



March 30, 2016

MINUTES OF PLANNING BOARD MEETING - March 22, 2016

At a Meeting of the Manitoulin Planning Board, held in the Board Room at the Planning Board Office, Gore Bay, Ontario, on Tuesday, March 22, 2016, the following Members of Planning Board were present:

- | | | | |
|----|-------------|----|------------|
| 1. | R. Stephens | 5. | D. Osborne |
| 2. | M. Peters | 6. | E. Russell |
| 3. | L. Hayden | 7. | P. Moffatt |
| 4. | L. Addison | 8. | K. Noland |

Regrets: A. Hunt, I. Anderson
Absent: D. Head

Also in attendance was:
T. Sasvari, Reporter, Manitoulin West Recorder

There were no other interested parties or members of the general public or press in attendance.

The Meeting was called to Order at 7:02 P.M. by Chair K. Noland, who welcomed all present.

The Chair asked if there were any Board Members who wished to declare a conflict of interest with any of the items listed on the agenda or having to do with the previous Board Meeting of February 23, 2016. There were no conflicts declared.

1. ORDER OF BUSINESS

The Chair requested that the agenda be adopted as circulated.

MOTION

It was moved by P. Moffatt and seconded by D. Osborne that the Order of Business be adopted. - Carried.

2. MINUTES OF PREVIOUS BOARD MEETING - February 23, 2016.

The Chair announced that the Minutes of the Board Meeting held on February 23, 2016 had been circulated to all Board Members and requested that any errors or omissions be stated.

There being no errors or omissions, a motion was moved by L. Hayden and seconded by D. Osborne that the Minutes be adopted as circulated. - Carried.

BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS BOARD MEETING
- February 23, 2016

There was none.

3. VARIABLE EXPENDITURES

There were no questions of the variable expenditures.

MOTION

It was moved by E. Russell and seconded by L. Addison that the variable expenditures be accepted as presented. - Carried.



MANITOULIN PLANNING BOARD

40 WATER STREET - UNIT 1 - P.O. BOX 240 - GORE BAY - ONTARIO - P0P 1H0
☎ 705-282-2237 ☎ 705-282-3142

March 23, 2016

Lynn Buckham, Regional Director
Municipal Services Office-North
Ministry of Municipal Affairs and Housing
159 Cedar Street, Suite 401
Sudbury ON P3E 6A5

Subject: Composition of the Manitoulin Planning Board and Proposal for New Planning Authority for the Town of Northeastern Manitoulin and the Islands

Dear Ms. Buckham:

The Manitoulin Planning Board (MPB) is the Land Use Planning Authority for the Manitoulin District/Planning Area. The Manitoulin Planning Area was defined, the Board Members appointed and the Board's functions and duties were set out by a letter signed by W. Darcy McKeough, Treasurer of Ontario, dated February 21, 1975. The MPB was delegated authority by the Minister of Municipal Affairs and Housing for land use applications under the Planning Act for the Manitoulin Planning Area and is classified as a Body Corporate under Section 11 of the Planning Act, thereby being an independent Board and is independently audited by chartered accountants.

The mandate supported by the MPB, since 1975, has been to strengthen and support communities across the planning area and work to improve land use planning, protect the environment and agricultural lands and strengthen partnerships with the local Municipalities. This Board will continue to work with our partner Municipalities and the Province in the delivering of consistent land use planning practices that have benefited the entire planning area.

While there is no registered professional planner on staff, all three staff members have successfully completed the Primer on Planning Course and the Sensitivity Training provided by the Ministry of Natural Resources and Forestry. The current Secretary-Treasurer has plus 30 years experience working for the MPB and has established a support system with the Ministry Staff, Professional Planners, surveyors and solicitors. Additional staff consist of the Deputy Secretary-Treasurer with +15 years experience with the MPB and the GIS Technician who has been on staff for +5 years.

The MPB staff are members of the Ontario Association of Committees of Adjustment and Consent Granting Authorities (OACA) and participate in the annual OACA Conference and Workshops as well as the MMAH fall workshop and any training sessions offered as well as researching planning decisions of other planning authorities and the Ontario Municipal Board to keep current with planning matters and legislation, etc.

Lynn Buckham, Regional Director
Municipal Services Office-North
Ministry of Municipal Affairs and Housing
March 23, 2016

As an additional service to the partner Municipalities, the MPB has been appointed by each individual Municipality to provide the administration procedures required for their individual zoning by-laws. This service has included providing advice/opinions to municipal staff, landowners, developers and the processing of applications for zoning amendments. An application for a zoning amendment results in a planning report, prepared by the Secretary-Treasurer, submitted to the Municipal Council for consideration. MPB has been providing this service to the Town of Northeastern Manitoulin and the Islands (NEMI) since 1999 and continues to do so.

The relationship between MPB and the Town of Northeastern Manitoulin and the Islands (NEMI) was compromised when MPB, without prejudice, appealed a decision to the Ontario Municipal Board made by NEMI to approve a By-law Amendment to permit residential uses in an Industrial Designation and Zone. The MPB had recommended refusal of this amendment to NEMI advising that the approval of this proposal would not conform to the Official Plan or Ministry of the Environment Guidelines. However, NEMI chose to approve the By-law and leave MPB with no alternative but to appeal this decision.

There have been two instances that the Council for the Town of Northeastern Manitoulin and the Islands have not agreed with the decisions made by the Manitoulin Planning Board as follows:

- i) an appeal to the Ontario Municipal Board of a Zoning By-law that was deemed to not conform to the Official Plan; and
- ii) a request to provide for weighted voting at the Manitoulin Planning Board.

Unfortunately, neither of these issues were resolved to the complete satisfaction of the Town of Northeastern Manitoulin and the Islands (NEMI). Further to a request from NEMI, the MPB, following extensive consideration of options, did amend the Procedural By-law by adopting provisions for weighted voting, which provided for each Municipality to have the number of votes they were entitled to prior to amalgamation. However, these provisions were not to the satisfaction of NEMI. The Board did not support the weighted voting criteria as proposed by NEMI. It was considered that the weighted voting as proposed by NEMI was geared to control of the decision making process and not to the distribution of costs. The Board considered the function of the Board was to make decisions based on established policy, not at the whim or desire of an individual municipality. MPB decisions have never been the result of inter municipal politics. Planning decisions made by a single Council may become political in nature and/or made due to favoritism. The MPB, being comprised of a member from each individual municipality and appointments from the Province, has a member combination which remains free of a political agenda.

There was also an application made by NEMI for land owned by the Municipality for a rezoning that the MPB advised there was not conformity to the Official Plan or Provincial Policy Statement 2014. In an effort of cooperation, MPB offered to hire an independent planner to prepare the planning report. However, NEMI proceeded with an Official Plan Amendment application for this property.

The Budget of the Manitoulin Planning Board has remained consistent with the exception of the years when the Geographic Information System (GIS) Project was being developed and implemented between 2011 and 2013, with the full support and contributions from all partner Municipalities. This project expense was offset by considerable financial contributions from FedNor and NOHFC. This project resulted in the hiring of a GIS Technician and allows the MPB office to provide many additional mapping related services to the Municipalities and landowners. The hiring of the GIS Technician was also considered part of the transition phase in preparing for the future retirement of the current Secretary-Treasurer.

Lynn Buckham, Regional Director
Municipal Services Office-North
Ministry of Municipal Affairs and Housing
March 23, 2016

Since the inception of Planning Board the partner Municipalities are annually assessed a requisition for the operation of Planning Board based on Assessment, which relates to the amount of land that may be subject to development and the number of property owners seeking advice or approvals for land use applications. It is noted that the mill factor for MPB municipal requisitions based on requisitions/assessment in 2003 was .000095 and in 2015 was .000077.

The cost of operating the Manitoulin Planning Board or any planning authority can not be based on the number actual applications. There are many planning proposals, often time consuming, involving consultation with property owners and ministries, that do not result in complete applications. All applications are given a thorough preconsultation thereby providing an applicant/landowner with the best planning related information available before proceeding.

For your convenience, attached is a letter sent to Matt Alexander, Planner, MMAH, dated October 20, 2016, in response to a request for additional information regarding the costs and services, etc.

Following is an excerpt from the MPB Minutes of May 26, 2015:

'Board Member M. Peters submitted the following letter, signed by Al MacNevin, Mayor, Town of Northeastern Manitoulin and the Islands, which was read and tabled:

*Manitoulin Planning Board, Attn: Ken Noland, Chairperson
40 Water St., P.O. Box 240, Gore Bay, On, POP 1H0*

Dear Ken:

At our last NEMI Council meeting on May 5th, 2015 our Planning Board representative, Melissa Peters, advised our Council that the Manitoulin Planning Board made a decision to not reconsider our request to change the Board's recently adopted weighted voting model. It is unfortunate that the Board has chosen not to recognize the need for a model that fairly represents both the financial contribution and population represented by its member municipalities. Let me also express my continued disappointment regarding the document that was circulated by Mr. Head. In my opinion he continues to embody all that is not well at the Manitoulin Planning Board in serving the needs of its members.

I met with Lynn Buckham (Regional Director for the Northeast office of MMAH) on May 6th, 2015 following the Planning Board's rejection of my request to amend the weighted vote procedure. I advised her that our Council wishes to have the Minister grant us approval to create our own Planning Authority and withdraw from the Manitoulin Planning Board as we asked over a year ago. Director Buckham asked us to prepare a formal submission for her to present to the Minister for review on this matter. We are preparing it now and I am confident that the Minister will see that we have the ability to move ahead and take control of our own planning matters.

My Council has requested that Melissa Peters put a motion forward at the next Planning Board meeting asking for the Board's support for NEMI's effort to form their own Planning Authority. I hope that the Board will recognize that it would be in the best interest of all the parties to support our request.

Sincerely, Al MacNevin, Mayor, Town of Northeastern Manitoulin and the Islands

Lynn Buckham, Regional Director
Municipal Services Office-North
Ministry of Municipal Affairs and Housing
March 23, 2016

Excerpt from the MPB Minutes of May 26, 2015 - Continued

MOTION

It was moved by M. Peters and seconded by L. Addison that the Manitoulin Planning Board support the Town of Northeastern Manitoulin and the Island's effort to form their own Planning Authority.

Board Member M. Peters requested a Recorded Vote.

The Chair provided each Board Member an opportunity to speak to the motion. Following discussion and input from each Board Member the Chair called for a recorded vote:

	<u>In Favour</u>	<u>Opposed</u>
1. D. Osborne		X
2. M. Peters	X	
3. P. Moffatt		X
4. A. H. Hunt		X
5. K. Noland		X
6. R. Stephens		X
7. B. St. Denis		X
8. L. Hayden		X
9. E. Russell		X
10. L. Addison		X

Motion Defeated.

The Chair requested the Board's input regarding if the Planning Board should pursue any additional action in regard to this subject. Discussion resulted in the following motion:

MOTION

It was moved by B. St. Denis and seconded by P. Moffatt that the Ministry of Municipal Affairs and Housing be asked to confirm that the Manitoulin Planning Board will have an opportunity to respond to a Town of Northeastern Manitoulin and the Islands request for its own planning authority and if not then the Manitoulin Planning Board shall proactively make a submission.
- Carried.

Further to the above motion, MMAH advised that the Board would have an opportunity to submit comments for the Ministry's consideration. During the last Board Meeting, held on February 23, 2016, Matt Alexander, Planner, Municipal Services Office, MMAH, was in attendance and spoke to the Board and answered questions regarding the proposal for a separate NEMI Official Plan and the request from NEMI to be granted their own Planning Authority. During the discussion Mr. Alexander advised that the Planning Board should now provide a formal response and that the Municipalities could be encouraged to adopt a resolution of their individual support or opposition to this proposal and forward them to MMAH individually or provide them to Planning Board to be included with their submission.

Lynn Buckham, Regional Director
Municipal Services Office-North
Ministry of Municipal Affairs and Housing
March 23, 2016

The request by the Town of Northeastern Manitoulin and the Islands to be granted their own land use planning authority and to discontinue being a partner of the Manitoulin Planning Board is not supported by this Board. This proposal is viewed as a fragmentation of an existing experienced Planning Authority that has provided fair, knowledgeable and practical land use development within the policies of the Planning Act, Official Plan, Provincial Policy Statement 2014 and all Ministry land use guidelines.'

All partner Municipalities and the Province have had an excellent relationship for plus 35 years reflecting the collective will of the entire planning area to working together. NEMI shares boundaries with three neighbouring Municipalities and it is considered important that land use planning remain consistent not only across the planning area but for these neighbours.

The Municipalities have established the use of shared services for good of all Municipalities and the sharing of the services provided by the Manitoulin Planning Board are also important to the Municipalities. Each Board Member, excepting the Board Member from NEMI, confirmed their Council's position was to not support the request for NEMI to leave the Planning Board. Some written submissions from the Council's are attached.

The MPB office has all of the file history, including the MMAH files, and a complete record of all land use activity since 1975. These records provide reference to past land use activities and property history and contribute to consistent planning decisions.

The MPB requests that the Ministry of Municipal Affairs and Housing take into consideration the good planning relations and consistent decision making that has been performed by this existing Planning Authority and not support the fragmenting of this Planning Area by granting additional Planning Authorities to any individual Municipality.

Yours truly,



Ken Noland, Chair

KN:ec

Enclosure

Copy: M. Alexander, Planner, MMAH

4. PRESENTATION OF APPLICATION FOR PLAN OF SUBDIVISION

File No.: SUB2016-01
Applicant/Owner: Davis and McLay Developments Limited
Agent: Rick Hunter, MCIP, RPP, Planscape Inc.
Location: Part Lots 14 and 15, Conc. VII and Part Lot 14, Conc. VIII
Being Parts 1, 2 & 3, Plan 31R-3552
excepting Parts 1 & 2, Plan 31R-4026
Township of Bidwell
Town of Northeastern Manitoulin and the Islands

Due to concerns received from the Municipality of Assiginack regarding the standard of Red Lodge Road, this application was given approval in principle during the Board Meeting held on February 23, 2016. Draft approval was deferred to provide additional time to the Municipalities of Northeastern Manitoulin and the Islands (NEMI) and Assiginack and the applicant to resolve any concerns that this existing municipal road will provide access to the subject lands for the development of an additional 19 lots for seasonal residential use.

NEMI were advised of the 'Approval In Principle' by letter dated February 24, 2016, copied to the Municipality of Assiginack and the applicant. NEMI were also provided with a copy of the draft conditions for their review.

The Provincial Policy Statement 2014 states, in part:

- '1.6.7.1 Transportation systems should be provided which are safe, energy efficient, facilitate the movement of people and goods, and are appropriate to address projected needs.*
- 1.6.7.3 As part of a multimodal transportation system, connectivity within and among transportation systems and modes should be maintained and, where possible, improved including connections which cross jurisdictional boundaries.*
- 1.6.7.5 Transportation and land use considerations shall be integrated at all stages of the planning process.'*

NEMI, by letter, dated March 2, 2016, advised of Resolution, No. 58-03-16 as follows:

'Whereas in the past Council has indicated to the Manitoulin Planning Board that it has no issues or concerns with the application for a Plan of Subdivision by Davis and McLay, and

Whereas Davis and McLay have negotiated an agreement with the Province through the OMB process which places specific conditions on the development but permits it to continue, and

Whereas Red Lodge Road is a Municipal boundary Road that has been and continues to be an open road maintained jointly by Assiginack and NEMI and does not constitute part of the Davis and McLay development

Now Therefore be it RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands recommends the Manitoulin Planning Board approves the plan of subdivision with the conditions as negotiated with the Province and without any conditions relating to Red Lodge Road. -Carried

NEMI has not commented or provided any additional conditions to be included with the draft approval.

The following email, dated March 15, 2016, received from the Ministry of Municipal Affairs and Housing (MMAH), in response to a request for guidance regarding policies that speak to Municipalities sharing responsibility of boundary line municipal roads was read and tabled:

'I've had some discussion with David Williamson about this. It's my opinion that the Planning Board, as the approval authority, may attach conditions in addition to those set out in the minutes of settlement. These new conditions would be subject to appeal by the applicant.

Whether this condition should be added or not is up to the Planning Board to decide, however you may want to seek independent planning advice to determine if this condition is necessary for consistency with the PPS and conformity with the Official Plan. Further, you may want to seek legal advice to determine whether the agreement entered into by the applicant would be with the Planning Board, Assiginack and NEMI.

Your recommendation should also include what percentage of the costs, if any, should be covered by the applicant and the rationale for this percentage.

Regarding policies for sharing responsibility for boundary roads, I see that as a separate issue. Municipalities may enter into subdivision agreements for many things not otherwise covered by existing policies or by-laws.'

'Section 51(24)(d) of the Planning Act:

(25) The approval authority may impose such conditions to the approval of a plan of subdivision as in the opinion of the approval authority are reasonable, having regard to the nature of the development proposed for the subdivision, including a requirement,

(d) that the owner of the land proposed to be subdivided enter into one or more agreements with a Municipality, or where the land is in territory without municipal organization, with any minister of the Crown in right of Ontario or planning board dealing with such matters as the approval authority may consider necessary including the provision of municipal or other services.'

4. PRESENTATION OF APPLICATION FOR PLAN OF SUBDIVISION
File No.: SUB2016-01-Davis and McLay Developments Limited - continued

The Board were advised that under the Planning Act, the Board are required to make a decision within 180 days, which, in this case, would be before July 27, 2016. The Board were also advised that the Municipality of Assiginack had advised they were reviewing options regarding the upgrading of the Red Lodge Road to support the additional traffic that would be generated.

As a result of conversation with the clerk of the Municipality of Assiginack, the Secretary-Treasurer recommended that this application be deferred to the next regular Board Meeting.

Discussion and input from each Board Member resulted in the following motion:

MOTION

It was moved by R. Stephens and seconded by P. Moffatt to defer decision to provide the Municipality of Assiginack an opportunity to review options regarding the Red Lodge Road.

As requested by Board Member M. Peters, the Chair called for a recorded vote.

	<u>In Favour</u>	<u>Opposed</u>
1. R. Stephens	X	
2. M. Peters		X
3. L. Hayden	X	
4. L. Addison	X	
5. D. Osborne		X
6. E. Russell	X	
7. P. Moffatt	X	
8. K. Noland	X	

- Motion Carried.

5. GENERAL, REGULAR AND NEW BUSINESS

a) General Up-date by Secretary-Treasurer

i) 2015 Audit

The Board were advised that a Draft Financial Statement had been received from Freelandt Caldwell Reilly. The Final Draft Financial Statements and the Draft Budget are expected to be available for the next regular Board Meeting.

The Board were also advised that from preliminary review the comparison of the budget for 2015 with actual for 2015 appeared to have a deficit of ±\$1,000.00.

ii) Service Delivery Review

Further to the request from Matt Alexander, Planner, Municipal Services Office, Ministry of Municipal Affairs and Housing (MMAH), during the February Board Meeting, that the Board consider having a Service Delivery Review completed for the Board which he had advised would be funded by MMAH, Mr. Alexander has advised this proposal has been deferred at this time. The draft Terms of Reference have not been completed.

b) Central Ontario Orthophotography Project (COOP) 2016

Board Members and the Municipalities were provided, by email, the latest e-mail from Mike Robertson, Imagery Project Manager, MNR, stating that the steering committee will be meeting in North Bay on March 31st, 2016 to finalize the project timing and costs.

The Secretary-Treasurer informed the Board that, with the exception of the Township of Cockburn Island, all Municipalities, except Central Manitoulin and Tehkummah, have confirmed they wish to participate. It was noted that NEMI requested that the costs of the project be paid from the Planning Board's reserve fund.

The Board were advised that the application under the Business Case Funding to MMAH to cover the cost of inclusion of the Unincorporated Townships in the COOP2016 Project for in the amount of \$4,300.00 had been approved and a motion is required authorizing the execution of the funding agreement:

MOTION

It was moved by D. Osborne and seconded by L. Addison that the Manitoulin Planning Board does hereby authorize the Chair and the Secretary-Treasurer to execute the funding agreement for the allocation of \$4,300.00 for the purpose of covering the unincorporated share of the cost for inclusion in the 2016 Central Ontario Orthophotography Project. - Carried.

5. c) Town of Northeastern Manitoulin and the Islands (NEMI)

i) Draft Official Plan

The Board Members were advised that NEMI had notified the Board, by email on March 7, 2016, that the new draft Official Plan and Schedules were now available on their website and further, by email on March 21, 2016, the Notice of Adoption of this Official Plan was also received.

The Secretary-Treasurer displayed Official Plan schedules (maps) of NEMI's draft Official Plan (OP) and the Manitoulin Planning Area draft OP for comparison. The Board were provided with an overview of the draft Official Plan for the Town of Northeastern Manitoulin and the Islands (NEMI) and a list of comments prepared by the Secretary-Treasurer. Since NEMI has adopted the draft plan these comments will be forwarded to NEMI and to the Ministry of Municipal Affairs and Housing to be included in their review process.

Discussion and review of the draft Official Plan for the Town of Northeastern Manitoulin and the Islands resulted in the following motion:

MOTION

It was moved by P. Moffatt and seconded by L. Addison that, while the Ministry of Municipal Affairs and Housing staff have regularly stated that it is the privilege of any Municipality to prepare their own Official Plan, it is the position of the Manitoulin Planning Board that a second Official Plan, for any individual Municipality within the Planning Area, will not contribute to better or consistent planning for the Planning Area.

As requested by the Member for the Town of Northeastern Manitoulin and the Islands, the Chair called for a recorded vote.

	<u>In Favour</u>	<u>Opposed</u>
1. D. Osborne, Gore Bay	X	
2. M. Peters, NEMI		X
3. P. Moffatt, Assiginack	X	
4. K. Noland, Burpee-Mills	X	
5. R. Stephens, Cent. Manit.	X	
6. L. Hayden, Gordon/Barriels	X	
7. E. Russell, Tehkummah	X	
8. L. Addison, Provincial Appointee	X	

MOTION CARRIED

ii) Request to the Province for Planning Authority

The Board Members were provided a copy of a draft letter prepared to be sent to Lynn Buckham, Regional Director, MMAH addressing the Manitoulin Planning Board's position regarding the request from NEMI to be granted Planning Authority. This letter is attached to these Minutes as Appendix A.

Following discussion, each Board Member, excepting the Board Member representing NEMI, confirmed the position of their Council was to not support the request for the Town of Northeastern Manitoulin and the Islands (NEMI) to be granted their own Planning Authority. The Board were advised that some of the Municipalities had provided their position in writing and that copies would be included with the submission to MMAH.

MOTION

A motion was made by R. Stephens and seconded by D. Osborne that the letter as reviewed by the Board be sent to the Ministry of Municipal Affairs and Housing stating the Board's position to not support the fragmenting of the Manitoulin Planning Area.

As requested by the Board Member for NEMI, the Chair called for a recorded vote.

	<u>In Favour</u>	<u>Opposed</u>
1. R. Stephens	X	
2. M. Peters		X
3. L. Hayden	X	
4. L. Addison	X	
5. D. Osborne	X	
6. E. Russell	X	
7. P. Moffatt	X	
8. K. Noland	X	

Motion Carried.

6. Official Plan Review - Final Draft

The Board were advised that the Final Draft, redline version, had been forwarded to the Ministry of Municipal Affairs and Housing (MMAH) and the following email, from Matt Alexander,(MMAH), was read and tabled:

'I just wanted to let you know I've begun to review the new draft and my goal is to have comments to you before the end of May at the latest. My review will focus on the portions of the official plan that are new since we last submitted comments. So if we recommended a change in the previous set of comments and that change was not made I won't be commenting on that this time around and we may still modify the plan if necessary.

I only emphasize this because some municipalities in the past have sent us multiple revisions of a plan in the hopes of having their official plan approved without modifications. I know we talked about this but I wanted to be clear about the purpose of this final review of the OP.'

7. ELECTION OF OFFICERS FOR 2016

The Chair, K. Noland, announced that the election of Chair and Vice Chair for the year 2016, as required annually by Sec. 11(2) of the Planning Act and Sec. XII(2) of the Procedural By-law, will be held.

Following his announcement, Mr. Noland vacated the Chair and requested the Secretary-Treasurer to conduct the elections at hand.

The Secretary-Treasurer, for information, advised the Board Members that Procedural By-law, Sec. III(4), states the maximum term to be served by any Chair is to be four consecutive years, which makes all Board Members eligible to be nominated.

The Secretary-Treasurer then called for nominations for Chair for 2016.

D. Osborne nominated K. Noland and this was duly seconded by R. Stephens.

A call for further nominations was met with no response.

P. Moffatt moved that nominations be closed.

K. Noland accepted the nomination and was therefore acclaimed as Chair for 2016.

The Secretary-Treasurer advised the current Vice Chair is A. H. Hunt and then called for nominations for Vice Chair for 2016.

L. Hayden nominated R. Stephens and this was duly seconded by D. Osborne.

A call for further nominations for Vice Chair was made by the Secretary-Treasurer. There was no response to this request.

L. Addison moved that nominations be closed.

R. Stephens accepted the nomination.

With the completion of the election of officers for 2016, K. Noland assumed the Chair and continued with the agenda.

COMMITTEE APPOINTMENTS

The first committee to be appointed will be the Executive Committee.

i) Executive Committee

The Executive Committee in accordance with the Procedural By-law, Sec. XII(10) states the Executive Committee shall consist of the Past Chair, the Chair and the Vice Chair. Since the immediate Past Chair was no longer a member of Planning Board and in accordance with the Committee Appointments in 2015 E. Russell was appointed to the position of Acting Past Chair. Therefore, the current Executive Committee consists of E. Russell, Acting Past Chair, K. Noland, Chair and A. H. Hunt, Vice Chair.

MOTION

It was moved by P. Moffatt and seconded by M. Peters that E. Russell continue in the position of the Acting Past Chair. - Carried.

Therefore, as a result of the foregoing Motion and Election of Officers for 2016 the Executive Committee will consist of Acting Past Chair E. Russell, Chair, K. Noland, and Vice Chair R. Stephens for 2016.

7. 7. ELECTION OF OFFICERS FOR 2016 - COMMITTEE APPOINTMENTS

ii) Budget Committee

The Board were advised that the Budget Committee, as appointed in 2015, consists of M. Peters, R. Stephens, A.H. Hunt and K. Noland.

MOTION

It was moved by E. Russell and seconded by D. Osborne that the Budget Committee remain the same as 2015 and consist M. Peters, R. Stephens, A.H. Hunt and K. Noland. - Carried

iii) Signing Authorities

The current signing authorities, appointed in 2015, are any two of K. Noland, Chair, D. Osborne, Board Member, L. Hayden, Board Member and E. Carter, Secretary-Treasurer.

MOTION

It was moved by P. Moffatt and seconded by L. Addison that the signing authorities for 2016 will remain the same and be any two of of K. Noland, Chair, D. Osborne, Board Member, L. Hayden, Board Member and E. Carter, Secretary-Treasurer. - Carried.

The time now being 8:15 p.m. and all business before the Board having been dealt with, the Meeting was adjourned on a motion moved by P. Moffatt.

K. E. NOLAND, CHAIR

E. L. CARTER, SECRETARY-TREASURER