance to address the Board. The Report of Planning Staff from the consultant planner J.L. Richards dated November 2<sup>nd</sup> 2023 was attached for Board information.

Resolved that the Planning Staff's Report dated November 2nd, 2023, on consent application B5-23, 1743420 Ont Ltd., represented by Robert (Bob) McMillan, Heyden Rd, Plan H796 Lot 70 RCP, Aweres Township, was accepted, and the application was approved subject to the conditions outlined in the report. Including the following change to condition (2) The Owner(s) are required to furnish a letter of undertaking from an Ontario-licensed solicitor, ensuring the protection of existing right-of-ways over Lot 70 on the reconfigured Lot 70 and reconfigured Lot 40, as deemed satisfactory by the Sault Ste. Marie North Planning Board. The letter shall further undertake to enshrine through an appropriate legal method to be registered on title that water access to Heyden Lake shall be protected to those whom already enjoy access.

Mover — Peter Tonazzo

Seconder — Michael Jalak

**Carried .....Res. No 93 / 23**

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**4. PRESENTATIONS/DELEGATIONS**

None

**5. LETTERS OF CONFORMITY**

- a. 26-23SR Detlef Finkler,  
1058 Havilland Shores Drive, Plan H487 Lot 76, Havilland Township  
12' x 30' and 33' x 10' Deck Extension— **Approved**

**6. CORRESPONDENCE**

None

**7. ADMINISTRATIVE**

None

**8. TRAINING**

None

**9. FINANCIALS.**

- a. Statement of accounts for the Month ending October 31, 2023, was attached [Board Information and Approval]  
  
Resolved that the account expenditures for the month ending October 31, 2023, in the amount of \$20,885.15 was passed.  
  
Mover — Rita Kokis  
Secunder — Michael Jalak  
**Carried .....Res. No 94 / 23**

**10. NEW OR UNFINISHED BUSINESS**

- a. Copy of letter and documents from the Assistant Deputy Minister of Municipal Affairs Re: 2023/2024 Funding was attached for Board information [For Board Information & Approval]  
  
Resolved that the Board authorize the Vice Chair and the Secretary-Treasurer to sign the Grant Agreement between His Majesty the King in Right of Ontario as represented by the Minister of Municipal Affairs and the Sault Ste Marie North Planning Board  
  
Mover — Michael Jalak  
Secunder — Peter Tonazzo  
**Carried .....Res. No 95 / 23**
- b. Attached to the minutes was a copy of a letter from the Ministry of Municipal Affairs and Housing (MMAH) regarding the submission invitation for the 2023-24 submission for special business case funding. This letter was provided for the [Board's Information and Direction]
- c. Attached was a staff report that outlines the proposed new fee schedule from JL Richards. This report highlights the changes made compared to the 2023 fee schedule. The new fee schedule will be subject to [Board discussion and approval]

The Board has acknowledged the staff report outlining JL Richards' proposed new fee schedule for 2024, with a focus on highlighting the modifications from the 2023 schedule. Following a thorough review, the Board has approved the proposed fee schedule, which will come into effect on January 1, 2024. Additionally, staff has been tasked with conducting a comprehensive review of the fee schedule for the upcoming 2024 year to ensure alignment with the charges associated with the consultant Planner.

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- d. Board discussion and approval of holiday office hours for the upcoming Christmas season. Staff recommends closing the office on December 25th and reopening on January 2nd, aligning with staff vacations and regular holiday closure hours.

Resolved to approve the proposed holiday office hours, closing on December 25<sup>th</sup> and reopening on January 2<sup>nd</sup>. This decision will be aligned with staff vacation and regular holiday closure hours.

Mover — Rita Kokis

Secunder — Peter Tonazzo

**Carried .....Res. No 96 / 23**

**11. CLOSED MEETING**

None

**12. ADJOURNMENT**

- a. Resolve that we now adjourn.

Mover — Rita Kokis

Secunder — Michael Jalak

**Carried .....Res. No 97 / 23**

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**Chairperson**

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**Vice Chairperson**